

**BY ORDER OF THE COMMANDER,
PACIFIC AIR FORCES**

AF INSTRUCTION 14-205



**PACIFIC AIR FORCES COMMAND
Supplement 1**

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Intelligence

**IDENTIFYING REQUIREMENTS FOR
OBTAINING AND USING GEOSPATIAL
INFORMATION AND SERVICES**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction supplements AFI 14-205, dated 1 Jan 99 and applies to all Pacific Air Forces (PACAF) units and members. This instruction defines responsibilities and provides guidance for the maintenance and use of products classified under the category of Geospatial Information and Services (GIS). This publication does not apply to the Air Force Reserve (AFRES) and the Air National Guard (ANG) units and members.

SUMMARY OF REVISIONS

This revision deletes the 36th OSS requirement to stock War Reserve Maps. New or revised material is indicated by an “[”.

AFI 14-205, 1 January 1999 is supplemented as follows:

1.1. (Added) In addition to NIMA, the following sites have additional information available: Defense Supply Center Richmond (DSCR) at: <http://www.dscr.dla.mil/pc9/>, USPACOM/J316 homepage and HQ PACAF/INXU homepage.

6.1. The HQ PACAF office with overall responsibility for policy and guidance pertaining to GIS is the Directorate of Intelligence, Intelligence Plans, Policy and Programs Division, Plans and Policy Branch (HQ PACAF/INXX). HQ PACAF/INXX is the primary PACAF interface with USCINCPAC, National Imagery and Mapping Agency (NIMA), Defense Logistics Agency (DLA) and HQ 497IG/INO on GIS matters. Contact HQ PACAF/INXX via mail at 25 E Street, Suite I-204, Hickam AFB, HI 96853-5497; telephone (Comm) (808) 449-4192/4185, DSN (315) 449-4192/4185, fax (Comm) (808) 449-4192, DSN Fax (315) 449-4333, or e-mail HQPACAF_GI&S@intelsvr.hqpacaf.af.mil. HQ PACAF/INXX is responsible for the overall management of GIS products, and training requirements and will:

- 6.1.1. (Added) Based on subordinate unit inputs, establish and monitor the PACAF GIS area requirements through CINCPAC/J316 and 497IG/INOT.
- 6.1.2. (Added) Develop Annex M and GIS war reserve stock requirements for OPlans and CONPLANS
- 6.1.3. (Added) Solicit unit input to the area, product, and training requirements process annually.
- 6.1.4. (Added) Provide HQ PACAF representation to the National Imagery & Mapping Agency (NIMA) and Air Force GIS Conferences in support of the requirements process.
- 6.1.5. (Added) Provide HQ PACAF representation to the NIMA Combat Support Element Office Pacific (NIMA CSE-OP) Distribution Conference.
- 6.1.6. (Added) Assist units in establishing DoDAAC accounts with DLA, requesting products and services from DLA and NIMA Customer Support Teams, and defining GIS requirements.
- 6.1.6.1. (Added) Organizations requiring a DoD Activity Address Code (DoDAAC) account will provide the following information: justification (why needed and assurance that this will not duplicate an existing capability), mailing address and freight address (if different than mailing address).
- 6.1.6.2. (Added) Once an account is established the organization will determine what products are required for Automatic Distribution (AD).
- 6.1.6.3. (Added) Units wishing to cancel accounts will contact HQ PACAF/INXX.
- 6.1.7. (Added) HQ PACAF/INXX will process all requests for GIS assistance and will arrange any outside support to satisfy unit requirements.
- 6.1.8. (Added) HQ PACAF/INXX provides overall direction, guidance and management for the War Reserve Stock (WRS) program.
- 6.1.9. (Added) The Directorate of Intelligence, Policy and Programs Division, Force Management Branch (HQ PACAF/INXF) is the primary point of contact for the identification and submission of GIS training requirements. HQ PACAF/INXF will assist in satisfying any unit training requirement and will solicit these needs annually. Submit specific requests for Defense Mapping School course billets through local training offices to HQ PACAF/INXF and include HQ PACAF/INXX as an Info addressee.
- 6.1.10. (Added) HQ PACAF/INXX will assist as required with requests for Digital Point Positioning Data Base (DPPDB) tapes. A list of DPPDB coverage can be obtained on INTELlink at www.nima.ic.gov/products/dppdb/index.html or INTELINK-S at www.nima.smil.mil/products/dppdb/index.html. Requests for DPPDB tapes are submitted to DSCR-JNA, 8000 Jefferson Davis Highway, Richmond, VA 23297-5770, telephone DSN (312) 695-6541/6537, fax (312) 695-6545 or via e-mail (available on the DPPDB web page). Also send a courtesy copy to HQ PACAF/INXX via fax or e-mail. Include the following information in the request: product numbers, National Stock Numbers (NSN), quantities required, your unit's DoDAAC 'JM' account number, type of media (i.e. 8mm tape), a POC and POC phone number, a required date of delivery RDD, and whether your order is one-time or auto-distribution. (Auto-distribution is the suggested method for areas your unit regularly requires). The order will be shipped to the address indicated on your 'JM' account. Please be aware that the association of specific DPPDB product numbers with a country or region is classified; do not include country codes on any order with DPPDB product numbers, however you can request DPPDB coverage for a specific country, provided no product numbers are used.
- 6.1.11. (Added) Requests for geodetic surveys will be forward to HQ PACAF/INXX.

