

1 Nov 2002

To: Service Public Affairs Directors

From: Bryan Whitman, Deputy Assistant Secretary of Defense for Media Operations

Subj: Media Military Training Program

Thank you for your rapid response to our request for a training program for members of the media. You have all made great strides in composing programs that will allow us to properly prepare the media to cover military operations and possibly embed with military units.

Attached is a list of the required tasks to be part of the programs at various locations. While we recognize that the training program at each location may differ slightly due to the facilities available and other factors, it is our intent to ensure that the core part of each program is alike and that each program be done in a joint environment, with members of the four services represented among the training cadre.

As you develop your specific training plans to teach the core tasks, keep in mind the intent to provide an intense session of training that is both physically challenging and rewarding to those who choose to participate. The days (and evenings) should be tailored to impart knowledge and skills that will prepare the media for military operations in any location, under a variety of conditions.

Once you have developed the location training plans, please send them to me for final review. I anticipate calling a meeting of all service reps to discuss the overall program, to include identifying and filling requirements for support from each service.

In addition, be prepared to host an on-site walk-through for ASD Clarke on the Friday immediately preceding the start of each training session.

The main point of contact in OASD-PA for this program is LTC Gary Keck, USA, at 695-0192.

Office of the Assistant Secretary of Defense for Public Affairs

TO: Media Training Course Student:

We are pleased to inform you that you have been selected to attend the Media Training Course being held at Norfolk Naval Air Station, Norfolk, VA, and Quantico Marine Corps Base, Quantico, VA. The course dates are 16 NOV 2002 to 22 NOV 2002. If for some reason you can no longer attend the course, please contact this office immediately at (703) 697-5131.

You are responsible for providing your own transportation to the course. You should report to the Pentagon South Parking Lot (see attached diagram) not later than 7:00 AM on 16 November 2002. Buses will be staged near the South Parking Lot Corridor 2 entrance. You will place your baggage on the bus and enter the Pentagon at the Corridor 2 entrance. Escorts will be at the corridor 2 entrance to meet you. There is no long-term parking available at the Pentagon so plan accordingly. Transportation will be provided from the Pentagon to the training location after a short welcome briefing. All accommodations will be provided for the duration of the training.

You will return to the Pentagon at approximately 5:00 PM on Friday, 22 November 2002. A list of required and recommended clothing and personal items to bring is attached. The costs to the student for this course will not exceed \$300.00. No credit cards will be accepted for payment, cash or personal check must be used. This training course will include being at sea on a navy vessel for two nights, please bring any necessary medications. You will also be sleeping overnight in a field environment. Have appropriate clothing for being inside and outside while on ship and at Quantico. If you have a beard or mustache you will not be able to participate in all training events. A summary of course activities is attached. Emergency phone numbers are provided below.

Please plan to attend the entire course. You will be allowed to file stories on your own time during the course, but this cannot interfere with course instruction. Your primary purpose is to learn the course material. You should expect to be challenged and have a rewarding experience.

