

**BY ORDER OF THE  
CHIEF NATIONAL GUARD BUREAU**

**AIR NATIONAL GUARD MISSION  
DIRECTIVE 10-01**



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**Operations**

**AIR NATIONAL GUARD COMBAT  
READINESS TRAINING CENTERS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This directive outlines the mission and responsibilities of the Air National Guard (ANG) Combat Readiness Training Centers (CRTC).

**SUMMARY OF CHANGES**

This revision incorporates the organization and responsibilities of the CRTC Council and Working Group. It outlines training programs specific to a site; references services provided in accordance with established memorandums of agreement; and sets forth detailed information concerning wartime tasking. This revision also incorporate changes in the ANG office of primary responsibility.

**1. Applicability.** This directive is applicable to the ANG CRTCs, using units and supporting agencies.

**2. General.**

2.1. This directive defines those missions and the day-to-day function reserved specifically to the host states, and explains the control vested in the ANG.

2.2. ANG is responsible for delineating mission requirements and programming for adequate resources. CRTCs are responsible for managing the resources to accomplish their respective missions.

### 3. Mission.

3.1. The primary mission of each CRTC is to provide an integrated, year-round, realistic training environment (airspace, facilities, and equipment) for units to enhance their combat capability and readiness by:

3.1.1. Enabling users to accomplish training which cannot be as effectively accomplished or is not available at their home station.

3.1.2. Establishing a training arena that approximates a deployed, combat-oriented operating base.

3.1.3. Providing a realistic setting for deployed Operational Readiness Evaluation (OREs) and Operational Readiness Inspection (ORIs).

3.1.4. Providing a site for the following: Air Combat Training System and Electronic Warfare Training, connectivity for Distributed Mission Operations (DMO), Air Base Ground Defense Training, Medical Readiness Training (MRTS), Air Traffic Control (ATC) Training, Airfield Damage Repair Training, Homeland Security and Defense Training, Counter Drug Training, Regional Firefighting Training, Specialized Vehicle Training, Computer Systems Training and conferences. CRTC's also provide support for integrated training (i.e. Northern Lightning, Atlantic Thunder, Patriot exercises, Air Expeditionary Force (AEF) spin-ups, Close Air Support Exercises (CASEX), Site-specific regional and unique training, such as MRTS, at Alpena, Readiness Safeguard (ATSO) Training, at Volk Field and the Theater Deployable Communications (TDC) Schoolhouse at Savannah.

3.1.5. Providing facilities, services, or programs in accordance with established tasking, memorandums of agreement or local CRTC instructions.

3.1.6. Providing facilities, services, or programs to meet other state training requirements Identified by state headquarters (i.e. emergency response, local law enforcement, and homeland defense).

3.1.7. Remain responsive to evolving training requirement driven by Federal and State missions.

### 4. Wartime Tasking.

4.1. ANG will provide guidance and required assets for ANG CRTCs to accomplish tasks that are unique to a particular conflict. Baseline tasking supports various Air Force Instructions (AFI's), joint plans, other publications and support agreements.

4.1.1. Alpena CRTC: Extend ATC and medical readiness/homeland response training for ANG Medical Groups tasked with the dual role mission of wartime support and homeland response. Provide air traffic control and other support to other CRTCs when aerial port of embarkation activities and other tasks result in extended hours of operation.

4.1.2. Gulfport CRTC: Provide aerial port of embarkation services identified in joint and Service plans requiring use of Gulfport Municipal Airport in accordance with (IAW) U.S. Forces Command (FORSCOM)/Army National Guard (ARNG) Regulation 55-1.

4.1.3. Savannah CRTC: Provide contingency support for Fort Stewart and Hunter AAF aerial port of embarkation and Savannah Sea Terminal port of embarkation.

4.1.4. Volk Field CRTC: Provide aerial port of embarkation services for Fort McCoy Regional Mobilization Center IAW FORSCOM/ARNG Regulation 55-1.

## **5. Responsibilities.**

5.1. ANG will establish overall policy for ANG CRTCs.

5.2. National Guard Bureau (NGB), Air, Space and Information Operations Directorate, Airspace, Ranges, and Combat Readiness Training Division is designated the office of primary responsibility (OPR) for the CRTCs and will:

5.2.1. Annually review the CRTCs status and provide recommendations on proposed policy or changes in requirements to the Director, ANG, not later than (NLT) 1 July each year.

5.2.2. Provide guidance to CRTCs on ANG requirements.

5.2.3. Coordinate CRTC issues with other ANG directorates through an ANG-level CRTC working group. This group will consist of a representative from each ANG functional area and formed on an 'as-needed' basis. Each representative of the working group will be the primary staff element point of contact (POC) to work issues in that functional area for the CRTCs.