6.1.12. (Added) Any PACAF contract proposal or contracts requiring maps, charts, geodetic data or related support for system development, modification, or procurement must be sent to HQ PACAF/INXX for coordination and approval by HQ PACAF staff agencies.

6.2. Each Pacific Air Force organization with a DoDAAC account will appoint a primary GIS Custodian and an alternate, to be responsible for ensuring adherence to the provisions set forth in AFI 14-205 and this supplement. The GIS Custodian will:

6.2.1. (Added) Be identified in writing to HQ PACAF/INXX, 25 E Street, Suite I-204, Hickam AFB, HI 96853-5497; DSN Fax 449-4333, or e-mail HQPACAF_GI&S@intelsvr.hqpacaf.af.mil within 30 days of the establishment of a new account or the appointment of new GIS Custodian for an existing account. Correspondence shall include names, organization, office symbol(s), DSN telephone number(s), DSN Fax, DoDAAC account number, mailing and e-mail address.

6.2.2. (Added) Maintain and update, as necessary but at least annually, DoDAAC addresses and Automatic Distribution (AD) listing provided by DLA. If the AD list is older than one year the unit will request a current AD listing through HQ PACAF/INXX or the DLA Hickam Map Supply Office, Customer Service Desk, DSN (315) 449-2100 to request a current AD list. If a unit's AD listing needs to be changed between annual updates, contact HQ PACAF/INXX.

6.2.3. (Added) Be responsible for ordering and maintaining GIS products.

6.2.4. (Added) Ensure adequate products are available, inventoried and controlled to support day-to-day operations. As required, establish reorder point to ensure day-to-day stocks are ordered in time to replenish stocks.

6.4.1. (Added) This "day to day" stock is known as Operational Stock.

6.9. The PACAF War Reserve Stock (WRS) program ensures sufficient GIS material is available to support PACAF operations during hostilities. The program positions GIS material as close to the intended area of use as possible. It ensures GIS material is stored and available for distribution in accordance with priorities based on theater plan requirements. The program ensures augmenting/supporting forces have sufficient GIS material to sustain operations between the time that units exhaust their basic loads and the time NIMA can commence long-term GIS sustainment operations.

6.9.1. (Added) HQ PACAF/INXX will:

6.9.1.1. (Added) Establish WRS policies, procedures, and responsibilities for the identification, storage, maintenance, use, and dissemination of GIS WRS material for PACAF and augmenting/supporting forces in support of USCINCPAC/COMPACAF OPlans.