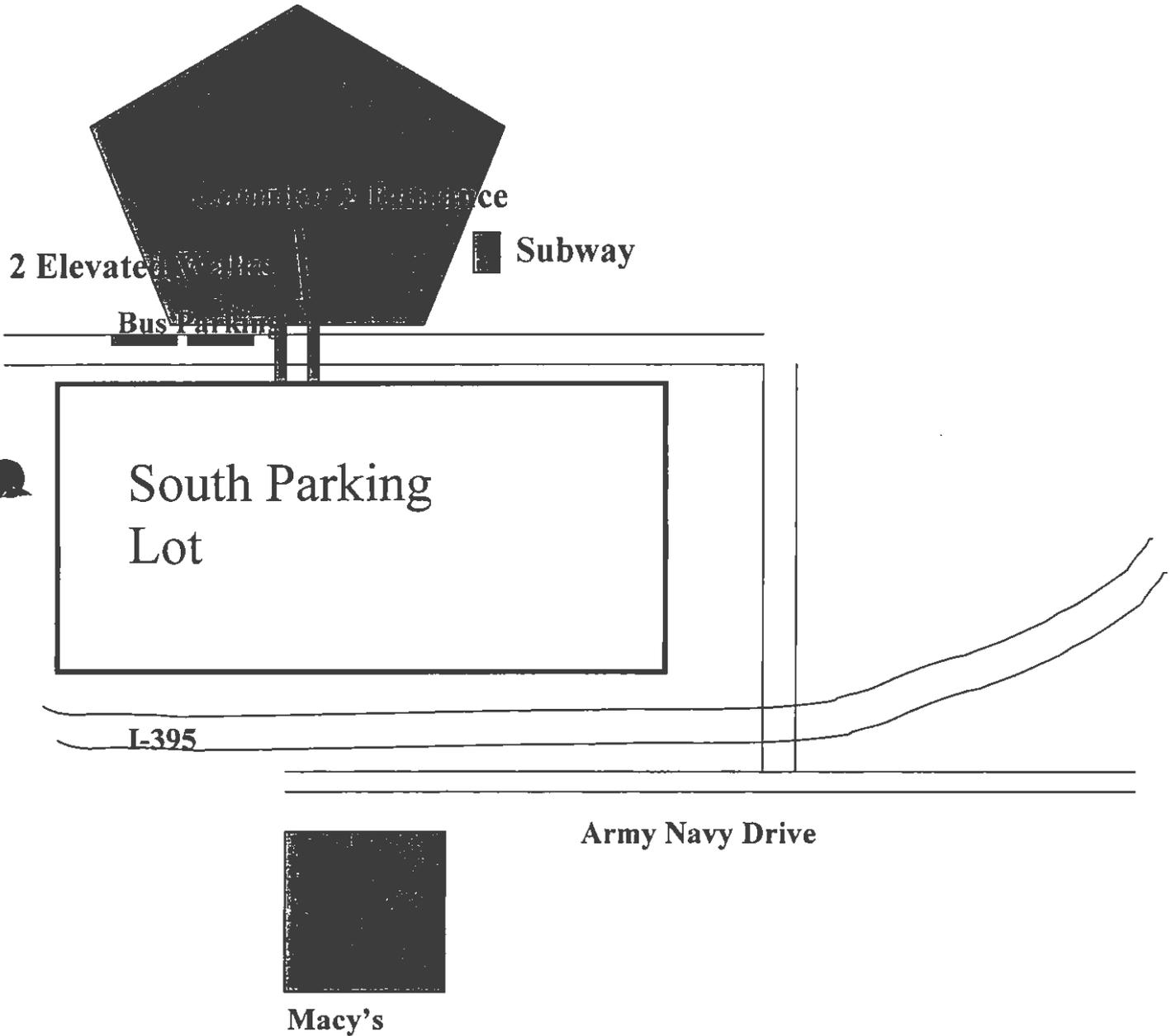
Signature Block

Emergency Contact Numbers: (Available 24 hours a day)

From 7:00 AM on 16 November to 5:00 PM on 18 November - (xxx) xxx-xxxx
From 5:00 PM 18 November to 1:00 PM on 22 November - (703) 784-5211

REPORTING LOCATION:

Report to the Pentagon South Parking Lot Corridor 2 entrance at 7:00 AM on 16 NOV 2002. Place your baggage on one of the buses and proceed to the entrance. You will be escorted to the Pentagon Press Room for a welcome brief.



