BY ORDER OF THE
SECRETARY OF THE AIR FORCE

AIR FORCE INSTRUCTION 33-127

1 MAY 1998

Communications and Information

ELECTRONIC MESSAGING REGISTRATION
AND AUTHORITY

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This Air Force instruction (AFI) implements Air Force Policy Directive (AFPD) 33-1, *Command, Control, Communications, and Computer (C4) Systems*, and prescribes electronic messaging registration and authority. It identifies a hierarchical structure of responsibilities for supporting United States Air Force (USAF) electronic messaging registration. It applies to all Air Force military and civilian personnel and contractors who use a Department of Defense (DoD) electronic message system or use, operate, or manage Air Force communications and information systems. It implements the "Defense Message System (DMS) Required Operational Messaging Characteristics," 23 April 1992; and the "DMS Target Architecture and Implementation Strategy," April 1993. Use this AFI with Air Force Manual (AFMAN) 33-128, *Electronic Messaging Registration.* Refer recommended changes and conflicts between this and other instructions to Headquarters Air Force Communications Agency (HQ AFCA/XPXP), 203 West Losey Street, Room 1060, Scott AFB IL 62225-5233, using AF Form 847, **Recommendation for Change of Publication**, with an information copy to HQ USAF/SCXX, 1250 Air Force Pentagon, Washington DC 20330-1250. See **Attachment 1** for a listing of References And Other Supporting Information.

SUMMARY OF REVISIONS

Changed title of paragraph 3 from "Responsibilities" to "Roles and Responsibilities" and reaccomplished Headquarters Standard Systems Group (HQ SSG) responsibilities in paragraph **3.2.**. Changed all references from "Base Network Control Center" to the "Network Control Center". Replaced "Network Information Center" with "Global Service Manager." Removed references to "Network Service Access Point" and reorganized paragraph **2.5.** to prevent confusion. A (|) preceding a paragraph indicates changes from the previous edition.

1. Introduction.

   1.1. Electronic messaging systems and their operation are critical to the Air Force mission. Current messaging systems (Automatic Digital Network and electronic mail [e-mail]) accommodate today's
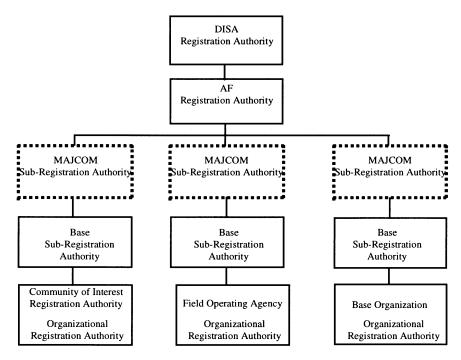
specific requirements; however, they do not position the Air Force or DoD for the future. To prepare for the future, DoD policy mandates that new systems use international standards to perform electronic messaging (X.400) and directory services (X.500). In order to utilize the new messaging systems, the Air Force must register unique messaging objects (for example: names, addresses, security information, and routing information).

1.2. This instruction establishes the structure to ensure Air Force users are properly registered utilizing the process described in AFMAN 33-128. This registration structure applies to electronic messaging systems that use the X.400 and X.500 international standards, to include the Defense Message System.

2. Registration Overview.

2.1. This instruction defines the organization to implement the Air Force registration process. **Figure 1.** shows the registration organization.

Figure 1. Hierarchy of Registration

2.2. Defense Information System Agency (DISA) Registration Authority. DISA is the designated registration authority for DoD. As such, DISA represents DoD by registering applicable objects with other levels of the Federal Government and other non-government registration authorities. In addition, DISA supports registration activities with our Allies and other interested nations. They also provide registration services, support, and guidance to the DoD services/agencies. DISA may also provide registration services for some services/agencies that do not have their own services/agencies registration authority. The DISA Global Service Manager currently performs this function with assistance from the DISA Defense Message System Program Management Office.

2.3. Air Force Registration Authority. HQ USAF/SC has delegated this responsibility to HQ SSG. The Air Force Registration Authority is the point of contact and works with DISA to provide registra-

tion assistance through the Air Force Sub-Registration Authority to Air Force electronic messaging users. HQ SSG is responsible for ensuring each Air Force entry entered in the directory follows all international standards.

2.4. Sub-Registration Authority. The Sub-Registration Authority will represent a major command (MAJCOM), field operating agency (FOA), functional program, base, or community of interest. They will also maintain liaison with the Air Force Registration Authority and subordinates involved with electronic messaging registration. MAJCOMs and bases may appoint multiple Sub-Registration Authorities at their locations, if needed. Sub-Registration Authority responsibilities may also include or overlap the responsibilities of the Organizational Registration Authority discussed below. The MAJCOM Sub-Registration Authority may locate base Sub-Registration Authorities' responsibilities in the Network Control Center.

2.5. Organizational Registration Authority. Organizational Registration Authorities are those personnel who provide direct e-mail service to their users. The main purpose of the Organizational Registration Authority is to update and verify registration requests, submit registration information, and manage the domain of address and name space as allocated by the Sub-Registration Authority. The Organizational Registration Authority may also serve as a Sub-Registration Authority. The main difference between the Organizational Registration Authority and Sub-Registration Authority is that the Organizational Registration Authority does not have directory update authority. **Table 1.** shows examples of the registration hierarchy with areas of responsibility.

Table 1. Air Force Registration Hierarchy.

