



# Department of Defense INSTRUCTION

**NUMBER 3305.10**

July 3, 2013

Incorporating Change 2, Effective September 25, 2020

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USD(I&S)

**SUBJECT:** Geospatial-Intelligence (GEOINT) Training

**References:** See Enclosure 1

1. **PURPOSE.** This Instruction:

a. Reissues DoD Instruction 3305.10 (Reference (a)) to establish policy and standards, assign responsibilities, and provide procedures for the conduct of GEOINT training in accordance with the authority in DoD Directive 5105.60, DoD Directive 5143.01, and DoD Instruction 3115.11 (References (b), (c), and (d)).

b. Designates the National Geospatial-Intelligence College (NGC) as the GEOINT training and educational institution of the National Geospatial-Intelligence Agency (NGA).

c. Establishes the Community Geospatial-Intelligence Training Council (CGTC) as an advisory body on GEOINT training.

2. **APPLICABILITY.** This Instruction applies to OSD, the Military Departments (including the Coast Guard at all times, including when it is a Service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff (CJCS) and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizations entities within the DoD (hereinafter referred to collectively as the “DoD Components”).

3. **DEFINITIONS.** See Glossary.

4. **POLICY.** It is DoD policy that the DoD shall provide GEOINT training, which shall:

a. Be technically sound and conform to DoD GEOINT training standards.

b. Support DoD missions.

c. Be adequately resourced to support GEOINT mission requirements in accordance with approved budgets.

d. Incorporate appropriate policy and procedures for collection, retention, and dissemination of GEOINT derived domestic and U.S. person information and imagery in compliance with DoD 5240.1-R (Reference (e)), DoD Manual 5240.01 (Reference (f)), and DoD Directive 5148.13 (Reference (g)), to include current NGA regulatory guidance on development, submission, processing, and approval of the Proper Use Memorandum and the Domestic Imagery Request.

5. RESPONSIBILITIES. See Enclosure 2.

6. PROCEDURES. See Enclosure 3.

7. INFORMATION COLLECTION REQUIREMENTS. The USD(I&S) Annual Report of Intelligence and Security Training, Education, and Certification, referred to in paragraph 2.c.(6) of Enclosure 3 of this Instruction, has been assigned report control symbol DD-INT(A)2252 in accordance with the procedures in Volume 1 of DoD Manual 8910.01 (Reference (h)). The expiration date of this information collection is listed in the DoD Information Collections System at <https://eitsdext.osd.mil/sites/dodiic/Pages/default.aspx>.

8. RELEASABILITY. **Cleared for public release.** This Instruction is available on the Directives Division Website at <https://www.esd.whs.mil/DD/>.

9. SUMMARY OF CHANGE 2. This administrative change updates:

a. The title of the Under Secretary of Defense for Intelligence to the Under Secretary of Defense for Intelligence and Security in accordance with Public Law 116-92 (Reference (i)).

b. Administrative changes in accordance with current standards of the Office of the Chief Management Officer of the Department of Defense.

10. EFFECTIVE DATE. This Instruction is effective July 3, 2013.



Michael G. Vickers  
Under Secretary of Defense for Intelligence

Enclosures

1. References
2. Responsibilities
3. GEOINT-Related Training and CGTC Matters

Glossary

ENCLOSURE 1

REFERENCES

- (a) DoD Instruction 3305.10, “DoD Geospatial Intelligence (GEOINT) Training,” December 22, 2006 (hereby cancelled)
- (b) DoD Directive 5105.60, “National Geospatial-Intelligence Agency (NGA),” July 29, 2009
- (c) DoD Directive 5143.01, “Under Secretary of Defense for Intelligence and Security (USD(I&S)),” October 24, 2014, as amended
- (d) DoD Instruction 3115.11, “DoD Intelligence Human Capital Management Operations,” January 22, 2009, as amended
- (e) DoD 5240.1-R, “Procedures Governing the Activities of DoD Intelligence Components that Affect United States Persons,” December 1982, as amended
- (f) DoD Manual 5240.01, “Procedures Governing the Conduct of DoD Intelligence Activities,” August 8, 2016
- (g) DoD Directive 5148.13, “Intelligence Oversight,” April 26, 2017
- (h) DoD Manual 8910.01, Volume 1, “DoD Information Collections Manual: Procedures for DoD Internal Information Collections,” June 30, 2014, as amended
- (i) Public Law 116-92, “National Defense Authorization Act for Fiscal Year 2020,” December 20, 2019

ENCLOSURE 2

RESPONSIBILITIES

1. UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE AND SECURITY (USD(I&S)). The USD(I&S), in accordance with Reference (c), shall:

a. Establish policy and provide guidance and oversight for GEOINT training to the DoD Intelligence Components and assign DoD GEOINT training responsibilities as necessary in accordance with Reference (d).

b. Review DoD GEOINT training programs and provide recommendations to the Heads of the DoD Components.

c. Promulgate GEOINT training guidance through appropriate issuances or memorandums to ensure that GEOINT training issues are addressed while the program and budget are built and during the development of supplemental resource requests. Review resource requests from Director, NGA, and provide any additional guidance as needed.

d. Receive and evaluate recommendations from the CGTC on policies, standards, responsibilities, or related GEOINT matters for use in appropriate policy, oversight, and guidance.

