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J-3
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CJCSI 3207.01D
15 June 2022

DEPARTMENT OF DEFENSE SUPPORT TO HUMANITARIAN MINE ACTION

References:

See Enclosure D

1. Purpose. This instruction defines responsibilities and provides guidance for planning and executing Department of Defense (DoD) support for humanitarian mine action (HMA) operations.
2. Superseded/Canceled. Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3207.01C, 28 September 2012, is hereby superseded.
3. Applicability. This instruction applies to all Joint Staff, Military Service, and Combatant Command (CCMD) activities tasked with planning, supporting, or executing foreign HMA operations. HMA is a form of humanitarian assistance (HA) and normally does not support military operations. HMA must not be confused with tactical countermine operations.
4. Policy. The goal of the DoD HMA program is to relieve human suffering and the adverse effects of land mines and other explosive remnants of war (ERW) on noncombatants while advancing the Combatant Commanders' (CCDRs) theater campaign plan and U.S. national security objectives. The DoD HMA program provides assistance to partner nations (PN) plagued by land mines and ERW by executing "train-the-trainer" programs of instruction designed to develop indigenous capabilities for a wide range of HMA activities, to include, but not limited to, humanitarian demining, land-based and underwater ERW clearance, blast injury trauma casualty care, and physical security and stockpile management (PSSM) of conventional munitions. The U.S. Government (USG) Policy Coordination Committee (PCC), consisting of the Department of State (DOS) Bureau of Political-Military Affairs (POL/MIL) Weapons Removal and Abatement, Office of the Assistant Secretary of Defense Strategy, Plans, and Capabilities (OASD(SPC)), Chief, Explosive Ordnance Disposal (EOD) and HMA, and Defense Security Cooperation Agency (DSCA),

UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

approves support for PNs. The DoD representative to this interagency PCC is the Chief EOD and HMA, OASD(SPC).

a. Humanitarian Mine Action as a Training and Security Cooperation Tool. HMA activities are a legitimate training opportunity for U.S. military units that have demining tasks on their mission-essential task list (METL). The operational requirements for deployment of U.S. military personnel in support of HMA activities are identical to the deployment process for other similar training operations. The training requirements on a unit's METL for wartime training and deployments may be met during HMA training. HMA training activities are also a key security cooperation (SC) tool available to a CCDR to gain training and other engagement opportunities in a specific country. Specifically, HMA activities can improve DoD visibility in the context of providing assistance to address a humanitarian need, build the capacity of the PN government, reduce or eliminate ERW, decrease and mitigate the risk of unplanned catastrophic explosions through the PSSM program, and build relationships with the PN government and its populace that can improve DoD access within a PN and/or region.

b. Exposure of U.S. Government Personnel to Explosive Hazards. By law, DoD personnel are restricted in the extent to which they may participate actively in ERW clearance and PSSM operations during humanitarian and civic assistance. Reference a, paragraph (e)(1), defines the term "humanitarian demining assistance" (as part of humanitarian and civic assistance activities) as "detection and clearance of land mines and other ERW, and includes the activities related to the furnishing of education, training, and technical assistance with respect to explosive safety, the detection and clearance of land mines and other ERW, and the disposal, demilitarization, physical security, and stockpile management of potentially dangerous stockpiles of explosive ordnance." However, under reference a, paragraph (a)(3), members of the U.S. Armed Forces while providing humanitarian demining assistance shall not "engage in the physical detection, lifting, or destroying of land mines or other explosive remnants of war, or stockpiled conventional munitions (unless the member does so for the concurrent purpose of supporting a United States military operation)." Additionally, members of the U.S. Armed Forces shall not provide such humanitarian demining and civic assistance "as part of a military operation that does not involve the armed forces." Under DoD policy, the restrictions in reference a also apply to DoD civilian personnel.

c. Policy Coordination Committee Subgroup for HMA Approval. All requests for DoD HMA training and activities, including testing of new demining technology in foreign countries, will be vetted through Chief, EOD

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

and HMA, OASD(SPC). This office will conduct all interagency coordination as required.

d. Humanitarian Mine Action Training for DoD Personnel. Training courses conducted by the Humanitarian Demining Training Center (HDTC), Fort Lee, Virginia, are the only authorized courses for DoD personnel to conduct pre-deployment HMA training. Units tasked to conduct HMA training activities will ensure that all instructor personnel attend the appropriate HDTC course prior to deployment and will not substitute any other training program for HDTC courses without approval of the DoD HMA subgroup.

e. Use of Conventional Forces for Humanitarian Mine Action. Conventional Forces (CF) are the preferred U.S. military capability for conducting HMA training with PNs. CF HMA training personnel may consist of any military specialty, but EOD (priority force) personnel, combat engineers, ammunition technicians, and light infantry lend themselves best to conducting “train-the-trainer”-type HMA missions. EOD forces are the priority trained personnel and are the only DoD personnel trained in the detection, identification, on-site evaluation, rendering safe, recovery, and final disposal of unexploded explosive ordnance (EO). This may include the rendering safe and/or disposal of explosive ordnance that has become hazardous by damage or deterioration when the disposal of such EO requires techniques, procedures, or equipment that exceed the normal requirements for routine disposal. EOD personnel also are trained to identify, recover, and evaluate new or modified first-seen explosive ordnance, make technical assessments of such EO, and provide technical intelligence reports to appropriate EOD and intelligence agencies. EOD personnel also can develop new EOD procedures (including disposal procedures) for first-seen EO.

f. Special Operations Forces. U.S. Special Operations Forces (SOF) conduct HMA operations with PNs based on U.S. Special Operations Command (USSOCOM) coordination with Geographic Combatant Commanders (GCCs) and the CJCS as part of the Global Force Management (GFM) process.

g. Explosive Remnants of War. Explosive remnants of war include land mines, unexploded explosive ordnance (UXO) (mortar rounds, artillery shells, bomblets, rockets, submunitions, rocket motors and fuel, grenades, small-arms ammunition, etc.), and abandoned ammunition storage and cache sites. The DoD HMA training program supports PN efforts to clear all ERW by teaching the disposal of ERW. The HMA program does not support PN efforts to render ERW safe. The Chief, EOD and HMA, OASD(SPC) must approve exceptions to this restriction.

