

**Amended Appendix to the Exchange of Notes Verbales of 29 June 2001 concerning Article 72 of the NATO SOFA SA
Analytical Support Services**

I. Planner: Develops operational plans and concepts. Designs data collection requirements to support operational planning. Provides advice and recommendations to high level officials regarding operational plans and concepts. **REQUIREMENTS:** Bachelor's degree and 10 years of directly related military experience; OR 15 years of directly related military experience.

Position Title		Position Description	Cross-Reference
Military Planner	1	Develops, reviews and revises plans. Performs one or more of the following or related activities: 1) Develops war plans and contingency operations plans for one or more functional areas. 2) Provides guidance and technical assistance in the development of plans and orders to support real world contingencies and military training exercises. 3) Plans, reviews, coordinates, evaluates, and integrates actions required to support current and future operational missions. 4) Assesses operational readiness and determines capability of units, commanders and staff elements; develops, reviews and revises military training plans and standards.	a, b, c, d, e

II. Analyst: Analyzes plans, data, intelligence information, or systems. Develops estimates and makes recommendations for deficiencies. Integrates information from a variety of sources into various systems; ensures proper systems interfaces. Collects data for analysis. Develops products resulting from analysis. **REQUIREMENTS:** Master's degree in a related field and 3 years of specialized experience; OR Bachelor's degree in a related field and 6 years of specialized experience; OR 10 years of specialized experience.

Position Title		Position Description	Cross-Reference
Process Analyst	1	Analyzes and reengineers processes. Performs one or more of the following or related activities: 1) Analyzes and reengineers mission processes by applying business process reengineering principles. 2) Proposes and assists in the implementation of change initiatives. 3) Supports participation in related studies. 4) Develops tools and information systems as required to support management processes.	a, t
Intelligence Analyst	2	Analyzes and integrates intelligence data, plans, or systems. Performs one or more of the following or related activities: 1) Analyzes, reviews and integrates intelligence data from a variety of sources. 2) Operates intelligence systems and intelligence analysis systems. 3) Provides analysis of threat and makes recommendations to support military training, doctrine development, and/or real world conflict scenarios. 4) Designs, develops, engineers and implements intelligence, surveillance, and reconnaissance (ISR) systems; analyzes intelligence practices, systems, programs and proposals to make appropriate recommendations. 5) Develops and coordinates intelligence plans and requirements.	b, c, d, e, f, g, j, k, l, p, q, r
Force Protection Analyst	3	Analyzes and defines systems requirements. Performs one or more of the following or related activities: 1) Analyzes and evaluates major antiterrorism/force protection program and user requirements; 2) defines systems objectives and prepares system design specifications; 3) identifies alternative approaches and selects appropriate methodologies based on strategic doctrinal and policy guidance.	h
Military Analyst	4	Researches and analyzes. Performs one or more of the following or related activities: 1) Performs analysis, develops plans, and facilitates implementation. 2) Analyzes and develops concepts for strategic deployment; operational and logistics issues; organizational structure and equipment and modernization of forces/ exercises and training; and computer, communication, command, and control, intelligence, surveillance, and reconnaissance (C4ISR).	i

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Simulation Analyst	5	Analyzes and designs military simulations. Performs one or more of the following or related activities: 1) Analyzes unit training requirements and designs computer simulation exercises to accomplish them. 2) Analyzes unit performance during computer simulation exercises. 3) Prepares exercise scenarios, war plans, and orders to support exercises. 4) Tests and evaluates computer simulation databases and ensures that simulations are accurately portraying military operations.	o, p
Functional Analyst	6	Researches and analyzes. Performs one or more of the following or related activities: 1) Researches and analyzes plans, concepts, organizations, and requirements in one or more battlefield operating systems (logistics, command and control, etc.). 2) Evaluates current interoperability and effectiveness, and provides recommendations to improve future operations. 3) Evaluates training requirements and develops training programs to ensure military training will support current and future operations.	m, n, u, v
Scientist	7	Analyzes. Performs one or more of the following or related activities: 1) Plans and conducts field experiments. 2) Performs complex data analysis and prepares a variety of technical reports and briefings, including procedures and plans. 3) Develops methods for acquiring, analyzing, and processing technical data.	s

III. Advisor: Provides program liaison among US and international force leaders. Based on military expertise, provides advice and recommendations to highest level commanders. Conducts after-action reviews and develops lessons learned.

Position Title		Position Description	Cross-Reference
Political Military Advisor/Facilitator	1	Advices. Performs one or more of the following or related activities: 1) Documents and analyses leadership of former and current commanding generals focuses on actions to support peace operations. 2) Systematically records insights, operational concepts, problem identification and solutions, etc., of the leadership in lessons learned format. 3) Provides professional military strategy advice and assistance in support of the most senior command leadership to maximize effectiveness. REQUIREMENTS: Bachelor's degree; 20-years military experience, at least 10 of which are as an officer	a, b
Arms Control Advisor	2	Advices. Performs one or more of the following or related activities: 1) Provides expert technical arms control support in the arms control planning area. 2) Ensures command compliance with international arms control treaty obligations. 3) Assesses and minimizes impact of arms control issues that affect operations and supports commander's focus areas of engagement and readiness. 4) Supports Mission Essential Tasks of fostering joint NATO and coalition teamwork promoting regional stability and providing trained and ready forces. 5) Provides expert advice in the following arms control areas: plans, policies, and doctrine; counter-proliferation doctrine; training; equipment research and development and procurement. 6) Assists in developing arms control plans and reviews existing plans for compliance with treaties. 7) Develops operations orders and plans to support arms control exercises and training. 8) Prepares sites for treaty inspection. 9) Responds to arms control tasks. REQUIREMENTS: Specialized military training on arms control and/or weapons of mass destruction; 5 years specialized US military experience	c

IV. Trainer: Trains the forces in specialized areas. **REQUIREMENTS:** Master's degree in a related field and 3 years specialized experience; OR Bachelor's degree in a related field and 6 years specialized experience; OR 10 years of specialized experience.

Position Title		Position Description	Cross-Reference
Training Specialist	1	Trains the forces. Performs one or more of the following or related tasks: 1) Works closely with the forces to provide tailored information to enhance combat effectiveness. 2) Provides sophisticated military skills and knowledge in combination with other technical skills to ensure that optimized war and contingency plans are developed. 3) Develops training plans and/or trains US forces in one or more functional areas, or in general combat skills. 4) Evaluates trainees and training plans to ensure training objectives are met.	a

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V. Manager: Performs non-administrative managerial and supervisory duties and supports all work efforts for performance of contract involving use of accredited analytical support services contractors. **REQUIREMENTS:** Must meet minimum requirements for the predominant Analytical Support position under their supervision.

Position Title		Position Description	Cross-Reference
Program/Project Manager	1	Manages/supervises. Performs non-administrative managerial and supervisory duties and supports all work efforts for performance of contract involving use of accredited analytical support services contractors.	a