PACKING LIST

Quantity	Equipment to bring (optional noted)
1	backpack or appropriate substitute
2	luggage tags – mark your last name on everything you own
2	large garbage bag
4	pair underwear
6	pair of socks
4	T-shirts
2	long sleeve cotton button down shirts
2	pair cotton trousers (jeans or like wear)
1	pair of hiking boots (optional -waterproof)
1	pair of running shoes
1	pair of running shorts
1	hat - baseball type (optional)
1	raincoat - hooded preferable
1	Extra glasses / contacts
1	Mini-flashlight
1	extra set of batteries
1	Water container / bottle water / camelback (optional)
1	ski gloves / good cold weather gloves
1	Cold weather sweater
1	Long underwear – top and bottom (polypropylene) *
1	shaving kit
1	toothbrush
1	toothpaste
1	deodorant
1	disposable razors and shaving cream
1	bar soap
	Personal necessities
1	bottle of pain reliever/decongestant
1	½ roll of toilet paper (in zip-lock bag)
1	multipurpose tool/Swiss army knife (optional)
	Chow (power bars, trail mix, etc) (optional)
	Checkbook (no credit cards can be used)
	\$200 in cash
	professional gear (minimum needed)

BASIC COURSE SCHEDULE:

16 - 18 NOV: The Host Service (US NAVY) provides orientation to shipboard life and conducts service specific training. Students will spend two nights at sea and disembark at Norfolk Naval Base. Instruction will continue at Norfolk until the afternoon of the 18th and then move to Quantico Marine Corps Base.

18 NOV - 22 NOV: Training continues at Quantico. Students will participate in numerous classes and practical exercises in a field environment. Students will spend one night out in the field and participate in a five-mile road march with pack. The subjects that will be taught are:

- Perform first aid
- Protect against Nuclear, Biological, Chemical attack
- React to direct and indirect fire
- Embark/debark a helicopter with personal gear
- Participate in a five-mile tactical road march with a minimum 25-pound rucksack
- Identify mine hazards and describe countermeasures
- Identify individual weapons and describe their capabilities
- Perform individual camouflage
- Describe basic cover and concealment measures
- Perform survival-level navigation
- Perform Unit Physical Fitness Training
- Identify military rank insignia and uniforms
- Describe military customs and courtesies
- Explain the Code of Conduct
- Discuss Law of War and Rules of Engagement
- Identify major service weapons systems and platforms
- Describe equipment required for living in the field (overnight in field)
- Describe basic field sanitation and health measures
- Use of civilian communication on the battlefield
- Describe JIB structure, role and operations
- Explain the role and capabilities of PAOs
- Explain OPSEC procedures/requirements and the security classification system
- Describe media embed procedures
- Discuss media ground rules
- Describe the primary mission and basic force structure of each service

The training will conclude on 18 NOV at approximately 1200 PM. Students will return to the Pentagon no later than 5:00 PM on Friday, 22 NOV.

**TRAINING PROGRAM OF INSTRUCTION
FOR
MEDIA TRAINING COURSE**

1 NOV 02

TRAINING PROGRAM OF INSTRUCTION

Preface

TITLE: Media Training Course

TRAINING LOCATION: Various locations throughout the US and Europe

TOTAL TRAINING HOURS: 52.5 - Field (25) Lecture (27.5)

PURPOSE: This course provides an overall orientation and training in basic military skills for members of the media who may accompany military units engaging in military actions.

COURSE DESCRIPTION: The course will provide a broad overview and familiarization of basic military skills that will help prepare media members not only to be safe, but also to better interact with military units they are embedded with.

TYPE METHOD OF INSTRUCTION:

Field Exercise (PE)

Lectures (L)

MEDIA TRAINING COURSE TRAINING PROGRAM OF INSTRUCTION

Subjects to be trained:

Perform first aid
Protect against Nuclear, Biological, Chemical attack
React to direct and indirect fire
Embark/debark a helicopter with personal gear
Participate in a five-mile tactical road march with a minimum 25-pound rucksack
Identify mine hazards and describe countermeasures
Identify individual weapons and describe their capabilities
Perform individual camouflage
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TASKS: Demonstrate basic life saving steps
Identify the dangers and symptoms of shock
Demonstrate treatment for shock
Demonstrate methods of treating wounds

TIME ALLOCATED: 1 L; 3 PE

TOTAL HOURS: 4

OBJECTIVE: Perform basic life saving steps on yourself or injured personnel in a field environment.

