



UNITED STATES MARINE CORPS
MARINE CORPS AIR STATION YUMA
BOX 99100
YUMA, ARIZONA 85369-9100

StaO 3070.1
OPS
13 Oct 09

STATION ORDER 3070.1

From: Commanding Officer
To: Distribution List

Subj: OPERATIONAL SECURITY (OPSEC) PROGRAM

Ref: (a) MCO 3070.2
(b) MARFORPACO 3070.1
(c) MCIWESTO 3070.1
(d) StaO P5510.3B

Encl: (1) Commander's Critical OPSEC Information List
(2) MCAS Yuma OPSEC Planning Process
(3) OPSEC Program Officer Duties

1. Situation. This order provides guidance for implementing Operations Security (OPSEC) policy aboard MCAS Yuma as directed by references (a) through (c).

2. Mission. MCAS Yuma utilizes OPSEC in order to eliminate or mitigate exploitable vulnerabilities to an acceptable level and prevent adversaries from obtaining critical information regarding friendly intentions, capabilities, or activities.

3. Execution

a. Commander's Intent and Concept of Operations

(1) Commander's Intent. Maintain an OPSEC program that is designed to promote an understanding and awareness of OPSEC through education, training, and program assessment. It is critical that all personnel are familiar with OPSEC and the Command's Critical OPSEC Information List so they can effectively incorporate OPSEC into daily operations. MCAS Yuma personnel actively employing OPSEC should deny critical information sought by our adversaries.

(2) Concept of Operations

(a) Critical OPSEC Information is defined in reference (a) as specific facts about friendly intentions,

13 Oct 09

capabilities, and activities vitally needed by adversaries for them to plan and act effectively so as to guarantee failure or unacceptable consequences for friendly mission accomplishment. The MCAS Yuma OPSEC program shall protect this information by identifying it, analyzing threats and vulnerabilities, assessing risks, and applying appropriate countermeasures.

(b) Classified Critical OPSEC Information shall be protected in accordance with reference (d).

(c) Unclassified Critical OPSEC Information shall be protected in accordance with this order.

b. Subordinate Element Missions

(1) Commanding Officer, H&HS. Include OPSEC-related training and education in appropriate family member briefings. Coordinate with the Operations Officer as required.

(2) Operations Officer

(a) Nominate an individual within the Operations Directorate for designation by the Commanding Officer as the OPSEC Program Officer. Individual shall be a minimum of a Staff Noncommissioned Officer (military) or GS-9/YA-02 (civilian).

(b) Ensure the OPSEC Program Officer meets the training requirements prescribed in reference (a).

(c) Establish and maintain an OPSEC training, education, and orientation program that meets the annual requirements prescribed in the references.

(d) Ensure that OPSEC considerations are adequately addressed in Station Orders and special events when applicable.

(e) Using the Marine Corps Automated Inspection Reporting System, as supplemented by the Commanding General, Marine Corps Installations West (CG, MCIWEST), plan and conduct an annual internal OPSEC review. Report the results to the CG, MCIWEST as directed.

(f) Maintain and update the Commander's Critical OPSEC Information List per enclosure (1)).

(3) Supervisory Special Agent, NCIS Resident Agency, Yuma AZ. Include OPSEC considerations in the annual NCIS

13 OCT 2009

installation threat assessment.

(4) Public Affairs Officer

(a) Review all press releases and statements to prevent inadvertent disclosures of information from the Command's Critical OPSEC Information List.

(b) Monitor station websites to ensure they meet the OPSEC concerns listed in reference.

(5) All Hands. Integrate OPSEC into the planning and execution of all military operations and activities.

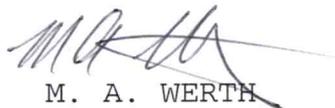
(6) Coordinating Instructions. OPSEC is a function that typically crosses organizational lines. Close coordination must be maintained between all directorates to ensure adequate OPSEC protection.

4. Administration and Logistics. Distribution statement "A" directives issued by this command are published electronically and can be accessed online via the MCAS Yuma homepage at <https://intranet.mciwest.usmc.mil/yuma/default.aspx>.

5. Command and Signal

a. Command. This order is applicable to personnel assigned to Marine Corps Air Station Yuma.

b. Signal. This order is effective the date signed.

