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SECRETARY OF THE AIR FORCE

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Operations

OPERATIONAL REPORTING

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This instruction implements Air Force Policy Directive (AFPD) 10-2, Readiness. This publication applies to all Air Force units, the ANG when published in the ANG Master Catalogue, formerly known as ANGIND2. This publication applies to AFRC when published in AFRC Index 2 or when announced in the AFRC Publishing Bulletin. Prior to mobilization/activation AF, ANG, and AFRC units will address the HQ AF Service Watch Cell (AFSWC) on all applicable record copy OPREP-3 reports. It establishes and describes the Air Force Operational Reporting System (AFOREPS). Chapter 1 introduces the general concept of the AFOREPS and covers reporting policies and command reporting responsibilities. Chapter 2 deals with Operational Status Reports. It explains the purpose and gives instructions for preparing and submitting these reports. Chapter 3 covers Operational Support Monitoring Reports. It explains the purpose and gives instructions for preparing and submitting these reports. Refer recommended changes and questions about this publication to the AF/A3O-AOA, 1480 Air Force Pentagon, Washington, D.C. 20330-14480, Office of Primary Responsibility (OPR) using the AF IMT 847, Recommendation for Change of Publication. Major Commands are authorized and encouraged to supplement this Air Force Instruction (AFI) instead of repeating instructions in separate directives. Provide AF/A3O-AOA with an informational copy and a final copy, once published, of supplements that support or implement the AFOREPS. Waiver authority for this instruction is AF/A3O-AOA. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, Management of Records, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at https://afrims.amc.af.mil/rds_series.cfm.

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SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed. Major changes include requirements for hurricane/typhoon condition (HURCON/TCCOR) reporting (chapter 11); electronic storage (Paragraph 2.6), Digital Signature and Encrypting E-mail (Paragraph 2.7.), modification to report submission requirements (Paragraph 3.4.), modification to record-copy reports requirements (Paragraph 3.4.3), addition of DMS/AMHS/OPREP-3 Message Subject Line requirements (Paragraph 3.5.8.), clarification of FOLUP and upgrading reports (Paragraph 3.10.), mission impact requirement added to Figure 3.1., modification of Figure 3.4. Communications/Computer Events Report Format and Content, Modification of Figure 3.2. Active Duty Death Additional Information Format, Added voice template (Figure 3.10), Added Civilian Death Report Worksheet, (Figure 3.3), Added SITREP Template, (Attachment 4), Added Attachment 2, Operational Reports Rules List, rules modified: 1D, Natural Disaster Related Aircraft Evacuation; 1G, Civilian Aircraft Midair Collision or Near Miss; 1H, Military Aircraft Midair Collision or Near Miss; 1Q, Satellite, Command and Control Failure; 1R, Satellite, Degradation; 1S, Space Vehicle, Satellite Radioactive Incident; 1T, Satellite, Anomaly; 1U, Satellite, Electro-magnetic Interference; 1V, Space Launch Mishap; 2C, Death of an Active Duty VIP; 2D, Death of a Retired VIP; 2G, Injury, VIP; 2H, Disease/Public Health Emergency; 6C, Communications/Computer Systems Intrusion; 6D, Communications/Computer Systems Intrusion; 6E, Compromise of Classified Information (Foreign Government Involved); 6F, Compromise of Top Secret Information; 6G, Compromise of Classified Information (News Media Release); 6H, Diversion of Classified Material; 6I, Vital Intelligence Sightings; 6J, Intelligence, rules added: 1W, Directed Energy Threats; 2N, Civilian Death; 6K, Secret Internet Protocol Network/Nonsecure Internet Protocol Network (SIPRNET /NIPRNET) Outage; 6L, Automated Message Handling System (DMS/AMHS) – SIPRNET; 6M, Telephone/Wireless; 6N, Air Traffic Control and Landing Systems (ATCALS)/ Meteorological Systems/ Navigation Aids (METNAV); 6O, Video Teleconference (VTC) – Classified; 6P, Giant Voice/ Base Siren System; 8I, Significant Weather Occurrences; 8J, Hurricane/Typhoon Condition Change/Hurricane Hunter Operations; 8L, “Immediate Response” Defense Support to Civil Authorities (DSCA); 8M, National-Level Interest Media; 9A, Aircraft Accident; 9B Death, CAP member; 9C Property Damage; 9D Criminal Activity; 9E Misconduct (News media interest); 9F Media Coverage; 9G Air Force-level interest.

Chapter 1

GENERAL CONCEPTS, POLICIES, AND RESPONSIBILITIES

1.1. Concept of the AFOREPS. The set of reports that make up the AFOREPS provide AF and intermediate commands the information necessary for timely operational decisions. Major commands (MAJCOM) will integrate their reporting systems into AFOREPS, thereby allowing easy lateral and vertical transfer of information.

1.2. Reporting Instructions and Principles. The following instructions and principles apply to the AFOREPS:

1.2.1. AFOREPS reports draw information from numerous sources (e.g., personnel, materiel, equipment status, operations and logistics planning, situation monitoring, and intelligence) and give decision makers a concise picture of events. The main criterion for inclusion in the AFOREPS system is essential information for command and control of aerospace forces.

1.2.2. Commands with both an Air Force and a joint or combined reporting requirement (e.g., air component commands) will use the AFOREPS and address both chains.

1.2.3. Annually, AF will review new requirements to determine operational necessity.

1.3. Command Reporting Responsibilities. To identify and streamline host-tenant responsibilities, host units will establish host-tenant agreements that meet the needs of both organizations. This may be accomplished with either a Host Tenant Support Agreement (HTSA) or Memorandum of Agreement (MOA). Commanders are responsible for timely and accurate reporting for all events/incidents that meet Chairman Joint Chiefs of Staff (CJCS) reporting criteria (PINNACLE), CSAF reporting criteria (BEELINE), and MAJCOM/CC reporting criteria (HOMELINE) for all assigned or attached units, as well as units staging through their command. The agreement will establish procedures to ensure the installation commander is made aware of all events/incidents occurring on or affecting their installation. Agreements must adhere to the following stipulations as a minimum.

1.3.1. Ensure established procedures do not delay the submission of OPREP-3 reports.

1.3.2. Outline specific operational report (OPREP-3) responsibilities of host and tenant command posts (CP) units, i.e., 1C3s functioning as a CP entity such as an Air Operations Center (AOC), (including who will submit the reports and procedures based on OPCON), with emphasis on timely and accurate report submission.

1.3.3. Installations operating under a single MAJCOM. Installations with one CP and one or more tenant units will establish an agreement that all OPREP-3 reports will be submitted by the host command post. The commander or delegate (O-4 or higher) operating the CP submitting the report will approve OPREP-3 reports prior to submission.

1.3.4. Installations operating with multiple MAJCOMs. Tenant commanders assigned to a different MAJCOM than the host unit, have the sole responsibility to report an event/incident affecting their assets that meet OPREP-3 reporting criteria. Tenant commanders may waive approval/release authority for BEELINE and PINNACLE reports to the host/installation commander. A memorandum of agreement between the host and tenant wings with concurrence of the parent MAJCOMs is required. Tenant unit commander retains approval/release authority for HOMELINE reporting. The commander or delegate (O-4 or higher) responsible for the report will have approval/release authority for all OPREP-3 reports affecting his/her assets. When submitting a report for the tenant/s, the host CP will not interfere with, alter, or delay the tenant unit's report.

1.3.5. Ensure OPREP-3 reports have all required addresses, including the affected (host or tenant) MAJCOM command center, and affected units and MAJCOMs.

1.3.6. Provide copies of the MOA to the host and tenant MAJCOMs, IAW MAJCOM procedures. MAJCOMs will maintain a current copy of the agreement on file.

1.3.7. MAJCOMs, direct reporting units (DRUs), field-operating agencies (FOAs), Air Force Reserve Command (AFRC), and Air National Guard (ANG) personnel will develop instructions to ensure timely and accurate OPREP-3 reporting. Geographically Separated Units (GSUs) that do not fit under any of the above criteria will comply with parent MAJCOM guidance IAW this instruction.

1.3.8. Air Force component commanders of combatant commands and/or Joint Task Force (JTF) will develop written guidance to ensure compliance with this instruction within their command and de-conflict with combatant/JTF command directives.

1.4. Authority and References:

1.4.1. Authority. This instruction includes the requirements of the various documents of the Joint Reporting System. Air Force units will use AFI 10-206 as the primary source for reporting instructions.

1.4.2. Emergency Status Codes (ESC). These codes serve as a guide for reporting under emergency and crisis conditions. Each chapter reflects the ESC required for each type report. AFI 33-324, The Information Collections, and Reports Management Program: Controlling Internal, Public, and Interagency Air Force Information Collections prescribe ESC. Later chapters identify reference materials for specific reports. The phrase "Continue reporting during MINIMIZE" or "Discontinue reporting during MINIMIZE" will be entered before the beginning of the narrative of the text. ESC does not apply to chapter 11, HURRICANE/TYPHOON CONDITION (HURCON/TCCOR) REPORTING.

1.4.2.1. Status Code "D" indicates: Immediately discontinue reporting data requirements during emergency conditions.

1.4.2.2. Status Code “C1” indicates: Continue reporting during emergency conditions, priority precedence. Submit data requirements in this category as prescribed or by any means to ensure arrival on the established due dates.

1.4.2.3. Status Code “C2” indicates: Continue reporting during emergency conditions, normal priority. Submit data requirements in this category as prescribed or by any means to ensure arrival on the established due dates.

1.4.2.4. Status Code “C3” indicates: Continue reporting during emergency conditions, delayed precedence. Submit data requirements in this category as prescribed, but they may be delayed to allow the submission of higher precedence reports. Submit by non-electronic means, if possible.

Chapter 2

GENERAL REPORTING INSTRUCTIONS

2.1. Security Classification and Downgrading Instructions. AFI 31-401, Information Security Program Management provides security classification and downgrading instructions.

2.1.1. Classify reports indicating unit combat preparedness status according to AFI 10-201, Status of Resources and Training System (SORTS), Para 1.4.

2.1.2. Classify OPREP-3 reports a minimum of SECRET containing the following:

2.1.2.1. Information on a combat loss or damage or discussing combat mission results.

2.1.2.2. A complete inventory of nuclear weapons of one or more units.

2.1.2.3. Information on the deployment of combat aircraft, units, or personnel according to the appropriate deployment plans.

2.1.2.4. Unit names and locations associated with a plan according to security instructions.

2.1.2.5. Events/incidents involving nuclear weapons according to content.

2.1.2.6. Events/incidents of confirmed or suspected compromise of classified information according to content.

2.1.2.7. Information of a unit’s total mission impairment according to content.

2.2. Transmitting Reports During Combat or Combat Related Operations. When combat or combat-related operational requirements make speed of delivery paramount, military commanders may modify transmission of classified information as necessary to meet local conditions. (When doing so, commanders will cite at the end of the message "CJCSM 3150.03, Joint Reporting Structure Event and Incident Reports, Enclosure A, paragraph 4a," as the authority.)

2.3. Operating in a Degraded Communications Environment. AF may suspend the submission of selected reports.

2.4. Report Formats. Prepare voice and record copy reports IAW CJCSM 3150.03, MIL-STD-6040 (USMTF), AFI 10-206, AFI 33-324, and Air Force Records Information Management System (AFRIMS) Website: https://afrims.amc.af.mil. When MIL-STD-6040, does not contain a specific format for the record copy report, use the General Administration (GENADMIN) format with the report's name as the SUBJECT

2.4.1. Units are encouraged to establish an account on the Defense Information Systems Agency (DISA) web site (https://www.us.army.mil/suite/page/441756) in order to receive the latest

United States Message Text Format (USMTF) Baseline (publications and software). Units can also obtain a downloadable copy of the USMTF on the Command Post AF Knowledge Now website (https://afkm.wpafb.af.mil)

2.4.2. CPs will use the USMTF editor provided in DMS/AMHS and/or USMTF Joint Mission Planning System (JMPS) Common Operating Environment (COE) Message Processor (CMP) software available on the DISA web site to build and submit reports.

2.5. Correction of Reports. The originator will submit a correction (CORR) if an error is noticed after submitting a report. Annotate the report numbers in the same fashion as a follow up report; if the initial report was 001 annotate the CORR as "CORR 001". Correction reports will include the information from the previous report with the corrected changes. The corrected report will be classified according to its content. Identify a corrected report by placing "CORR" in the third field of the TIMELOC set.

2.6. Electronic Storage. If paper copy reports are not filed, all received/transmitted OPREP-3 reports will be stored in electronic format in a central location; i.e. on Defense Message System (DMS/AMHS) capable computer, removable media, or on a network drive. Retained reports must contain all sections of the message and the addresses to which it was sent. Separate the reports into folders bearing the month in which the report was transmitted. Retain the reports for 1-year with each successive month from the current year replacing the previous year, reference AFRIMS, T 10-10 R 06.00, Event/Incident Reports (Operations Report [OPREP]-3H/B/P). The AFSWC maintains an annual archive of all reports received on the AFOG classified/SIPRNET website, (http://www.a3a5.hq.af.smil.mil/a30/a300/archive.html). The AFSWC's annual archive is not a substitute for local archival, units must maintain a record of all reports locally.

2.7. Digital Signature and Encrypting E-mail. All message traffic transmitted via email should have the digital signature and encryption options activated, reference AFI 33-119, Air Force Messaging. All units and MAJCOMS will have their personnel added to their organizations "Role Based Certificate". The "Role Based Certificate" is a pool of names with permission to sign/encrypt on behalf of the organization. "Role Based Certificate" are established through local communication support agencies.

CHAPTER 3

EVENT/INCIDENT REPORT (OPREP-3)

3.1. Subject and Purpose. CPs uses the OPREP-3s to immediately notify commanders of any significant event or incident that rises to the level of DoD, AF, or MAJCOM interests. Submit the applicable OPREP-3 regardless of whether or not the event is being reported through other channels. OPREP-3 reports do not replace the requirement for more detailed reports such as the Aircrew/Aircraft Loss Report (LOSREP), the Commander's Situation Report (SITREP), and accident or incident investigation reports. Submitting an OPREP-3 report does not change nor is a substitute for any report required by other directives.

3.2. Report Categories. OPREP-3 reports categorize events or incidents according to their nature. FLAGWORDs associated with each category aid prompt transmission, processing, and distribution of the reports by alerting people to their importance. The following flag word reports make up the OPREP-3 system.

3.2.1. PINNACLE (OPREP-3P). This message is used by any unit to provide the National Military Command Center (NMCC) and, as appropriate, combatant commands and services with immediate notification of any incident or event where national-level interest is indicated. The general OPREP-3P report is used for situations that do not require reporting via other OPREP-3P reports listed in subparagraphs 3.2.2. through 3.2.9. This report is not restricted to operational information. Any inadvertent, accidental, unauthorized, or unexpected event or incident will be reported if it:

3.2.1.1. Generates a higher level of military action.

3.2.1.2. Causes a national reaction.

3.2.1.3. Affects international relationships.

3.2.1.4. Is clearly against the national interest.

3.2.1.5. Affects current national policy.

3.2.1.6. Involves unidentified objects detected by a missile warning system

3.2.2. PINNACLE NUCFLASH (OPREP-3PNF). Used to report an event, accident, or incident that could create the risk of a nuclear war. This message has the highest precedence in the OPREP-3 reporting structure. Report any of the following as an OPREP-3PNF:

3.2.2.1. Ballistic missile launch or space launch.

3.2.2.2. Space objects reentering the earth’s atmosphere.

3.2.2.3. Loss, potential loss or degradation of US military space capability when the loss or degradation is because of actions by a suspected or known hostile source.

3.2.2.4. Reports of cruise missiles or non-friendly, non-US or non-allied aircraft not on an approved flight plan that could pose a threat.

3.2.2.5. Accidental, unauthorized, or unexplained incident involving possible detonation of a nuclear weapon.

3.2.2.6. Unauthorized flight or deviation from an approved flight plan, by a US nuclear-armed or nuclear-capable aircraft with the capability to penetrate the airspace of another nuclear-capable country.

3.2.3. PINNACLE FRONT BURNER (OPREP-3PFB). Used to report pre-conflict occurrence of armed attack, harassment, or hostile action against US forces, territory, or interests.

3.2.4. PINNACLE BROKEN ARROW (OPREP-3PBA). Used to report a US nuclear weapon accident that does not create the risk of a nuclear war. Report any of the following as an OPREP-3PNF:

3.2.4.1. Nuclear detonation of a US nuclear weapon.

3.2.4.2. Non-nuclear detonation or burning of a nuclear weapon.

3.2.4.3. Radioactive contamination from a US nuclear weapon or component.

3.2.4.4. The jettisoning of a US nuclear weapon or component.

3.2.4.5. Public hazard, actual or implied, from a US nuclear weapon or component.

3.2.5. PINNACLE EMPTY QUIVER (OPREP-3PEQ). Used to report the seizure, theft, or loss of a nuclear weapon.

3.2.6. PINNACLE EMERGENCY DISABLEMENT (OPREP-3PED). Used for reporting operations involving the command disablement or nonviolent disablement of nuclear weapons.

3.2.7. PINNACLE EMERGENCY EVACUATION (OPREP-3PEV). Used to report operations involving the emergency evacuation of nuclear weapons.

3.2.8. PINNACLE COMMAND ASSESSMENT (OPREP-3PCA). Used to report a combatant commander’s assessment of a developing or potential crisis.

3.2.9. LERTCON STATUS OF ACTION (OPREP-3LSOA). Used to immediately notify the NMCC of combatant commander’s actions relative to the alert condition of their forces. When this report is sent from AF and/or combatant commands it will be sent as a PINNACLE.

3.2.10. BENT SPEAR (OPREP-3BS). Used to report incidents involving nuclear weapons that are of significant interest but are not categorized as PINNACLE NUCFLASH or PINNACLE BROKEN ARROW to the appropriate service headquarters. NMCC will be added as an "Info" addressee on any OPREP-3BS message or report, a voice report is required.

3.2.11. FADED GIANT (OPREP-3FG). Used to report nuclear reactor or radiological accidents or incidents to the appropriate service headquarters. The FLAGWORD PINNACLE may be added at any level of command to expedite forwarding of this message to the NMCC.

3.2.12. BEELINE (OPREP-3B). Used to report any event or incident that requires Air Force-level interest, but not requiring OPREP-3 PINNACLE reports. Although the report normally remains within US Air Force channels, commanders may add other addressees, as appropriate to avoid duplicate reporting. AF may make BEELINE information available to agencies outside the Air Force (e.g., NMCC, State Department) based on the situation.

3.2.13. HOMELINE (OPREP-3H). Used to report events or incidents, which do not meet Air Force-level criteria, but are of interest to the MAJCOM. Although these reports are not addressed to HQ Air Force, they are part of the AFOREPS program and will use the same basic format. MAJCOMs will determine specific reporting requirements and procedures for the HOMELINE report. ANG units report HOMELINE-level information to ANG Command Center, unless federalized or mobilized.

3.2.14. CRESCENT EDGE (OPREP-3CE). Used to immediately notify the Joint Staff, Air Force, or MAJCOM level of significant activities involving Special Access Programs (SAPs) operating IAW AFI 16-701, Special Access Programs. Affected unit CPs will submit voice reports through normal CP channels. The flag words BEELINE and PINNACLE are used to reference the SAP management level to be contacted. Regardless of the SAP management level, SAF/AAZ (Air Force Special Access Program Central Office) will be addressed. MAJCOMs will establish procedures for contacting program managers at and below the MAJCOM level.

3.2.14.1. The OPREP-3CE report allows units operating SAPs to use the operational reporting channel to advise their program managers of events or incidents that meet OPREP-3 reporting criteria. The OPREP-3CE report is the single reporting channel for all SAP units reporting incidents to higher headquarters. OPREP-3CE reports will be forwarded through CP channels to MAJCOM Command Centers, the AFSWC, or the NMCC as required depending on the program manager level. Refer to Figure 3.10 to view a sample voice report.

3.2.14.2. The unit with the SAP, not the CP, initiates OPREP-3CE reports. The initiating unit will notify the CP that they have an OPREP-3CE report to be submitted. No program names or incident details will be included, and CP personnel will not press for details. The CP will assign a report number and send the report up the chain to the appropriate level. After report submission, the CP requires no other action.

3.2.14.3. Only the following information will be included in the report:

3.2.14.3.1. The time the unit initiated the report.

3.2.14.3.2. The name, phone number, and office symbol of the person at the unit initiating the report.

3.2.14.3.3. The name, phone number, and office symbol of the program manager at the appropriate higher headquarters.

3.2.14.4. An OPREP-3CE report will be submitted when an authorized individual from the unit has determined an event or incident involving a SAP, that higher-level awareness is warranted.

3.2.14.4.1. It is the reporting unit's responsibility, not the CP's, or wing commander's, to determine the level the report will be submitted, and to provide all information IAW paragraph 3.2.14.3 above.

3.2.14.4.2. The parent MAJCOM, SAF/AAZ, the AFSWC, and/or the NMCC (as deemed applicable) is the only addressees permitted on record copy OPREP-3CE reports. If report goes to the AFSWC or the NMCC, SAF/AAZ will be addressed.

3.2.14.4.3. The OPREP-3CE voice and record copy reports will be sent via normal reporting channels using FLASH or IMMEDIATE precedence. This report is unclassified; however, record copy reports will be digitally signed and encrypted.

3.2.15. PINNACLE--OPREP-3 WHITE PINNACLE (OPREP-3WP). OPREP-3WP is an unclassified exercise FLAGWORD used in exercise messages that contain simulated time-critical information from operating forces to the NMCC. The OPREP-3 WHITE PINNACLE report is used by the NMCC and combatant commanders to exercise OPREP–3 procedures as a measure of report timeliness.

3.2.15.1. Regional Operations Support Division (ROSD), Operations, Training, and Exercise (OT&E) Branch, J-3 DDRO, will recommend to unified commands via message the number of exercises to be conducted within the assigned period. Unified commands will designate the units to receive the exercise message and will select specific exercise start times.

3.2.15.2. Detailed guidance is governed by CJCSM 3150.03. Only unified commands, units subordinate to unified commands, and the NMCC participate in this exercise.

3.3. Command Responsibilities. Due to the time sensitivity of OPREP-3 information, report each event/incident as promptly and accurately as possible. If there is doubt, report it. Units at all levels will develop procedures to quickly obtain and report the key elements of an OPREP-3 report. Since installations normally host units assigned to different MAJCOMs, notification and coordination procedures between units must be agreed upon. Therefore, host, tenant, and applicable MAJCOMs will have a MOA on file, IAW paragraph 1.3. Commanders who release OPREP-3 reports will ensure all agencies under their command receive initial and semiannual OPREP-3 training.

3.3.1. CPs will train commanders on all reporting criteria and procedures outlined in this instruction. Prior to CP submission, the commander or designated alternate will review all OPREP-3 reports in a timely manner.

3.3.2. The CP is responsible for providing commanders the necessary information to facilitate an informed decision and timely OPREP-3 voice and record-copy submissions IAW this instruction, reference paragraph

3.4. Report Submission. The first CP having knowledge of an event/incident meeting BEELINE or PINNACLE criteria will submit the OPREP-3 report. Units will not delay submission of an OPREP-3 to research if another CP is submitting a report. . When necessary, the AFSWC may request, through the MAJCOM, that a unit report an event/incident because that unit is located closest to where the event/incident occurred.

3.4.1. Voice Reports. Air Force units will submit a voice reports for all INITIAL, FOLUP and FINAL reports through the appropriate MAJCOM command center via telephone conference. IAW CJCSM 3150.03, all PINNACLE reports will be submitted as soon as possible after an event or incident has occurred and sent at FLASH or IMMEDIATE precedence. PINNACLE Nuclear Flash reports are extremely time sensitive and require initial reporting within 5 minutes of the incident.

3.4.2. The GOAL for PINNACLE reports (exception is Pinnacle Nuclear Flash, which is 5 minutes) is to make initial voice reports within 15 minutes of an incident, with record copy reports submitted within 1 hour of the incident. For INITIAL HOMELINE/BEELINE reports, units will make initial voice reports within 15 minutes of notification, with record copy reports submitted within 1 hour of the voice report. HOMELINE/BEELINE/PINNACLE initial record copy reports will contain only as much of the requested information as is immediately available. The initial record copy report must not be delayed to gain additional information. Follow-up reports will be submitted as additional information becomes available.

3.4.2.1. Normal conferencing procedures for BEELINE and service-level reports will be unit-to-MAJCOM-to-AFSWC. Procedures for PINNACLE reports will be unit-to-MAJCOM-to-AFSWC-to-NMCC. Because the audible quality of some conferencing systems is degraded with each added conferee, the AFSWC will conference in the NMCC for PINNACLE reports. For BEELINE reports, if the MAJCOM cannot be reached units are to contact the AFSWC directly. For PINNACLE reports, if the MAJCOM/AFSWC cannot be reached, units are to contact the NMCC directly. MAJCOMs or lower echelons may add additional conferees to conferences as appropriate. Ensure the AFSWC is the last conferee added to the conference.

3.4.2.2. When reporting on any asset assigned to a MAJCOM other than that of the reporting unit, ensure the MAJCOM command center owning the asset is included in the voice conference and addressed on the record copy report.