SUMMARY OF INSTRUCTION: In a classroom environment, students will learn the fundamentals of first aid with special emphasis on the types of injuries common to field conditions in general and combat specifically. Students will learn to use the basic field first aid kit as well as on-hand materials to treat the wounded. Special emphasis will be given to realistic trauma injuries using moulage mock-ups.

REFERENCES: FM 21-11 First Aid for Soldiers; Marine Corps Common Skills Handbook, Book 1B; Bluejacket's Manual; AMFAN 10-100, Airman's Manual; The Coast Guardsman's Manual.

TASKS: Identify indications of Nuclear, Biological, and Chemical (NBC) attack
Identify NBC detection procedures
Identify components of the Nuclear, Biological, and Chemical gear.
Differentiate between Mission-Oriented Protective Postures (MOPP)
Explain proper procedures for detecting chemical agents
Explain how to use atropine auto-injectors
Don, clear, and seal the protective mask
Don the protective gear in compliance with MOPPs 1-4

TIME ALLOCATED: 4 L, 4 PE

TOTAL HOURS: 8

OBJECTIVE: Survive when encountering a Nuclear, Biological, Chemical threat.

SUMMARY OF INSTRUCTION: Students learn the fundamentals of NBC defense. They will understand the function of each component of the NBC protective ensemble and learn which components to wear for each MOPP level. They will learn the function and proper use of detection tape and paper, the personal decontamination kit, and atropine auto-injectors. Students will also learn the proper method of donning, clearing, and sealing the protective gas mask. They will also learn how to properly don the protective gear.

REFERENCES: FM 3-4 NBC Protection; The Bluejacket's Manual; Marine Corps Common Skills Handbook, Book 3; AFMAN 10-100 Airman's Manual.

SAFETY FACTORS: Atropine auto-injectors are inherently dangerous. Use extreme caution in handling them. Ensure that only expended injectors are used in training. Do not give students the training injectors until they have been fully instructed and briefed on the danger. Heat is always a danger when wearing the protective gear. Instructors must strictly observe the work/rest cycles in accordance with local medical directives.

TASK: React to Direct and Indirect Fire

TIME ALLOCATED: 1 L, 1 PE

TOTAL HOURS: 2

OBJECTIVE: React properly when fired upon by enemy forces.

SUMMARY OF INSTRUCTION: Students learn how to react to indirect and direct fire during tactical movement. Weapons simulators are used to simulate direct and indirect attacks on the platoon during the road march. A one-hour block of instruction covers proper procedures for reacting to direct and indirect fire. The students gain practical experience in the field with simulated attacks on their group.

REFERENCES: STP 21-1, Soldier's Manual of Common Tasks; Air Force Manual 10-100

SAFETY FACTORS: Great emphasis is placed on safety dealing with simulated explosives.

TASKS: Identify the different types of helicopters used by the USA, USN, USMC and USAF.
Understand embarking procedures for various helicopters.
Understand debarking procedures for various helicopters.
Perform personal emergency procedures during an in-flight or ground emergency.
Perform emergency egress and rendezvous following emergency landing

TIME ALLOCATED: 1 L, 1 PE

TOTAL HOURS: 2

OBJECTIVE: Safely enter and exit military helicopters when accompanying military personnel.

SUMMARY OF INSTRUCTION: Students will learn how to properly identify, embark and debark various Army, Marine, Navy and USAF helicopters either in static or operating mode while on the ground. Students will learn how to assemble, protect and secure their personal and

professional equipment and gear, confront either a static or running helicopter and safely enter or exit the aircraft. They will learn about various safety issues that are ever-present when working in or near helicopters of all types and sizes. Students will be instructed about the aircraft specific safety issues regarding tail rotor systems, exits, emergency exits and exit ramps. Additionally, the students will be taught (in general terms) emergency procedures they must personally accomplish while onboard a helicopter in flight or on the ground. Students will be taught how to properly gain the attention of the aircraft crew when desiring to board a helicopter on the ground (and the crew is positioned inside the aircraft) or while in flight. Students will be instructed on how to properly depart a helicopter on the ground during an emergency landing and where to rendezvous as directed by the Pilot in Command.