5.2.4. Validate manning, organization, facility, and funding requirements.

5.2.5. Validate utilization data.

5.2.6. Review CRTC Unit Deployment Planning Guides.

5.3. State headquarters will control CRTC activities through their Adjutants General and CRTC commanders. Due to their unique mission, CRTCs will remain stand-alone units reporting directly to the State headquarters.

5.4. The CRTC Council will be used to enhance standardization, efficiency and capabilities. Specifically, the Council will aggressively pursue actions of general interest and benefit to all CRTCs and provide consolidated positions. Staff action will utilize a pool of functional area experts.

5.5. CRTCs will perform their mission in accordance with all applicable directives and regulations and will:

5.5.1. Manage facilities and resources to meet the mission needs.

5.5.2. Publish a CRTC Unit Deployment Planning Guide based on this regulation. This guide shall outline procedures and specific requirements unique to each CRTC's operation. Included will be information reflecting CRTC capabilities.

5.5.3. Conduct an annual review of their CRTC Unit Deployment Planning Guide and forward it to Chief, Airspace & Ranges Division for review NLT 1 June each year.

5.5.4. Forward monthly utilization reports to Chief, A3A NLT the 15<sup>th</sup> of the following month. Information will be reported IAW Attachment 3 (utilization report will be update as required to capture necessary data as defined by the CRTC Council).

#### 5.6. Deploying Units:

5.6.1. All units are strongly encouraged to submit a CRTC User Deployment Report (after action report, exit survey, or locally developed product), to Chief, A3A with an information copy to CRTC/Commander, NLT 30 days after their re-deployment date.

5.6.2. The report should include the following where applicable: unit, deployment dates, purpose of deployment, total number of deployed personnel remaining overnight (RON) each day, whether lodging was “on” or “off” base, the number of aircraft deployed and the total number of sorties scheduled and flown. The report should include the deploying unit assessment of the support provided by the CRTC to accomplish deployment and training objectives and recommendations.

### 6. Scheduling Instructions.

6.1. Scheduling conflicts or disputes not resolved at local level may be referred to the Chief, Airspace & Ranges Division for final arbitration. Chief, A3A and the CRTC commanders designated representatives shall closely coordinate all scheduling matters.

6.2. Chief, A3A will sponsor the annual CRTC scheduling meeting NLT 1 March each year for the upcoming fiscal years. Major Command (MAJCOM) Inspector General’s (IGs) and flying training units (FTUs) with syllabus-driven training deployments may schedule OREs, ORIs, or exercises up to two fiscal years in advance.

6.3. ANG units shall have first priority for use of all ANG CRTC facilities when the initial annual CRTC schedule is set. Additions to the schedule afterwards will be at the discretion of the CRTC commander. Units involved in an ORI will have exclusive use of the affected CRTC facilities, equipment, ranges and training devices required to support the ORI during the scheduled period of the inspection.

6.4. Non-ANG units may use CRTCs on a non-interference and cost-reimbursable basis. Once formally scheduled into the current fiscal year, they shall not be “bumped” without written direction from Chief, A3A.

6.5. Normally, but not exclusively, after the CRTC schedule is approved by NGB/A3A, use of a CRTC will be on a first-come-first-served basis.

**7. Communications.** Established command channels apply except when otherwise directed or authorized by competent authority.