6.9.1.2. (Added) Review requirements and specifications for new or modified GIS products and coordinate with other HQ PACAF staff organizations to determine the validity of operational needs, justifications, intended uses, requested products and services, and suitability of available and/or alternate materials in the WRS program. HQ PACAF/INXX will administer the development, production, evaluation, and distribution of products to support the WRS program through command channels.

6.9.1.3. (Added) Coordinate with the MAJCOMs of augmenting/supporting units to ensure their WRS requirements are identified and satisfied.

6.9.1.4. (Added) Monitor storage requirements and the distribution of GIS materials to ensure OPlan requirements are satisfied.

6.9.1.5. (Added) Consolidate all PACAF requirements (including those of augmenting/supporting forces) and forward PACAF WRS requirements through USCINCPAC for consolidation in the PACOM submission to DLA MSO, Hawaii; those GIS products to be stored at DLA facilities as PACAF WRS materials.

6.9.2. (Added) Defense Logistic Agency Map Support Office (MSO) Hawaii Responsibilities. DLA MSO Hawaii, located on Hickam AFB, Hawaii, is responsible for providing oversight and management of PACOM WRS through direct coordination with command GIS officers. For PACAF WRS, DLA MSO Hawaii will:

6.9.2.1. (Added) Procure, store, and assist in the distribution of GIS material identified by HQ PACAF as WRS material to PACAF and augmenting/supporting units.

6.9.2.2. (Added) Provide PACAF units and staffs with assistance in maintaining WRS inventories and in distribution matters when requested, and provide information copies of any correspondence with PACAF units to HQ PACAF/INXX.

6.9.3. (Added) PACAF intelligence staffs at all echelons will identify and hold a supply of GIS material to execute missions tasked under those OPlans at their location unless another office at that echelon agrees in writing to provide this support. This supply will be referred to as Basic Load. In addition, applicable intelligence staffs will identify a second supply of charts to sustain operations during a specified period after OPlan execution. This supply will be referred to as War Reserve Stock (WRS). Refer to Annex M of the appropriate OPlan/CONPLAN to determine the specific Basic Load and WRS requirements. WRS will be stored by DLA in a DLA controlled map depot. Other Exceptions must be coordinated with DLA through HQ PACAF/INXX.

6.9.4. (Added) Numbered Air Forces (NAFs) will:

6.9.4.1. (Added) Designate, in writing to HQ PACAF/INXX, an agency or individual responsible for GIS issues and the WRS program for that NAF.

6.9.4.1. (Added) Ensure transportation arrangements have been made to distribute pre-positioned GIS material to each PACAF augmenting/supporting unit's beddown location.

6.9.4.2. (Added) Coordinate with HQ PACAF/INXX to ensure subordinate and augmenting/supporting unit's GIS WRS requirements are satisfied.

6.9.5. (Added) PACAF units with a Basic Load/WRS requirement will:

6.9.5.1. (Added) Designate, by the Wing/Group SIO, in writing an individual responsible for Basic Load/WRS issues at the unit. This letter will be forwarded to HQ PACAF/INXX, with an info copy to the appropriate NAF. The individual can be the GIS custodian. Additionally, if the unit's individual flying squadrons wish to maintain their own Basic Load/WRS accounts, unless relieved of the responsibility by the Wing/Group SIO, they must identify an individual, in writing, to the wing/group POC, the appropriate NAF, and HQ PACAF/INXX. In these instances, the wing/group POC will serve as the focal point for all Basic Load/WRS issues. The squadron POC will coordinate with the wing/group POC to ensure compliance with this instruction and applicable OPlans.

6.9.5.2. (Added) Send copies of any unit originated GIS annexes, supplements, or operating instructions based on AFI 14-205 or this supplement to HQ PACAF/INXX.

