SENIOR OFFICER PRESENT
PORT HUENEME-POINT MUGU-SANTA BARBARA AREA
POINT MUGU, CALIFORNIA

SOP INSTRUCTION 3820.1
3 March 1959

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From: Senior Officer Present, Port Hueneme-Point Mugu-Santa Barbara Area (Commander, Pacific Missile Range)
To: Distribution List

Subj: Sighting of suspicious looking Objects, Vessels, Submarines, or Aircraft; procedure for reporting

Ref: (a) COMELEVEN INSTRUCTION 3820.1A
(b) COMSOSECT WSF/COMELEVEN OPORD 201-58 (U)

Encl: (1) Descriptive Data Desired on Unidentified Flying Objects

1. Purpose. This instruction establishes procedures concerning the reporting of unidentified flying objects in accordance with reference (a) and vessels, submarines, or aircraft which are suspicious looking, strange appearing, or acting in an abnormal or unusual manner.

2. Action.

a. Ground Observations.

(1) Personnel sighting any object, vessel, submarine or aircraft considered to fall in the category defined in paragraph 1 above shall immediately make a contact report to the Pacific Missile Range (PMR), Range Operations Duty Officer (HU 6-1681, Extension 315). If unable to contact Range Control, the information shall be reported to the Naval Air Station, Officer-of-the-Day (NASOOD)(HU 6-1681, Extension 209 or 294).

b. Aerial Observations.

(1) Flying personnel sighting any object, vessel, submarine or aircraft considered to fall in the category defined in paragraph 1 above shall immediately make a contact report to the Naval Air Station, Point Mugu Tower. Aircraft operating in the Sea Test Range under positive control shall first attempt to make reports to ERSKINE (voice call for Pacific Missile Range, Point Mugu).

(2) Aircraft shall orbit position when making reports in order to pinpoint location through use of radar and/or VHF-UHF/DF fix.

c. The contact report will include the following information:

(1) Identification of observer.

(2) Location of observer (in aircraft or on ground) and distance from object sighted.

(3) Position of unidentified contact (i.e., latitude and longitude, geographic grid, or bearing and distance from specific point of land).

(4) Time of contact or observation.

(5) Description of contact (color, identification marks, guns, length, etc.).

(6) Estimated course and speed of contact (altitude, if and aerial object).

(7) Actions of contact (submerged, partially submerged, surfaced and periscope wake).

(8) Weather conditions (particularly visibility).

d. Upon receipt of a sighting report, Range Control will try to determine whether contact is friendly. If ERSKINE is unable to identify the contact, the OOD shall be notified. The OOD will inform the Command Duty Officer; the Staff Duty Officer (PMR); the Commander, PMR; Commander, NMC; Commanding Officer, NAS; Range Director and the NAS Operations Officer in that order. The Commanding Officer, NAS will coordinate and direct any further action deemed necessary.

e. In the event the object is an unidentified flying object, the Commanding Officer, NAS will submit a report to the Senior Officer Present, Port Hueneme-Point Mugu-Santa Barbara Area in the form of a message to be sent to the Commandant, ELEVENTH Naval District (Attention: District Intelligence Officer). Such report shall include as much of the data in enclosure (1) as is practicable.

f. In the case of a suspicious looking object, vessel, or submarine, the Command Duty Officer will follow the procedures as outlined in reference (b), a copy of which is maintained in the NAS Communications office.

g. The Chief of Naval Operations shall be an information addressee on any naval message report originated in response to this Instruction.

M. H. TUTTLE
By direction

DISTRIBUTION LIST
SOP LIST "A"
PMR LIST "C"

DESCRIPTIVE DATA DESIRED ON UNIDENTIFIED FLYING OBJECTS

1. Description of the object(s):

a. Shape.

b. Size compared to a known object (use one of the following terms: Head of a pin, pea, dime, nickel, quarter, half-dollar, silver dollar, baseball, grapefruit, or basketball) held in the hand at about arms length.

c. Color.

d. Number.

e. Formation, if more than one.

f. Any discernible features or details.

g. Tail, trail, or exhaust, including size of same compared to size of object(s).

h. Sound. If heard, describe sound.

i. Other pertinent or unusual features.

2. Description of course of object(s):

a. What first called the attention of observer(s) to the object(s)?

b. Angle of elevation and azimuth of the object(s) when first observed.

c. Angle of elevation and azimuth of object(s) upon disappearance.

d. Description of flight path and maneuvers of object(s).

e. Manner of disappearance of object(s).

f. Length of time in sight.

3. Manner of observation:

a. Use one or any combination of the following items: Ground-visual, ground-electronic, air-electronic. (If electronic, specify type of radar.)

b. Statement as to optical aids (telescopes, binoculars, and so forth) used and description thereof.

c. If the sighting is made while airborne, give type aircraft, identification number, altitude, heading, speed, and home station.

4. Time and date of sighting:

a. ZULU date-time group of sighting.

b. Light conditions (use one of the following terms): night, day, dawn, dusk.

5. Locations of observer(s). Exact latitude and longitude of each observer, or Georef position, or position with reference to a known landmark.

6. Identifying information of all observer(s):

a. Civilian - Name, age, mailing address, occupation.

b. Military - Name, grade, organization, duty, and estimate of reliability.

7. Weather and winds-aloft conditions at time and place of sightings:

a. Observer(s) account of weather conditions.

b. Report from nearest AWS or U. S. Weather Bureau Office of wind direction and velocity in degrees and knots at surface, 6,000', 10,000', 16,000', 20,000', 38,000', 50,000', and 80,000', if available.

c. Ceiling.

d. Visibility.

e. Amount of cloud cover.

f. Thunderstorms in area and quadrant in which located.

8. Any other unusual activity or condition, meteorological, astronomical, or otherwise, which might account for the sighting.

9. Interception or identification action taken (such action may be taken whenever feasible, complying with existing air defense directives).

10. Location of any air traffic in the area at time of sighting.

11. Position, title and comments of the preparing officer, including his preliminary analysis of the possible cause of the sighting(s).

12. Existence of physical evidence, such as materials and photographs.