UNCLASSIFIED

CJCSI 3207.01D

15 June 2022

5. Definitions. See Glossary.
6. Responsibilities. See Enclosure A.
7. Summary of Changes. This instruction:
 - a. Updates terminology to reflect current doctrine.
 - b. Clarifies responsibilities, reporting requirements, and the GFM process utilized to request and source forces in support of HMA activities.
 - c. Updates references and removes extraneous information throughout the document.
8. Releasability. UNRESTRICTED. This directive is approved for public release; distribution is unlimited on NIPRNET. DOD Components (to include the combatant commands), other Federal agencies, and the public, may obtain copies of this directive through the Internet from the CJCS Directives Electronic Library at <<http://www.jcs.mil/library>>. JS activities may also obtain access via the SIPR directives Electronic Library websites.
9. Effective Date. This INSTRUCTION is effective upon receipt.

For the Chairman of the Joint Chiefs of Staff:



JAMES J. MINGUS, LTG, USA
Director, Joint Staff

Enclosures:

- A – DoD HMA Responsibilities
- B – HMA Program Process
- C – Required Reports
- D – References
- GL – Glossary

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

TABLE OF CONTENTS

	Page
ENCLOSURE A – DEPARTMENT OF DEFENSE HUMANITARIAN MINE ACTION RESPONSIBILITIES	A-1
General.....	A-1
Authorities	A-1
Responsibilities	A-1
ENCLOSURE B – HUMANITARIAN MINE ACTION PROGRAM PROCESS	B-1
Background.....	B-1
Humanitarian Mine Action Program Process	B-1
Policy Coordination Committee Subgroup	B-1
Restrictions	B-4
Other Planning Guidance	B-5
Appendix A – Humanitarian Mine Action Pre-Deployment and Deployment Requirements	B-A-1
Appendix B – Funding of Humanitarian Mine Action Missions	B-B-1
ENCLOSURE C – REQUIRED REPORTS	C-1
Appendix A – Department of Defense Fiscal Year Report on Humanitarian Mine Action	C-A-1
ENCLOSURE D – REFERENCES	D-1
Part I—References	D-1
Part II—Related	D-2
GLOSSARY	GL-1
Part I—Abbreviations and Acronyms	GL-1
Part II—Definitions	GL-3

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

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UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

ENCLOSURE A

DEPARTMENT OF DEFENSE HUMANITARIAN MINE ACTION RESPONSIBILITIES

1. General. The Secretary of Defense (SecDef) is ultimately responsible for the HMA program with three main subordinate entities providing vital support, funding, and coordination: ASD(SPC) is the principal staff assistant and advisor to the SecDef for DoD corporate-level HMA policy, planning, and oversight; the Director, DSCA manages the HMA program and is responsible for executing the Overseas Humanitarian, Disaster, and Civic Aid (OHDACA) appropriation (per reference a); and the CJCS provides oversight of DoD HMA training and planning.
2. Authorities. The DoD HMA program is authorized by reference a.
3. Responsibilities
 - a. Assistant Secretary of Defense (Strategy, Plans and Capabilities)
 - (1) Serves as DoD lead agency, exercising overall responsibility for corporate-level policy, planning, and review of DoD mine action activities, and as lead USG agent for HMA research and development activities (per reference b).
 - (2) Develops and implements DoD HMA policy based on applicable presidential policy guidance coordinated through the PCC subgroup.
 - (3) Provides guidance to DoD elements and coordinates the allocation of DoD funds for units participating in the HMA program.
 - (4) Coordinates policy for HMA training within the DoD. In accordance with reference g, paragraph (a)(6)(B), the CJCS formulates policies for joint training of Armed Forces (per reference c).
 - (5) Provides reports, assessments, and briefings to Congress and other branches of the USG concerning DoD mine action policy, objectives, and programs.
 - (6) Ensures functional requirements to support unclassified collaboration and information sharing with Coalition and interagency partners are provided to the DoD Chief Information Officer.

UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

b. Defense Security Cooperation Agency

(1) Programs, formulates, justifies, allocates, and executes budget authority for the OHDACA appropriation to support DoD HMA efforts.

(2) Provides supervision, management, and funding for the HDTC located at Fort Lee, Virginia.

(3) Manages the DoD HMA program and coordinates its activities with OASD(SPC) and the Joint Staff.

(4) Manages, in coordination with relevant DOS offices, foreign military financing programs supporting HMA efforts and specified Nonproliferation, Antiterrorism, Demining and Related Programs (NADR) accounts.

(5) Assists the Joint Staff, Military Departments, CCMDs, PNs, and other organizations in planning, establishing, and executing mine action programs.

(6) Coordinates with DOS on security assistance policy, budget planning, and execution issues for mine action activities.

(7) Coordinates CF/SOF HMA training and other events supporting the DoD's HMA program with HDTC.

(8) Sells defense articles and services through the foreign military sales program to PNs for support of mine action programs.

c. Joint Staff. The Joint Staff Directorate for Operations, J-3 is the office of primary responsibility for HMA activities. This organization:

(1) Coordinates requested HMA operations and force allocation with CCDRs through the emergent GFM process.

(2) Ensures that plans developed by CCDRs include, at a minimum, the number of training deployments anticipated for each mine-affected country in the area of responsibility and time phasing and milestones for each operation. Likewise, J-3 ensures that plans include any subsequent training missions or assessments required and other factors (including projected resource requirements) needed to plan for and execute the proposed mission.

(3) Assists in the formulation of policies for HMA training within the DoD in coordination with the OASD(SPC).

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

d. Geographic Combatant Commands

(1) Plan, coordinate, and oversee HMA training in the areas of operational mission planning, organization, and execution of HMA activities in accordance with GCC HMA or Theater Security Cooperation Programs, as applicable.

(2) Plan, manage, and conduct HMA program development visits (PDVs), other requirements determination site surveys as required, and training operations within each GCC's respective area of responsibility.

(3) Prioritize theater HMA program recommendations through the Joint Staff to the Office of the Secretary of Defense and the PCC subgroup.

(4) Execute DoD-funded HMA training programs with PNs.