6.9.5.3. (Added) Establish Basic Load and WRS requirements for each OPlan tasked and include Basic Load quantities in their Automatic Distribution (AD) listing. Intelligence personnel must work closely with operations and plans personnel to determine coverage, quantities, and types of material required. In determining coverage requirements, consider OPlan tasking, to include areas of responsibility and intelligence interest. Use Attachment 2 of AFI 14-205 to aid in determining sufficient quantities.

6.9.5.3.1. (Added) Forward to HQ PACAF/INXX the unit's Basic Load of GIS material and WRS requirements by OPlan.

6.9.5.4. (Added) Develop written procedures, which include replenishment, inventory, accountability, control and maintenance procedures for GIS Basic Load and WRS material.

6.9.5.4.1. (Added) Inventory records will show as a minimum: type and quantity of required material, material on hand, and material on order. A distinction between WRS, Basic Load, and operational stock will be kept and each quantity will reflect current requirements. The inventory will be completed once a year upon receipt of the AD listing.

6.9.6. (Added) Augmenting/supporting forces will deploy with the specified amount of GIS stock outlined in applicable OPlan Annex M to sustain their operations until the pre-positioned WRS material located at DLA depots can be obtained.

6.9.7. (Added) WRS Distribution.

6.9.7.1. (Added) Distribution of material to fill unit held Basic Load quantities will occur through AD.

6.9.7.2. (Added) Release of WRS in support of an OPlan can be accomplished by the affected NAF or HQ PACAF/INXX by informing the cognizant DLA depot of the requirement. WRS is maintained at DLA CSE-OP, DLA CSE Detachment Atsugi, Japan, and an unmanned DLA CSE map depot in Pusan, Korea (Korean Map Depot - KMD). WRS stock in Non-DLA depots must conform to all WRS release restrictions and procedures. Release of WRS for other than support of an OPlan requires prior approval by USCINCPAC/J316.

6.9.7.3. (Added) Wartime distribution of all WRS will be coordinated by the NAF. Distribution of WRS to all units will be completed prior to the unit's Basic load exhaustion. Sustainment stock of GIS material, post Basic Load and WRS, will be in accordance with established resupply procedures. For operations in Korea, the KMD will be activated. DLA CSE-OP will open the KMD and manage the issue of WRS. If extra or emergency material is needed, units are encouraged to contact nearby organizations (PACAF units or non-PACAF augmentation units) to determine availability of excess material until replenishment stock arrives.

6.9.7.4. (Added) Receipt, control, and accountability of classified GIS material contained in the WRS will be in accordance with all applicable security directives. All requisitions for NIMA GIS material are unclassified since all national stock numbers are unclassified. Only additional text or coverage information about the purpose of the product, what action it supports or requested details on the scope, accuracy or applicability of the material can classify an order for NIMA products. If such information must be sent, it must be separate from the standard requisition which contains only the stock numbers and quantities.

8.10. (Added) PACOM unique products are listed in the U.S. Pacific Command Special MC&G Catalog. These products can be obtained through MSO Hawaii.

13.1. PACOM Crisis Support Procedures.

13.1.1. (Added) During contingency or crisis operations, it is recommended that units deploy with a minimum of 15 days of GIS products. Units can obtain GIS products directly from the Defense Supply Center Richmond map facility within 24-48 hours CONUS and 2-5 days OCONUS. Requisitions must be validated at the originating organization/agency by an O-5 or GS-14 or above (signed under letterhead). Fax the requirements to DSCR-JNB. The requirements must include customer DoDAAC number, POC, commercial telephone, specific ship-to-address, products desired (with NIMA Reference numbers and NSN) and quantities. Contact DSCR-JNB at DSN: (312) 695-6500; Comm (804) 279-6500; Toll Free 1-800-826-0342. Fax requirements to DSN (312) 695-6510; Comm (804) 279-6510. Send messages to DSCR RICHMOND VA/DSCR-JNB//.

