



**DEPARTMENT OF THE NAVY**  
COMMANDER, NAVY INSTALLATIONS COMMAND  
716 SICARD STREET, SE, SUITE 1000  
WASHINGTON NAVY YARD, DC 20374-5140

CNICINST 5214.1A  
N00  
2 Mar 16

CNIC INSTRUCTION 5214.1A

From: Commander, Navy Installations Command

Subj: COMMANDER'S CRITICAL INFORMATION REQUIREMENTS AND  
SIGNIFICANT EVENT REPORTING

Ref: (a) OPNAVINST F3100.6J  
(b) OPNAVINST 5100.23G  
(c) OPNAVINST 5102.1D  
(d) OPNAVINST N3040.5D  
(e) CNICINST 3440.3  
(f) CNICINST 3440.17  
(g) CNICINST 3030.1  
(h) Navy Access Control Management System (NACMS) Enabler  
Handheld Scanners SOP 27 Mar 2014  
(i) OPNAVINST 5090.1D  
(j) E. O. 13295  
(k) DoD Instruction 6200.03 of 5 Mar 2010  
(l) 42 U.S.C. §247d  
(m) CNICINST 1752.2A  
(n) CNO WASHINGTON DC 202206Z Apr 12 (NAVADMIN 136/12)  
(o) CNO WASHINGTON DC 072310Z Sep 12 (NAVADMIN 272/12)

Encl: (1) CNIC CCIR/SER Reporting Matrix  
(2) CNIC CCIR/SER Format

1. Purpose. To provide guidance to Commander, Navy Installations Command (CNIC) Headquarters (HQ) Battle Watch Captain (BWC) and Region Commanders (REGCOMs) on events requiring notification to the CNIC Commander and HQ leadership.

2. Cancellation. CNIC Instruction 5214.1 dated 17 December 2014.

3. Background

a. Reference (a) establishes the requirement to operate a Navy event notification system, and references (b) and (c) delineate specific safety-related event reporting requirements.

b. CNIC provides services world-wide and has a responsibility to provide timely situational awareness reporting to headquarters' leadership regarding events involving installation operations directly or indirectly. This reporting supports leadership decision-making as well as headquarters notification by Navy installations, to include echelon I, II, and III commands. For the purposes of critical reporting, the term Navy installation includes a Navy base, Navy-led Joint base, Navy-led Joint Region, Navy Operational Support Centers (NOSC's), and Recruiting Centers under Navy leadership.

c. There are three categories of information disseminated via the BWC, and they are designated: CAT I (immediate voice report and immediate email), CAT II (immediate email), and CAT III (daily operations brief updates). Commander's Critical Information Requirements (CCIRs) are key elements of information that directly affect the Commander's decision making and dictate the successful execution of military operations. E-mail reports should be both timely and provide as complete a situational picture as possible. Reports should include who, what, when, where, and why in a standard format; however, the need for complete information must be balanced with timeliness of the report. Amplifying information must also include ongoing action and impact to mission, if any.

d. CAT III, or Significant Event Reports (SERs), are primarily for situational awareness and do not require immediate notification to the Commander. SERs are categorized for reporting purposes as CAT III and are provided twice daily through the 0600 CNIC Daily Operations Brief and 1600 Daily Operations Brief Update e-mail.

e. Standing Requests For Information (SRFI), listed in paragraph three, are required for reporting of a specific event. Not all SRFIs have to be answered for an initial report, but shall be answered prior to closing out the CCIR.

f. Where doubt exists as to whether an incident meets reporting definitions and criteria, the event shall be reported

to the chain of command. When doubt exists as to the appropriate categorization of an event, report the event as the higher priority CAT.

g. Nothing in this instruction shall prevent a Region Commander from immediately and directly calling CNIC N00 in any event they deem necessary for notification, guidance, or clarification.

#### 4. Reporting Requirements

a. CAT I - Immediate Voice Report and Immediate e-Mail CCIRs. The CNIC HQ BWC shall immediately report, without delay and regardless of the hour, the following CCIRs by voice report to the CNIC Chief of Staff (COS). Initial voice reports shall be followed-up through e-mail with minimal delay. The e-mail distribution shall include CNIC Commander, Deputy Commander, COS, Director of Operations (N3), and approved internal CNIC N-code, and Special Assistant (SA) representatives as determined by the COS.