(5) Coordinate U.S. participation in specified multilateral HMA training/operations such as those sponsored by the Organization of American States.

e. Military Departments and U.S. Special Operations Command

(1) The Secretaries of the Military Departments or Commander, USSOCOM may carry out humanitarian and civic assistance activities in conjunction with authorized military operations of the armed forces in a country if coordination to conduct such operations is done with Assistant Secretary of Defense for Special Operations/Low-Intensity Conflict (ASD SO/LIC), DSCA, and the Joint Staff. Humanitarian and civic assistance activities in conjunction with authorized military operations of the armed forces in a country also may be carried out if the Secretary or Commander concerned determines that the activities will promote:

(a) The security interests of both the United States and the country in which the activities are to be carried out.

(b) The specific operational readiness skills of the members of the armed forces who participate in the activities.

(2) Conventional forces and SOF personnel will conduct mine action training in the areas of operational mission planning, organization, and execution of demining training. Training will include leadership; communications, emergency medical techniques, methods of instruction for

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

cadre personnel, land navigation, safety, basic demolitions, and techniques to locate, identify, and destroy land mines and other ERW in accordance with the United Nations International Standards for Mine Action.

(3) CF and SOF support personnel will identify and coordinate all administrative and logistical requirements for the conduct of HMA training with PN forces. When required, logistics liaison personnel will organize and facilitate all logistical support in order to enable HMA training. These liaison personnel will not be embedded within the U.S. Embassy. HMA liaison personnel will only deploy as part of an HMA training mission.

(4) Military information support operations (MISO) and civil affairs operations specific tasking.

(a) Psychological operations personnel will support mine risk education training programs that assist PN governments, international organizations, and nongovernmental organizations (NGOs) in educating the local population on the hazards of land mines and other ERW. MISO must not operate for private commercial gain, and will not promote or endorse the financial interests of commercial or related non-governmental entities. Reference d and preapproved MISO program, "Foreign Humanitarian Assistance (FHA) Operations," provide CCDRs with the policy guidance and authority to conduct MISO in support of FHA operations under short-notice scenarios. MISO may use all current and emergent static or interactive means of communication, distribution, and message delivery to promote threat identification, avoidance, and reporting. Also, see reference c for policy guidance on MISO.

(b) Civil Affairs personnel will institute training programs that help the PN establish a national mine action management organization to build its management, administration, logistics, equipment maintenance, communications and information management capabilities. Civil Affairs personnel are instrumental in establishing the PN national mine action authority and coordinating support with international NGOs.

f. The Humanitarian Demining Training Center. The HDTC provides specialized assessments and instruction to PNs on international best practices for PSSM of conventional ammunition. When coordinated, HDTC will:

(1) Execute DoD-funded HMA training in support of CCMDs.

(2) Provide lesson guides and subject matter expertise on PSSM and ordnance identification for PNs.

UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

(3) Coordinate logistics support between contractors and CCMDs for supplies, equipment, and services to support mine action operations.

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

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UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

ENCLOSURE B

HUMANITARIAN MINE ACTION PROGRAM PROCESS

1. Background. Explosive remnants of war result in thousands of casualties each year and pose an enduring threat to indigenous populations in countries exposed to ERW. The costs of victim care and assistance greatly exceed the costs required to clear ERW, which also impede efforts to restore societies subjected to war and other conflict. They threaten lives, jeopardize social reintegration, retard economic reconstruction and recovery, and undermine prosperity. Overall, ERW present challenges and complications to regional stability and security. Building the PN's ability to conduct humanitarian demining and PSSM protects its civilian populace from risks associated with explosive hazards.

2. Humanitarian Mine Action Program Process. Any country experiencing the adverse effects of ERW may request U.S. assistance. The country formally must request help from the DOS through the U.S. Embassy. The Country Team provides a copy of the request to the GCC. Department of State brings the request to the interagency PCC Subgroup on Humanitarian Mine Action (PCCSG/HMA) chaired by the National Security Council (NSC). The PCCSG/HMA determines if assistance is warranted. DSCA (program directorate) manages, coordinates, and monitors execution of the DoD HMA training operations and related program activities. DSCA assists the CJCS, GCCs, PNs, and other organizations in planning, establishing, and executing mine action programs. DSCA reviews budget proposals for all demining-related activities in coordination with OASD(SPC) (reference d). See also Figure B-1, "Humanitarian Mine Action Process Flowchart."

3. Policy Coordination Committee Subgroup

a. General. On 13 September 1993, the NSC directed DOS to establish an interagency working group (IWG) on land mines and demining. Implementation of this directive resulted in the establishment of core concepts for the USG HMA program. In October 1997, the White House expanded USG international coordination and contributions for HMA. In January 2001, the White House directed the NSC to abolish existing IWGs and to create a different structure of geographical and functional PCCs. As a result, the previously established IWG on land mines and demining ended and a PCC on DOS Bureau of POL/MIL Weapons Removal and Abatement, OASD(SPC), Chief EOD and HMA, and DSCA was established.

