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This volume implements AFPD 11-2, *Aircraft Rules and Procedures.* It establishes the aircrew training policy for Special Air Mission, Command Support Missions, Distinguished Visitor Guard (SAM,CSM,DVG) C-9 [DV], C-20B/E/H/K, C-32A, C-37A/B, C-40B/C/D, and VC-25) aircraft to safely and successfully accomplish their worldwide mobility mission. This volume applies to Air National Guard and the Air Force Reserve Command. Submit suggested improvements to this instruction on AF IMT 847, *Recommendation for Change of Publication*, through MAJCOM channels, to HQ AMC/A3TA, 402 Scott Dr, Unit 3A1, Scott AFB IL 62225-5302.

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(932AW) This instruction implements Air Force Policy Directive (AFPD) 11-2 , *Aircraft Rules and Procedures*, and AFPD 11-4, *Aviation Service*. This supplement extends the guidance of Air Force Instruction (AFI) 11-2VIPV1, *Special Air Mission- Command Support Missions-Distinguished Visitor Guard (SAM-CSM-DVG) Aircrew Training*. It establishes the aircrew training policy for SAM-CSM-DVG aircraft (C-9 [DV], C-20B/C/H, C-32, C-37A, C-40B/C, and VC-25) to safely and successfully accomplish their worldwide mobility mission. It applies to all 932 AW and 54 Airlift Squadron aircrews. This publication requires the collection and or maintenance of information protected by the Privacy Act (PA) of 1974. The authorities to collect and or maintain the records prescribed in this publication are Title 10, *United States Code*, Chapter 857 and Executive Order 9397, *Numbering System for Federal Accounts Relating to Individual Persons*, 30 Nov 1943. Forms affected by the PA have an Appropriate PA statement. The Privacy Act System Number F011 AF XO A, Aviation Resource Management System (ARMS) covers required information. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the Air Force Information Management Tool (AF IMT) 847, *Recommendation for Change of Publication*; route AF IMT 847s from the field through the appropriate functional chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at **https://afrims.amc.af.mil**/.

SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed. Major changes include: Revised AFI name. **Chapter 1**: Ground, Initial, Continuation and Requalification Training Requirements, and corrects errors discovered with the basic publication. Web links are updated where needed. Changes include AFI naming change to AFI 11-2VIP Volume 1. Change made to simplify AFI naming and to standardize this volume with naming changes adopted in the Volume 2 and Volume 3. Changes include a clarification that when conflict is identified for an ancillary training requirement, comply with source document that establishes the training requirement (1.1.2.). Changes include a revision to the due date to submit the planning Form 9

and contract training requirements (1.4.3.4., and 1.4.5.1.). Waiver authority for minimum flying hour requirements for entry into formal upgrade courses (1.5.3.). Added waiver processing Table 1.1. Revised training on operational missions guidance (1.6.2.). Expanded training time ends definition (1.7.3.). **Chapter 2:** Revised Table 2.1., Initial Qualification Ground Training requirements. Re-qualification guidance added (2.8.). **Chapter 3:** Revised Table 3.1., Mission Qualification Ground Training Requirements. **Chapter 4:** Note on NMR crewmembers added (4.3.2.1.). Revised policy on crediting continuation training simulator events (4.4.2.). Revised Table 4.1., Ground Continuation Training Requirements. Clarified flight surgeon continuation training requirements (4.6.3.). Removed all ancillary training events not flying related. Revised Table 4.2., 4.3., 4.4., 4.5., and 4.6., Semiannual Continuation Training Flying Requirements. Added guidance on regaining currency (4.8.1.2.). Added requirements before PCS or TDY (4.10.). **Chapter 5:** Added Mobility Pilot Development guidance (5.2.). Added Table 5.2. Mobility Pilot Designation Codes. Added description of the Global Ready Aircraft Commander Course (5.6.). Added Tactics training guidance (5.7.) **Chapter 6:** Clarified scheduling process (6.9.). Clarified scheduling responsibilities (6.10.2. and 6.10.5.). **Chapter 7:** Expanded ARMS identification codes and descriptions in **Chapter** 7. Attachments**:** Added guidance on forms overprinting (A2.1.7.).

Chapter 1—GENERAL **8**

1.1. Training Objective. 8

1.2. Key Words Explained. 8

1.3. Administration. 8

1.4. Responsibilities. 9

1.5. Waiver Authority. 14

Figure 1.1. Sample Waiver Request Format. 16

Table 1.1. Processing Waivers to AFI 11-2VIP VOLUME1(MAJCOM or higher approval). 16

Table 1.1. (932AW) Written Notification and Waivers Routing (Website Not Available). ... 17

1.6. Use of Training Flying Hours. 17

1.7. In-Unit Training Time Limitations. 18

Table 1.2. Training Time Limitations. 18

1.8. Training Documentation. 19

1.9. Flight Examiner Usage. 19

1.10. Instructor Training and Supervision Requirements. 19

1.11. Distribution. 20

1.12. Transfer of Aircrews. 20

1.13. Aircrew Training While DNIF and Alert. 20

1.14. Aircrew Rated Management Overview. 20

1.15. Information Management. 20

1.16. Failure to Progress or Complete Training. 20
1.17. Career Enlisted Aviators (CEA). 21
1.18. Aircrew Training Quota Management. 21

Chapter 2—INITIAL QUALIFICATION TRAINING 23

2.1. General Requirements. 23
2.2. Initial Qualification Training Prerequisites. 23
2.3. Ground Training Requirements. 23
Table 2.1. Initial Qualification Ground Training Requirements. 23
2.4. Flying Training Requirements. 25
2.5. Conversion/Difference Qualification Training Requirements. 25
2.6. Multiple Qualifications. 26
2.7. Senior Officer Qualification Training Requirements. 26
2.8. Re-qualification Training (RQT). 27

Chapter 3—MISSION QUALIFICATION AND CERTIFICATION TRAINING 28

3.1. Description. 28
3.2. Time Periods for Mission Certification Training. 28
3.3. Ground Training Requirements. 28
Table 3.1. Mission Qualification/Certification Ground Training Requirements. 28
3.4. Flying Training Requirements. 29
3.5. Theater Indoctrination (TI). 30
3.5. (932AW) Theater Indoctrination (M060). 30
3.6. Category II/III ILS and EVS Training. 30
3.6. (932AW) Category II/III Instrument Landing System (ILS) Training. 30
3.7. Category II/III ILS Training Certification. 31
3.8. Aircraft Defensive Systems. 31
3.8. (932AW) Aircraft Defensive Systems. 31

Chapter 4—CONTINUATION TRAINING 33

4.1. Description. 33
4.2. Aircrew Status. 33
4.3. Flying Training Levels (FTL). 34
4.4. Training Events/Tables. 34
4.4. (932AW) Training Events/Tables. 35

	4.5.	Ground Continuation Training Requirements.	35
Table	4.1.	Aircrew Ground Continuation Training and Aircrew Specific Mobility Requirements.	36
	4.6.	Flight Surgeon Continuation Flying Requirements.	38
	4.7.	Flying Continuation Training Requirements.	39
Table	4.2.	Continuation Flying Requirements (P).	39
Table	4.3.	Flight Engineer Semiannual Continuation Flying Requirements.	42
Table	4.4.	Semiannual Continuation Flying Requirements (CSO).	42
Table	4.5.	Semiannual Continuation Flying Requirements (FA).	42
Table	4.6.	Semiannual Continuation Flying Requirements (N).	43
	4.8.	Ancillary Training.	43
	4.9.	Proration of Training.	43
Table	4.7.	Individual Availability.	44
	4.10.	Failure to Complete Training Requirements.	44
	4.11.	Requirements Before PCS or TDY by Rated Members on Active Flying Status.	45
	4.12.	Requirements Before Removal from Active Flying Status.	45
	4.13.	Requirements While in Inactive Flying Status.	45
	4.14.	Retraining.	45
	4.15.	Aircrew Flying in Non-US Air Force Aircraft and with Non-US Air Force Units.	45
	4.16.	Training Period.	46
Chapter 5—UPGRADE TRAINING			**47**
	5.1.	Description.	47
Table	5.1.	Upgrade Prerequisite Summary (Pilot).	47
	5.2.	Mobility Pilot Development (MPD).	48
Table	5.2.	Mobility Pilot Designation Codes.	49
	5.3.	Aircraft Commander (MP).	50
	5.4.	Aircrew Instructor Program.	50
	5.5.	Flight Examiner Upgrade.	51
	5.6.	Upgrade Prerequisite Summary (Pilot & All other crew Positions).	52
Table	5.3.	Upgrade Prerequisite Summary (All Other Positions).	52
	5.7.	Special Qualifications and Certifications.	53
	5.7.	(932AW) Special Qualifications and Certifications.	53
Chapter 6—AIRCREW TRAINING SYSTEM (ATS)			**55**
	6.1.	Description.	55

6.2. Applicability. 55
6.3. Dedicated Training Time. 55
6.4. Course Prerequisites. 55
6.5. Lesson Objectives. 55
6.6. COURSE CRITIQUE. 56
6.7. Unsatisfactory Student Progress. 56
6.8. Courseware Changes. 56
6.9. Scheduling. 56
6.10. Responsibilities. 57
6.11. Aircraft Flights for Contract Training Instructors. 59

Chapter 7—ARMS IDENTIFIERS AND COURSE DESCRIPTIONS 60

7.1. Description. 60
Table 7.1. ARMS Identifiers. 60
7.2. Academic (A) Identifiers. 60
7.3. USAF-Specified (“AA”) Events. 61
7.4. Airdrop (“AD”) Events. 61
7.5. Airland Training Events. 61
7.6. Navigation & Individual Proficiency (“B”) Training Events. 61
7.7. Miscellaneous (C, E, & FE). 61
7.8. Formation Departure & Recovery. 62
7.9. Ground (“G”) Training Identifiers. 62
7.9. (932AW) Ground (“G”) Training Identifiers. 70
7.10. Aircrew Flight (LL) Training Identifiers. 71
7.11. Mission Specific (M) Identifiers. 73
7.12. NVG. 75
7.13. Proficiency (P) Identifiers. 75
7.14. Qualification and Certification (Q) Identifiers. 79
7.15. Tactics Approached and Departures. 80
7.16. SKE. 80
7.17. Survival. 80
7.18. Global ready Aircraft Commander (GRAC). 83
7.19. Visual Low Level. 83
7.20. Visual Threat Recognition & Avoidance. 83

7.21. NVG. 83
7.22. Unit Defined (X) Identifiers. 83
7.22. (932AW) Unit Defined (X) Identifiers. 83
7.23. Forms Adopted. 83
7.23. (932AW) Forms Adopted. 84

ATTACHMENT 1—GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION 85

Attachment 2—AIRCREW TRAINING DOCUMENTATION 97

Chapter 1

GENERAL

1.1. Training Objective. This instruction applies to all Air Force Major Commands (MAJCOMS), Air Force Reserve Command (AFRC), and Air National Guard (ANG) SAM-CSM-DVG, C-9 [DV], C-20B/E/H, C-32, C-37A/B, C-40B/C, and VC-25) crewmembers according to AFI 11-202, Volume 1, Aircrew Training.

1.1.1. The overall objective of the training program is to develop and maintain a high state of mission readiness for immediate and effective employment in exercises, peacekeeping operations, contingencies, and war; and to provide safe, comfortable, and reliable air travel for national and world leaders.

1.1.2. The secondary objective is to standardize USAF Active Duty, Air Force Reserve Command and Air National Guard training requirements into a single document to meet requirements for a basic document in AFPD 11-2.

1.1.3. Throughout this document we refer to training requirements controlled by other AFIs and provide guidance derived from those AFIs. The controlling AFI may be updated after the publication of this document, so it is necessary to refer to the source document AFI for current guidance. If a conflict is identified for an ancillary training requirement, comply with source document that establishes the training requirement.

1.2. Key Words Explained.

1.2.1. Will" and "shall" indicate a mandatory requirement.

1.2.2. "Should" is normally used to indicate a preferred, but not mandatory, method of accomplishment.

1.2.3. "May" indicates an acceptable or suggested means of accomplishment.

1.2.4. "Note" indicates operating procedures, techniques, etc., which are considered essential to emphasize.

1.3. Administration.

1.3.1. Recommendation for Change. Submit suggested improvements to this instruction on AF Form 847, Recommendation for Change of Publication, through MAJCOM channels to HQ AMC/A3T according to AFI 11-215, *Flight Manual Program (FMP)*. Send proposals for amending existing course prerequisites or recommendations to change or delete obsolete courseware through the appropriate MAJCOM training staff to the OPR. The OPR address is HQ AMC/A3T, 402 Scott Drive, Unit 3A1, Scott AFB, IL, 62225-5302.

1.3.1. **(932AW)** Recommendations for change. Requested changes should be submitted to 932d Operations Support Flight/Operations Support Training (OSF/OST) (229-7105), or can be emailed to the OST organizational mailbox at **932OSFOST@amc.af.mil.** Approved changes will be incorporated into each change or new publications release.

1.3.2. Supplements. This AFI is a basic directive. Each MAJCOM or operational theater may supplement this AFI. MAJCOM supplements may be more, but not less restrictive than this instruction. MAJCOM may set training requirements lower than specified in this

instruction when the statement "or as specified in MAJCOM supplement" is indicated as applicable to that item or event. MAJCOM supplements must be approved by HQ AMC/A3T and HQ USAF/A3OT IAW AFPD 11-2, *Aircraft Rules and Procedures*, and AFI 11-202 Volume 1, before publication. Send one copy to HQ AMC/A3T and one copy to HQ USAF/A3OT (after publication).

1.3.3. Local Training Guidance. Units may supplement this instruction and will submit an info copy to the parent MAJCOM OPR after approval by the OG/CC (OG/CC).

1.3.3. **(932AW)** Local Training Programs. The goal of this supplement is to standardize various procedures and practices for accomplishing training within the 932 Operations Group (OG), incorporate various training policies into a single document, and clarify guidance in the source AFIs so the squadron training can manage their training programs more effectively. This supplement documents numerous responsibilities of the unit aircrew training offices, 73d Airlift Squadron Director of Training (73 AS DOT) and 54 AS DOT, to implement the training policies for the 932 OG.

1.4. Responsibilities. AFI 11-202Volume 1 outlines responsibilities for aircrew training.

1.4.1. Lead Command. Air Mobility Command (AMC) is designated lead command for SAM-CSM-DVG aircraft according to AFPD 10-9, *Lead Operating Command Weapon System Management*, AFPD 11-2, *Aircraft Rules and Procedures*, and AFPD 10-21, *Air Mobility Lead Command Roles and Responsibilities.* The lead command is responsible for establishing and standardizing aircrew flying training requirements in coordination with user commands. HQ AMC/A3 delegates HQ AMC/A3T the authority to manage all training course requirements, training tasks, and Aircrew Training System (ATS) in **Chapter 6**. HQ AMC/A3T is the OPR for this AFI. The Air National Guard is considered a MAJCOM for purposes of this instruction.

1.4.1.1. Courses. HQ AMC/A3T, in coordination with other MAJCOMs, approves initial qualification training, mission qualification training, and continuation training, and locally taught upgrade courses. Send proposals for amending existing course prerequisites or deleting obsolete courses through the appropriate headquarters for approval.

1.4.1.2. Realistic Training Review Board (RTRB). HQ AMC/A3T will host a RTRB biennially, or more frequently as required. AFI 11-202 Volume 1 contains additional information. The RTRB reviews all training programs for currency, applicability, compliance, and effectiveness. Attendees should include training representatives from the VIPSAM community including: HQ AMC/A3T/A3V/A3D, USAF Expeditionary Center, AETC, AFRC, ANG, PACAF, USAFE, NAF, standardization offices, and selected unit training representatives.

1.4.2. User Commands.

1.4.2.1. Student Management. MAJCOM training staff will manage student training requirements according to the individual training contract requirements and paragraph 1.14.

1.4.3. Recall Procedures. Formal requests to recall students from a formal school will be sent from the student's SQ/CC to OG/CC, to MAJCOM A3TA (or equivalent) and the

MAJCOM Contracting Officer for approval and coordination with the training contractor. Emergency recall during non-duty hours may be coordinated directly with applicable training contractor, with follow up coordination with AMC/A3TA and MAJCOM Contracting Officer on the next duty day.

1.4.4. Wing Commander. WG/CC will ensure unit/local level agencies and facilities support aircrew ground training programs. Host and/or co-located units will develop local agreements to consolidate aircrew training support base-wide.

1.4.5. Operations/Airlift Group.

1.4.5.1. The OG/CC (or equivalent) will convene a Training Review Panel (TRP) to be chaired by the OG/CC or a designated representative. Panel members should include representatives from squadron training, tactics, operations, safety and other areas as determined by the commander, e.g. ATS contractors, Host Aviation Resource Management (HARM) and Squadron Resource Management (SARM). 201 AS/CC is OG/CC equivalent for this instruction. AG/CC is interchangeable with OG/CC, except where specified.

1.4.5.1. **(932AW)** Training Review Panel (TRP). The 932d Operations Group Commander (OG/CC) (via 932 OSF/OST Chief) will convene a semi-annual TRP for the 932 OG and 54 AS. These typically occur the first month after the semi-annual period ends and the specific date is determined by the OG/CC. The TRP will review staff and aircrew management actions necessary to complete squadron, flight, and ground training programs. The agenda will be posted prior to the meeting and unit training points of contact (POCs) will provide inputs to the agenda, TRP slides, and update the TRP spreadsheet prior to the meeting. Required attendees will include unit DOT representatives and Squadron Directors of Operation (SQ/DOs), and should also include: Squadron Commanders (SQ/CCs), Safety (SE), Standardization and Evaluation (OGV), and any other instructors. The TRP will address aircrew manning issues, completion rates of flight and ground currency items, student upgrade timelines, training flying time, waiver status, Non-Mission-Ready (NMR) crewmembers, formal training, upgrades and any other applicable topics of concern. Meeting minutes and TRP information will be forwarded to applicable agencies to include unit, wing, Numbered Air Force (NAF), and Air Force Reserve Command (AFRC) training POCs.

1.4.5.1.1. TRP Requirements. As a minimum, the OG/CC will convene the TRP semi-annually and maintain minutes for a period of two years. Squadrons and detachments not collocated with their OG may conduct their own panel or provide representation to the OG TRP. Panel minutes from non-collocated squadron TRP will be forwarded to the OG for inclusion in the OG TRP.

1.4.5.1.2. TRP Format. The TRP should review staff and crewmember management actions necessary to complete squadron flight and ground training programs. Suggested TRP topics include, but are not limited to: current and forecast Flight Training Levels (FTL), upgrade and Continuation Training (CT) status, semi-annual requirement completion rates, crew position gains/losses, Aircraft Commander (AC), Instructor and Evaluator upgrades. OG/CC's should review all "X" events for relevancy to the unit's mission during the TRP. This review will be documented in the TRP minutes.

1.4.5.2. OG/CC will develop and maintain procedures with their local servicing Military Personnel Flight (MPF) for individual crewmember counseling and personnel system updates affecting an Active Duty Service Commitment (ADSC) incurred from training described in this AFI. See AFI 11-202 Volume 1, AFI 36-2107, *Active Duty Service Commitments (ADSC)*, and course listing in ETCA for more information.

1.4.5.2. **(932AW)** -(54 AS only) 54 AS aircrew will coordinate with 375th Operations Support Squadron/Operations Support Training (OSS/OST) to ensure individuals sign an AF IMT 63, *Active Duty Service Commitment Acknowledge Statement*, prior to the start of any training that incurs an Active Duty Service Commitment (ADSC).

1.4.5.3. OG/CC may develop additional training requirements and/or programs as necessary to meet unit mission requirements. Units may include such requirements in a local supplement to this AFI.

1.4.5.3. **(932AW)** Any additional training programs will be coordinated through 932 OSF/OST for standardization and coordination outside the 932 AW (such as Higher Headquarters (HHQ)) as applicable.

1.4.5.4. The operations group, in coordination with the flying squadrons and presidential unit, will determine the functions and responsibilities of the operations support squadron (OSS) training flight, where established. Any operations group training functions stipulated in this instruction may also be performed by appropriate OSS training flight personnel.

1.4.5.4. **(932AW)** 932 OSF/OST responsibilities.

1.4.5.4.1. **(Added-932AW)** C-40 yearly simulator requirements. 932 OSF/OST will coordinate annual requirements with Boeing Global Transport & Executive Systems (GTES) personnel and AFMC POCs at Tinker AFB. C-40 simulator training requirements will be coordinated through the 932 OSF/OST via the C-40 training conference hosted by C-40 program managers who in turn compile C-40 training for the Air Force prior to 1 July. Unit DOTs will forward their simulator requirements to 932 OST approximately 30 days prior to the C-40 training conference.

1.4.5.4.2. **(Added-932AW)** C-9 yearly simulator requirements. The 932 OSF/OST will forward C-9 simulator requirements from the 73 AS and coordinate with 932 Airlift Wing Financial Management (AW/FM), info AFRC, and then to Air Mobility Command (AMC) contracting via a planning AF IMT 9, *Request for Purchase*, for the next Fiscal Year (FY) NLT 15 Jun. 932 OSF/OST will coordinate with the 73 AS/DOT for inputs prior to 15 May.

1.4.5.4.3. **(Added-932AW)** Coordinating OG/CC training policies and guiding the conduct and execution of the aircrew training program for the 73 AS and 54 AS.

1.4.5.4.4. **(Added-932AW)** Training issues requiring HHQ assistance, to include working with HQ AMC/A3T on development, changes, and updates to AFI 11-2VIP Vol 1.

1.4.5.4.5. **(Added-932AW)** Coordinating the semi-annual Operations Group TRP.

1.4.5.4.6. **(Added-932AW)** Coordinating training waivers above the squadron level.

1.4.5.4.7. **(Added-932AW)** Management of aircrew training simulator contracts and coordination with HQ AFRC/A3TA and AMC/A3TA.

1.4.5.4.8. **(Added-932AW)** Conducting periodic Staff Assistance Visits (SAVs) for the 73 AS, 54 AS, and 932 Aeromedical Evacuation Squadron (AES) training offices upon request from the unit or group commander.

1.4.5.4.9. **(Added-932AW)** Standardization, coordination, and approval of local training guides. Coordinate suggested changes to MAJCOM approved training syllabi through AFRC and AMC training.

1.4.5.4.10. **(Added-932AW)** Processing "Failure to complete training" and "In-unit training in lieu of formal schoolhouse training" requests.

1.4.5.4.11. **(Added-932AW)** Send one copy of local training procedures to AFRC/A3T (see paragraph 1.3.3.).

1.4.5.5. OG/CC is responsible for establishing and maintaining the academic training program for non-ATS courses (may be delegated to squadron level). The OG (or squadron) OPR will:

1.4.5.5.1. Appoint primary and alternate instructors for each non-ATS course to be taught.

1.4.5.5.2. Publish a ground training schedule (ANG/AFRC, as required) to include date, time, location, instructor and designated crewmembers for each course (both ATS and non-ATS). Units may include such details in a local supplement to this AFI.

1.4.5.5.3. Develop a procedure to monitor the academic training program for course content, currency of materials, instructor availability, and status of training aids. Squadrons recommend to the commander changes to existing courses or additional academic training courses required, based on crewmember feedback.

1.4.5.5.4. Instructor Selection and Training. OG/CC will select course instructors for non-ATS courses on the basis of professional qualifications and aptitude to teach. Local academic instructor program will follow guidance in AFMAN 36-2236, *Guidebook for Air Force Instructors*. An individual who instructs a class receives credit for that academic training requirement.

1.4.5.5.5. Send recommendations for changes, additions, and deletions of courses through appropriate channels to appropriate MAJCOM with an information copy to HQ AMC/A3T.

1.4.6. Squadrons/Units

1.4.6. **(932AW)** Squadron DOT Responsibilities (73 AS and 54 AS).

1.4.6.1. Unit Commander (AFRC: appropriate operations supervisor) will ensure crewmembers complete training in accordance with **Table 1.2** Training Time Limitations. Failure to reasonably progress may require action for removal.

1.4.6.1. **(932AW)** Ensure crewmembers complete training within the training time limitations in AFI 11-2VIP V1, and document applicable training IAW Attachment 2.

Develop annual training plan for ground training which utilizes the following methods of accomplishment, in order of priority: (1) Unit Training Assemblies (UTA), (2) active duty block training, and (3) individual scheduling with the primary instructor as a last resort.

1.4.6.2. Unit commander will assign Flying Training Levels (FTL), and levels of qualification (evaluator, instructor, etc.) to assigned and attached crewmembers before each semiannual training period. Base TL assignments on experience and aircraft proficiency. Use the date of the initial qualification in-flight evaluation for determining an individual's time in the Mission Design Series (MDS).

1.4.6.2. **(932AW)** Following coordination with the SQ/CC and SQ/DO, assign Flying Training Level (FTL), and qualification levels to assigned and attached personnel prior to each semi-annual period and forward to OSF/OST for inclusion in the TRP. Also, provide TRP inputs as requested by OSF/OST, but no later than 3 days prior to the scheduled TRP. The current TRP spreadsheet can be accessed online at: **https://eim.amc.af.mil/org/932osf/OST1**

1.4.6.3. Unit commander will ensure effective training continuity and supervision of assigned and attached crewmembers. Unit commander may assign additional requirements based on individual crewmember's experience and proficiency.

1.4.6.3. **(932AW)** Ensure adequate training continuity and supervision of assigned and attached personnel. At a minimum, conduct monthly updates to review squadron training issues, progress, and upgrades.

1.4.6.4. Unit commander or director of operations will review training and evaluation records of newly assigned crewmembers and those completing formal training, to determine the necessary training required to complete/certify the individual as Basic Aircraft Qualified (BAQ), Basic Mission Capable (BMC), or Mission Ready (MR).

