

Summary Report for Individual Task
011-15Q-4013
Prepare Airspace Control Appendix
Status: Approved

Distribution Restriction: Approved for public release; distribution is unlimited.

Destruction Notice: None

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Condition: You are assigned as an Airspace Control NCO with a requirement to prepare an airspace control appendix to your unit's operation plan or order and given FM 3-52.

Standard: Prepare an airspace control appendix that successfully integrates airspace users in accordance with the commanders intent , priorities, concept of operations, and risk guidance contained in Annex C (Operations) of the operation plan.

Special Condition: None

Safety Risk: Low

MOPP 4:

Task Statements

Cue: You are directed, or have identified a need, to prepare an airspace control appendix.

DANGER

None

WARNING

None

CAUTION

None

Remarks: None

Notes: None

Performance Steps

1. Identify references and documents essential to understanding the attachment.

a. List maps and charts first. Map entries include series number, country, sheet names, or numbers, edition, and scale.

b. List other references in subparagraphs labeled as shown.

c. Doctrinal References for this appendix include the following: ADRP 5-0, ATTP 5-0.1, FM 3-52, FM 3-52.1, FM 3-52.2, JP 3-30, and JP 3-52.

2. Identify the time zone used throughout the plan or order.

3. Prepare Paragraph 1 (Situation).

a. Include information affecting the functional area that paragraph 1 of the operation plan (OPLAN) or operation order (OPORD) does not cover or that needs to be expanded.

b. Identify the area of interest (refer to Annex B (Intelligence) as required).

c. Identify the area of operations (refer to Appendix 2 (Operation Overlay) to Annex C (Operations)).

(1) List all critical terrain aspects that impact airspace use. Refer to Tab A (Terrain) to Appendix 1 (Intelligence Estimate) to Annex B (Intelligence) as required.

(2) List all critical weather aspects that impact airspace use. Refer to Tab B (Weather) to Appendix 1 (Intelligence Estimate) to Annex B (Intelligence) as required.

d. Describe anticipated enemy air defense, enemy use of manned and unmanned aircraft, fires, and other capabilities (such as electronic warfare and cyber warfare) that will impact friendly use of airspace.

e. Describe the friendly forces situation.

(1) Outline theater airspace structure to include higher headquarters airspace plans and airspace control appendixes as they pertain to airspace control.

(2) Outline the airspace control organization of unified action partners identifying airspace control entities and airspace users that will support or impact the issuing headquarters or require coordination and additional support. This will include joint force commander (JFC) designation of the airspace control authority (ACA), the area air defense commander (AADC), and the joint force air component commander (JFACC).

(3) Identify relevant theater air-ground system (TAGS) control agencies such as combat reporting centers, airborne warning and aircraft control systems, air support operations centers, direct air support centers, tactical air operations centers, air traffic control or services or their coalition equivalents involved with the operation of the airspace control system within the ground commander's area of operation.

(4) Describe probable airspace use by joint and coalition partners that will affect airspace control such as close air support, information collection, or special operations. Highlight aspects of higher headquarters airspace plans that impact operations. As a minimum, the joint force commander's airspace control plan and the airspace control appendix of the next higher headquarters will be addressed.

f. Identify interagency, intergovernmental, and nongovernmental organizations.

(1) Identify and describe other organizations in the area of operations that may impact the conduct of airspace control.

(2) Include both civil airspace control agencies as well as interagency, intergovernmental, and nongovernmental organizations that will be using airspace in the area of operation.

g. Identify civil considerations. Refer to Annex K (Civil Affairs Operations) as required.

h. Identify unit attachments and detachments.

(1) List units attached or detached only as necessary to clarify task organization and the airspace control architecture such as air traffic services, air and missile defense, supporting tactical air control party and artillery organizations.

(2) Identify units with manned and unmanned aircraft.

(3) Identify units with airspace elements to include air defense airspace management/brigade aviation elements (ADAM/BAEs) or ADAMs (or a joint or multinational equivalent).

i. List any airspace control assumptions that support the appendix development.

4. Prepare Paragraph 2 (Mission).

a. State the mission of the airspace element in support of the base plan or order.

b. Refer to Annex C (Operations) as necessary.

5. Prepare Paragraph 3 (Execution).

a. Identify the concept of airspace control.

(1) Describe how airspace control supports the commander's intent, concept of operations, and concept of fires.

(2) Describe how the unit will manage airspace during the phases of the operation (radar, nonradar, procedural and positive control).

(3) Specify the authority exercised at each echelon for each phase of operation.

(4) Describe the roles and relationships between airspace elements in the organization and how the airspace elements will coordinate with joint and unified action partner airspace elements.

(5) Describe how air traffic service units and capabilities (airspace information center) are integrated into the unit airspace plan.

(6) Describe how air and missile defense units located in the area of operations are integrated with airspace control.

b. Describe the priorities for assessment and identify the measures of performance and effectiveness used to assess end state conditions and objectives. Refer to Annex M (Assessment) as required.

c. List airspace control tasks assigned to specific units not contained in the base order. This may include tasks to:

(1) The combat aviation brigade for air traffic services.