3.4.2.3. MAJCOM command centers will screen HOMELINE reports for possible BEELINE criteria. The AFSWC will screen BEELINE reports for possible PINNACLE criteria. When in doubt, consult the appropriate MAJCOM or the AFSWC through the MAJCOM.

3.4.2.4. Units submitting the OPREP-3 PINNACLE or BEELINE voice report will provide the MAJCOM and the AFSWC the rule number and/or subject of the event/incident being reported. Providing the AFSWC with the rule number allows preliminary checklist steps to be accomplished prior to the unit beginning the voice report. After completion of voice reports, the AFSWC will give a reference time in Zulu for record-copy BEELINE reports, and their initials.

3.4.2.5. If MAJCOM command centers are unable to establish a teleconference or the unit is reporting a classified report and individual phone calls must be made in lieu of a teleconference, the unit will call the highest level organization in the reporting chain first, then back-brief all others. When possible, the AFSWC will patch the appropriate MAJCOM command center and the NMCC (if applicable) into the conference.

3.4.2.6. As a minimum, conference the NMCC, STRATCOM, and the AFSWC for nuclear related PINNACLE reports. Intermediate command centers will be added to the conference if time permits and only if it does not cause a delay in immediately voicing these reports to the NMCC. Contact the NMCC at DSN 223-8196 for the Senior Operations Officer (primary) or DSN 227-6340 for the EA Cell (secondary). Contact STRATCOM at DSN 271-1806, Comm. 402-294-1806 or DSN 272-4405, Comm. 402-232-4405. Contact the AFSWC at DSN 227-6103 or 223-5511.

3.4.3. Record-copy Reports: IAW CJCSM 3150.03, units will submit initial record copy PINNACLE reports within 1 hour of the incident. IAW this instruction, submit all record copy HOMELINE/BEELINE reports within 1 hour from the voice report. Intermediate levels of command will immediately pass the report to subordinate or lateral commands that need the information.

3.4.4. Do not include the following statement: “The commander has deemed the following reportable” in OPREP-3 BEELINE or PINNACLE reports.

3.4.5. Class “A” Mishaps are addressed to all MAJCOM command centers to include ANG Command Center using the minimum essential address (MEA) Listing (Attachment 3). Additionally, address appropriate MAJCOM command centers to include ANG when personnel and/or assets (active, guard or reserve, mobilized or non-mobilized) assigned to those organizations are affected. The originating unit is still responsible for ensuring all required MEA are in receipt of the record copy, reference paragraph 3.4.

3.4.6. Intermediate levels of command and or the unit originating the report will immediately pass the report to subordinate or lateral commands whose units or assets are affected by the event/incident.

3.4.7. Prompt reporting is imperative. Do not delay INITIAL voice reporting to obtain additional information or acquire NAF or HHQ permission. Use record copy and FOLUP voice to provide additional information when it becomes available.

3.4.7.1. INITIAL reports must be timely and concise, but will contain as much information as immediately available within established time parameters. Record copy reports must thoroughly answer the following questions: who, what, when, where, why, and how. Continue reporting until these questions are answered.

3.4.7.2. When time critical responses to HAF questions are required, the AFSWC may contact a unit's wing commander through the MAJCOM.

3.4.8. Transmit OPREP-3 reports by the fastest means available consistent with security constraints: usually by non-secure voice transmission, followed by a confirming record transmission. Ensure reports containing classified or special intelligence information are marked properly. OPREP-3s are transmitted via DMS/AMHS/NIPRNET/SIPRNET as appropriate. For classified reports, if secure DMS/AMHS and SIPRNET are not available, units will notify their MAJCOM command center that the report will be transmitted via secure fax. Units will format reports IAW USMTF guidelines. Units will ensure all MEA receive the report, regardless of how the report is transmitted. If electronic transmission capabilities are not available, faxing the record copy report to the AFSWC can be used to meet timing criteria, however electronic transmission is preferred. If the report is sent using NIPRNET/SIPRNET e-mail or faxed to the AFSWC, the originating unit is still responsible for ensuring all required MEA are in receipt of the record copy. For OPREP-3 PINNACLE reports, the AFSWC will ensure the NMCC is in receipt.

3.4.9. The initial record copy report will contain any updated information gathered after the initial voice report without exceeding the time criteria established in paragraph 3.4.2.

3.4.10. Any actual OPREP-3 report takes precedence over all peacetime exercise communications.

3.4.11. Submission of OPREP-3 reports will not be effected by the imposition of MINIMIZE.

3.4.12. Use the ESC "C1" designator - Continue reporting, priority.

3.5. Report Format and Contents: MIL-STD-6040 gives specific format information for OPREP-3 reporting.

3.5.1. The narrative section of each report must clearly convey the details of the incident but will not include any speculations about responsibility, failure of equipment or facilities, legal liability, causes, quotations or opinions from witnesses or other privileged sources. Use Figure 3.1. to assist in gathering and reporting all minimum required events/incident details.

3.5.2. Include the aircraft type, tail number, owning unit, aircrew unit and squadron, type mission, and mission number in all reports that involve Air Force owned, contracted, or operated aircraft.

3.5.3. The first statement in the text of INITIAL record copy reports will state the time the CP was notified of the event/incident, and the time the commander or designated alternate approved

the voice report for CP submission. Example: "The CP was notified at 271829ZJUL2005, and the commander approved the voice report at 271818ZJUL2005". Do not include this information in the voice report.

3.5.4. The statement "Further reporting through XXX channels." will only be used after consulting and confirming with the appropriate external agency(ies) that further reports will be accomplished through their channels, include POC, office symbol and contact number. This statement will not be used as a blanket statement and will not be used until all questions listed in Figure 3.1., 3.2., and/or 3.3. are answered via OPREP-3 channels.

3.5.5. The AFSWC may request certain questions answered prior to submission of the final report. Information requested by the AFSWC that is unknown during the initial voice report will be provided (when the information becomes available) in the INITIAL record copy report or FOLUP/FINAL voice/hard copy reports.

3.5.6. Upon request, unit commanders will provide the AFSWC photographs of events/incidents via email.

3.5.7. Units will address all BEELINE/PINNACLE reports with the applicable MEA (refer to Attachment 3) combining rules into one report is encouraged. Ensure the MEA for each rule number is included in the INITIAL, FOLUP, and FINAL reports. Also, ensure follow-up and final reporting lists all applicable rule numbers.

3.5.8. DMS/AMHS/OPREP-3 Message Subject Line. Units will format the subject line for both the NIPRNET and SIPRNET subject line area of the report in this manner.

Table 3.1. DMS/AMHS/OPREP-3 Message Subject Line.

Overall Report Classification	Include "(U)", (C), or "(S)" at the beginning (Reference AFI 33-119, Air Force Messaging).
Report type	Specify if HOMELINE, BEELINE, or PINNACLE as applicable.
Report Number	Provide appropriate report number
OPREP-3 Subject/Category	Subject of OPREP-3 (reference event/incident category from AFI 10-206, Attachment 2, OPREP-3 and Reports Matrix)
Reporting Unit	Provide unit designator, base name, and state (include country for overseas locations)
Subject Classification	Include "(U)", (C), or "(S)" at the end (every effort will be made to ensure the subject is unclassified). (Reference AFI 33-119).
Example: (U) BEELINE, 001, GROUND MISHAP, 375 AW/CP SCOTT AFB IL (U)	

3.6. Report Numbering. Number OPREP-3 reports consecutively for each calendar year by type, (i.e. PINNACLE, BEELINE, HOMELINE) beginning with 001. Subsequent reports for the same incident will add sequential letters to the basic report number (e.g., 002A, 002B, …, 002Z, 002AA, 002AB, …). After the number 999, revert to 001 for the next report. Report numbers are designed for individual units to track the total number of OPREP-3 reports submitted per year.

3.7. Exercise Reports. Number exercise OPREP-3 reports independently of real-world OPREP-3 reports. Begin exercise reports with 001 at the start of each exercise. Indicate exercise name in the EXER set of each report.

3.8. Initial, Follow-up, and Final Reports. INITIAL reports contain as much information as immediately available within established time parameters about an event or incident. FOLUP reports are essential to keep commanders informed of developing situations and to provide additional details as they are learned. FINAL reports will provide required information not previously reported and close event/incident reporting. An initial report may be submitted as the FINAL report if it contains all of the required information to close the report. These reports will identify INITIAL report status in both the TIMELOC set and add this statement at the end of the GENTEXT IAW paragraph 3.8.1.

3.8.1. INITIAL, FOLUP, and FINAL reports will close with the applicable phrase, i.e., “This is a CP INITIAL, FOLUP, or FINAL report.

3.8.2. Record copy FOLUP or FINAL reports may contain information previously provided in one or more voice reports. If a report is upgraded to a higher level, include the verbiage from previous reports for that event/incident. Continue reporting as long as the situation merits. When the immediacy of the OPREP-3 system subsides, commanders may use SITREP reporting to provide continuous information. Include a reference to applicable voice and record copy reports in each additional record report.

3.8.3. FOLUP reports will be submitted if additional information about the event/incident is received and does not complete/close the event/incident.

3.8.4. FINAL reports will be submitted if the information completes/closes the event/incident. FINAL reports will be submitted no later than 30 days after INIT/FOLUP reporting has been submitted if no additional information is available. However, units will not close out the FINAL report without identifying a follow on agency for continuation of information.

3.8.5. FOLUP and FINAL report(s) will contain enough information from the previous report(s) to aid the recipient.

3.8.6. If it is determined that situations will no longer develop, or information sources will no longer provide relevant data, units will send the appropriate voice and record report (IAW paragraph 3.8.4.) and add the phrase, "No further information is/or will be made available. This is a CP final report" to close INITIAL and FOLUP reports.

3.9. Use of Personnel Identification. Do not include the name, social security number (SSN), or address of individuals in OPREP-3 reports. However, provide the age, gender, duty status (e.g., active duty, ANG or reserve, state if on or not on Title 10 or 32 orders), rank (if not military, specify if dependent or DoD/Civilian employee), and assigned unit/agency. If a report recipient requires names or SSN, request it as an addendum separate from OPREP-3 report requesting only the last four digits. Exceptions: OPREP-3CE (the name and phone number of both POCs are required), for aircraft accidents, the name, title, and phone number of safety board president,

for death of a public figure occurring on an Air Force installation, and for death of any retired flag officer (do not provide names of retired flag officers if death is due to military operations or the release of names would adversely affect an investigation). Exception: Civilian Death (the name of the POC in the Civilian Personnel Flight). The Air Force Surgeon General will ensure medical personnel provide medical related information, relevant to the event/incident, to AF CPs for all OPREP-3H, B, and P reportable events.

3.10. Upgrading Reports. Units will upgrade OPREP-3 reports if FOLUP information to an event/incident meets the criteria of a higher-level report (e.g., HOMELINE to BEELINE). Units will report the INITIAL information and any FOLUP information as a new report. Also, include any references to earlier reports. In the upgraded INITIAL report, provide all known facts even if previously reported to the lower level organization. Upgrade reports will require both a voice and record copy. Close lower level reports when they upgraded. Send all FOLUP reports to the appropriate MEA addressees.

Figure 3.1. Guide for OPREP-3 Event/Incident Reporting.

Include the following in a narrative format.
1. Mission identification number.
2. For FOLUP and FINAL reports, reference to all previous reports.
3. Date, time, rank, unit of assignment, and location of event or incident.
4. Analysis of public relations factors involved and estimate of news media reaction.
5. Description of all known facts and circumstances:
a. Include the following for events or incidents concerning aircraft, missiles, or satellites:
(1) Serial number and type of aircraft, missile, or satellite.
(2) Home unit.
(3) Home base.
(4) Mission. (For aircraft, include point of departure and en route stops.)
(5) Type of ordnance aboard.
(6) Any known circumstances concerning the event/incident, or any factor that induced or contributed to an accident or combat loss.
(7) Weather conditions at time and place of event or incident (aircraft only).
(8) Estimate of casualties.
(9) Names of VIP casualties involved (given independent of OPREP-3).
(10) Estimate of property or equipment damage (Air Force, public, or private).
(11) Security measures taken (i.e., number and type of personnel used as sentries, unit and base of assignment, etc.). If nuclear weapons are involved, include whether or not a national defense area was established according to AFI 31-101, The Air Force Installation Security Program.

b. When compromise or suspected compromise of classified information is involved that is not the result of espionage, include as much of the following as possible:
(1) Description of material involved, including origin (agency and office of primary responsibility), date, subject, classification, category, special marking, etc.
(2) Identification of the position the persons and activities involved.
(3) Summary of circumstances.
(4) Estimated extent of compromise.
(5) If Office of Special Investigations (OSI) assistance has been requested.

8. Mission impact.

Figure 3.2. Active Duty Death Additional Information Format.

Include the following in a narrative format.
1. Provide the marital status of member (single, married, divorced, or separated).
2. Provide the age, gender, and rank of the individual.
3. Provide status of children and how many, as applicable.
4. Provide location of where the member was found (i.e., on-base/off-base residence or work).
5. Provide (if known) who found the member's body.
6. Provide known medical or administrative problems, if applicable.
7. For vehicle/motorcycle accidents:
a. Were seatbelts/helmets worn?
b. Was alcohol a factor?
c. Was a motorcycle safety course completed?
8. What is the status of next-of-kin (NOK) notifications?
9. For ANG and Air Force Reserve members, is/are the member(s) on US Code Title 10 orders?
10. Any additional information known.

Figure 3.3. Civilian Death Report

Include the following in a narrative format.
1. Position/Title of Employee
2. Installation
3. Organization
4. MAJCOM
5. Pay Plan & Grade
6. Date of Death: DD MMM YYYY, Date Reported to Civilian Personnel Flight (CPF), DD MMM YYYY
7. Place of Death: City and State/Country
8. Cause of Death (If available and releasable): Accident, Illness, Natural Causes, Unknown
9. Name of CPF POC: CPF POC DSN:
10. Additional Information:
11. State the following in every report:
"FOR OFFICIAL USE ONLY This document contains information exempt from mandatory disclosure under the FOIA. Exemption 5 U.S.C. 552(b) (6) applies. This document also contains personal information that is protected by the Privacy Act of 1974 and must be safeguarded from unauthorized disclosure."

Figure 3.4. Communications/Computer Events Report Format and Content.

Include the following in a narrative format.
1. Description of the incident/outage. Use as much detail as necessary to adequately describe the problem.
2. Impact to the organization's operations/mission.
3. For communication/computer systems intrusions, ensure the following is included:
a. Name and classification of exploited network/system
b. Name of the system as accredited
c. Network domain name and Internet Protocol (IP) address
d. Description of hardware and operating system
e. Highest classification of information processed
f. Mission area/function of system
g. Apparent source IP (if applicable)
h. Means of detection
4. Restorative actions taken.

Figure 3.5. OPREP-3 Initial Example

SECINFO/U/USA/-//
EXER or OPER//(AS APPLICABLE)
MSGID/OPREP-3B, USMTF, 2008/1 FW/001/JAN//
REF/A/DESC: INITIAL VOICE OPREP-3B REPORT/1FW/011000ZAPR2006/001//
FLAGWORD/BEELINE/-//
TIMELOC/010930ZAPR2006/LANGLEY AFB, VA/INIT//
GENTEXT/INCIDENT IDENTIFICATION AND DETAILS/THE CP WAS NOTIFIED OF THE INCIDENT AT 010943ZAPR2006 AND THE COMMANDER APPROVED THE VOICE REPORT AT 010955ZAPR2006. INCIDENT OR EVENT DETAILS WITH WHO, WHAT, WHEN, WHERE, WHY AND HOW. THIS IS A CP INITIAL REPORT.//
UNCLASSIFIED

Figure 3.6. OPREP-3 Follow-up Example

SECINFO/U/USA/-//
EXER or OPER//(AS APPLICABLE)
MSGID/OPREP-3B, USMTF, 2008/509 BW/001A/JAN//
REF/A/DESC: INITIAL VOICE OPREP-3B REPORT/509 BW/011100ZJAN2006/001//
REF/B/MSGID: OPREP-3B/509 BW/011135ZJAN2006/001//
REF/C/DESC: FOLLOWUP VOICE OPREP-3B REPORT/509 BW/011400ZJAN2006/001A//
FLAGWORD/BEELINE/-//
TIMELOC/010940ZAPR2006/WHITEMAN AFB, MO/FOLUP//
GENTEXT/INCIDENT IDENTIFICATION AND DETAILS/EVENT DETAILS WITH WHO, WHAT, WHEN, WHERE, WHY AND HOW. THIS IS A CP FOLLOW UP REPORT.//
UNCLASSIFIED

Figure 3.7. OPREP-3 CRESCENT EDGE Report.

SECINFO/U/USA/-//
EXER or OPER//(AS APPLICABLE)
MSGID/OPREP-3CE, USMTF, 2008/8 FW/001/JAN//
REF/A/DESC: INITIAL VOICE OPREP-3CE REPORT/8 FW/011000ZAPR2006/001//
FLAGWORD/BEELINE/-//
TIMELOC/010930ZAPR2006/KUNSAN AFB, KOR/INIT//
GENTEXT/INCIDENT IDENTIFICATION AND DETAILS/THE INITIATION TIME (ALL TIMES IN ZULU). CRESCENT EDGE INITIATED BY (NAME / PHONE / OFFICE SYMBOL FROM SAP UNIT). REQUEST AFSWC NOTIFY (NAME / PHONE / OFFICE SYMBOL OF PROGRAM MANAGER AT AF OR JCS LEVEL).//
UNCLASSIFED

Figure 3.8. DSCA GENADMIN Example

SECINFO/U/USA/-//
EXER or OPER//(AS APPLICABLE)
MSGID/GENADMIN/123 WG SOMEWHERE AFB, USA/001/AUG/INIT/-//
SUBJ//FIRE TRUCK SUPPORT TO FRANKLIN COUNTY OHIO//
REF/A/DESC: INITIAL SITREP/8 FW/011000ZAPR2006/001//
POC/123 WG/CP/UNIT: A3O/NAME: MSGT SAM SNUFFY/TEL: DSN XXX-XXX-XXXX/FAX: DSN XXX-XXX-XXXX/EMAIL: 123CP@SOMEWHERE.AF.MIL//

GENTEXT/REMARKS/-//
1. DSCA/FAIRBORN, OH/FIRE DEPARTMENT SUPPORT
(Type of support, location, and specific assistance requested or provided)

2. ACTUAL TIME OF MILITARY PARTICIPATION 60 MINUTES
(Estimated duration of military participation in reported event)

3. FAIRBORN FIRE DEPARTMENT, 200030ZAUG2007, MR. JOHN DOE, COMM: 937-555-2334, JOHN.DOE@FFD.GOV
(Source, date, and time of civil authority's request for military assistance. Show official titles, phone numbers, and e-mail addresses)

4 USAF PERSONNEL Number of USAF personnel
(Military and civilian employed in the DSCA)

5. 1 FIRE ENGINE
(Amount and types of equipment used)

6. NO SUPPLIES USED
(Amount and types of supplies used)

7. TSGT JOHN DOE, DSN:787-3532/JOHN.DOE@SOMEWHERE.AF.MIL/FAX:787-1233
(Title, rank, and telephone/e-mail/fax of unit POC)

8. NO MEDIA ATTENTION OCCURRED
(Describe the extent of any media interest in the USAF response)

9. N/A
(Appropriate DoD or Federal Emergency Management Agency (FEMA) mission designator, if applicable)//

UNCLASSIFIED

3.11. AFSWC Contact Information. Table 3.2 provides secure and non-secure DSN numbers, commercial numbers, and NIPRNET addresses for the AFSWC.

Table 3.2. AFSWC Contact Information.

VOICE	Primary:	Alternate:	Commercial:
Non-secure	DSN: 227-6103	DSN: 225-2270	(703) 697-6103
STE/STU	DSN: 223-5511	DSN: 225-7220	(703) 693-5511
Red Switch	DRSN: 228-2301	DRSN: 228-2300	N/A
E-MAIL	Primary:	Secondary:	
NIPRNET	afwatch@pentagon.af.mil	afog.afdo@pentagon.af.mil	
SIPRNET	afwatch@af.pentagon.smil.mil	afog.afdo@af.pentagon.smil.mil	
FAX	Primary:	Secondary:	Commercial:
Unclassified	DSN: 225-9673	N/A	(703) 695-9673
Classified	DSN: 223-1929	N/A	(703) 693-1929

3.12. MAJCOM and ANG Contact Information. Table 3.3 provides secure and non-secure telephone numbers and non-DMS/AMHS addresses for the AF MAJCOMs and ANG.

Table 3.3. MAJCOM and ANG Contact Information.

MAJCOM		Telephone Numbers		NIPRNET/SIPERNET E-Mail Addresses	
		Commercial	DSN		
ACC	U	(757) 764-1555	312-574-1555	acccmdctr@langley.af.mil	
	S	(757) 764-5444	312-574-5444	acc.ccs.sc@langley.af.smil.mil	
	U	Fax: 312-574-5441		S	Fax: 312-574-5444
AETC	U	(210) 652-1859	312-487-1859	12ftw.cp@randolph.af.mil	
	S	(210) 652-4934	312-487-4934	12ftw.cp@randolph.af.smil.mil	
	U	Fax: 312-487-7684		S	Fax: 312-652-5726
AFMC	U	(937) 257-6314	312-787-6314	hqafmc.command.center@wpafb.af.mil	
	S	(937) 257-0161	312-787-0161	hqafmc.cmd.ctr.v3@wrightpatterson.af.smil.mil	
	U	Fax: 312-787-1473		S	Fax: 312-787-0161
AFRC	U	(478) 327-0680	312-497-0680	afrc.command.center@afrc.af.mil	
	S	(478) 327-1201	312-497-1201	afrc.docc@afrc.robins.af.smil.mil	
	U	Fax: 312-497-0200		S	Fax: 312-497-1201
AFSOC	U	(850) 884-8900	312-579-8900	afsoc.oc@hurlburt.af.mil	
	S	(850) 884-8400	312-579-8400	afsoc.oc@afsoc.af.smil.mil	
	U	Fax: 312-579-2122 or 5360		S	Fax: 312-579-5171
AFSPC	U	(719) 554-5979	312-692-5979	afspc.command.center@peterson.af.mil	

	S	(719) 554-5587	312-692-5587	afspc.commandcenter@afspc.af.smil.mil	
	U	Fax: 312-692-0239		S	Fax: 312-692-9093
AMC	U	(618) 229-0360	312-779-0360	amc.command.center@scott.af.mil	
	S	(618) 256-1823	312-576-1823	amc.command.center@amc.af.smil.mil	
	U	Fax: 312-576-1823		S	Fax: 312-779-1864
ANG	U	(301) 981-6001	312-858-6001	commandcenter@ang.af.mil	
	S	(301) 836-8736	312-278-8736	ngb.a3xc@ang.af.smil.mil	
	U	Fax: 312-858-7505		S	Fax: 312-858-2439
PACAF	U	(808) 448-8500	315-448-8500	pacafcommandcenter@hickam.af.mil	
	S	(808) 449-4010	315-449-4010	v3502aos.aopo@dms.hickam.af.smil.mil	
	U	Fax: 315-449-4060		S	Fax: 315-449-4010
USAFE	U	01149-637147-8200	314-480-8200	usafe.commandcenter@ramstein.af.mil	
	S	01149-637147-7917	314-480-7917	usafe.commandcenter@ramstein.af.smil.mil	
	U	Fax: 314-480-9231		S	Fax: 314-480-7917

3.13. The OPREP-3 and Reports Matrix. The OPREP-3 and Reports Matrix (Attachment 2) is a quick reference guide to assist users in determining the type of report to submit. The OPREP-3 and Reports Matrix provides broad guidance and is not all-inclusive. Judgment on the part of local CPs and commanders is essential to proper reporting. Base the level of the report on whether or not the event or incident will attract national level interest (PINNACLE) or will only be of interest to AF (BEELINE) or a MAJCOM (HOMELINE). Refer to Figures 3.1 through 3.9 for additional guidance on minimum OPREP-3 report content.

3.14. Guide for Reporting Defense Support to Civil Authorities (DSCA). AF response to civil emergencies will fall into four categories (Immediate Response, MOU/MOA, 10 Day Rule, and Disaster/Emergency). Units will report all DSCA events via GENADMIN. All DSCA GENADMIN messages will address the parent MAJCOM, MEA 1, 3, 41, 60, 61, and 65 as a minimum. Address other agencies as required. Refer to DoDD 3025.1, Military Support to Civilian Authorities, DoDD 3025.15, Military Assistance to Civilian Authorities, and AFI 10-802, Military Support to Civil Authorities, for a more detailed description of DSCA events. The term DSCA is IAW AFI 10-2501, Air Force Emergency Management (EM) Program Planning and Operations.