1.4.6.5. Progress Review Board (PRB). If at any time during a trainee's flight instruction, progress is considered unsatisfactory, the responsible unit will convene a PRB to review the trainee's record and determine whether to continue, modify, terminate training, or conduct a Flight Evaluation Board or Aircrew Evaluation Board. For ATS instruction, see **Chapter 6**.

1.4.6.6. Coordinate with the group training function in developing training programs.

1.4.6.6. **(932AW)** Coordinate with group training office in developing/modifying training programs.

1.4.6.7. Review qualifications and monitor training requirements for Flight Surgeons (FS).

1.4.6.7. **(932AW)** -(73 AS only) Review qualifications and monitor training requirements for flight surgeons.

1.4.6.8. **(Added-932AW)** Schedule students for contracted ground school, simulator training, and flight training. OSF/OST will contact the contractor for scheduling simulator refresher training and courtesy copy squadron training with updates and changes. 73 AS and 54 AS DOT can coordinate training between units when needed. If

coordination is required above the squadron level, the units will coordinate with 932 OSF/OST to make the appropriate request with 932 OG/CC approval.

1.4.7. Formal School with Aircrew Training System (ATS) Contractor. ATS contractors are responsible for academic and aircrew training device (ATD) instruction at the ATS sites. This responsibility includes developing, updating and publishing courseware and the formal school syllabus in accordance with the ATS contract. AFI 11-202 Volume 1 contains additional guidance.

1.4.8. Formal School without ATS Contractor. Upon completion of training, formal schools will submit completed training folder to gaining units. EATC graduates will hand-carry their completed training folder to the gaining unit's training office. See AFI 11-202, Volume 1 for additional guidance.

1.4.9. Active Duty Service Commitment (ADSC). For ADSC see AFI11-202, Volume 1.

1.5. Waiver Authority.

1.5.1. Do not deviate from the policies and requirements in this AFI. Report deviations or exceptions through channels to MAJCOM aircrew training function who, in turn, should notify the OPR (lead command), for follow-on action.

1.5.2. Unless otherwise directed, waiver authority for contents of this instruction is the MAJCOM/A3/DO with mission execution authority for aircrew training requirements that are not governed by AFI 11-202, Volume 1. OG/CCs (or equivalents) are designated as the waiver authority for semi-annual requirements mandated in **Chapter 4** of this AFI. Waivers for training or currency events missed in consecutive periods will require MAJCOM approval.

1.5.3. The OG/CC is designated waiver authority for minimum flying hour and time requirements for entry into formal upgrade courses (see **Table 5.1**.). **NOTE**: The 201 AS/CC will submit waiver requests to this volume through NGB/A3O. HQ AFRC/A3T, NGB/A3O will send information copies to AMC/A3TA. A copy of the MAJCOM approved waiver will be placed in the individual's training folder and a squadron training waiver log.

1.5.3. **(932AW)** Forward flying time waivers for formal school pre-requisites to 932 OSF/OST no later than 30 days prior to class start date to ensure adequate time for proper review and approval/disapproval. Waivers not meeting the 30 day suspense must contain a valid reason for late submittal.

1.5.4. Senior Officer Course (SOC). SOC and syllabus waiver authority is MAJCOM A3. IAW AFI 11-202, Volume 1, waiver authority for attending SOC qualification courses is AF/A3/5 or AF A3O.

1.5.5. Continuation Training. The OG/CC (or equivalent) is designated waiver authority for ground and flying currency continuation training requirements for assigned aircrew. OG/CC will determine the allowable time period of the waiver (the training should be completed at the earliest opportunity). See paragraph 4.2.5.1.1. and paragraph 4.8. of this instruction. Waivers for training or currency events missed in consecutive training periods require MAJCOM approval.

1.5.5. **(932AW)** Ground and flying continuation training waivers will be processed via the website for approval by the 932 OG/CC. AFRC waivers will be input via the Reserve waiver

website: **https://129.54.17.89/a3/waivers**. Copies of waivers will be maintained by the respective unit and copies placed in a waiver log through the next Aircrew Standardization and Evaluation Visit (ASEV) cycle and another copy in the member's training folder (if applicable). Waivers and extensions should be processed via the web. If the on-line service cannot be utilized, refer to **Table 1.1** for routing and **Figure 1.1** (basic instruction) for format *EXCEPTION*: Waivers to items *not* listed within the web waiver domain, and without a reference to AFI 11-2VIP, Volume 1, *Aircrew Training*, will be submitted in written format to proper authority as outlined in **Table 1.1**. The 54 AS will provide info copies to the 375 OG/CC of all active duty member waivers. Waiver requests for active duty crew members requiring approval at levels above the 932 OG/CC will be routed through 932 OSF/OST to the 932 OG/CC via the Reserve website. The waiver will then be input into the AMC waiver website at: **https://private.amc.af.mil/a3/a37t/dot/waivers** for routing outside the 932 OG.

1.5.6. In-Unit Training Waiver. Waivers will be reviewed by MAJCOM training staff (or equivalent) on a case-by-case basis, if formal school course slots are not available. Before requesting a waiver, review the appropriate syllabus and consider availability of formal instruction and ATD requirements. In the text of the waiver request, identify the shortfall of formal training availability and the operational impact if an in-unit waiver is not approved.

1.5.7. Waiver Format. For AMC units use on-line waiver request service on AMC/A3T web site: **https://private.amc.af.mil/a3/a37t/dot/waivers**. If necessary, submit a written request through OG/CC or equivalent in the format at **Figure 1.1**. to the appropriate MAJCOM OPR. Asterisked (*) items are required for processing. Place copies of MAJCOM approved waiver information in the individual's training folder. OG/CC or designated unit agency will maintain a permanent record of approved waiver(s). Retain file copies through the appropriate ASEV cycle (according to AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program*). AFRC personnel use AFRC on-line web site: **https://wwwmil.a2a3.afrc.af.mil/waivers/frmnaf.aspx.**

Figure 1.1. Sample Waiver Request Format.

MEMORANDUM FOR (Waiver Authority)
FROM: (Requester)
SUBJECT: Waiver Request – (Individual), (Type of Waiver)
1. *Name, grade.
2. *Flying organization (assigned or attached).
3. *Present qualification (include special qualifications/certifications if appropriate).
4. *Total flying time: primary aircraft inventory (PAI) time (include instructor or evaluator time, if applicable).
5. *Specific nature of waiver.
6. *Reason and valid justification for waiver request.
7. Crew qualification to which person is qualifying or upgrading.
8. Previous attendance at any formal instructor course (include course identifier and graduation date).
9. Training start date.
10. If waiver request for time limit, specify mandatory upgrade or qualification date.
11. Date event last accomplished and normal eligibility period.
12. Remarks to include formal school courseware that is required.
13. *Requesting unit point of contact (includes name, rank, telephone number, and functional address symbol, and e-mail address).
(Signature of Requester) (Title)

Table 1.1. Processing Waivers to AFI 11-2VIP VOLUME1(MAJCOM or higher approval).

If waiver is requested by:	Send waiver request to:	Send approval or disapproval to:	With information copies to:
Active Duty AMC AW	OG Training Office to HQ AMC/A3T	OG Training Office	
USAFE Unit	OG Training Office to HQ USAFE/A3T	OG/CC & Training Office	HQ AMC/A3TA
PACAF Unit	OG Training Office to PACAF/A3T	OG/CC & Training Office	HQ AMC/A3TA
AFRC Unit	Through NAF/A3T to HQ/AFRC/A3TA	AFRC Unit	NAF A3T
ANG Unit	ANG/A3T	ANG Unit	HQ AMC/A3TA

Table 1.1. (932AW) Written Notification and Waivers Routing (Website Not Available).

Training Time Limit Exceeded (if web is N/A) or Supervised Status (info)	932 OG/CC Waiver (if web is N/A) (For 932 OG and 54 AS aircrew member)	HQ AFRC/A3T Waiver (if web is N/A) (For 932 OG aircrew member)	HQ AMC Waiver (if web is N/A) (For 54 AS aircrew member)
932 OSF/OST	932 OSF/OST	932 OSF/OST	932 OSF/OST
932 OG/CC	932 OG/CC	932 OG/CC	932 OG/CC
375 OG/CC (info) 54th	375 OG/CC (Info) 54th	HQ 4 AF/A3T	375 OG/CC (Info)
IN TURN	HQ 4 AF/A3T (Info)	HQ AFRC/A3T (Approval)	18 AF/A3T
	HQ AFRC/A3T (Info)	HQ AMC/A3T (Info)	HQ AMC/A3T (Approval)
Up to 60 days SQ CC	HQ AMC/A3T (Info)	IN TURN	HQ AFRC/A3T (Info)
>60 days MAJCOM	IN TURN		IN TURN

1.6. Use of Training Flying Hours.

1.6.1. Structure unit flying training missions to achieve optimum training. Any by-product airlift opportunity resulting from training must not degrade the intended training and will comply with applicable Department of Defense (DoD) Regulation 4515.13-R, *Air Transportation Eligibility*, AFI 11-401, *Aviation Management* and AFI 11-202, Volume 1.

1.6.1.1. It is essential that all personnel at all levels prevent the misuse of air mobility resources as well as the perception of their misuse when planning and executing local or off-station training missions.

1.6.1.2. The approval authority for an off-station training flight is the WG/CC and may not be delegated lower than OG/CC. Coordinate with appropriate scheduling agency (HQ USAF/Assistant Vice Chief of Staff/Special Air Missions (CVAM), ANG, Tanker Airlift Control Center (TACC), Joint Operational Support Airlift Center (JOSAC), Air Mobility Operations Control Centers (AMOCC), or theater equivalent whichever is appropriate. Forward a copy of the planned itinerary to the appropriate agency (18 AF/CCE or MAJCOM/DOT/A3T). **NOTE**: The approval authority for 201 AS off-station OCONUS training flights is 113 WG/CC. The approval authority for CONUS training flights is 201 AS/CC.

1.6.2. Training on Operational Missions. Aircraft Commander will depart home station with a list of required currency events. All crew members will take full advantage of opportunities to accomplish required currency events on operational missions. Unless specifically prohibited or restricted by MDS operating procedures or specific theater operations order (OPORD), upgrade, qualification or special qualification training may be accomplished on operational missions. Commanders will ensure the training will not impact mission effectiveness and the crewmember receiving training is under the supervision of an instructor of like specialty. See passenger-carrying restrictions in AFI 11-401. **NOTE:** Unqualified pilots are not allowed access to the controls with passengers on board the aircraft.

1.7. In-Unit Training Time Limitations. Comply with the time limitations in **Table 1.2** Crewmembers entered in a training program leading to qualification (or requalification) will be dedicated to that program on a full-time basis.

Table 1.2. Training Time Limitations.

Training	Time Limit (days)		Time Limit ARC (days)		Notes
Initial/Msn Qual:	Init Qual:	Msn Qual:	Init Qual:	Msn Qual:	
Pilot	60	60	240	180	
NAV	180	90			
FE	60	90			
CSO	180	90			1
FA (multi crew)	120 (UT-FT)	240 (FT-MT)	240 (UT-FT)	240 (FT-MT)	
FA (single crew)	210 days (UT-MT)		365 (UT-MT)		
Difference:					
Pilot, FE	60		120		
CSO, FA	120		240		
Requalification	90		180		
Mission Certification	90		180		
Instructor:					
Pilot, FE	60		120		
CSO, FA	120		240		
Local orientation/ theater indoctrination	45		90		2

NOTES:

1. If required, CSO mission qualification training will begin after completion of all Information Technology course requirements. Mission qualification for VC-25 is 360 days.

2. May run concurrently with mission qualification training.

1.7.1. Training time starts with the first significant training event (a training event directly contributing to qualification and upgrade: e.g. Computer-based training (CBT) lesson, ground training, flight, etc.), or 45 days (90 days ANG/AFRC) after being attached or assigned to the unit after completion of the formal school, whichever occurs first (or as specified in MAJCOM supplement). Training time ends with the syllabus completion.

1.7.2. Unit/CC may extend training time up to 60 days (120 days ANG/AFRC). No notification to MAJCOM/A3T is required. Extensions exceeding 60 days require MAJCOM/DOT/A3T approval (120 days for ANG/AFRC units). Units will notify the appropriate MAJCOM/A3T (or equivalent) in writing or via AMC/A3T web site before the crewmember exceeds upgrade training time limits.

1.7.2. **(932AW)** For training time extensions (waivers) greater than 60 days, submit waiver via website to notify the appropriate MAJCOM/A3T (DOT/A3T) before exceeding training time limits. Ensure the 932 OSF/OST is notified via email attachment or hardcopy as soon as possible. Provide the same information as required in paragraph 1.7.2.1 of AFI 11-2VIP V1.

1.7.2.1. Use the waiver request format shown in **Figure 1.1** Include training difficulty, unit corrective action to resolve and prevent recurrence, and estimated completion date.

1.8. Training Documentation. Units will use the AF IMT 4324, Aircraft Assignment/Aircrew Qualification Worksheet as prescribed by AFI 333311-202, Volume 1, to update aircrew certifications in ARMS. See **Chapter 7** for specific "Q" codes. See **Attachment 2** for additional training documentation requirements.

1.9. Flight Examiner Usage. Use flight evaluators for any phase of training to capitalize on their expertise and experience. If an evaluator is used as a primary instructor to train an individual or makes the recommendation for evaluation, the same evaluator should not administer the associated evaluation.

1.10. Instructor Training and Supervision Requirements.

1.10.1. All instructors should be MR (wing-level and below).

1.10.2. When performing aircrew duties, the following personnel must be under the direct supervision of an instructor:

1.10.2.1. All non-current crewmembers (see paragraph 4.2.5. for exceptions).

1.10.2.2. All crewmembers in initial, upgrade (to include special mission qualification training) or requalification flying training. Upgrade students may fly without an instructor when performing duties not related to the upgrade, unless otherwise restricted in this paragraph.

1.10.2.3. All crewmembers performing restricted flying events listed on the AF Form 8 as prescribed by AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program Organization and Administration*.

1.10.2.4. For unqualified, non-current, and FTL E crewmembers, an instructor will be at a set of controls or providing supervision during critical phases of flight.

1.10.2.5. Any other personnel designated by the wing, OG, or Sq/CC.

1.11. Distribution. Units will establish hard copy distribution requirements of this AFI.

1.12. Transfer of Aircrews. When a crewmember transfers from one unit to another, the gaining unit will review, assess and assign the appropriate TL.

1.13. Aircrew Training While DNIF and Alert.

1.13.1. Crewmembers whose status is "duty not involving flying (DNIF)" may complete ground training events, including simulator training, if the member's physical condition allows it. Consult the flight surgeon initiating AF Form 1042 action (prescribed by AFI 48-123, *Medical Examinations and Standards*) if the DNIF status includes ground training limitations.

1.13.2. Crewmembers may complete ground training while on alert status if it does not interfere with rest cycles or alert responsiveness.

1.14. Aircrew Rated Management Overview.

1.14.1. Program Requirements Document (PRD). According to AFI 11-412, Aircrew Management, USAF/A3O projects long-range training requirements annually in a process called the PRD. Lead and user commands contribute to the PRD, which becomes a key long-range planning tool for training requirements. See AFI 11-202, Volume 1 for guidance on the Graduate Program Requirements Document (GPRD) and aircrew rated management process.

1.14.2. Programmed Flying Training (PFT). AMC/A3TA, in coordination with AMC/A7KQ, balances commercial contractor training capacity and unit training requirements on an annual basis (FY or calendar year depending on the contract). Annually, units will send projected PFT requirements to their respective MAJCOM training staff.

1.14.2.1. Throughout the training year, MAJCOM training staff, contract managers, and unit training managers, use funded training quotas to assign individual crewmembers into formal schools.

1.15. Information Management. HQ AMC Aircrew Training Division (A3T) manages as host of aircrew information. The A3T Division CoP is located at **https://afkm.wpafb.af.mil/ASPs/CoP/OpenCoP.asp?Filter=OO-OP-AM-94.**

1.16. Failure to Progress or Complete Training. If a student fails to progress according to syllabus requirements, conduct a Progress Review (PR). The PR can recommend continuation in training; or AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*, action; (e.g., a Flying Evaluation Board (FEB) to the individual's unit commander). The ATS contractor will identify students who fail to progress IAW the applicable ATS contract as outlined in **Chapter 6**. If a crewmember fails to complete a formal course the formal school will send a recommendation to the individual's unit. The recommendation will state whether he

should complete training in-unit, return to the formal school to complete training, or be referred to the AF personnel system for reassignment.

1.17. Career Enlisted Aviators (CEA). CEA are not tied to AFMAN 36-2101, *Enlisted Classification*, skill level upgrade. All enlisted aircrew qualifications are separate and distinct from skill level qualification. When AF IMT 8, Certificate of Aircrew Qualification, is completed for the applicable flight evaluation, then that crewmember is qualified to perform all duties assigned to that crew qualification regardless of skill level. Aircrew instructor qualification and flight examiner certification are also separate and distinct from on-the-job trainer (OJT) trainer or certifier designation and are reflected in AFSC by use of "K" prefix (aircrew instructor) and "Q" prefix (aircrew flight examiner).

1.18. Aircrew Training Quota Management. The following information describes AMC's policy and procedures for quota management. This policy was developed from requirements in AFI 36-2201, 36-2107, AFI 11-412, and is mandatory for all AMC units. For PACAF and USAFE units please follow MAJCOM/A3T guidance.

1.18.1. Programmed Flying Training (PFT). For VIPSAM crews, the annual PFT requirement is established by the Operations Group based on unit projections of training needs for the following training year.

1.18.1. **(932AW)** Programmed Flying Training. Unit DOT POCs will coordinate with SQ/DO and then forward/update annual PFT requirements for respective Air Education and Training Command (AETC) courses by 1 Dec to 932 OSF/OST. The 932 OSF/OST will forward requirements to AETC via MAJCOM A3T POCs. 54 AS AETC requirements will be sent to 375 AW formal training for processing through active duty channels. All formal school training will be updated by the unit in the semi-annual TRP.

1.18.1.1. The OSS/OST (or equivalent) forwards projected PFT/contractor training requirements for the next training year to the appropriate MAJCOM Contracting Officer and AMC/A3TA training manager by 15 June. With advanced notice, commercial contractor training capacity is normally sufficient to meet all PFT requirements. Late requirements may require flexibility on training dates and training times.

1.18.2. Unit training PFT responsibilities are as follows:

1.18.2.1. Schedule students for contracted ground school, simulator training, and flight training through their flying unit. Units will contact the contractor's scheduling office to schedule/confirm each training class. Normally provide the class start date to attendees no later than 30 days prior to class start. Unit training schedulers will comply with individual contract scheduling lead time requirements.

1.18.2.2. When a scheduled training class cannot be filled, the Unit will notify their respective OSS training office so the class may be reallocated. If circumstances prevent an identified candidate from attending the training (e.g., DNIF, unable to complete prerequisite training, etc.), inform the ATS contractor and the MAJCOM contracting officer immediately. Every effort should be made to fill a vacated slot. Unit training schedulers will be familiar with contract lead time requirements for cancelling training without incurring a financial penalty. Cancelling training inside of the contract cutoff date may lead to the contractor billing the Government (unit training funds) for the class.

1.18.2.2. **(932AW)** Squadron DOT will ensure students are notified no later than 30 days prior to class start. Confirm simulator dates and times with contractor. Also, ensure students have applicable publications and support material prior to start of training. In event of cancellation, the unit will coordinate through the OSF/OST office to move or cancel the training. Boeing GTES requires a minimum 30 days notice, per contract, to cancel or change a simulator training period. AVOID CANCELLING WITHIN 30 DAYS OF CLASS START DATE as we may not be able to recoup funds at that point.

1.18.2.3. No-shows and late cancellations (outside of individual contract cancellation policies) must be explained. Forward an initial report of circumstances to the MAJCOM contract manager, info AMC/A3TA within 24 hours of course start date.

1.18.3. Issue applicable publications to attendees prior to start of training (gaining unit).

1.18.3.1. Do not request a training quota until host MAJCOM approves request for attachment. Each aircrew member scheduled for training will provide an endorsement letter signed by the supervisor certifying the individual is available for the required TDY and there is no known pending change (permanent change of station, rated position identifier code, etc.) that would preclude retention in a flying position for at least 2 years after course completion.

1.18.4. Senior Officer Training coordination. All Senior Officer training is directed by AF/DPO, AF/DPG offices in coordination with MAJCOM Senior Leaders Management office and AMC/A3TF. Questions regarding Senior Officer training course, availability and prerequisites can be forwarded to HQ AMC/A3TF @ DSN 779-3577. No formal actions to schedule training will be taken until directed by AF/DPO or AF/DPG in conjunction with MAJCOM Senior Leaders Management offices.

Chapter 2

INITIAL QUALIFICATION TRAINING

2.1. General Requirements. AFI 11-202, Volume 1 defines initial qualification training. This chapter specifies minimum training requirements for initial qualification, re-qualification, conversion/difference qualification, and senior officer courses. Initial qualification is accomplished by completion of formal training course or by completion of contractor developed formal simulator training course and flight training at Executive Airlift Training Center (EATC) for C-20 and C-37 pilots and flight engineers or in unit, as applicable (EATC is N/A for ANG).

2.2. Initial Qualification Training Prerequisites. Complete initial qualification prerequisites in accordance with AFI 11-202, Volume 1, the ETCA website, this instruction, and the course syllabus. The student may begin training (e.g., CBT) prior to the start of a formal initial qualification course. See ETCA web site at: **https://etca.randolph.af.mil/default1.asp**

2.2.1. Initial qualification. On completion of initial qualification training, crewmembers will be classified as basic aircraft qualified (BAQ). Crewmembers must then comply with mission qualification (**Chapter 3**) and continuation training (**Chapter 4**) requirements.

2.2.1.1. Navigators, CSOs, FEs and FAs may train on operational missions. Therefore, initial qualification and mission qualification training may occur simultaneously.

2.2.2. In-unit training in lieu of formal school. When training classes are not available, units may request waivers to conduct in-unit qualification training using formal school courseware. In-unit training for AFRC personnel should begin no later than 90 days after reporting or being attached to a new duty station or unit. The appropriate MAJCOM/A3T (DOT/A3T) or NGB/A3O is the waiver authority.

2.2.2. **(932AW)** -(932 AW only) In-unit training in lieu of formal school. No formal school exists for C-9C pilots after they complete initial Aircrew Training System (ATS) simulator training. Waivers are still required from AFRC A3T for the flying phase of upgrade qualification in the C-9C. Training will be conducted with previously approved Combat Crew Training Squadron (CCTS) courseware and use former C-9 CCTS schoolhouse instructors to the maximum extent possible. Submit in-unit training waivers via paragraph 2.2.2 and 1.5.

2.3. Ground Training Requirements. Complete ground training requirements for initial qualification in accordance AFI 11-202, Volume 1, and this instruction.

2.3.1. If events in **Table 2.1** are not accomplished at a Formal Training Unit (FTU), they must be completed at the gaining unit.

Table 2.1. Initial Qualification Ground Training Requirements.

Code	Event	P/ Nav	FE	CSO	FA	FS	Note
	Flight Physical	X	X	X	X	X	1,5

	Physiological Training	X	X	X	X	X	1,5
E030	Passport (Application)	X	X	X	X	X	6
E035	Secondary Passport (Application)	X	X	X	X	X	6
E112	Information Protection	X	X	X	X		4
E113	Human Relations	X	X	X	X		4
E114	Force Protection	X	X	X	X		4
SS20	Combat Survival Training (Initial)	X	X	X	X		
SS32	Water Survival Training (Initial)	X	X	X	X		
LL01	Aircrew Flight Equipment Familiarization	X	X	X	X	X	1, 3
LL03	Egress Training, Non-ejection	X	X	X	X	X	1
LL06	Aircrew Flight Equipment Training	X	X	X	X	X	1,
G002	Aircraft Marshalling Training and Examination	X	X				2, 3
G100	Laws of Armed Conflict (LOAC)	X	X	X	X	X	8
G130	Instrument Refresher Course	X					
G150	Approach Plate Familiarization Course		X				
G231	Initial Crew Resource Management	X	X	X	X	X	7
G251	Initial Egress Simulator				X		7
G281	Self Aid Buddy Care	X	X	X	X		
SS01	Local Area Survival	X	X	X	X	X	9

NOTES:

1. Accomplish prior to first flight at home station.
2. Does not apply to Navigators.
3. One time event, per base assignment.
4. Total Force Awareness Training. See AF Portal for link to web-based training.

5. Flight Physical and Physiological Training are tracked on the top of each crewmember's Individual Training Summary (ITS). Therefore, there is no need to assign and track these training events in the training module of ARMS.

6. Not required for BAQ or Senior Officers.

7. One time event per aircraft. G231 is a onetime event per primary assigned aircraft for FS.

8. Flight Surgeons on mobility accomplish this event.

9. One-time requirement prior to first flight at every assignment (N/A at FTU). Reference AFI 16-1301, *Survival, Evasion, Resistance, and Escape Program,* for details.

2.4. Flying Training Requirements. Complete flying training requirements for initial qualification in accordance with AFI 11-202, Volume 1 and this instruction.

2.5. Conversion/Difference Qualification Training Requirements. Conversion/Difference Training guidance may be found in AFI 11-202, Volume 1. When possible, qualified personnel in other units will provide the initial cadre. In some instances, it will be necessary for units to form an initial cadre of aircrew personnel for whom certain training qualification requirements may be waived. Initial cadre should be restricted to only those instructors and evaluators required to establish a core training force and not to alleviate training difficulties or shortfalls. The following conditions will apply to the management of initial cadre aircrew qualification:

2.5.1. Conversion Training. Form a nucleus of instructor and flight examiner personnel (initial cadre) to begin aircrew conversion. Converting units may request initial cadre waiver of PAI time requirement. Send waivers request through MAJCOM/A3TA (DOT/A3T) or NGB/A3O in the format in **paragraph 1.5.6**. Additionally, include the most recent aircraft flown and total time in that aircraft in the remarks section.