Registration Area of Responsibility	Registration Level	Example of Registration Authority
DoD	DISA Registration Authority	DISA Global Service Manager and Defense Message System Program Management Office
USAF	Air Force Registration Authority	HQ SSG/DI
MAJCOM	MAJCOM Sub-Registration Authority	Headquarters Air Combat Command/SC
Organization	Sub-Registration Authority/ Organizational Registration Authority	Base Local Area Network Manager
Functional Program	Sub-Registration Authority	Air Force Personnel Center
Community of Interest	Sub-Registration Authority	Standard Base Level Computer Program Manager
Air Force Base	Base Sub-Registration Authority	1 Fighter Wing Network Control Center
Organization	Sub-Registration Authority/ Organizational Registration Authority	1 Fighter Wing/LG

3. Roles and Responsibilities.

3.1. HQ USAF/SC and Air Force Communications and Information Center:

3.1.1. Provide written notification to DISA identifying the Registration Authority for the Air Force.

3.1.2. Provide policy and direction that ensure effective and efficient management of Air Force worldwide electronic messaging registration.

3.2. HQ SSG (Defense Message System Air Force Program Management Office) the Air Force Registration Authority:

3.2.1. Reviews appointments of Sub-Registration Authorities from MAJCOMs, FOAs, functional programs, communities of interest, and bases requesting authority for registration and accepts or rejects appointment.

3.2.1.1. Notifies requesters of Sub-Registration Authority approval or provides requesters' explanation for disapproval.

3.2.1.2. Establishes and maintains a registry of all Sub-Registration Authorities.

3.2.1.3. Provides Sub-Registration Authority registry information as requested.

3.2.2. Establishes electronic messaging registration plans and procedures.

3.2.2.1. Reviews DISA registration procedures and coordinates with the DISA Registration Authority on any problems regarding the current procedures.

3.2.2.2. Documents the process and provides guidance for registering Registration Authorities, originator/recipient addresses, and Defense Message System components.

3.2.2.3. Establishes an electronic messaging review process to approve registration requests.

3.2.2.3.1. Reviews submitted requests for accuracy and acceptability.

3.2.2.3.2. Contacts requester for additional information on inaccurate and unacceptable requests.

3.2.2.3.3. Tracks status of each request.

3.2.2.3.4. Notifies requester of assignment of approved request.

3.2.3. Ensures that the directory schema and directory information tree are useable.

3.2.4. Ensures DISA and Air Force electronic messaging registration procedures are implemented.

3.2.4.1. Distributes plans/procedures and updates information to all Sub-Registration Authorities.

3.2.4.2. Accepts registration requests from the Sub-Registration Authority for Air Force-owned messaging objects for Defense Message System components.

3.2.5. Provides accessibility for management centers, the Global Service Manager, and other authorities requiring this registration information.

3.3. MAJCOM, FOA, Functional Program, Community of Interest, and Base:

3.3.1. Ensure effective and efficient management of electronic messaging registration in support of their mission.

3.3.2. Provide written notification to the Air Force Registration Authority identifying the Sub-Registration Authority.

3.4. The Sub-Registration Authority:

3.4.1. Implements Air Force and DISA electronic messaging registration process within the Sub-Registration Authorities' span of control.

3.4.1.1. Distributes messaging registration information to Organizational Registration Authorities.

3.4.1.2. Advises Organizational Registration Authorities on implementation for registration of Air Force and DISA messaging objects.

3.4.1.3. Notifies the Air Force Registration Authority of any problems regarding the current registration process.

3.4.2. Identifies electronic messaging registration requirements for approval.

3.4.3. Coordinates the transition of a non-compliant system to a compliant electronic messaging environment with the Air Force Registration Authority.

3.4.3.1. Coordinates with the base Communications Security Office's Certification Authority

to create Fortezza cards.

3.4.3.2. Completes the actions necessary to add the organization, mail list, or individual to the directory.

3.5. The Organization Registration Authority:

3.5.1. Implements Air Force and DISA electronic messaging registration procedures.

3.5.1.1. Accepts and verifies user's registration application.

3.5.1.2. Uses Air Force and DISA electronic messaging registration instructions to format registration information.

3.5.1.3. Submits registration requests to the Sub-Registration Authority.

3.5.1.4. Tracks status of each request.

3.5.2. Coordinates electronic messaging registration activity with the Sub-Registration Authority.

3.5.3. Notifies the Sub-Registration Authority of any problems regarding the current registration process.

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Director, Communications and Information

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFPD 33-1, *Command, Control, Communications, and Computer (C4) Systems*

AFMAN 33-128, *Electronic Messaging Registration*

Abbreviations and Acronyms

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

DISA—Defense Information Systems Agency

DoD—Department of Defense

E-mail—Electronic Mail

FOA—Field Operating Agency

HQ SSG—Headquarters Standard Systems Group

MAJCOM—Major Command

Terms

Electronic Messaging System—The process of electronically transporting information from a writer to one or more readers.

Individual Message—This type of message includes routine communications between individual DoD personnel within administrative channels, both internal and external to the individual organizational element. Informational messages and those requiring only a basic transport service (the electronic analogue of the telephone call) are treated as a part of this class.

Organizational Message—This type of message includes command and control traffic and messages exchanged between organizational elements. These messages require release by the sending organization and distribution determination by the receiving organization. Due to their official and sometimes critical nature, such messages impose operational requirements on the communications systems for such capabilities as non-routine precedence, guaranteed timely delivery, high availability and reliability, and a specified level or survivability.

Registered Objects—Refers to the globally unique messaging components registered with the Air Force Registration Authority or the Sub-Registration Authorities. These messaging components include directory names, electronic messaging addresses, security certificates and routing information.