

~~TOP SECRET~~

Satellite Operations Section,  
Deputy for Satellite Operations  
~~(S)~~ NRO Staff  
NCOIC: SMSgt Delmar Hansen  
Backup: TSgt Swanson  
TSgt Quinton  
TSgt Parker  
SSgt Buzinski  
SSgt Gavich

Duty Subjects:

Responsible to Deputy for Satellite Operations for providing operational support services to project officers on all ~~(TS)~~ NRP satellite operations responsibilities assigned.

Action Items:

**GENERAL:** Will support each project officer in pre- and post-launch functions. These include assisting project officers in programming, plotting ground track of all ~~(S)~~ NRO Satellites and maintaining the current status of missions in progress. Prepare and display briefing materials in support of all ~~(TS)~~ NRP satellite operations. Maintains history of past mission effectiveness.

SPECIFIC:

- a. Provide for manning of satellite operations center at all times photo missions are in progress and such times during SIGINT operations as the project OIC may deem necessary.
- b. Monitors re-entry of satellite vehicles and maintains on-duty watch during periods of predicted uncontrolled re-entry. Plots predicted impact points.
- c. Assists all project officers in pre-mission programming of photo and SIGINT missions.
- d. Determines accuracy of printed ephemerides based on known criteria and plots all mission traces.

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BYEMAN  
System

e. Maintains a flow chart of mission take from photographic missions from recovery to the processing facility and delivery of priority one take to SPECTRE.

f. Responsible for proper distribution of message traffic to appropriate sections.

g. Schedules use of SOE briefing room and Satellite Operations Section personnel working periods.

h. Aids in preparation of SOC briefings.

i. Responsible for operation and maintenance of Data Plotter.

j. Maintains current file of available ephemerides, past mission data and mission history logs.

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