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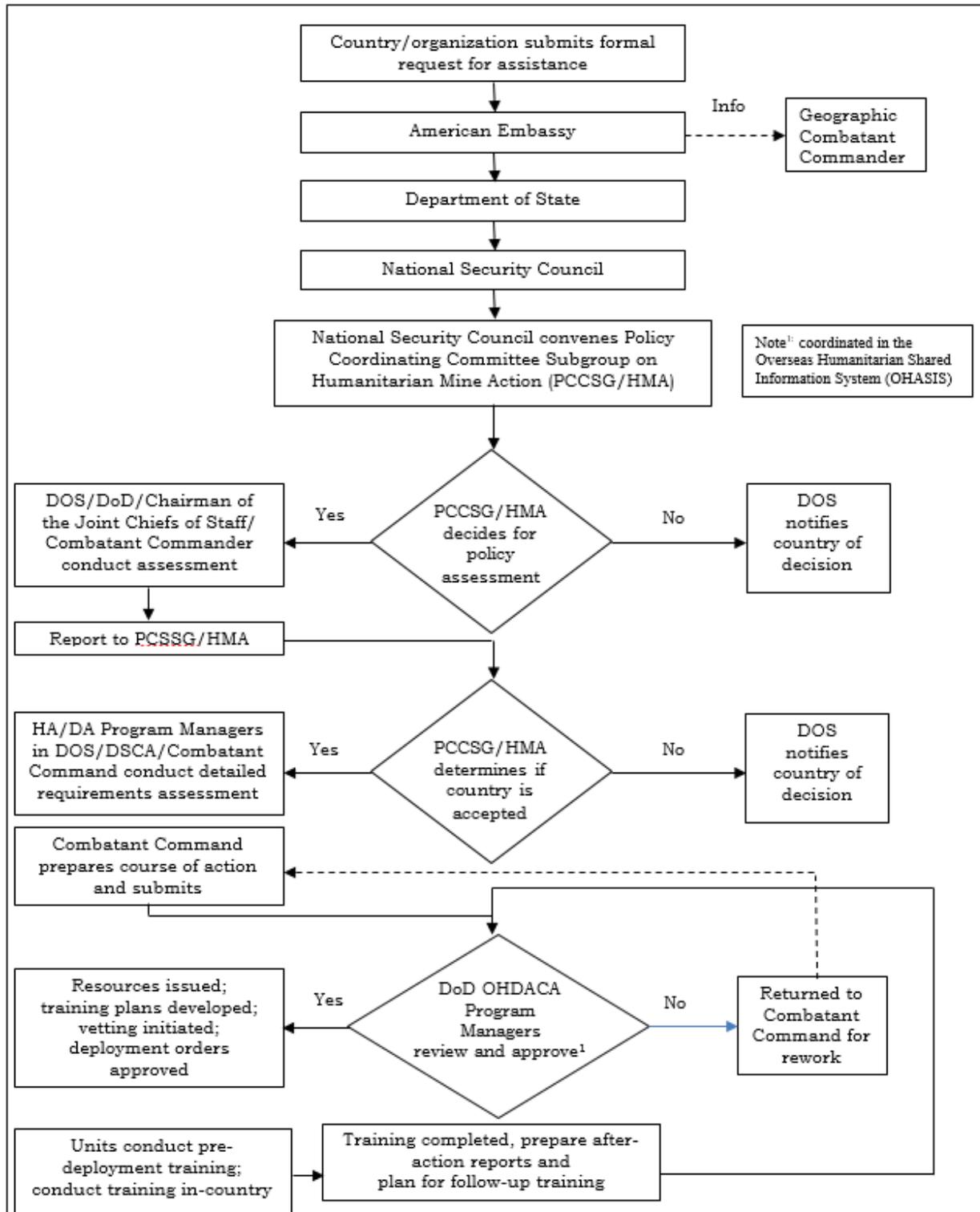


Figure B-1. Humanitarian Mine Action Process Flowchart

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

b. Membership. The following USG agencies participate in the PCC subgroup:

- (1) National Security Council (oversight).
- (2) Department of State (Co-Chair).
- (3) Department of Defense (Co-Chair).
- (4) U.S. Agency for International Development (USAID).
- (5) Central Intelligence Agency.

c. Objectives. The PCC subgroup is the executive coordinating body for all USG HMA efforts. Its objectives are as follows:

- (1) Approve, implement, and provide oversight of the interagency strategic process for HMA.
- (2) Induct new programs into the USG HMA network based upon recommendations resulting from the policy assessment visits.
- (3) Determine the form of USG mine action assistance for new programs.
- (4) Conduct HMA technology development activities.
- (5) Coordinate and integrate, where appropriate, USG mine action programs with those of other donors.

d. Roles and Responsibilities. The PCCSG/HMA has no permanent staff or separate funding. It meets quarterly or more often if required. Each representative on the PCC subgroup is responsible for coordinating and reporting the representative's agency or office position, including dissenting views, on all mine action-related subjects for discussion at the PCC subgroup meetings. The principal departments and agencies represented on the PCC subgroup have their own legislative and funding authorities. The USG interagency program process for HMA (reference d) describes differing roles and responsibilities for project nomination in addition to specific program activities and restrictions.

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

e. CCMDs and U.S. Country Teams monitor and oversee the ongoing HMA program activities and end-state effort. Activities will be coordinated with other USG agencies (and NGOs, as appropriate) with distinct responsibilities and clear transition points included in the overall HMA plan. Such HMA plans must be thorough, tied to discernible milestones, reflect current policy, and include a clearly defined end state for DoD participation.

f. Deployments and supporting activities, including contracts and purchases, must be planned and phased from the inception of a new PN program through the assessment, training, and development phase, and finally through the sustainment phase, if required. The DoD end state is reached when CCMD determines that the PN has successfully created its own indigenous capability and can conduct demining operations without needing any additional training provided by U.S. Forces and/or the Department of Defense relinquishes HMA responsibilities to DOS.

g. Planning covers all elements of DoD HMA participation in the PN for a two-year period. Developing a sustainable indigenous capability may require numerous training iterations and several years before achieving a modicum of success. DoD HMA plans are the responsibility of the CCDRs and are to be updated annually in coordination with the PN, country team, and DOS, as applicable. Plans will include budgetary information as well as measures of effectiveness for each program.

4. Restrictions

a. DoD HMA activities are funded from the OHDACA appropriation. The CCMDs may purchase limited demining equipment and supplies necessary for the trainer program and transfer the equipment to the PN or designated agent upon completion of the DoD training program. An annual “cap” on the level of transfer to the PN will be provided to each CCMD by DSCA on fund authorization documents. The CCMD must report equipment transfers during the fiscal year to DSCA.

b. The Joint Staff and CCMDs will ensure that only military or civilian USG personnel participate in teams conducting pre-mission planning. Contractor personnel, whose sponsoring company may subsequently profit from requirements analysis, are not authorized to participate in the assessment process unless the Director, DSCA, with concurrence from ASD(SPC), approves such participation.

c. Reference a provides three major restrictions on the HMA program:

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

(1) Members of the Armed Forces may not engage in the physical detection, lifting, or destroying of land mines, or stockpiled conventional munitions, or other ERW, unless it is done for the concurrent purpose of supporting a U.S. military operation. These restrictions also apply to DoD civilians participating in the HMA training program.

(2) No member of the Armed Forces, while providing HMA training, may provide such assistance as part of a military operation that does not involve the Armed Forces. For the purpose of this publication, this shall mean no member of the U.S. Armed Forces may provide HMA training/assistance as part of a foreign military operation that does not involve the U.S. Armed Forces.

