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Intelligence

**REQUESTING INTELLIGENCE
INFORMATION AND IMAGERY**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction provides guidance, assigns responsibilities, and establishes procedures for submitting requests for intelligence information (RFI), new production requirements (PR), and imagery supporting AMC operations. Use this instruction in conjunction with AMCP 14-104, AMC Intelligence Cookbook, and all applicable national level guidance on requests for intelligence information.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed. This revision incorporates the capabilities of the new AMC INTELINK-S website as well as Sky Media production.

1. Introduction:

- 1.1. Requests for intelligence information and imagery should be submitted to HQ AMC/IN from any organization supported by HQ AMC, or those directly involved in air mobility operations.
- 1.2. Requests should be related to specific mission requirements, with usable classification levels considered.
- 1.3. All requests, regardless of subject, which require production or amplification above the unit level should be identified and answered through the RFI process.

2. Guidance:

- 2.1. Commanders, mission planners, and intelligence personnel must work together to ensure effective and timely routing of intelligence information and imagery to all AMC customers.
- 2.2. Focal points for the types of intelligence and imagery products and services available:
 - 2.2.1. The AMC Air Intelligence Squadron (AMC AIS) Operational Intelligence Division (AMC/INO) is the command focal point for the production of substantive operational intelligence infor-

mation relating to air mobility operations, the dissemination to AMC supported units of information extracted from national-level databases, and the advocacy of unit submitted RFIs and PRs to higher headquarters through the Community On-Line Intelligence System for End Users and Managers (COLISEUM).

2.2.2. The US Transportation Command Joint Intelligence Center (JICTRANS) is the focal point for COLISEUM coordination and tasking under the shared production program for AMC requirements. All RFIs and PRs which cannot be satisfied by AMC/INO will be submitted to JICTRANS via COLISEUM.

2.2.3. AMC/INO is the command focal point for imagery requirements produced by national level electro-optical, infrared, and radar imagery assets as well as commercially produced unclassified imagery purchased through the Sky Media program.

2.2.4. The 480th Intelligence Group (480 IG), Langley AFB VA is the current Air Force focal point for the production of multi-spectral imagery (MSI) and domestic drop zone imagery.

2.2.5. JICTRANS is the focal point for the submission, coordination, and dissemination of all nationally produced imagery requirements for AMC.

3. Responsibilities:

3.1. The INO Division Chief will:

3.1.1. Establish and oversee an RFI and PR management program.

3.1.2. Appoint a RFI/PR Manager.

3.2. The RFI/PR Manager will:

3.2.1. Establish procedures to receive, validate, process, and track all RFIs/PRs.

3.2.2. Coordinate RFI/PR and associated response within INO and ensure timely dissemination of response to requestor.

3.2.3. Forward RFIs/PRs which INO cannot answer to JICTRANS via COLISEUM.

3.2.4. Track, coordinate, and close all RFIs being satisfied by INO and/or in COLISEUM as required.

3.2.5. Ensure units deployed in support of a theater CINC are aware of and follow the theater's RFI/PR submission procedures. Support and respond to RFIs submitted by units deployed in support of theater CINC when requirements deal with air mobility specific issues.

3.2.6. Develop and maintain an interactive website on the SIPRNET which references and identifies all current and previously submitted RFIs.

3.2.7. Establish and implement procedures for receiving, tracking, and satisfying all requests for imagery.

3.2.8. Establish the capability to disseminate imagery files via INTELINK-S. Ensure the capability exists to disseminate hard copy imagery via registered mail when necessary.

3.2.9. Establish a feedback program to ensure unit requirements are being met.

3.3. AMC Intelligence Units will:

- 3.3.1. Fully research and exhaust all local holdings, unclassified internet, INTELINK-S, current AMC RFI log, and other applicable resources before submitting an RFI, PR, or request for imagery.
- 3.3.2. Submit substantive intelligence RFIs/PRs based on mission related requirements to HQ AMC/INO at <http://web.amcin.scott.af.smil.mil>. All RFIs/PRs will include a detailed explanation of the requirement, reasonable justification, realistic suspense date and specific format required. Highest useable classification level should also be annotated.
- 3.3.3. Provide confirmation of receipt and qualitative feedback on the response provided to AMC/INO, regardless of the producer.
- 3.3.4. Not submit duplications of active requests, as identified on the AMC RFI Log website.

4. Procedures:

- 4.1. AMC Intelligence Units will:
 - 4.1.1. Utilize the RFI Online Form on the AMC/IN INTELINK-S website to submit all requests, regardless of time constraints or other considerations. **NOTE:** *All blocks on the form must be completed.*
 - 4.1.2. If access to SIPRNET is not available or the request is time critical (needs immediate attention), submit the requirement via STU-III or secure fax and, as soon as time allows, follow-up with the online form.
 - 4.1.3. Submit a formal priority message only in extreme cases when all other means have been exhausted.
- 4.2. RFI/PR Manager will:
 - 4.2.1. Validate the RFI/PR.
 - 4.2.2. Clarify and/or return invalid requests to the originator.
 - 4.2.3. Satisfy validated requests through existing intelligence materials and coordination within AMC/IN.
 - 4.2.4. Prepare and route validated requests through approved mediums to the appropriate agency for satisfaction.
 - 4.2.5. Monitor and ensure satisfactory completion of all RFIs/PRs tasked to outside agencies.
 - 4.2.6. Maintain RFI Log website to minimize duplication of requests.

JAMES P. DE LOUGHRY, Colonel, USAF
Director of Intelligence

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

DoD-0000-151C-99, *Department of Defense Intelligence Production Program: Requirements Management*

USTCI 14-4, *RFI Procedures*

AFPD 14-3, *Control, Protection, and Dissemination of Intelligence Information*

AFI 14-105, *Unit Intelligence Mission and Responsibilities*

AFI 14-201, *Intelligence Production and Applications*

AMC Supplement to AFI 14-105, *Unit Intelligence Mission and Responsibilities*

AMCP 14-104, *Intelligence Cookbook*

Abbreviations and Acronyms

AMC AIS—HQ AMC Air Intelligence Squadron

AMC/IN—HQ AMC Director of Intelligence

AMC/INO—HQ AMC Operational Intelligence Division

AMC/INOB—HQ AMC Operational Intelligence Briefing Team

CINC—Commander-in-Chief

COLISEUM—Community On-Line System for end Users and Managers

JICTRANS—United States Transportation Command Joint Intelligence Center

PR—Production Request

RFI—Request for Intelligence Information

SIPRNET—Secure Internet Protocol Router Network