(1) Attack or Active Shooter on USN Installation or Facility. Confirmed or unconfirmed attack or active shooter against or onboard any Navy installation.

- (A) SRFI #1 - Location
- (B) SRFI #2 - Number of attackers
- (C) SRFI #3 - DIM (dead, injured, missing)
- (D) SRFI #4 - Impact to mission
- (E) SRFI #5 - Status of personnel accountability
- (F) SRFI #6 - Agency/Command in charge (jurisdiction)
- (G) SRFI #7 - Agencies and Commands in support
- (H) SRFI #8 - Public Affairs lead entity
- (I) SRFI #9 - Weapons/Explosives used
- (J) SRFI #10 - CLEOC/eGuardian report status
- (Z) Final Report - All SRFIs reported and

Installation issues 'All Clear'

(2) Condition Increase. Any increase in Force Protection Condition (FPCON) and/or Defense Readiness Condition (DEFCON) that impacts a Navy installation. Increases due to exercises or training are excluded. Both ordered and attainment reports required.

- (A) SRFI #1 - Impact to mission

- (B) SRFI #2 - Request for Support (RFS)
- (C) SRFI #3 - Who ordered increase
- (D) SRFI #3 - Justification for increase
- (E) SRFI #4 - Potential impact to local community

(3) Deadly Force. Any use of deadly force on a Navy installation.

- (A) SRFI #1 - Agency/Command in charge of investigation
- (B) SRFI #2 - DIM (dead, injured, missing)
- (C) SRFI #3 - DIME (delayed, immediate, minimal, expectant)
- (D) SRFI #4 - Weapon involved

(4) CBRNE Event. Any chemical, biological, radiological, nuclear or high-yield explosive (CBRNE) accident, incident, or event worldwide involving U.S. forces.

- (A) SRFI #1 - Impact to mission
- (B) SRFI #2 - Source and type of contaminant
- (C) SRFI #3 - Extent of contaminant (e.g. sq. mile, etc.)
- (D) SRFI #4 - On or off installation

(5) Combat Engagement. Any attack worldwide involving the United States or combat engagement between U.S. Forces and any adversary not due to operations already known to be in progress, including use of deadly force as a result of force protection.

(6) Incident Involving Nuclear Reactors or Nuclear Weapons. Any "Faded Giant," "Dull Sword," "Broken Arrow" or declaration of a major fire event involving a Nuclear Reactor, radiological accident, or incident which may involve the safety of a nuclear reactor shall be reported in accordance with references (d) and (e). Any declaration of a "major fire" event involving a nuclear powered warship (NPW) while berthed at a Navy installation or at a private shipyard. A major fire declaration indicates that the fire has exceeded or is anticipated to exceed the ship's forces ability to fight the fire and additional shore-based assets may be required. A multilevel fire is a major fire.

- (A) SRFI #1 - Is NAVSEA/RTF standing up
- (B) SRFI #2 - Is EOC or ECC activated

(C) SRFI #3 - Is Navy Fire and Emergency Services (F&ES) supporting

received (D) SRFI #4 - Is mutual aid being rendered or

(E) SRFI #5 - Fire is out

(F) SRFI #6 - Any injuries/casualties sustained

(G) SRFI #7 - Status of nuclear material

(7) Major Fire on a Non-Nuclear Powered Warship. Any declaration of a "major fire" event involving a conventional or non-nuclear powered warship (NPW) while berthed at a Navy installation or at a private shipyard. A major fire declaration indicates that the fire has exceeded or is anticipated to exceed the ship's forces ability to fight the fire and additional shore-based assets may be required. A multilevel fire is a major fire.

(A) SRFI #1 - Is EOC or ECC activated

(B) SRFI #2 - Is Navy F&ES supporting

received (C) SRFI #3 - Is mutual aid being rendered or

(D) SRFI #4 - Fire is out

(E) SRFI #5 - Any injuries/casualties sustained

(8) Major Disaster or Incident. A major natural or man-made disaster or incident on or immediately threatening a Navy installation which results in, or could result in major property damage, significant mission degradation or requires immediate reaction by a Navy installation or REGCOM shall be reported in accordance with references (e) and (f). Examples include earthquake, tsunami, fire, flooding, hazardous material release, pandemic situation, sortie of assets, or emergency evacuation.

