



WEASEL NOTAM – 35FW-19-02
In-processing Mission Brief
13 Jul 20



PURPOSE: To provide mission context to 35th Fighter Wing (FW) assigned personnel.

COMMANDER'S INTENT: To ensure all incoming Air Force personnel assigned or attached to the 35th Fighter Wing at Misawa Air Base (AB) attend a classified brief that outlines the 35th FW mission.

BACKGROUND: Understanding the purpose of work is an important aspect to job satisfaction and performance. The classified nature of some wing tasks makes them less accessible to many Airmen. Ensuring that a system is in place to provide that information, and standardizing the expectation that all incoming Airmen attend the briefing will help the Commander transmit the broad goals, priorities, values, and expectations inherent in an assignment to this wing.

IMPLEMENTATION: Effective upon signing of this NOTAM, Airmen who PCS to Misawa AB will be required to attend the 35 FW mission brief as part of their in-processing.

- a. In-processing with the assigned unit's Security Manager is required prior to receiving the mission brief in order to verify the member has the appropriate clearance. If a member does not have the appropriate clearance, they will be turned away.
- b. Subordinate units will add attendance to the mission brief within 60 days of arrival as an item to their in-processing checklist.
- c. It is incumbent on squadron commanders to track and ensure all incoming members receive a mission brief. Commanders can send members to the mission brief provided twice a month through the Professional Development Center/Wild Weasel University (WWU) program (available through the 35 FW SharePoint or at this URL: <https://misawa.eis.pacaf.af.mil/PDC/WWU>). Alternately, Commanders may choose to provide and track the brief in-house, and can coordinate with the 35th OSS Intelligence Flight for the most current mission brief materials.

POC: Contact the 35th OSS Intelligence Flight at 226-3532/4099 for specific questions about this NOTAM.

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