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Command Policy

**COMPLIANCE AND STANDARDIZATION REQUIREMENT LIST
OPERATIONS, MILITARY DECEPTION PROGRAM**

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OPR: ANG/DO (MSgt V. DeAngelis)
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This policy directive implements AFD 90-2, *Inspector General -- The Inspection System* and AFI 10-704/ANG Sup 1, *Military Deception Program*. This publication lists compliance items that support guidance in: higher headquarters publications (DoD, JCS, FAA, AFI, AFMAN, etc.) and MAJCOM publications; and consolidates the procedures and requirements to inspect Unit Military Deception (MD) programs. The items listed below do not constitute the order or limit the scope of the inspection/assessment. . Units can supplement this publication to add internal compliance items and units with distinct conditions preventing adherence to the above items will contact ANG/DOIW to coordinate alternative methods. This policy directive may be used in whole or in part by HHQ during visits or exercises. The objective is to identify deficiencies that preclude attainment of required capabilities. Send comments and suggestions to this publication on AF Form 847, **Recommendation for Change of Publication**, through channels, to HQ ANG/DOIW, 1411 Jefferson Davis Highway, Arlington, VA 22202.

SUMMARY OF REVISIONS: This document has been substantially revised and must be completely reviewed.

Introduction. Compliance levels are defined below:

1. Critical Compliance Objectives (CCO). Subject matters defined as crucial for successful MD operational planning and accomplishment. But not limited to items where non-compliance could result in serious injury, loss of life, excessive cost, or litigation. CCOs are shown in **BOLD AND ALL CAPS FORMAT**.

2. Core Compliance Items (CCI). Subject matters that require special vigilance and deemed important, but not critical, to the overall success of MD operations and performance of the unit. Non-compliance would result in some negative impact on MD operations and performance or could result in injury, unnecessary cost, or possible litigation. CCIs are shown in **ALL CAPS FORMAT**.

3. General Compliance Items (GCI). Subject matters deemed fundamental to successful, overall MD operations and performance of the unit, but non-compliance would result in minimal impact on MD operations and unlikely to result in injury, increase cost or possible litigation. GCIs are shown in sentence case format.

Table. Operations, Military Deception Program.

Item No	Level	Item	References to AFI 10-704/ANGSUP 1
1.	CCO-1	HAS THE OPERATIONS GROUP COMMANDER ESTABLISHED A MD PROGRAM?	3.4.
1.1.	CCI	APPOINTED PRIMARY AND ALTERNATE MDO/MDNCO IN WRITING?	3.4.1.
1.2.	GCI	Aligned the MDOs and MDNCOs under the unit's operational planning function?	
1.3.	CCI	ENSURED THAT MD PLANNING IS INCLUDED IN ALL ASPECTS OF PLANNING FOR LOCAL OPERATIONS AND INCORPORATED WHERE IT WILL ENHANCE OPERATIONS?	3.4.3.
1.4.	CCI	PROVIDED THE MDO WITH THE WRITTEN ENDORSEMENT TO INTRODUCE THE MDO AS THE EXECUTIVE AGENT FOR ALL UNIT MD MATTERS.	2.2.
1.5	GCI	For local MD training exercises: Coordinated local exercise MD plans with ANG/DO 60 days prior to exercise start?	3.2.3.1.
1.6.	GCI	For local MD training exercises: Provided ANG/DO lessons learned for any MD activity within 45 days of exercise completion?	3.2.3.2.
2.	CCO-2	HAS THE MDO/NCO IMPLEMENTED A UNIT MD PROGRAM?	
2.1.	GCI	Sent the letter of appointment to ANG/DO (within 60 days)?	3.4.2.
2.2.	CCI	ADVOCATED THE MD PROGRAM TO WING SENIOR LEADERSHIP TO ENSURE OPTIMUM PROGRAM SUPPORT?	3.2.3.7.
2.3.	GCI	Ensured that field level commanders have appointed Tactical Deception Working Group (MDWG) members from within their specific functional areas?	3.6.1.
2.4.	CCI	ESTABLISHED FOCAL POINT MESSAGE PICKUP PROCEDURES FOR COMMUNICATIONS REGARDING MD ACTIVITIES? ARE MESSAGES TRACKED AND LOGGED?	3.2.3.4.