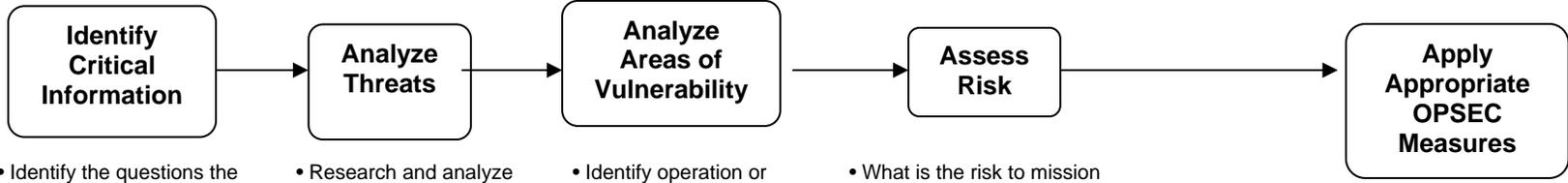


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DISTRIBUTION: A

Commander's Critical OPSEC Information List

OPS	Squadron Flight Schedules
	Deployment plans and schedules
	Airfield Operations, Weather, Air Traffic Control equipment, infrastructure, readiness, and site locations
	Airfield and Air traffic control structural design plans
	Frequencies assigned to MCAS Yuma, 3d MAW, FAA, and other governmental activities (including contractors) operating aboard MCAS Yuma
Security	Site specific FP Condition (FPCON) Measures
	Random Anti-Terrorism Measures (RAMs) schedule
	Physical Security measures / plans
	PMO Security readiness, manning levels
	Crisis Management Force readiness
	Contingency plans and procedures
	Schedules or itineraries of High Risk Personnel or visiting dignitaries
TRNG	Schedules of training events conveying specific units involved and purpose.
	Personnel and resource shortfalls impacting ability to provide training
	Material status of training facilities impacting ability to perform mission
	Physical Security measures in place at training facilities
LOG	Logistic capabilities and weaknesses
	Logistic capabilities and constraints for repair or replacement of equipment
	On hand fuel capacities and re-supply schedules
	Aviation Supply replenishing /ordering schedules
	Types and quantities of ordnance on hand
	Ordnance re-supply schedules and routes Detailed GIS information about Station infrastructure.
COMM	Command, control, communications, and computer connections and weaknesses
	Spillage or compromise on any of Stations networks (SIPR or NIPR)
	S-6 Contingency plans



- Identify the questions the commander believes the adversary will ask about friendly intentions, capabilities and activities.
- Identify sources of friendly information that can provide those answers.

- Research and analyze intelligence information, counter intelligence, reports and open source information to identify the likely adversaries to the planned operation.
- Who is the adversary?
- What are the adversary's goals?
- What is the adversary's strategy for opposing the planned operation?
- What critical information does the adversary already know about the operation?
- What are the adversary's intelligence collection capabilities?

- Identify operation or activity OPSEC vulnerabilities.
- Examine each aspect of the planned operation to identify any OPSEC indicators that could reveal critical information.
- Compare OPSEC indicators with the adversary's intelligence collection capabilities.
- Vulnerability exists when the adversary is capable of collecting an OPSEC indicator, correctly analyzing it and then taking timely action.

- What is the risk to mission effectiveness if the OPSEC measure is taken/not taken?.
- What is the risk to mission effectiveness if the OPSEC measure fails?
- Will the implementation of an OPSEC measure be too much as compared to an enemy's exploitation of the vulnerability?

- Implement the OPSEC Measures.
 1. Minimize predictability from previous operations.
 2. Determine detection indicators and protect them by elimination, control, or deception operations.
 3. Conceal indicators of key capabilities and potential objectives.
- Monitor adversary's reaction to OPSEC measures to determine effectiveness and adjust as needed.

OPSEC PROGRAM OFFICER DUTIES

1. The OPSEC Program Officer is responsible for advising the Commanding Officer on all OPSEC-related matters and for the day-to-day management of the OPSEC program. The billet is located within the Operations Directorate, and requires a Secret clearance.
2. The role of the OPSEC Program Officer is to facilitate OPSEC within all aspects of planning.
3. The major duties of the OPSEC Program Officer includes:
 - a. Advising the Commanding Officer on OPSEC matters.
 - b. Coordinating development of the OPSEC-related portions of plans and orders.
 - c. Developing and maintaining the Air Station's OPSEC program, to include writing the organization's policy and guidance documents.
 - d. Conducting OPSEC education and awareness training, to include coordinating attendance of personnel.
 - e. Coordinating and conducting OPSEC evaluations, including an annual OPSEC review.
 - f. Developing and maintaining an organizational OPSEC lessons learned database.
 - g. Coordinating appropriate intelligence and counterintelligence support.
 - h. Coordinating with security program officers.
 - i. Coordinating with staff on supporting and related capabilities.
 - j. Ensuring that contract solicitation language properly reflects OPSEC responsibilities, when capable, so that contractors are aware of their contractual responsibilities when bidding for a contract.