13.1.2. (Added) PACAF units and units deploying to the PACAF AOR will keep HQ PACAF INXX informed of your requirements. If additional support is required, contact HQ PACAF/INXX or INXU for assistance.

13.1.3. (Added) If HQ PACAF/IN personnel are unavailable contact the USPACOM GIS Officer at Comm (808) 477-6050/3541 DSN (315) 477-6050/3541, and by fax Comm (808) 477-3602, DNS (315) 477-3602.

13.1.4. (Added) Support may also be requested from the Defense Logistic Agency Map Support Office (MSO) Hawaii. MSO Hawaii is responsible for receiving, storing and shipping hard copy media to include paper maps, charts, CD-ROMS, laser disks publications and pamphlets. In contingency or crisis operations MSO Hawaii can provide products in support of planning activities and limited operational stocks to users. Any units requiring products from MSO Hawaii must coordinate their request before arrival in Hawaii. MSO Hawaii can be contacted at DSN (315) 449-2100, Comm (808) 449-2100 and fax DSN (315) 449-6665, Comm (808) 449-6665.

13.2. For areas without PPDB and DPPDB coverage or where point requirements exceed local mensuration capabilities, units can obtain point positioning support from NIMA. Each year PACAF/INXX will task NAFs and Wings to estimate their 1-year points mensuration requirements. Those levels of effort estimates are forwarded to PACOM. Throughout the year, as precise point positioning data is needed for individual points, users can contact NIMA/GIMIF via DSN (312) 693-4531. Users will send requests directly via electronic means to "NIMA ST LOUIS AFS MO//GIMIF//." Include an annotated electronic picture (.gif, .jpeg, etc...) a description of the point desired, required datum (e.g., WGS-84), type of coordinates desired (i.e., geographic or UTM), CJCSI 3901.01 priority and justification with requests. Also, include the following POC information: Name, DSN, address for questions and distribution of final products.

22. (Added) Remote Replication System . Requests for the services of the Remote Replication System (RRS) operated by NIMA RRS - Office Pacific will require coordination depending on the total number of copies requested. The RRS is designed to rapidly reproduce small quantities, up to 200 copies of a single map or chart. Quantities greater than 200 are not cost-effective on the RRS and will only be considered under extreme circumstances, such as a crisis. Requests for quantities greater than 50 copies per product must be validated by the PACAF GIS Officer, who will then forward validated requests to NIMA RRS Office Pacific. In coordination with NIMA RRS Office Pacific, the NIMA Liaison to USCINPAC must then approve validated requests before NIMA RRS will commence production. For 200 copies or higher, the request must have PACAF and PACOM GIS Officer validation before being submitted to NIMA RRS Office Pacific. An RRS request form can be obtained via fax by calling NIMA RRS - Office Pacific at DSN 449-5390 or the DLA Map Support Office Customer Service at DSN 449-2100. Unclassi-

fied request forms can be faxed to NIMA RRS - Office Pacific at DSN 449-7308. If the request requires PACAF validation, the form can be faxed to HQ PACAF/INXX.

23. (Added) Digital Data. Digital GIS data (Arc Digitized Raster Graphics-ADRG, Controlled Image Base-CIB, Digital Terrain Elevation Data-DTED) for many Air Force systems must be in a Common Mapping Standard (CMS) format. These systems include mission planning systems, battlefield management and command and control systems. To order CMS data, units must contact the PACAF Computer Support Squadron (CSS/STS) at 449-5081. This organization operates the Common Mapping Production System (CMPS) and accepts orders for CMS data via a mailed or faxed (DSN 449-6782) CMS data request form. The forms are available from the CSS. Data is produced on a first come, first served basis unless a higher priority is validated through HQ PACAF/DOTW/INXX. All of the CMS data required by the unit will be acquired, controlled, stored, and maintained by the unit GIS POC. All CMS map data is non-releasable outside the DoD.

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