

**BY ORDER OF THE COMMANDER
AIR FORCE INTELLIGENCE,
SURVEILLANCE AND RECONNAISSANCE
(ISR) AGENCY**

**AIR FORCE ISR AGENCY
INSTRUCTION 10-102
14 NOVEMBER 2007**



Operations

CRYPTOLOGIC OPERATIONS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: This publication is available digitally.

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: AF ISR AGENCY/A3OA

Certified by: AF ISR AGENCY/A3
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Supersedes AIA11-102, 17 July 2006

Pages: 4

This instruction implements AF ISR Agency MD 1501, *Hq Intelligence, Surveillance, and Reconnaissance Agency Organization And Functions Chart Book*; DODD5100.20, *The National Security Agency and the Central Security Service*; DODD5210.70, *DoD Cryptologic Training*; and applicable United States Signals Intelligence Directives (USSIDS) and Air Force Instructions. It applies to the 8th Air Force (8 AF), 55th Wing (WG), 67th Network Warfare Wing (NWW), 70th Intelligence Wing (IW), 480 IW, National Air and Space Intelligence Center (NASIC), Air Force Information Operations Center (AFIOC), their subordinate units, and other USAF organizations conducting cryptologic missions. This instruction is provided to NSA/CSS Global Net-centric Cryptologic Centers and other consolidated intelligence sites [Misawa Security Operations Center (MSOC), Alaskan Mission Operations Center (AMOC)], for inclusion in their local operating instructions (OI). It also applies to Air National Guard units when under the operational control of 8 AF and performing a cryptologic mission. It does not apply to Air Force Reserve units. This instruction reflects the organizational alignment of AF ISR Agency within HQ Air Force. Send comments and suggested improvements to this instruction on AF Form 847, Recommendation for Change of Publication. Send to HQ ISR Agency/A3O, 102 Hall Blvd Ste 232, San Antonio TX 78243-7088. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123 (to be replaced by AFMAN 33-363), and are disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://afrims.amc.af.mil>. Contact supporting records managers as required.

SUMMARY OF CHANGES

This instruction changes all references to Air Intelligence Agency (AIA) to Air Force Intelligence, Surveillance, and Reconnaissance Agency. (AF ISR Agency), and adds the 67 NWW and AFIOC to organizations having program oversight responsibilities.

1. Supplements: This instruction provides general guidance; therefore, local supplemental operating procedures must be developed, published, updated, and maintained to meet specific mission requirements and conditions. Units must forward one current copy of each supplement or OI to HQ AF ISR Agency/A3OA and to applicable higher headquarters.

2. Service Cryptologic Organization/Element (SCO/SCE) Responsibility: HQ AF ISR Agency, as the AF SCO, is responsible to the Director of the National Security Agency/Chief, Central Security Service (DIRNSA/CHCSS) for executing the USAF SCE missions. All SCE operations, training and certification will be conducted in accordance with appropriate United States Signals Intelligence Directives (USSIDs) and this instruction. USSIDs include, but are not limited to, those outlining policy (e.g. SP0003, SP0009, SP0018, etc.), governing customer relationships (e.g. CR1251, CR1501), data acquisition (e.g. DA3110, DA3605), and cryptologic collection, processing and reporting for the SIGINT Enterprise (e.g. SE3000 series).

3. Program Oversight Responsibilities:

3.1. HQ AF ISR Agency/A3 will:

3.1.1. Maintain overall responsibility for 55 WG, 67 NWW, 70 IW, 480 IW, NASIC, and AFIOC participation in cryptologic operations. This includes SIGINT collection and processing, intelligence oversight, analysis and reporting, mission management, cryptologic training and position certification, cryptologic support to military operations and electronic combat, and other activities as designated in AF ISR Agency MD 1501.

3.1.2. Manage SCE functions to include providing training, and equipping operators for the conduct of cryptologic missions.

3.1.3. Coordinate Tactical/National requirements and issues with 8 AF, Air Force Cryptologic Office (AFCO), military commands, and national agencies.

3.1.4. Oversee AF ISR Agency's operational readiness, customer requirements and support, and measurements necessary to assess the effectiveness of support provided.

3.1.5. Ensure all units document annual compliance with Intelligence Oversight training in accordance with NSA/CSS Policy 1-23 (for SIGINT field activities) and AFI 14-104 (for Air Force intelligence activities).

3.2. AFCO will:

3.2.1. Act as liaison between AF ISR Agency and NSA on cryptologic operations policy and requirements issues. This includes coordinating, updating, and rescinding of applicable unit USSIDs, as well as assistance in drafting of new or revised unit USSIDs.

3.2.2. Apprise HQ AF ISR Agency/A3 of all issues requiring SCO/SCE attention.

3.2.3. Ensure all NSA-developed policy and guidance is disseminated to Wings and their subordinate units as delegated by AF ISR Agency/CC.

