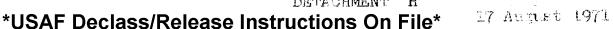
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STANDARD OPERATING PROCEDURE

H-50-3 This SOP supersedes H-50-7 dated 14 January 1970 and replaces H-50-3 dated 1 March 1971.

## MISSION BRIEFING AND DEBRIEFING PROCEDURES

- 1. PURPOSE: To outline the procedures and to designate who will attend briefings and debriefings for training, maintenance and operational missions.
- 2. SCOPE: The provisions of this SOP are applicable to all personnel involved in mission briefing and debriefing.
- 3. RESPONSIBILITY: The Director of Operations is responsible for insuring adherence to this SOP.

## 4. PROCEDURES:

- a. The Director of Operations or his authorized representative and/or the Detachment Commander will monitor all briefings and debriefings, and will conduct all briefings and debriefings of flights involving U.S. personnel.
- b. The 35th Squadron Commander or Operations Officer will conduct all briefings and debriefings of flights involving personnel.
  - c. The established briefing/debriefing format will be used for all flights.
- d. No instructions or special requests will be passed to the pilot without prior permission of either the Detachment Commander. Commander or the Di. 25X1C rector of Operations Operations Officer.
  - e. All mission briefings and debriefings will be tape recorded. Tape disposition will be in accordance with SOP H-50-8.

#### 5. ATTENDANCE:

- a. Briefings will be attended by the following personnel:
  - (1) Mission pilot
  - (2) Director of Operations or his authorized representative and/or the Detachment Communder.

25X1C (3) Commander or Operations Officer missions mandatory, others optional).

\*(4) Chief of Maintenance and/or crew chief.

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- (5) Flight Planner.
- \*(6) Weather briefing officer.
- \*(7) U.S. Mobile Control/IP, whenever possible.
- \*\*(8) Security representative.
  - \*(9) Any maintenance and/or equipment specialist as required by the nature of the mission flown.
  - (10) Other personnel, at the discretion of the Detachment Commander/Director of Operations.
- b. Debriefings will be attended by the following personnel:
  - (1) Mission pilot.
  - (2) Director of Operations or his authorized representative and/or the Detachment Commander.
- 25X1C (3) Debriefing Officer.
  - (4) Flight Planner.
  - \*(5) Weather Officer.
  - \*(6) Chief of Maintenance and/or crew chief.
  - \*(7) Engine representative.
  - \*(8) Auto-pilot/Tracker representative.
  - \*(9) Special Equipment representative.
  - \*(10) Life Support representative.
    - (11) Avionics representative.
  - \*\*(12) Intelligence Officer.
  - \*\*(13) Security representative.

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NOTE:

- \* Personnel so identified will be present during non-sensitive portions only.
- \*\* Personnel so identified will be present for operational missions only.

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Detachment Commander

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