2.5.1.1. Initial cadre will not be designated in a crew position higher than currently held unless previously qualified in the conversion aircraft.

2.5.1.2. After final approval, publish a unit letter to identify initial cadre of instructors and flight examiners by crew qualification.

2.5.2. Difference Training. Complete difference qualification training (DQT) to qualify crewmembers in a different model aircraft within the same Mission Design Series (MDS) in-unit or in conjunction with simulator training. When crewmembers complete DQT for a MDS aircraft having the same mission as their current model, there is no requirement for additional mission qualification training. Apply DQT for major modifications (i.e., Global Air Traffic Management (GATM)-compliant avionics, flight management computer (FMC) differences) as directed by MAJCOM. Difference training may be applied to SAM-CSM-DVG MDS transfers. For fleet-wide modifications, apply initial cadre criteria in **paragraph 2.5.1**

2.5.2.1. Crewmembers will meet all initial qualification requirements in one aircraft prior to entering differences training in another model aircraft. **EXCEPTION**: Gulfstream FAs may accomplish simultaneous training in all Gulfstream models.

2.5.2.2. Crewmembers will initially qualify in a new Gulfstream model aircraft to a crew qualification no higher than the qualification they maintain in their current Gulfstream model. The minimum training requirements to transition between Gulfstream aircraft are as follows:

2.5.2.2.1. Pilot and Flight Engineer qualification. Initial contractor simulator training and unit upgrade training requirements, and a differences SPOT evaluation.

2.5.2.2.2. Aircraft commander (MP) certification requires a minimum of two operational missions and certification by an instructor.

2.5.2.2.3. Instructor pilot (IP) certification requires a minimum of two right seat local training sorties (one local training sortie may be replaced by two right seat simulator periods flown real time with an instructor), and certification by an instructor.

2.5.2.3. Upon qualifying in another Gulfstream model, an entry will be made in the aircrew member's Flight Evaluation Folder (FEF), reflecting this qualification/difference training.

2.5.3. Prior Qualification/Cross flow. Upon PCS to gaining unit, aircrew personnel still qualified in the same model of SAM-CSM-DVG aircraft as that they will fly at gaining unit will be considered qualified at same level; however, local area orientation must be accomplished. Refer to MAJCOM Supplement for additional guidance. OG/CC and/or unit commander may elect at any point to enter newly hired crewmembers into full mission/qualification process.

2.6. Multiple Qualifications. AFI 11-202, Volume 1 contains multiple qualification training guidance. Crewmembers maintaining multiple qualifications in different model aircraft will, as a minimum, maintain FTL A currency requirements in each aircraft for pilots and navigators (N/A for senior officers; see **paragraph 2.7**.). See **Table 4.2**. through **Table 4.6**. for requirements.

2.7. Senior Officer Qualification Training Requirements. AFI 11-202, Volume 1 identifies senior officer qualification requirements. These officers are assigned FTL E for continuation training purposes and will not fly unsupervised in a primary crew position (see **paragraph 4.3.1.5**., and **paragraph 4.3.2.4**.).

2.7.1. After qualification IAW AFI 11-202, Volume 1, and with OG/CC approval, senior officers (assigned or attached) may seek training which leads to a higher FTL and/or qualification. The unit OSS/OST office is responsible for determining training requirements based on the senior officer's flying experience and familiarity with the weapons system. HQ AMC/A3T or appropriate MAJCOM DOT/A3T will approve the proposed training plan prior to execution.

2.7.1. **(932AW)** Senior officers seeking training which leads to a higher FTL and/or qualification will normally be required to complete a full initial qualification course. 932 OSF/OST will coordinate training requirements with AFRC/A3T and the squadron which the senior officer is assigned or attached. Otherwise, senior officers will qualify as First Pilot Non-mission ready/Flight Training Level E (FPN/FTL E) and fly in a supervised status. 932 OSF/OST will coordinate approval of supplemental training and higher qualification level upon request of the unit and coordinate with AFRC/A3T for approval. Documentation of

additional training will be kept on file at 932 OSF/OST or the squadron DOT (if applicable) in accordance with Attachment 2 basic instruction.

2.8. Re-qualification Training (RQT). An aircrew member is unqualified upon expiration of the qualification evaluation, loss of currency exceeding 6 months (for currency items specified in **Chapter 4**), or completion of a qualification evaluation in a different MDS (**EXCEPTION**: When authorized multiple qualification). The duration of unqualified time is from the date the aircrew member became unqualified until the specific retraining start date. For Active Duty Service Commitments for aircrew training, see AFI 36-2107. See AFI 11-202, Volume 1 for additional re-qualification training limits and requirements.

2.8.1. For in-unit re-qualification training, initiate a waiver request (see **paragraph 1.5**.). Follow training event requirements in the appropriate re-qualification course syllabus except as noted in the waiver request.

2.8.2. Basic and instructor re-qualification may be conducted simultaneously on a case-by-case basis. Initiate a waiver request and include proposed training events to regain instructor status. When used, the unit will compare re-qualification syllabus and instructor syllabus and provide a recommendation of training events in the request to include an instructor evaluation.

Chapter 3

MISSION QUALIFICATION AND CERTIFICATION TRAINING

3.1. Description. This chapter establishes minimum criteria and training requirements for mission qualification training. Except where specifically stated, squadrons may arrange mission sequence or sequence of items as necessary to use flying training hours effectively and accomplish the unit mission. Both pilots must be qualified when passengers are on board according to AFI 11-401.

3.2. Time Periods for Mission Certification Training. See **paragraph 1.7** and **Table 1.2** A crewmember will be mission ready (MR) after completion of all ground training and flying training requirements, review and certification by Sq/CC or Review and Certification (R&C) Board for aircraft commander (AC) according to AFI 11-202V2 AMC Supplement.

3.2.1. Mission ready (MR) requirements must be completed prior to being deemed mission ready. Local training or operational missions may be flown before completing all MR items, provided the qualified aircrew member has a current flight physical, and has completed physiological, initial ground egress, marshaling (Pilot/FE), and aircrew flight equipment familiarization.

3.2.1. **(932AW)** Mission Qualification Training Requirements. Aircrew members will use MAJCOM approved training syllabi and unit developed training guides in addition to completing Mission Qualification Requirements in **Table 3.1** to achieve mission qualification. Aviation Resource Management System (ARMS) will be updated and be used as source document for items in Table 3.1 that are not specifically listed in the training guides.

3.3. Ground Training Requirements. All crewmembers will accomplish events in **Table 3.1**. (not applicable to senior officers or staff officers maintaining BAQ). Ensure ground training requirements in **Table 2.1** are accomplished.

Table 3.1. Mission Qualification/Certification Ground Training Requirements.

Code	Event	P/ Nav	FE	CSO	FA	FS	Note
	Flight Physical	X	X	X	X	X	4
	Physiological Training	X	X	X	X	X	4
G010	Chemical/Biological Warfare Training	X	X	X	X	X	1, 3
G060	Tactics	X	X				1
G070	Aircrew Intelligence	X	X				1, 3
G080	Communications Procedures	X		X			2
G090	Anti-hijack	X	X	X	X		

G120	ISOPREP Review	X	X	X	X	X	1, 3
G182	Hazardous Cargo Training				X		
G291	Combat Arms Training	X	X	X			1
G940	CPR/AED				X		
SS01	Local Area Survival	X	X	X	X	X	5
SS02	Combat SERE Training (CST)	X	X	X	X	X	
SS05	Water Survival Training (WST)	X	X	X	X	X	

NOTES:

1. Not required to be accomplished prior to flight evaluation. Required before certification or deemed Mission Ready. See MAJCOM supplement for MAJCOM requirements.

2. Does not apply to Navigators.

3. Flight Surgeons on mobility accomplish these events.

4. Will be accomplished before the first flight.

5. One-time requirement prior to first flight at every assignment (N/A at FTU). Reference AFI 16-1301, Survival, Evasion, Resistance, and Escape Program, for details.

3.4. Flying Training Requirements.

3.4.1. Basic aircraft qualified (BAQ) crewmembers pursuing MR status will accomplish FTL C (see paragraph 4.2.) continuation training requirements. Upon completion of mission qualification training, crewmember's training level will be immediately changed as appropriate and prorated from the date mission qualification status was gained.

3.4.2. Local Area Orientation. After arrival at duty station, pilots, navigators, and flight engineers will receive a local area briefing and a local orientation flight (not applicable for in-unit initial, re-qualification or upgrade training). This orientation will familiarize crewmembers with the local flying area, local area flying procedures, and introduce any unit/mission unique procedures.

3.4.2.1. The lack of a local area orientation does not preclude the crewmember from deploying as MR. Crewmember must accomplish all grounding items prior to the local orientation flight.

3.4.2.2. Crewmembers do not have to be at the controls to complete the event. More than one crewmember may be trained at a time. With OG/CC (or equivalent) approval, the orientation may be completed on operational missions on a non interference basis.

3.4.3. Categories II and III ILS Aircrew Training. If not accomplished during initial qualification training and annotated on AF IMT 8, Cat II/III training and certification will be accomplished during Mission Qualification Training.

3.4.4. Enhanced Vision System (EVS) Aircrew Training. If not accomplished during initial qualification training and annotated on AF IMT 8, EVS training and certification will be accomplished during Mission Qualification training.

3.5. Theater Indoctrination (TI). Theater indoctrination (M060) will be conducted according to AFI 11-202, Volume 1, and this instruction.

3.5. (932AW)Theater Indoctrination (M060). Theater indoctrination is incorporated into the pilot training syllabi and guides Vol 1 – 3. They include a review of command and control, mission planning, use of non-DoD approaches, outside the continental United States (OCONUS) operations, etc. In addition, the DV mission is thoroughly covered during training and upgrade missions. The unit or group Tactics POC will brief AOR specific information during the upgrade process and periodically as required. The Tactics certification program includes theater specific maneuvers and information for the AOR as well. Upon completion of initial mission qualification training, the student is considered fully compliant with M060 requirements and will log this event when mission qualification training is complete. Theater Indoctrination is not required for Flight Attendants.

3.5.1. For pilots and flight engineers, training should include (at a minimum) a thorough review of theater unique instrument requirements and procedures, use of non-DoD instrument approach procedures, required instrumentation for specific approaches, theater weather conditions, local area procedures, and host nation agreements.

3.5.2. Unit commanders are responsible for the accomplishment of this training for all assigned and attached crewmembers and will design a program to meet requirements unique to unit operations. Completion of TI training does not require attainment of MR status.

3.6. Category II/III ILS and EVS Training. This prescribes the training program for pilots and copilots in aircraft that are command-certified for category II/IIIA ILS and EVS operations. Cat II/III and EVS training and certification will normally be conducted at ATS contracted simulator.

3.6. (932AW)Category II/III Instrument Landing System (ILS) Training. CAT II/III is accomplished during ATS initial qualification training prior to the checkride in the simulator for C-40 pilots. (932 AW only) C-9 pilots will only accomplish CAT II training during the simulator and flying phase of initial qualification and be evaluated during the initial qualification checkride.

3.6.1. Seat occupancy requirements. A qualified category II/III ILS or EVS instructor or flight examiner pilot will occupy the appropriate seat, as applicable, during pilot category II/III ILS and EVS training.

3.6.2. Training weather and runway requirements. Actual weather - no lower than a 200 foot ceiling and ½ mile visibility (runway visual range of 24) or 800 meters day and night. Crosswind component - 15 Knots maximum. Runway length - at least computed landing distance (brakes and speed brakes) plus 2,000 feet.

3.6.3. Normally, the following ground and flight training requirements will be incorporated into the initial aircraft qualification course:

3.6.3.1. Ground Training. The training program must provide pilots training in the following subjects:

3.6.3.1.1. Operational characteristics, capabilities, and limitations of category II/III ILS or EVS and visual aids, e.g., approach lights, in-runway lights, transmissometers, etc.

3.6.3.1.2. Using runway environment visual cues during category II/III or EVS weather conditions, with respect to different glide slope angles, cockpit cutoff angles, and altitudes at which these visual cues are normally discernible.

3.6.3.1.3. Operational characteristics, capabilities, and limitations of category II/III ILS or EVS airborne systems, e.g. flight director system; automatic approach coupler; system used to identify the decision height for category II/III approaches, instrumentation, and other systems and devices peculiar to the aircraft.

3.6.3.1.4. Resolution of decision height or missed approach point or minimum descent altitude with component failures (ground or aircraft).

3.6.3.2. Flight Training. Flight or simulator training will cover the following subjects:

3.6.3.2.1. Resolution of decision height.

3.6.3.2.2. Missed approach procedures.

3.6.3.2.3. Runway visual range, uses, and limitations.

3.6.3.2.4. Transition from instrument to visual flight cues.

3.6.3.2.5. Effects of vertical and horizontal wind shear.

3.6.3.2.6. Review of category II/III or EVS specifications.

3.6.3.2.7. Practice at least one approach in each authorized equipment mode.

3.7. Category II/III ILS Training Certification. This applies to pilots in aircraft that are command-certified for category II/III ILS or EVS operations.

3.7.1. Eligibility. Pilots should be administered initial category II/III ILS or EVS training and evaluation during their initial qualification training. If not accomplished at that time, category II/III ILS or EVS training will be accomplished during MQT.

3.7.2. Scheduling. Two otherwise qualified pilots may receive category II/III ILS or EVS training and certification on the same flight while occupying seats together and supervised by instructor/evaluator. When a single pilot is receiving training and certification, a qualified category II/II ILS or EVS pilot will occupy the opposite seat.

3.8. Aircraft Defensive Systems. Does not need to be tracked as a separate certification but should be included in local orientation or differences training. Training should include academic and flight training. See Air Force Tactics, Techniques, and Procedures (AFTTP) Volume 3-3 for unclassified defensive systems information and AFTTP 3-1 for classified defensive information.

3.8. (932AW)Aircraft Defensive Systems. LAIRCM training is incorporated into initial C-40 mission qualification training (Pilot Training Guide Vol 1). Tactics maneuver training is a

separate certification that will be accomplished while the student is at the formal Boeing initial qualification course. An additional day of simulator training will be added to this course to allow for tactics certification following the simulator evaluation. If this is not accomplished, the student will be scheduled by Sq DOT at a later date to attend tactics certification training. More information can be found on the 932 OST eim website at: **https://eim.amc.af.mil/org/932osf/OST1**

Chapter 4

CONTINUATION TRAINING

4.1. Description. This chapter establishes the minimum flying and related ground training requirements to maintain currency. The unit commander will ensure crewmembers receive sufficient continuation training to maintain individual proficiency.

4.2. Aircrew Status. Crewmembers are assigned to Mission Ready (MR), Basic Mission Capable (BMC), Basic Aircraft Qualification (BAQ), or Non-Mission Ready (NMR) status.

4.2.1. Mission Ready (MR). A mission-ready crewmember is defined as one who is current, qualified, and if required, certified in the squadron's mission (completed mission qualification training for applicable crew position). An aircrew member that has failed to maintain currency in all events required for MR Status reverts to BMC Status. The aircrew member may not fly outside of the CONUS until regaining currency in those events.

4.2.1.1. A flight attendant qualified as FT is considered MR and can fly unsupervised in the FT position. The flight attendant is FT qualified after completing training requirements and an evaluation.

4.2.2. Basic Mission Capable (BMC). A non-mission ready crewmember assigned to MAJCOM headquarters, NAF, TACC, AMWC, tanker airlift control element, formal schoolhouse, or direct reporting unit who has satisfactorily completed mission qualification training and does not maintain MR status, but maintains familiarization in the command or unit operational mission. The crewmember may maintain qualification in some aspects of the unit mission and is able to attain full qualification in the unit mission within 45-days. BMC crewmembers may log instructor or evaluator time for the portion of the mission for which they are current and qualified. An aircrew member that has failed to maintain currency in events required for BMC Status reverts to BAQ Status. The aircrew member is not allowed to fly operational missions until regaining currency in those events.

4.2.3. Basic Aircraft Qualification (BAQ). A crewmember that has satisfactorily completed training and is qualified to perform aircrew duties in the unit aircraft. See AFI 11-202, Volume 1. An aircrew member that has failed to maintain currency in events required for BAQ status reverts to FLY status. The aircrew member must fly with an instructor on all sorties until regaining currency in those events. Pilots will fly without passengers onboard until regaining currency in those events also.

4.2.4. Loss of FLY Status. An aircrew member that has failed to maintain currency in events required for FLY Status will not fly until the overdue events are accomplished.

4.2.5. Non-Mission Ready (NMR). An individual who is non-current or unqualified in the aircraft, incomplete in required ground and/or flight continuation training, or not certified to perform the unit mission is a NMR crewmember. See paragraph 4.7. and paragraph 4.8.

4.2.5.1. If an aircrew member is NMR for failure to complete required continuation training, the OG/CC has two options:

4.2.5.1.1. Waive the required training in accordance with paragraph 4.8. The individual is then a MR aircrew member. This should be accomplished at the earliest

opportunity. Waivers for training or currency events missed in consecutive training periods require MAJCOM approval.

4.2.5.1.2. Place the aircrew member in supervised status according to paragraph 4.2.5.2.

4.2.5.2. If the crewmember is NMR for failure to maintain currency per paragraph **4.8**., place the aircrew member in supervised status for that event (individual flies with an instructor of like specialty) until required training is accomplished.

4.3. Flying Training Levels (FTL).

4.3.1. The Sq/CC or designated representative determines the TL before each semiannual period. Assign new unit crewmembers a TL during in-processing. Base TL determinations on experience and proficiency. Crewmembers may be assigned TL levels that are more restrictive, but never less restrictive than the requirements under this paragraph. TL definitions follow:

4.3.1.1. FTL A - Highly Experienced Crewmembers. This may include wing, operations group, and unit commanders; operations officers, personnel assigned to OG evaluation positions and any instructors assigned primarily to staff duties. Unit commanders may assign highly experienced MR line crewmembers to this level. Individuals may or may not maintain mission ready status. **NOTE:** NMR crewmembers assigned to MAJCOM headquarters, NAF, TACC, AMWC, CRW, AMOGs, combat crew training schools (CCTS) or a direct reporting unit are categorized as BMC and assigned to FTL A. In addition, these individuals must also accomplish annual CRM training requirements. These individuals may fly unsupervised on CONUS training missions provided they are current and qualified. They require instructor supervision on all other missions.

4.3.1.2. FTL B - Experienced, mission ready crewmembers.

4.3.1.3. FTL C – Mission ready crewmembers. Inexperienced crewmembers should be designated FTL "C".

4.3.1.4. FTL D – No longer used**.**

4.3.1.5. FTL E - BAQ, Non-Instructor Staff (may include senior officers, MAJCOM, NAF, and TACC individuals who are not maintaining MR or instructor status). FTL E requirements are sufficient for BAQ and BMC status, but are insufficient for MR status. Crewmembers assigned to FTL E will fly with an instructor of like specialty at all times.

4.3.2. Change of FTL. Once the semi-annual period begins, do not move a crewmember to a level requiring fewer events. **EXCEPTION:** Units associating FTLs with crew positions may change FTLs after upgrade i.e. instructor upgrade. Place BAQ crewmembers into a different FTL any time after attaining MR status. Prorate events upon changing training levels.

4.4. Training Events/Tables. Standardized ARMS training requirement identifiers and descriptions are located in **Chapter 7.** Unit defined requirements will be designated "X" events (i.e., X020) and listed in MAJCOM Supplement.

4.4. (932AW)Training Events/Tables. Unit defined "X" events will be reviewed and/or approved semi annually by the OG/CC at the TRP. The approved "X" events will be incorporated in Chapter 7 of this supplement.

4.4.1. Crediting Event Accomplishment. Credit events accomplished on training, operational missions, and satisfactory evaluations toward currency requirements and establish a subsequent due date. Use date of evaluation as the date of accomplishment for all flying training currency events that were successfully accomplished during the formal course evaluation. Continuation training events accomplished during upgrade training prior to the evaluation may be credited towards the requirements for the current crew position. Do not log training events for the upgrading crew position prior to the evaluation.

4.4.2. Unsatisfactory flight evaluation. Do not log continuation training requirements for those qualifications graded Q-3 until re-qualified.

4.4.3. Make-up training (ground or flying) is creditable towards the new training period. **EXCEPTION:** Not applicable to phase training CBTs.

4.4.4. Instructor training requirements and responsibilities. Instructors and flight examiners may credit 50 percent of their total requirements while instructing or evaluating. **EXCEPTION:** Instructor and flight examiner pilots may not credit any takeoffs, landings, or air refueling flown by another pilot.

4.4.5. FTU OG/CCs may determine, obtain MAJCOM approval, and publish ground and flying continuation training requirements in local training procedures.

4.4.6. Documenting Aircrew Training.

4.4.6.1. All training events will be recorded in ARMS. Training events conducted during block training or phase training may be consolidated under one ARMS entry. Combined training events may have only one ARMS entry. Input all one-time events and events required for permanent change-of-station (PCS) in the ARMS database. Units may maintain one-time events on the crewmember's currency report.

4.4.7. Simulator Credit for Training Events. Crewmembers may log continuation flying events accomplished in the simulator (FAA certified Level C or better) unless otherwise specified by the respective event description in **Chapter 7**, MAJCOM Supplement, or **Table 4.2** Pilots may maintain or regain currency through events accomplished in the simulator.

4.4.8. Simulator Refresher Course Requirements. If the airline training program and simulator are approved by HQ AFRC/A3T or NGB/A3O, one semiannual refresher currency requirement can be met by performance of required maneuvers during an individual's commercial airline proficiency training for the corresponding semiannual period in which a check ride is not required, if the individual is currently qualified on the same FAA type rated aircraft.

4.5. Ground Continuation Training Requirements.

4.5.1. Completion and tracking of continuation training is ultimately the responsibility of the individual crewmember. Crewmembers should actively work with unit schedulers and training offices to ensure their continuation training is accomplished as described in this chapter.

4.5.2. Crewmembers (including Flight Surgeons) will comply with requirements of **Table 4.1** see **Chapter 7** for event descriptions. Failure to accomplish requirements in **Table 4.1** will result in non-mission ready status. See **paragraph 4.10**.to regain mission ready status. Failure to complete mobility training requirements shown at bottom of **Table 4.1**. does not lead to non-mission ready status but may restrict crewmember from certain missions. Ancillary training events do not affect mission ready status nor restrict crewmembers from any mission.

4.5.3. Attached crewmembers (i.e. AMC, CVAM, etc.) may accomplish ground training events at locations other than their units of attachment. The event must be approved (i.e., meets training standards) by the MAJCOM/A3TA. Individuals are responsible for reporting all accomplished training to their unit of attachment ARMS office.

Table 4.1. Aircrew Ground Continuation Training and Aircrew Specific Mobility Requirements.

Status				Event	Code	Freq	Notes
			F	Flight Physical		AR	1,2,4
			L	Physiological Training		60M	1,2,4
			Y	Emergency Egress Training	LL03	T	1,2,3
				Aircrew Flight Equipment Training	LL06	T	1
				Instrument Refresher Course	G130	Note 10	P,1, 10
		B		Flight Engineer System Refresher	G220	A	FE
		A		CRM Refresher Academics	G230	A	1
		Q		Refresher Egress Simulator	G252	A	FA
				Communications Procedures	G080A G080B	365 SA	CSO, 8 P
				Anti-Hijacking	G090	T	2
	B			Approach Plate Familiarization	G150	B	FE
	M			Hazardous Cargo Training	G182	A	FA
	C			CPR/AED Training	G940	24M	FA

		Combat Survival Training (CST)	SS02	36	2
		Water Survival Training (WST)	SS05	36	2
M		Tactics	G060	SA	P/N/FE, 6, 7
R		Aircrew Intelligence	G070	A	P/N/FE, 6
	M	Mobility Folder Review	C040	AR	5, 11
	OB	Passport	E030	AR	11, Foreign Clearance Guide
	ILI	Secondary Passport	E035	AR	11, Foreign Clearance Guide
	T	ISOPREP Review	G120	AR	2, 11
	Y	Combat Arms Training	G291	24M	P/N/FE/CSO/FA, 9, 11
		Conduct After Capture	SS03	T	COCOM Guidance
		Contingency SERE Indoctrination	SS07	AR	8, 11

A-Annual, SA-Semiannual, B-Biennial, D-Due in listed number of days, M- Due in listed number of months, T-Triennial, Y- Due in listed number of years, AR-As Required.

NOTES:

1. Senior Officers maintaining NMR, BMC, or BAQ will accomplish these events only.

2. Flight Surgeons will accomplish these events. Those items within the MOB section are not required for Flight Surgeons without a mobility position.

3. Flight Surgeons and Multiple Qualified crewmembers must accomplish this requirement in each aircraft they fly

4. Flight Physical and Physiological Training are tracked on the top of each crewmember's Individual Training Summary (ITS). Therefore there is no longer a need to assign and track these training events in the training module of ARMS. This is a mandatory grounding item on expiration date. Individual will not fly until required event is accomplished. Flight Physical expires on the last day of the birth month. Physiological Training expires 5 years after the last day of the month in which previously accomplished.

5. As required for unit mission. Requirement is determined by OG/CC.

6. Not required for BAQ or BMC crewmembers. Local sorties/CONUS Training Missions may be accomplished while non-current for this event.

7. OG/CC may specify an alternate frequency for Tactics Training, but not less than annual, provided unit aircrew members receive all G060 blocks of training annually.