2.5.	CCI	ESTABLISHED CONTROL PROCEDURES TO RESTRICT ACCESS TO MD ACTIVITIES ON A STRICT NEED-TO-KNOW BASIS?	3.2.3.5.
2.6.	CCI	PROVIDED PROPER INDOCTRINATION (SECRECY AGREEMENTS) TO PERSONNEL IDENTIFIED TO HANDLE MD DOCUMENTS, AND INSTRUCTED THEM IN PROPER SAFEGUARDING, MARKING, STORING AND DISSEMINATING OF SENSITIVE MD MATERIALS?	3.6.2
2.7.	CCI	ORGANIZED THE MDWG? DOES IT INCLUDE ALL FUNCTIONAL AREAS WITHIN THE UNIT THAT MAY BE AFFECTED BY MD ACTIVITIES?	3.6.1.
2.8.	GCI	Used MDWG members to provide functional area expertise in MD planning and execution activities?	3.6.2.
2.9.	GCI	Sent the annual report of unit MD activity to ANG/DO?	3.2.3.6.
2.10.	CCI	INTERFACED WITH THE UNIT OPERATIONS SECURITY (OPSEC) OFFICER TO ENSURE A COORDINATED EFFORT DURING ALL EXERCISES AND OPERATIONS?	3.5.4. & 3.5.5.
2.11.	CCI	HAVE COPIES OF THE GAINING MAJCOM (GMAJCOM) MD PROGRAM GUIDANCE?	3.6.6.
2.12.	CCI	MAINTAINED A MDO CONTINUITY BOOK, SIMILAR RECORD, INCLUDING BUT NOT LIMITED TO ITEMS LISTED IN AFI 10-704/ANGSUP1, ATTACHMENT 2?	3.2.3.3.
3.	CCO-3	DEVELOPED UNIT EXECUTION CHECKLISTS BASED UPON THE FIVE MD SKILLS? (NOTE: SAMPLE CHECKLIST CAN BE OBTAINED FROM ANG/DOIW.)	AFI 10-704
4.	CCO-4	REVIEWED AND UPDATED ALL CHECKLISTS ANNUALLY? IF SO, HAS THE MDO REPORTED THIS ACTION TO ANG/DO IN THE ANNUAL REPORT?	AFI 10-704

NOTE: For guidance to the unit and the IG, refer to Attachments 1 & 2, "ORI Guidance" and "Tactical Deception Self-Inspection Checklist" baselined from HQ ACC and HQ AMC.

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Attachments

1. ORI Guidance
2. Tactical Deception Self-Inspection Checklist

Attachment 1

ORI GUIDANCE

A1.1. Overall:

A1.1.1. The primary objective of MD evaluation during ORI/UCI is to analyze and evaluate the MD planning process (NOT THE PLAN OR CHECKLISTS).

A1.1.2. Preplanning: The IG will state their intent to inspect MD at the 180-day out meeting. At this time, the IG officer and the ANG MDO, will determine requirements scenario and performance.

A1.1.3. The unit commander is the approving authority to determine if the MD plan is to be exercised or table top briefed.

A1.1.4. The ANG will determine MD ORI scenario and forward to the IG and the unit. Scenarios will be forwarded at the earliest possible time.

A1.1.5. During the implementation phase, the MDO must make arrangements for the MD inspector to evaluate the operation, including, but not limited to UHF-equipped vehicle or access to the command post, tower, or ramp.

A1.2. Unit Considerations:

A1.2.1. Do not implement a plan with a complicated or difficult MD aspect, i.e., keep it simple Sergeant (KISS).

A1.2.2. The ORI does not revolve around the MD. The MD plan should enhance the potential for mission success. (Don't execute MD for the sake of doing MD.)

A1.2.3. Remember Safety first. You must comply with flight safety rules.

A1.2.4. A unit's deception plan may have many proposed activities, not all activities need to be executed for successful evaluation. Those parts not performed need to be briefed to the IG.