(2) Air and missile defense units for sensor coverage.

(3) Airspace information center and air traffic service units.

(4) Brigade combat teams and other functional brigades.

d. Identify coordinating instructions.

(1) List only instructions applicable to two or more subordinate units not covered in the base order that affect airspace control procedures.

(2) Describe the following coordinating instructions if not already included in the unit standard operation procedure:

- (a) Unit Airspace Plan.
- (b) Airspace Control Order Change Request.
- (c) Near-Real-Time Airspace Coordination.
- (d) Airspace Control Order.
- (e) Air Tasking Order.
- (f) Key and Enduring Airspace Coordinating Measures.
- (g) Priorities for Airspace Use for Each Phase of the Operation.
- (h) Risk Acceptance Guidance.
- (i) Risk Reduction Measures.
- (j) Air and Missile Defense Rules of Engagement.
- (k) Constraints.
- (l) Combat Identification Procedures.
- (m) Procedures for Manual Aircraft Reporting.

6. Prepare Paragraph 4 (Sustainment).

- a. Provide information as necessary for sustainment of airspace control and air traffic service unique equipment.
- b. Refer to Annex F (Sustainment) as required.

7. Prepare Paragraph 5 (Command and Signal).

a. State the location of key airspace control leaders. Identify who is authorized to make airspace control decisions for the commander.

b. State the functional area liaison requirements not covered in the base order.

c. Address any functional area-specific communications requirements or reports. Refer to Appendix 1 (Air and Missile Defense) to Annex E (Protection) if the information is located there.

d. Provide rules and procedures for using airspace control digital systems and other digital software such as chat programs, e-mail, and instant messaging including chat rooms to be used, types of information, monitoring requirements, and message verification requirements. Refer to Annex H (Signal) as required.

8. Determine the appropriate signatory official.

a. Use the acknowledge line only if the attachment is distributed separately from the base order.

(1) The commander or authorized representative signs the original copy of the attachment. If the representative signs the original, add the phrase "For the Commander."

(2) The signed copy is the historical copy and remains in the headquarters' files.

b. Use the official line only if the commander does not sign the original attachment. If the commander signs the original, no further authentication is required. If the commander does not sign, the signature of the preparing staff officer requires authentication and only the last name and rank of the commander appear in the signature block.

9. List lower level attachments (such as tabs, and exhibits).

10. Submit the finished appendix to the appropriate authority for processing.

(Asterisks indicates a leader performance step.)

Evaluation Guidance: Score the Soldier GO if all performance measures are passed (P). Score the Soldier NO GO if any performance measure is failed (F). If the Soldier scores NO GO, show the Soldier what was done wrong and how to do it correctly.

Evaluation Preparation: Setup: Test this task in conjunction with other airspace control related tasks. Brief Soldier: Tell the Soldier to prepare an airspace control appendix to the unit's operation plan/order.

PERFORMANCE MEASURES	GO	NO-GO	N/A
1. Identified references and documents essential to understanding the attachment.			
2. Identified the time zone used throughout the plan or order.			
3. Prepared Paragraph 1 (Situation).			
4. Prepared Paragraph 2 (Mission).			
5. Prepared Paragraph 3 (Execution).			
6. Prepared Paragraph 4 (Sustainment).			
7. Prepared Paragraph 5 (Command and Signal).			
8. Determined the appropriate signatory official.			
9. Listed lower level attachments.			
10. Submitted the finished appendix to the appropriate authority for processing.			

Supporting Reference(s):

Step Number	Reference ID	Reference Name	Required	Primary
	FM 3-52	AIRSPACE CONTROL	Yes	Yes

Environment: Environmental protection is not just the law but the right thing to do. It is a continual process and starts with deliberate planning. Always be alert to ways to protect our environment during training and missions. In doing so, you will contribute to the sustainment of our training resources while protecting people and the environment from harmful effects. Refer to FM 3-34.5 Environmental Considerations and GTA 05-08-002 ENVIRONMENTAL-RELATED RISK ASSESSMENT.

Safety: In a training environment, leaders must perform a risk assessment in accordance with ATP 5-19, Risk

Management. Leaders will complete the current Deliberate Risk Assessment Worksheet in accordance with the TRADOC Safety Officer during the planning and completion of each task and sub-task by assessing mission, enemy, terrain and weather, troops and support available-time available and civil considerations, (METT-TC). Note: During MOPP training, leaders must ensure personnel are monitored for potential heat injury. Local policies and procedures must be followed during times of increased heat category in order to avoid heat related injury. Consider the MOPP work/rest cycles and water replacement guidelines IAW FM 3-11.4, Multiservice Tactics, Techniques, and Procedures for Nuclear, Biological, and Chemical (NBC) Protection, FM 3-11.5, Multiservice Tactics, Techniques, and Procedures for Chemical, Biological, Radiological, and Nuclear Decontamination.

Prerequisite Individual Tasks : None

Supporting Individual Tasks : None

Supported Individual Tasks : None

Supported Collective Tasks : None