3.14.1. Report DSCA events IAW Attachment 2, OPREP-3 and Reports Matrix. A DSCA GENADMIN message will be submitted as the events occur and as soon as, but no later than 2 hours, an AF asset responds (departs from base/installation) to a request from civil authorities. Units will number the DSCA GENADMIN reports IAW paragraph 3.6. A voice report is not required for DSCA reporting, but units will state the following to the AFSWC/NMCC as applicable: “This is the ____ (unit ID and base name); a DSCA GENADMIN report has been transmitted for your action”. Submit a follow up GENADMIN message as significant changes or circumstances occur. Assets utilized for more than 24 hours and/or if media attention occurs, require a follow up DSCA GENADMIN report once daily until the DSCA event is terminated or the asset returns to home base/installation. Include the following in the text portion of a DSCA GENADMIN message:

3.14.1.1. Type of support, location, and specific assistance requested or provided.

3.14.1.2. Estimated duration of military participation in reported event.

3.14.1.3. Source, date, and time of civil authority's request for military assistance. Show official titles, phone numbers, and e-mail addresses.

3.14.1.4. Number of USAF personnel (military and civilian) employed in the DSCA.

3.14.1.5. Amount and types of equipment used.

3.14.1.6. Amount and types of supplies used.

3.14.1.7. Title, rank, and telephone/e-mail/fax of unit POC.

3.14.1.8. Describe the extent of any media interest in the USAF response.

3.14.1.9. Appropriate DoD or Federal Emergency Management Agency (FEMA) mission designator, if applicable.

3.14.2. For major events, submit an SITREP message to AFSWC and applicable MAJCOM with the most current information in paragraphs 3.14.1.1 thru 3.14.1.9. in addition, include the following information within 10 workdays after DSCA termination.

3.14.2.1. Assessment of military operations and effectiveness.

3.14.2.2. Photographs and video of military operations.

3.14.2.3. Chronological summary of USAF and Civil Air Patrol (CAP) actions to include all DoD and FEMA mission numbers performed as Air Force assigned missions IAW AFI 10-2701, Organization and Function of the Civil Air Patrol.

3.14.2.4. Highlights of relief operations, outstanding performers, unusual actions or occurrences, or other events of interest for the USAF after action report.

3.14.2.5. Discussion of specific problem areas encountered and actions recommended precluding recurrence in the future.

3.14.2.6. Summary of relief operations expenses requiring reimbursement.

3.14.3. Units CP will ensure their installation commander is briefed to ensure their unit comptroller is aware of DSCA requests to facilitate reimbursement. The installation commander will also ensure base agencies provide the command post with all information required to complete the reporting.

Figure 3.9. Guide for Reporting Suspected or Confirmed Terrorist use of Chemical, Biological, or Radiological or Nuclear (CBRN) Materials.

In addition to requirements in Figure 3.1 and/or 3.2., include all available data elements (lines A through K) listed below. If a data element is unknown, list line identifier (A., B., C., etc.) and state "UNKNOWN". Include FOLUP data elements, if known, in the initial report. Do not delay initial report.

1) Initial data elements:
a) Was a threat communicated in relation to the incident? If yes, then include text or summary of communicated threat.
b) Number of victims exhibiting symptoms and severity of injuries.
c) Symptoms of victims.
d) State whether identity of CBRN substance is unknown, suspected, or known (confirmed by HAZMAT Incident Commander). If known or suspected, include cost accounting standard (CAS) and/or UN number and proper name. For voice reports, read chemical names out phonetically.
e) Whether CBRN material was released or is still contained. If released, state nature, location, and amount of release, if known.
f) Weather conditions (wind speed, temperature, humidity, air stability, cloud cover).
g) Cordon size.
h) Initial isolation zone size.
i) Are off-base areas or populations (specify town, city, or county with jurisdiction) in the (suspected/predicted) hazard area at this time, or will they be within the next three hours?
j) Have civilian authorities (specify town, city, or county with jurisdiction) for affected (off-base) populations been contacted?
k) Has outside aid been requested/ received? List agencies.

2) FOLUP data elements: Update data elements from the initial report and add the following information, if available:
a) Identity of CBRN substance involved. If known, specify CAS and/or UN number and proper name. State HAZMAT Incident Commander's level of confidence (High, Medium, or Low) in the presumptive identification of the CBRN substance.
b) Briefly describe actions taken to identity substance. List type of monitoring and tests performed and results.
c) Describe CBRN substance: color, odor, and physical state (solid, powder, aerosol, vapor, gas, or liquid).
d) Description of container or delivery system.
e) If there was a communicated threat of a specific material or agent, does the available data tend to support or disprove the details of the communicated threat?
f) If CBRN substance is unknown, list protective action assumptions being employed, such as Department of Transportation (DOT) Emergency Response Guide (ERG) guide numbers.
g) Estimate of how many personnel were exposed.
h) Size of cordon and evacuation zone.
i) Sheltering in-place: size of zone and time.
j) Personal protective equipment (PPE) used by responders entering Hot Zone.
k) List all off-base agencies involved in response.

3.15. Chief of Staff Special Reporting Item (CSAF-SRI). From time to time an operation, incident, or activity receives the personal interest of the CSAF. These incidents will be reported using the CSAF-SRI report, rule 8H. The list of CSAF-SRIs will remain in effect until superseded or rescinded.

3.16. Voice Templates. Units will format their voice template with the information provided in Figure 3.10.

Figure 3.10. OPREP-3 VOICE TEMPLATE GUIDANCE

Voice templates will be formatted with the following lines:

a. "THIS IS _____ FROM THE _____". Include rank, name, unit, base, and state/country.

b. State the classification. i.e. UNCLASSIFIED or SECRET

c. State if PINNACLE, BEELINE, HOMELINE, or CRESENT EDGE

d. State if INITIAL, FOLUP, or FINAL

e. State note "Note 1: If CLASSIFIED pass by secure means. If BEELINE or CRESENT EDGE conference AFSWC. If PINNACLE, request the AFSWC to conference the NMCC."

f. Line 1 will state "EVENT/INCIDENT IDENTIFICATION & LOCATION." Include report number, rule number, event/incident name, and location of event/incident.

g. Line 2 will state "NARRATIVE (details/text)." Include space for narrative/text and a note stating "Note 2: Answer these questions: Who, when, where, why, how, (aircraft type, tail number, wing, mission number, the crew's wing & squadron and/or member's unit information). Do not include the time the CP was notified and commander approval."

h. Line 3 will state: TIME OF VOICE REPORT." Annotate voice DTG obtained from AFSWC for BEELINE/CRESENT EDGE and/or NMCC for PINNACLE.

i. Line 4 will state "INITIALS." Include a section for unit, MAJCOM, AFSWC, NMCC, and OTHER.

Chapter 4

COMMANDER'S SITUATION REPORT (SITREP)
(RCS: HAF-A3O (AR) 7123)

4.1. Subject and Purpose. To keep the MAJCOMs, Services, Joint Staff, and SECDEF apprised of existing political, military, and operational situations/plans and to keep commanders advised of a unit's ability to meet requirements outlined in approved plans. The commander or delegate (O-4 or higher) is responsible for timely and accurate SITREP reporting. Situation reporting will be accomplished for, but not limited to, the following:

4.1.1. Involvement in critical national or international situations.

4.1.2. Involvement in natural or manmade disasters and/or emergency relief efforts.

4.1.3. Significant operational deficiencies that affect mission readiness.

4.1.4. Other activities or operations to include Defense Support to Civil Authorities (DSCA). All DSCA events should be reported as described in paragraph 3.14.
NOTE: Critical or disastrous situations triggering national or Service level interest will be reported initially via the OPREP-3 PINNACLE or BEELINE reports. FOLUP or amplifying messages on such events/incidents will continue to be submitted as OPREP-3 messages as long as the situation warrants OPREP-3 type reporting.

4.2. Submitted By. MAJCOMs as required by operations plans and directives, or higher headquarters. Air Force Component Commands (AFCCs), Air Force Component Commands (Forward), DRUs when participating in joint or special operations, and unit commanders.

4.3. Submitted To. All SITREPs will be addressed to the Air Force Service Watch Cell using MEA 1 (see Attachment 3). Other addressees are prescribed by MAJCOM and/or theater Commander's direction.

4.3.1. Reports originated by Chief of Staff, USAF (CSAF):

4.3.1.1. At DEFCON 5 or 4:

4.3.1.1.1. TO: AL 7044 (members of 7044 are classified SECRET)

4.3.1.1.2. MAJCOMs

4.3.1.1.3. CC: Air Force Personnel Center using MEA 5 (see Attachment 3)

4.3.1.1.4. Additional addressees, as required/directed.

4.3.1.2. At DEFCON 3, 2, or 1:

4.3.1.2.1. TO: AL 7044

4.3.1.2.2. MAJCOMs

4.3.1.2.3. CC: Additional addressees, as required.

4.3.2. Reports originated by MAJCOMs and DRUs:

4.3.2.1. TO: Air Force Service Watch Cell (MEA 1)

4.3.2.2. CC: Air Force Personnel Center (MEA 5)

4.3.2.3. Additional addresses, as required/directed.

4.3.3. Reports originated by commanders of task forces or special operations and unit level commanders:

4.3.3.1. TO: Air Force Service Watch Cell (MEA 1)

4.3.3.2. TO: Parent Joint Command

4.3.3.3. TO: MAJCOM (as applicable)

4.3.3.4. CC: Air Force Personnel Center (MEA 5)

4.3.3.5. Additional addressees, as required/directed.

4.4. Submission Timing. Reports will be submitted daily or more frequently if required, for the duration of the activity or operation. Unless specified otherwise by a combatant commander directive, submit reports no later than 0200Z, reflecting data current as of 2359Z.

4.5. Submission Precedence. Submit reports using “Immediate” precedence via DMS/AMHS with classification appropriate for the message content. Continue to report during MINIMIZE unless directed otherwise by the implementing authority. Voice or Global Command Control System (GCCS) may be used to submit this message when DMS/AMHS transmission is not available.

4.6. General Reporting Instructions. The SITREP is a narrative report that keeps addressees informed and enables higher levels of command to prepare for potential effects of ongoing situations.

4.6.1. Duplicate reporting is not desired; however, information available in another Joint Reporting Structure (JRS) report will be referenced to ensure operational impacts are noted.

4.6.2. Any higher headquarters level in the reporting chain may direct additional reporting requirements. The Air Force Operations Group, in fulfilling the CSAF's Title 10 responsibilities,

is authorized to request any necessary additional/amplifying information on past events, current operations, or planned actions. A quick response to requests for information from the AFSWC, Air Force Crisis Action Team, or CSAF Presentation Division is required.

4.6.3. During peacetime DSCA operations and under hostile conditions such as terrorism, comply with paragraph 3.14. and the daily reporting instruction timeline described in the supported Combatant Command's Execute Order.

4.7. Report Content. Air Force SITREPs will evaluate significant factors relating primarily to readiness, mobilization personnel, force protection, and logistics. Report content should highlight key activities and build on previous reports. Duplicating or including information to fill in the blank is not desirable. Brevity is paramount. The following is a list of subparagraphs from MIL-STD-6040, and will be used as applicable. A SITREP template is provided in Attachment 4.

4.7.1. GENERAL: Report any pertinent general information (commander's own situation, disposition, and/or status of forces), to include a summary of significant unit mission readiness degradation, current deployments, and projected deployments and requirements. If there is no information to report, then enter the phrase: "Nothing Significant to Report (NSTR)". Refer to Attachment 4 for sub steps.
4.7.2. SITUATION: Report assessments of the situation to include circumstances or conditions that increase or materially detract from the capability and readiness of forces assigned or under operational control of the command or service. If there is no information to report, then enter the phrase: "Nothing Significant to Report (NSTR)". Refer to Attachment 4 for sub steps.

4.7.3. OPERATIONS: Report a description and results of offensive and/or defensive operations carried out by major combatant elements; information on allied forces' operations; summary of plans for combat operations during the next 24 hours; and deviations or variations from previously reported intentions/plans. Include as a minimum: unit, location, aircraft/equipment status (available, fully mission capable, partially mission capable, not mission capable), sorties scheduled, sorties flown, specific reasons for sortie cancellations and sorties scheduled for next 24 hours, unit/aircraft rotation plans/status, and any other items required by the AFSWC. If there is no information to report, then enter the phrase: "Nothing Significant to Report (NSTR)". Refer to Attachment 4 for sub steps.

4.7.4. INTELLIGENCE-RECONNAISSANCE: A brief overview of the situation in terms of operations, order of battle, capabilities, and threat changes. Reference any Spot Intelligence reports submitted in the past 24 hours. Report changes in force protection conditions (FPCON), details of significant incidents with FPCON implications, security deficiencies and vulnerabilities, mitigation measures, significant criminal activity, etc. If there is no information to report, then enter the phrase: "Nothing Significant to Report (NSTR)". Refer to Attachment 4 for sub steps.

4.7.5. LOGISTICS: Identify significant deficiencies affecting support for planned operations and problem areas beyond the commander's or service's capability to overcome or alleviate in a

timely manner. If there is no information to report, then enter the phrase: "Nothing Significant to Report (NSTR)". Refer to Attachment 4 for sub steps.

4.7.6. COMMUNICATIONS CONNECTIVITY: Report significant communication outages, incompatibilities, quantitative equipment deficiencies, traffic volume, etc. If there is no information to report, then enter the phrase: "Nothing Significant to Report (NSTR)". Refer to Attachment 4 for sub steps.

4.7.7. PERSONNEL: Report factors affecting readiness of forces or units; mobilization status; daily battle casualties (i.e., killed in action, wounded in action, and missing in action), and the impact of all casualties sustained upon the command's mission capability. If there is no information to report, then enter the phrase: "Nothing Significant to Report (NSTR)". Refer to Attachment 4 for sub steps.

4.7.8. SIGNIFICANT POLITICAL-MILITARY-DIPLOMATIC EVENTS: Report events not reported by OPREP-3 PINNACLE or BEELINE but which could result in local, national, or international public reaction; civil unrest or indications of civil defense measures contemplated or implemented; and events affecting the attitudes, emotions, or behavior of the populous that could be used in developing psychological operations campaigns. If there is no information to report, then enter the phrase: "Nothing Significant to Report (NSTR)". Refer to Attachment 4 for sub steps.

4.7.9. COMMANDERS EVALUATION: Provide the commander's evaluation, combatant commander's, or service chief's assessment of the situation. Comments will provide an overall assessment and any individual comments keyed to forces as outlined in approved execute order/deployment order and modifications to those orders. The information contained in Figure 4.1 will be included in the summary SITREP. If there is no information to report, then enter the phrase: "Nothing Significant to Report (NSTR)". Refer to Attachment 4 for sub steps.

Figure 4.1. Guidance for Commander's Final SITREP.

1. Commander's assessment of military operations and effectiveness 2. Photographs and video of military operations 3. Location and suspected cause of the disaster/emergency 4. All AF, combatant commanders, and FEMA mission designators assigned 5. Sources of requests for military assistance to include mailing addresses 6. Chronological summary of USAF and CAP actions, beginning with employment of forces and throughout relief operations to include type forces, equipment, and supplies used, together with aircraft operations including number and type aircraft, number of sorties, number of passengers and short tons moved, hours flown, and any other items requested by the AFSWC. 7. Highlights of relief operations, outstanding performers, unusual actions or occurrences, or other events of interest for CSAF 8. Discussion of specific problem areas encountered and actions recommended precluding recurrence in the future 9. Summary of relief operations expenses requiring reimbursement

Chapter 5

COMMUNICATIONS INSTRUCTIONS REPORTING VITAL INTELLIGENCE SIGHTINGS (CIRVIS)

5.1. Subject and Purpose. This report provides vital information to the security of the United States and Canada which, in the opinion of the observer, requires very urgent defensive action or investigation by the US and/or Canadian Armed Forces.

5.2. Submitted By. Any Air Force personnel.

5.3. Submitted To:

5.3.1. Airborne reports: US, Canadian military, or civilian communications facility.

5.3.2. Post-landing reports: Commander, North American Aerospace Defense Command (NORAD), Cheyenne Mt, Colorado, or HQ Northern NORAD Region, North Bay, Ontario, Canada, whichever is more convenient. If landing outside Canadian or US territories, submit reports through the nearest Canadian military or diplomatic representative or US.

5.4. When Submitted. As soon as possible after the intelligence sighting.

5.5. How Submitted. Reports are normally UNCLASSIFIED but handled as FOUO.

5.5.1. Use the most rapid means of transmission available. For airborne reports, use the same procedures as for air traffic control. When pilots cannot establish contact with a ground station, make maximum effort to relay the report via other aircraft.

5.5.2. To avoid delays while airborne, repeat the word CIRVIS three times before the message to preempt all other communications (except distress and urgency). If this fails to clear the frequencies, use the International Urgency Signal "PAN" spoken three times. For the ground relay of airborne reports or post-landing reports, use FLASH precedence.

5.5.3. Transmit during MINIMIZE.

5.5.4. Use the ESC C1 designator- Continue reporting, priority.

5.6. Reporting Instructions:

5.6.1. Facilities receiving CIRVIS reports will rapidly process and forward them as prescribed by NORAD Instruction 10-19.

5.6.2. Report all unidentifiable, suspicious, or hostile traffic (land, aerospace, or seaborne), which, because of its nature, course, or actions, considered a threat to the security of the United States or Canada. Such reporting extends the early warning defense system for the United States and Canada. There are five types of CIRVIS reports:

5.6.2.1. Issue initial CIRVIS reports while airborne (or as warranted, upon landing).

5.6.2.2. Issue post-landing CIRVIS reports if airborne reports made.

5.6.2.3. Issue follow-up CIRVIS reports by anyone with additional information about an earlier report (refer to the initial report).

5.6.2.4. Issue cancellation CIRVIS reports once sightings are positively identified as friendly or determined it was erroneously reported.

5.6.2.5. Submit evaluation CIRVIS reports to each addressee of the above CIRVIS reports. Promptly submit evaluation reports to keep all interested parties fully informed.

5.6.3. Report the following specific sightings:

5.6.3.1. Hostile or unidentified aircraft, which appears directed against the United States, Canada, or their forces.

5.6.3.2. Missiles.

5.6.3.3. Unidentified flying objects.

5.6.3.4. Hostile or unidentified military surface vessels or submarines.

5.6.3.5. Any other individual surface vessels, submarines, or aircraft of unconventional design engaged in suspicious activity, observed in an unusual location, or on a course, which may threaten the United States, Canada, or their forces.

5.6.3.6. Any unexplained or unusual activity, which may indicate a possible attack against or through Canada or the United States (includes the presence of any unidentified or suspicious ground parties in remote or sparsely populated areas, including the polar region).

5.6.3.7. Unlisted airfields, facilities, weather stations, or air navigation aids.

5.6.4. Make every effort to document sightings with as many photographs as possible. Send undeveloped film or prints and negatives, with a brief written report and other identifying information to the Director of Naval Intelligence, Department of the Navy, Washington, DC 20305. The Department of the Navy will process the film and return one copy of each print and a roll of new film to the individual.

5.6.5. Use Figure 5.1. to gather and report specific sighting details.

Figure 5.1. Communications Instructions Reporting Vital Intelligence Sightings (CIRVIS).

GUIDE FOR CIRVIS REPORTING

The CIRVIS report is a narrative report explaining the sighting. A specific format is not required. Provide as much specific detail as possible to aid decision makers in responding to the sighting. Include the following information, if possible, along with any other information, which may be significant:

1. CIRVIS report identification.

2. Identification of the object sighted.
a. For identifiable objects, include number and identification of the aircraft, vessel, missile, or individuals seen.
b. For unidentifiable objects, give a description including shape, size (compared to a known object e.g., pea, silver dollar, baseball, basketball, fighter aircraft, or C-5), number and formation, any discernible features or details (e.g., color, trail or exhaust, sound).
c. Include any observed identification (e.g., insignia, lettering, flags).

3. The position of the object. Include the date and time (GMT) of the sighting. This can be indicated by any of the following methods:
a. Latitude and longitude.
b. Over a radio fix.
c. True bearing and distance from a radio fix.
d. Over a well-known or well-defined geographic point.

4. Description of the course of the object:
a. Altitude.
b. Direction of travel.
c. Speed.
d. Description of flight path and maneuvers.
e. What first called attention to the object?
f. Angle or elevation and azimuth when first observed.
g. How long was the object visible?
h. Angle or elevation and azimuth upon disappearance.
i. How did the object disappear?

5. Manner of observation.
a. State how observed: ground-visual, ground-electronic, air-visual, and air-electronic. (If electronic, specify system).
b. Were optical aids (telescope, binoculars, etc.) used?

6. Conditions when sighting the object.
a. Location of observer. (Use latitude/longitude, a named geographic landmark, or other logical references.) If the sighting is made while airborne, include type of aircraft, identification number, altitude, heading, speed, and home station.
b. Light conditions (use one of the following terms: night, day, dawn, dusk).
c. Weather conditions (ceiling, visibility, clouds, thunderstorms, temperature, winds, etc.).

7. Interception or identification actions taken (if feasible, complying with existing directives).

8. Location, approximate altitude, and general direction of flight of any air traffic or balloon releases in the area, which could possibly account for the sighting.

9. Preliminary analysis of the possible cause of the sightings.

10. Existence of physical evidence, such as materials and photographs.

11. Name, organization, and means of contacting the reporting individual.

Chapter 6

AIRCREW/AIRCRAFT LOSS REPORT (LOSREP)
(RCS: HAF-A3O (AR) 7113)

6.1. Subject and Purpose. The LOSREP provides follow-on information (after an OPREP-3) on the loss of aircrews or aircraft. Submit the LOSREP for both combat and peacetime losses IAW USMTF formatting via DMS/AMHS/SIPRNET/NIPERNET, as applicable.

6.2. Submitted By. The unit with the operational or mission control of the lost aircrew and aircraft. (EXCEPTION: When a loss occurs while on temporary duty (TDY) in, or transiting through, an overseas geographical area, the overseas air commander submits the report.)

6.3. Submitted To:

TO ADDRESSEES:
CSAF WASHINGTON DC (afcc.workflow@af.pentagon.smil.mil)
AFSWC WASHINGTON DC (MEA 1)
MAJCOM Command Center (Area of Operation where loss occurred)
Parent MAJCOM Command Center (Of the aircrew and aircraft)

CC ADDRESSEES:
AFSC KIRTLAND AFB NM (MEA 8)
AFPC RANDOLPH AFB TX//PRC/DPWCS (MEA 5)
AF WASHINGTON DC//A1PR/SE (MEA 12 and 16)

ADDITIONAL ADDRESSEES: AS REQUIRED

6.4. When Submitted:

6.4.1. Transmit the initial LOSREP when an aircraft is determined to be damaged beyond repair or not later than three hours after the initial OPREP-3 reporting the loss.

6.4.2. Submit follow-on reports as additional information becomes available or if the status of a loss changes.

6.4.3. Conclude reporting with a final LOSREP summarizing all available information.

6.5. How Submitted:

6.5.1. Classify according to content. However, all reports concerning combat losses will be classified SECRET, as a minimum.

6.5.2. Note the method of transmission is unclassified

6.5.3. Use the following precedence for the type of report indicated:

6.5.3.1. Initial report: IMMEDIATE.

6.5.3.2. Follow-on reports: PRIORITY.

6.5.4. Transmit during MINIMIZE.

6.5.5. Use the ESC C1 designator - Continue reporting, priority.

6.6. Reporting Instructions:

6.6.1. Report the initial loss with an OPREP-3 Event/Incident Report.

6.6.2. Use GENADMIN format in MIL-STD-6040, providing information contained in figures 6.1 and 6.2.

6.6.3. Indicate type of loss (i.e., combat, operational, or training).

6.6.4. Reference the applicable OPREP-3 in the initial and follow-up LOSREPs.

6.6.5. Reference the original LOSREP in follow-on reports.

6.6.6. The LOSREP is an operational report, separate from the safety investigation reports of AFI 91-204, Safety Investigations and Reports.

Figure 6.1. LOSREP Details.

Information for Aircrew/Aircraft Loss Report (LOSREP)

A. Identify report type (initial, follow-on, or final).

B. Type loss (operational, combat, or training).

C. Aircraft identification:
C1. Model, Design, and Series (MDS) (Report block numbers for F-16 aircraft).
C2. Serial number.
C3. Mission number.
C4. Call sign.
C5. Operational base.
C6. Aircraft assignment (command, numbered air force, wing, squadron).
C7. Configuration.
C8. Aircraft damage assessment.
C9. Engine type.
C10. Engine cycles and aircraft total flight time.
C11. Recent MX.
C12. Engine damage assessment.

D. Time and location of loss (in GMT). Indicate location by latitude and longitude:
D1. Time and location when battle damage occurred (if applicable).
D2. Time and location when aircraft was downed, lost, or crashed.
D3. Coordinates and terrain.
D4. Training area range (Restricted area or MOA).
D5. Time over target (operational, combat, or training mission) if applicable.

E. Aircrew identification and status for each crewmember:
E1. Number of crewmembers / Number of passengers.
E2. Name and crew position.
E3. Rank.
E4. SSN (last four digits).
E5. Organization.
E6. Station. (Home and deployed base, if applicable.)
E7. Status. (Recovered, DUSTWUN, missing, ill, injured, or fatality.)
E8. Number of months, combat missions flown, in the combat zone.
E9. Pilot #1: Total flight time / Total flight time in mishap ACFT type / the 30/60/90 day flight hour totals.
E10. Pilot #1 Qualification (SP, FP, P, IP, EP, etc.).
E11. Pilot #2: Total flight time / Total flight time in mishap ACFT type / the 30/60/90-day flight hour totals.
E12. Pilot #2 Qualification (SP, FP, P, IP, EP, etc.).