A1.3. Briefing:

A1.3.1. The briefing will be accomplished by the unit's primary or alternate MDO.

A1.3.2. Table top briefing should follow the SOPSMF or "See Think Do" loop.

A1.3.3. Clearly state the deception skills being validated (i.e., large force look small, small force look large, deploy quietly, receive a force quietly, cover for 24-72 hours).

A1.3.4. Clearly state the activities that the deception will support. (i.e., OPLAN or CONPLAN, AEF tasking)

A1.3.5. Clearly state all coordination channels involved either performed or simulated.

A1.3.6. Clearly state critical identifiers and/or unit signatures (the MDO should work closely with the OPSEC Program manager to determine these items).

A1.4. Summary:

A1.4.1. MDOs should place their emphasis on the planning process (MDWG brainstorming, coordination channels, event timing considerations, feedback mechanisms).

A1.4.2. The MD inspector will provide the unit MDO (and ANG/DO Military Deception Officer) feedback as to the effectiveness of the process.

A1.5. Grading Criteria:

A1.5.1. ORI: Outstanding, Excellent, Satisfactory, Marginal, and Unsatisfactory

A1.5.2. Unit Compliance Inspections: Complies; Complies with comments; Does not comply; may or may not have an associated finding.

Attachment 2

TACTICAL DECEPTION SELF-INSPECTION CHECKLIST

These items are suggestions only and are meant to assist both you and the IG.

A2.1. The unit MDO, MDNCO, and alternates for each are appointed in writing by the Operations Group Commander, as a minimum.

A2.1.1. Name and rank of the MD functional area appointing official: _____
_____.

A2.1.2. Copy of the appointment memo sent to ANG/DO. Date of Memo: _____.

A2.1.3. Personnel identified in the appointment letter who meet the retainability requirements of the MD program.

A2.1.4. Primary MDO Name, Date appointed, Date due to leave unit: _____
_____.

A2.1.5. Alternate MDO Name, Date appointed, Date due to leave unit: _____
_____.

A2.1.6. Primary MDNCO Name, Date appointed, Date due to leave unit: _____
_____.

A2.1.7. Alternate MDNCO Name, Date appointed, Date due to leave unit: _____
_____.

A2.2. All appointed MDOs and MDNCOs have attended the formal USAF Tactical Deception Course.

A2.2.1. Primary MDO Name, Month/Year and location of training: _____
_____.

A2.2.2. Alternate MDO Name, Month/Year and location of training: _____
_____.

A2.2.3. Alternate MDO Name, Month/Year and location of training: _____
_____.

A2.3. The Wing Commander has signed an introduction memo for the MDO, including a statement of MD program support and identifying the MDO as the commander's executive agent for all matters pertaining to MD. The memo tasks all subordinate unit commanders to provide support to unit MD activities when requested by the MDO, without asking questions. The memo also tasks each subordinate functional area to provide experienced personnel to be members of the MDWG. Date of Memo: _____.

A2.4. The unit's primary MDO is included on the recall roster as a key member of the senior battlestaff.

A2.5. The Tactical Deception Working Group (MDWG) is established, indoctrinated, and utilized to plan and execute unit MD activities.

A2.5.1. All MDWG members are appointed in writing by their supervisors.

A2.5.2. All MDWG appointment letters are maintained by the unit MDO and updated immediately upon individual's departure from the unit.

A2.5.3. All MDWG members are indoctrinated on their duties and responsibilities regarding support to the unit's MD program.

A2.5.4. MDWG meetings are conducted at least semi-annually by the primary MDO to maintain individual member familiarity with MD program requirements.

A2.5.4.1. MDWG meeting minutes are taken and results are worked into unit MD plans.

A2.5.4.2. MDWG meeting minutes are reviewed and approved by the Operations Group Commander (OG/CC) or Wing Commander.

A2.5.4.3. MDWG meetings were conducted on the following dates within the past year (day/month/year): _____.