(3) The cost of equipment, services, or supplies that are to be transferred or otherwise furnished to PNs, worldwide, is limited to \$15 million per fiscal year, program-wide (reference a).

d. The Leahy Amendment, an annual requirement in each Defense Appropriations Act, prohibits DoD-funded training support to any program, including HMA activities, for any foreign country's security forces if the Department of Defense receives credible information from DOS that the unit receiving training has committed a gross violation of human rights unless all necessary corrective steps have been taken.

5. Other Planning Guidance. U.S. Forces will not degrade their operational capabilities by providing equipment exceeding what was programmed to remain with the PN. The DoD authorizes and encourages activities that enhance mission accomplishment and U.S. military personnel training and readiness. These include the following:

a. Deployment of U.S. troops including temporary duty, transportation, and subsistence. Additionally, support expenses such as costs of contracts for food preparation, drivers, interpreters, and purchase of supplies and equipment needed to conduct training activities can be funded.

b. Purchase of equipment and supplies to allow deployed U.S. Forces to improve their specific operational skills in HMA, training, and mine risk education capabilities. Equipment provided will be compatible with that which U.S. Forces currently use. The Director, DSCA may approve exceptions with the concurrence of the Joint Staff. Equipment returning with redeployed teams may be used for other training events that increase skill sets/METLs of U.S. Forces that may be deployed on subsequent HMA training activities.

UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

c. CCDRs are responsible for management and control of equipment and supplies to be transferred to PNs. Their HMA program managers are authorized to authenticate letters of transfer specifying remaining materiel to be retained by the PN. The letter will be furnished to the U.S. Embassy HMA point of contact for administrative processing and acceptance of the materiel by PN representatives. A list of transferred nonexpendable equipment will be provided to the applicable DOS POL/MIL weapons removal and abatement program manager for continuing inventories to ensure no misuse occurs. Issues pertaining to transferring equipment to PNs will be worked through DSCA.

d. Contracting for services that cannot be accomplished by U.S. Forces but would improve the ability of participating U.S. military to conduct HMA operations will be reflected in the budget estimate for the country program. These activities may include the following:

(1) Collection and analysis of demographic factors such as knowledge of land mine threat, rates of land mine casualties, and economic impact. This is important for education and technical assistance with respect to detecting and clearing land mines.

(2) Measures of effectiveness analysis, including assessing the threat and examining the success of the program as it relates to the PN's ability to assimilate training and apply that training to achieve goals leading to establishing an indigenous, self-sustaining mine action program.

(3) Contracted services to support HMA operations and planning, including budgeting and logistics assistance.

(4) Contracting for medical evacuation support for demining training and operations.

e. Purchase of non-lethal land mine clearing equipment and supplies to be transferred to the PN to support PN ability to conduct and sustain HMA operations, include:

(1) Hand-held and small, mobile mine detection equipment.

(2) PN global navigation satellite systems.

(3) Training support equipment to enhance the PN self-training capacity.

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

- (4) Basic life support and mine protection equipment.
- (5) Basic office supplies and equipment.
- (6) Production equipment for mine awareness products.
- (7) Nonlethal, individual or small-team mine destruction and neutralization equipment, and supplies including new technologies developed for mine detection, destruction, or neutralization.
- (8) Individual deminer field and survival equipment.
- (9) Basic computer systems to manage data.
- (10) Basic communications equipment to enhance demining operations, such as short- or long-range units for command and control.
- (11) Basic medical supplies and equipment.
- (12) Basic demolitions to support training operations.

f. GCCs should plan for including SOF Reserve Component (RC) units and personnel in their respective HMA programs during the annual GFM conference.

g. Public affairs support is encouraged since HMA activities are excellent opportunities to publicize the DoD's role in assisting PNs to rid themselves of ERW contamination. Additionally, publicizing accomplishments to the PN population can improve DoD visibility by conveying that the USG is concerned about the well-being of the PN population, show that the PN government is capable and willing to provide essential services to its population, and demonstrate that the PN government has the ability to forge strategic partnerships in the interests of security and stability in the PN or region.

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

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UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

APPENDIX A TO ENCLOSURE B

HUMANITARIAN MINE ACTION PRE-DEPLOYMENT AND DEPLOYMENT REQUIREMENTS

1. General. J-3 validates requests for forces (RFFs) in accordance with the current GFM Allocation Business Rules as contained in Section III of the Global Force Management Implementation Guidance. J-35 maintains the GFM Allocation Business Rules on the Joint Operations Directorate GFM Web portal at <<https://intelshare.intelink.sgov.gov/sites/js-j-35/JOD-GFM/SitePages/JOD%20GFM.aspx>>.

2. Requests for Assistance/Support/or Forces. A request for assistance (RFA) is drafted by other departments or agencies not within the DoD to request specific support from the DoD. A request for support is drafted by CCMDs to request temporary support between them. An RFF is required for all DoD-funded training events not approved in the GFM Allocation Plan (GFMAP), for which a CCDR requests allocating capabilities outside the theater. Executive secretaries submit RFAs to each other for appropriate action. The CCDR will submit RFFs to the Joint Staff in accordance with the GFM Allocation Business Rules.

a. DoD-funded training includes counterdrug training and HMA deployments as well as any training activities conducted under the CCDR Initiative Fund and Cooperative Threat Reduction Program.

b. Training does not include the following:

(1) Exercises. Incidental training is permitted as part of an exercise, including familiarization, safety, and interoperability training with a force when necessary for the exercise.

(2) Individual and collective interface activities, e.g., individual or subject-matter expert exchanges, military-to-military contacts, seminars and conferences, partnership, and other small unit exchanges. The primary focus of these activities is interoperability or mutually beneficial exchanges and not training of foreign security forces.

(3) Bona fide familiarization, orientation visits, PDVs, or any subsequent assessment visits that the CCDRS determine to be necessary.