F. Mission and target information:
F1. Type mission (close air support, strike, armed reconnaissance, etc.).
F2. Type target. If under Forward Air Controller (FAC) control, include FAC call sign.
F3. Target location by latitude and longitude.
F4. Target area weather, day or night. Include weather where aircraft was hit, if not over the target. If a night loss, state whether or not attack was made under flare light.
F5. Target area defenses. (Report actual defenses encountered.)
F6. Electronic warfare (EW) environment in target area.
F7. Formation / Position in formation (position in flight of aircraft and number of aircraft in flight; e.g., number 3 in flight of 4).
F8. Type of maneuvers at mishap occurrence.
F9. Bailout altitude (Above ground level).
F10. Attempts to restart (Total numbers).

G. Tactics:
G1. Cause of loss (bird strike, aircraft malfunction, ground fire, missiles, etc.).
G2. Altitude above ground level when problem occurred.
G3. Aircraft attitude when problem occurred.
G4. Speed when problem occurred.
G5. Basic maneuver or type weapons delivered to include dive angle. Report pass number when problem occurred and previous passes on same target by other aircraft of same flight, or within previous 30 minutes by any aircraft.
G6. Effect of target area defense on tactics.

G7. Effect of target area weather on tactics.
G8. Effect of rules of engagement on tactics.
G9. Number and type weapons carried when problem occurred. Include number and type ECM pods carried and their status (operative or inoperative).
G10. Disposition of ordnance. Type ordnance being delivered when problem occurred, ordnance jettisoned, retained, etc.
G11. Relevant communications from crewmembers not recovered or from others in the area.

H. Rescue information:
H1. Ejection and chute information.
H2. Environment at rescue site (terrain, enemy activity, etc.).
H3. Agency directing personnel recovery (PR).
H4. PR Forces/Unit.
H5. Extent of PR effort.
H6. Date and time (GMT) of successful PR effort and Service accomplishing recovery.
H7. When and why PR efforts terminated.

I. Weather.
I1. WX-Precipitation.
I2. Ceiling / Cloud tops / Visibility.
I3. Winds.

J. Crash Site.
J1. Collateral damage (Civilian/DoD).
J2. Site security / Unit securing the site.

K. Safety.
K1. Interim Safety Board President (Rank, full name, and duty title).
K2. Chief of Inspection Board (if applicable).
K3. Safety officer POC/DSN numbers.

L. Remarks. Include a brief narrative or description of mishap and any other essential information not contained in report.

Figure 6.2. Sample LOSREP.

(CLASSIFICATION)-
MSGID/GENADMIN/1 FW/006//
SUBJ/LOSREP//
REF/A/MSGID: INITIAL VOICE OPREP-3 REPORT/1FW/011100ZJAN2006/006//
NARR/

A. INITIAL LOSREP.

B. COMBAT LOSS.

C. AIRCRAFT IDENTIFICATION.
C1. F15C.
C2. 85-0130.
C3. RF449G.
C4. WACO 41.
C5. DHAHRAN AIR BASE, SA.
C6. CENTAF, NA, 4404 CW, 71 FS.
C7. RJ26
C8. DESTROYED
C9. GE-100
C10. 3/600
C11. 15 JAN 01
C12. DESTROYED

D. TIME/LOCATION OF LOSS
D1. 021805Z APR 01 AT 29-00N 48-15W
D2. 021808Z APR 01 AT 28-40N 48-00W.
D3. 102.5N 350W/MOUNTIANS
D4. RESTRICTED AREA
D5. 021803Z APR 01.

E. AIRCREW IDENTIFICATION/STATUS
E1. 1/0
E2. DOE, JOHN J. /AIRCRAFT COMMANDER.
E3. MAJOR.
E4. 123-45-6789FR.
E5. 71 FS.
E6. LANGLEY AIR FORCE BASE.
E7. RECOVERED, UNINJURED.
E8. 3 MONTHS/52 MISSIONS.
E9. 1000 / 700 / 15/32/47
E10. IP
E11. N/A
E12. N/A

F. MISSION/TARGET INFORMATION.
Fl. ARMED RECONNAISSANCE.
F2. COASTAL FREIGHTER - NOT UNDER FAC CONTROL.
F3. 29-30N 48-20W.
F4. SCATTERED CLOUDS AT 5000FT - 12 MILES VISIBILITY. NIGHT - FLARES NOT USED.
F5. AUTOMATIC WEAPONS/37MM CANNON ON BOARD FREIGHTER.
F6. NONE.
F7. NR 1 IN FLIGHT OF 4.
F8. SPLIT-S

F9. 1500 FT
F10. 0

G. TACTICS.
Gl. PROBABLE AUTOMATIC WEAPONS FIRE. HITS IN ENGINE AREA CAUSED FLAMEOUT APPROX 3 MINUTES AFTER HITS.
G2. APPROX 2000 FT.
G3. LEFT CLIMBING TURN.
G4. 450K.
G5. RECOVERING FROM STRAFING RUN AT 20-DEGREE DIVE ANGLE, PASS NR 2, NO PREVIOUS PASSES ON TARGET.
G6. NONE.
G7. NONE.
G8. NONE.
G9. 2,000 ROUNDS 20MM. NO ECM PODS.
G10. REMAINING ROUNDS CRASHED WITH AIRCRAFT
G11. N/A

H. RESCUE INFORMATION.
H1. GOOD EJECTION AND CHUTE.
H2. OPEN SEA -NO ENEMY ACTIVITY.
H3. CROWN AIRBORNE RESCUE COMMAND POST.
H4. 77RQS
H5. 1 MH-60 HELICOPTER FOR RECOVERY, 4 F-15 (CHICAGO FLT), FOR RESCAP.
H6. RECOVERY MADE AT 021838Z APR 92 BY USAF MH-60.
H7. N/A.

I. WEATHER.
I1. NONE
I2. SCT 10 OVC 1.5 MILES
I3. 280/10

J. CRASH SITE.
J1. NONE
J2. 43AEF/SF

K. SAFETY.
K1. COL JOHN DOE 43AEF/CV
K2. N/A
K3. CAPT JEFF DOE/ DSN 555-1452

L. REMARKS. WHILE RECONNING TARGET, PILOT FELT THUMP UNDER AFT SECTION. NOTICED DROP IN HYD PRESSURE. FIRE WARNING LIGHT CAME ON. SMOKE IN COCKPIT FORCED EJECTION.//
DECLAS/X4//

Chapter 7

ITEMS OF SPECIAL INTEREST REPORT (RCS: HAF-A4/7 (AR) 7124)

7.1. Subject and Purpose. Items of Special Interest Report provides each headquarters, command, supporting agency, and base a means to manually report inventory and consumption data on special interest logistics items when they cannot use automated systems. This report is for short-term contingencies, emergencies, or exercises. Use the Combat Supplies Management System for long-term reporting.

7.2. Submitted By. See Table 7.1.

7.3. Submitted To. See Table 7.1.

7.4. When Submitted. As directed by AF/A4/A7 or AF CAT/A-4. MAJCOMs may implement this report to support a contingency or exercise. Notify AF/A4/A7 upon implementation.
NOTE: Be prepared to change items reported and item designations if HQ AF/A4/A7 or AF CAT/A-4 implements Items of Special Interest Report. The headquarters, which initiates the report, will terminate it.

7.5. How Submitted:

7.5.1. Transmit reports via DMS/AMHS or SIPRNET email. The report format, with base and item designator and corresponding columns, permits non-secure telephone communications as a last resort. Do not refer to bases or items by name.

7.5.2. Note that AF/A4/A7 or HAF CAT/A-4 will provide implementing instructions based on contingency and/or exercise requirements.

7.5.3. Transmit during MINIMIZE.

7.5.4. Use GENADMIN message format according to MIL-STD-6040.

7.5.5. Use the ESC C1 designator - Continue reporting, priority.

7.6. Reporting Instructions.

7.6.1. Implementing instructions must state the following:

7.6.1.1. Reporting commands and agencies.

7.6.1.2. Report recipients.

7.6.1.3. Reporting method.

7.6.1.4. Report classification.

7.6.1.5. Base designator (numerical designator assigned by A4/A7 or HAF CAT/A-4).

7.6.1.6. Items reported (A4/A7 or HAF CAT/A-4 assigned item designator).

7.6.1.7. Report timing.

7.6.1.8. How often to submit the report.

7.6.1.9. As of time.

7.6.1.10. Report no later than time.

7.6.2. Use six columns for this report. Designated columns as follows:

7.6.2.1. A. Beginning balance.

7.6.2.2. B. Receipts.

7.6.2.3. C. Expenditures (consumed).

7.6.2.4. D. Shipped.

7.6.2.5. E. Ending balance.

7.6.2.6. F. Remarks.

7.6.3. Inform HAF/A4/A7 or HAF CAT/A-4 at once of any actual or suspected item designator compromise.

Table 7.1. Items of Special Interest Reporting Guidance.

Submitted By:	Submitted To:	When Submitted:	Actions:
Unit Commanders	Intermediate Commands//A7//	When directed	
Intermediate Commanders	Parent MAJCOMs//A7//		Submit consolidated report
MAJCOMs	HAF WASHINGTON DC// A4RX (MEA 57)/A4/7 (MEA 33)//		
CONUS NORAD Region (CONR) Units	1 HAF TYNDALL AFB FL//A7X/ A4MW//Info: Sector		See OPLAN 3000 Series
CONR Battle Staffs	HQ ACC LANGLEY AFB VA//A7 CRC (MEA #66)//		
HQ ACC	TO: HAF WASHINGTON DC//A4/RX//Info: NORAD PETERSON AFB//CO//J4//Info: 1 AF TYNDALL AFB FL// A4MW//		Submit consolidated reports
NORAD Units deployed to Canadian region (CANR)	1 AF TYNDALL AFB FL//A7X/ A4MW//Info: Sector and Home Station	Before OPLAN 3000 execution	
NORAD Units deployed to Canadian region (CANR)	HQ ACC LANGLEY AFB VA//A7//Info: 1 AF Tyndall AFB FL//A7X/ A4MW//Info: CANR and HOME STATION	After OPLAN 3000 execution	
NORAD Units Deployed to Alaskan Region (ANR)	Parent Command//A7//Info: 1 AF Tyndall AFB FL//A7X/ A4MW//	Before OPLAN 3000 execution	
	11 AF Elmendorf AFB AK//A7//	After OPLAN 3000 execution	

CHAPTER 8

BULK PETROLEUM CONTINGENCY REPORT (REPOL)

8.1. Subject and Purpose. This report provides the Joint Staff, military services, and Defense Energy Support Center (DESC) with summary information on bulk petroleum inventories, damage assessment for bulk petroleum distribution systems, and other strategic information pertaining to bulk petroleum support posture.

8.2. Submitted By:

8.2.1. The Joint Petroleum Offices (JPOS) in US Joint Forces Command (JFCOM), US Northern Command (NORTHCOM), US European Command (USEUCOM), US Pacific (USPACOM), US Southern Command (USSOUTHCOM), and US Central Command (USCENTCOM).

8.2.2. The Department of the Air Force, or its designee, will submit REPOL reports on essential CONUS base petroleum facilities when requested by the Joint Staff.

8.2.3. DESC will be responsible for submitting REPOL reports for stocks reported by CONUS Defense Fuel Regions.

8.3. Submitted To. The address indicator list (AL 935).

8.4. When Submitted.

8.4.1. During contingencies or when directed by the Joint Staff.

8.4.2. When considered appropriate by reporting commanders.

8.4.3. Once reporting begins, REPOL will be forwarded every 48 hours unless otherwise directed by the Joint Staff.

8.5. How Submitted.

8.5.1. Classify according to content.

8.5.2. Transmit by DMS/AMHS, classified e-mail, or FAX.

8.5.3. Use IMMEDIATE precedence.

8.5.4. Transmit during MINIMIZE.

8.5.5. Use the ESC C1 designator - Continue reporting, priority.

8.6. Reporting Instructions. CJCSM 3150.14A, Joint Reporting Structure (JRS) - Logistics, Department of Defense Manual, contains additional information.

Chapter 9

LOGISTICS FEASIBILITY ANALYSIS CAPABILITY (LOGFAC) (RCS: HAF-A7X (A) 8001)

9.1. Subject and Purpose. Provides data on war consumables (munitions; tanks, racks, adapters, and pylons (TRAP); chaff; guns and gun barrels; etc.) necessary for calculating wartime requirements and to answer "what if" questions on the support of forces during crisis or planning situations.

9.2. Submitted By: MAJCOMs

9.3. Submitted To:
TO: HQ ACC LANGLEY AFB VA//A7X (MEA 67)//

CC: HAF WASHINGTON DC//A4RX (MEA 57)//

9.4. When Submitted. Submit changes as they occur. Review and update files annually, reference Table 9.1.

9.5. How Submitted:

9.5.1. Classify according to content.

9.5.2. Transmit using GCCS File Transfer Protocol (FTP).

9.5.3. Use the ESC C1 designator - Continue reporting, priority.

9.6. Reporting Instructions. Transmit during MINIMIZE.

Table 9.1. LOGFAC Report Submission Matrix.

Send Report File	MAJCOM TO ACC	ACC TO HAF
WARCONFAC	10 Aug	10 Aug
BASX	1 May	1 May
Base Pseudo Code	N/A	1 May
PARTS	14 Aug	14 Aug
WCDO	27 Aug	15 Aug
Create Report File	HAF/A5XW	HAF TO MAJCOM
MISP	1 May	1 May
Create Report File	HQ AFMC/A4R	HQ AFMC to MAJCOM
AFMC EQUIPMENT	1 May	1 May

Chapter 10

MEDICAL REPORT FOR EMERGENCIES, DISASTERS AND CONTINGENCIES (MEDRED-C) (RCS: HAF-SGH (AR) 8602)

10.1. Subject and Purpose. Provides information on USAF Medical Service unit operational readiness status, availability, and patient care activities during peacetime or wartime contingency operations (actual or exercise). Reports also apply to medical units influenced by unusual occurrences (e.g., natural disasters or other emergencies).

10.2. References Material. AFI 41-106, Medical Readiness Planning and Training.

10.3. Submitted by medical units (including component medical commanders).

10.4. Submitted To:
TO ADDRESSEES:
Unit's Parent MAJCOM//SG/CAT//
Gaining MAJCOM SG as applicable/MAJCOM CAT as applicable //

CC ADDRESSEES:
HAF WASHINGTON DC//AFCAT SURGEON GENERAL (MEA #62)/AFSWC (MEA 1)/Gaining MAJCOM//
Other addressees as determined by parent and/or gaining MAJCOM contingency reporting

10.5. When Submitted:

10.5.1. Section A (Status Change) (See Figure 10.1.).

10.5.1.1. When a natural disaster or other emergency (e.g., tornado, fire, terrorist attack, civil disturbance, etc.) affects the medical unit's normal operations.

10.5.1.2. Immediately, but not later than 2 hours after receiving an alert order, a declaration of change in DEFCON, or a subsequent change in alert status.

10.5.1.3. As necessary, to provide a status update on completed actions under a previously declared stage of alert or emergency.

10.5.1.4. As directed, by higher headquarters or as dictated by actions required by a particular stage of alert.

10.5.2. Section B (Employment Status):

10.5.2.1. Once operational at employment location.

10.5.2.2. Daily as of 2200 Zulu.

10.6. How Submitted:

10.6.1. Classify according to content. Mark unclassified reports "FOR OFFICIAL USE ONLY" and transmit Encrypt for Transmission Only (E F T O).

10.6.2. Transmit via DMS/AMHS.

10.6.3. Transmit during MINIMIZE.

10.6.4. Transmit using PRIORITY precedence.

Figure 10.1. Reporting Instructions.

Prepare MEDRED-C reports as follows, reporting each item on a separate line:

Section A--(Status Change)

Item A1. Nature and effective date and time of event or status change.

Item A2. Number, name, and location of unit.

Item A3. Unit type codes (UTC) alerted for deployment (if applicable).

Item A4. Identification of AEF, appropriate OPLAN, Contingency Plan (CONPLAN), and/or operation name being supported.

Item A5. Narrative Remarks. Provide a complete description of the situation, actions being taken, and in the case of natural disaster or emergency, estimated date/time or return to normal operations.

Example: Section A—Report

SECINFO//
OPERATION (OR EXERCISE) NAME
SUBJ: MEDRED-C, SECTION A REPORT
A1. DEPLOYMENT ALERT EFFECTIVE 051500Z APR 07.
A2. 59 MW, LACKLAND AFB TX
A3. FFMFS, FFGL2, FFGL3, FFEP1, FFEP2, FFDAB, FFEP6
A4. USAFE OPLAN 100-75, EAST ANGLIA EARTHQUAKE.
A5. MISSION IS TO PROVIDE MEDICAL ASSISTANCE TO CASUALTIES IN DISASTER AREA. ONLY EQUIPMENT BEING DEPLOYED IS FOR FFMFS. EXPECT TO SUPPLEMENT CAPABILITY ALREADY IN THE AREA.

Figure 10.2. Employment Status

Item B1. Identity and type of unit.

Item B2. Employment location, including name of town, military site, state, country, etc. If not known, indicate distance and direction from nearest town or city.

Item B3. Report the time (GMT) and the date the unit attained operational capability.

Item B4. Enter total number of medical personnel assigned, a semicolon (;), and breakout of personnel by UTC. Separate UTCs with a single slash (/). Example: 25 MEDICAL PERSONNEL ASSIGNED; FFMFS-5/FFEP1-3/FFEP2-5/ FFEP6-5/FFDAB-3/FFGL2-2/FFGL3-2.

Item B5. CRITICAL PERSONNEL ISSUES. Describe personnel issues that impact mission capability.

Item B6. PATIENT WORKLOAD DATA. Identify the type of facility on line B6. Enter patient workload data since the last report, based on the type of facility as indicated below. Use a single slash (/) to separate data elements within each line. The primary source for this data is the Global Expeditionary Medical System (GEMS) or equivalent automated patient encounter tracking system.

Item B6.A. PATIENT EVACUATION SUMMARY. For aero medical staging units, use this section to report current/new activity and cumulative data as described below. Place the two data groups below on separate lines.

CURRENT ACTIVITY: Patients awaiting evacuation or evacuated within theater, and awaiting evacuation or evacuated out of theater since last report. Each category is broken down into litter and ambulatory figures. Example: 30 PATIENTS AWAITING EVACUATION WITHIN THEATER, (10 LITTER/20 AMBULATORY); 5 PATIENTS AWAITING EVACUATION OUT OF THEATER (3 LITTER/2 AMBULATORY); 10 LITTER/5 AMBULATORY PATIENTS EVACUATED WITHIN THEATER; 9 LITTER/6 AMBULATORY PATIENTS EVACUATED OUT OF THEATER.

CUMULATIVE DATA: Cumulative numbers for each category above, broken down into litter and ambulatory figures. Example: 68 TOTAL LITTER/20 TOTAL AMBULATORY PATIENTS EVACUATED WITHIN THEATER TO DATE; 20 TOTAL LITTER/10 TOTAL AMBULATORY PATIENTS EVACUATED OUT OF THEATER TO DATE.

Item B6.B. INPATIENT FACILITY PATIENT DATA. For facilities with inpatient beds, such as CONUS Casualty Reception Hospitals (CRH), Air Force Theater Hospitals (AFTH), and CONUS Hospitals with bed expansion missions, report current/new activity and cumulative data as described below. Place the two data groups below on separate lines.

CURRENT ACTIVITY: The number of new patient encounters, patients admitted, returned to duty (RTD), transferred out, and deaths since last report. Example: 60 NEW PATIENT ENCOUNTERS/11 PATIENTS ADMITTED/48 PATIENTS DISCHARGED OR RTD/0 PATIENTS TRANSFERRED OUT/1 DEATH.

CUMULATIVE DATA: Cumulative totals to date for each category listed above. Example: 300 PATIENTS SEEN/35 ADMISSIONS/264 RTD/20 PATIENTS TRANSFERRED OUT/1 TOTAL PATIENT DEATHS TO DATE.

Item B6.C. OUTPATIENT FACILITY PATIENT DATA. For facilities with no inpatient beds, such as EMEDS Basic, Squadron Medical Elements with or without Air Transportable Clinics (ATC), and Clinics (including Residual Medical Clinics), report current/new activity and cumulative data as described below. Place the two data groups below on separate lines.

CURRENT ACTIVITY: The number of new patients seen (encounters), returned to duty (RTD), awaiting disposition, evacuated or transferred, and deaths since last report. Example: 12 NEW PATIENTS/7 RTD/3 PATIENTS AWAITING DISPOSITION/1 PATIENT EVACUATED/1 PATIENT DEATH SINCE LAST REPORT.

CUMULATIVE DATA: Cumulative totals to date for each category listed above. Example: 100 PATIENTS SEEN TO DATE/34 EVACUATED/5 DEATHS.

Item B7: CBRN EVENT DATA. When suspected or known CBRN events occur, report the number of patients exhibiting symptoms and a description of the symptoms or injuries.

Item B8: MEDICAL MATERIAL ISSUES. Provide a narrative report on medical materiel shortages that impact patient care, a description of corrective actions being taken or requested, and an estimated get-well date.

Item B9: INFRASTRUCTURE ISSUES. Describe status of facilities and significant infrastructure issues, focusing on limiting factors that impact patient care. Include a description of corrective actions taken or requested, and an estimated get-well date.

Item B10: MEDICAL EQUIPMENT ISSUES. Describe any medical equipment issues impacting patient care, to include out of date calibration. Include a description of corrective actions taken or support requested, and an estimated get-well date.

Item B11: ADDITIONAL REMARKS. Include a description of significant operational constraints, any limiting factors that adversely affect mission accomplishment, corrective actions being taken, or support requested, and an estimated get-well date. When new equipment UTCs are expected to arrive, include a statement listing those UTCs, anticipated arrival date, and date of receipt.

Item B12: EFFECTIVENESS PERCENTAGE (PCTEF) RATING. The unit commander will provide a subjective assessment of the unit's ability to execute the deployed mission, using the C-ratings described below. Provide a detailed explanation of issues causing a rating other than C-1, list applicable UTC, and provide an estimated get-well date.

Table 10.1. PCTEF Ratings.

C-1	Unit possesses the required resources and is trained to undertake the full mission assigned.
C-2	Unit possesses the required resources and is trained to undertake most of the mission assigned.
C-3	Unit possesses the required resources and is trained to undertake many, but not all, portions of the mission assigned.
C-4	Unit requires additional resources or training to undertake the current mission assigned.

Example: Section B—Report

SECINFO//
OPERATION (OR EXERCISE) NAME
SUBJ: MEDRED-C, SECTION B REPORT

B1. 363RD EXPEDITIONARY MEDICAL GROUP
B2. PRINCE SULTAN AIR BASE, KINGDOM OF SAUDI ARABIA
B3. ATTAINED OPERATIONAL CAPABILITY 0800 GMT ON 8 DEC 02.
B4. 58 MEDICAL PERSONNEL ASSIGNED; FFMFS-5/FFEP1-3/FFEP2-5/ FFEP3-27/FFEP6-5/FFDAB-3/FFGL1-6/FFGL2-2/FFGL3-2.
B5. CRITICAL PERSONNEL ISSUES: 10 PERSONNEL, INCLUDING ALL ASSIGNED SURGEONS ARE ON QUARTERS FOR AGE.
B6. PATIENT WORKLOAD DATA: EMEDS PLUS 10
B6.A. INPATIENT FACILITY DATA.
NEW ACTIVITY: 12 PATIENTS TREATED/ 3 PATIENTS WAITING DISP/ 7 RTD/ 1 PATIENTS EVACUATED/1 PATIENT DEATH//
CUMULATIVE DATA: 64 PATIENTS TREATED/34 PATIENTS RTD/20 TOTAL PATIENTS EVACUATED/10 TOTAL PATIENT DEATHS TO DATE.

B7. NO CBRN DATA TO REPORT AT THIS TIME.

B8. MEDICAL MATERIEL ISSUES. UNIT IS SHORT 66 DOSES OF CIPROFLAXIN. RESUPPLY REQUEST SENT, EXPECTED DELIVERY DATE IS 28 MAR 03.

B9. INFRASTRUCTURE ISSUES. ENVIRONMENTAL CONTROL UNITS (ECUs) ARE FUNCTIONAL BUT FAILING TO MAINTAIN ACCEPTABLE TEMPERATURE CONTROL. CIVIL ENGINEERS CONTACTED TO EVALUATE. ANTICIPATE UPDATE WITHIN 24 HOURS.

B10. MEDICAL EQUIPMENT ISSUES. ANESTHESIA UNIT EXPIRED CALIBRATION, UNABLE TO RESOLVE ON SITE. CONTINUING UTILIZATION UNTIL MEDICAL EQUIPMENT REPAIR CENTER CAN RESPOND. ANTICIPATED REPAIR WITHIN 72 HOURS.