(9) COOP Execution. The execution of an Office of the Chief of Naval Operations (OPNAV), or Region Continuity of Operations Plan (COOP), or any situation that may warrant the execution of the CNIC HQ COOP. Report in accordance with reference (g).

(A) SRFI #1 - Location of COOP

(B) SRFI #2 - Reason for COOP

(10) Leadership Death. Death of a key leader in the CNIC Enterprise chain of command. Examples include President of the United States, Vice President of the United States,

Secretary of Defense, Secretary of the Navy, Chief of Naval Operations, Vice Chief of Naval Operations, REGCOM, Installation Commanding Officer, Installation Executive Officer, or CNIC Command Master Chief.

(11) Critical Injuries or Death to CNIC HQ Personnel.

Any occurrence resulting in critical (life threatening or loss of limb) injuries or loss of life to persons assigned to CNIC HQ (to include dependents, CNIC civilians and contract personnel).

- (A) SRFI #1 - PCR submitted
- (B) SRFI #2 - Chaplain notified
- (C) SRFI #3 - Family Services notified
- (D) SRFI #4 - Primary next of kin (PNOK) notified

(Military personnel only)

(12) Executive Requests for Information. Direct

requests for information of CNIC responsibility or mission which are first directed to the CNIC BWC by executive level offices such as Congressional, Office of Secretary of Defense or Navy Secretariat.

(13) Immediate RFS or RFI. Immediate Request (48 hours

or less) for Support (RFS) or Request for Information (RFI) from a shore installation or operational customer.

b. CAT II - Immediate E-mail CCIRs. The CNIC HQ BWC shall report the following CCIRs electronically through e-mail to CNIC Commander, Deputy Commander, COS, N3, and approved internal CNIC N-code and SA representatives with minimal delay.

(1) Media Interest. Incidents involving a Navy installation that have or are anticipated to generate negative national media coverage, could cause significant embarrassment to the Navy, or will generate Chief of Naval Operations or higher level Navy interest.

(A) SRFI #1 - What outlets are carrying the story  
(add links if available)

(B) SRFI #2 - Public Affairs lead entity

(C) SRFI #3 - Local, National, International

(2) Class A/B Mishap or Significant Damage. Any Class A/B mishap involving a Navy asset (e.g., ship, submarine, aircraft) meeting the criteria in reference (a), or any incident



(e.g., fire, flooding, earthquake, tsunami) causing significant damage (>\$100,000) which occurs on a Navy installation or in a Region's area of responsibility (AOR), not reported as a CAT 1.

(A) SRFI #1 - Impact to mission

(3) Structural Fire. A fire involving the structural components of a residential, commercial, or industrial building on board a Navy installation. A structural fire indicates a fire that extends beyond one room and contents or if more than one room is affected after fire has been extinguished (e.g. sprinkler damage).

(A) SRFI #1 - Is EOC activated

(B) SRFI #2 - Is Navy F&ES supporting

(C) SRFI #3 - Is Mutual Aid being rendered

(D) SRFI #4 - Impact to mission (or tenant)

(E) SRFI #5 - Final Report: Fire is out. Any injuries/casualties sustained.

(4) Death or Critical Injury. Any death, critical injury (life threatening or loss of limb) or resuscitation attempt (cardiac/respiratory arrest or any incident where an Automated External Defibrillator (AED) was applied) on a Navy installation. Additionally, any death, critical injury or resuscitation attempt of any military personnel ashore, their dependents, CNIC government civilians, or contract personnel enterprise-wide, regardless of location, with the following caveat: reports are NOT required of hospitalized individuals when death involves either natural causes or war-related injuries.

(A) SRFI #1 - Casualty Assistance Calls Officer (CACO) notified (Military personnel only)

(B) SRFI #2 - Chaplain notified

(C) SRFI #3 - Family Services notified

(5) Operational Surveillance. Reports of operational or suspected surveillance of Navy facilities or personnel confirmed by Navy Security Forces through official dispatching or investigation.

(A) SRFI #1 - Naval Criminal Investigative Service (NCIS) notified

(B) SRFI #2 - CLEOC/eGuardian report status

(6) CNIC Enterprise Generated OPREP-3. Any operations report (OPREP)-3 incidents in accordance with reference (a) involving CNIC personnel.