3.3. National Air and Space Intelligence Center will:

3.3.1. Support AF ISR Agency cryptologic operations as required by providing Air Force-specific intelligence applications support to operational, acquisition, and policymaker customers. This

includes conventional mission planning, target materials, multi-source analysis, operational intelligence, and simulator validation.

3.3.2. Apprise HQ AF ISR Agency/A3 of all issues requiring SCO attention. Ensure policy and resource issues are worked through the AF ISR Agency chain of command.

3.3.3. Coordinate cryptologic operations issues, policies, requirements, and taskings with appropriate subordinate elements on a recurrent basis. Elevate problems/issues that cannot be resolved to HQ AF ISR Agency/A3.

3.4. **55 WG, 67 NWW, 70 IW, 480 IW, NASIC, and AFIOC.** As the SCE operational units of the Air Force, these organizations are responsible for executing SCE activities in compliance with this instruction, statutes, and cryptologic directives, while overseeing the day-to-day operations and position certification and training of subordinate units. These organizations will:

3.4.1. Publish instructions to supplement SCO policy and guidance governing support, management and execution of all subordinate units participating in cryptologic operations. Provide one copy of all instructions to HQ AF ISR Agency/A3OA no later than 30 days from date of publication.

3.4.2. Apprise HQ AF ISR Agency/A3 of all issues requiring SCO attention.

3.4.3. Ensure subordinate units have a program for the training and certification of personnel conducting cryptologic operations. This includes establishing an effective training program, and identifying cryptologic training program shortfalls that adversely impact combat capabilities. Report program shortfalls to HQ AF ISR Agency/A3 within 30 days.

3.4.3.1. Ensure position certification of cryptologic personnel is IAW established AF, AF ISR Agency, 8AF and Organizational instructions and applicable USSIDs.

3.4.4. Coordinate cryptologic operational issues, policies, requirements, and taskings with appropriate subordinate elements on a recurrent basis. Elevate problems/issues that cannot be resolved to HQ AF ISR Agency/A3.

3.4.5. Perform annual self-assessments using a locally created self-inspection checklist based on current cryptologic policy and guidance.

3.4.6. As necessary, request staff assistance visits from higher headquarters, or HQ AF ISR Agency.

3.4.7. Review AF ISR Agency/IG reports from various Wing, Group, Squadron and other Operational Readiness/Unit Compliance Inspections.

3.5. **55 WG, 67 NWW, 70 IW, 480 IW, NASIC, and AFIOC subordinate groups will:**

3.5.1. Ensure subordinate units implement SCO/SCE policy and guidance as directed by this instruction, applicable USSIDs, and higher headquarters.

3.5.2. Publish instructions, as necessary, to supplement SCO/SCE policy and guidance. Send copies of all supplemental instructions to higher headquarters and HQ AF ISR Agency/A3 no later than 30 days from publication.

3.5.3. Develop a unit training program based on higher headquarters and national requirements, ensuring members maintain position proficiency. Identify and report cryptologic training program

shortfalls that adversely impact combat capabilities, and report them to higher headquarters and HQ AF ISR Agency/A3 within 30 days.

3.5.4. Maintain current awareness of field unit cryptologic operations programs by performing or monitoring staff assistance visits, maintaining a working knowledge of unit OIs, and promoting effective exchanges between group and unit POCs.

3.5.5. Coordinate with parent organizations on issues that cannot be resolved at a lower level, or which require SCE attention.

3.5.6. Perform annual self-assessments using a locally created self-inspection checklist. Request staff assistance visits from higher headquarters and HQ AF ISR Agency as necessary.

3.5.7. Monitor the effectiveness of units' programs, and provide feedback and trend analysis.

3.5.8. Resolve unit questions or concerns raised within their areas of responsibility whenever possible.

3.5.9. Review AF ISR Agency/IG reports from various unit inspections for possible incorporation of best practices into their own program.

3.6. 55 WG, 67 NWW, 70 IW, 480 IW, NASIC, and AFIOC subordinate units performing cryptologic missions:

3.6.1. Director of Operations (DO) will:

3.6.1.1. Publish instructions, as necessary, to supplement higher headquarters policy and guidance. Send copies of all supplemental instructions to higher headquarters and HQ AF ISR Agency/A3 no later than 30 days from publication.

3.6.1.2. Develop unit intelligence oversight program in accordance with NSA/CSS Policy 1-23, (for SIGINT field activities) and AFI 14-104 (for Air Force intelligence activities).

3.6.1.3. Maintain individual training and certification records on all cryptologic positions, and perform an annual review.

3.6.1.4. Coordinate operational issues, taskings, and requirements with appropriate HHQ on a recurrent basis. Elevate problems and issues that cannot be resolved at a lower level.

3.6.1.5. Perform annual self-assessments, using a locally created self-inspection checklist. Also consider requesting staff assistance visits from higher headquarters and HQ AF ISR Agency.

3.6.1.6. Review AF ISR Agency/IG reports from various unit inspections for possible incorporation of best practices into their own program.

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