8. OG/CC may approve an extension of up to six months.

9. CONUS assigned Special Airlift Program (SAP) FAs only. Theater requirements may vary.

10. This event does not satisfy the IRC examination requirement within the check cycle. Log IRC upon completion of the complete course to include instructor-led Hot Topics. AFI11-2(MDS), Volume 1 is not the governing directive for completion of this event. Pilots on active flying status will complete the IRC every fourth quarter after completion IAW AFMAN 11-210, *Instrument Refresher Program* (IRP).

11. AFI 11-2VIP, Volume 1 is not the governing directive for completion of this event. IAW AFI 11-202, Volume 1, Paragraph 6, refer to HQ AF/A3O-AT reference publications for current ancillary training frequencies. See event description in **Chapter 7** for additional information.

4.6. Flight Surgeon Continuation Flying Requirements. Flight Surgeons will comply with the requirements of this document and AFI 11-202, Volume 1 and **Table 4.1**. Flight surgeons require one sortie in any qualified MDS every 60 days. See AFI 11-202, Volume 1 table for flying continuation training requirements. See **Table 4.1**. for flight surgeon ground continuation training requirements.

4.6.1. Flight Surgeon loss of flying currency. Units will notify the MAJCOM Command Surgeon of non-current Flight Surgeons (AMC units send notification to HQ AMC/SGP).

4.6.1.1. Flight Surgeons that exceed 60 days between sorties (but less than 180 days) require completion of emergency egress training (non-ejection) with a certified aircrew instructor prior to the next flight.

4.6.1.2. Flight Surgeons that exceed 180 days between sorties require completion of emergency egress training (non-ejection) with a certified aircrew instructor, completion of the online Flight Surgeon Qualification Exam (**https://afms.csd.disa.mil/kc/login/login.asp**), and compliance with local qualification guidance prior to the next flight.

4.7. Flying Continuation Training Requirements. Crewmembers will comply with requirements of **Table 4.2**, **Table 4.3**, **Table 4.4**, **Table 4.5**, and **Table 4.6**, for their crew position respectively. **NOTE:** OG/CCs may make additions to **Table 4.3** through **Table 4.6**. See MAJCOM Supplement.

4.7.1. PIQ Graduates. Pilots (FPQ) are dual seat qualified, and may accomplish training events in either seat.

4.7.2. Senior Officers who complete Senior Officer Qualification course and have a BAQ AF IMT 8 shall maintain a minimum FTL E continuation training requirement.

4.7.2.1. This requirement also applies to additional aircraft an individual may be qualified in. In addition to always flying with an instructor of like specialty, FTL E senior officer pilots must be current in takeoffs, landings, and instrument approaches prior to carrying passengers.

4.7.2.2. For annual simulator refresher course (G250) attempt to schedule the Senior Officer if possible. If not, ensure that the Senior Officer is afforded all the training in the aircraft that would have been accomplished in the simulator. Provide this training on a local sortie and not on a mission. Include approaches, transition work, and all applicable CRM, Emergency and mission orientation briefings. Instructors will log annual CRM refresher (G230) and simulator refresher course (G250) for the Senior Officer upon completion of the local training flight.

4.7.3. For ARMS tracking, simulator events will be coded with an "S" prefix and within ARMS use the Restrictions tab under Profile Task Information.

Table 4.2. Continuation Flying Requirements (P).

Code	Event	FTL A	FTL B	FTL C	FTL E	Currency	Notes
	MAF Currency Events						
G240	CRM Simulator	1	1	1	1	A(P/FE)	11
G250	Simulator Refresher Course	1	1	1	1	SA(P) A(FE)	10
M010	Proficiency Sortie	1	1	2		SA	2

M020	Unit Specific Training Sortie	0	0	0		SA	1
M030	Overseas Mission	1	2			SA	1, 5, 12
P020	Takeoff	8	10	12	6	M	9
P070	Instrument Approach	6	8	12	6	M	9
P100	Precision Approach	3	4	6	2	SA	
P110	Non-precision Approach	3	4	6	1	SA	
P116	NDB Approach	1	1	1		SA	8
P117	RNAV/GPS Approach	1	1	2		SA	1, 5
P119	RNP/SAAAR Approach	1	1	2		SA	1, 4
P130	Circling Approach	1	2	2		SA	
P150	Missed Approach	2	3	3		SA	
P190	Landing	8	10	12	6	M	9
P192	Landing (Night)	2	2	2		Q	
	MDS Currency Events						
P028	Right Seat Takeoff					SA	
P029	Left Seat Takeoff					SA	
P120	Cat II ILS	2	2	2		SA	1
P121	Cat III ILS	2	2	2		SA	1, 3, 5
P122	HUD/EVS Approach	2	2	2		SA	1, 4
P140	Visual Traffic Pattern	2	2	2		SA	
P170	Approach & GA, Sim. Engine Out	2	3	3		SA	
P181	Approach & Landing (Simulated Engine Out)	2	2	2		SA	
P190	Landing (primary aircraft)					Q	7

A							
P190 B	Landing (secondary aircraft)					Q	7
P198	Right Seat Landing					SA	
P199	Left Seat Landing					SA	
RS00	Tactical Arrival	1	1	1		SA	6
RS20	Tactical Departure	1	1	1		SA	6

M-Monthly, Q-Quarterly, SA- Semiannual, A- Annual

NOTES:

1. These events are determined by OG/CC.

2. Pilots and flight engineers should dual log an M010 during semiannual refresher simulator training. Difference qualified (C-20/37) crewmembers must accomplish one event in each type aircraft or simulator. See paragraph 7.6 for additional guidance. (PAG exempt).

3. Applies only to C-32, C-40B/C, and VC-25 aircraft.

4. Applies only to equipped aircraft. RNP/SAAAR approaches require both special aircraft authorization and aircrew certification training to fly this type of procedure. If a RNP/SAAAR approach is accomplished a RNAV/GPS approach may also be logged. See **Chapter 7** for additional information and requirements.

5. Multiple qualified crewmembers may accomplish event in either MDS. If a Cat III ILS approach is accomplishing a Cat II approach may also be logged.

6. Requirement is for Aircraft Commander. OG/CC may authorize for FPN. Once tactics certification is complete, pilots incur the semi-annual requirement. Tactics events may be accomplished from the left or right seat. Tactical events may not be credited by observing from the jump seat. Recommend units accomplish tactics training prior to deployment. PAG & C-9 are exempt.

7. Difference qualified (C-20/37) pilots only.

8. If a NDB approach is not available, use RMI only procedures.

9. Unqualified in the aircraft if non-current in excess of 6 months.

10. P/FE requirement. OG/CC may direct that G250 be accomplished in quarterly increments to meet unit training requirements. Frequency cannot be less than semiannual (PAG and C-9 exempted). A G250 (Sim with academics) can be logged in one SA period and a Proficiency Simulator or Recurrent Simulator in the following SA period satisfies the SA requirement.

11. CRM Simulator (G240) may be accomplished during the Simulator Refresher course (G250) and dual logged. A separate CRM simulator profile is not required during G250 if CRM is briefed, utilized, and debriefed for each simulator mission.

12. M030 is not creditable in the simulator. OG/CCs may substitute CONUS operational sorties for overseas sorties. M030 may be accomplished from the left, right, or jump seat.

Table 4.3. Flight Engineer Semiannual Continuation Flying Requirements.

Code	Event	FTL A	FTL B	FTL C	Currency	Notes
M010	Proficiency Sortie	1	1	2		1
P005	Taxi Operations	2	2	2	Q	2

NOTES:

1. Flight engineers may log an M010 during semiannual refresher simulator training, provided they complete aircraft pre/post flight checklists. The M010 may be logged in the simulator, on an operational mission, or on a M10 local training sortie. Differences qualified (C-20/37) FEs must accomplish one event in each type aircraft or simulator. Do not schedule an M010 sortie solely to maintain or regain FE currency.

2. Events are determined by OG/CC.

Table 4.4. Semiannual Continuation Flying Requirements (CSO).

Code	Event	FTL A	FTL B	FTL C	Currency	Notes
M010	Proficiency Sortie	1	1	2		1
P270	Secure Radio Operations	2	2	2	Q	1
P271	Authentication Procedures	1	1	1		1

NOTES:

1. CSOs qualified in multiple aircraft will maintain semiannual currency in each aircraft. An M10 may be logged on a local training sortie or on an operational mission. Do not schedule an M010 training sortie solely to maintain or regain CSO currency.

Table 4.5. Semiannual Continuation Flying Requirements (FA).

		FTL	FTL	FTL		

Code	Event	A	B	C	Currency	Notes
M010	Proficiency Sortie	1	1	2		1

NOTES:

1. FAs qualified in multiple aircraft will maintain semiannual currency in each aircraft. An M10 may be logged on a local training sortie or on an operational mission. Do not schedule an M010 training sortie solely to maintain or regain CSO currency.

Table 4.6. Semiannual Continuation Flying Requirements (N).

Code	Event	FTL A	FTL B	FTL C	Currency	Notes
M010	Proficiency Sortie	1	1	2		1
M014	Navigator Mission Sortie	4	4	5		

NOTES:

1. Do not schedule a training sortie solely to maintain or regain navigator currency.

4.8. Ancillary Training. Ancillary training is guidance or instruction that contributes to mission accomplishment, but is separate from an Air Force Specialty or occupational series. AFI 11-2VIP, Volume 1 is not the governing directive for completion of ancillary training events. In accordance with AFI 11-202, Volume 1, the source AFI provides training frequency for these events unless an approved waiver has been authorized. See Unit Deployment Manger representative to ensure compliance with additional non-aircrew specific training requirements.

4.9. Proration of Training. AFI 11-202, Volume 1 outlines proration of training requirements for crewmembers not available for flying duties or those changing training levels. Perform the following formula steps to determine training requirements for a select training period:

Step 1 – Convert number of days available to number of months available (See **Table 4.7.**).

Step 2 – Look up event currency required.

Step 3 – Determine prorated event volume required using the following formula:

Number of Months Available

X Event Volume

÷ 6 (Number of Months in the Semiannual training period)

= Prorated event volume required (round down to nearest whole number but not less than 1)

4.9.1. Use **Table 4.7** to determine the number of months available. Prorate only if absence is at least 15 cumulative days.

4.9.2. When an individual permanently changes station (PCS) to a unit flying the same model aircraft and enters the same training level or lower, credit may be taken for training accomplished at the previous base. Prorate training requirements based on the time available (time at former base, plus time at new base, minus number of days not available) during the training period. Time available starts 7 days after sign-in for CONUS and 14 days after sign-in for OCONUS. Subtract previous accomplishments from the prorated total to determine remaining requirements.

4.9.3. Units may also prorate requirements for individuals changing training levels. If requirements are prorated do not credit events accomplished while in the former FTL.

Table 4.7. Individual Availability.

Days Available	Months Available
0-15	0
16-45	1
46-75	2
76-105	3
106-135	4
136-165	5
>166	6

4.10. Failure to Complete Training Requirements. Declare individuals NMR if they fail to maintain flying currency, fail to complete semiannual flying continuation training requirements, or fail to complete ground continuation training requirements. The following guidance applies:

4.10.1. Crew members non-current the day after event currency expires; (i.e., a crewmember that accomplished an event with monthly currency on 1 September becomes non-current on 1 November). If a crewmember is NMR for failure to complete required continuation training, the OG/CC has two options:

4.10.1.1. Waive the required training. The individual remains on MR status.

4.10.1.2. Place the crewmember in supervised status for that event (individual flies with an instructor of like specialty) until required training is accomplished.

4.10.2. Loss of Currency. Place individuals delinquent in one or more currency events in supervised training status for that event and declare them NMR in those unit missions requiring that event. Crewmembers are non-current the day after event currency expires; (i.e., an aircrew member who accomplished an event with monthly currency on 1 September becomes non-current on 1 November).

4.10.3. Regaining Currency.

4.10.3.1. For a loss of currency up to 6-months, a crewmember must demonstrate proficiency in the aircraft or simulator (as appropriate as defined in **Table 4.2, 4.3, 4.4, 4.5, or 4.6**) with an Air Force instructor (or ATS instructor for simulator creditable events) in all delinquent items. Crewmembers non-current for up to 6-months will maintain their current training level (no documentation required).

4.10.3.2. Loss of currency exceeding 6-months. For events identified in **Table 4.2, 4.3, 4.4, 4.5,** or **4.6,** as leading to unqualified status, the crewmember is unqualified in the aircraft and must complete Sq/CC-directed requalification training and an aircrew evaluation. For all other currency events, regain currency by demonstrating proficiency in the aircraft or simulator to the satisfaction of an Air Force instructor (or ATS instructor for simulator creditable events) in all delinquent items.

4.10.4. Failure to Complete Semi-annual Flying Training Events. The OG/CC or equivalent may waive flying continuation training and currency events. At the end of each training period, the squadron commander will review ARMS products for those crewmembers who failed to accomplish all required flying training events (includes all events listed in the flying continuation training tables **Table 4.2, 4.3, 4.4, 4.5**, or **4.6)**. The squadron commander will either direct training necessary for the individual to regain MR status or request OG/CC waiver. If the ARMS review shows enough flying events were recently accomplished to ensure MR proficiency, OG/CC or equivalent may waive the requirements. This waiver authority must be used judiciously. The intent is to ensure crewmembers receive the proper quantity of flying events to remain proficient and allow OG/CC to determine MR status and additional training requirements when those training quotas are not met. Waivers for training or currency events missed in consecutive training periods require MAJCOM approval.

4.10.5. Failure to Complete Ground Training Events. The OG/CC or equivalent may waive ground continuation training events identified in **Table 4.1**. This waiver authority will be used judiciously. The decision to grant a waiver will be based on the individual crewmember's experience and proficiency level (i.e. waivers will not be based on a crewmember's availability). OG/CC will determine the allowable time period of the waiver. The make-up training should be accomplished at the earliest opportunity. This waiver is for unforeseen circumstances only and only for events that will not degrade mission accomplishment.

4.11. Requirements Before PCS or TDY by Rated Members on Active Flying Status.

4.11.1. AFI 11-202, Volume 1 specifies requirements before PCS or TDY.

4.12. Requirements Before Removal from Active Flying Status.

4.12.1. AFI 11-202, Volume 1 specifies requirements before removal from active flying.

4.13. Requirements While in Inactive Flying Status.

4.13.1. AFI 11-202, Volume 1 specifies requirements while in inactive flying status.

4.14. Retraining.

4.14.1. AFI 11-202, Volume 1 specifies retraining restriction before separation, retirement, or mandatory inactive flying status.

4.15. Aircrew Flying in Non-US Air Force Aircraft and with Non-US Air Force Units.

4.15.1. AFI 11-202, Volume 1 addresses individuals flying in this status.

4.16. Training Period.

4.16.1. Continuation training program is based on static 6-month periods (1 January - 30 June and 1 July - 31 December).

Chapter 5

UPGRADE TRAINING

5.1. Description. This chapter identifies general prerequisites and training requirements for upgrade.

5.1.1. General. The flying time prerequisites for upgrade are based on the crewmember having gained the knowledge and judgment required to effectively accomplish the unit's missions. Sq/CCs will ensure their continuation training programs emphasize these areas. Flying experience must include left seat time before entering formal school upgrade training. Crewmembers will have an in-depth knowledge of systems, procedures, and instructions before entering the formal upgrade program.

5.1.2. OG/CC is designated waiver authority for flying hour prerequisites for entry into formal upgrade courses.

Table 5.1. Upgrade Prerequisite Summary (Pilot).

	From	To	Prerequisites	Notes
Initial Qual	Student (UNQ)	First Pilot – 1 (BAQ)	- Chapter 2 requirements - Initial Instrument/Qualification flight evaluation - Recommended by an instructor	1, 5, 7
Mission	First Pilot – 1 (BAQ)	First Pilot – 2 (Mission Ready)	- Chapter 3 requirements	
Upgrade	First Pilot - 2 (Mission Ready)	Mission Pilot (Aircraft Commander)	- 1000 hours total or MWS IP/100 hours PAA - Chapter 5 requirements - Operational Mission flight evaluation - Certification board	1, 2, 3, 7
Upgrade	First Pilot - 2 (Mission Ready) ANG Only	Mission Pilot (Aircraft Commander)	- 6 months as Mission Ready First Pilot - 1000 hours total and 200 hours PAA, or previous AC with 2000 MTF and 50 PAA - Chapter 5 requirements - Operational Mission flight evaluation - Certification board	1, 2, 3,6, 7

Upgrade	Mission Pilot (Mission Commander)	Instructor Pilot	- 100 hours PAA & 6 months after MP certification - Chapter 5 requirements - Instructor flight evaluation - Certification board	3, 4, 5, 7
Upgrade	Instructor Pilot	Evaluator Pilot	- Unit CC recommendation - Chapter 5 requirements - Certification board	3

NOTES:

1. Pilots remaining in BAQ status (certain staff positions, etc.) are required an Initial Instrument/Qualification flight evaluation and unit commander certification board. Pilots progressing onto mission ready status do not require a certification board for initial instrument/qualification.

2. Recommended by an instructor with the concurrence of the operations officer.

3. Total/PAA time may be further restricted by OG/CC. See MAJCOM Supplement.

4. All flying-hour requirements must be attained prior to entry into an IP upgrade program.

5. The unit training chief must ensure AF IMT 63, is signed prior to beginning initial or upgrade training according to AFI 36-2107. Prior MDS instructor crewmembers going through instructor upgrade in-unit incur no ADSC.

6. Applies to ANG only.

7. Total flying hours represents all flying time logged aboard a fixed wing aircraft as a "military" pilot including UPT, Student, and "Other" time (but does not include time in another aircrew specialty). Simulator time is not credible to meet total flying hour requirement.

5.2. Mobility Pilot Development (MPD). MPD is the AMC continuous upgrade process designed to develop Specialized Undergraduate Pilot Training (SUPT) graduates through aircraft commander qualification. VIPSAM pilots have been aircraft commanders in other major weapon systems (MWS) and enter training as cross flow pilots. The MPD program includes the Pilot Initial Qualification (PIQ) formal training course, continuation training and the Pilot Check-out (PCO) training. All MPD pilots will be dual-seat qualified. MPD pilots are not Aircraft Commanders but should be considered in continuous aircraft commander training upon graduation from the PIQ course until AC certification. Training timelines are based on **Table 5.1** and should be tailored to match an individual's capabilities and experience level.

5.2.1. Mobility Pilot Development (MPD) Overview.

5.2.1.1. Squadrons must ensure that PIQs get balanced exposure to the left and right seats to ensure proficiency and currency with the flying and non-flying duties in both seat

positions. Squadron Commanders will ensure pilots receive sufficient training opportunities to gain experience prior to Aircraft Commander Upgrade.

5.2.1.2. MPD Continuation Training. This training involves both instrument simulator sorties (ISS) and flying training conducted during local and mission sorties.

5.2.1.3. Certification. A crewmember will be mission ready (MR) after completion of all ground training and flying training requirements. Additionally, Aircraft Commanders must be certified by the Sq/CC or Review and Certification (R & C) Board before performing duties as Pilot in Command (PIC).

5.2.2. **MPD Designation Codes.** AFI 11-401 defines pilot aviation codes. For standardization, use the codes from **Table 5.2** (3rd letter designator distinguishes the status for a MPD pilot who completed formal training with evaluation (graduate). This ARMS code does not affect the ML qualification status listed on the AF Form 8. Use the following ARMS codes to define pilot qualification or certification status:

Table 5.2. Mobility Pilot Designation Codes.

If first two are "FP"	Qualified Pilot. Then 3rd character is:	
	"N"	Qualified Non-Mission Ready (NMR). This is used for the following: 1. Pilot currently in ACIQ, ACQ, or PCO course and has not completed qualification check ride. 2. Pilot Initial Qualification (PIQ) course graduate currently in local mission ready training. 3. If the PIQ will be NMR for an EXTENDED period of time (greater than a month). 4. Not used for short duration NMR status due to DNIF or short term currency deficiencies. 5. Senior Officer Course (SOC) graduate.
	"L"	Qualified Non-Mission Ready (NMR). This is used for the following: 1. Graduate of aircraft commander course in local mission ready training. 2. Pilots designated "E" level for continuation training.
	"Q"	Qualified Mission Ready (MR). This code is used for the following: Qualified Mission Ready MPD pilot.
If "MP"	Fully Certified/Qualified Aircraft Commander. Then 3rd character is:	
	"N"	Non-Mission Ready (NMR) Aircraft Commander. This code is used: 1. If the MP will be NMR for an EXTENDED period of time (greater than a month). 2. Not used for short duration NMR status due to DNIF or short term

		currency deficiencies. 3. Graduates of aircraft commander course (FPLs) who have not acquired enough PAA hours for AC R&C, but have completed all local mission ready training requirements.
If "IP"	Fully Certified/Qualified Instructor Pilot who is performing instruction on the mission.	
If "EP"	Fully Certified/Qualified Evaluator Pilot who is performing evaluator duties on the mission.	

5.3. Aircraft Commander (MP). See minimum flying-hour requirements in **Table 5.1**

5.3.1. General. The flying time prerequisites for upgrade are based on the pilot having gained the knowledge and judgment required to effectively accomplish the unit's missions. Sq/CCs will ensure their continuation training programs emphasize these areas. AC candidates will have an in-depth knowledge of systems, procedures, and instructions before entering the formal upgrade program. The following guidance applies:

5.3.1.1. AC Candidate. All MPD pilots are in continuous aircraft commander upgrade training and are considered AC candidates.

5.3.1.2. MPD Pilot Checkout. The process for aircraft commander certification will include the MPD Pilot Checkout Course (PCO) which culminates in an Operational Mission Evaluation.

5.3.1.3. AC Certification. Pilots will not be designated pilot in command until certified as an aircraft commander by the Sq/CC. Pilots will complete all "tasks and events required" in **Table 5.1**.

5.3.2. Global Ready Aircraft Commander Course (GRACC). GRACC is a multi-step process designed to familiarize the new mobility aircraft commander with the intricacies of operating in the AMC en route system. GRACC is not required for VIPSAM pilots, however, VIPSAM pilots are invited to attend. One time course completion is transferable between all AMC weapons systems. Previous or current MAF aircraft commanders do not have to take this course. Waiver authority is OG/CC or equivalent.

5.3.2.1. GRAC training guides can be downloaded from the AMC/A3T web site, AMC en route training link. HQ AMC Orientation Tours can be scheduled via email with AMC/A3TF (**A3T.quotamanagement@scott.af.mil**) or at DSN 779-3576.

5.4. Aircrew Instructor Program. Course is designed to teach selected crewmembers fundamentals and concepts of instructing. Instructor candidates will be selected based on experience, judgment, ability to instruct, flying skill, and technical knowledge.

5.4.1. Prerequisites. See **Table 5.1**, **Table 5.3**. and this section for instructor upgrade prerequisites.

5.4.1.1. Instructor Preparatory Course (IPC). All instructor candidates must have attended an IPC at a formal Air Force school or at the unit level.

5.4.1.1. **(932AW)** Instructor Preparatory Course (IPC) requirements. All instructor candidates will attend IPC or have attended IPC during a previous upgrade at a formal Air Force school or at the unit level. Flight Attendant's use an AMC-approved syllabus

to conduct a unit level IPC. This syllabus is available online at: **https://eim.amc.af.mil/org/932OST1**.

5.4.1.1.1. IPC Guidance. Unit level IPC will be conducted according to a plan submitted to and approved by the appropriate operations group and MAJCOM training office. Primary instructors will maintain course content and update when necessary. A record of course attendees will be maintained for at least 2 calendar years. An AF Form 1256, Certificate of Training will be issued to each graduate and signed by the primary instructor. Unit level IPC operating instructions are permitted and encouraged.

5.4.1.1.2. Unit level IPC. Each IPC program will have a primary instructor appointed by the applicable squadron commander to be responsible for course content, scheduling, records, and training of new IPC instructors. IPC staff may be of any size but should be limited to only enough to accomplish unit requirements.

5.4.2. Ground Training.

5.4.2.1. An instructor must be thoroughly familiar with aircraft systems and equipment, normal and emergency operating procedures, prohibited maneuvers, and aircraft performance under all conditions of flight. Instructor candidates will demonstrate knowledge by organizing and conducting ground briefings on a cross-section of subjects from applicable directives. Briefings may be conducted as part of the existing continuation training or flying safety program, but the briefing must be critiqued by a same crew position instructor for content, organization, and delivery.

5.4.2.2. The instructor candidate will receive ground training on training documentation requirements.

5.4.2.3. Instructor candidates from all crew positions will satisfactorily complete written examinations prior to qualification or requalification. Examinations will be prepared, administered and controlled by the ATS contractor or unit A3V/CCV, according to AFI 11-202, Volume 2 and AFI 11-2VIP Volume 2. Record examination results on an AF IMT 8.

5.4.3. Flying Training.

5.4.3.1. IP candidates may occupy either seat during training. Emphasis will be on right-seat proficiency, maneuver techniques, practice instruction, practical emergency situation set-up, and operating aircraft systems. A minimum of one touch and go landing should be accomplished in the left seat, emphasizing the differences in cockpit layout and aircrew duties that affect left seat instructing.

5.4.3.2. An initial instructor flight evaluation is required and validated by certification board. Instructor candidates will demonstrate to a flight examiner their ability to instruct and perform selected maneuvers and items according to applicable directives.

5.4.3.3. Instructor proficiency guidelines. In the first quarter, following upgrade, emphasis should be placed on flying the newly certified IP in the local pattern to reinforce upgrade training and to gain experience in the local flying environment.

5.5. Flight Examiner Upgrade. Squadron commanders will identify instructors for flight examiner certification. Instructors identified for certification as flight evaluator must possess

satisfactory knowledge of AFI 11-202, Volume 2, AFI 11-2VIP Volume 2, and applicable MAJCOM supplements. All flight examiners must be fully qualified instructors (**EXCEPTION**: NAF/CC or OG/CC).