B11. ADDITIONAL REMARKS. FACILITY SECURITY IS AN ISSUE. DISCUSSION UNDERWAY TO ADDRESS POSSIBLE RELOCATION OF THE UNIT TO MOVE IT WITHIN PERIMETER CURRENTLY SECURED BY ARMY PERSONNEL. WILL ADVISE IF OR WHEN THIS IS EXPECTED TO OCCUR.

B12. PCTEF RATING IS C-2 DUE TO 10 PERSONNEL, INCLUDING ALL ASSIGNED SURGEONS ARE ON QUARTERS FOR AGE AND ECU PROBLEMS. EXPECT RESULUTION OF THESE ISSUES WITHIN 72 HOURS.

10.7. Waivers. Waiver authority to change format or to combine MEDRED-C data with an overall (combined) wing/group Situational Report (SITREP) is the unit's parent MAJCOM. If waiver is granted for MEDRED-C data to be combined in the wing/group SITREP, all addressees listed in 10.4. must be forwarded copies of SITREPs.

Chapter 11

HURRICANE/TYPHOON CONDITION (HURCON/TCCOR) REPORTING

11.1. Hurricane Condition/Tropical Cyclone Conditions of Readiness (HURCON/TCCOR). The terms “Hurricane” and “Typhoon” are regional specific names for a strong tropical cyclone. Once the tropical cyclone reaches wind speeds of 74 mph, in the regions of the North Atlantic Ocean or the Pacific Ocean, east of the international dateline, the storm is called a “Hurricane”. In the Northwest Pacific Ocean west of the dateline, once the tropical cyclone reaches wind speeds of 74 mph the storm is called a “Typhoon”.

11.2. HURCON/TCCOR Levels:

11.2.1. HURCON 5: Automatic state of preparedness initiated on 1 June of each year.

11.2.2. HURCON/TCCOR 4: 72 hours prior to possible arrival of sustained 50 KT/58 MPH winds.

11.2.3. HURCON/TCCOR 3: 48 hours prior to possible arrival of sustained 50 KT/58 MPH winds.

11.2.4. HURCON/TCCOR 2: 24 hours prior to possible arrival of sustained 50 KT/58 MPH winds.

11.2.5. HURCON/TCCOR 1: 12 hours prior to possible arrival of sustained 50 KT/58 MPH winds.

Note: There is no TCCOR 5

11.3. Reports. Submit the following minimum information for each individual report; refer to OPREP-3 Report Matrix rule 8J:

11.3.1. HURCON/TCCOR Change – Hurricane data (i.e., speed, distance, projected course, etc); the HURCON/TCCOR status. Provide the time the unit’s HURCON/TCCOR status changes. Reported as initial or follow up report.

11.3.1.1. Aircraft Evacuation Contemplation – The time contemplation began; a timeframe when a decision will be made to evacuate; the HURCON/TCCOR status; tentative evacuation plan. Reported as follow up report.

11.3.1.2. Aircraft Evacuation Decision – The time the decision was made; time when evacuation will begin; the HURCON/TCCOR status; any updates or reference to the evacuation plan. Reported as follow up report.

11.3.1.3. Aircraft Evacuation Started – The time evacuation began; the HURCON/TCCOR status; any updates or references to the evacuation plan. Reported as follow up report.

11.3.1.4. Aircraft Evacuation Complete – Report the time when all aircraft are at the designated refuge base; any updates as required. Reported as FOLUP report.

11.3.1.5. Aircraft Reconstitution – Report the time when all aircraft have returned to home station. Reported as final report.

Note: Do not include previously reported information in subsequent OPREP-3s dealing with the same disaster for rule 8J. Each phase (paragraph 11.3) of the same disaster will be reported as follow-up reports rather than separate reports, reference paragraph 3.5.7. Reports indicating the location of aircraft is unclassified FOUO, reference paragraph 2.1.

11.3.2. Personnel Evacuation

11.3.2.1. Personnel Evacuation Contemplation – The time contemplation began; a period when a decision will be made to evacuate; the HURCON/TCCOR status.

11.3.2.2. Personnel Evacuation Decision – The time the decision was made; conditions or restrictions on evacuation order; the HURCON/TCCOR status.

11.3.2.3. Personnel Evacuation Status – Report the status of evacuees and shelter-in-place personnel prior to and after a natural disaster IAW the guidelines in AFI 10-218, Personnel Accountability in Conjunction with Natural Disasters or National Emergencies.

11.3.2.4. Personnel Return to Home Station – Report when personnel have been cleared to return to home station.

11.4. Consolidation of Reports. Merging of HURCON/TCCOR reports is permissible when events outpace the decision process (i.e., a unit experiences a HURCON/TCCOR change and simultaneously contemplates evacuation; submit an Evacuation Contemplation report and include the HURCON/TCCOR change). If there is time between stages, 4 hours or more, submit reports for the required stages. Do not delay reporting in order to submit consolidated reports. All HURCON/TCCOR reporting is done via the OPREP-3 BEELINE. Reference AFMAN 15-129, Air and Space Weather Operations - Processes and Procedures.

11.5. Aircraft Evacuation Plans. As a minimum, include the following information when reporting aircraft evacuation plans:

11.5.1. Report all categories by aircraft type. Sum of all category totals should equal the number assigned.

11.5.2. The number of aircraft assigned to the unit, hangared, and in depot maintenance.

11.5.3. The number of aircraft off station and their intentions during the storm.

11.5.4. The number of aircraft to evacuate and their projected refuge base, to include transit

aircraft on the base. Include any deviations from current evacuation plan.

11.5.5. Include inbound aircraft that were diverted due to the destination base experiencing inclement weather.

11.6 Special reporting for the 53rd Weather Reconnaissance Squadron, 403rd Wing. Notify the AFSWC via OPREP-3 BEELINE upon commencement of operations monitoring new storm systems. Following the initial OPREP-3, submit a daily SITREP with an "As of" time of “2359Z” no later than “0200Z” listing number of missions flown that day and total number of missions to date flown against each weather system. Close out each operation with a final BEELINE specifying total sorties and hours flown.

11.6.1 AFRC Command Center responsibilities. Assume 403 WG CP reporting responsibilities during unit non-duty hours, evacuations, or as required.

11.6.2. 403 WG responsibilities. Comply with requirements outlined in paragraph 11.6. upon commencement of airborne operations monitoring each Hurricane, Tropical Storm, Tropical Depression, or other weather system. Submit SITREP as outlined in paragraph 4.6.

Chapter 12

INFORMATION COLLECTION, RECORDS, AND FORMS

12.1. Information Collection, Records, and Forms. This chapter is required IAW AFI 33-332, Privacy Act Program and AFM 33-363, Management of Records.

12.1.1. Information Collections. No information collections are created by this publication.

12.1.2. Records. The program records created as a result of the processes prescribed in this publication are maintained in accordance with AFMAN 33-363 and disposed of in accordance with the AFRIMS RDS located at https://afrims.amc.af.mil/rds_series.cfm.

12.1.3. Forms (Adopted and Prescribed).

12.1.3.1. Adopted Forms. AF IMT 847, Recommendation for Change of Publication.

12.1.3.2. Prescribed Forms. No prescribed forms are implemented by this publication.

DANIEL J. DARNELL, Lt Gen, USAF
DCS, Air, Space, and Information Operations, Plans and Requirements

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 10-201, Status of Resources and Training System (SORTS), 13 Apr 06
AFI 10-229, Responding to Severe Weather Events, 15 Oct 03
AFI 10-245, Air Force Antiterrorism (AT) Standards, 21 Jun 02
AFI 10-802, Military Support to Civil Authorities, 19 Apr 02
AFI 10-2501, Air Force Emergency Management (EM) Program Planning and Operations, 24 Jan 07
AFI 10-2603, Emergency Health Powers on Air Force Installations, 7 Dec 05
AFI 10-2701, Organization and Function of the Civil Air Patrol, 29 Jul 05, (IC 29 Sep 06)
AFI 13-202, Overdue Aircraft, 18 Mar 94
AFI 16-701, Special Access Programs, 1 Nov 95
AFI 31-101, The Air Force Installation Security Program, 3 Mar 03
AFI 31-207, Arming and Use of Force by Air Force Personnel, 1 Sep 99
AFI 31-401, Information Security Program Management, 1 Nov 05
AFI 33-119, Air Force Messaging, 24 Jan 05
AFI 33-138, Enterprise Network Operations Notification And Tracking, 28 Nov 05
AFI 33-324, The Information Collections and Reports Management Program: Controlling Internal, Public, and Interagency Air Force Information Collections, 1 Jun 00
AFI 36-2706, Military Equal Opportunity (MEO) Program, 29 Jul 04
AFI 41-106, Medical Readiness Planning and Training, 2 Dec 04
AFI 51-704, Handling Requests for Political Asylum and Temporary Refuge, 19 Jul 04
AFI 91-204, Safety Investigations and Reports, 14 Feb 06
AFMAN 15-129, Air and Space Weather Operations - Processes and Procedures, 21 Jun 04
AFMAN 91-223, Aviation Safety Investigations and Reports, 6 Jun 04
AFMAN 33-363, Management of Records, 1 Mar 08
AFRIMS RDS, https://afrims.amc.af.mil/rds_series.cfm

Joint Army, Navy, Air Force Publications

MIL-STD-6040, 1 Mar 08
CJCSM 3150.03B, Joint Reporting Structure Event and Incident Reports, 29 July 08
CJCSM 3150.14A, Joint Reporting Structure (JRS) - Logistics, Department of Defense Manual, 14 May 08
4140.25-M, DoD Management of Bulk Petroleum Products, Natural Gas, and Coal, Volume II, various dates
NORAD Instruction 10-19, Aerospace Reporting System, 12 Apr 1996
Army Regulation 190-16, Physical Security, 15 Jan 06

Abbreviations and Acronyms

ACC Air Combat Command

AETC Air Education & Training Command
AFB Air Force Base
AFEOC Air Force Emergency Operations Center
AFMC Air Force Materiel Command
AFNSEP Air Force National Security and Emergency Preparedness Agency
AFOG Air Force Operations Group
AFOREPS Air Force Operational Reporting System
AFRC Air Force Reserve Command
AFRDS Air Force Records Disposition Schedule
AFRIMS Air Force Records Information Management System
AFSC Air Force Safety Center
AFSCN Air Force Satellite Control Network
AFSOC Air Force Special Operations Command
AFSWC Air Force Service Watch Cell
AL Address List
AMC Air Mobility Command
AMCC Air Mobility Control Center
ANG Air National Guard
AOR Area of Responsibility
AOC Air Operations Center
ATCALS Air Traffic Control & Landing Systems
CP Command Post
CAP Civil Air Patrol
CAS Cost Accounting Standard
CAT Crisis Action Team
CBRN Chemical, Biological, Radiological, and Nuclear
CIRVIS communications instructions for reporting vital intelligence sightings
CJCS Chairman, Joint Chiefs of Staff
CJCSM Chairman, Joint Chiefs of Staff Manual
CMSAF Chief Master Sergeant of the Air Force
COE Common Operating Environment
CONPLAN Contingency Plan
CONR CONUS NORAD Region
CONUS Continental United States
COOP Continuity of Operations
CORR Correction Report
CPF Civilian Personnel Flight
CSAF Chief of Staff, USAF
DAF Department of the Air Force
DEFCON Defense Readiness Condition
DESC Defense Energy Support Center
DIA Defense Intelligence Agency
DIN Disaster Identification Number
DoD Department of Defense
DoE Department of Energy
DRSN Defense Red Switch Network

DRU Direct Reporting Unit
DSCA Defense Support to Civilian Authorities
DSN Defense Switch Network
DTG Date Time Group
DUSTWUN Duty Status Whereabouts Unknown
DZ Drop Zone
ERG Emergency Response Guide
ESC Emergency Status Codes
FAC Forward Air Controller
FEMA Federal Emergency Management Agency
FMC Fully Mission Capable
FOA Field Operating Agency
FOLUP Follow Up
FPCON Force Protection Condition
GCCS Global Command Control System
GENADMIN General Administration
GENTEXT General Text
GMT Greenwich Mean Time
GO General Officer
HQ Head Quarters
HURCON Hurricane Condition
IAW In Accordance With
INFOCON Information Operation Condition
JANAP Joint Army, Navy, Air Force Publication
JCS Joint Chiefs of Staff
LERTCON Alert Condition
LOGFAC Logistics Feasibility Assessment Capability
LOSREP Aircrew/Aircraft Loss Report
MAJCOM Major Command
MEA Minimum Essential Address
MEA Minimum Essential Addressee
MEDREDC Medical Report for Emergencies, Disasters, and Contingencies
MEDRED-C Medical Report for Emergencies, Disaster, & Contingencies
METNAV Meteorological Navigational
MIL-STD Military Standard
MOA Memorandum of Agreement
MOU Memorandum of Understanding
MPRC Manpower and Personnel Readiness Center
MX Maintenance
NIPRNET Non-Secure Internet Protocol Router Network
NMC Non-Mission Capable or Not Mission Capable
NMCC National Military Command Center
NORAD North American Air Defense Command
NSTR Naval Sea System Command Technical Representative
OCONUS Outside Contiguous United States
OPLAN Operation Plan

OPREP-3 Operational Report
PCTEF Effectiveness Percentage Rating
PR Public Relations
PPE Personal Protective Equipment
RCS Reports Control Symbol
REPOL Bulk Petroleum Contingency Report
REPOL reporting emergency petroleum, oils, and lubricants (
ROSD Regional Open Space District
SAP Special Access Programs
SECDEF Secretary of Defense
SIPRNET Secure Internet Protocol Network (
SITREP Commander's Situation Report
SORTS Status of Resources and Training System
SRI Special Reporting Item
SSN Social Security Number
SSO Special Security Office
TCCOR Tropical Cyclone Conditions of Readiness
TDY Temporary Duty
TIMELOC Time and Location
UNK Unknown
USMTF Uniform Services Message Text Format
USSTRATCOM United States Strategic Command
UTC Unit Type Code
VTC Video Teleconference
WG Wing

Attachment 2

OPREP-3 REPORTS MATRIX

Table A2.1. OPREP-3 REPORTS MATRIX

RULE	EVENT or INCIDENT	SUBMIT REPORT WHEN: (DESCRIPTION)	TYPE REPORT	REMARKS and REFERENCES	MINIMUM ESSENTIAL ADDRESSEES (Attachment 3)
1	AEROSPACE EVENTS (Including Unmanned Aerial Vehicles)				
1A	Aircraft Mishap	Any AF aircraft mishap involving civilian casualties or damage to civilian property.	PINNACLE	Refer to AFI 91-204.	1, 2, 3, 5, 8, 9, 12, 15, 17, 28, 32, 38, 39, 55, 56, 61, 65, 69
1B	Aircraft Mishap Class A or B	Class A: a. Aircraft Destroyed * b. Damage of $1,000,000 or more, regardless of aircraft location (hanger, in-flight, etc.). c. Mishap resulting in an AF fatality regardless of location (hanger, in-flight, etc.). Class B: a. Damage of $200,000, but less than $1,000,000, regardless of aircraft location (hanger, in-flight, etc.). b. Aircraft mishap resulting in a permanent partial disability (hanger, in-flight, etc.). c. Aircraft mishap resulting in inpatient hospitalization of three or more personnel (hanger, in-flight, etc.).	BEELINE	Refer to AFI 91-204. * Complete the LOSREP, and forward to MAJCOM & the AFSWC NLT 3 hrs after incident. Reference: Figure 3.2.	1, 5, 8, 9, 11, 12, 15 , 28, 32, 38, 39, 55, 60, 61, 65, 69 Info: 2 and All MAJCOM Command Centers (17, 28, 46, 47, 48, 49, 50, 51, 52, 53) ON ALL CLASS “A” MISHAPS

1C	Aircraft Evacuation	Aircraft evacuated to one or more refuge bases for reasons other than weather or natural disasters.	BEELINE	Submit initial report upon decision to evacuate (include reason); submit updates at each evacuation stage; submit a final report when all aircraft have returned to home station.	1, 9, 12, 15, 38, 39, 61, 65 Info: 17
1D	Natural Disaster Related Aircraft Evacuation	a. Aircraft evacuated due to hurricane / typhoon / flood conditions. b. Aircraft evacuated due to any natural disaster.	BEELINE	Report aircraft evacuated, hangared, tied down, and in maintenance. Submit initial report upon decision to evacuate; submit updates at each stage of evacuation. Submit final report when all aircraft have returned to home station. Reference: Chapter 11	1, 3, 12, 38, 61, 65 Info: 17, 26, 27
1E	Aircraft Stand-Down / Grounding	Local stand down, command/fleet-directed grounding, or restriction from flying affecting active inventory aircraft. - MAJCOM Commanders will report all HHQ directed stand down/groundings not directed by HAF (i.e., directed affecting MAJCOM assets or	BEELINE		1, 17, 28, 32, 38, 61, 65

		MAJCOM Commander directed).			
1F	Aircraft Hijacking	The forcible, unauthorized seizure of any Air Force aircraft or commercial aircraft on a military mission or installation.	PINNACLE	If aircraft is nuclear-armed use rule 5W.	1, 2, 5, 9, 11, 12, 15, 38, 39, 56, 61, 65
1G	Civilian Aircraft Midair Collision or Near Miss	Any intentional/ unintentional contact or near contact involving military and civilian aircraft.	PINNACLE		1, 2, 3, 4, 5, 6, 8, 9, 12, 28, 32, 38, 39, 56, 61, 65
1H	Military Aircraft Midair Collision or Near Miss	Any intentional/ unintentional contact or near contact involving only military aircraft.	BEELINE		1, 4, 5, 6, 8, 9, 12, 28, 32, 38, 39, 61, 65
1I	Missing Aircraft	Any Air Force aircraft reported missing. (ACFT has not been located following an extended communications search).	BEELINE	Refer to AFI 13-202, Overdue Aircraft.	1, 5, 9, 11, 12, 15, , 38, 39, 55, 56, 61, 65 Info: 28
1J	Reconnaissance Incident, Aerospace	Incidents involving airborne or orbital reconnaissance activities.	PINNACLE		1, 2, 9, 20, 23, 24, 38,39, 50, 56, 61, 65
1K	Missile Mishap	Any ground or air-launched conventional missile mishap involving Air Force resources or personnel, or occurring while under Air Force control or jurisdiction.	PINNACLE		1, 2, 9, 12, 16, 29, 30, 32, 38, 39, 50, 51, 54, 56, 61, 65
1L	Cargo Jettisoning / Dropped Object / Off-DZ Airdrop/Aircraft Off-Range Weapons Fire	a. Objects jettisoned/dropped from Air Force aircraft if casualties, property damage, or adverse publicity is likely. b. Any airdrop controlled by the Air	BEELINE	Comply with AFI 91-204.	1, 5, 9, 12, 29, 30, 32, 38, 39, 61, 65

		Force that results in death, serious injury, property damage, or is likely to receive media attention. c. Aircraft weapons system fire that may originate off-range or may leave the range perimeter and cause casualties, property damage or result in adverse publicity			
1M	New Weapon System	Any event/incident involving a new weapon system if the system is either controversial or receiving significant congressional interest.	PINNACLE	Comply with AFI 91-204.	1, 2, 8, 11, 12, 13, 15, 28, 32, 34 – 42, 38, 51, 56, 61, 65, 68 Info: 17
1N	Aircraft Interest of Safety	Applies to any single engine AF aircraft that experiences engine flameout or loss of power to sustain flight.	BEELINE		1, 38 Info: 17
1O	OCONUS Personnel Recovery	Personnel recovery operations conducted by USAF in a foreign country or if the event may attract national/international media interest.	PINNACLE		1, 2, 3, 5, 16, 55
1P	CONUS Personnel Recovery	Personnel recovery operations conducted by USAF within the US that may warrant AF attention or attract media interest.	BEELINE	Do not report routine, State directed, ANG PR events having no media interest.	1, 3, 5, 55, 61, 65
1Q	Satellite, Command and Control Failure	Satellite Ground Station Anomaly - AFSCN or dedicated control net that has a major impact to the satellite command control net for more	BEELINE	Comply with AFI 91-204.	1,8, 9, 19, 20, 23, 24, 38, 39, 57, 61, 65, 68

		than 48 hours.			
1R	Satellite, Degradation	Degradation of any satellite bus or payload, or any of the satellite's missions degraded and expected to be affected beyond 48 hours.	BEELINE	Comply with AFI 91-204.	1, 8, 19, 20, 23, 24, 38, 39, 57, 61, 65, 68
1S	Space Vehicle, Satellite Radioactive Incident	Spacecraft or satellite incidents involving international agencies or presenting human danger.	PINNACLE	Comply with AFI 91-204.	1, 2, 5, 8, 13, 19, 20, 23, 24, 30, 38, 39, 54, 56, 57, 61, 65, 68
1T	Satellite, Anomaly	Failure of satellite bus or payload, or losses of control, if any of the satellite's missions are affected.	BEELINE	Comply with AFI 91-204.	1, 8, 12, 19, 20, 23, 24, 38, 39, 57, 61, 65, 68
1U	Satellite, Electro-magnetic Interference	Reports of unauthorized attempts to command, jam, or interfere with a satellite.	BEELINE	Comply with AFI 91-204.	1, 8, 9, 19, 20, 23, 24, 38, 39, 57, 61, 65, 68
1V	Space Launch Mishap	Any mishap, failure, or destruction happening to a missile during an ICBM test launch or to a space launch booster or satellite during a space launch. Unexpected launch parameters (azimuth, altitude, or orbit). Mishaps causing launch facility damage, which may delay a subsequent launch, or cause a degraded launch capability for six months or more.	PINNACLE	Comply with AFI 91-204.	1, 2, 8, 9, 12, 20, 23, 24, 29, 30, 38, 39, 56, 61, 65
1W	Directed Energy Threats	Any incident involving laser, radio frequency (RF), or high power microwave (HPM) threats to, targeting of,	BEELINE	Refer to AFI 10-707.	1, 3, 8, 9, 12, 15, 16, 17, 20, 23, 24, 31, 32, 38, 55, 62, 63, 64, 61, 65, 66, 67, 70

		or attack on AF owned, contracted, or gained assets or AF personnel wearing night vision goggles (NVG) (either on flying or ground duty).			
2	GROUND EVENTS/INCIDENTS				
2A	Special Access Program Incidents	Incidents involving unit Special Access Programs (SAPs) that require Program Manager notification at the Joint Staff level.	PINNACLE CRESCENT EDGE	Ref. Paragraph 3.2.12 and AFI 16-701.	1, 2, 68
2B	Special Access Program Incidents	Incidents involving unit Special Access Programs (SAPs) that require Program Manager notification at the Air Force level.	BEELINE CRESCENT EDGE	Ref. Paragraph 3.2.12 and AFI 16-701.	1, 68
2C	Death of a VIP	a. The death of any active duty Air Force flag officer or the CMSAF; Wing Commander (active duty only); code 5 or higher VIP (see remarks). b. The death of a public figure occurring on an Air Force installation.	PINNACLE	Refer to DoD Flight Information Publication - General Planning for a complete list of VIP codes. Ref. Paragraph 3.9. for use of names in report.	1, 2, 5, 11, 32, 55, 56
2D	Death of a Retired VIP	The death of any retired Air Force flag officer or retired CMSAF.	BEELINE	Ref. Paragraph 3.9. for use of names in report	1, 5, 11, 55
2E	Death, Active Duty AF	a. Death of any active duty personnel to include AF Reserve personnel on active duty. b. Death of ANG personnel, whether on active duty (Title 10 or	BEELINE	Include information in Figure 3.2.	1, 5, 9, 32, 55, 62

		32 orders) or serving as a Traditional Guardsman.			
2F	Death, Active Duty (Non-AF)	Death of any active duty military member other than AF on or near an AF installation.	BEELINE	Include all available information	1,2, 55, 62 Combatant Command (if known)
2G	Injury, VIP	a. A hospitalizing injury of any Air Force flag officer or CMSAF (active, ANG, reserve, or retired), Wing Commander (active only), code 5 or higher VIP. b. Any injury of a public figure occurring on an Air Force installation.	BEELINE	Refer to DoD Flight Information Publication - General Planning for a complete list of VIP codes.	1, 5, 55, 62 If weather related add: 26, 27
2H	Disease/Public Health Emergency	a. A medical situation involving a marked increase of a disease among AF personnel or any disease incident of potential significance, which may prevent mission accomplishment. b. An occurrence or imminent threat of an illness or health condition, caused by biological warfare or terrorism, epidemic or pandemic disease that poses a substantial risk of a significant number of human casualties.	PINNACLE	Refer to AFI 10-2603, Emergency Health Powers on Air Force Installations	1, 2, 3, 5, 9, 13, 15, 38, 39, 54, 56, 60, 61, 62, 65
2I	Ground Mishap Class A Class B	Class A: Mishap resulting in a fatality or damage in excess of $1,000,000	BEELINE	Refer to AFI 91-204. (Engine damage that occurs while	1, 5, 11, 12, 32, 38, 55, 60, 61, 62, 65