(7) Non-CNIC Enterprise OPREP-3. All other OPREP incidents shall be reviewed by the BWC and reported if they are significant or could possibly involve CNIC equities. Specific consideration will be given to PINNACLE and Navy Blue incidents in accordance with reference (a).

(8) Network Intrusion. Detection or discovery of an intrusion into a classified or unclassified computer network at CNIC, Regions, or installations. This includes significant compromise or theft of Personally Identifiable Information (PII) at an organizational level or higher.

(A) SRFI #1 - Impact to mission

(9) Service Interruption. Any incident or condition which causes or could likely cause a service interruption or disruption to normal installation activity (e.g., power, water, water potability, bottled water directive, use of building or housing, network and software outages including Navy Marine Corps Internet (NMCI), OneNET services, C4I outage) in excess of one hour. Report dispatch service and other Public Safety interruptions including Navy Emergency Response Management System (e-NERMS), Enterprise Land Mobile Radio System (ELMR), crash phone notification system, or Public Safety Network (PSNet).

(A) SRFI #1 - Trouble ticket number

(B) SRFI #2 - Expected time of repair (ETR)

(C) SRFI #3 - Impact to mission

(D) SRFI #4 - Mitigation strategy

(E) SRFI #5 - Cause of service interruption

(Z) Final Report - Service restored

(10) Emergency Operations Center (EOC) Activation. Any unplanned activation of an installation EOC.

(A) SRFI #1 - Reason for activation

(B) SRFI #2 - Impact to mission

(11) Regional Operations Center (ROC) Activation. Any activation level change or direction to increase involvement within the ROC such as a TWG and/or CAT activation.



- (A) SRFI #1 - Reason for activation
- (B) SRFI #2 - Impact to mission

(12) FPCON Condition Modification. Force Protection Condition (FPCON) change or direction to decrease the force protection posture on Navy installations; changes to specific measures within an overall FPCON without changing the overall condition. Ordered and attainment reports required.

- (A) SRFI #1 - Impact to mission
- (B) SRFI #2 - Potential impact to local community

(13) Force Protection Reduction in Readiness. Significant degradation or reduction in readiness affecting an installation's ability to conduct current force protection mission requirements (e.g., degradation of entry control point bollards or loss of Navy Access Control Management System (NACMS) Handheld Scanners to include hardware application outages).

- (A) SRFI #1 - Trouble ticket number (in accordance with reference (h))
- (B) SRFI #2 - Expected time of repair (ETR)
- (C) SRFI #3 - Impact to mission
- (D) SRFI #4 - Mitigation strategy
- (E) SRFI #5 - Cause of reduction in readiness
- (Z) Final Report - Service restored

(14) Condition Change. Completion of required installation actions for a change in Weather Conditions of Readiness, or other applicable condition change unless otherwise directed. Ordered and attainment reports required.

(15) External Orders. Emergent (non-routine) orders that will affect forces assigned to or located on CNIC installations from the Chairman Joint Chiefs of Staff, Combatant Commanders, or Navy Component Commanders.

(16) Non-immediate RFS/RFI. Non-immediate Request for Support (RFS) or Request for Information (RFI) from a shore installation or operational customer.

(17) Mutual Aid. Mutual aid events involving Search and Rescue, Navy F&ES, Explosive Ordnance Disposal (EOD), or other installation public safety services providing assistance which significantly degrades base support (no matter the time period)

or involves the loss of Navy equipment or injury of Navy personnel. Additionally, any Navy F&ES actively engaged in fire suppression, technical rescue or hazardous material (HazMat) mitigation efforts off the installation.

(A) SRFI #1 - Impact to mission

(B) SRFI #2 - Final report: All support personnel and equipment returned to base.

(18) Hazardous Material or Waste Release. Any release of hazardous material or waste meeting environmental reporting requirements of the local, state, federal, or of the host country. Reporting applies to any hazardous material agency working on a Navy installation and to organic Navy F&ES regardless of incident location (on or off the installation) in accordance with reference (i).

(19) Immediate Response (IR) or Defense Support of Civil Authorities (DSCA). The deployment of CNIC assets or personnel in support of IR or DSCA.

(20) Civil Disturbances. Civil disturbances directed against U.S. forces in the vicinity of a Navy installation or assets.