REFERENCES: *TM 1-1520-237-10, Change 10,30 September 2002, Operators Manual for UH-60A, UH-60L and EH-60A Helicopters; TM 1-1520-237-CL, Operators Checklist UH-60A, UH-60L and EH-60A Helicopters*

TASK: Participate in a 5-mile tactical road march with a minimum 25-pound rucksack

TIME ALLOCATED: 2 PE

TOTAL HOURS: 2

OBJECTIVE: Understand the rigors and dangers of moving with a unit in a field environment in a tactical situation.

SUMMARY OF INSTRUCTION: Students are given the opportunity to participate in a five-mile tactical road march with 25-pound rucksack. This exercise is the culmination of the course and incorporates many of the other lessons covered e.g.: react to direct and indirect fire, protect against an NBC attack, basic cover and concealment procedures and individual camouflage. The rate of march will be geared to the physical endurance of the participants.

REFERENCES: FM 21-18, Foot Marches

SAFETY FACTORS: This road march will be carried out in such a way to avoid injuries to non-military personnel participating. A medic will accompany the march. Media personnel will be required to be pre-screened prior to arrival to ensure they are fit for this activity. This is a voluntary event.

TASK: Identify Mine Hazards and describe countermeasures

TIME ALLOCATED: 2 L

TOTAL HOURS: 2

OBJECTIVE: Familiarize with mine hazards that may be encountered in a field environment and effective countermeasures to avoid death or injury

SUMMARY OF INSTRUCTION: Students become familiar with explosive ordnance; identify the different types of explosive ordnance and countermeasures when unexploded ordnance (UXO) is encountered. Students are briefed on basic safety procedures and measures to protect themselves and how to recognize UXO markers.

REFERENCES: STP 21-24 Soldier's Manual of Common Tasks; Air Force Manual 10-100

SAFETY FACTORS: Great emphasis is placed on safety around explosive ordnance.

TASK: Identify Individual Weapons
Describe Capabilities of Weapons

TIME ALLOCATED: 1.5 L, 0.5 PE

TOTAL HOURS: 2

OBJECTIVE: Identify and handle small arms used by Service members in the field.

SUMMARY OF INSTRUCTION: Within a general-purpose classroom or field environment, students will participate in an exercise to understand weapons characteristics. Students will observe a firepower exercise. Weapons include 9mm, M16A1, M16A2, M249 Squad Automatic Weapon (SAW); M203 Grenade Launcher; M60 Machine Gun, and Caliber .50 Machine Gun.

REFERENCES: FM 7-8, App B, Organic Weapons; FM 21-75 Appendix G; FM 23-9; FM 23-14; FM 23-24; FM 23-31; FM 23-35; FM 23-65; FM 23-67; MCWP 3-15.

SAFETY FACTORS: Treat every weapon as if it were loaded; Never point a weapon at anything you do not intend to shoot; Keep your finger straight and off the trigger until you are ready to fire; Keep you weapon on SAFE until you intend to fire; Clear all weapons each time you handle them.

TASK: Perform Individual Camouflage

TIME ALLOCATED: 1 L, 0.5 PE

TOTAL HOURS: 1.5

OBJECTIVE: Perform individual camouflage when required to avoid detection during military operations

SUMMARY OF INSTRUCTION: In a field or simulated environment, students demonstrate correct individual and equipment camouflage techniques to conceal themselves visually, acoustically, infrared, ultraviolet, radar, and radio detection. This task will also be applied during the road march.