5.6. Upgrade Prerequisite Summary (Pilot & All other crew Positions). Refer to **Table 5.1, Table 5.3**, and MAJCOM Supplement for upgrade prerequisites.

5.6.1. Mission Ready Upgrades.

5.6.2. Aircraft Commander (MP). Flying time prerequisites required for upgrade are based on an FP having gained knowledge and judgment required to effectively command unit missions. Upgrade to MP requires demonstrated proficiency in mission planning, predeparture, in-flight, and post-flight procedures, special procedures and systems before certification. In-Unit Upgrade is the primary method for MP qualification training.

5.6.3. Mission Ready Flight Engineer (MF). Upgrade to MF requires demonstrated proficiency in mission planning, predeparture, in-flight, post-flight procedures, special procedures and coordination, and aircraft taxi procedures (if required) before certification.

5.6.4. Mission Ready Communications Systems Operator (MK). Upgrade to MK requires demonstrated proficiency in mission planning, predeparture, in-flight, and post-flight procedures, special procedures and systems before certification.

5.6.5. Mission Ready Flight Attendant (MT). Upgrade to MT requires demonstrated proficiency in the following: Mission planning; user coordination; fleet, customs, immigration; meal planning, purchase, and preparation; financial accountability; forms preparation; FA direction and delegation; mission pacing; and emergency procedures before certification.

Table 5.3. Upgrade Prerequisite Summary (All Other Positions).

	From	To	Prerequisites	Notes
Initial	Student	BAQ (FF, FK, FT)	- Chapter 2 requirements - Initial Qualification evaluation	3
Mission	BAQ (FF, FK, FT)	MF, MK, MT	- Chapter 3 requirements - Initial Mission Evaluation	1
Init/Msn	Student	MF, MK, MT	- Chapter 2 and Chapter 3 requirements - Initial Mission/Qualification flight evaluation	1, 3

Upgrade	MF, MK, MT	IF, IK, IT	- Unit CC recommendation - Chapter 5 requirements - Instructor flight evaluation - Certification board	2, 3
Upgrade	IF, IK, IT	EF, EK, ET	- Unit CC recommendation - Chapter 5 requirements - Certification board	2

NOTES:

1. Recommended by an instructor with the concurrence of the operations officer.

2. Hours and time requirements will be established by squadron CC. See MAJCOM Supplement.

3. The unit training chief must ensure AF IMT 63, is signed prior to beginning initial or upgrade training according to AFI 36-2107. Prior MDS instructor crewmembers going through instructor upgrade in-unit incur no ADSC.

5.7. Special Qualifications and Certifications. Certain aircrew qualifications and certifications are trained after completion of formal qualification and do not affect mission ready status. Special qualifications and certifications may require an evaluation or only an AF Form 4324 update. These programs are usually taught at the unit level by Air Force instructors of like specialty.

5.7. (932AW)Special Qualifications and Certifications.

5.7.1. Pilot Tactics Certification. This section outlines the qualification and continuation requirements for a pilot fly tactical flight procedures. **NOTE:** Maneuvering, to include threat response, beyond pilot, flight manual, or aircraft limitations is prohibited.

5.7.1.1. Prerequisites. Mission-qualified pilots (FPL) may receive tactics training and certification. Initial qualification pilots will receive tactics certification training during Mission Qualification. OG/CC may begin tactics training earlier than mission qualification to meet unit requirements.

5.7.1.1. **(932AW)** Prerequisites. C-40C pilot initial qualification, or requalification if appropriate, students will receive tactics certification training following their evaluation. Additional simulator time will be coordinated by OST and added on to initial qualification training. Following a successful evaluation, the evaluator pilot will instruct the tactics certification the next day. If this is not possible, unit DOT will coordinate tactics certification as soon as possible following the student's initial mission qualification.

5.7.1.2. Certification Training. Complete the Pilot Tactics Certification Training Guide for the aircraft type. Initial certification training should be accomplished in the simulator to the maximum extent possible.

5.7.1.3. Certification Documentation. AMC units will document tactics certifications on the letter of X's. Other MAJCOMS will establish their own documentation requirements.

5.7.1.4. Continuation Flying Requirements. Once qualified, currency requirements may be accomplished in the simulator or in the aircraft on a non-interference basis. Emphasis is on using the simulator to maintain currency. A separate local training sortie will not be generated to accomplish this training. For flying continuation training requirements, see **Table 4.2**

5.7.2. **(Added-932AW)** Flight Attendant Cook and Middle Certification. Upon completion of initial FT Mission Qualification, the student will begin middle position certification training followed by cook position certification. These two are separate certifications and are intended to be completed sequentially. It is recommended that each certification take no longer than 180 days to complete. Once certification is complete, the student will be authorized to perform duties in that position unsupervised. The FT will achieve certification in the middle and cook positions prior to being selected for MT upgrade. Any exceptions must be coordinated by unit DOT and unit CC. More specific information is located online at: **https://eim.amc.af.mil/org/932osf/OST1**, click 'Aircrew Training Guides'.

Chapter 6

AIRCREW TRAINING SYSTEM (ATS)

6.1. Description. VIPSAM training contractors provide academic, simulator, and technical training to USAF crews operating commercial derivative aircraft. The Air Force conducts flight training and evaluations.

6.1.1. Training is conducted at the contractors Federal Aviation Administration (FAA) approved training center by FAA certified instructors. Training shall be to the commercial Airline Transport Pilot (ATP) Type Rating/Certification standard. USAF difference training is conducted in unit.

6.2. Applicability. As defined in AFI 11-202, Volume 1. The ATS is civilian contractor-provided aircrew training in concert with Air Force instruction. This chapter applies to all crewmembers attending formal schools using ATS courseware or attending ATS initial, upgrade, or refresher training. Simulator training contracts govern USAF-contractor relationships and obligations and may only be modified by the contracting officer. Units will not levy additional requirements on contractors. Contact the MAJCOM training office with recommended changes to the aircrew training program.

6.3. Dedicated Training Time. As defined in AFI 11-202, Volume 1.

6.3.1. It is imperative that students complete their training in a timely and uninterrupted manner. Students will enroll on a full-time basis and be relieved from duties not directly related to training. **EXCEPTION**: Supervisory personnel may continue their normal duties as time permits.

6.4. Course Prerequisites. Each ATS course is designed and based on student prerequisites being met. Prerequisites may include a minimum number of flying hours, squadron operations officer recommendation, and completion of applicable training guides. Consult the course summary document (CSD) or Education and Training Course Announcement (ETCA) to determine student entry level for each course.

6.4.1. FAA Prerequisites. When an ATP Rating Type Certification is allowed under the individual contract, the AF student is personally responsible for all FAA prerequisites prior to the check ride. The AF will not fund FAA prerequisite training (i.e. training to remove center line thrust limitations etc).

6.5. Lesson Objectives.

6.5.1. Lesson Objective Development. All objectives must meet FAA requirements for individual course certification.

6.5.2. Lesson Objective Description. These are subject to changes in the contract.

6.5.3. Lesson Objective Use. Instructors and examiners use lesson objectives as a reference document to establish training and evaluation standards. Submit recommended changes through MAJCOM channels.

6.5.4. Contractor Course Material. Training contractors provide student guides, training guides, and appropriate course material in the contractor's commercial format. Each commercial course is certified by the FAA to meet commercial training standards.

6.6. COURSE CRITIQUE. Upon completion of training, the contractor shall provide each student with a copy of AMC Form 246, Student Course Critique. Filling out this critique is mandatory for USAF students. To receive payment, the contractor must forward the completed course critique along with the invoice to HQ AMC/A3TA. AMC training managers review 100% of student critiques for training quality assurance.

6.7. Unsatisfactory Student Progress.

6.7.1. If a student's training progress is unsatisfactory, the contractor will notify the government representative (group training, operations officer, etc.). Following a joint Air Force and ATS contractor review of the student's record, the Air Force will determine whether to continue or terminate training.

6.7.2. The contractor will provide written feedback to the unit commander or training office for students who display substandard performance.

6.7.3. Remediation Procedures. HQ AMC/A3TA or NGB/A3O must receive prompt notification from the contractor of failed course completion. Remediation subsequent to a failed course may be ATS contractor's responsibility, Air Force's responsibility, or a joint responsibility, depending on the nature of failure. In every case, close coordination is required to achieve maximum trainee progress. Direct contact with appropriate ATS instructor supervisor is encouraged.

6.8. Courseware Changes.

6.8.1. Submit courseware changes through appropriate MAJCOM channels, with information copies to HQ AMC/A3T, AFRC/A3T or NGB/A3O.

6.8.2. Master Task List (MTL) and Evaluation Standards Document (ESD).

6.8.2.1. MTL/ESD Purpose. The MTL/ESD is required to provide the basis for courseware development. The MTL/ESD will be approved by HQ AMC/A3TA and is the evaluation criteria for validating an aircrew member's performance. Flight examiners and instructors who evaluate or train crewmembers will use the MTL/ESD to determine the ability of an individual to meet the performance levels required to be mission-qualified.

6.8.2.2. MTL/ESD Use. Flight evaluators and instructors in the training and evaluation of crewmembers will use the MTL/ESD. Distribution of the MTL/ESD is sufficient to ensure that each squadron has reference copies for each crew position. Recommended changes will be submitted through Air Force channels using an approved quality assurance change proposal (QACP) process. Changes to the MTL/ESD frequently result in changes to associated courseware.

6.9. Scheduling. Student scheduling for academic and simulator training classes will be in accordance with the terms of the individual training contract.

6.9.1. In the event agreement cannot be reached on scheduling of a class or classes, the matter shall be referred to the Contracting Officer for resolution. The contractor shall submit

a list of class attendees (to include student name, organization and date of training) to the addresses listed below no later than three days prior to class start.

6.9.2. Training contracts have a specific lead time requirement to either schedule a training class or to cancel a scheduled class. Understanding the Contractors cancellation policy is critical. Failure to meet a cutoff date could lead to the Government paying for training not received. The Government is normally not liable for payment if the late cancellation is due to death, injury, illness, or an emergency that requires scheduled training to be cancelled.

6.10. Responsibilities.

6.10.1. Training Contractor: The Contractor is obligated to comply with the terms of the contract. Review the current contract for up to date contractor responsibilities.

6.10.2. HQ AMC/A3T, HQ AFRC/A3T or NGB/A3O:

6.10.2.1. Provide appropriate Lead Command and User Command oversight of contract training programs.

6.10.2.2. Ensure that contractor-provided academic and ATD training complies with the policies, guidelines, and directives established by AMC headquarters and the current training contract.

6.10.2.3. Review all recommended initiatives directed toward the SAM-CSM-DVG training contracts. This includes recommendations for changes submitted by the contractor or other Air Force agencies.

6.10.2.4. Coordinate Air Force training requirements with the contractor to ensure effective utilization of all contractor-provided academic and ATD training.

6.10.2.5. Monitor training device utilization, availability, and ensure equipment malfunctions are corrected through coordination with the training contractor when required.

6.10.2.6. Review all initial qualification and refresher training courses and mission scenarios. Changes should be made as necessary when aircraft systems, operating procedures, or mission and command training requirements are modified or changed.

6.10.2.7. Submit annual contract training requirements to the MAJCOM Contracting Officer and AMC/A3TA in accordance with **paragraph 1.18.1.2**

6.10.3. OSS/OST, PAG/DOT, HQ AFRC/A3T and 201AS/DOT:

6.10.3.1. Evaluate contractor instruction through the review of crewmember feedback**,** evaluator feedback, and schoolhouse feedback. Inform HQ AMC/A3T if standards are compromised with recommendations for action/resolution.

6.10.3.2. Review ETCA and adhere to its guidance and procedures concerning requesting, allocating, sub allocating and confirming attendance at scheduled formal training courses. Close coordination is imperative to ensure effective utilization of training slots and contractor resources.

6.10.3.3. OSS/OST training managers will ensure all personnel assigned scheduling duties are knowledgeable of contract scheduling lead time and financial penalty requirements before they are authorized to contact a contractor's scheduling office.

6.10.4. Executive Aircrew Training Center (EATC) (C-20/C-37A/B) Responsibilities:

6.10.4.1. Compare ATS initial qualification simulator courseware with student progress and provide HQ AMC/A3T recommendations for improving the ATS initial qualification courseware.

6.10.4.2. Ensure students have been issued all required manuals and equipment required for the course of instruction.

6.10.4.3. Ensure evaluation requirements are coordinated to include updating Stan/Eval on any scheduling changes.

6.10.4.4. Ensure all pre-course requirements have been accomplished (i.e., instrument course, study guides, etc.).

6.10.4.5. No later than 45 days prior to the class start date, schoolhouse units must inform HQ AMC/A3TF, HQ AMC/DPPET, contractor, and MPF with class number, name, and a SSN of personnel attending.

6.10.5. Squadron training will:

6.10.5.1. Review simulator refresher training and provide OSS/OST recommendations to improve the program.

6.10.5.2. Projected FY requirements. See paragraph 1.4.4.8.

6.10.5.3. When filling initial, requalification, and instructor allocations, ensure allocation RIPs are sent to the unit MPF with the minimum: course, class number, grade, name, and SSN of the individual scheduled for training. Crewmembers are to be reminded to receive an ADSC briefing by MPF prior to attending training. When training involves TDY, it is unit-funded. In this case, units must provide a fund cite to the applicable MPF.

6.10.5.4. Comply with the contracts required lead time and information requirements to schedule a class.

6.10.5.5. Comply with the training contract required lead time and notification requirements to cancel an individual class. Scheduling a class creates a contractual financial obligation. If contract cancellation policies are not complied with, the Government (Unit Training Funds) may be required to pay for training not received. The Government is normally not liable for payment if the late cancellation is due to death, injury, illness, or an emergency that requires scheduled training to be cancelled. Each cancellation is reviewed by the contractor, the AMC Training Manager, and the AMC Contracting Officer.

6.10.5.6. Units desiring to use returned quotas will notify HQ AMC/A3TF, AFRC/A3T or ANG/A3T and MAJCOM training office. In the event that more than one unit desires to utilize the quota, final determination will be made by HQ AMC/A3TA, HQ AFRC/ A3T, or NGB/ A3O.

6.10.5.7. Units desiring to trade quotas may do so without AMC approval; however, they must inform HQ AMC/A3TA, HQ AFRC/ A3T, or ANG/ A3T before the trade occurs, for accountability and billing purposes.

6.10.5.8. Requests for additional training quotas will be submitted directly to HQ AMC/A3TF or NGB/A3O.

6.10.5.9. Provide HQ AMC/DPPET with either a form letter or an annotated class roster indicating the date and names of crewmembers completing their evaluation.

6.11. Aircraft Flights for Contract Training Instructors. Contractor personnel may fly according to the terms of the current government contract, and must have a valid FAA Class 2 physical and comply with applicable DOD and AFI guidance, to include DOD 4515.13-R and AFI 11-401.

Chapter 7

ARMS IDENTIFIERS AND COURSE DESCRIPTIONS

7.1. Description. ARMS event identifiers are standardized for mobility crewmembers. *Additional Information on individual events can be found at*: **https://afkm.wpafb.af.mil/ASPs/CoP/OpenCoP.asp?Filter=OO-OP-AM-94**

Table 7.1. ARMS Identifiers.

Identifier	Group	Paragraph
A	Academic training	7.2
AA	USAF-Specified	7.3
AD	Airdrop	7.4
AS	Airland	7.5
B	Navigation & Individual Proficiency	7.6
C	Miscellaneous	7.7
E	Miscellaneous	7.7
FE	Miscellaneous	7.7
FR	Formation Departure & Recovery	7.8
G	Ground Training	7.9
LL	Aircrew Flight	7.10
M	Mission Specific	7.11
NV	NVG	7.12
P or R	Proficiency	7.13
Q	Qualification	7.14
RS	Tactical Approaches / Departures	7.15
SK	SKE	7.16
SS	Survival	7.17
V	Global Ready Aircraft Commander	7.18
VL	Visual Low Level	7.19
VT	Visual Threat Recognition & Avoidance	7.20
VV	NVG	7.21
X	Unit Defined	7.22

7.2. Academic (A) Identifiers. A001 Initial Qualification Academic Course

A002 Aircraft Commander Upgrade Qualification Academic Course (ACA)

A003 Senior Staff Orientation Course

A004 Senior Staff Qualification Course

A010 Instructor Academic Training

A017 Regulation/Directive Knowledge/Use

A034 Requalification Course

A060 Flight Examiners Course

7.3. USAF-Specified ("AA") Events. AA01 Qualification Check

AA02 Qualification Check, Simulator

AA11 Instrument Check

AA12 Instrument Check, Simulator

AA21 Combined Qualification and Instrument Check

AA22 Combined Qualification and Instrument Check, Simulator

7.4. Airdrop ("AD") Events. Not used.

7.5. Airland Training Events. Not used.

7.6. Navigation & Individual Proficiency ("B") Training Events. Not used.

7.7. Miscellaneous (C, E, & FE). C010 CWD Driver Operations.

C020 Mass Casualty Exercise.

C030 Mobility Briefing.

C040 Mobility Folder Review. Units will track personnel preparedness using DeMS or AF Form 4005, Individual Deployment Requirements. Other systems are not authorized to track personnel readiness. The unit commander ensures unit personnel prepare for deployment (non-aircrew duties) in accordance with this AFI, AFMAN 10-401, and AFI 36-507.

OPR: Unit Commander, Unit Deployment Manager, and individual crewmembers.

Additional Information: See AFI 10-403, Deployment Planning. Frequency of this event will be determined by the unit. Loadmasters are exempt from the Pallet Buildup/Cargo Preparation requirements.

C050 Unit Disaster Training.

E112 Information Protection.

Purpose**:** Ensure all personnel using Air Force information systems understand the necessity and practice of safeguarding information processed, stored, or transmitted on all these systems. See course description in ETCA, Ancillary Training.

Reference: USAF-wide web-based training program. This training replaces: Information Security (INFOSEC); NATO Security; E100--Information Assurance (IA); Records Management; Privacy Act; and Freedom of Information Act. Training can be located at the Air Force Portal **https://www.my.af.mil/faf/FAF/fafHome.jsp**.

E113 Human Relations.

Purpose**:** See course description in ETCA, Ancillary Training.

Reference: USAF-wide web-based training program. This training replaces Combat Trafficking and Suicide Awareness and Violence Prevention (SVAT). Combating Trafficking in Persons (must complete this section prior to SVAT being able to open). Training can be located at the Air Force Portal **https://www.my.af.mil/faf/FAF/fafHome.jsp**.

E114 Force Protection.

Purpose**:** See course description in ETCA, Ancillary Training.

Reference: USAF-wide web-based training program. This program replaces G110, Level 1 Antiterrorism Training. Training can be located at the Air Force Portal **https://www.my.af.mil/faf/FAF/fafHome.jsp.**

7.8. Formation Departure & Recovery. Not used.

7.9. Ground ("G") Training Identifiers. G002 Aircraft Marshaling Training and Examination.

Purpose: Ensures crewmembers understand proper marshalling procedures preventing aircraft taxi incidents.

Description: Review of AFI 11-218, Aircraft Operation and Movement on the Ground, followed by a test. MAJCOMs will ensure that all aircrew personnel are tested on their knowledge of marshalling signals. Test personnel prior to performing duties requiring knowledge of marshalling signals. Test personnel within 30 days after: Reporting for duty following permanent change of station (N/A if tested at a formal school within the previous 6 months), or after their first assignment to duties requiring knowledge of marshalling signals and/or airport markings, lights, and signs.

Unit: Squadron

G003 Flight line Security and Drivers Examination.

Purpose: To ensure crewmembers understand proper flight line driving and security procedures. Aircrew members who are required to drive on the flight line must receive this course.

Description: Training, examination, and certification to drive vehicles on the flight line according to local procedures. Also includes a briefing by the airfield management or security forces covering the physical layout of restricted areas and owner or user responsibility for security reporting and detection.

OPR: MAJCOM: HQ AMC/A3A/SFO Unit: Chief, Airfield Management and Flight line Constable.

Additional Information: Unit commanders determine the required number of crew members authorized to drive on the flight line.

Flight Physical.

Purpose: Ensure that aircrew members are physically fit to perform aircrew duties.

Description: AFI 48-123, Volume 3, *Flying and Special Operational Duty*. Examination expires on the last day of the birth month annually (example: if an individual's birth month is March, and a physical was accomplished 19 Jan 1995, the next physical is due not later than 31 Mar 1996).

OPR: AMC/SG

Physiological Training.

Purpose: Familiarize aircrew members with physiological conditions associated with aircrew duties.

Description: Currency expires 5 years after the last day of the month in which accomplished. (Example: if training was accomplished 19 Oct 2002, training is due not later than 31 Oct 2007). Aircrew members returning to active flying following three or more years of inactive (non-flying) status will accomplish G006 prior to resuming active flying. The altitude chamber portion of G006 is optional for aircrew members with more than 20 years of flying service and at least two documented chamber refresher profiles (including those returning to active flying following three or more years of inactive status). For personnel assigned overseas, they will attend training prior to PCS if their currency expires during their overseas tour.

OPR: AFMOA/SGOA

G007 Flight Records Review.

Purpose: Event to track crewmember's review of their flight records.

Description: Governed by AFI 11-401.

G010 Chemical-Biological Warfare Defense (CWD) Training.

Purpose: Trains crewmembers to successfully survive and fight in a chemical, biological, radiological, nuclear, or high-yield explosive (CBRNE) environment while wearing ground crew individual protective equipment.

Description: Academic and hands-on training with the ground crew protective equipment components. Academic training (CBRN, CBT and ALDS) must be completed within 60 days prior to attendance of G010. Units may combine this training with LS04 (Aircrew Chemical Defense Training), provided both aircrew and ground ensembles are fully covered.

OPR: HQ AMC/A7O; Curriculum Development: HQ AFCESA/CEX and local civil engineering readiness flight Training Media: Lecture accompanied by hands-on training with the ground crew protective equipment.

Instructor: Ground crew protective equipment will be taught by qualified disaster preparedness personnel (contact the Civil Engineering Readiness Flight).

G060 Tactics.

Purpose: To provide the crewmember with information necessary for effective and successful execution of the unit's assigned employment mission.

Description: G060 will be administered using courseware developed by HQ AMC/A3D.

The courseware is posted on the AMC Combat Operations SIPRNET website

www.amc.scott.af.smil.mil/hosted_orgs/dok/. The course is based on information found in AFTTP 3-1, AFTTP 3-3 and AFI 11-2VIP, Volume 1 as well as any other documents pertaining

to the execution of the unit's mission. Additional information may be added to the course by the unit tactician, weapons officer (if applicable) or by the direction of the OG/CC.

OPR: HQ AMC/A3D; Curriculum Development: HQ AMC/A3D.

Training Media: Interactive lecture. Power Point presentation.

Instructor: Rated Instructor Required. Instructor will be a graduate of the USAF.

Mobility Weapons School, the AATTC Combat Aircrew Tactics School, or the AATTC Aircrew Course.

Additional Information: Tactics Instructors who teach G060 may credit their G060 semiannual requirement.

G070 Aircrew Intelligence Training.

Purpose. Provide crews fundamentals of threat knowledge, visual recognition, and collection and reporting requirements. Enhance crewmember understanding of threats to unit assets with a direct impact on mission success and aircrew survival.

Description. Course will provide aircrew with details concerning how, when and what to include in Mission Reports (MISREP), Ops-Intel interface, Request for Information.

(RFI), Escape and Evasion procedures and the development and coordination of Evasion Plans of Action (EPA).

OPR. AMC/A2T; Curriculum Development: AMC/A2T, with tailoring by unit intelligence personnel.

Instructors. Certified Unit Intelligence Trainer.

Training Media. Lecture.

Additional Information. Laws of armed conflict (LOAC) and Force Protection Requirements may be taught in conjunction with Aircrew Intelligence Training (requires scheduling additional time beyond 3 hours scheduled for AIT) or accomplished on-line. Coordinate with the staff judge advocate for LOAC training and the security police for PFT training, if needed. The unit intelligence officer may administer an aircrew intelligence related test to determine if additional training is required.

G080 Communications Procedures.

Purpose. Ensure crewmembers possess a thorough knowledge of all communication and COMSEC requirements.

Description. This course includes detailed discussion of equipment operation, procedures, and training requirements applicable to peacetime and wartime communications operations. Training should cover: Authentication procedures, OPLAN-8010 (if applicable), IFF/SIF codes, code loading devices (e.g., CZY-10, etc), equipment operation, AFSIR, HAVE QUICK, Flight Information Handbook (FIH), KY-58, SECURE VOICE Radio, AMCH 33-1, Aircrew Communications Handbook, L-Band SATCOM (if applicable), COMSEC user requirements, (including and other communications information pertinent to unit. Reference: AFI 33-201, Volume 2 Communication Security (COMSEC) User Requirements.

OPR: MAJCOM: HQ AMC/ A3T/A3A/CPSS/STSP.

Unit: ATS contractor, Combat Crew Communications, COMSEC responsible officer (CRO), and wing, operations group, and squadron training personnel.

Training Aids: AF Form 4168, COMSEC Responsible Officer and User Training Checklist.

Instructor: Wing, operations group, and squadron training personnel, if instructor led and Combat Crew Communications.

G080A Communications Procedures. IAW AFI 33-201, Volume 2, paragraph 5: "CROs use this AFI (AFI 33-201, Volume 2) and other applicable publications to set up a comprehensive, periodic training program for COMSEC users. Training is mandatory for all personnel listed on the access list. Ensure that all personnel are familiar with correct procedures in operating associated cryptographic equipment utilizing applicable AFKAOs, KAOs, AFSSIs, or similar instruction provided by the COMSEC manager. Use AF IMT 4168, COMSEC Responsible Officer and User Training Checklist, to document initial and refresher training of all users. Complete a separate training checklist for each person with access. Each block beside each item that applies must contain the initials of the trainer and trainee. Provide annual refresher training to all personnel who have been granted access. Accomplish training at least every 365 days by completing a new AF IMT 4168. Maintain only the most current form on file." Ensure all personnel with authorized access know how to handle, control, and use the COMSEC material. Local procedures, updates, and the classified portion will be briefed by the unit's Combat Crew Communications Flight.