(A) SRFI #1 - Impact to mission

(21) Unauthorized Vehicle/Pedestrian Entry. Non-hostile gate runner, non-hostile port security breach, or illegal entry where no criminal intent is suspected.

(A) SRFI #1 - Status/employment of final denial barriers (FDB)

(B) SRFI #2 - Disposition of suspects (cited, warned, etc.)

(C) SRFI #3 - NCIS notified

(D) SRFI #4 - CLEOC/eGuardian report status

(Z) Final Report - When installation declares 'All clear' from event, usually when suspect has been adjudicated (taken into custody/ticketed/questioned/released) or search has been called off.

(22) Significant Weather. Initial weather reports which threaten Navy installations or other Navy assets as well as initial reports of tropical weather once it becomes a named storm (based on basin-specific naming conventions) to include

hurricanes, typhoons, and winter storms. Updates for storms which pose a threat shall be given when provided by Fleet Weather Center, or significant event (TCCOR change, evacuation, damages assessed, sortie, mission impact, etc). Storms of no threat shall continue to be tracked and reported only in the CNIC BWC daily reports (0600 and 1600) as a CAT III CCIR. Initial and all follow-on no-threat significant weather reports shall include the line 'Currently no direct threat to Navy Shore Enterprise interests.'

- (A) SRFI #1 - Name and location of weather event
- (B) SRFI #2 - Speed and direction of weather event
- (C) SRFI #3 - Specific threat from weather event  
(destructive winds, flooding, freezing, snow, ice accumulation, possible tornados, etc)
- (D) SRFI #4 - Distance and direction to nearby Navy installations/interests
- (E) SRFI #5 - Impact to Navy/installation mission
- (F) SRFI #6 - Weather (winds, precipitation, etc)  
forecast for the next 12/24/48 hours

(Z) Final Report - When weather event is considered no longer a threat, all installations report all-clear (or go back to baseline TCCOR) resuming normal operations, and/or a long-range recovery plan is established as needed.

(23) Wildland Fire. Any wildland fire of any size, within 20 miles of Navy installations or assets. Additionally, any deployment of Navy F&ES assets involved in providing assistance off the installation in fighting wildland fires.

- (A) SRFI #1 - Name and location of fire
- (B) SRFI #2 - Size of fire (usually in acres)
- (C) SRFI #3 - Speed and direction of winds/fire
- (D) SRFI #4 - Distance and direction to nearby Navy assets/interests
- (E) SRFI #5 - Impact to Navy/installation mission
- (F) SRFI #6 - Weather (winds, precipitation, etc)  
forecast for the next 12/24/48 hours

(Z) Final Report - When fire is declared out, or 100% contained.

(24) Suspicious Activity. Unsubstantiated surveillance threats against Navy personnel and/or property, telephonic threats or suspicious packages.

- (A) SRFI #1 - NCIS notified

(B) SRFI #2 - CLEOC/eGuardian report status

(25) Public Health Emergency. An event, either natural or manmade, that creates a health risk to the public (on/off installation) to include disease outbreaks as declared and defined by references (j), (k), and (l).

(A) SRFI #1 - Current World Health Organization (WHO)/Centers for Disease Control and Prevention (CDC) posture

(B) SRFI #2 - Impact to mission

(26) Housing (Family or Single Sailor) Incidents. Any incidents occurring within properties that merit Commanding Officer attention that could invite negative media/press or potential life threatening issues (e.g., arrests, significant facility maintenance issues, or significant damage).

(27) SAPR Spot-check. Unresolved problems with the random weekend or after-hours monthly Sexual Assault Prevention and Response (SAPR) spot check conducted by Regional Operation Center (ROC) personnel that cannot be corrected within four hours in accordance with reference (m). Any contact validation failure identified by the CNIC HQ BWC during their monthly spot checks and prior month failure checks that cannot be corrected within four hours in accordance with reference (m).

(28) Sexual Assault (CNIC Related). All sexual assault incidents involving personnel within the CNIC Enterprise chain of command shall be reported in accordance with references (a), (n), and (o). Sexual assault incidents which occur at a Navy sponsored location (e.g., Child Development Homes) shall also be reported.

