



CHAIRMAN OF THE JOINT CHIEFS OF STAFF INSTRUCTION

J-3
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CJCSI 3263.01C
20 November 2011

NUCLEAR COMMAND AND CONTROL COMMAND ASSISTANCE VISIT (CAV) PROGRAM

References:

- a. EAP-CJCS Volumes I-IX, "Emergency Action Procedures of the Chairman of the Joint Chiefs of Staff"
- b. CJCSI 3262.01 series, "Nuclear Command and Control Staff Assessment Visit (SAV) Program"
- c. CJCSI 6810.04 series, "Nuclear Command, Control, and Communications Personnel Performance Objectives and Assessment Criteria"

1. Purpose.

a. This instruction establishes procedures for the preparation and conduct of Joint Staff CAVs.

b. The primary purpose of the CAV program is to assist commands in developing training programs and self-assessment methods in support of executing their nuclear command, control, and communications (NC3) responsibilities as specified in Emergency Action Procedures (EAP) of the Chairman of the Joint Chiefs of Staff (reference a) and associated procedures.

2. Cancellation. This instruction supersedes CJCSI 3263.01B, 20 September 2006.

3. Applicability. This instruction applies to all National Military Command System (NMCS) command centers, combatant commands, and other organizations that are subject to SAVs per reference b.

4. Policy.

a. CAVs may be requested by any NMCS command center, combatant

command, or other organization subject to Joint Staff SAVs per reference b. CAVs may also be directed by the Joint Staff to provide focused training on significant changes in NC3 tasks, policy, or procedures.

b. CAVs offer outside expertise to deliver focused assistance and training to address specific operational issues. In addition, CAV teams will assist the requesting staff's training division and conduct a review of all training records. CAVs are not intended to provide routine preparation for SAVs.

c. CAV teams will be tailored to meet the specific objectives of the requesting organization. CAV teams will consist of NC3 personnel who are subject matter experts (SMEs) in the requested functional areas. The baseline team consists of a team chief, a CAV coordinator, emergency actions SME, and communications SME. The team chief duties may be executed by a senior member of the team. Augmentation to the baseline team provides expertise in other areas such as strike advisor, positive control material, surveillance, national conferencing, and the Nuclear Planning and Execution System. Accordingly, the following commands and organizations are requested to make personnel available for CAV duty:

(1) NMCS command centers, combatant commands, and organizations subject to SAVs under reference b.

(2) The Joint Staff National Military Command Center (NMCC) Operations Teams (OTs). OT participation will be dependent on OT manning, the current operational situation, and approval of the deputy director of operations of the specific OT.

d. A formal written report will be provided to the command center director (O-6 level) and the applicable training and evaluation offices. Upon request, the CAV team is authorized to out-brief higher levels of command up to the Combatant Commander.

e. CAVs will normally be scheduled at the beginning of the fiscal year, from October to early December. CAVs will not be scheduled during the SAV season. CAVs will also not normally exceed 2 working days. To minimize battle staff scheduling disruptions, every effort will be made to minimize the time personnel are detailed to a CAV team.

5. Definitions. None.

6. Responsibilities.

a. Joint Staff:

(1) Chief, Nuclear Operations Division, Deputy Director for Command, Control and Nuclear Operations, J-3 (J-36/NOD):

(a) Evaluates and approves CAV requests by NMCS command centers, combatant commands, and other organizations.

(b) Provides oversight for the CAV program.

(c) Recommends Joint Staff-sponsored CAVs to address significant changes in NC3 tasks, policy, or procedures, e.g., a revision to NC3 procedures that warrants focused training at applicable NC3 organizations. Upon DJ-3 approval, the Joint Staff will fund Joint Staff sponsored CAVs.

(2) CAV team chief:

(a) Represents the Joint Staff to the Combatant Commander.

(b) Designated by Chief, Nuclear Operations Division, Deputy Director for Command, Control and Nuclear Operations. The team chief may also be a SME or the CAV coordinator.

(c) Presents the out-brief to the command.

(d) Has overall responsibility for the CAV team and conduct of the CAV.

(e) Ensures all CAV objectives are addressed prior to terminating the CAV.

(3) CAV coordinator:

(a) Serves as the Joint Staff point of contact for all CAVs.

(b) Coordinates and/or advertises available CAV dates for upcoming fiscal year, per paragraph 4.e.

(c) Coordinates with the requesting command and develops an agenda to include a comprehensive list of CAV objectives to generate required results. Recommends to the requestor the best course of action and team composition.

(d) Outlines CAV objectives in coordination with other team members. Coordinates the development of tasks and discussions to meet CAV objectives. Disseminates final CAV objectives to the team and the requesting command or organization.

(e) Requests and coordinates personnel augmentation to support CAV objectives. When appropriate, the Joint Staff may request those organizations possessing SMEs in specified areas to augment the CAV team.

(f) Conducts coordination meetings, as required, with CAV team members to review CAV objectives, tasks to be completed, CAV agenda, and trip arrangements. If the CAV team is augmented from other than the Joint Staff, this coordination may be via phone or e-mail until personnel are assembled at the CAV site.

(g) As necessary, documents CAV lessons learned.

b. NMCS command center, combatant command, or other organization subject to SAVs per reference b:

(1) Send a formal request for a CAV to J-36/NOD. In this request define specific focus areas that can be successfully addressed by a CAV. Focus areas should be identified by the applicable NC3 tasks listed in reference c. Provides desired time period for the CAV per paragraph 4.e. All requests for CAV support will be routed to Joint Staff through appropriate Command SAV point of contact in order to ensure proper coordination of CAV requirements to include travel, facilities, resources, and local arrangements to support CAV team members.

(2) Unless the CAV is sponsored by the Joint Staff, provide funding no later than 10 days prior to the first day of travel. Requests for the Joint Staff to fund a non-Joint Staff sponsored CAV should be signed out by an appropriate flag officer to the Vice Director of the Joint Staff, 60 days prior to the requested CAV dates.

(3) Support CAVs at other organizations by providing personnel to perform CAVs as requested by the Joint Staff.

(4) Provide accounting information to the CAV coordinator.

c. CAV team personnel (Joint Staff, NMCS command center, and/or combatant command staffs):

(1) When designated to serve, travel to CAV site and conduct assistance activities in support of CAV objectives.

(2) Conduct a review of the command's initial, recurring, and supplemental training plans, including a review of the command's computer-based training use. Specifically, address training topics that support NC3 tasks as outlined in reference c.

(3) Provide comments to requesting staff personnel as required during the CAV.

(4) Provide input for the CAV out-brief.

7. Summary of Changes. Clarifies purpose of CAV program, specifies when the Joint Staff is available to conduct CAVs, adds a Team Chief position, and makes minor administrative changes.

8. Releasability. This instruction is approved for public release; distribution is unlimited. DOD Components (to include the combatant commands), other Federal agencies, and the public may obtain copies of this instruction through the Internet from the CJCS Directives Home Page--
http://www.dtic.mil/cjcs_directives.

9. Effective Date. This document is effective upon receipt.

For the Chairman of the Joint Chiefs of Staff



WILLIAM E. GORTNEY
VADM, USN
Director, Joint Staff

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