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

3. Human Rights Verification

a. Human rights verification (HRV) shall be accomplished in accordance with established DOS procedures. Contact the U.S. embassy in the home country of the individual or unit to be trained for the most current vetting procedures. GCC representatives should work through the respective Defense Attaché at the embassy or contact the geographical bureau regional office if they have difficulty establishing post points of contact. Human rights verification is required only for training of PN security forces and not civilian personnel.

b. CCDR HMA monthly notification messages will include the following human rights certification statement from DOS via the U.S. Embassy in the PN where training is to be conducted: “The DOS possesses no credible information of gross violations of human rights by the (name of designated unit), or a member of that unit, as of this date.” (This is referred to as the DOS human rights clearance message.) The notification will be returned without action if this statement (or approved modification) and message references are not included.

c. The following procedures will ensure that all DoD-funded training is provided only to units and/or individuals of a foreign security force that have been reviewed and approved:

(1) Funded Training. Ensures that all DoD-funded training is provided only to foreign units and/or individuals reviewed and approved under the HRV process. A GCC representative will conduct a final check of all participating units and/or individuals prior to training. If possible, avoid assigning members of the DoD training element as the final checker. The check will be based on the final DOS human rights clearance message (units and/or listed individuals) as described below. In the after-action report (AAR), indicate that the final check was completed. If uncleared units and/or individuals uncleared by name show up for training, report such incidents to the embassy point of contact.

(2) Units. Prior to commencement of training, a GCC representative will check that DOS has reviewed and cleared each unit or partial unit to be trained and that all individuals to receive training are assigned to the unit(s). The check may be accomplished by verbally confirming that trainees are from the approved unit(s) using the DOS message: individual roster verification is not required. As a general rule, DOS asks posts to consider the lowest organizational element of a security force capable of exercising command discipline over its members when determining the appropriate level for HRV.

Appendix A
Enclosure B

B-A-2

UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

(3) Individual Training. Prior to the start of training, a GCC representative will check that the individuals to be trained are those whom DOS has reviewed and cleared. The check of individuals may be accomplished by roll call using the DOS message.

4. GFM Changes. Subject to the requirements stated in the current fiscal year GFMAP, CCDRs may make minor changes to previously approved deployments. SecDef approval is required for changes to a SecDef Orders Book when:

a. Changes in deployment or redeployment dates greater than 10 days occur; however, any exception to the 365-day boots-on-the-ground or RC mobilization policy require SecDef approval.

b. The number of deploying U.S. SOF participants increases by more than 100.

c. The change would cause an approved mission to exceed authorities delegated to the supported CCDR.

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

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B-A-4

UNCLASSIFIED

Appendix A
Enclosure B

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

APPENDIX B TO ENCLOSURE B

FUNDING OF HUMANITARIAN MINE ACTION MISSIONS

1. Congress. Funding for mine action is appropriated to the DoD, DOS, and USAID. Eight legislative committees listed below oversee HMA activities.

a. For the DoD:

- (1) House Appropriations Subcommittee on Defense.
- (2) House Armed Services Committee.
- (3) Senate Appropriations Subcommittee on Defense.
- (4) Senate Armed Services Committee.

b. For the DOS:

- (1) House Appropriations Subcommittee on Foreign Operations, Export Financing and Related Programs.
- (2) House International Relations Committee.
- (3) Senate Appropriations Subcommittee on Foreign Operations.
- (4) Senate Foreign Relations Committee.

c. Each appropriation used to support U.S. HMA efforts has unique authorities on the use, transfer, and period of availability. These authorities may change yearly, and specific congressional guidance for expenditures in any country is common.

2. Department of Defense

a. ASD(SPC) provides policy guidance to DSCA. DSCA plans, programs, and budgets DoD funds through the DoD planning, programming, budgeting, and execution process. After appropriation, OHDACA budget authority is allocated to the CCDRs to execute HMA projects in accordance with approved plans.

b. ASD(SPC) is also responsible for the research and development (R&D) program. The R&D funds are provided to develop and demonstrate

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

technologies, techniques, and equipment that make demining operations safer, more cost effective, and more efficient. Efforts concentrate on commercial off-the-shelf individual deminer personal protection, land mine detection and clearance, and mine risk education training technologies that can be rapidly prototyped and shared with the international community.

3. Department of State

a. DOS funds HMA assistance from the foreign operations appropriations account for NADR programs. The NADR funding provides demining support to foreign countries through in-kind contributions, contractor support, and nongovernmental and international organizations. DOS also may provide funds for HMA activities from other foreign operations accounts.

b. DOS develops the foreign operations budget with input from DoD, USAID, and other agencies and organizations (such as the PCCSG/HMA) during the budget process. The Secretary of State's (SecState's) budget proposal is presented to the Office of Management and Budget (OMB). After OMB review, DOS prepares the Congressional Budget Justification on Foreign Operations. DOS, DoD, and USAID officials may present congressional testimony in defense of the President's foreign operations request.

c. The OMB apportions NADR funds annually to DOS after Congress appropriates them. The NADR funds are allocated in accordance with DOS country plans coordinated with host nation (HN) governments, the U.S. Embassy, and other HMA stakeholders. Any NADR demining funds may remain in the country's respective account for up to six years from the time that the money is obligated until it is disbursed.

d. USAID is funded through the foreign operations appropriations. This funding supports programs developed in accordance with the strategic objectives of the USAID mission and the agency goals of encouraging broad-based economic growth, protecting the environment, stabilizing world population growth, protecting human health, and building democracy. The agency's focus is on development involving helping people to help themselves and HA. The USAID provides holistic support to mine survivors and their families through the Leahy War Victims Fund.

e. Demining equipment available to USAID and DOS and used in support of the clearance of ERW for humanitarian purposes may be disposed on a grant basis in foreign countries, subject to such terms and conditions as the SecState may prescribe.

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

ENCLOSURE C

REQUIRED REPORTS

1. To ascertain the information necessary to monitor HMA program progress and activities, each CCDR's office of primary responsibility for HMA activities will submit the following reports to DSCA.

a. Annual Congressional Report. Submit HMA activities to the Senate Armed Services Committee, the Senate Foreign Relations Committee, the House Armed Services Committee, and the House Foreign Affairs Committee not later than 1 March each year. Provide the annual GCC roll-up report to DSCA not later than 30 November of each year to support DSCA compilation of this report. The report will include a list of countries in which HMA projects and/or activities occurred during the preceding fiscal year and the type, description, and funding expended for each activity. The format is provided at Appendix A.

b. After-Action Reports. Submit AARs for completed HMA missions in accordance with instructions in the mission. CCMD HMA program managers will ensure the completed AAR is submitted into the Overseas Humanitarian Assistance Shared Information System within 30 days of mission completion.