REFERENCES: STP 21-1-SMCT p.209; FM 21-75, MCWP 3-11.3; MCCS 1B, p.1-17-17

SAFETY FACTORS: Baby oil is recommended for expeditious removal of face paint.

TASK: Construct Individual Position
Move Under Fire

TIME ALLOCATED: 2 L, 1 PE

TOTAL HOURS: 3

OBJECTIVE: To survive when under fire in a field environment.

SUMMARY OF INSTRUCTION: Students learn the fundamentals of individual and equipment level cover and concealment in a field environment under hasty conditions; students demonstrate the correct techniques for moving a distance between 200 – 300 meters with equipment dictated by terrain and coordinate movement with team members; students display movement concealment principles during a battle simulation exercise. This task is also applied during the road march.

REFERENCES: STP 21-1-SMCT p.221, 245, FM 7-8, MCWP 3-11.3; MCCS 1B, p.1-14-15, 1-15-1

TASKS: Determine Grid Coordinates
Use Lensatic Compass
Orient Map and Determine Location using Terrain Association
Determine Direction without a Compass
Navigate from One Point to Another Dismounted

TIME ALLOCATED: 1 L, 2 PE

TOTAL HOURS: 3

OBJECTIVE: Navigate to a safe area when separated from friendly forces

SUMMARY OF INSTRUCTION: In a classroom and field environment, students demonstrate the fundamentals of map reading and land navigation; identify topographic symbols on a military map; identify terrain features, determine grid coordinates, and use a lensatic compass. Students orient a map and determine location using terrain association, determine direction without a compass, navigate from one point to another dismounted.

REFERENCES: STP 21-1-SMCT p.23 - 60; STP 21-24-SMCT p.4-16; FM 21-26; GTA 5-2-13

SAFETY FACTORS: Perform risk assessment for field operations.

TASK: Perform Unit Physical Fitness Training

TIME ALLOCATED: 1 L, 1 PE

TOTAL HOURS: 2

OBJECTIVE: To familiarize participants with an effective PT program to better prepare them to embed with US forces.

SUMMARY OF INSTRUCTION: In a field expedient environment, students will participate in a modified physical training program modeled after the embedded unit. Students exercise with sufficient intensity and duration to maintain adequate cardio respiratory endurance, muscular strength and endurance, flexibility, and body composition. Student physical training will enhance the critical tasks that support the embedded unit's Mission Essential Task List.

REFERENCES: AR 350-41; FM 21-20; DA PAM 350-18.

SAFETY FACTORS: Individuals will be evaluated for coronary heart disease risk factors prior to arrival. Medical procedures are outlined in AR 40-501.

TASK: Identify Military Rank and Uniforms

TIME ALLOCATED: 1 L

TOTAL HOURS: 1

OBJECTIVE: Gain a basic understanding of the military rank structure and uniforms unique to each Service.

SUMMARY OF INSTRUCTION: Students learn the difference between military pay grades and rank with a basic overview of the military pay grade structure and the ranks of each of the four military departments. Students will also learn the most common uniform items and combinations worn for each Service.

REFERENCES: <http://www.defenselink.mil/pubs/almanac/almanac/people/insignias/>
AR 670-1, Wear and Appearance of Army Uniforms and Insignia
AFI 36-2903, Dress and Personal Appearance of Air Force Personnel
NAVPERS 15665, U.S Navy Uniform Regulations
MCO P1020.34, Marine Corps Uniform Regulations

TASK: Describe Military customs and courtesies as they pertain to a garrison and field environment

TIME ALLOCATED: 0.5 L

TOTAL HOURS: 0.5

OBJECTIVE: Familiarize media personnel with standard military customs and courtesies.

SUMMARY OF INSTRUCTION: Students learn basic military customs and courtesies: military etiquette; and use of rank and titles.