HARRY M. WYATT III, Lieutenant General, USAF  
Director, Air National Guard

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

FORSCOM/ARNG Regulation 55-1, Unit Movement Planning

*Abbreviations and Acronyms*

**ADFAC**— Air Directorate Field Advisory Council

**AEF**— Air Expeditionary Force

**AFI**— Air Force Instructions

**ANG**— Air National Guard

**ATC**— Air Traffic Control

**ARNG**— Army National Guard

**ATSO**— Ability to Survive and Operate

**CASEX**— Close Air Support Exercises

**CRTC**— Combat Readiness Training Center

**DMO**— Distributed Mission Operations

**FOL**— Forward Operating Location

**FORSCOM**— U.S. Forces Command

**FTU**— Flying Training Units

**IAW**— In Accordance With

**IG**— Inspector General

**MAJCOM**— Major Command

**MRTS**— Medical Readiness Training

**NGB**— National Guard Bureau

**NLT**— Not Later Than

**OPR**— Office of Primary Responsibility

**ORE**— Operational Readiness Evaluation

**ORI**— Operational Readiness Inspection

**POC**— Point of Contact

**RON**— remaining overnight

**TDC**— Theater Deployable Communications

**Attachment 2****AIR NATIONAL GUARD COMBAT READINESS TRAINING CENTER ADVISORY  
COUNCIL CHARTER**

Figure A2.1. ANG CRTC Advisory Council Charter

ANG CRTC Advisory Council Charter

1 October 2009

1. The name of the Council shall be “CRTC Advisory Council.”
2. The purpose of this council shall be to:
  - a. Evaluate, prioritize, and resolve issues relating to the operations, maintenance, structure, and support of the four Air National Guard Combat Readiness Training Centers and the Fort Drum Forward Operating Location (FOL).
  - b. Increase ANG CRTC standardization, efficiency and capability by aggressively pursuing an agenda of general interest and benefit to all ANG CRTCs and the Fort Drum FOL.
  - c. Provide information and advice to the Chief, National Guard Bureau, NGB/A3, NGB/A3A, NGB/A3AC, and other National Guard Bureau leaders on matters relating to the CRTCs and the Fort Drum FOL.
3. Membership: Council membership shall consist of nine (9) voting members made up of the Commander and Chief/Senior Enlisted Manager from each of the four designated CRTCs and the Commander of the Fort Drum FOL.
4. Quorum: Before transacting any council business, a quorum consisting of one (1) representative from each CRTC, the Fort Drum FOL and a total of five (5) members must be present. The NGB CRTC Program Manager will be included as a non-voting member of the council.
5. Membership Term: The membership term for council members shall be for the duration of an individual’s appointment as the Commander or Chief/Senior Enlisted Manager of their respective organization.
6. Council Officers:

- a. NGB/A3A will provide support for a council secretary/recorder.
- b. Council Chair and Vice Chair will be selected from among the CRTC Commanders for a two-year term during a formally convened council meeting through use of open nominations and secret balloting, and will be decided by a simple majority vote. There will be a two year term limit as Chair, the Vice Chair will also be for two years and then move into the chair position for continuity of the Council. If the elected Chair is unable to fulfill the full term, the Vice Chair will immediately assume the responsibilities of Chair. If at any time the Vice position is vacant, a new vice will be elected at the next formally convened council meeting.

#### 7. Council Chair Duties:

- a. Coordinate the agenda, time, and place to convene two formal council meetings per year and an appropriate number of intervening teleconferences
- b. Coordinate and identify Council positions and action items with NGB/A3, NGB/A3A, and NGB/A3AC
- c. Canvas voting membership and NGB Functional Area Managers for agenda items
- d. Ensure council members receive an agenda in advance of meeting or teleconferences dates
- e. Identify action items and POCs or teams tasked with resolution
- f. Track the progress of open action items and report the status at each formally convened council meeting or teleconference
- g. Identify issues requiring the establishment of Sub Committees or Working Groups and select a Chair for each to coordinate the group's actions
- h. Identify timelines for task completion
- i. Act as the Air Directorate Field Advisory Council (ADFAC) Representative for CRTCs, Ranges, and the Fort Drum FOL

#### 8. Council, Vice Chair Duties:

1. Ensure minutes are recorded for all formally convened council meetings and teleconferences
2. Maintain an official Council record (Continuity Book)
3. Act as the Alternate ADFAC Representative for CRTCs, Ranges, and the Fort Drum FOL

9. Meetings: The CRTC Advisory Council shall meet semi-annually or as called by the National Guard Bureau or Council Chair. If time constraints or other factors prevent a formally convened council, resolutions and positions may be accomplished outside the formally convened council through telephone or e-mail coordination. Observers/Visitors may attend formal meetings and

teleconferences upon invitation from a Council member, but are subject to be excused at the discretion of either the member who initiated the invitation or the Council Chair/Vice-Chair.

10. Voting: Given the small size of the council and critical nature of the issues addressed, every attempt should be made to generate consensus decisions among the five chartered organizations. Should formal voting be required, though, it is considered binding when agreement is reached by 3/5 of a formally convened council or 4/5 of the total voting membership if a formal council is not convened. Agreements will be formalized by a show of hands (if formally convened) or in writing (if polled outside a formally convened council). The resolution and vote count will be included in the minutes (if formally convened) or added to the official record by placement in the Council continuity binder. Commanders may temporarily transfer voting rights through appointment of a designated proxy for either the Commander or Chief/Senior Enlisted Manager. A proxy is designated by notifying the Council Chair or Vice-Chair and the proxy in writing of the temporary transfer of voting authority and the period of time effective. Proxy voting authorities may be limited if specified by the appointing Commander.

11. Sub Committees / Working Groups: Sub Committees / Working Groups will be established by the Council Chair to address specific issues and will be disbanded upon resolution of the issues driving their formation. Sub Committee / Working Group meetings will be held at the discretion of the Sub Committee / Working Group chairman.

12. Council Reports: The Chairman shall furnish a written report within 30 days following each council meeting or teleconference.

13. Sub Committees / Working Groups Reports: The Chairman of each Sub Committee / Working Group shall furnish a written report to the Committee members within 30 days following each meeting.

PATRICK C. WELCH

Chief, Airspace, Ranges and Combat Readiness Training Centers