A2.5.5. MDWG membership consists of the following functional areas (minimum):

Flying Squadron Name/Rank: _____.	Personnel Name/Rank: _____.	Finance (Travel) Name/Rank: _____.
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Logistics Plans Name/Rank: _____.	Security Police Name/Rank: _____.	Munitions Storage Name/Rank: _____.
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Communications Name/Rank: _____.	Hospital Name/Rank: _____.	Opsec Prgm Mgr Name/Rank: _____.
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Wing/Group Plans Name/Rank: _____.	Wing Scheduling Name/Rank: _____.	Base Operations Name/Rank: _____.
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Tower Name/Rank: _____.	Services Sq/Cc Name/Rank: _____.	Transportation Name/Rank: _____.
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Cc&D Prgm Mgr
Name/Rank: _____.

A2.5.6. All MDWG members have signed non-disclosure agreements to cover their support of MD activities.

A2.5.7. To enhance unit OPSEC signatures, MDWG meetings have been assigned a cover name that does not indicate MD activity.

A2.5.8. Procedures have been developed and are being used to activate the group in a close hold manner on short notice.

A2.6. The MDO has developed "generic" checklists based upon the five MD skills that covers unit actions necessary to support warfighters' MD requirements.

A2.6.1. The checklists are reviewed and updated at least annually.

A2.6.2. A checklist skill is exercised during quarterly Operational Readiness Exercises (ORE) as much as possible without revealing critical unit MD signatures to casual observers.

A2.6.3. After action reports are disseminated and coordinated. Dates of reports and coordination channels: _____.

A2.6.4. The checklists provide the foundation for MD actions needed to support all crisis action and contingency tasking.

A2.7. The laptop computer (or equivalent) is maintained by the unit MDO specifically for the MD program. Specific security procedures are established for storage of the computer and/or removable hard drives.

A2.8. Establish procedures with ANG for after hours contact.

A2.8.1. The MDO has access to Sarah-Lite software on a laptop or equivalent for creating messages.

A2.8.2. The MDO is proficient in the use of Sarah-Lite software.

A2.9. The unit has developed OPSEC signatures (Critical Identifiers Index) to foster effective MD operations. The OPSEC signatures are routinely incorporated into daily training schedules to portray “normal” operations to observers. Such as:

A2.9.1. Ramp and runway minimum lighting and blackout procedures.

A2.9.2. Designated parking in non-standard locations during unit recall (i.e., flying squadron personnel responding to a recall, park their vehicles at random locations away from the squadron building).

A2.9.3. Night and day training schedules shifted on short notice, with night launches and recoveries performed using min-comm or comm-silent procedures.

A2.9.4. “Secure Communications Week” activities (i.e., all official calls conducted only on STU-III telephones, either on or off base; moratorium on all calls from base telephones to non-duty locations).

A2.10. A continuity book has been developed to ensure smooth program transition when MD personnel changes occur.

A2.10.1. A “how to” section for the new MDO is included.

A2.10.2. Program administration, regulations, security procedures, self-inspections, MDWG meeting minutes, POC lists, after action reports, lessons learned, etc. are included.

A2.10.3. Continuity book is properly marked and maintained according to classification requirements.

A2.11. All MD materials are marked IAW DoD 5200.1-R/AFI 31-401 and the *USAF Tactical Military Deception Security Classification Guide*.

A2.12. All classified materials are physically secured IAW DoD 5200.1-R/AFI 31-401 and the *USAF Tactical Military Deception Security Classification Guide*.

A2.13. A system is established to account for active and inactive MD program nondisclosure agreements (NDA).

A2.14. MD is implemented at least quarterly in support of unit OREs or other exercises. During the past 18 months, MD was implemented in support of the following unit exercises:

A2.14.1. Exercise designation, dates, and CONOPS _____.

A2.14.2. Exercise designation, dates, and CONOPS _____.

A2.14.3. Exercise designation, dates, and CONOPS _____.

A2.14.4. Exercise designation, dates, and CONOPS _____.

A2.14.5. Exercise designation, dates, and CONOPS _____.

A2.14.6. Exercise designation, dates, and CONOPS _____.

A2.15. The MDO is a trusted agent for all unit exercise activities, and is included in initial planning and execution of unit OREs and other exercises.

A2.16. An annual report is sent to the unit's HQ MDOs. Date and location of latest annual report: _____.