REFERENCES: AR 600-25, Salutes, Honors, and Visits of Courtesy
Marine Corps Manual and MCRP 6-11B, Discussion Guide for Marine Corps Values
AFMAN 36-2203, Drill and Ceremonies
United States Navy Regulations, 1990, Chapter 12, Flags, Pennants, Honors, Ceremonies and Customs

TASKS: Explain the purpose for the Code of Conduct.
Explain each Article of the Code of Conduct

TIME ALLOCATED: 1 L

TOTAL HOURS: 1

OBJECTIVE: Understand the purpose of the Code of Conduct for military personnel

SUMMARY OF INSTRUCTION: Students will discuss the origin and the importance of the Code of Conduct in contemporary operations. After discussing the meaning of each article, they will understand the responsibility of American service members in the hands of the enemy.

REFERENCES: AR 350-30 Code of Conduct/Survival, Evasion, Resistance and Escape (SERE) Training; OPNAV Instruction 1000.24B Code of Conduct Training; Marine Corps Common Skills Handbook, Book 1A; AFMAN 10-100 Airman's Manual.

TASKS: Discuss the Law of War and Rules of Engagement

TIME ALLOCATED: 1 L

TOTAL HOURS: 1

OBJECTIVE: Understand that the US conducts military operations in accordance with the Law of Armed Conflict and familiarize participants with LOAC training

SUMMARY OF INSTRUCTION: Students learn that the Law of War (Law of Armed Conflict for Air Force) is an international law derived from the Geneva and Hague Conventions, other treaties, and international customs, which regulate the conduct of armed hostilities between nations. They will understand that the LOW places limits on the actions of military forces to prevent unnecessary suffering, destruction, and death during armed conflicts. They will also understand how it applies to international armed conflicts and to conflicts that, while not "international" in the traditional sense, clearly involve the peace and security of the international community. Students will learn that the Rules of Engagement (ROE) are directives issued by competent military authority that delineate the circumstances and limitations under which United States forces will initiate and/or continue combat engagement with other forces encountered. They will also learn the difference between the LOW and the ROE; the LOW is international law while the ROE are *our* rules.

REFERENCES:

DoDD 5100.77, DoD Law of War Program, 9 December 1998
Joint Publication 1-02, DoD Dictionary of Military and Associated Terms, 12 April 2001
Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3121.01A, Standing Rules of Engagement for US Forces, 15 January 2000
CJCSI 5810.01A, Implementation of the DoD Law of War Program, 27 August 1999
Army FM 27-10, The Law of Land Warfare
Army FM 27-100, Legal Support to Operations, Chapter 8, Rules of Engagement
OPNAVINST 3300.52, Law of Armed Conflict (Law of War) Program to ensure compliance by the U.S. Navy and Naval Reserve
MCRP 5-12.1A, The Law of Land Warfare
AFI 51-401, Training and Reporting to Ensure Compliance with the Law of Armed Conflict

TASK: Identify Major Service Weapons Systems and Platforms

TIME ALLOCATED: 2 L

TOTAL HOURS: 2

OBJECTIVE: Familiarize participants with basic categories of major weapons systems

SUMMARY OF INSTRUCTION: Students will learn how recognize major Service weapons categories. Each Service will provide either video or powerpoint slides to show their weapons systems and platforms so that students can understand their role in military operations. When possible and available, students will see these weapons and platforms.

REFERENCES: Applicable Service instructions

TASK: Describe equipment required for living in the field or operational environment

TIME ALLOCATED: 1 L, 8 PE

TOTAL HOURS: 1

OBJECTIVE: Familiarize participants with basic items required for survival in a field environment (students will experience at least one night in a field environment)

SUMMARY OF INSTRUCTION: Students will learn about items required for living in the field or operational environment. This is to include Load Bearing Equipment (LBE), flack jacket, Kevlar helmet, and Nuclear, Biological, and Chemical (NBC) gear and various forms of field shelters. (Precursor to overnight exercise)

REFERENCES: Applicable Service regulations

TASK: Understand Basic Field Sanitation and Health Measures

TIME ALLOCATED: 1 L

TOTAL HOURS: 1

OBJECTIVE: Understand the importance of proper field sanitation and health measures while in a field environment.