		Class B: Permanent partial disability, hospitalization of three or more personnel (not for observation, diagnostic, or admin purposes), or damage of $200,000 or more, but less than $1,000,000.		engine is not attached to aircraft) Reference: Figure 3.2. and 3.3.	
2J	Property Damage	a. $50,000 or more damage to Air Force property that is not aircraft or spacecraft. b. Fires causing five or more disabling injuries or impairs the operational readiness of a unit.	BEELINE	Refer to AFI 91-204.	1, 5, 11, 12, 29, 30, 32, 60 If weather related add: 26, 27
2K	Fuel Spill	Any spillage of fuel under Air Force control, if the incident is likely to have adverse environmental consequences or elicit media coverage.	BEELINE		1, 29, 30, 32, 60, 61, 65
2L	Explosion	Any ammunition or explosive mishap that causes casualties or serious property damage.	BEELINE	Refer to AFI 91-204.	1, 5, 9, 11, 12, 15, 29, 30, 32, 39, 54, 61, 65
2M	Weapons Discharge	Deliberate or accidental discharge of a military small arms weapon, which results in injury or death.	BEELINE	Refer to AFI 31-207, Arming And Use of Force by Air Force Personnel	1, 5, 9, 11, 15
2N	Civilian Death	Death of any AF civilian employee or contractor supporting AF interests or activities, to include NAF employees.	BEELINE	Reference: Figure 3.3.	1, 5, 32, 55, 62
3	CRIMINAL ACTIVITY				
3A	Criminal Activity	Serious accidents, crimes, or incidents	PINNACLE		1, 2, 5, 9, 11, 15, 16, 33, 56, 61, 65

		involving US military/civilians that may affect international relations or create high-level military or political interest.			
3B	Criminal Activity (Foreign or Domestic Jurisdiction)	Serious crimes/incidents that may involve exercise of domestic or foreign jurisdiction over AF personnel or dependents or that may result in extensive news media or congressional interest.	PINNACLE		1, 2, 5, 9, 11, 15, 33, 56, 65
3C	Criminal Activity (News Media Interest)	Crimes/incidents that may result in news media interest or could be prejudicial or embarrassing to the AF.	BEELINE		1, 5, 9, 11, 15, 61, 65
3D	Criminal Activity Affecting Operations	Any criminal activity affecting the operational capability of a unit.	BEELINE		1, 9, 11, 15, 38, 61, 65
3E	Theft of Dangerous Materials	The theft of dangerous materials (missile propellants, poisonous chemicals, munitions, toxic corrosive materials, explosives, etc.) or an environmental pollutant.	PINNACLE	Comply with AFI 91-204.	1, 2, 9, 11, 12, 13, 15, 29, 30, 33, 38, 39, 54, 56, 61, 65
3F	Prisoner Incidents	Any incident involving the escape, death, or alleged maltreatment of an inmate at any USAF confinement facility under the control of the USAF Corrections System.	BEELINE		1, 5, 9, 11, 15
3G	Drugs	Report serious incidents of drug	BEELINE		1, 5, 9, 11, 15, 61, 65

		abuse (use, sale, illegal transfer, etc.) involving military members or dependents involving: a. Arrest of a group (10 or more) involved in the sale or transfer of drugs. b. Seizure of drugs by civil or military agents, either on or off base, with an estimated street value in excess of $10,000. c. Hospitalization or death of an active duty member because of drug involvement or if a senior military officer (O-5 or above), DAF civilian (GS-14/YA-03 or above), or an AF Academy cadet is involved in the sale, transfer, or use of drugs. d. Mission delay, divert, aircraft boarding, search, seizure, or arrest of aircrew/passengers due to drugs or contraband aboard AF operated aircraft			
4	HOSTILE ACTIONS OR EVENTS				
4A	Bomb Threat	a. Device is actually detected or explodes. b. If the threat causes a serious degradation of the mission capability.	BEELINE	AFI 10-245, Air Force Antiterrorism (AT) Standards.	1,3, 5, 9, 11, 12, 15, 56, 61, 65
4B	Covered Wagon	Any confirmed hostile	PINNACLE	AFI 31-101, The	1, 2, 5, 9, 11, 12,

		activity directed at or against Protection Level 1, 2, or 3 resources.		Air Force Installation Security Program	15, 33, 38, 39, 54, 56, 61, 65
4C	Hostile Action	Any occurrence having the potential of rapidly moving into a contingency or general war situation, such as armed attack, harassment, or hostile acts against U.S. shipping interest or forces. Includes actual or suspected chemical, biological, or radiological (CBRN) attacks, attack by ground or air forces using conventional or nuclear weapons on or near an AF installation.	PINNACLE FRONT BURNER	- Ref. Figure 3.9 - If the initiation of a contingency or general war has occurred, only future attacks involving chemical, biological, or radiological weapons need be reported.	1, 2, 3, 5, 7, 9, 11, 13, 15, 20, 23, 24, 29, 30, 39, 54, 56, 61, 65 If radiological or nuclear add 12 and 38
4D	Captured Personnel	Any DAF personnel or retired VIP captured by a foreign government or terrorist organization	PINNACLE		1, 5, 9, 11, 15, 56, 68
4E	Enemy Encounters	Enemy encounters of unusual nature or significant size or hostile aircraft over-flight.	PINNACLE		1, 2, 9, 11, 15, 33, 56
4F	Degraded Combat Capability or Heavy Losses or Significant Damage	Hostilities causing losses to U.S. forces/equipment resulting in degraded combat capability or operations resulting in damage to AF installations.	PINNACLE		1, 2, 5, 9, 11, 15, 29, 30, 39, 56, 61, 65
4G	Sabotage	Clandestine activity against USAF resources that would adversely affect operational capability.	BEELINE		1, 3, 9, 11, 12, 15, 29, 30, 56

4H	Terrorist Activity	Any event/incident involving terrorism or the threat of terrorism.	PINNACLE	See Figure 3.9 for terrorist use of chemical, biological or radiological materials. Reference: Figure 3.2. and 3.3.	1, 2, 3, 5, 9, 11, 12, 15, 20, 23, 24, 38, 39, 56, 61, 65
4I	FPCON Change	Any unit commander directed change for an actual or received threat. * - When FPCON change is downward directed by HHQ, an OPREP-3 is not required if the unit immediately attains the directed change. However, if lower FPCON is directed and commander chooses to remain at a higher FPCON than directed, an OPREP-3 BEELINE is required to inform and explain the reason the commander chose to retain the higher FPCON. In addition, an OPREP-3 BEELINE is required once the unit's FPCON changes. - MAJCOM Commanders will report all HHQ FPCON changes not directed by HAF (i.e., directed FPCON change) affecting MAJCOM assets.	BEELINE	AFI 10-245. a. * FPCON changes for Random Anti-Terrorism Measures (RAMs) do not require a BEELINE, whether it was downward directed or it was commander directed. b. Include additional measures if applicable.	1, 3, 9, 11, 15, 29, 30, 56, 61, 65
4J	Civil Disturbance or	Any disturbance (Anti-US	PINNACLE		1, 2, 3, 5, 9, 11, 15, 29, 30, 38,

	Disorder or Anti-U.S. Demonstration	demonstration, riot, panic, strike, etc.) against or on an AF facility that may cause national news coverage.			39, 54, 56, 61, 65
4K	Civil Disturbance (AF Assistance Requested)	Civil disorders where AF assistance is requested. Include type of assistance, purpose, affect on AF mission, if granted, duration, capability to provide assistance, and anticipated problems	BEELINE	Refer to USAF Civil Disturbance Plan 55-2, Garden Plot.	1, 3, 5, 9, 11, 15, 29, 30, 56, 61, 65
4L	Other Disturbances	Disturbances or disorders, which may impair operational readiness.	BEELINE		1, 3, 5, 9, 11, 15, 29, 30, 61, 65
4M	Malicious Acts	Acts resulting in significant damage to resources.	BEELINE		1, 3, 9, 11, 12, 15, 29, 30, 32, 61, 65
4N	Major Racial Incident	a. An incident involving more than 20 active participants b. Slurs (more than 20 active participants) c. An act that results in death, arson, vandalism/degrading public graffiti in excess of $2,000 including hate group activity d. Discriminatory epithets, signs, or symbols e. Acts that result in physical injuries requiring medical confinement for more than 5 days	BEELINE	AFI 36-2706, Military Equal Opportunity (MEO) Program.	1, 5, 9, 11, 15

		f. Activities of groups supporting supremacist causes, advocating unlawful discrimination, or otherwise advocating the use or threat of force or violence to deprive individuals of their civil rights when such activities constitute an immediate danger to the loyalty, discipline, or morale of Air Force personnel.			
5	NUCLEAR EVENTS - These reports will be classified according to content				
5A	Nuclear Accident, Attack Indications (War Risk)	a. The detection of unidentified objects by a missile warning system. b. Interference experienced by such a system that appears to be threatening and could create a risk of nuclear war.	PINNACLE NUCFLASH	Refer to Paragraph 3.2.2.	1, 2, 3, 6, 7, 8, 9, 11, 12, 13, 15, 38, 39, 40, 54, 56, 61, 65 Info: 54
5B	Nuclear Accident Detonation, Nuclear	Any unsanctioned or unexpected nuclear detonation or possible detonation that creates a risk of nuclear war.	PINNACLE NUCFLASH	Refer to Paragraph 3.2.2.	1, 2, 3, 5, 6, 7, 8, 9, 11, 12, 13, 15, 29, 30, 38, 39, 40, 54, 56, 61, 65 Info: 54
5C	Nuclear Incident, Unauthorized Flight Plan (War Risk)	Any unauthorized flight plan or deviation from an approved flight plan by a nuclear-armed or nuclear-capable Air Force aircraft with the capability to penetrate the airspace of another nuclear-capable country.	PINNACLE NUCFLASH	Refer to Paragraph 3.2.2.	1, 2, 3, 6, 7, 8, 9, 11, 12, 13, 15, 38, 39, 40, 54, 56, 61, 65 Info: 54
5D	Nuclear	Accidental or	PINNACLE	Refer to Paragraph	1, 2, 3, 6, 7, 8, 9,

	Accident Launch, Accidental, Unauthorized (War Risk)	unauthorized launch of a nuclear-armed or nuclear-capable missile in the direction of, or having the capability to reach, another nuclear-capable country.	NUCFLASH	3.2.2.	11, 12, 13, 15, 38, 39, 40, 54, 56, 61, 65 Info: 54
5E	Attack on Nuclear Facilities	Any attack or penetration of nuclear storage or alert areas.	PINNACLE FRONT BURNER	Refer to Paragraph 3.2.3.	1, 2, 9, 11, 12, 13, 15, 29, 30, 31, 32, 38, 39, 40, 54, 56, 61, 65 Info: 54
5F	Accident, Priority A Aircraft Nuclear Loaded	Any class "A" accident involving an aircraft carrying one or more nuclear weapons	PINNACLE BROKEN ARROW	Refer to AFI 91-204. Refer to Paragraph 3.2.4.	1, 2, 3, 5, 6, 7, 8, 9, 11, 12, 13, 15, 29, 30, 38, 39, 40, 54, 56, 61, 65 Info: 54
5G	Nuclear Accident, Cargo Jettisoned	The jettisoning, whether accidental or intentional, of nuclear cargo from an Air Force aircraft.	PINNACLE BROKEN ARROW	Refer to Paragraph 3.2.4.	1, 2, 3, 6, 7, 8, 9, 11, 12, 13, 15, 29, 30, 32, 38, 39, 40, 54, 56, 61, 65 Info: 54
5H	Nuclear Accident Contamination, Radioactive (From Weapon Component)	Radioactive contamination (or the threat thereof) resulting from an incident involving nuclear weapons or nuclear components.	PINNACLE BROKEN ARROW	Refer to Paragraph 3.2.4.	1, 2, 3, 6, 7, 8, 9, 11, 12, 13, 15, 29, 30, 32, 38, 39, 40, 54, 56, 61, 65 Info: 54
5I	Nuclear Accident Detonation, Non-nuclear	Any incident involving the non-nuclear detonation (or possible detonation) of a nuclear weapon.	PINNACLE BROKEN ARROW	Refer to Paragraph 3.2.4.	1, 2, 3, 5, 6, 7, 8, 9, 11, 12, 13, 15, 29, 30, 38, 39, 40, 54, 56, 61, 65 Info: 54
5J	Nuclear Accident Fire	Any incident involving the burning of a nuclear weapon, nuclear launch-facility, nuclear storage area	PINNACLE BROKEN ARROW	Refer to Paragraph 3.2.4.	1, 2, 3, 6, 7, 8, 9, 11, 12, 13, 15, 29, 30, 32, 38, 39, 40, 54, 56, 61, 65 Info: 54
5K	Nuclear Accident Public Hazard	Any nuclear accident actual or implied from a nuclear weapon,	PINNACLE BROKEN ARROW	Refer to Paragraph 3.2.4.	1, 2, 3, 5, 6, 7, 8, 9, 11, 12, 13, 15, 16, 29, 30, 38,

		warhead or component.			39, 40, 54, 56, 61, 65 Info: 54
5L	Aircraft, Missing (Nuclear Loaded)	Any Air Force aircraft carrying nuclear cargo reported as missing.	PINNACLE EMPTY QUIVER	Refer to CJCSI 3261.01, Recapture and Recovery of Nuclear Weapons. - Refer to Paragraph 3.2.5.	1, 2, 3, 5, 6, 8, 9, 11, 12, 13, 15, 29, 30, 32, 38, 40, 56, 61, 65 Info: 54
5M	Aircraft, Overdue (Nuclear Loaded)	Any Air Force aircraft carrying nuclear weapons classified as overdue, or which a Preliminary Communication (PRECOM) searches has been initiated.	PINNACLE EMPTY QUIVER	Refer to CJCSI 3261.01 and AFI 13-202. - Refer to Paragraph 3.2.5.	1, 2, 3, 5, 6, 8, 9, 11, 12, 13, 15, 32, 38, 40, 54, 56, 61, 65 Info: 54
5N	Nuclear Incident Loss	The loss (explained or unexplained) of a nuclear weapon or nuclear component.	PINNACLE EMPTY QUIVER	Refer to Paragraph 3.2.5.	1, 2, 3, 6, 7, 8, 9, 11, 12, 13, 15, 29, 30, 38, 39, 40, 56, 61, 65 Info: 54
5O	Nuclear Incident Seizure, Theft	The forcible, unauthorized seizure or theft of a nuclear weapon or nuclear component.	PINNACLE EMPTY QUIVER	Refer to Paragraph 3.2.5..	1, 2, 3, 6, 7, 8, 9, 11, 12, 13, 15, 29, 30, 38, 39, 40, 54, 56, 61, 65 Info: 54
5P	Nuclear Incident Disablement, Emergency	Any operation involving the emergency command disablement or nonviolent disablement of nuclear weapons.	PINNACLE EMERGENCY DISABLEMENT	Refer to Paragraph 3.2.6.	1, 2, 3, 5, 9, 11, 12, 13, 15, 29, 30, 38, 40, 54, 56, 61, 65 Info: 54
5Q	Nuclear Emergency Evacuation	Any operation involving the emergency evacuation of nuclear weapons.	PINNACLE EMERGENCY EVACUATION	Refer to Paragraph 3.2.7.	1, 2, 3, 9, 11, 12, 13, 15, 38, 39, 40, 54, 56, 61, 65 Info: 54
5R	Nuclear Incident Arming of Weapon	Any unanticipated incident, which raises suspicion that a nuclear weapon has been fully or partially	BENT SPEAR	Refer to Paragraph 3.2.10.	1, 3, 6, 8, 9, 11, 12, 13, 15, 29, 30 38, 54, 56, 61, 65 Info: 2, 40, 54

		armed.			
5S	Nuclear Incident Convoy Diversion	Any DoD or DoE motor vehicle convoy transporting nuclear materiel, which requests unscheduled support from an Air Force installation or unit.	BENT SPEAR	Refer to Paragraph 3.2.10.	1, 9, 12, 13, 15, 38, 56, 61, 65 Info: 2, 40, 54
5T	Nuclear Incident Damage to Weapon	Damage to a nuclear weapon or component severe enough to require major rework, complete replacement or examination and re-certification by DoE.	BENT SPEAR	Refer to Paragraph 3.2.10.	1, 3, 6, 8, 9, 11, 12, 13, 15, 29, 30, 38, 56, 61, 65 Info: 2, 40, 54
5U	Nuclear Incident Other	Any incident involving nuclear weapons that does not fall under any other Nuclear Event rule.	BENT SPEAR	Refer to Paragraph 3.2.10.	1, 9, 12, 13, 15, 29, 30, 38, 56, 61, 65 Info: 2, 54
5V	Nuclear Accident Contamination, Radiological active (From Reactor)	a. The uncontrolled release of radioactive material from a reactor, which presents (or threatens to present) a hazard to life, health, or property. b. Results in any person exceeding acceptable limits for exposure to radiation.	FADED GIANT	Refer to Paragraph 3.2.11.	1, 3, 5, 9, 11, 12, 13, 15, 29, 30, 32, 38, 39, 56, 60, 61, 65 Info: 2, 40, 54
5W	Nuclear Incident Damage to Reactor	An uncontrolled criticality resulting in damage to a nuclear reactor core or damage resulting from external forces (earthquake, accident, etc.) which threatens the integrity of the reactor.	FADED GIANT	Refer to Paragraph 3.2.11.	1, 3, 6, 9, 10, 12, 13, 14, 19, 29, 30, 32, 38, 39, 56, 61, 65 Info: 2, 40, 54
5X	Nuclear Incident Reactor	An uncontrolled criticality resulting in damage to a nuclear	FADED GIANT	Refer to Paragraph 3.2.11.	1, 3, 8, 9, 11, 13, 14, 15, 29, 30, 38, 39, 56, 61, 65

	Incident	reactor core or an event such as a loss of coolant that results in a significant release of fission products from the nuclear reactor core.			Info: 2, 40, 54
5Y	Nuclear Incident Radioactive Material	Any accident actual or implied involving radioactive material.	FADED GIANT	Refer to Paragraph 3.2.11.	1, 61, 65
6	SYSTEM / INTELLIGENCE EVENTS				
6A	Change in Information Operation Condition (INFOCON)	Any unit directed change in INFOCON* status to Joint or other Service systems hosted on AF networks	PINNACLE	*Units are not required to submit these reports if Higher Headquarters has directed an INFOCON change.	1, 2, 4, 11, 15, 16, 18, 19, 20, 22, 23, 24, 25, 34, 35, 36, 37, 39, 56, 58, 61, 62, 65, 68
6B	Change in Information Operation Condition (INFOCON)	Any unit directed change in INFOCON status to USAF systems. a. When INFOCON change is downward directed by CSAF or AFNETOPS/CC, an OPREP-3 is not required if the unit immediately attains the directed change. However, if lower INFOCON is directed and commander chooses to remain at a higher INFOCON than directed, an OPREP-3 BEELINE is required to inform and explain the reason the commander chose to retain the higher INFOCON. In addition, an OPREP-3 BEELINE is required	BEELINE		1, 4, 11, 15, 16, 18, 19, 20, 22, 23, 24, 25, 34, 35, 36, 37, 56, 58, 61, 62, 65, 68

		once the unit's INFOCON changes. b. MAJCOM Commanders will report all HHQ INFOCON changes not directed by HAF (i.e., MAJCOM Commander directed change or directed change affecting MAJCOM assets).			
6C	Communications/ Computer Systems Intrusion	Confirmed unauthorized access or insider threat with malicious intent to sabotage Joint or other Service computers, computer networks, communications nodes, or command center equipment to include classified systems hosted on AF networks, to include unauthorized physical access to communications facilities.	PINNACLE	Comply with Fig. 3.4 and with AFI 33-138, Enterprise Network Operations Notification And Tracking.	1, 2, 11, 12, 15, 16, 18, 19, 20, 22, 23, 24, 25, 34, 35, 36, 37, 38, 56, 58, 61, 62, 65, 68
6D	Communications/ Computer Systems Intrusion	Confirmed unauthorized access or insider threat with malicious intent to sabotage USAF computers, computer networks, communications nodes, or command center equipment to include classified systems, to include unauthorized physical access to communications facilities.	BEELINE	Comply with Fig. 3.4 and with AFI 33-138.	1, 11, 12, 15, 16, 18, 19, 20, 22, 23, 24, 25, 34, 35, 36, 37, 56, 58, 61, 62, 65

6E	Compromise of Classified Information (Foreign Government Involved)	Confirmed/suspected compromise or unauthorized release of any category of US classified information where a foreign government or agent is involved.	PINNACLE	Refer to AFI 31-401. Any report of compromise or suspected compromise will be reported via secure means.	1, 2, 9, 11, 15, 19, 20, 38, 56, 61, 62, 65, 68
6F	Compromise of Top Secret Information	Confirmed compromise or unauthorized release of TOP SECRET information.	BEELINE	Refer to AFI 31-401. Any report of compromise or suspected compromise will be reported via secure means.	1, 9, 11, 15, 19, 20, 23, 24, 56, 65, 68
6G	Compromise of Classified Information (News Media Release)	Confirmed compromise or unauthorized release of any category of classified information that may appear in the news media.	BEELINE	Refer to AFI 31-401. Any report of compromise or suspected compromise will be reported via secure means.	1, 9, 11, 15, 19, 20, 23, 24, 56, 61, 65, 68
6H	Diversion of Classified Material	Any DoD convoy of classified material diverted from its destination due to natural disasters, civil disorders, or other emergencies and requiring temporary storage at an AF installation.	BEELINE	Refer to AFI 10-2501, AFI 10-2501, Air Force Emergency Management (EM) Program Planning and Operations	1, 9, 15, 29, 30, 56, 61, 65, 68
6I	Vital Intelligence Sightings	Any/all unidentifiable, suspicious, or hostile traffic (land, aerospace, or sea) which, because of its nature, course, or actions, may constitute a threat to the security of the US or Canada. Includes reports received from airborne platforms.	PINNACLE		1, 2, 4, 9, 15, 20, 23, 24, 38, 56, 60, 61, 65

6J	Intelligence	Receipt of significant intelligence received through other than Intel channels.	PINNACLE	Submit special intelligence through SSO channels.	1, 2, 4, 15, 20, 23, 24, 56, 61, 65
6K	Secret Internet Protocol Network/Non-secure Internet Protocol Network (SIPRNET /NIPRNET) Outage	Operational impact from unscheduled system outage experienced for greater than 4 hours. To include: inability to access applications and or web pages over the SIPR/NIPR, virus activity, inability to send or receive electronic mail on/off base over SIPR/NIPR.	BEELINE	Comply with Figure 3.4	1, 16, 19, 20, 23, 24, 39, 54, 57, 61, 65
6L	Defense Message System (DMS/AMHS) – SIPRNET	Inability (of all base users) to send or receive classified messages on/off base," or, Confirmed system compromise, to include virus activity," or, Any outage that exceeds 4 hours."	BEELINE	Comply with Figure 3.4	1, 19, 39, 54, 57, 61, 65
6M	Telephone/ Wireless	Inability to make or receive telephone calls (local or DSN) on/off base, outages of the local Land Mobile Radio, cellular telephone, or Blackberry wireless device networks or an outage greater than 8 hours	BEELINE	Comply with Figure 3.4	1, 19, 54, 57
6N	Air Traffic Control and Landing Systems (ATCALS)/ Meteorological Systems/	An outage of ATCALS or METNAV system that affects a base's ability to launch or recover aircraft for greater than 4 hours.	BEELINE	Comply with Figure 3.4	1, 19, 57, 61, 65