G080B Communications Procedures CBT. Units may choose to complete COMSEC handling procedures by CBT or IBT format. IAW AFI 33-201, Volume 2, paragraph **3.3.19**: "All personnel granted access to COMSEC must be familiar with applicable Air Force and specialized COMSEC publications (e.g., OIs, this AFI, AFSSIs, KAMs, KAOs, etc.). These personnel must maintain this familiarization by accomplishing semiannual training." This CBT in coordination with local Combat Crew Communications Flight meets the semi-annual requirement.

G090 Anti-Hijacking.

Purpose. To provide aircrews with training on US Air Force policy and guidance on preventing and resisting aircraft piracy (hijacking).

Description. This training will meet requirements in AFPD 16-8, Arming of Aircrew, Mobility, And Oversea Personnel and AFI 31-207, Arming and Use of Force by Air Force Personnel and is designed to supplement training requirements in AFI 36-2226, Combat Arms Program. See: **https://amc.csd.disa.mil/kc**

OPR: MAJCOM: HQ AMC/A3T and A7S.

Unit: Squadron.

Curriculum development: As required.

Instructor: Unit designated.

Training Aids: CBT fulfills requirement. The unit may supplement CBT training with instructor led discussions based on the Use of Force Model (UFM) in AFI 13-207, and criterion test locally developed).

G100 Law of Armed Conflict (LOAC)/Rules of Engagement (ROE)/Human Rights.

Purpose. To ensure crewmembers understand LOAC.

Description. See requirements in AFPD 51-4, Compliance with the Law of Armed Conflict (LOAC) and AFI 51-401, Training and Reporting to Ensure Compliance with the Law of Armed Conflict. "Annually, all commanders will ensure that assigned personnel are trained in the principles and rules of LOAC. At a minimum, training will include subjects required by the 1949 Geneva Conventions for the Protection of War Victims and the Hague Convention IV respecting the Laws and Customs of War on Land of 1907."

OPR: MAJCOM: HQ AMC/JAG

Unit: Commanders may supplement AF or MAJCOM LOAC training programs.

Instructor: JA, unit intelligence officer, or suitable training media.

Training Aids: LOAC training is available in several formats including web-based training at: **https://golearn.csd.disa.mil/,** Air Force Portal, and MAJCOM/JA staff web sites.

Additional Information. Due to different mission requirements, units have the option of putting increased emphasis on those areas in the course of particular interest to them. During wartime or contingency operations, the intelligence officer may brief LOAC with prior coordination between JA and intelligence. Intelligence is only responsible for presenting the JA's scripted briefing.

G120 Isolated Personnel Report (ISOPREP) Review.

Purpose. To generate (if necessary), review, and ensure accuracy of crewmember isolated personnel reports.

Description. Semi Annual review of isolated personnel report (ISOPREP) card. See AFDD 34, Combat Search and Rescue Operations. Currency expires 180 days from date of accomplishment.

OPR: MAJCOM: HQ AMC/A2.

Unit: Intelligence officer.

G130 Instrument Refresher Course.

Purpose. To ensure pilots possess sufficient knowledge of all applicable directives, procedures, and techniques to assure safe and professional instrument flying.

Description. Guidance for development of unit IRC programs, including topics and subject outlines, course length, instructor prerequisites, and methods of instruction is contained in AFMAN 11-210, Instrument Refresher Program (IRP). Familiarity with AFMAN 11-210 is essential for unit program developers and IRC instructors. Complete IRC test requirement according to AFI 11-202, Volume 2 within the crewmembers qualification eligibility period.

OPR: MAJCOM: HQ AMC/A3T (AETC/A2/3 for AETC units) and AFFSA

Unit: OG/CC

Curriculum Development: Air Force Flight Standards Agency (AFFSA).

Training Aids: CBT, USAF IRC from HQ AFFSA. USAF Core IRC available from HQ AFFSA at URL: **https://amc.csd.disa.mil/kc/login/login.asp** fulfills part of AFMAN 11-210 IRC requirements.

Address the following topics (where applicable to unit mission):

1. Controlled flight into terrain (CFIT) (applicable to all).
2. VFR flight rules, maneuvers, and procedures.
3. Operations under the Global Air Traffic Management (GATM).
4. Minimum Navigation Performance Specifications (MNPS) airspace and procedures.
5. Reduced Vertical Separation Minimums (RVSM) airspace and procedures.
6. Required Navigation Performance (RNP) airspace and procedures.

G140 Reduced Vertical Separation Minimums (RVSM). Included in the Instrument Refresher Course.

G150 Approach Plate Familiarization Course

Purpose. Formerly known as TERPS Training. Provide flight engineers with the knowledge and skills necessary to monitor the briefed departure and approach and advise the pilots of any deviations that would compromise safety.

Description. Training for flight engineers to monitor navigation equipment for correct settings and pilot's instruments to ensure the departure and approach procedures are being accomplished as briefed. Course includes:

1. A breakdown of standard DOD approach plates
2. Explanation of aircraft navigation equipment
3. Departure and terminal arrival procedures
4. Instrument approach types
5. The initial approach portion to the final approach portion
6. Final approach procedures

OPR: HQ AMC/A3T

Instructor: Unit-designated instructor.

Additional Information: Unit commanders may substitute G130 for this course. Units that elect to teach it normally use a graduate of the Air Force Instrument School to teach this course. However, units may use an IRC instructor.

G182 Hazardous Cargo. Procedures for identifying and handling hazardous cargo. Purpose. To familiarize crewmembers with procedures and restrictions when carrying hazardous materials.

Description. Complete MAJCOM, Wing or ATS contractor-provided instruction IAW AFMAN 24-204 (I), *Preparing Hazardous Materials for Military Air Shipments*, **Attachment 25**. Training should be designed to review aircrew hazardous materials procedures, IAW AFMAN 24-204 (I), AFJI 11-204, *Operational Procedures for Aircraft Carrying Hazardous Materials*, and AMCH 11-214, *Aircrew Hazardous Materials Handbook*.

OPR: MAJCOM: HQ AMC/A3T.

Unit: ATS contractor, squadron instructor or CBT may be used.

G220 Flight Engineer Systems Refresher

Purpose. Continuation training is designed to improve the engineer's technical knowledge of aircraft systems, operational procedures, and unit mission.

Description. Engineers will complete an annual ground-training course covering selected aircraft systems in ATS contractor courseware or HQ AMC/A3TA approved courseware.

OPR: MAJCOM: HQ AMC/A3T

Instructor: ATS Contractor or Instructor flight engineer

G230 Crew Resource Management (CRM) Refresher Academics.

Purpose. Mission-specific CRM continuation training conducted according to AFI 11-290, *Cockpit/Crew Resource Management Training Program*, and MAJCOM supplement.

FAs: CRM refresher academics (G230) is accomplished during Refresher Egress (G-252) simulator and should be dual logged.

CSOs: CRM refresher academics (G250) is accomplished via in unit ground training event.

Description. Reinforces initial CRM training through an academic review of the common core subjects (according to AFI 11-290) with specific emphasis on an annual refresher topic.

OPR: MAJCOM: HQ AMC/A3T.

Unit: ATS contractor and unit training.

G231 Initial Crew Resource Management (CRM) Training.

Purpose. Aircraft and crew-specific CRM training conducted according to AFI 11-290, *Cockpit/ Crew Resource Management Training Program* and MAJCOM supplement.

Description. Introduces common core subjects according to AFI 11-290. If initial CRM is not accomplished at the formal school, it must be accomplished within 1 year of reporting to home station.

OPR: MAJCOM: HQ AMC/A3T.

Unit: ATS contractor and unit training.

Additional Information. Completion of any CRM pre-work, if applicable, is required before attending CRM training. Pre-work will be distributed to organizations in sufficient time and supply to allow completion. Dual log accomplishment of G231 with G230 for ARMS tracking purposes.

G240 Crew Resource Management (CRM) Simulator.

Purpose. To provide hands-on application of classroom-presented CRM refresher concepts through CRM simulator training addressing human factors issues in a realistic mission scenario. CRM simulator is accomplished during the annual G250 Simulator Refresher. **NOTE**: A separate CRM simulator profile is not required if during G250 CRM is briefed, utilized, and debriefed for each simulator mission.

Description. CRM mission-oriented simulator training (MOST) conducted according to AFI 11-290 and the MAJCOM supplement. This event is normally conducted during phase training.

OPR: MAJCOM: HQ AMC/A3T.

Unit: ATS contractor and squadron instructor.

G250 Refresher Simulator.

Purpose. Simulator training emphasizing aircraft systems, normal and emergency procedures, mission specific training requirements, and Cockpit Resource Management.

G251 Initial Egress Simulator.

Purpose. Initial simulator training ensuring crewmembers can perform egress from the aircraft during emergency situations.

Description. Establishes baseline date for refresher simulator training. Normal and emergency procedures, emergency equipment, in-flight illness training, and aircraft systems training in the classroom. Simulator drills for unplanned ground evacuation procedures, planned and unplanned crash landing and ditching procedures, sea survival, and fire fighting procedures.

OPR: MAJCOM: HQ AMC/A3T.

Unit: EATC/ATS contractor.

G252 Refresher Egress Simulator.

Purpose. Annual training composed primarily of simulator drills to egress from the aircraft. This satisfies G252 for C-40B/C FAs.

Description. Review of normal and emergency procedures, and emergency equipment location and use. Simulator drills for unplanned ground evacuation procedures, planned and unplanned crash landing and ditching procedures, and fire fighting procedures.

OPR: MAJCOM: HQ AMC/A3T.

Unit: EATC/ATS contractor.

G281 Self Aid/Buddy Care (SABC) Training.

Purpose: Provide basic life and limb-saving techniques to help wounded or injured personnel survive in medical emergencies until medical help is available. Mobility aircrews are required, for global operations, to be able to provide Self Aid. See AFI 36-2238, *Self Aid and Buddy Care Training.*

Description: Complete initial then refresher training that may include video tape, handouts or instruction. See AMC/A3T CoP web site for link to source requirement.

G291 Small Arms Training.

Purpose: To train crewmembers in successful engagement of enemy targets within the range and capabilities of their assigned weapon. (ARMS Code changed from G280 to G291 due to a conflict).

Description: Course will meet the requirements of AFI 36-2226, *Combat Arms Training and Maintenance (CATM) Program*. Units will use AFI 31-207, *Arming and Use of Force by Air Force Personnel*, **Attachment 7** to instruct "Use of Force" training.

OPR: HQ AMC/A7F

Curriculum Development: Wing Combined Arms Training Maintenance (CATM).

Instructor: Qualified Security Forces Squadron combat arms instructor.

Additional Information. This event is not required before a crewmember is MR. Complete training within 180-days of the crewmember becoming MR.

G940 CPR/AED Training.

Purpose. To train crewmembers in the performance of CPR and use of Automated External Defibrillator (AED) for critical life saving skills. If unit purchased, this is accomplished during the annual G251 or G252 Egress Simulator.

Description. Academics and hands on training in accordance with American Heart Association Heartsaver AED protocol.

OPR: MAJCOM: HQ AMC/A3T.

Unit: American Heart Association Military Training Network.

Instructor: Personnel certified in Healthcare Provider course, must meet all requirements set by American Heart Association Guidelines 2000.

7.9. (932AW)Ground ("G") Training Identifiers. (Added) G130 Instrument Refresher Course.

C-9 and C-40 Pilots use the online C-40 Computer Based Training (CBT) for the 4 hour training and then complete a 2-hour Advanced Instrument School (AIS) instructor led "hot topics" per AFMAN 11-210, *Instrument Refresher Program*, and message traffic with HHQ and Air Force Flight Standards Agency (AFFSA). In addition to the AFFSA website, 'hot topics' briefings are located at: https://eim.amc.af.mil/org/OST1
(Added) G240 Crew Resource Management (CRM) Simulator.
CRM is briefed, utilized, and debriefed for each simulator mission (C-40C & C-9C). Therefore, this event will be dual logged whenever G250 Refresher Simulator is logged.
(Added)LL03 Egress Training.
Egress training will be taught by qualified instructor aircrew, or Aircrew Flight Equipment instructors. Use unit-developed guides to cover the requirements listed in base regulation. Applicable briefings and training guides are located at: https://eim.amc.af.mil/org/OST1, under 'Ancillary & Ground Training'
(Added)LL06 Aircrew Flight Equipment Training (AFET).
This training will be accomplished during initial qualification training, and then according to the frequency specified per table 4.1 in base regulation. Per AFI 11-301, table 5.1, note 6, this event must be taught by AFE instructors only. AFET subcategories will not be tracked separately. Current LL06 training meets the intent of the subcategories; however logging them creates undue MR currency complications. Dual qualified crewmembers will receive training in both airframes during their briefing.
(Added) M030 Overseas Sortie.
This event will be logged only on missions that land outside the 48 contiguous states. This event will only be logged once per mission. The simulator will not be used to log this event due to lack of realistic international/OCONUS training. If a crewmember is overdue for this event,

he/she must fly with an instructor of like specialty or else seek an OG/CC waiver. For dual qualified pilots, this event may be accomplished in either MDS.

7.10. Aircrew Flight (LL) Training Identifiers. MAJCOMs may combine and/or supplement courses to tailor training to their needs. Refer to AFI 11-301, Volume 1, *Aircrew Flight Equipment (AFE) Program*, for general instructions.

LL01 Aircrew Flight Equipment Familiarization.

Purpose. One time event per base assignment, conducted prior to the first flight at home station to familiarize aircrew members with local AFE items availability, issue, use, pre-flight and post-flight procedures. Provide AFEF for subsequent re-assignment's to same base.

Description. Unit specific equipment, Aircrew Laser Eye Protection (ALEP), and procedures peculiar to home station or local training area (local bail-out area, fuel dumping area, and local fire department procedures). There is no mission qualification or continuation training requirement for ALEP. See AFI 11-301, Volume 1 and the appropriate MAJCOM supplement.

NOTE: ALEP spectacles protect Air Force aircrews from laser devices employed by both friendly and hostile forces. Aircrews may require ALEP for day and night operations for laser protection, mission compatibility, and flight safety to sufficient to prevent permanent eye damage or the temporary effects of laser weapons/devices. Training materials are available on AMC/A3TA (A3TAL, Equipment www site) and secure site at: **http://www.amc.scott.af.smil.mil/customers/dok/index.html.** AF-level information at: **http://www.brooks.af.mil/AFRL/HED/HEDO/lep_proj.htm.**

OPR: MAJCOM: HQ AMC/A3T

Unit: Wing Aircrew Flight

Additional Information: Each unit is responsible for tailoring training to meet unit needs.

LL02 Emergency Egress Training, Ejection Seat.

Purpose: Evaluates aircrew and passenger ability to demonstrate proficiency in air and ground emergency egress/ejection procedures. In aircraft with multi-crew ejection seat capability, stress importance of aircrew coordination actions in emergency situations. Ensure aircrews are aware of their responsibilities for conducting safety and passenger briefings IAW AFI 11-202, Volume 3.

LL03 Egress Training, Non-Ejection Seat.

Purpose. To ensure all crewmembers can explain ground and in-flight egress procedures, are able to identify and document equipment discrepancies, can perform required egress procedures, and are able to identify, locate and utilize appropriate emergency equipment. Also, to ensure all crewmembers understand the operation of fire extinguishers located in the aircraft and fire bottles positioned outside the aircraft. The course should also address egress difficulties associated with the Aircrew Eye/Respiratory Protection System (AERP) equipment (if installed) and emergency contamination control to satisfy LL05 requirements.

Description. See AFPD 11-3, Life Support, AFI 11-301, Volume 1 and applicable MAJCOM guidance. Evaluates the aircrew and passenger ability to demonstrate proficiency in air and ground emergency egress procedures. Practice egress scenario to enforce the importance of aircrew coordination actions required for emergency situations. Ensure crewmembers are aware

of their responsibilities for conducting safety and passenger briefings IAW AFI 11-202, Volume 3, *General Flight Rules*, and AFE documentation procedures.

OPR: MAJCOM: HQ AMC/A3TL.

Unit: Squadron and Aircrew Flight Equipment.

Curriculum Development: Unit.

Instructor: Aircrew Flight technical expert may assist Squadron instructor.

Media: CBT, on aircraft training, fire extinguisher and fire bottle. A maintenance stand and safety equipment must be immediately below windows, hatches, and escape slides being used. A safety observer or instructor must be positioned on the maintenance stand to assist as necessary.

LL04 Aircrew Chemical Defense Training (ACDT) (For equipped aircraft).

Purpose: Understand Aircrew Chemical Defense procedures.

Description: An academic and equipment training session in which the aircrew member demonstrates and performs donning, doffing, buddy dressing procedures using either the first or second generation ACDE or aircrew eye/respiratory protection (AERP) equipment. This training also includes information on hazards and limitations of wearing the equipment properly and improperly, preflight procedures, aircraft integration, and parachute descent emergency procedures. Each aircrew will demonstrate procedures during their initial class; subsequent classes require a minimum of 10% of aircrew participants to dress out and demonstrate aircrew contamination control area (ACCA) processing procedures. Crewmembers who accomplish initial ACDT at a Technical Training Unit (TTU), Replacement Training Unit (RTU), or Formal Training Unit (FTU) will receive credit for initial training on arrival at their permanent duty station. See AFI 11-301 and the MAJCOM supplement.

LL05 Egress Training with ACDE.

Purpose. Evaluates the aircrew's ability to demonstrate proficiency in the use of primary as well as secondary air and ground egress procedures while wearing ACDE. Training will stress the unique changes in procedures to include added difficulties aircrew would and could experience as a result of wearing ACDE.

Description. Each crewmember must demonstrate the ability to safely egress while wearing ACDE. Training must be accomplished at least once in each assigned MDS aircraft. Accomplishing this training also satisfies the requirements in LL03. See AFI 11-301 for course description, the MAJCOM supplement, and AFPD 11-3.

OPR: MAJCOM: HQ AMC/A3T.

Unit: Aircrew Flight Equipment.

LL06 Aircrew Flight Equipment Training (AFET). (Formerly Aircrew Flight Equipment [AFEE] Training.

Purpose. Crewmembers demonstrate their ability to locate, preflight, and use all aircrew and passenger AFE carried aboard unit aircraft or issued to aircrew members. This training includes the limitations and safety issues related to AFE. Additionally, include aircrew clothing items and information on hazards associated with improper wear and failure to use only authorized clothing and equipment items.

Description. An academic and equipment training event, in which aircrew members demonstrate their ability to locate, preflight, and use all aircrew and passenger AFE carried aboard unit aircraft or issued to aircrew members. This training includes the limitations and safety issues related to AFE. Additionally, include aircrew clothing items and information on hazards associated with improper wear and failure to use only authorized clothing and equipment items. The class is conducted as part of initial qualification training for students. Units should combine LL06 with SS02, LL03, SS05, and track completion of the following AFET subcategories to ensure proper aircrew currency:

LL06C Combat Survival AFET: normally accomplished with the same frequency and logged in conjunction with SS02.

LL06E Egress/Oxygen AFET; normally accomplished with the same frequency and logged in conjunction with LL03.

LL06W Water Survival AFET; normally accomplished with the same frequency and logged in conjunction with SS05.

OPR: HQ AMC/A3TL

Additional Information: See AFI 11-301 and the MAJCOM supplement, AFPD 11-3.

7.11. Mission Specific (M) Identifiers. M010 Proficiency Sortie. The M010 is a training sortie to prepare MPD pilots for upgrade to MP or fully certified aircraft commander. It may be accomplished in the aircraft or a FAA Level C or better simulator. Instructors should tailor each sortie to the individual pilot's training needs. While emphasis should be placed on completing required currency items, do not schedule an M010 to complete currency requirements (see M020).

Aircraft Commanders and higher. An M010 should be dual logged after semiannual simulator training based on events accomplished on separate simulator training days. PAG and dual qualified pilots are excepted.

MPD Pilots. Accomplish one per semiannual period in the simulator. One M010 per semiannual period may be accomplished in the aircraft.

As a minimum, a pilot proficiency sortie will consist of the following:

Review of Boldface/Recall emergency procedures during the pre-mission briefing.

Three instrument approaches.

Missed approach.

VFR traffic pattern (weather permitting).

For AFRC, an academic briefing will be included. Recommend the academic briefing include a CRM scenario. Reference AFI 11-290/AFRC Sup 1.

In addition, the following should be accomplished when available and applicable.

Holding pattern or procedure turn (to include entry).

Circling approach.

Partial flap landing.

Simulated single engine out (Refer to AMC FCIFs and the Volume 3 for policy guidance on accomplishing in the simulator or aircraft).

Navigators. May credit a Proficiency/Backup Sortie when they perform navigation duties. Two navigators may credit a sortie if they accomplish sortie events on the same route segment when the mission profile requires the use of two navigators. A backup mission may be credited for currency when all planning (flight planning, fuel planning, time control, and weather planning) is accomplished. Do not schedule an M010 exclusively to complete navigator requirements.

Flight Engineers. To credit a proficiency sortie, flight engineers must complete appropriate pre-mission planning (to include performance takeoff and landing data), a full preflight inspection, and applicable panel duties and checklists for the type mission flown. M010 credit may be logged with a combination of a simulator sortie and an on aircraft pre/post flight. Half of the semiannual requirements may be credited by performing a through-flight inspection versus a complete preflight inspection, provided all other duties associated with a proficiency sortie are accomplished. Instructors and flight examiners may credit the remaining semiannual proficiency sorties (M010) while instructing or evaluating the duties associated with the basic sortie requirement. Do not schedule an M010 exclusively to complete FE requirements.

CSO. Must accomplish appropriate pre-mission planning, preflight or through-flight inspection, in-flight duties. Do not schedule an M010 exclusively to complete CSO requirements.

Flight Attendant. Must accomplish appropriate pre-mission planning, preflight or through-flight inspection, in-flight duties, and on load or offload of passengers. Do not schedule an M010 exclusively to complete FA requirements.

Training Media: Aircraft or level C or better simulator.

M014 Navigation Mission Sortie.

Purpose: Navigators may credit a Navigation Mission Sortie when they plan and execute an operational Air Force One mission, CONUS or OCONUS. To the maximum extent possible this sortie should include an over water leg.

M020 Unit Specific Training Sortie.

Purpose: The M020 is a local area training option that does not require the full M010 training profile.

Description: The M020 will focus on regaining or maintaining currency when currency cannot be maintained in the simulator or on operational missions. The intent is to fly the minimum time to accomplish the requirement but does not preclude logging more than the minimum currency events. A current instructor may be paired with a pilot who needs an event. The M020 is not a currency requirement. The following is a suggested list of training events:

Any individual training event required to regain or maintain currency when currency cannot be maintained in the simulator or on operational missions.

Special mission tasking.

Tactical training (when unable to accomplish in the simulator or on positioning/depositioning flights).

Corrective training or identified weaknesses.

M030 Overseas Sortie. Requirement determined by units.

Purpose: The principle goal is to familiarize crewmembers with evolving procedures necessary for worldwide mobility to include Pacific and Atlantic oceanic crossing procedures.

Description: Sortie includes primary aircrew logging take-off (P020) or landing (P190) outside the 48 conterminous states of the United States, oceanic crossing procedures, and overseas airspace (MNPS, RNAV/RNP, etc) review. Crewmembers performing assigned instructor or evaluator duties aboard the aircraft may log M030 provided appropriate airspace and oceanic procedures are reviewed and instructed/evaluated during the sortie. M030 is not creditable in the simulator.

OCONUS units may accomplish an off station sortie which includes a takeoff (P020) or landing (P190) at a location other than home station.

OPR: HQ AMC/A3T

M050 Tactical Proficiency Sortie.

Purpose: On-going training to maintain proficiency in tactical events.

Description: Any combination of tactical events flown to improve tactical situational awareness and proficiency in approved tactical maneuvers.

OPR: AMC/A3T

Training Media: Aircraft or level C or better simulator.

M060 Theater Indoctrination.

Purpose. To provide aircrews with the information necessary to safely operate throughout the unit's routine area of operations. This training is a onetime event at the home station but is also required upon arrival at a deployed location outside the assigned theater.

Description. See AFI 11-202, Volume 1. Units will design a program to meet requirements unique to their operations. Each unit is responsible for tailoring training to meet unit needs and the minimum requirements of AFI 11-202, Volume 1. As a minimum, this will include a thorough review of theater unique instrument requirements and procedures, the use of non-DOD instrumentation for specific approaches, theater weather conditions, local area procedures, and host nation agreements.

OPR: MAJCOM: HQ AMC/A3T.

Unit: Wing/Group/Squadron Training personnel.

7.12. NVG. Not used.

7.13. Proficiency (P) Identifiers. P005 Taxi Operations

Description. Taxiing the aircraft under its own power while in the pilots' seat.

Training Media: Aircraft or Level C or better weapon system trainer.

P020 Takeoff.

Description. Initial takeoff or takeoff following a touch-and-go landing.

Training Media: Aircraft or Level C or better weapon system trainer.

P028-Right Seat Takeoff.

Initial takeoff or takeoff following touch and go landing from the right seat. ARMS code provides an optional tool for units to track MPD training balance between left and right seat.

P029-Left Seat Takeoff.

Initial takeoff or takeoff following touch and go landing from the left seat. ARMS code provides an optional tool for units to track MPD training balance between left and right seat.

P070 Instrument Approach.

Purpose. Training for pilots to fly Instrument Approach Procedures.