SUMMARY OF INSTRUCTION: Students learn about food and water precautions, waste disposal and hygiene while in a field environment. Possible problems with field sanitation and hygiene are presented and solutions are discussed.

REFERENCES: AFM 161-10, Field Hygiene and Sanitation, AFR 48-116, Food Safety program, AFR 200-3, Medical Intelligence, FM 21-10-1, Unit Field Sanitation and Hygiene, FM 21-76, Survival Guide, USAEHA TG No. 174, Personal Protective Techniques Against Insects and Other Anthropoids of Military Significance, NAVMED P-5010-9, Preventive Medicine for Ground Forces.

SAFETY FACTORS: Great emphasis is placed on safety dealing with simulated explosives and simulated small arms fire.

TASK: Implement Communications Security (COMSEC) Transmission Protective Measures
Identify and Prevent Transmission Exposure

TIME ALLOCATED: 1 L

TOTAL HOURS: 1

OBJECTIVE: To ensure the media understands when it is safe to transmit voice, message, and data in a battlefield environment.

SUMMARY OF INSTRUCTION: Students will understand voice, message, and data (VMD) communications organization, security, and protection particular to the embedded unit; understand how VMD transmission exposure threatens the unit's operational environment; how to coordinate correct VMD transmission per the Standard Operating Procedures for the embedded unit; learn the measures taken to avoid exposure, practice good transmission procedures, and prevent hostile exploitation of VMD communication weaknesses.

REFERENCES: FM 11-41; FM 11-43; FM 11-75, FM 24-2; FM 25-1; ARMY TSP 113-367 9001

TASKS: Describe JIB structure, role and operations
Explain the role and capabilities of PAOs

TIME ALLOCATED: 1 L

TOTAL HOURS: 1

OBJECTIVE: Understand how the Public Affairs Officer in the Joint Information Bureau can assist media personnel.

SUMMARY OF INSTRUCTION: Students learn the missions, areas of responsibility and overall structure and role of the DoD Unified Commands; discuss the role and capabilities of PAOs as delineated in the DoD Principles of Information; learn what's meant by the term Joint Information Bureau (JIB) and review the major roles and responsibilities of a JIB; understand how the JIB staff interacts with the commander, DoD, other military units, and other governmental and non-governmental agencies; discuss various DoD public affairs directives and doctrine.

REFERENCES: Joint Publication 1, Joint Warfare of the US Armed Forces; Joint Publication 3-0, Doctrine for Joint Operations; Joint Publication 3-61, Doctrine for Public Affairs in Joint Operations; DoD Directive 5400.13, Joint Public Affairs Operations; DoD Principles of Information.

TASKS: Explain OPSEC procedures/requirements and the security classification system.
Describe media embed procedures.
Discuss media ground rules.

TIME ALLOCATED: 1.5 L

TOTAL HOURS: 1.5

OBJECTIVE: Ensure members of the media understand purpose of ground rules and requirements for being embedded in units.

SUMMARY OF INSTRUCTION: Students discuss the Department of Defense's security classification system; discuss the DoD's guidelines for release of information to the media; explain the media's obligations regarding classified information; discuss typical ground rules media should follow in a combat theater; and explain the proper procedures and expectations for media embedded in combat units.

REFERENCES: Joint Publication 3-61, Doctrine for Public Affairs in Joint Operations; DoD Directive 5230.9, Clearance of DoD Information for Public Release; DoD Principles of Information.

TASK: Describe the primary mission and basic force structure of each service

TIME ALLOCATED: 1 L

TOTAL HOURS: 1

OBJECTIVE: Obtain a basic understanding of unique structure and mission of the individual services.

SUMMARY OF INSTRUCTION: Students discuss the primary mission of each Service and receive information that defines each Service's basic force structure.

REFERENCES: Applicable Service Regulations