	Navigation Aids (METNAV)				
6O	Video Teleconference (VTC) - Classified	Scheduled or unscheduled base wide outage of classified VTC system that prevents a base from participating in a teleconference for greater than 8 hours.	BEELINE	Comply with Figure 3.4	1, 19, 57
6P	Giant Voice/ Base Siren System	An outage of the base Giant Voice/Siren system that prevents audible messages being understood outside affecting over 40% of the base area for greater than 4 hours.	BEELINE	Comply with Figure 3.4	1, 19, 57, 60
6Q	Confirmed Lost, Stolen, or Compromised Protected Health Information (PHI) and or Personally Identifiable Information (PII).	Recent compromises of PHI and PII data drive the necessity to include it as an OPREP reportable rule. This will ensure there is quick action within the operational community along with the particular functional community in proper notifications to affected personnel and remediation.	BEELINE	Comply with Figure 3.4	1, 16, 19, 20, 23, 24, 39, 54, 57, 61, 65
7	POLITICAL EVENTS				
7A	Asylum Incidents	Any request for or physical attempt by a foreign national to gain asylum on an Air Force installation, or incidents involving Air Force personnel or resources.	PINNACLE	Refer to AFI 51-704, Handling Requests for Political Asylum and Temporary Refuge.	1, 2, 4, 9, 11, 14, 15, 61, 65
7B	Foreign Sovereignty Violation	Violation of the foreign sovereignty of another nation through unauthorized entry,	BEELINE	AFI 91-204 and the Foreign Clearance Guide.	1, 54, 61, 65

		failure to comply with international agreements, or failure to comply with a foreign clearance.			
7C	National-Level Interest	Event/incidents that may develop into a matter of White House, DoD, Joint, Service, or major media interest i.e., events with actual or potential international repercussions, serious operational changes, or natural/man-made disasters or civil disorders.	PINNACLE		1, 2, 4, 20, 23, 24, 29, 30, 38, 56, 60, 61, 65
7D	Political Ramifications	Any event/incident involving Air Force personnel or resources which has political ramifications, such as defections or attempted defections, Status of Forces agreement violations, etc.	BEELINE		1, 54, 61, 65
7E	Challenge to U.S. Authority	Incidents where military authority over U.S. military or non-military personnel is challenged, including exercise of foreign jurisdiction.	BEELINE		1, 9, 15, 56, 61, 65
7F	Coups	Report this event if DAF personnel are affected.	PINNACLE		1, 2, 5, 9, 15, 33, 38, 56
7G	Landing of Unfriendly Aircraft	Report non-allied aircraft, which make an unscheduled landing at any U.S. military installation.	PINNACLE		1, 2, 9, 11, 12, 15, 31, 38, 39, 56, 61, 65
8	MISCELLANEOUS EVENTS				
8A	Convoy Diversion (Non-	Any DoD/DoE motor vehicle convoy	BEELINE		1, 4, 9, 12, 15, 32, 56

	nuclear)	(transporting other than nuclear materiel) that requests unscheduled support from an Air Force installation or unit.			
8B	Unsatisfactory Inspection	Any final overall unsatisfactory rating of an Air Force/Air Reserve Component unit (squadron or larger) by a Numbered AF or higher inspection/ assessment team.	BEELINE		1, 12, 61, 65
8C	Mission-Impairment	An event/incident that impairs, or is likely to impair mission capability.	BEELINE		1, 12, 60, 61, 65
8D	Media Coverage, International or National	Unfavorable international or national media coverage of an event, incident, or action involving Air Force personnel, resources, or programs.	PINNACLE		1, 2, 5, 11, 61, 65 If AF personnel are involved: 16
8E	Media Coverage, Local	Unfavorable local media coverage of any event, incident, or action involving Air Force personnel, resources, or programs.	BEELINE		1, 5, 11, 15, 61, 65 If AF personnel are involved: 16
8F	Toxic Material	The theft, escape, or spillage of toxic or dangerous materiel that threatens life or location.	PINNACLE		1, 2, 3, 5, 8, 9, 11, 13, 14, 15, 29, 30, 32, 38, 54, 56, 61, 65
8G	Natural Disasters	An earthquake, flood, volcanic eruption, or any other natural phenomenon that may impair the operational capability of an Air Force activity.	BEELINE	For weather-related events, report actual weather experienced, forecast valid at the time of occurrence, including any	1, 3, 15, 26, 27, 29, 30, 32, 55, 56, 61, 65

				watches or warnings issued, and the operational status of meteorological equipment at time of event	
8H	CSAF Special Reporting Item	Any event of special interest to the CSAF. CSAF determines items of interest.	BEELINE	Reference Paragraph 3.15.	1, 61, 65
8I	Significant Weather Occurrences	When the following significant weather occurs and results in damage: a. Winds 50 knots or greater (to include gusts) b. Hail ¾ inch or larger c. Tornadoes d. Lightning strikes e. Snow storms	BEELINE	Report actual weather experienced, forecast valid at the time of occurrence to include any watches or warnings issued (include actual and desired lead time), and the operational status of meteorological equipment (e.g. radar, wind sensors, etc.) at time of event AFI 10-229, Responding to Severe Weather Events. Note: This report is submitted based on the criteria, not a dollar amount.	1, 26, 27, 60, 61, 65
8J	Hurricane/ Typhoon Condition Change/ Hurricane Hunter Operations	a. Any Commander directed HURCON or TCCOR change. b. The 403 WG will report Hurricane Hunter operations in support of new storm systems.	BEELINE	Refer to chapter 11	1, 26, 27, 56, 60, 61, 65
8K	Relocation of wing or major command headquarters	a. Natural or manmade disasters b. Hostile threats	BEELINE	Refer to AFI 10-208, Continuity of Operations (COOP) Program	a. 1, 3, 5, 8, 12, 26, 27, 29, 30, 32, 41, 60, 61, 65

	emergency essential functions and /or personnel under the DoD Continuity of Operations (COOP) program	c. Execute Order d. Construction / Renovations.			b. 1, 3, 5, 9, 11, 15, 41, 60, 61, 65 c. 1 d. 1
8L	Defense Support to Civil Authorities (DSCA)	Any DoD support to civilian authorities that meets AFI 10-802 criteria.	GENADMIN	Refer to Paragraph 3.14. Refer to AFI 10-802 and DoDD 3025.15, Military Assistance To Civil Authorities	a. 1, 3, 41, 60, 61, 65
9	AIR FORCE AUXILIARY (CIVIL AIR PATROL) EVENTS				
9A	Aircraft Accident	Any Civil Air Patrol (CAP) aircraft accident while performing AF assigned missions	BEELINE	Refer to AFMAN 91-223, Aviation Safety Investigations And Reports.	1, 3, 8, 29, 30, 48, 56, 59, 60, 61, 62, 65
9B	Death, CAP member	Death of any CAP member while performing AF assigned missions.	BEELINE	Include all available information Reference: Figure 3.3.	1, 3, 8, 48, 55, 56, 59, 60, 61, 62. 65
9C	Property Damage	$50,000 or more damage to property as a result of CAP activities performing AF assigned missions.	BEELINE		1, 3, 29, 30, 48, 56, 59, 60, 61, 65
9D	Criminal Activity	Serious accidents, crimes, or incidents involving CAP members that may affect relations or create high-level AF or media interest.	BEELINE		1, 9, 11, 48, 56, 59, 60, 61, 65
9E	Misconduct (News media interest)	Crimes/incidents involving CAP members that may result in news media interest or could be prejudicial or embarrassing to the	BEELINE		1, 48, 56, 59, 60, 61, 65

		AF.			
9F	Media Coverage	Adverse media coverage of a CAP event, incident or action involving Air Force personnel, resources, or programs.	BEELINE		1, 48, 56, 59, 60, 61, 65
9G	Air Force-level interest	Any significant or unusual CAP event or incident that may develop into a matter of AF interest.	BEELINE		1, 3, 48, 56, 59, 60, 61, 65

Attachment 3

MINIMUM ESSENTIAL ADDRESSEES (MEA) LIST

Table A3.1. MINIMUM ESSENTIAL ADDRESSEES (MEA) LIST

1	AFSWC WASHINGTON DC//		
	AFSWC	COMMERCIAL: 703-697-6103	DSN: 312-227-6103
		AFWATCH@PENTAGON.AF.MIL	
		AFWATCH@AF.PENTAGON.SMIL.MIL	
	AFEOC	COMMERCIAL: 717-878-3400	DSN: 312-988-3400
		AFWATCH@PENTAGON.AF.MIL	
		AFWATCH@AF.PENTAGON.SMIL.MIL	
2	CJCS NMCC WASHINGTON DC//EA//		
	EA	COMMERCIAL: 703-697-6340	DSN: 312-227-6340
		OPSEA@JS.PENTAGON.MIL	
		OPSTEAMEMERGENCYACTIONS@JS.PENTAGON.SMIL.MIL	
3	AFNSEP FT MCPHERSON GA//EOC//		
	EOC	COMMERCIAL: 800-366-0051	DSN: 312-367-4342/4289
		AFNORTH.AFNSEP@TYNDALL.AF.MIL	
		AFNORTH@TYNDALL.AF.SMIL.MIL	
4	DIA WASHINGTON DC//		
		COMMERCIAL: 202-231-8088	DSN: N/A
		COMMAND_POST@DIA.MIL; SEA0103@DIA.MIL	
		DICM353@DIA.SMIL.MIL; DICM371@DIA.SMIL.MIL	
5	HQ AFPC RANDOLPH AFB TX//DPFCS//		
	DPFCS	COMMERCIAL: N/A	DSN: 312-665-3505
		AFPC.CASUALTY@RANDOLPH.AF.MIL	
		AFPC.PRC@RANDOLPH.AF.SMIL.MIL	
6	AFMC WRIGHT PATTERSON AFB OH//SE/A4//		
	SE	COMMERCIAL: N/A	DSN: 312-787-1553
		AFMC.SE.WORKFLOW@WPAFB.AF.MIL	
		HQAFMC.SE.V3@WRIGHTPATTERSON.AF.SMIL.MIL	
	A4	COMMERCIAL: N/A	DSN: 312-787-6816
		AFMC.A4.WORKFLOW@WPAFB.AF.MIL	

		HQAFMC.A4@WRIGHTPATTERSON.AF.SMIL.MIL	
7	HQ AFMOA BOLLING AFB DC//SGXO//		
	SGXO	COMMERCIAL: N/A	DSN: 312-227-9075
		MEDICAL@PENTAGON.AF.MIL	
		MEDICAL@AF.PENTAGON.SMIL.MIL	
8	HQ AFSC KIRTLAND AFB NM//CDE//		
	CDE	COMMERCIAL: N/A	DSN: 312-246-3776/0396
		AFSC.SEV3@KIRTLAND.AF.MIL	
		HQAFSC.SEO@KIRTLAND.AF.SMIL.MIL	
9	HQ AFSFC LACKLAND AFB TX//OPSCENTER//		
	SFC	COMMERCIAL: N/A	DSN: 312-945-5650
		OPSCENTER@LACKLAND.AF.MIL	
		OPSCENTER@AFSFC.LACKLAND.AF.SMIL.MIL	
10	HQ AFFSA TINKER AFB OK//		
	CC	COMMERCIAL: N/A	DSN: 312-884-6561
		HQAFFSA.CCE@TINKER.AF.MIL	
		HQAFFSA.CC@TINKER.AF.SMIL.MIL	
11	HQ AFOSI ANDREWS AFB DC//A3T//		
	A3T	COMMERCIAL:	DSN: 312-857-0393
		HQAFOSI.WATCH@OGN.AF.MIL	
		HQAFOSI.WATCH@AFOSI.AF.SMIL.MIL	
12	HAF WASHINGTON DC//SE/A4MW/A3S//		
	SE	COMMERCIAL: 703-693-7281	DSN: DSN 312-223-7281
		AFSE.WORKFLOW@PENTAGON.AF.MIL	
		AFSE.WORKFLOW@AF.PENTAGON.SMIL.MIL	
	A4MW	COMMERCIAL: 703-695-0877	DSN: 312-225-0877
		AFILMW.WORKFLOW@PENTAGON.AF.MIL	
		AFA4MW.WORKFLOW@AF.PENTAGON.SMIL.MIL	
	A3S	COMMERCIAL: 703-693-9748	DSN: 312-223-9748
		AFA3S.WORKFLOW@PENTAGON.AF.MIL	
		AFXOS@AF.PENTAGON.SMIL.MIL	
13	DTRA OPERATIONS CENTER FT BELVOIR, VA//DTRA//		
	DTRA	COMMERCIAL: 877-240-1187	DSN: N/A

		OPSCNTR1@DTRA.MIL	
		OPSCNTR1@DTRA.SMIL.MIL	
14	HAF WASHINGTON DC//JA//		
	JA	COMMERCIAL: N/A	DSN: 312-225-9631
		AFJA.WORKFLOW@PENTAGON.AF.MIL	
		AFJA.WORKFLOW@AF.PENTAGON.SMIL.MIL	
15	HAF WASHINGTON DC//A7S//		
	A7S	COMMERCIAL: 703-693-5401	DSN: 312-223-5401
		AFA7S.WORKFLOW@PENTAGON.AF.MIL	
		AFA7S.WORKFLOW@AF.PENTAGON.SMIL.MIL	
16	AF WASHINGTON DC//A1X/A1PR//		
	A1X	COMMERCIAL: 703-697-5222	DSN: 312-227-5222
		AFA1X.WORKFLOW@PENTAGON.AF.MIL	
		AF.A1X@AF.PENTAGON.SMIL.MIL	
	A1PR	COMMERCIAL: 703-695-0735	DSN: 312-225-0735
		AFA1PR.WORKFLOW@PENTAGON.AF.MIL	
		AFA1PR.WORKFLOW@AF.PENTAGON.SMIL.MIL	
17	AFMC COMMAND CENTER WRIGHT PATTERSON AFB OH//A3X		
	AFMC	COMMERCIAL: N/A	DSN: 312-787-6314
		HQAFMC.COMMAND.CENTER@WPAFB.AF.MIL	
		HQAFMC.CMD.CTR.V3@WRIGHTPATTERSON.AF.SMIL.MIL	
	A3X	COMMERCIAL: N/A	DSN: 312-986-2988
		AFMC.A3X.WORKFLOW@WPAFB.AF.MIL	
18	AFIOC LACKLAND AFB TX//CC//		
	CC	COMMERCIAL: N/A	DSN: 312-969-2091
		AFIWC/CCE@LACKLAND.AF.MIL	
		AFIWC.CCE@AFIWC.AIA.AF.SMIL.MIL	
19	SAF WASHINGTON DC//XCI//		
	XCI	COMMERCIAL: 703-697-1326	DSN: 312-227-1326
		SAFXC.WORKFLOW@PENTAGON.AF.MIL	
		SAFXC.WORKFLOW@AF.PENTAGON.SMIL.MIL	
20	AF WASHINGTON DC//A2//		
	A2	COMMERCIAL: 703-614-3082	DSN: 312-224-3082
		AF/A2.WORKFLOW@PENTAGON.AF.MIL	

		AF/A2.WORKFLOW@AF.PENTAGON.SMIL.MIL	
21	N/A		
22	HQ DISA WASHINGTON DC//		
		COMMERCIAL: 703-601-6400	DSN: 329-6400
		CDO@JFTGNO.MIL	
		CDO@JTFGNO.SMIL.MIL	
23	HQ AFISRA LACKLAND AFB TX//A3//		
	A3	COMMERCIAL: N/A	DSN: 312-969-2187
		AFISRA.A3E@LACKLAND.AF.MIL	
		AIA.DOV3@LACKLAND.AF.SMIL.MIL	
24	90IOS LACKLAND AFB TX//CC//		
	CC	COMMERCIAL: N/A	DSN: 312-969-6692
		IOCWATCHMANAGEMENT@LACKLAND.AF.MIL	
		IOCWATCHMANAGEMENT@AIA.AF.SMIL.MIL	
25	AFNOC BARKSDALE AFB LA//		
	AFNOC	COMMERCIAL: N/A	DSN: 312-781-1043
		AFNOC@BARKSDALE.AF.MIL	
		AFNOSC@BARKSDALE.AF.SMIL.MIL	
26	HAF WASHINGTON DC//A3O-W//		
	A3O-W	COMMERCIAL: 703-614-7258	DSN: 312-224-7258
		AFA3OW.WEATHER.WORKFLOW@PENTAGON.AF.MIL	
		AF.XOOW@AF.PENTAGON.SMIL.MIL	
27	HQ AFWA OFFUTT AFB NE//XOO//		
	XOO	COMMERCIAL: 402-294-2586	DSN: 312-272-2586 (OPTION 1)
		AFWAOPS@AFWA.AF.MIL	
		AFWAOPS@OFFUTT.AF.SMIL.MIL; AFWA.XO@OFFUTT.AF.SMIL.MIL MAILTO:AFWAOPS@OFFUTT.AF.SMIL.MIL	
28	ANG ANDREWS AFB MD//A3XC//		
	A3XC	COMMERCIAL: N/A	DSN: 312-858-6001
		COMMANDCENTER@ANG.AF.MIL	
		NGB.A3XC@ANG.AF.SMIL	

29	HQ AFCESA TYNDALL AFB FL//CC//		
	CC	COMMERCIAL: 850-283-6101	DSN: 312-523-6101
		AFCESA.CC@TYNDALL.AF.MIL	
		AFCESAV3@TYNDALL.AF.SMIL.MIL	
30	HAF WASHINGTON DC//A7C//		
	A7C	COMMERCIAL: 703-664-1557	DSN: N/A
		AFILESCATS2@PENTAGON.AF.MIL	
		AFA7C.WORKFLOW@AF.PENTAGON.SMIL.MIL	
31	HAF WASHINGTON DC//A5R//		
	A5R	COMMERCIAL: 703-695-3018	DSN: 312-225-3018
		AFA5R.WORKFLOW@PENTAGON.AF.MIL	
		A5R.SCATS@AF.PENTAGON.SMIL.MIL	
32	HAF WASHINGTON DC//A4/7/ /A4MY/A4R//		
	A4/7	COMMERCIAL: 703-697-4846	DSN: 312-227-4845
		AFA47.WORKFLOW@PENTAGON.AF.MIL	
		AFA47.WORKFLOW@AF.PENTAGON.SMIL.MIL	
	A4MY	COMMERCIAL: 703-695-6730	DSN: 312-225-6730
		AFILMY.WORKFLOW@PENTAGON.AF.MIL	
		AFA4MY.WORKFLOW@AF.PENTAGON.SMIL.MIL	
	A4R	COMMERCIAL: 703-695-0184	DSN: 312-225-0184
		AFILG.WORKFLOW@PENTAGON.AF.MIL	
		AFA4R.WORKFLOW@AF.PENTAGON.SMIL.MIL	
33	HAF WASHINGTON DC//A8X//		
	A8X	COMMERCIAL: 703-697-4708/3117	DSN: 312-227-4708/3117
		AFA8X.WORKFLOW@PENTAGON.AF.MIL	
		AFA8X.WORKFLOW@AF.PENTAGON.SMIL.MIL	
34	8AF BARKSDALE AFB LA//COMAFFOR-CNO//		
		COMMERCIAL: 318-456-7341	DSN: 312-781-7341
		COMAFFOR-CNO@BARKSDALE.AF.MIL	
		COMAFFOR-CNO@BARKSDALE.AF.SMIL.MIL	
35	8AF BARKSDALE AFB LA//CC/DO//		
	CC	COMMERCIAL: 318-456-2164/8100	DSN:312-781-2164/8100

		8AF.CC@BARKSDALE.AF.MIL	
		8AF.CC@BARKSDALE.AF.SMIL.MIL	
	DO	COMMERCIAL: 318-456-2161	DSN: 312-781-2161
		8AF.DO@BARKSDALE.AF.MIL	
		8AF.DO@BARKSDALE.AF.SMIL.MIL	
36	67INWW LACKLAND AFB TX//CC/DO//		
	CC	COMMERCIAL:	DSN:
		67IW.CC@LACKLAND.AF.MIL	
		67IOW.CC@AIA.AF.SMIL.MIL	
	DO	COMMERCIAL:	DSN:
		67IOW.DOV3@LACKLAND.AF.MIL	
		67IOW.DO@LACKLAND.AF.SMIL.MIL	
37	33IOS LACKLAND AFB TX//CC/DOO//		
	CC	COMMERCIAL:	DSN:
		33IOS.CC@LACKLAND.AF.MIL	
		33IOS.CC@AIA.AF.SMIL.MIL	
	DOO	COMMERCIAL:	DSN:
		33IOS.DOO@LACKLAND.AF.MIL	
		33IOS.DOO@AIA.AF.SMIL.MIL	
38	USSTRATCOM OFFUTT AFB NE//J38//		
	J38	COMMERCIAL: N/A	DSN: 312-271-6656
		J38@STRATCOM.MIL	
		J38@STRATNETS.STRATCOM.SMIL.MIL	
39	HQ NORAD - USNORTHCOM CMD CTR PETERSON AFB CO//		
		COMMERCIAL: 719-554-9100	DSN: 312-692-9100
		N.NC.CMD.CTR.EAC.OMB@NORTHCOM.MIL	
		N.NC.CMD.CTR.EAC.OMB@NORTHCOM.SMIL.MIL	
40	CDR USJFCOM NORFOLK VA//J3//		
	J3	COMMERCIAL: 757-836-5586	DSN: 312-836-5586
		JFIIT.DMSV3@EGLIN.AF.MIL	
		CDO@JFCOM.SMIL.MIL	
41	A3O-AHC	COMMERCIAL: 703-696-0128	DSN: 312-226-0128

		AFCAT.MILSPT@PENTAGON.AF.MIL	
		AFCAT.MILSPT@AF.PENTAGON.SMIL.MIL	
42	HQ USSOCOM MACDILL AFB FL//		
	SOCOM	COMMERCIAL:	DSN: 312-299-5300
		J39CMD@SOCOM.MIL	
		OC9J3CMD@HQ.SOCOM.SMIL.MIL	
43	HQ USSOUTHCOM MIAMI FL//JAC//		
	JAC	COMMERCIAL: 305-437-3600	DSN: 312-567-3600
		UJACMIA@HQ.SOUTHCOM.MIL	
		JACCAPTAIN@HQ.SOUTHCOM.SMIL.MIL	
45	HQ USPACOM HONOLULU HI//CDO//		
	CDO	COMMERCIAL: 808-477-7228	DSN:315-477-7228
		JOC.NCO.PACOM@PACOM.MIL	
		JOC.NCO.PACOM@PACOM.SMIL.MIL	
46	HQ AFRC COMMAND CENTER ROBINS AFB GA//DOCC//		
	DOCC	COMMERCIAL: N/A	DSN: 312-497-0680
		AFRC.COMMAND.CENTER@AFRC.AF.MIL	
		AFRC.DOCC@AFRC.ROBINS.AF.SMIL.MIL	
47	HQ ACC COMMAND CENTER LANGLEY AFB VA//		
	ACC	COMMERCIAL: N/A	DSN: 312-574-3393
		ACCCMDCTR@LANGLEY.AF.MIL	
		ACC.CCS.SC@LANGLEY.AF.SMIL.MIL	
48	RANDOLPH COMMAND CENTER RANDOLPH AFB TX//		
	AETC	COMMERCIAL: 210-652-1859	DSN: 312-487-1859
		12FTW.CP@RANDOLPH.AF.MIL	
		12FTW.CP@RANDOLPH.AF.SMIL.MIL	
49	AFSOC OPERATIONS CENTER HURLBURT FIELD FL//		
	AFSOC	COMMERCIAL: 850-884-8900	DSN: 312-579-8900
		AFSOC.OC@HURLBURT.AF.MIL	
		AFSOC.OC@AFSOC.AF.SMIL.MIL	
50	HQ AFSPC PETERSON AFB CO//XOOO//		

	AFSPC	COMMERCIAL: 719-554-5979	DSN: 312-692-5979
		AFSPC.COMMAND.CENTER@PETERSON.AF.MIL	
		AFSPC.COMMANDCENTER@AFSPC.AF.SMIL.MIL	
51	AMC COMMAND CENTER SCOTT AFB IL//		
	AMC	COMMERCIAL: 618-229-0360	DSN: 312-779-0360
		AMC.COMMAND.CENTER@SCOTT.AF.MIL	
		AMC.COMMAND.CENTER@AMC.AF.SMIL.MIL	
52	PACAF COMMAND CENTER HICKAM AFB HI//		
	PACAF	COMMERCIAL: N/A	DSN: 315-448-8500
		PACAFCOMMANDCENTER@HICKAM.AF.MIL	
		V3502AOS.AOPO@DMS.HICKAM.AF.SMIL.MIL	
53	USAFE COMMAND CENTER RAMSTEIN AB GE//		
	USAFE	COMMERCIAL: N/A	DSN: 314-480-8200
		USAFE.COMMANDCENTER@RAMSTEIN.AF.MIL	
		USAFE.COMMANDCENTER@RAMSTEIN.AF.SMIL.MIL	
54	HAF WASHINGTON DC//A3/5N-O/A3O-SO/A3O-5N//		
	A3/5N-O	COMMERCIAL: 703-695-1365	DSN: 312-225-1365
		AFA3-5NO.WORKFLOW@PENTAGON.AF.MIL	
		AFA3O-5NO.WORKFLOW@AF.PENTAGON.SMIL.MIL	
	A3/5N	COMMERCIAL: 703-695-1365	DSN: 312-225-1365
		AFA35N.WORKFLOW@PENTAGON.AF.MIL	
		A35N.WORKFLOW@AF.PENTAGON.SMIL.MIL	
	A3O-SO	COMMERCIAL: 703-693-6304	DSN: 312-223-6304
		AFA3O-SO.WORKFLOW@PENTAGON.AF.MIL	
		AFA3O-SO.WORKFLOW@AF.PENTAGON.SMIL.MIL	
55	HAF WASHINGTON DC//A1S//		
	A1S	COMMERCIAL: 703-604-0011	DSN: 312-664-0011
		AFA1S.WORKFLOW@PENTAGON.AF.MIL	
		AF.A1S@AF.PENTAGON.SMIL.MIL	
56	HQ USNORTHCOM//EA//		
	EA	COMMERCIAL: 719-554-9100	DSN: 312-692-9100
		NNC.CMDCTRNCO.OMB@NORTHCOM.MIL	
		NNC.CMDCTRNCO.OMB@NORTHCOM.SMIL.MIL	