Description. Any precision (P100) or non-precision (P110) approach may be flown and credited if the crew could safely land out of the IAP. While the entire IAP need not be flown, the portion from the final approach fix through the decision height or missed approach and either a landing or an ATC coordinated missed approach procedure or instructions will be accomplished.

OPR: AMC/A3T

Training Media: Aircraft or Level C or better weapon system trainer.

Additional Information: See the flight manual, AFI 11-202, Volume 3, and AFI 11-217, Volumes 1 and 2, Instrument Flight Procedures for additional information.

P090 Instrument Approach (Manual).

P100 Precision Approach.

Purpose. Training for pilots to fly using Instrument Approach Procedures with the aid of glide slope and course guidance information.

Description. Any PAR, ILS, or MLS approach may be credited if the crew could safely land out of the IAP. While the entire IAP need not be flown, the portion from the final approach fix through the decision height and either a landing or an ATC coordinated missed approach procedure or instructions will be accomplished.

OPR: AMC/A3T

Training Media: Aircraft or Level C or better weapon system trainer.

Additional Information: See the flight manual, AFI 11-202, Volume 3, and AFI 11-217, Volumes 1 and 2 for additional information.

P101 MLS Approach.

Purpose. Training for pilots to fly Microwave Landing System IAPs.

Description. Any MLS approach may be credited if the crew could safely land out of the IAP. While the entire IAP need not be flown, the portion from the final approach fix through the decision height and either a landing or an ATC coordinated missed approach procedure or instructions, will be accomplished using MLS guidance. Crewmembers will receive MLS ground training (either through the FTU or via in-unit training). See the flight manuals, AFI 11-202, Volume 3, and AFI 11-217 Volumes 2 and 3 for additional information. When accomplished, P100 may also be credited.

P110 Non-precision Approach.

Description. Any VOR, TACAN, localizer, ARA, or ASR may be credited if the crew could safely land out of the approach. While the entire IAP need not be flown, the portion from the final approach fix through the missed approach and either a landing or an ATC coordinated missed approach procedure or instructions, will be accomplished.

OPR: HQ AMC/A3T

Training Media: Aircraft or Level C or better weapon system trainer.

Additional Information: See the flight manual, AFI 11-202, Volume 3, and AFI 11-217, Volumes 1 and 2 for additional information.

P116 NDB Approach.

Description. Any NDB may be credited if the crew could safely land out of the approach. While the entire IAP need not be flown, the portion from the final approach fix through the missed approach point and either a landing or an ATC coordinated missed approach procedure or instructions, will be accomplished.

OPR: HQ AMC/A3TA

Training Media: Aircraft or Level C or better weapon system trainer.

Additional Information: Non-directional beacons are a type of non-precision navigation aids used during IFR operations to guide the aircraft to a safe landing. Since NDBs are not usually co-located with distance measuring equipment, positional awareness can only usually be gained through a combination of crew coordination, NDB station passage, cross-tuning, timing, radar, and other navigation aids. Because of these factors and others, a higher than normal degree of crew coordination is required for many NDB approaches. See the flight manual, AFI 11-202, Volume 3, and AFI 11-217, Volumes 1 and 2 for additional information. Will be dual logged with P110. For units not co-located with a NDB, aircrews may fly VOR approaches using other than the HS (RMI, BDHI, etc) and credit a NDB approach.

P117 RNAV/GPS Approach.

Description. RNAV is a method of navigation permitting aircraft operations on any desired course within the coverage and capabilities of the aircraft onboard navigation equipment.

OPR: HQ AMC/A3T

Training Media: Aircraft or Level C or better weapon system trainer.

P119 Required Navigation Performance/Special Aircraft and Aircrew Authorization Required (RNP/SAAAR) Approach.

Description. RNP is RNAV with on-board navigation monitoring and alerting capability. RNP is a statement of aircraft navigation performance necessary for operation within a defined airspace.

RNP/SAAAR approaches require both special aircraft authorization and aircrew certification training to fly this type of procedure.

OPR: HQ AMC/A3T

Training Media: Certified aircraft or RNP/SAAAR equipped Level C or better weapon system trainer.

P120 Cat II ILS

Purpose: Train pilots and copilots for command-certified Category II ILS operations.

Training Media: Aircraft or Level C or better weapon system trainer.

P121 Cat III ILS

Purpose: Train pilots and copilots for command-certified Category IIIA ILS operations.

Training Media: Aircraft or Level C or better weapon system trainer.

P122 HUD Approach

Purpose. Training for pilots to effectively use the HUD for instrument flight, the pilot must first understand basic attitude flying procedures and techniques and be proficient in flying instruments using various elements of HUD information to complement the instrument crosscheck.

OPR. HQ AMC/A3TA

Training Media. Aircraft or Level C or better weapon system trainer.

Additional Information. See the flight manual, AFI 11-2VIP Volume 3, AFI 11-202, Volume 3, and AFI 11-217 Volumes 1 and 2 for additional information.

P130 Circling Approach.

Purpose. Training for pilots to fly a non-precision IAP to one runway and then safely land on another runway (at the same airport) or opposite direction.

Description: Any circling approach may be credited if the crew could safely land out of the circling approach. While the entire non-precision IAP need not be flown, the portion from the final approach fix through the missed approach point through the circle to either a landing or an ATC coordinated missed approach procedure or instructions will be accomplished.

OPR. HQ AMC/A3T

Training Media. Aircraft or Level C or better weapon system trainer.

Additional Information. See the flight manual, AFI 11-2VIP Volume 3, AFI 11-202, Volume 3, and AFI 11-217 Volumes 1 and 2 for additional information.

P140 Visual Traffic Pattern.

P150 Missed approach.

P170 Approach and Go-Around (Simulated Engine-Out).

P181 Approach and Landing (Simulated Engine-Out, Partial Flap).

P190 Landing.

Description. Any landing actually accomplished (full stop, touch and go)

OPR: HQ AMC/A3T

Training Media: Aircraft or Level C or better weapon system trainer.

P192 Night Landing.

Description. Any landing actually accomplished (full stop, touch and go, stop and go) between the end of evening civil twilight and the beginning of morning civil twilight, as published in the American Air Almanac.

OPR: AMC/A3T

Training Media: Aircraft or Level C or better weapon system trainer.

Additional Information: May dual log with P190.

P198 Right Seat Landing. Any landing (full stop or touch and go) accomplished from the right seat. ARMS code provides an optional tool for units to track MPD training balance between left and right seat.

P199 Left Seat Landing. Any landing (full stop or touch and go) accomplished from the left seat. ARMS code provides an optional tool for units to track MPD training balance between left and right seat.

P200 Touch-and-Go Landing.

P260 HAVE QUICK Event.

Purpose: Ensures CSOs possess a thorough knowledge of HAVE QUICK requirements.

Description: Training consists of properly configuring the radio for HAVE QUICK operation.

OPR: AMC/A3T

Training Media: Aircraft or WST

Instructor: Not required for continuation training.

P270 Secure Radio Operation (for equipped units).

Description. Training consists of properly loading Secure Voice code and making at least one transmission and reception using Secure Voice with like-equipped aircraft.

P271 Authentication Procedures.

Description. Training consists of demonstrating proper challenge and reply authentication procedures using the TRIAD authenticator. Units will determine how best to accomplish the training (i.e., authenticate a transmission with command post, between aircraft in formation, etc.)

7.14. Qualification and Certification (Q) Identifiers. Q001 Open-Book Qualification Examination.

Q002 Closed-Book Qualification Examination.

Q007 Senior Staff Basic Qualification Evaluation.

Q008 Instructor Evaluation.

Q009 Tactics Open Book Exam.

Purpose: The tactics exam is an open book test intended to evaluate MAF crews' knowledge of classified threat and counter tactics information.

Description: Unit tactics personnel will produce and administer the exam using questions from the AMC tactics SQB (minimum of 25 questions). The exam will be accomplished as a requisite

to the recurring mission evaluation. Exam scores will be passed to standardization for inclusion on the Form 8.

OPR: AMC/A3D

Q015 Special Missions and Operations Qualification.

Q090 Flight Publications Check.

Q100 Operational Mission Evaluation (OME).

Q160 Instrument Refresher Course Examination.

Q170 Flight Evaluation Folder (FEF) Review.

Q280 GRAC Certification (Not required for VIPSAM crews).

7.15. Tactics Approached and Departures. RS00 Tactical Arrival.

Purpose: Continuation training for mission ready crews in Tactical Arrivals.

Description: A High Altitude or Low Altitude Tactical Arrival as specified in AFTTP3-3. Planning should focus on the tactical ingress during a fluid tactical scenario. See AFTTP 3-3., C-32/C-40, and/or AFI11-2VIP Volume 3.

OPR: HQ AMC/A3T/A3D

Training Media: Aircraft or Level C or better simulator.

Instructor: pilots will demonstrate one High-Altitude and one Low-Altitude Tactical Arrival to the satisfaction of an instructor pilot.

Additional Information: Both pilots may log this event. If both pilots are current and qualified, these maneuvers may be flown on continuation training and operational missions with passengers on board.

RS20 Tactical Departure

Purpose: Continuation training for mission ready crews in Tactical Departures.

Description: A High Altitude or Low Altitude Tactical Departure as specified in AFTTP 3-3. Planning should focus on the tactical egress during a fluid tactical scenario. See AFTTP 3-3 and/or AFI11-2VIP Volume 3.

OPR: HQ AMC/A3T/A3D

Training Media: Aircraft or Level C or better simulator.

Instructor: Pilots will demonstrate one High-Altitude and one Low-Altitude Tactical Departure to the satisfaction of an instructor pilot. Additional Information: Both pilots may log this event. If both pilots are current and qualified, these maneuvers may be flown on continuation training and operational missions with passengers on board.

7.16. SKE. Not used.

7.17. Survival. SS01 Local Area Survival (Briefing)

Purpose: Identify environmental aspects that could affect an aircrew member in a local area, survival scenario. Determine personnel recovery tactics, techniques, and procedures applicable to local area flying operations.

Description: Reference AFI 16-1301, *Survival, Evasion, Resistance, and Escape Program,* for details. A onetime event, per base assignment, conducted prior to the first flight at each base of assignment. When possible, combine and dual log with Aircrew Flight Equipment Familiarization (LL01).

OPR: MAJCOM: HQ AMC/A3DT

Additional Information. Each unit is responsible for tailoring training to meet unit needs.

SS02 Combat Survival Training (CST) Refresher. Academic and field training designed for crewmembers whose duties may include over flight of or deployment to hostile territory. CST provides crewmembers an opportunity to demonstrate their ability to operate Aircrew Flight Equipment (AFE), employ survival/evasion techniques, and practice rescue procedures under simulated combat conditions.

Purpose. To provide aircrews with the information necessary to survive in any peacetime or wartime environment.

Description. See AFI 16-1301 and MAJCOM supplement. This course includes in-depth instruction in physiological and psychological factors, personal protection, land navigation, combat recovery and signaling, survival medical training, Code of Conduct, and SAR communications.

OPR: MAJCOM: HQ AMC/A3DT

Unit: SERE or designated instructor for ARC units.

Additional Information. Each unit is responsible for tailoring training to meet unit needs, according to AFI 36-2209, Survival and Code of Conduct Training. Course length will not exceed one training day. Units may schedule crewmembers to complete both CST and WST events in a single training day.

SS03 Conduct after Capture (CAC).

Purpose. An academic program designed for crewmember in units with a war fighting responsibility.

Description: CAC, commonly referred to as Resistance Training (RT), provides refresher training for wartime, governmental, and hostage detention situations. Only qualified personnel will conduct CAC. Resistance role-play instruction is specifically prohibited without HQ USAF/XOO approval and validation. See AFI 16-1301and MAJCOM supplements.

OPR: MAJCOM: HQ AMC/A3DT.

Unit: SERE Instructor or designated instructor for ARC units.

SS04 Non-Combat Survival Training (NCST).

Purpose. An academic and equipment training program designed for aircrews whose duties do not require them to fly over enemy territory (i.e., staff positions, training unit instructors, etc).

Description. Non-Mission Ready (MR)/Combat Mission Ready (CMR) and personnel not assigned to combat-coded units will conduct survival training tailored to their unit's specific needs. As a minimum, the following objectives must be satisfied: Determine personal protection procedures, determine signaling and personnel recovery procedures, determine survival medicine procedures, determine navigation principles, and identify sustenance considerations. See AFI 16-1301 for course description.

OPR**:** MAJCOM: HQ AMC/A3DT.

Unit: SERE Instructor or designated instructor for ARC units.

SS05 Water Survival Training (WST) Refresher.

Purpose. To provide aircrews with the information necessary for a water survival situation.

Description. Academic and equipment training designed to provide aircrew members the opportunity to demonstrate their ability to use all weapon-system specific flotation devices and components available during an overwater emergency, employ water survival techniques, and practice rescue procedures (AFPD 11-3, *Aircrew Flight Equipment,* AFI 16-1301).

OPR: MAJCOM: HQ AMC/A3DT.

Unit: SERE Instructor or designated instructor for ARC units.

Additional Information. Initial Water Survival Training establishes the due date for recurring training. Each unit is responsible for tailoring training to meet unit needs. The "hands on" training requirement may be met by classroom, pool or commercial contract training (ATS) at Group commander discretion. If ATS provides training, local Aircrew Flight Equipment will include military specific equipment in LL03 Egress Training, Non-Ejection before credit is given for the course. Units may schedule crewmembers to complete both water survival training and CST in a single training day.

SS07 Contingency SERE Indoctrination (CSI) High Risk of Isolation (HRI). CSI is a Combatant Command-directed activity and is designed to prepare HRI personnel deploying to a specific theater of operations or contingency. CSI will be tailored to the specific mission, e.g., fighters, transport aircraft or ground forces. Combatant Commands will certify selected Survival Evasion Resistance Escape (SERE) Specialists to instruct HRI theater preparations. CSI is also referred to as HRI theater preparation.

OPR: Theater Commanders.

Unit: SERE Instructor or designated instructor for ARC units.

Additional Information. Frequency is IAW Combatant Commander direction and should be accomplished within 60 days of deployment. Aircrew may dual-log SS03 with the accomplishment of SS-07 but not Vice-Versa. See AFI160301 for additional guidance.

SS20 Combat Survival Training (CST), Wartime Level C (S-V80-A).

SS32 Water Survival Training, Non-Parachuting (S-V90-A).

7.17.1. **(Added-932AW)** All life support, Survival, Evasion, Resistance, & Escape (SERE), Tactics, and Intel courses will be taught by qualified individuals in the respective unit and Air Force Service Code (AFSC).

7.18. Global ready Aircraft Commander (GRAC). Not used.

7.19. Visual Low Level. Not used.

7.20. Visual Threat Recognition & Avoidance. Not used.

7.21. NVG. Not used.

7.22. Unit Defined (X) Identifiers. Reserved for use by local units. OG/CCs will review all "X" events for relevancy to the unit's mission during the TRP. This review will be documented in the TRP minutes.

7.22. (932AW)Unit Defined (X) Identifiers. (Added) XFHC Food Handlers Training (Flight Attendants Only)

Training consists of instructor led training during formal training.
(Added) XMID Middle Position Certification (Flight Attendants Only)
Training is accomplished using the OG/CC approved training guide. This certification begins after student completes initial FT mission qualification training. Upon completion of certification, the crewmember is authorized to perform duties in this position unsupervised. More detailed information is located on the 932 OST eim site: https://eim.amc.af.mil/org/932osf/OST1, click on 'Aircrew Training Guides', then 'Flight Attendant'.
(Added) XCOOK Cook Position Certification (Flight Attendants Only)
Training is accomplished using the OG/CC approved training guide. This certification begins after student completes middle position certification training. Upon completion of certification, the crewmember is authorized to perform duties in this position unsupervised. More detailed information is located on the 932 OST eim site: https://eim.amc.af.mil/org/932osf/OST1, click on 'Aircrew Training Guides', then 'Flight Attendant'.
(Added) XX13 Reserve Civil Employment (ARC personnel only)
Update civilian employment information each calendar year via website:
https://www.dmdc.osd.mil/appj/esgr/privacyAction.do
(Added) XNMR Non Mission Ready Crewmember
Used to track completion of semiannual flying continuation events. Event is semi-annual and will be logged off at the beginning of each semi-annual period by unit DOT after verifying the member has completed all required flying continuation events from the previous 6 months. Crewmembers not completing all flying continuation events will be tracked by the unit until regaining MR status. Once MR status is regained, DOT will submit an AF1522 for XNMR.

7.23. Forms Adopted. AF IMT 8, *Certificate of Aircrew Qualification*; AF IMT 63, *Active Duty Service Commitment (ADSC) Acknowledgement Statement*; AF IMT 522, *USAF Ground Weapons Training Data*; AF IMT 847, *Recommendation for Change of Publication*; AF IMT 1042, *Medical Recommendations for Flying or Special Operational Duty*; AF IMT 1522, *ARMS Additional Training Accomplishment Report*; AF Form 1256, *Certificate of Training*; AF IMT 3520, *ARMS Aircrew/ Mission Flight Data Extract*, AF 4168, *Comsec Responsible Officer and User Training Checklist*; AFTO IMT 781, *ARMS Aircrew/Mission Flight Data Document*; AF Form 4022, *Aircrew Training Folder*; AF IMT 4023, *Aircrew Training Progress Report*; AF IMT 4024, *Training Accomplishment Report*; AF IMT 4025, *Aircrew Summary/Close-Out Report*; AF IMT 4324, *Aircraft Assignment/Aircrew Qualification Worksheet* and AETC IMT 6, *Waiver Request*.

7.23. (932AW)Forms Adopted. AF IMT 9, *Request for Purchase*

PHILIP M. BREEDLOVE, Lt Gen, USAF
DCS, Operations, Plans and Requirements

(932AW)

WILLIAM H. EDWARDS, JR., Col, USAFR
Commander, 932d Airlift Wing

ATTACHMENT 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

(Added-932AW) AFMAN 33-363, *Management of Records*, 01 March 2008

Title 37 U.S.C. Section 301a, *Incentive Pay*, 7 Sept 1962

Public Law 92-204, Section 715, *Appropriations Act for 1973*

Public Law 93-294, *Aviation Career Incentive Act of 1974*

Public Law 93-570, *Appropriations Act for 1974*

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Abbreviations and Acronyms

A—annual

AC—aircraft commander

ACDT—aircrew chemical defense training

ACDTQT—aircrew chemical defense task qualification training

ADSC—active duty service commitment

AED/CPR—automated external defibrillator/cardiopulmonary resuscitation

(Added-932AW) AF IMT—Air Force Information Management Tool

(Added-932AW) AFDPO—Air Force Departmental Publishing Office

AFFSA— Air Force Flight Standards Agency

AFRC— Air Force Reserve Command

AFSIR— Air Force Spectrum Interference Resolution

AFSC—Air Force service code

AFPD—Air Force Policy Directive

(Added-932AW) AIS—Academic Instrument School

AIT—aircrew intelligence training

AFE—Aircrew Flight Equipment

AMC—Air Mobility Command

ANG— Air National Guard

ARMS—Aviation Resource Management System

AMWC—Air Mobility Warfare Center

AQP—airport qualification program

AR—air refueling

ARC—air reserve component (includes Air National Guard and AF Reserve Command)

ASEV—aircrew standardization and evaluation visit

ASRR—airfield suitability and restrictions report

AT—academic training

ATD—aircrew training device

ATS—aircrew training system

BAI—backup aircraft inventory

BAQ—basic aircraft qualification

BMC—basic mission capable

C—cyclical (17-month qualification evaluation cycle)

CAC—conduct after capture

CBRNE— Chemical, Biological, Radiological, Nuclear and High Yield Explosive

CBT—computer based training

(Added-932AW) CCTS—Combat Crew Training Squadron

CEA—career enlisted aviators

COMSEC—communications security

CONUS—continental United States

CPT—cockpit procedures trainer

CRM—crew resource management

CSI—contingency SERE indoctrination

CSM—command support missions

CSO—communication systems operator

CST—combat survival training

CUR—currency

CWD—chemical-biological warfare defense training

DNIF—duty not involving flying

DOD—Department of Defense

DOT—director of training

DQT—difference qualification training

DV—distinguished visitor

DVG—distinguished visitor guard

EATC—Executive Airlift Training Center

EOC—end of course

EOR—explosive ordnance reconnaissance

EP—evaluator pilot

ERD—evaluation reference date

ESD—evaluation standards document

ETCA—Education and Training Course Announcement

FA—flight attendant

FAIP—first assignment instructor pilot

FCF—functional check flight

FE—flight engineer

FEB—flight evaluation board

FEF—flight evaluation folder

FF—basic aircraft qualification flight engineer (C-20/37)

FMC—flight management computer

(Added-932AW) FPN/FTL E—First Pilot Non-mission ready/Flight Training Level E

FS—flight surgeon

FTL—flying training level

FY—fiscal year

G—ground training identifiers

GATM—global air traffic management

GT—ground training

(Added-932AW) GTL—Ground Training Level

HARM—Host Aviation Resource Management

(Added-932AW) HHQ—Higher Headquarters

HQ—headquarters

IAP—instrument approach procedure

IBT—instructor based training

ICAO—International Civil Aviation Organization

IFF/SIF—identification, friend or foe, selected identification features

ILS—instrument landing system

IP—instructor pilot

IPC—instructor preparatory course

IQT—initial qualification training

IRC—instrument refresher course

ISD—instructional systems development

ISOPREP—isolated personnel report

LAS—local area survival

LL—Aircrew Flight Equipment training identifiers

LOAC—law of armed conflict

LS—Aircrew Flight Equipment

AFE—Aircrew Flight Equipment

M—mission specific identifiers

MAJCOM—major command

MCT—mission continuation training

MDS—mission-design-series (e.g., C-20 vice VC-25)

MEP—mission essential personnel

MF—mission qualified flight engineer/first flight engineer

MK—mission qualified communication system operator

MOST—mission oriented simulator training

MP—aircraft commander

MPD—mobility pilot designation

MPF—Military Personnel Flight

MQT—mission qualification training

MR—mission ready

MT—mission qualified flight attendant

MTL—master task listing

MWS—major weapons system

NAF—numbered Air Force

NCST—non-combat survival training

NMR—non-mission-ready

NVG—night-vision goggles

OCONUS—outside the continental United States

OG—operations group

OME—operational mission evaluation

OPORD—operation order

OPR—office of primary responsibility

OSA—operational support airlift

(Added-932AW) OSF—Operations Support Flight

OSS—operations support squadron

P—proficient

PAA—primary aircraft assigned

PAG—Presidential Airlift Group

PAI—primary aircraft inventory

PCS—permanent change of station

PFT—programmed flying training

PIQ—pilot initial qualification

(Added-932AW) POC—Point of Contact

PR—progress review

PRB—progress review board

PS—proficiency sortie

PTT—part task trainer

Q—qualification and certification training identifier

RDS—records disposition schedule

RS—tactical and departure identifiers

RTRB—realistic training review board

SAM—special air mission

(Added-932AW) SAM-CSM-DVG—Special Air Mission – Command Support Mission – Distinguished Visitor Guard

SATCOM—satellite communications

SARM—squadron aviation resource management

SERE—survival evasion resistance and escape

SORTS—status of resources and training system

SS—survival evasion resistance escape training identifiers

STO—survive to operate

TACC—Tanker/Airlift Control Center (USAF)

TALCE—tanker airlift control element

TDY—temporary duty

TERPS—terminal instrument procedures

TG—training guide

TI—theater indoctrination

TL—training level

TMS—training management system

TRP—training review panel

UMD—unit manning document

VTRAT—visual threat recognition and avoidance training

WST—water survival training/weapon system trainer

X—unit defined identifiers

Terms

Academic training—A course of instruction that includes, but is not limited to, classroom instruction related to aircraft systems and operation, flight characteristics and techniques, performance, normal procedures, abnormal procedures, and emergency procedures. To adequately prepare students, academic courses should be completed prior to simulator or flight training.

Aero medical Evacuation (AE)—-The movement of patients under medical supervision to and between medical treatment facilities by air transportation.

Aircraft commander (AC)—The aircrew member designated by competent authority as being in command of an aircraft and responsible for its safe operation and accomplishment of the assigned mission.

Aircrew Training System (ATS)—Integrated qualification, upgrade, and continuation training program for crew members. Civilian contractors conduct most academic and ATD training: Air Force conducts all flight training.

Annual—Training required once every calendar year.

Basic aircraft qualified (BAQ)—Aircrew member who has successfully completed an in flight evaluation but is not mission qualified in his or her assigned aircraft.

Biennial—Training required once every two calendar years.

Communication Systems Operator (CSO)—Crew member fully qualified to perform all communication systems operator functions.

Communications security (COMSEC) aid—COMSEC material, other than equipment or devices, that assists in securing communications and which is required in the production, operation, or maintenance of COMSEC systems and their components**.** Examples are keys, codes, and authentication information in physical or electronic form, call signs, frequencies, and supporting documents.

Computer-Based training (CBT)—Ground training system that uses computer-generated graphics or text in conjunction with interactive programs as the primary medium of instruction.

Continuation training—Ground and flight training events necessary to maintain mission-ready or basic qualification status.

Crew Resource Management (CRM) training—Training to improve the teamwork, dynamics, and effectiveness of aircrews.

Critical phases of flight—Takeoff, AR, approach to landing, landing, or any flight maneuver stipulated in 11-2MDS series instructions specifically requiring direct (access to controls) instructor supervision for qualified or unqualified crew members.

Currency event—Flying continuation training events with prescribed maximum interval-between accomplishment shown in the "CUR" column.

Cycle—17-month cycle based on in-flight evaluation completion date. Instrument test, open and closed-book testing, and in-flight evaluations are required 17 months after previous in-flight evaluation. Testing and evaluation will be accomplished during the 6-month period that includes the qualification expiration month and the 5 preceding months. See AFI 11-202, Volume 2, and appropriate MAJCOM supplement.