(A) SRFI #1 - Media interest

(B) SRFI #2 - SARC/Family Advocacy notified/involved

(C) SRFI #3 - NCIS/Local (etc.) Law Enforcement notified, involved

(D) SRFI #4 - Impact to mission

(Z) SRFI #5 - Final Report - usually no follow-on reports needed unless it has unusually high media or leadership interest and/or updates are requested by leadership.

c. CAT III - Significant Event Reports (SER). Information not time-critical, not relevant to the Commander's decision making process, and not actionable by the commander shall be

notified through the 0600 CNIC Daily Operations Brief and the 1600 Daily Operations Brief Update to CNIC N00, COS, N3, and the approved internal and external e-mail distribution lists.

(1) Open Skies. The CNIC BWC shall electronically communicate any Open Skies notification.

(2) Significant Weather Update. (See CAT II Significant Weather for description of no-threat storms).

(3) Sexual Assault (Non-CNIC Related). All initial sexual assault incidents, except for shipboard incidents while underway, shall be reported in accordance with references (a), (n) and (o).

(A) SRFI #1 - Media interest

(B) SRFI #2 - SARC/Family Advocacy notified/involved

(C) SRFI #3 - NCIS/Local(etc.) Law Enforcement notified, involved

(D) SRFI #4 - Impact to mission

(Z) Final Report - usually no follow-on reports needed unless it has unusually high media or leadership interest and/or updates are requested by leadership.

## 5. Responsibilities

a. CNIC COS is responsible for providing specific voice notifications to the CNIC Commander. (REGCOMs will call direct to the Commander as they deem appropriate.)

(1) CNIC N3 is responsible for:

b. Conducting annual review and update of this instruction, as required, to include CCIRs and SERs.

(2) Ensuring CNIC HQ BWC and CNIC Shore Enterprise Operations Center (SEOC) personnel are properly trained in the reporting guidance specified in this notice, and in the use of all available reporting tools.

(3) CNIC HQ BWC is responsible for reporting all CCIRs (CAT I, II), and SERs (CAT III) to CNIC HQ leadership as delineated in Section 3 of this instruction.

d. REGCOMs are responsible for providing CCIRs and SERs within their AOR to CNIC HQ BWC. Region CCIRs and SERs should mirror this notice and include Region specific reporting criteria.

e. Regional Operations Center (ROC) personnel shall be responsible for e-mailing and uploading all required CCIR (CAT I, II and SER CAT III) reports on the Command, Control, Communication, & Computer Information (C4I) Suite as dictated in established C4I reporting procedures outlined in the C4I Suite Operating Guidelines, which can be found on the C4I Suite at: <https://c4isuite.atfp.cnic.navy.mil/Pages/index.aspx>.

(6) Installations shall be responsible for making all reports to the ROC in accordance with this instruction, reference (a) and any other applicable references in their AOR.

(7) CNIC HQ Flag Staff (N00) is responsible for reporting to OPNAV via message traffic all Special Incident Reporting in accordance with reference (a). Initial voice reports to OPNAV will be forwarded to OPNAV at CNIC HQ N00 direction.

6. Records Management. Records created as a result of this instruction, regardless of media and format, shall be managed in accordance with SECNAV M-5210.1 of January 2012.



D. R. SMITH

Vice Admiral, U.S. Navy

Distribution:

Electronic only, via Gateway 2.0

<https://g2.cnic.navy.mil/CNICHQ/Pages/Default.aspx>



2 Mar 16

**CNIC CCIR/SER REPORTING MATRIX**

<b>Para.</b>	<b>CNIC CCIR/SER Reporting Matrix</b>	<u>Category</u>	Voice Report	Email	Daily Brief
3.a.(1)	Attack or Active Shooter on Installation	I	X	X	X
3.a.(2)	Condition Increase	I	X	X	X
3.a.(3)	Deadly Force	I	X	X	X
3.a.(4)	CBRNE Event	I	X	X	X
3.a.(5)	Combat Engagement	I	X	X	X
3.a.(6)	Incident Involving Nuclear Reactors or Nuclear Weapons	I	X	X	X
3.a.(7)	Major Fire on a Non-Nuclear Power Warship	I	X	X	X
3.a.(8)	Major Disaster or Incident	I	X	X	X
3.a.(9)	COOP Execution	I	X	X	X
3.a.(10)	Leadership Death	I	X	X	X
3.a.(11)	Critical Injuries or Death to CNIC HQ Personnel	I	X	X	X
3.a.(12)	Executive Requests for Information	I	X	X	X
3.a.(13)	Immediate RFS/RFI	I	X	X	X
3.b.(1)	Media Interest	II		X	X
3.b.(2)	Class A/B Mishap or Significant Damage	II		X	X
3.b.(3)	Structural Fire	II		X	X
3.b.(4)	Death or Critical Injury	II		X	X
3.b.(5)	Operational Surveillance	II		X	X
3.b.(6)	CNIC Generated OPREP-3	II		X	X
3.b.(7)	OPREP-3	II		X	X
3.b.(8)	Network Intrusion	II		X	X
3.b.(9)	Service Interruption	II		X	X
3.b.(10)	EOC Activation	II		X	X
3.b.(11)	ROC Activation	II		X	X
3.b.(12)	FPCON Condition Modification	II		X	X
3.b.(13)	Force Protection Reduction in Readiness	II		X	X
3.b.(14)	Condition Change Completion	II		X	X
3.b.(15)	External Orders	II		X	X
3.b.(16)	Non-immediate RFS/RFI	II		X	X
3.b.(17)	Mutual Aid	II		X	X
3.b.(18)	HazMat Release	II		X	X
3.b.(19)	IR or DSCA	II		X	X
3.b.(20)	Civil Disturbances	II		X	X
3.b.(21)	Unauthorized Vehicle/Pedestrian Entry	II		X	X
3.b.(22)	Significant Weather Update	II		X	X
3.b.(23)	Wildland Fire	II		X	X
3.b.(24)	Suspicious Activity	II		X	X
3.b.(25)	Public Health Emergency	II		X	X
3.b.(26)	Housing (Family or Single Sailor) Incidents	II		X	X
3.b.(27)	SAPR Spot-Check	II		X	X

Enclosure (1)

3.b.(28)	Sexual Assault (CNIC Related)	II		X	X
3.c.(1)	Open Skies	III			X
3.c.(2)	Significant Weather Update	III			X
3.c.(3)	Sexual Assault (Non-CNIC Related)	III			X

**CNIC CCIR/SER FORMAT**

Line 1: 'Region where incident occurred'

Line 2: 'Date and time BWC received message (DD MMM YY TTTT  
EDT/EST' 'Report type (Voice, SITREP, etc)'

Line 3: 'Incident Title (from CNIC INST)' CCIR #('ref CNIC  
INST')

Line 4: 'Command reporting incident'/'Location of incident  
(city/state, country as needed)'/ 'Method report received (Email,  
C4I, Phone, SITREP)'

Line 5: (blank line)

Line 6: Update #: (as needed)

Line 7: (blank line)

Line 8: From 'Report source (MSG, C4I, Phone, etc)' DTG 'DTG of  
initial report': " 'Narrative cut and paste (this shall not be  
altered from original report except to omit PII, LE or HIPA-  
sensitive info)' "

Line 9: (blank line)

Line 10: Amplifying information (as needed)

-----  
EXAMPLE:

**Line 1: CNRNW**  
**Line 2: 08 SEP 11 0429 EDT (VOICE REPORT)**  
**Line 3: MUTUAL AID (CCIR# 3.b. (17))**  
**Line 4: NAS WHIDBEY ISLAND / MOUNT STUART, WA / VIA C4I**  
**Line 5:**  
**Line 6: Update 1: At approximately 0716 EDT, it was reported**  
**that the SAR helo was back on deck. The helo mission located**  
**the injured hiker but was unable to rescue the individual due to**  
**a stabilizer issue. Final report this incident.**  
**Line 7:**  
**Line 8: From phone report 071330Z SEP 11, On 07 SEP 11, at**  
**approximately 2228 EDT, NASWI dispatched SAR helo for a hiker on**  
**Stuart Mountain off the Cascade Mountain range. The hiker was**  
**at 8700 feet and had fallen 60 feet. The hiker's partner walked**  
**5 hrs to report the incident, and indicated the hurt hiker had a**

CNICINST 5214.1A  
2 Mar 16

broken shoulder, a possible broken leg, and was bleeding from the head. Ground crews will rescue the hiker in the morning. Update to follow.

Line 9:

Line 10: Amplifying Information:

-Victim: Male civilian (age unknown)

-Media Interest: Local media

---