2. DIRECTOR, NGA. The Director, NGA, under the authority, direction, and control of the USD(I&S), shall:

a. Issue guidance and prescribe standards for GEOINT training.

b. Submit GEOINT training resource requirements to the USD(I&S) for inclusion in the various defense planning documents for the Planning, Programming, Budgeting, and Execution System. Provide guidance recommendations to the DoD Components during the preparations of their budget submissions.

c. Oversee the Director, NGC, as the principal executive for GEOINT-related training matters and as the chair of the CGTC, as described in Enclosure 3.

d. Coordinate with the USD(I&S) and Military Services to determine Component-specific requirements and limitations on training and certifications based on unique mission areas.

3. SECRETARIES OF THE MILITARY DEPARTMENTS AND COMMANDANT OF THE U.S. COAST GUARD. The Secretaries of the Military Departments and the Commandant of the U.S. Coast Guard shall:

- a. Program, plan, and budget for GEOINT training using USD(I&S) guidance and Director, NGA guidance recommendations, as appropriate.
- b. Assemble, maintain, and forward to the USD(I&S) a record of all GEOINT training requirements and programs under their purview.
- c. Develop opportunities to support effective collaboration and sharing of GEOINT training materials and associated software among the DoD Components and for the development of releasable content for Commonwealth partners, as appropriate.
- d. Provide GEOINT training for their respective forces, civilians, and U.S. Commonwealth partners in support of multi-national operations.
- e. Provide inter-DoD Component GEOINT training to support enterprise solutions for GEOINT training requirements.
- f. Periodically review and analyze DoD Component-specific GEOINT training curriculums and the relevancy of content for sharing with other Components. Determine potential for training consolidation.
- g. Appoint a representative to the CGTC.
- h. Identify emerging GEOINT training requirements to NGA and the CGTC for review and enterprise solution assessment.
- i. Provide input to NGA and the CGTC annual report outlining GEOINT training requirements, existing programs, and recommendations for future GEOINT training.
- j. Implement policies, procedures, programs, and requirements as specified in this Instruction.

ENCLOSURE 3

GEOINT-RELATED TRAINING AND CGTC MATTERS

1. GEOINT-RELATED TRAINING. As the NGA's principal executive for GEOINT training, the Director, NGC, shall:

a. Establish:

(1) Standards for training aligned to GEOINT tradecraft competencies.

(2) Programs and courses for imagery analysts, geospatial analysts, cartographers, and personnel performing imagery tasking, in coordination and collaboration with DoD Components.

(3) Standards for geospatial information collection.

(4) Standards for GEOINT and geospatial information processing, exploitation, and dissemination functions.

(5) Standards for GEOINT-training related functional management.

(6) Standards for related fields as prescribed by Reference (c), as appropriate.

b. Advocate, through the DoD Intelligence resource framework, GEOINT training resource allocation to support GEOINT mission that broadens and deepens analytic expertise.

c. In cooperation with the Secretaries of the Military Departments, Combatant Commands, and the Commandant of the U.S. Coast Guard, establish objectives, types, and sources, of training to include reciprocal agreements, to satisfy enterprise requirements for GEOINT training.

d. Monitor and evaluate the performance of GEOINT curriculums within the DoD Components.

e. Identify new GEOINT training requirements and major changes to joint GEOINT training programs. Advise the USD(I&S) on recommended adjustments to assignments of DoD GEOINT training responsibilities, as necessary.

f. Maintain and operate the NGC to provide the Department of Defense, the Intelligence Community, and other federal agencies with GEOINT training.

g. Provide for effective collaboration and sharing of training materials and associated software among the DoD Components.

h. Establish and maintain American Council on Education academic accreditation for NGC courses, as appropriate.

## 2. CGTC MATTERS

### a. The CGTC will:

- (1) Meet at least annually to provide a forum for GEOINT training collaboration in areas such as:
  - (a) Policy.
  - (b) Standards.
  - (c) Responsibilities.
  - (d) Emerging GEOINT training requirements.
  - (e) Other related topics, as appropriate.
- (2) Provide recommendations to the USD(I&S) on GEOINT matters discussed.

b. CGTC members will be from the DoD Components with GEOINT responsibilities and others, as determined by the chair, including but not limited to. the National System for Geospatial-Intelligence and the Allied System for Geospatial-Intelligence.

### c. As chair of the CGTC, the Director, NGC, shall:

- (1) Hold a meeting of the CGTC at least annually.
- (2) Provide a CGTC staff and coordinate the efforts of the CGTC.
- (3) Develop CGTC-coordinated recommendations.
- (4) Conduct periodic collaborative training site visits to DoD Components to:
  - (a) Assess the GEOINT enterprise training environment.
  - (b) Develop a summary of the status of GEOINT training.
  - (c) Research potential improvements to the GEOINT training framework.
- (5) Recommend realignment of GEOINT training responsibilities to improve access to GEOINT training, which may consolidate redundant activities.
- (6) Prepare an annual CGTC activities report for inclusion in the USD(I&S) Annual Report of Intelligence and Security Training, Education, and Certification. The report shall include a review and assessment of GEOINT enterprise training curriculums with enhancement recommendations from CGTC outcomes and current year assessment visits.



GLOSSARY

PART I. ABBREVIATIONS AND ACRONYMS

CGTC	Community Geospatial-Intelligence Training Council
GEOINT	geospatial intelligence
NGA	National Geospatial-Intelligence Agency
NGC	National Geospatial-Intelligence College
USD(I&S)	Under Secretary of Defense for Intelligence and Security

PART II. DEFINITIONS

GEOINT training. Training involving the exploitation and analysis of imagery, imagery intelligence, and geospatial information to describe, assess, and visually depict physical features and geographically referenced activities on the earth.

Commonwealth partners. The United Kingdom, Australia, Canada, and New Zealand.