Difference qualification training—Training necessary to qualify an individual in a different tactic or system within the same aircraft or an aircraft that is a different series other than the one in which currently qualified.

Direct instructor supervision—Instructor of like specialty with immediate access to controls (for pilots, instructor will occupy either aircraft commander or copilot seat).

Familiarization Item—An item completed by demonstration, observation or in-seat experience. Proficiency is not required.

Flight examiner—A crewmember designated to administer evaluations according to AFI11-2VIP, Volume 2.

Flight engineer (FE)—Crewmember qualified to perform flight engineer duties.

Flight attendant (FA)—Crewmember qualified to perform flight attendant duties.

Flight surgeon (FS)—Medical doctor qualified to perform flight surgeon duties and has current aeronautical orders in that AFSC.

Flying Training Level (FTL)—A standard assigned to crewmembers, by the squadron commander, directing flying continuation training requirements.

Instructor—Crewmember trained, qualified, and certified by the squadron commander as an instructor.

Instructor-candidate—An aircrew member undergoing upgrade training to instructor.

Instructor supervision—A qualified instructor of like specialty supervising a maneuver or training event. For critical phases of flight, the instructor must occupy one of the seats or stations, with immediate access to the controls.

Instrument simulator sortie—Simulator training focusing primarily on instrument procedures.

Mission-Oriented Simulator Training (MOST)—Part of a training program (e.g., crew resource management) that includes a practical application, full-mission scenario in the simulator or weapons system trainer.

Mission- ready (MR)—Aircrew member who is current, qualified, and certified in the unit's designated mission(s).

Mission Review Panel—Locally established panel to review previous day's flight and ground training accomplishment.

Monthly—Training required once every calendar month.

Night—Portion of time between the end of evening civil twilight and the beginning of morning civil twilight, as published in the American Air Almanac.

Nonmission-ready (NMR)—Individual who is non-current or unqualified in the aircraft, incomplete in required continuation training, or not certified to perform the unit missions.

Off Station Training Flight—Any training mission that remains over night (RON) or on loads/offloads cargo or passengers at a base other than home station.

Overseas Sortie (OCONUS Sortie)—A sortie that includes a take-off or landing outside the 48 conterminous states of the United States.

Part Task Trainer (PTT)—A device used to practice a specific task such as cargo door operation, cargo loading training, or receiver AR.

Quarterly—3-month periods defined as 1 January to 31 March, 1 April to 30 June, and 1 July to 30 September, or 1 October to 31 December.

Quinquennial—Occurring once every five years.

Refresher simulator—Simulator training emphasizing aircraft systems, normal and emergency procedures, and mission-specific training requirements.

Requalification training—Training required to qualify crewmembers in an aircraft in which they have been previously qualified. See **Chapter 2** for requalification training requirements.

Semiannual—6-month training periods from 1 January to 30 June and 1 July to 31 December.

Special mission—Any mission requiring special qualification (FCF, etc).

Supervised training status—Crewmember will fly under instructor supervision as designated by the squadron commander or examiner. This status is a result of loss of currency or qualification, or due to less-than-qualified evaluation.

Tactics Training.—The tactics training program provides pilots with the skills and knowledge to fly tactical flight procedures when required.

Training devices—All trainers, computer assisted instruction, sound-on-slide programs, videos, and mockups designed to prepare students for flight training or augment prescribed continuation training.

Training Level (TL)—A standard assigned to crewmembers, by the squadron commander, directing continuation training requirements.

Triennial—Training required once every three calendar years.

Upgrade Training—Training to qualify an aircrew member in a higher crew position.

Frequency

Term	Definition	Example
180d, 365d, etc…	Expires at the end of the nth day after the Last Accomplished Date.	180d: If Last accomplished = 10 Feb 07 Expires End of = 8 Aug 07 Due = 9 Aug 07
m, 12m, 24m, etc…	Expires at the end of the last day of the nth Calendar Month after Last Accomplished.	15m: If Last accomplished = 10 Feb 07 Expires End of = 31 May 08 Due = 1 Jun 08
Q - Quarterly	Expires at the end of the last day of the Quarter after the Last Accomplished Quarter. Training Quarters are defined under the term "Quarterly."	If Last accomplished = 10 Feb 07 Expires End of = 30 Jun 07 Due = 1 Jul 07
4Q – 4th quarter	Expires at the end of the last day of the 4th Quarter after the Last Accomplished Quarter. Training Quarters are defined under "Quarterly."	4Q: If Last accomplished = 10 Feb 07 Expires End of = 31 Mar 08 Due = 1 Apr 08
SA – Semi-Annual	Expires at the end of the last day of the Semiannual period after the training was accomplished. The Semiannual Training Periods are specified under the term "Semiannual."	If Last accomplished = 10 Feb 07 Expires End of = 31 Dec 07 Due = 1 Jan 08
A - Annual	Expires at the end of the last day of the Calendar Year after the training was accomplished.	If Last accomplished = 10 Feb 07 Expires End of = 31 Dec 08 Due = 1 Jan 09
B - Biennial	Expires at the end of the last day of the 2nd Calendar Year after Training was accomplished.	If Last accomplished = 10 Feb 07 Expires End of = 31 Dec 09 Due = 1 Jan 10
T - Triennial	Expires at the end of the last day of the 3rd Calendar Year after Training was accomplished.	If Last accomplished = 10 Feb 07 Expires End of = 31 Dec 10 Due = 1 Jan 11
AR – As required	Self-explanatory	

Attachment 2

AIRCREW TRAINING DOCUMENTATION

A2.1. General Information. This attachment provides guidelines on proper training documentation. Instructions are provided for AF Form 4022, Aircrew Training Folder, AF IMT 4023, Aircrew Training Progress Report, AF IMT 4024, Aircrew Training Accomplishment Report, and AF IMT 4025, Aircrew Summary/Close-Out Report, and aircrew training guides (TG).

A2.1.1. Initiate a training folder (electronic or hard copy), AF Form 4022, for the ETCA formal training (either at formal school or in-unit), mission qualification, special qualification or certification training, in-unit upgrade program to the next higher crew qualification, requalification training (either at formal school or in-unit), or for any corrective action or additional training. Units may use a government approved Training Management System or electronic/hard copy AF 4022, AF 4023, AF 4024, and AF 4025.

A2.1.1.1. The unit operations officer may waive the training folder requirement if corrective action or additional training is limited. If initiated, the instructor or flight examiner who evaluated the aircrew member's performance will enter comments pertinent to the training deficiency on AF IMT 4023 or the training guide. Use the existing training folder for end-of-course evaluations that result in additional training.

A2.1.1.2. At the unit commander's discretion, training folders for an individual undergoing more than one training program in a short period of time may be combined into one AF Form 4022; e.g., a previous instructor in the MDS upgrading to AC may have his or her mission upgrade combined with instructor upgrade in the same folder.

A2.1.2. Formal schools will send AF Form 4022 with all training records to the trainee's gaining unit. Squadron commanders will review formal school training records and may enter appropriate comments on the training guide progress record or AF IMT 4023.

A2.1.3. Squadrons will maintain the training folders for their personnel in a location readily accessible to instructors and supervisory personnel. The trainee may review his or her folder at any time.

A2.1.4. The instructor or trainer will review the training folder, to include AF IMTs 4023 and 4024 or the training guide, prior to all training periods. Those areas not previously accomplished or those, in which crewmembers require additional training, will be noted for possible inclusion during the current training period. Operations officers will review active training folders quarterly, and flight commanders or squadron training representatives will conduct a monthly review. Monthly and quarterly reviews will be annotated on AF IMT 4023 or in the training guide.

A2.1.5. Upon completion of training, place the summary/closeout report (AF IMT 4025) in the individual's permanent training folder, as specified in MAJCOM supplement. Squadrons will retain all AF Forms 4022 contents for 1 year, and then return them to the aircrew member. Do not insert AF Form 4022, AF IMT 4023, 4024, 4025 or training guides into FEFs.

A2.1.6. If training guides are not used; AF IMTs 4023, 4024, and 4025 may be used for ATS and formal school courses.

A2.1.7. The OSS/OST, or equivalent level, may approve unit overprint versions of AF Form 4022, AF IMTs 4023, 4024, and/or 4025. Comply with AFI 33-360, Volume 2, *Forms Management Programs*. **NOTE**: AFI 33-360 does not allow altering lines, captions, or adding blocks or captions to an existing form as this action is a revision of the original form design. This guidance applies to both physical and electronic forms. Insert a statement at the bottom of overprinted forms indicating the activity responsible for the overprinted material (e.g., 89th AW overprint).

A2.1.8. For purposes of training documentation, classroom only training conducted at the unit should be identified as Academic Training (AT). Ground Training (GT) will be considered all training conducted outside the classroom not associated with a flight or artificial training device.

A2.2. Instructions for AF Form 4022, Aircrew Training Folder. The folder is electronic or constructed of cardstock. To document training, AF IMTs 4023, 4024, and 4025 and additional information (training guides, waivers, memorandums, etc.) will be included in the folder. AF Form 4022, AF IMTs 4023, 4024, and 4025 are available through the Air Force Distribution System. **NOTE**: Formal school instructors using ATS courseware are not required to complete the following sections of the AF Form 4022: ground training summary, written evaluations, and flying training summary if this information is tracked by other means and sent to the gaining unit with AF Form 4022.

A2.2.1. Trainee Information (cover). Provides trainee and course information.

A2.2.1.1. Name and grade. Self-explanatory.

A2.2.1.2. Crew position. Self-explanatory (For crewmembers in an upgrade program, enter the crew position to which they are upgrading).

A2.2.1.3. Unit of assignment. Self-explanatory.

A2.2.1.4. Type of training. Enter formal course title or, for special mission qualification, enter type, e.g., FCF. For other types of training, enter a descriptive identifier.

A2.2.1.5. Class number. Enter formal school class number; otherwise, leave blank.

A2.2.1.6. Course number: Enter only the ETCA formal course number (otherwise, leave blank).

A2.2.2. Ground Training Summary (inside left). This section provides a chronological record of ground training events. Record non-flying training events. Entries are required for CTD, SIM, OFT, PTT, CPT, WST and GT. Entries are required for in-unit academic instruction conducted according to formal school courseware. Classroom academic training will be identified as AT. Units will not record academic training on the AF Form 4022 summary (even thought it appears on the Form 4022 as a training period designator).

A2.2.2.1. Date. Self-explanatory.

A2.2.2.2. Training period. Enter sequentially numbered training period designators, e.g., “CPT-1,” “WST-2,” “GT-3,” etc., or specific course identifier.

A2.2.2.3. Status. Enter incomplete (INC) and the reason, e.g., “INC-MX” (maintenance) or “INC-PRO” (trainee proficiency) when an additional training period, over those remaining, will be required to accomplish the lost training events originally scheduled for that training period; otherwise, leave blank.

A2.2.2.4. Instructor or trainer (qualification). Enter the name of the instructor or trainer and aircrew qualification, e.g., aircraft commander (AC), and instructor pilot (IP).

A2.2.2.5. Training time. Self-explanatory. Do not include time normally associated with pre-briefing and debriefing.

A2.2.3. Training Period Designators. Codes to describe training periods. Formal training schools may use more descriptive designators if required.

A2.2.4. Written Evaluations. f applicable and desired, record data for the in-flight evaluation required to complete the training program.

A2.2.4.1. Date. Enter the date the written evaluation was satisfactorily completed.

A2.2.4.2. Type. Enter the AFI 11-2VIP, Volume 2, description or other appropriate identifier.

A2.2.4.3. Grade. Enter according to AFI 11-2VIP, Volume 2.

A2.2.5. Performance Evaluation Summary. Record data on required evaluations including re-evaluations (if applicable).

A2.2.5.1. Date recommended. Enter the date recommended for a performance evaluation (CPT, WST, or flight).

A2.2.5.2. Type evaluation. Enter AFI 11-2VIP, Volume 2, evaluation description or other appropriate identifier.

A2.2.5.3. Instructor (qualification). Enter the name and aircrew qualification of the instructor recommending the student for an evaluation.

A2.2.5.4. Operations review. With the initials of the reviewer, indicate a records review has been accomplished following recommendation for an evaluation. **NOTE**: Flight commanders or supervisors will accomplish reviews during formal training courses. Squadron commanders or operations officers are required to accomplish reviews prior to flight evaluations.

A2.2.5.5. Date evaluated. Enter the date the evaluation was completed.

A2.2.5.6. Examiner. Self-explanatory.

A2.2.5.7. Grade. Enter according to AFI 11-2VIP, Volume 2.

A2.2.6. Flying Training Summary. This section provides a chronological record of flying training sorties. Log all sorties scheduled even if canceled by external factors such as weather (WX) or maintenance (MX).

A2.2.6.1. Date. Self-explanatory. On operational missions, enter inclusive dates, e.g., 28 Jul – 7 Aug 03.

A2.2.6.2. Training period. Enter sequentially numbered training period designators, e.g., “S-1,” “S-7,” “O-2,” etc.

A2.2.6.3. Status. Enter "INC" and reasons, "WX," "MX," or "PRO" when an additional training flight, over those remaining, will be required to accomplish lost training events originally scheduled for that period (INC-WX); otherwise, leave blank.

A2.2.6.4. Instructor (qualification). Enter the name and aircrew qualification of the instructor.

A2.2.6.5. Mission time. Enter the total flight-time of the training or operational mission in the top half of the block. If documentation of seat-time is required, enter the flight-time the trainee was actually in the seat in the lower half of the block.

A2.2.6.6. Cumulative time. Use this block to enter the individual's total cumulative flight-time in the specific training course. Enter total cumulative flight-time in the top half of the block and, if required, the total cumulative seat-time in the lower half of the block.

A2.2.7. Performance and Knowledge Standards. For use with AF IMT 4024, see paragraph A2.4.11.

A2.2.8. Grading Codes. For use with AF IMT 4024, see paragraph A2.4.8.

A2.3. Instructions for the AF IMT 4023, Aircrew Training Progress Report. This form provides a narrative description of training missions and is also used for documenting operations review of training progress. File AF IMTs 4023 in order with the most recent flight on top. **NOTE**: AF IMT 4023 or a training guide may be used to record training. ATS and formal school courses may use AF IMT 4023 at their discretion.

A2.3.1. Training Period and Date (Item 1). Training period is either, simulator, or flight (i.e., AT-1, GT-1, SIM-3, S-4, etc.). Also, annotate the date the training occurred.

A2.3.2. AT, GT, FLY, and ATD (Items 2, 4, and 6). Annotate time allocated for training and keep a running total (Items 3, 5 and 7) by adding previous totals to current training period time. Classroom academic training periods will be annotated as AT and tabulated under the ground training block.

A2.3.3. Total Training Time (Item 8). Keep a running total of all training time (add Items 3, 5, and 7).

A2.3.4. Remarks and Recommendations (Item 9). Describe the mission scenario. Local overprints are authorized. Comments will elaborate on trainee strengths and weaknesses, identify problem areas, record unusual circumstances, and indicate student progress. Recommendations will be specific and include tasks requiring further training and the type of training required. If more space is required for annotating remarks, draw vertical arrows through sortie information heading section (Items 1 through 8) of the following block of form and continue remarks.

A2.3.4.1. Operations Review. In addition to reviewing all AF IMT 4023 entries, the flight commander or squadron training representative will conduct a monthly review of active status AF Forms 4022. The squadron commander or operations officer will review active status AF Forms 4022 at least once each quarter. Document reviews on an AF IMT 4023. The reviewer will annotate "monthly review" or "quarterly review," as applicable, in the training period block. Write comments concerning the trainee's

progress, status, or recommendations in the mission profile, comments, and recommendations block.

A2.3.4.2. Monthly reviews are not required for formal school courses except in documented cases of unsatisfactory progress. ATS personnel will review the student's records and ensure all required training is completed prior to entering flight training. If problems are encountered during the flying phase, the squadron will conduct reviews necessary to document unsatisfactory progress.

A2.3.5. Instructor Block (Item 10). Instructors will print and sign their name and annotate their rank and crew qualification.

A2.3.6. Students Block (Item 11). Students will print and sign their name.

A2.3.7. Reviewer Block (Item 12). For monthly and quarterly reviews, squadron commanders, operations officers, flight commanders, or training personnel will print and sign their name and indicate their position. Flight commanders may use their initials in the reviewer block after reviewing individual AF IMT 4023 entries.

A2.3.8. AF IMT 4023 will be completed and reviewed by the student prior to his or her next training period.

A2.4. Instructions for the AF IMT 4024, Aircrew Training Accomplishment Report. This form tracks, for each sortie, individual event and task accomplishment and grades. Units may overprint event and task listings, total number of repetitions required, and the required proficiency level (RPL) for each event and task. Use separate AF IMTs 4024 for simulator and flight training. Maintain AF IMTs 4024 on the right side of AF Form 4022. **NOTE**: AF IMT 4024 or a training guide may be used to record training. ATS and formal school courses may use AF IMT 4024 at their discretion.

A2.4.1. Name. Self-explanatory.

A2.4.2. Crew Position. Self-explanatory.

A2.4.3. Course or Phase of Training. Enter the AFCAT 36-2223 formal course identifier, e.g., C5P. For special mission qualification, enter the type and identify the method of training, e.g., WST training, flying training, etc.

A2.4.4. Sortie. Enter sortie number e.g., S-1, S-2, CPT-1, etc.

A2.4.5. Date.

A2.4.6. Training Event and Task Listing. Reflects the tasks and subtasks in the training program that require specific student performance or knowledge proficiency standards.

A2.4.7. Number Accomplished. Reflects the number of times an event was accomplished on that sortie.

A2.4.8. Grade. Enter a "B", "F," "P," "S," or "U" as appropriate.

A2.4.8.1. "1"–Item must be accomplished once by the aircrew member, but does not require proficiency.

A2.4.8.2. "B"–Briefing item only.

A2.4.8.3. "F"–Familiarization item; proficiency is not required. The OG/CC or equivalent operations function will determine whether "F" items are completed by briefing, demonstration, observation, or actual accomplishment.

A2.4.8.4. "P"–Proficient; aircrew member has achieved the required proficiency level.

A2.4.8.5. "S"–Satisfactory; aircrew member has not achieved the required proficiency level but progress is satisfactory.

A2.4.8.6. "U"–Unsatisfactory; aircrew member was previously proficient, but has regressed or progress is unsatisfactory. **NOTE**: Once a crew member has received "P" for an event, the only subsequent grade allowed is either "P" or "U." Any event graded "U" must have an associated remark on AF IMT 4023.

A2.4.9. Total Number Required. Indicates the total repetitions of an event or task required by the course syllabus.

A2.4.10. Total Number Accomplished. Total number of repetitions actually accomplished.

A2.4.11. Required Proficiency Level (RPL). Each event and task will have a performance standard designated for the required proficiency level the crew member must achieve. In addition, each event and task may have (optional) a knowledge standard designated and used in the same manner as a performance standard. The standards for specific events are either listed in the applicable master task list (MTL) and evaluation standards document (ESD) for each weapon system or identified in this instruction. For those weapons systems that do not have any RPL listing, all events will have an RPL of "3" for performance and "C" for knowledge (if knowledge standards are used in addition to performance standards). **EXCEPTION:** One-time events required for familiarization and not listed in the MTL and ESD or this instruction will not have performance and knowledge standard assigned. Performance and knowledge standards are listed in **Table A2.1**

Table A2.1. Event and Task Standards.

Code	Performance is:	Definition:
1	Extremely Limited	Individual can do most activities only after being told or shown how.
2	Partially Proficient	Individual can do most of the behaviors, but not necessarily to the desired levels of speed, accuracy, and safety.
3	Proficient	Individual can do and show others how to do the behavior in an activity at the minimum acceptable levels of speed, accuracy, and safety without the assistance of an instructor. For instructors, proficiency includes the ability to demonstrate, instruct, and supervise ground and flight activity.
4	Highly Proficient	Individual can do behaviors in an activity at the highest level of

		speed, accuracy and safety.
Event and Task Knowledge Standard		
Code	Knowledge of:	Definition:
A	Facts and Nomenclature	Individual can identify basic facts and terms about the subject and when used with a performance code, can state nomenclature, simple facts, or procedures involved in an activity.
B	Principles and Procedures	Individual can explain relationship of basic facts and state general principles about the subject and when used with a performance code, can determine step-by-step procedures for sets of activities
C	Analysis, and Operating Principles	Individual can analyze facts and principles and draw conclusions about the subject and when used with a performance code, can describe why and when each activity must be done and tell others how to accomplish activities
D	Evaluation and Complete Theory	Individual can evaluate conditions and create new rules or concepts about the subject and when used with a performance code, can inspect, weigh, and design solutions related to the theory involved with activities.

A2.5. Instructions for the AF IMT 4025, Aircrew Summary/Close-Out Report.

A2.5.1. For each formal training program, a summary and close-out report will be completed detailing the individual's strengths, weaknesses, overall performance, and other pertinent information.

A2.5.2. Squadron commanders, operations officers and flight commanders will ensure the comments on this form do not reflect personnel opinions or biases. All comments must be supported by information contained in the AF IMT 4023s, 4024s, or training guides as applicable. At formal schools, the instructor will accomplish the AF IMT 4025 and the squadron commander's signature is optional.

A2.5.3. Total flying time shown on AF IMT 4025 does not include flight evaluation.

A2.6. Aircrew Training Guides. If available, use aircrew training guides (TG) for training programs.

A2.6. (932AW)Aircrew Training Guides.

A2.6.1. Units may produce TGs when the ATS contractor is unable to provide them. TGs will be developed in accordance with AFI 36-2201, Volume 1, *Training Development, Delivery and Evaluation*. All TGs will be produced using the AMC approved format. Coordinate TG development through appropriate MAJCOM with an information copy sent to HQ AMC/A3T.

A2.6.1. **(932AW)** Unit Developed Training Guides. 73 AS and 54 AS aircrew members will use unit developed training guides for the following training programs. Periodic

reviews, updates and changes to these guides will be initiated by the SQ/DOT and coordinated through 932 OSF/OST for OG/CC approval and info copies sent to AFRC and AMC A3T.

C-40C and C-9C Pilot Aircrew Syllabi and Training Guides:

Volume I Initial Mission Qualification

Volume II Aircraft Commander Operational Mission Qualification

Volume III Instructor Pilot Qualification

Volume IV Senior Officer Qualification

Volume V C-40B/C Difference Training/Certification

Volume VI C-40B/C Tactics Training/Certification

C-40C and C-9C Flight Attendant Aircrew Syllabi and Training Guides:

Volume I (UT to FT) Initial Qualification

Volume II (FT to MT) Mission Qualification

Volume III (UT to MT) Initial Mission Qualification

Volume IV (MT to IT) Instructor Qualification

Volume V (Re-Qual) Re-Qualification

Volume VI (Difference) C-40B / C-40C Difference Certification

C-40C Flight Attendant Training Guides

Middle Position Certification (FT)

Cook Position Certification (FT)

A2.6.2. Initiating TGs. Training and resource management personnel in each unit will initiate a TG on crew-members prior to their entering any phase of qualification training. These TGs will be inserted in AF Form 4022.

A2.6.3. Use of TGs. Specific instructions for annotating training are included in each TG. TGs will be placed in an AF Form 4022 and maintained in accordance with paragraph **A2.1.5**.

A2.6.3.1. Active status TGs will be carried by the student during all training and operational missions and made available to the instructor for review and annotation. The student will review the TG and initial the training progress record after each training period.

A2.6.3.2. Complete the training progress record portion of the TG in sufficient detail to specify areas of training accomplished, areas needing improvement, recommended specific study areas for the trainee, and recommended training for the next training period. When the trainee attains sufficient knowledge, experience, and prerequisites for upgrade, the instructor will recommend an evaluation and state: "Recommend evaluation for (crew position)" on the training progress record. Trainees will not be recommended for an evaluation if a TG required event is incomplete or requires corrective action.

A2.6.3.3. On missions without an instructor or examiner, the senior qualified counterpart (AC for copilots) will accomplish required training for those areas not requiring an instructor. Annotate applicable training information in the TG.

A2.6.3.4. When an initial qualification flight evaluation is not successfully completed and additional training is required, the flight commander will annotate deficient areas on reproduced pages of the appropriate TG and training progress record. This TG insert will be placed in the AF Form 4022 and used to document completion of additional training.

A2.6.3.5. At the conclusion of training, when all requirements of the TG are met, fill out an AF IMT 4025 in accordance with paragraph A2.5. Maintain completed TG and associated AF IMT 4025 in a training folder according to paragraph A2.1.5.

A2.6.3.6. Do not maintain the training guide in the flight evaluation folder.

A2.6.4. Review Procedures.

A2.6.4.1. Instructors and students will review the TG after each training period and discuss training accomplished, problem areas, and immediate goals.

A2.6.4.2. The flight commander or squadron training representative will conduct a monthly review of TGs. This review will be indicated by entering initials and date in the review block of the TG.

A2.6.4.3. The commander or operations officer will review active TGs at least once each calendar quarter and prior to an evaluation. This review will be a separate entry on the TG and will include comments on weak areas and upgrade potential. Indicate review by signing the instructor-trainer block of the training progress record, and enter "quarterly review" in the training period identifier block.

A2.6.4.4. Records of crew members not receiving training (but in an active status) will be reviewed monthly and quarterly as indicated above. If applicable, the statement, "no training accomplished during this period," the reason why, and the projected date when training will resume will be entered on the student's training progress record.

A2.6.5. Disposition of TGs.

A2.6.5.1. Place completed TGs in AF Form 4022 and maintain according to paragraph **A2.1.5**

A2.6.5.2. Formal schools will maintain copies of the aircrew training records on incomplete trainees for 6 months.