57	HAF WASHINGTON DC//A4RX//		
	A4RX	COMMERCIAL: 703-695-1795	DSN: 312-225-1795
		CSCCHIEF@PENTAGON.AF.MIL	
		AFA4RX.WORKFLOW@AF.PENTAGON.SMIL.MIL	
58	8AF BARKSDALE AFB LA//AFNOC//		
	AFNOC	COMMERCIAL:	DSN:
		AFNOSC@BARKSDALE.AF.MIL	
		AFNOC@BARKSDALE.AF.SMIL.MIL	
59	AF WASHINGTON DC//A3SH//		
	A3SH	COMMERCIAL: 703-588-0581	DSN: N/A
		AFA3SH.WORKFLOW@PENTAGON.AF.MIL	
		AFXOSH.WORKFLOW@AF.PENTAGON.SMIL.MIL	
60	1AF TYNDALL AFB FL//CC/A3/A4/A5//A7//		
	CC	COMMERCIAL: 850-283-4271	DSN: 312-523-2100
		AFNORTH.CC.OMB@TYNDALL.AF.MIL	
		AFNORTHCCOMB@TYNDALL.AF.SMIL.MIL	
	A3	COMMERCIAL: 850-283-4901	DSN: 312-523-5726
		AFNORTH.A3.OMB@TYNDALL.AF.MIL	
		AFNORTHA3OMB@TYNDALL.AF.SMIL.MIL	
	A4	COMMERCIAL: 850-283-4225	DSN: 312-523-0996
		AFNORTH.A4.OMB@TYNDALL.AF.MIL	
		AFNORTHA4OMB@TYNDALL.AF.SMIL.MIL	
	A5	COMMERCIAL: 850-282-4129	DSN: 312-523-4106
		AFNORTH.A5.OMB@TYNDALL.AF.MIL	
		AFNORTHA5OMB@TYNDALL.AF.SMIL.MIL	
	A7	COMMERCIAL: 850-282-4880	DSN: 742-4880
		AFNORTH.A7.OMB@TYNDALL.AF.MIL	
		AFNORTHA7OMB@TYNDALL.AF.SMIL.MIL	
61	601 AIR AND SPACE OPERATIONS CENTER TYNDALL AFB FL//AOC//		
	601 OPS CENTER	NONSECURE PHONE: 850-283-5242	DSN: 312-523-5242
		AFNORTHCONRAOC@TYNDALL.AF.MIL	
		AFNORTHCONRAOC@TYNDALL.AF.SMIL.MIL	

62	HAF WASHINGTON DC//SG/AFCAT SG//		
	SG	COMMERCIAL: 703-692-6800	DSN: 312-222-6800
		AF/SG@PENTAGON.AF.MIL	
		AFSG.WORKFLOW@AF.PENTAGON.SMIL.MIL	
	AFCAT SG	COMMERCIAL: 703-697-9075	DSN: 312-227-9075
		MEDICAL@PENTAGON.AF.MIL	
		MEDICAL@AF.PENTAGON.SMIL.MIL	
63	AFRL WRIGHT-PATTERSON AFB OH//ML//		
	ML	COMMERCIAL: 937-255-9628	DSN: 312-787-9628
		AFRL.ML.OFFICEACCOUNT@WPAFB.AF.MIL	
		AFRL.ML@WRIGHTPATTERSON.AF.SMIL.MIL	
64	AFRL BROOKS CITY BASE TX//HEDO SETA//		
	HEDO SETA	COMMERCIAL: 210-536-4784	DSN: 312 240-4784
		LASER.SAFETY@BROOKS.AF.MIL	
		AFRL/HED@BROOKS.AF.SMIL.MIL	
65	HAF WASHINGTON DC//A3I//		
	A3I	COMMERCIAL: 703-697-8701	DSN: 312-227-8701
		AF/A3O-C.WORKFLOW@PENTAGON.AF.MIL	
		A3O-C.WORKFLOW@AF.PENTAGON.SMIL.MIL	
66	HQ ACC CONTINGENCY RESPONSE CELL LANGLEY AFB VA//A7 CRC//		
	CRC	COMMERCIAL: N/A	DSN: 312-574-1110
		ACCCECRC@LANGLEY.AF.MIL	
		ACCCE.CRC@LAGLEY.AF.SMIL.MIL	
67	HQ ACC READINESS LANGLEY AFB VA//A7X//		
	A7X	COMMERCIAL: 757-764-3044	DSN: 312-574-3044
		ACC.A7X@LANGLEY.AF.MIL	
		ACCCEX@LANGLEY.AF.SMIL.MIL	
68	SAF WASHINGTON DC//AAZ//		
	AAZ	COMMERCIAL: 703-695-5010	DSN: 312-225-5010
		SAFAAZ.WORKFLOW@PENTAGON.AF.MIL	
		SAFAAZ.WORKFLOW@AF.PENTAGON.SMIL.MIL	
69	AIR FORCE INCIDENT MANAGEMENT MAXWELL AFB AL//AFIMS//		

	AFIMS	COMMERCIAL: 334 953-3470	DSN: 312-493-3470
		ECPD.CS@MAXWELL.AF.MIL	
		NO SIPRNET	
70	AIR FORCE RESEARCH LABORATORY WRIGHT-PATTERSON AFB OH//MLPJ//		
	MLPJ	COMMERCIAL: 937-255-9608	DSN: 312-785-9608
		AFRL.MLPJ.ORG@WPAFB.AF.MIL	
		AFRL.MLPJ@WRIGHTPATTERSON.AF.SMIL.MIL	

Attachment 4

SITREP TEMPLATE

Figure A4.1. SITREP TEMPLATE

SECINFO//
EXER or OPER//(AS APPLICABLE)
MSGID/SITREP, USMTF, 2008/ORIGINATOR/MESSAGE SERIAL NUMBER/MONTH/YEAR//
REF/A/MSGID:ABSTAT/123 WING/141325ZFEB2013/1402001/NOTAL//PERID/(FROM: DDHHMMZ)/(TO: DDHHMMZ)/(AS OF: DDHHMMZ)//
1. GENTEXT/GENERAL/(SET REPORTS ANY PERTINENT GENERAL INFORMATION)//

2. GENTEXT/SITUATION/ (SET REPORTS ASSESSMENTS OF THE SITUATION TO INCLUDE CIRCUMSTANCES OR CONDITIONS WHICH INCREASE OR MATERIALLY DETRACT FROM THE CAPABILITY AND READINESS OF FORCES ASSIGNED OR UNDER OPERATIONAL CONTROL OF THE COMMAND OR SERVICE DETRACT FROM THE CAPABILITY AND READINESS OF FORCES)//

3. GENTEXT/OPERATIONS/ (SET REPORTS A DESCRIPTION AND RESULTS OF OFFENSIVE AND/OR DEFENSIVE OPERATIONS CARRIED OUT BY MAJOR COMBATANT ELEMENTS; INFORMATION ON ALLIED FORCES' OPERATIONS; SUMMARY OF PLANS FOR COMBAT OPERATIONS DURING NEXT 24 HOURS; AND DEVIATIONS OR VARIATIONS FROM PREVIOUSLY REPORTED INTENTIONS/PLANS).FREE TEXT OR NOTHING SIGNIFICANT TO REPORT (NSTR)//

4. GENTEXT/INTELLIGENCE-RECONNAISSANCE/ (SET PROVIDES ORDER OF BATTLE CAPABILITIES AND THREAT CHANGES.) (SECURITY FORCES CAN PROVIDE COMMENTS IN THIS SECTION.) (FREE TEXT OR NOTHING SIGNIFICANT TO REPORT (NSTR))//

(COMPLETE SUBSECTION 4.1 ONLY FOR NATURAL DISASTER REPORTING)

4.1.: SECURITY FORCES - (OVERALL ASSESSMENT; G, Y, R)

4.1.1: FORCE PROTECTION CONDITION

4.1.2: PERSONNEL AVAILABILITY:
4.1.2A: COMMENT

4.1.3: EQUIPMENT AVAILABILITY:
4.1.3A: COMMENT

4.1.4: VEHICLES STATUS
4.1.4A: COMMENT

4.1.5: PHYSICAL SECURITY STATUS

4.1.5A: COMMENT

4.1.6: ELECTRONIC SYSTEMS SECURITY STATUS
4.1.6A: COMMENT

G = FMC/NO DAMAGE/SHORTFALLS
Y = DEGRADED MISSION CAPABILITY/MINOR DAMAGE/SHORTFALLS
R = NMC/MAJOR DAMAGE/SHORTFALLS

5. GENTEXT/LOGISTICS/ (SET IDENTIFIES SIGNIFICANT DEFICIENCIES AFFECTING SUPPORT FOR PLANNED OPERATIONS AND PROBLEM AREAS BEYOND THE COMMANDER'S OR SERVICE'S CAPABILITY TO OVERCOME OR ALLEVIATE IN A TIMELY MANNER.) (USE INSTRUCTIONS PROVIDED BY AF/A4 AND A7 TO COMPLETE FOR NATURAL DISASTERS) (FREE TEXT OR NOTHING SIGNIFICANT TO REPORT (NSTR))//

(COMPLETE SUBSECTIONS 5.1. THRU 5.6 ONLY FOR NATURAL DISASTER REPORTING)

5.1. MUNITIONS - (OVERALL ASSESSMENT; G, Y, R)

5.1.1: STRUCTURAL DAMAGE. (ASSESSMENT: G, Y, R)
5.1.1A: COMMENT.

5.1. 2: ASSET DAMAGE. (ASSESSMENT: G, Y, R)
5.1.2A: COMMENT.

5.1.3: UNIT MISSION CAPABILITY. (ASSESSMENT: G, Y, R)
5.1.3A: COMMENT.

5.2. AIRCRAFT MAINTENANCE - (OVERALL ASSESSMENT; G, Y, R)

5.2.1: AIRCRAFT REMAINING ON STATION.
5.2.1.A: STATUS OF AIRCRAFT REMAINING ON STATION.

5.2.2: FACILITY DAMAGE. (ASSESSMENT: G, Y, R)
5.2.2.A: COMMENT.

5.2.3: EQUIPMENT DAMAGE. (ASSESSMENT: G, Y, R)
5.2.3.A: COMMENT.

5.2.4: PERSONNEL STATUS. (ASSESSMENT: G, Y, R)
5.2.4.A: COMMENT.

5.2.5: UNIT MISSION CAPABILITY. (ASSESSMENT: G, Y, R)
5.2.5.A: COMMENT.

5.3. LOGISTICS READINESS (NOT INCLUDING FUELS) - (OVERALL ASSESSMENT; G, Y, R)

5.3.1: FACILITY STATUS. (ASSESSMENT: G, Y, R)
5.3.1A: COMMENT.

5.3.2: PERSONNEL AVAILABILITY. (ASSESSMENT: G, Y, R)
5.3.2A: COMMENT.

5.3.3: TYPE AND STATUS OF MATERIEL.
5.3.3A: RSP. (ASSESSMENT: G, Y, R)
5.3.3A (1): COMMENT.
5.3.3B: CWDE. (ASSESSMENT: G, Y, R)
5.3.3B (1): COMMENT.
5.3.3C: BEAR. (ASSESSMENT: G, Y, R)
5.3.3C (1): COMMENT.
5.3.3D: VEHICLES. (ASSESSMENT: G, Y, R)
5.3.3D (1): COMMENT.
5.3.3E: EQUIPMENT. (ASSESSMENT: G, Y, R)
5.3.3E (1): COMMENT.
5.3.3F: WRM. (ASSESSMENT: G, Y, R)
5.3.3F (1): COMMENT.

5.3.4: UNIT MISSION CAPABILITY. (ASSESSMENT: G, Y, R)
5.3.4A: ISSUES IMPACTING MISSION.

5.3.5: ASSESSMENT CODE KEY

5.4: FUELS - (OVERALL ASSESSMENT; G, Y, R)

5.4.1: FACILITY STATUS. (ASSESSMENT: G, Y, R)
5.4.1A: COMMENT.

5.4.2: PERSONNEL AVAILABILITY. (ASSESSMENT: G, Y, R)
5.4.2A: COMMENT.

5.4.3: EQUIPMENT STATUS. (ASSESSMENT: G, Y, R)
5.4.3A: COMMENT.

5.4.4: FUEL AVAILABILITY. (ASSESSMENT: G, Y, R)
5.4.4A: USEABLE INVENTORY ON HAND BY GRADE (NOTE: COMBINE LIKE TYPES OF GROUND FUELS).
5.4.4B: GALLONS ISSUED LAST 24 HRS BY GRADE
5.4.4C: GALLONS RECEIVED LAST 24 HRS BY GRADE
5.4.4D: FORECASTED RECEIPTS BY GRADE (DATE, SOURCE, AMOUNT)
5.4.4E: COMMENT.

5.5. AERIAL PORT - (OVERALL ASSESSMENT; G, Y, R)

5.5.1: FACILITY STATUS. (ASSESSMENT: G, Y, R)
5.5.1A: COMMENT.

5.5.2: PERSONNEL AVAILABILITY. (ASSESSMENT: G, Y, R)
5.5.2A: COMMENT.

5.5.3: EQUIPMENT STATUS. (ASSESSMENT: G, Y, R)
5.5.3A: COMMENT.

5.5.4: PARKING AND WORKING MOG.
5.5.4A: COMMENT.

5.5.5: ARRIVAL OF INBOUND PERSONNEL AND CARGO
5.5.5A: COMMENT.

5.5.6: ASSESSMENT CODE KEY

5.6: OVERALL CIVIL ENGINEERING (SEE USAF/A7C GUIDANCE FOR COLOR RATING) (G/Y/R)

5.6.1. OVERALL UTILITY RATING (G/Y/R)

5.6.1.1: ELECTRIC SYSTEM (G/Y/R)
5.6.1.1A: PRIMARY/ SECONDARY TRANSMISSION LINES, SUBSTATION, UNIT SUBSTATION AND TRANSFORMER ASSESSMENT (G/Y/R/UNK)
5.6.1.1B: COMMERCIAL POWER SUPPLY (G/Y/R/UNK)
5.6.1.1C: GENERATOR CAPACITY (G/Y/R/UNK)
5.6.1.1D: NOTES:

5.6.1.2: WATER SYSTEM (G/Y/R)
5.6.1.2A: DISTRIBUTION SYSTEM (G/Y/R/UNK)
5.6.1.2B: SYSTEM PRESSURE (G/Y/R/UNK)
5.6.1.2C: WATER POTABILITY (G/Y/R/UNK)
5.6.1.2D: STORAGE (G/Y/R/UNK)
5.6.1.2E: NOTES:

5.6.1.3: SEWAGE SYSTEM (G/Y/R)
5.6.1.3A: SEWAGE LINES (G/Y/R/UNK)
5.6.1.3B: TREATMENT (G/Y/R/UNK)
5.6.1.3C: SEWAGE OVERALL (G/Y/R/UNK)
5.6.1.3D: MAJOR RELEASES:
5.6.1.3E: NOTES:

5.6.1.4: NATURAL GAS SYSTEM (G/Y/R)
5.6.1.4A: DISTRIBUTION SYSTEM (G/Y/R/UNK)
5.6.1.4B: SUPPLY (G/Y/R/UNK)
5.6.1.4C: NOTES:

5.6.1.5: STEAM SYSTEM (G/Y/R/NA)
5.6.1.5A: DISTRIBUTION SYSTEM (G/Y/R/UNK/NA)
5.6.1.5B: STEAM PLANT (G/Y/R/UNK/NA)

5.6.1.6: FUEL SYSTEM (G/Y/R)
5.6.1.6A: STORAGE (G/Y/R/UNK)
5.6.1.6B: FILLSTANDS (G/Y/R/UNK)
5.6.1.6C: PUMPING SYSTEMS (G/Y/R/UNK)
5.6.1.6D: GROUND PRODUCTS (G/Y/R/UNK)
5.6.1.6E: NOTES:

5.6.2: OVERALL HOUSING RATING (G/Y/R)

5.6.2.1: BILLETING (G/Y/R)
5.6.2.1A: UTILITIES (G/Y/R/UNK)
5.6.2.1B: OCCUPANCY ASSESSMENT (G/Y/R/UNK)
5.6.2.1C: NOTES:

5.6.2.2: MILITARY FAMILY HOUSING (MFH) (G/Y/R)
5.6.2.2A: UTILITIES (G/Y/R/UNK)
5.6.2.2B: OCCUPANCY ASSESSMENT (G/Y/R/UNK)
5.6.2.2C: NOTES:

5.6.3: OVERALL FACILITY RATING (G/Y/R)

5.6.3.1: MISSION ESSENTIAL (G/Y/R/UNK)
5.6.3.1A: NOTES:

5.6.3.2: FLIGHT LINE (G/Y/R/UNK
5.6.3.2A: FACILITIES (TOWER, HANGERS, OPERATIONS, MAINTENANCE, MATERIAL HANDLING, ETC.) (G/Y/R/UNK)
5.6.3.2B: FLIGHT LINE PAVEMENTS (RUNWAY, TAXIWAYS, APRONS) (G/Y/R/UNK)
5.6.3.2C: FLIGHT LINE NAVIGATION AIDS (G/Y/R/UNK)
5.6.3.2D: NOTES:

5.6.3.3: BOS FACILITIES (OTHER THAN FLIGHT LINE) (G/Y/R)
5.6.3.3A: NOTES:

5.6.3.4: SHELTERS (G/Y/R/UNK
5.6.3.4A: NOTES:

5.6.3.5: INSTALLATION SECURITY (G/Y/R/UNK)
5.6.3.5A: NOTES:

5.6.4: EMERGENCY SERVICES (G/Y/R)

5.6.4.1: FIRE DEPARTMENT (G/Y/R)
5.6.4.1A: CRASH VEHICLES (G/Y/R/UNK)
5.6.4.1B: STRUCTURAL FIREFIGHTING VEHICLES (G/Y/R/UNK)
5.6.4.1C: RESPONSE TIME (G/Y/R/UNK)
5.6.4.1D: WATER AVAILABILITY (G/Y/R/UNK)
5.6.4.1E: MANNING (G/Y/R/UNK)
5.6.4.1F: NOTES:

5.6.5.: ENVIRONMENTAL (G/Y/R)
5.6.5.1: RELEASES (G/Y/R/UNK)
5.6.5.1A: NOTES:

G = FMC/NO DAMAGE
Y = DEGRADED MISSION CAPABILITY/MINOR DAMAGE
R = NMC/MAJOR DAMAGE

6. GENTEXT/COMMUNICATIONS CONNECTIVITY/ (SET REPORTS SIGNIFICANT COMMUNICATIONS OUTAGES, INCOMPATIBILITIES, QUANTITATIVE EQUIPMENT DEFICIENCIES, TRAFFIC VOLUME, ETC.) (FREE TEXT OR NOTHING SIGNIFICANT TO REPORT (NSTR))//

7. GENTEXT/PERSONNEL/ (SET REPORTS FACTORS AFFECTING READINESS OF FORCES/UNITS; MOBILIZATION STATUS; DAILY BATTLE CASUALTIES AGGREGATED BY SERVICE AND THE IMPACT OF ALL CASUALTIES SUSTAINED UPON THE COMMAND'S MISSION CAPABILITY.) (FREE TEXT OR NOTHING SIGNIFICANT TO REPORT (NSTR))//

(COMPLETE SUBSECTIONS 7.1. THRU 7.5 ONLY FOR NATURAL DISASTER REPORTING)
7.1: PERSONNEL (G/Y/R)

7.1.1: AUTHORIZED: MILITARY (XX) CIVILIAN (XX) CONTRACT (XX)
7.1.2: ASSIGNED: MILITARY (XX) CIVILIAN (XX) CONTRACT (XX)
7.1.3: DEPLOYED/TDY FROM BASE: MILITARY (XX) CIVILIAN (XX) CONTRACT (XX)

7.1.4: AVAILABLE (IN-HOUSE): MILITARY (XX) CIVILIAN (XX) CONTRACT (XX)
7.1.5: DEPLOYED/TDY TO BASE: MILITARY (XX) CIVILIAN (XX) CONTRACT (XX)
7.1.6: REQUESTS FOR FORCES:
7.1.7: NOTES:

7.2. SERVICES - (OVERALL ASSESSMENT; G, Y, R)

7.3. MANNING

7.3.1: # RIBS MBRS — IN PLACE
7.3.2: # RIBS MBRS — PROJECTED TOTAL
7.3.3: BEDDOWN POPULATION — CURRENT
7.3.4: BEDDOWN POPULATION — PROJECTED TOTAL

7.3.5: COMMENTS: (EXAMPLE: ANTICIPATE HOUSING STUDENTS EVACUATED FROM BASE X)

7.3.6. FEEDING OPERATIONS. (ASSESSMENT: G, Y, R)

7.3.6.1: # OF SV PERSONNEL ASSIGNED
7.3.6.2: # OF DINING FACILITIES OPERATIONAL
7.3.6.3: TYPE OF FACILITIES (EXAMPLE: BUILDING/BEARI KITCHEN/CDK/SPEK)
7.3.6.4: NORMAL/SURGE SEATING CAPACITY PER FACILITY (EXAMPLE: 200/300)
7.3.6.5: FLIGHTLINE FEEDING OPERATION? (Y/N) TYPE? (EXAMPLE: BLDG/CDK/SPEK)
7.3.6.6: MRE INVENTORY (# CASES; INCLUDE DATES OF PACK)
7.3.6.7: MRE DAYS OF SUPPLY (3 MRES/PERSON/DAY X CURRENT BEDDOWN POPULATION (X1C))
7.3.6.8: MRES ON ORDER (# CASES; ESTIMATED ARRIVAL DATE)
7.3.6.9: UGR INVENTORY (# OF MODULES; INCLUDE DATES OF PACK)
7.3.6.10: UGRS ON ORDER (# OF MODULES; ESTIMATED ARRIVAL DATE)
7.3.6.11: BOTTLED WATER INVENTORY (SIZE BOTTLES)
7.3.6.12: NAME OF FOOD SERVICE CONTRACTOR
7.3.6.13: TYPE OF FOOD SERVICE CONTRACT (EXAMPLE: FULL/MESS ATTENDANT)
7.3.6.14: ADEQUATE COLD STORAGE CAPABILITY? (YES/NO)
7.3.6.15: COMMENTS. (EXAMPLE: SUPPLEMENTING WITH FRESH FRUITS AND VEGETABLES)

7.4: LODGMENT. (ASSESSMENT: G, Y, R)

7.4.1: # SV PERSONNEL ASSIGNED
7.4.2: TOTAL # OF BEDSPACES—CURRENTLY AVAILABLE ON BASE/OFF BASE
7.4.3: TOTAL # OF PROJECTED BEDSPACES—ON BASE/OFF BASE
7.4.4: # OF PERSONNEL LODGED ON BASE
7.4.5: # OF REMAINING LODGING CAPACITY
7.4.6: # OF REMAINING LODGING SURGE CAPACITY
7.4.7: # OF PERSONNEL LODGED OFF BASE
7.4.8: # OF PERSONNEL LODGED IN ALTERNATE HARD BILLETS ON BASE (IE. DORMITORIES OR HOUSING
7.4.9: # OF REMAINING HARD BILLET CAPACITY
7.4.10: # OF PERSONNEL LODGED IN ALTERNATE FACILITIES (IE. FITNESS CENTERS)
7.4.11: # OF REMAINING ALTERNATE FACILITIES CAPACITY

7.4.12: COMMENTS:

7.5: MORTUARY AFFAIRS. (ASSESSMENT: G, Y, R)

7.5.1: # OF SV PERSONNEL ASSIGNED
7.5.2: REFER UNIT INVENTORY BY TYPE (EXAMPLE: 2 @ 250 CU. FT., 1 @ 1200 CU. FT.)
7.5.3: # OF TRANSFER CASES (CURRENT/REQUIRED)
7.5.4: # OF HUMAN REMAINS POUCHES (CURRENT/REQUIRED)
7.5.5: IS THERE A DEDICATED MORGUE? (YES/NO)
7.5.6: IS THERE A CURRENT LOCAL SEARCH AND RECOVERY PLAN? (YES/NO)
7.5.7: COMMENTS. (EXAMPLE: STATUS OF SEARCH AND RECOVERY KIT)

FMC/NO DAMAGE
Y = DEGRADED MISSION CAPABILITY/MINOR DAMAGE
R = NMC/

8. GENTEXT/SIGNIFICANT POLITICAL-MILITARY-DIPLOMATIC EVENTS/ (SET REPORTS RESULTS AND DECISIONS OF KEY ALLIED OR OTHER FOREIGN GOVERNMENT MEETINGS, CIVIL UNREST OR CIVIL DEFENSE MEASURES, LARGE SCALE MILITARY EXERCISES, OR OTHER EVENTS NOT REPORTED BY OPREP-3 PINNACLE BUT WHICH COULD RESULT IN U.S. AND/OR LOCAL AND/OR INTERNATIONAL PUBLIC REACTION.) (LEGA, PUBLIC AFFAIRS AND SECURITY FORCES CAN PROVIDE COMMENTS IN THIS SECTION) (FREE TEXT OR NOTHING SIGNIFICANT TO REPORT (NSTR))//

9. GENTEXT/COMMANDER’S EVALUATION/ (SET PROVIDES THE COMMANDER'S EVALUATION OR COMBATANT COMMANDER'S/SERVICE CHIEF'S ASSESSMENT OF THE SITUATION.) (FREE TEXT OR NOTHING SIGNIFICANT TO REPORT (NSTR))//

DECL/(SOURCE FOR CLASSIFICATION)/(REASON FOR CLASSIFICATION)/(DOWNGRADE INSTRUCTIONS)/(DATE/DOWNGRADING OR DECLASSIFICATION EXEMPTION CODE)//

NOTE: Reference Chapter 4.