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

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UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

APPENDIX A TO ENCLOSURE C

DEPARTMENT OF DEFENSE FISCAL YEAR REPORT ON HUMANITARIAN MINE ACTION

1. CCMD HMA program managers will forward input for the annual DoD Fiscal Year Report on HMA to the DSCA Program Manager not later than 30 November each year for the preceding FY. The DSCA Program Manager will provide a formatted word document for data entry not later than 1 August each year.

2. Pursuant to reference a, the following information is required for the annual report to Congress:

a. List of countries in which humanitarian demining assistance or stockpiled conventional munitions assistance was carried out during the preceding year.

b. Type and description of humanitarian demining assistance carried out in each country during the preceding fiscal year and whether such assistance was related primarily to humanitarian demining efforts or stockpiled conventional munitions assistance.

c. List of countries in which HMA assistance or stockpiled conventional munitions assistance could not be carried out during the preceding fiscal year due to insufficient numbers of DoD personnel to perform such activities.

d. The amount expended in carrying out such assistance in each country during the preceding fiscal year, broken out by total cost of supplies, equipment, and services (SE&S). Total cost is the sum of U.S. Forces' travel expenses and SE&S expenditures.

3. A brief narrative for each country describing the number of missions conducted, type of assistance delivered, objectives met, type and number of trainers, and type and number of HN personnel trained.

4. Sample Report

a. In accordance with reference a, paragraph (c)(3), the total amount of DoD-provided SE&S for HMA for all countries in a given fiscal year may not exceed \$15 million. During FY XXXX, DoD provided a total of XXXX of SE&S for HMA for all recipient countries. DoD's total HMA cost for FY XXXX equals

Appendix A
Enclosure C

C-A-1

UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

XXXX. DoD’s total HMA cost includes other types of costs besides SE&S such as the travel expenses for DoD personnel providing HMA activities and training.

PARTNER NATION	SE&S Cost (\$000)	TRAVEL COST (\$000)	TOTAL COST (\$000)	TYPE HMA ACTIVITY¹	Primary Effort²
Albania	500	50	550	1, 2, 5, 6	S
Cambodia	500	50	550	2,3	H
Country Totals	500	50	550		
Humanitarian Demining Training Center (HDTC)	500	50	550		
Total	2,000	200	2,200		

Note 1: Humanitarian mine action is comprised of six complementary types or activities or “pillars”:

- (1) infrastructure development for PN mine action agencies.
 - (2) ERW and landmine education and risk reduction.
 - (3) demining survey/marking/mapping, landmine and unexploded ordnance disposal training, and quality assurance/control.
 - (4) training demining personnel on mine casualty care.
 - (5) stockpiled conventional munitions assessments and training.
 - (6) program and assessment visits to monitor and improve the effectiveness of all aspects of the first five pillars.
- Activities strive to meet and sustain increased levels of international standards, helping to protect civilian populations and to save lives.

Note 2: Use “H” if the primary effort was related to humanitarian demining assistance or use “S” if the primary effort was related to stockpiled conventional munitions assistance.

b. There were no countries in FY XXXX for which HMA assistance was not provided because of an insufficient number of DoD personnel.

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

ENCLOSURE D

PART I—REFERENCES

- a. Title 10, U.S. Code, section 407, “Humanitarian Demining Assistance and Stockpiled Conventional Munitions Assistance; Authority; Limitations”
- b. DSCA E-SAMM and Policy Memoranda Distribution Portal, “Security Assistance Management Manual,” <<https://samm.dsca.mil>> (NIPRNET-accessed: 18 March 2022)
- c. DoDI 3607.02, Military Information Support Operations (MISO), 13 June 2016
- d. CJCSI 3110.05 Series, “Military Information Support Operations Supplement to the Joint Strategic Capabilities Plan”
- e. CJCSM 3130.06 Series, “Global Force Management Allocation Policies and Procedures,” overall classified SECRET and resides on SIPRNET
- f. Joint Publication 3-29, “Foreign Humanitarian Assistance,” 14 May 2019
- g. Title 10, U.S. Code, section 153, “Chairman: functions”

UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

PART II—RELATED

1. U.S. Department of State: Key Topics – Office of Weapons Removal and Abatement <<https://www.state.gov/key-topics-office-of-weapons-removal-and-abatement/>>(NIPRNET-accessed: 7 June 2022)
2. Humanitarian Demining Training Center (HDTC) Web site, Ft. Lee, VA, <<https://home.army.mil/lee/index.php/units-tenants/humanitarian-demining-training-center>>(NIPRNET-accessed: 7 June 2022)
3. James Madison University, Center for International Stabilization and Recovery, <<https://www.jmu.edu/cisr/index.shtml>>(NIPRNET-accessed: 7 June 2022)

UNCLASSIFIED

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

GLOSSARY

Unless otherwise stated, the terms and definitions contained in this glossary are for the purposes of this instruction only.

PART I—ABBREVIATIONS AND ACRONYMS

AAR	after-action report
ASD(SPC)	Assistant Secretary of Defense (Strategy, Plans and Capabilities)
CA	civil affairs
CCDR	Combatant Commander
CCMD	Combatant Command
CF	conventional forces
CJCS	Chairman of the Joint Chiefs of Staff
CJCSI	Chairman of the Joint Chiefs of Staff Instruction
DEPORD	deployment order
DoD	Department of Defense
DOS	Department of State
DSCA	Defense Security Cooperation Agency (formerly Defense Security Assistance Agency)
EO	explosive ordnance
EOD	explosive ordnance disposal
ERW	explosive remnants of war
FY	fiscal year
GCC	Geographic Combatant Commander
GENADMIN	general administration (message)
GFMAP	GFM Allocation Plan
GFMIG	Global Force Management Implementation Guidance
GFM	Global Force Management
HA	humanitarian assistance
HDTC	Humanitarian Demining Training Center
HMA	humanitarian mine action
HN	host nation
HRV	human rights verification
IWG	interagency working group

