

1 NOVEMBER 2001

Security



HQ AETC FORCE PROTECTION WORKING GROUP (FPWG)

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Pages: 4

Distribution: F

This instruction implements AFPD 31-2, *Law Enforcement*, and establishes the HQ AETC Force Protection Working Group (FPWG). It applies to HQ AETC directors and chiefs of special staff, the 19th Air Force Commander, and members of the HQ AETC Crisis Action Team (CAT).

This instruction does not apply to the Air Force Reserve Command or Air National Guard. Maintain and dispose of records created as a result of processes prescribed in this publication in accordance with AFMAN 37-139, *Records Disposition Schedule* (will become AFMAN 33-322, Volume 4). See Attachment 1 for a glossary of references and supporting information.

1. Purpose of the FPWG. The FPWG:

1.1. Is a permanent, cross-functional group that is convened at least semiannually. It may also be convened at the request of the HQ AETC senior leadership or HQ AETC CAT Director and/or as world and national events dictate.

1.2. Collects and analyzes intelligence and prepare recommendations for the AETC commander (AETC/CC). These recommendations include, but are not limited to, increasing force protection (FP) conditions and implementing increased random antiterrorism (AT) measures (RAM) and other associated actions to protect the command's personnel, property, and information infrastructure from possible terrorist attacks.

2. Definition of AT and FP. Together these terms are defined as protecting people, equipment, and facilities through aggressive integration of AT awareness training and education, real-time intelligence, limited response and containment, and physical security measures while emphasizing commander and individual responsibilities. FP involves all individuals on an installation.

3. Membership and Organization:

3.1. The FPWG, a subgroup of the HQ AETC CAT, reports to the HQ AETC CAT Director. The FPWG operates independently until the HQ CAT activates. The HQ AETC/SF chairs the FPWG and keeps the HQ AETC CAT Director informed of all FPWG activities. On the activation of the HQ AETC CAT, the FPWG chair coordinates AT and FP issues with the team.

3.2. The HQ AETC Information Warfare Threat Working Group is incorporated into the HQ AETC FPWG.

3.3. The FPWG meets as required (but at least semiannually) to address AT and FP action items involving command forces worldwide. The group is comprised of representatives from each directorate and special staff within HQ AETC, the 19th Air Force Commander, and a designated representative of the HQ AETC CAT Director. All members are required to have a current appointment memorandum on file with the security forces directorate. Each FPWG member must have at least a Secret clearance, verified through his or her unit's security manager.

3.4. The Chief, HQ AETC/SFP, is the Executive Secretary and OPR for AETC's AT and FP program. This individual will take minutes of each FPWG meeting. (Meeting minutes will be maintained according to AFMAN 37-139.)

4. Objectives. The FPWG will:

4.1. Provide a single focal point in HQ AETC to furnish oversight and support for command AT and FP and information security programs.

4.2. Provide a forum to discuss intelligence and other activities of international and domestic terrorist groups; militia, hate, and patriot groups; organized gangs, and any other threats to AETC assets.

4.3. Allow a multifunctional approach to provide recommendations to the HQ AETC CAT and senior leadership on AT and FP issues.

5. Responsibilities:

5.1. The FPWG must be kept updated on AT, FP, and IW issues affecting the command in order to provide recommendations to the command's senior leadership. To do this, HQ AETC/SF will brief the HQ AETC CAT Director, HQ AETC/DS, AETC/CV, or AETC/CC, as appropriate.

5.2. The FPWG will use operational risk management when addressing threats and vulnerabilities and making recommendations.

5.3. The FPWG chair will notify the HQ AETC CAT Director of any recommended change in FP and IW conditions or requirement for recall of the HQ AETC CAT.

5.4. Each FPWG member will be appointed in writing and have at least a Secret clearance, verified through his or her security manager. Each appointment memorandum must identify primary and alternate members and their security clearances, contact numbers, and e-mail addresses. FPWG rosters will be updated and provided to the HQ AETC CAT Director, as required.

5.5. The FPWG membership should share information with all personnel who have a valid clearance and a need to know. This should include functional counterparts at the installation level.

5.6. The FPWG charter will be reviewed at least annually for accuracy and updating as necessary.

RICHARD K. ELDARD, Colonel, USAF
Director of Security Forces

Attachment

1. Glossary of References and Supporting Information

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

AFPD 31-2, *Law Enforcement*

AFMAN 37-139, *Records Disposition Schedule* (will become AFMAN 33-322, Volume 4)

Abbreviations and Acronyms

CAT—crisis action team

FPWP—force protection working group

FP—force protection

AT—antiterrorism

RAM—random antiterrorism measure