



WEASEL NOTAM – 35FW-19-02
In-processing Mission Brief
1 July 2019



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 (AKA: OPLAN brief).

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 Airman. Ensuring that a system is in place to provide that information, and standardizing the expectation that all incoming Airman 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 an OPLAN brief as part of their in-processing.

- a. In-processing with the assigned unit's Security Manager is required prior to receiving an OPLAN brief in order to verify the member has the appropriate clearance. If a member does not have the appropriate clearance, they are exempt from attending.
- b. 35 FW units will add attendance to an OPLAN 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 an OPLAN brief. Commanders can send members to the OPLAN 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 Wing Plans and Programs (IGP) office for the latest OPLAN brief materials.

POC: Contact the IGP office at 35FW.IGP.PlansandPrograms@us.af.mil or 226-3990 for specific questions about this NOTAM.

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