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

MAC	mine action center
METL	mission-essential task list
MISO	military information support operations
MRE	mine risk education
NADR	Nonproliferation, Antiterrorism, Demining and Related Programs
NGO	nongovernmental organization
NSC	National Security Council
OASD(SPC)	Office of the Assistant Secretary of Defense (Strategy, Plans and Capabilities)
OHASIS	Overseas Humanitarian Assistance Shared Information System
OHDACA	Overseas Humanitarian, Disaster, and Civic Aid
OMB	Office of Management and Budget
PCC	Policy Coordination Committee
PCCSG/HMA	PCC Subgroup on Humanitarian Mine Action
PDV	program development visit
PN	partner nation
PSSM	physical security and stockpile management
POL/MIL	Bureau of Political/Military Affairs
R&D	research and development
RC	Reserve Component
RFF	request for forces
RFA	request for assistance
SC	security cooperation
SecDef	Secretary of Defense
SE&S	supplies, equipment, and services
SOF	special operations forces
U.S.	United States
USAID	United States Agency for International Development
U.S.C.	United States Code
USD(P)	Under Secretary of Defense for Policy
USG	U.S. Government
USSOCOM	U.S. Special Operations Command
UXO	unexploded explosive ordnance

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

PART II—DEFINITIONS

Combatant Commander. A commander of one of the unified or specified combatant commands established by the President.

Countermine operations. Tactical focus on enhancing force maneuverability and mobility, where minefields are rapidly detected in all possible conditions and where breaching provides for rapid mine clearance through selected areas without the need for finding individual mines.

Country team. The senior in-country United States coordinating and supervising body, headed by the chief of the United States diplomatic mission and composed of the senior member of each represented United States department or agency, as desired by the chief of the United States diplomatic mission. Also called CT. (Source: JP 3-07.4.)

Demining operations. Any activity or operation related to humanitarian mine action and executed in support of a national headquarters or the National Demining Office.

Detection. In tactical operations, the perception of an object of possible military interest, but unconfirmed by recognition.

DoD-funded training. Instruction of foreign security force personnel with the specific purpose of improving the capabilities of foreign security forces.

Explosive ordnance. All munitions and improvised or clandestine explosive devices, containing explosives, propellants, nuclear fission or fusion materials, and biological and chemical agents. (Source: JP 3-42.)

Explosive ordnance disposal. The detection, identification, on-site evaluation, rendering safe, exploitation, recovery, and final disposal of explosive ordnance. Also called EOD. (Source: JP 3-42.)

Explosive ordnance disposal procedures. Any particular course or mode of action taken by qualified explosive ordnance disposal personnel to detect and/or locate, access, identify, diagnose, render safe or neutralize, recover, exploit, and dispose of explosive ordnance or any hazardous material associated with an explosive ordnance disposal incident. (Source: JP 3-42)

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

Explosive ordnance disposal unit. Personnel with special training and equipment who render explosive ordnance safe, make intelligence reports on such ordnance, and supervise the safe removal thereof. (Source: JP 3-42)

Explosive remnants of war. Includes unexploded ordnance and abandoned explosive ordnance.

Humanitarian mine action. Activities that strive to reduce the social, economic, and environmental impact of land mines, unexploded ordnance, and small arms ammunition. Also called HMA. (Source: JP 3-15)

Interagency. Of or pertaining to USG agencies and departments, including the Department of Defense. See also interagency coordination. (Source: JP 3-08)

Land mine. Explosive charge placed under, on, or near the ground or other surface area and designed to be exploded by the presence, proximity, or contact of a person or vehicle (Convention on Conventional Weapons, Amended Protocol II, 3 May 1996).

Mine action. All aspects at a national program level that address the mine problem in a country.

Mine action center. Usually refers to a facility containing personnel who coordinate and assist the national mine action activities in a country. Also called MAC.

Mine risk education training. A program that assists PN governments, international organizations, and NGOs to train local populations to deal with land mines until the mines can be permanently removed. It encompasses mine awareness training, multimedia presentations, posters, and children's programs and includes actions to take when ERW are found with the intent to modify behavior patterns to reduce casualties.

Mine clearance training. Instruction for PN personnel (and NGOs) to train PN military or government groups in basic techniques for locating, identifying, and destroying land mines and unexploded ordnance and other ERW within a mined area.

Minefield survey. A detailed report that gathers, evaluates, analyzes, and makes available information on the mine and unexploded ordnance (or ERW) threat to assist in planning demining projects.

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

Nonproliferation, Antiterrorism, Demining, and Related Programs. Account of the Department of State's foreign operations budget (Function 150). Also called NADR.

Nongovernmental organization. Transnational organizations of private citizens that maintain a consultative status with the Economic and Social Council of the United Nations. NGOs may be professional associations, foundations, multinational businesses, or simply groups with a common interest in humanitarian assistance activities (development and relief). Also called NGO.

Public affairs. Communication activities with external and internal audiences. Also called PA. (Source JP 3-61)

Policy Coordination Committee on Democracy, Human Rights, and International Operations Subgroup on Humanitarian Mine Action. Replaced Humanitarian Demining Interagency Working Group in 2001.

Special operations forces. Active and Reserve Component forces of the Military Services designated by the Secretary of Defense and specifically organized, trained, and equipped to conduct and support special operations. Also called SOF.

Stockpiled conventional munitions assistance. Training and support in the disposal, demilitarization, physical security, and stockpile management of potentially dangerous stockpiles of explosive ordnance. Includes activities related to the furnishing of education, training, and technical assistance with respect to explosive safety; the detection and clearance of land mines and other ERW; and the disposal, demilitarization, physical security, and stockpile management of potentially dangerous stockpiles of explosive ordnance.

Survivors' assistance. Any activity associated with restoring survivors of ERW incidents to a productive life and livelihood, such as return and/or resettlement of refugees, medical rehabilitation of individuals, and training or retraining in civilian pursuits made necessary because of ERW effects.

Train-the-trainer methodology. A concept for training instructors who then train other personnel in learned techniques.

Unexploded explosive ordnance. Explosive ordnance, primed, fused, armed, or otherwise prepared for action, that has been fired, dropped, launched, projected, or placed in such a manner as to constitute a hazard to operations, installations, personnel, or material and remains unexploded either through

UNCLASSIFIED

CJCSI 3207.01D
15 June 2022

malfunction or design, or for any other cause. Also called UXO. (Source: JP 3-42)

USAID Mission Directors. Personnel responsible for USAID programs, including dollar and local currency loans, grants, and technical assistance.