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PERSONNEL PARACHUTE OPERATIONS

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This instruction implements Air Force Policy Directive (AFPD) 11-4, *Aviation Service*, and DoD Directive 5100.1, *Functions of the Department of Defense and Its Major Components*. It is directive in nature and establishes procedures governing the authority and administration of the USAF Personnel Parachute Program, parachute qualifications and requirements, and procedures applicable to premeditated personnel parachuting. This publication applies to all USAF organizations involved in premeditated personnel parachuting, including the Air National Guard (ANG) and the Air Force Reserve Command (AFRC). Submit proposed changes to this instruction through functional channels to the office of primary responsibility using AF Form 847, *Recommendation for Change of Publication*. Major commands (MAJCOMs), field operating agencies (FOAs), HQ USAF direct reporting units (DRUs), and subordinate organizations may supplement this instruction but cannot be less restrictive. After publication, send supplements to a3o.as.workflow@pentagon.af.mil or to HQ USAF/A3O-AS, 1480 Air Force Pentagon, Washington DC 20330-1480. The reporting requirement in this instruction is exempt from licensing in accordance with AFI 33-324, *The Information Collections and Reports Management Program: Controlling Internal, Public, and Interagency Air Force Information Collections*. This document is affected by the Privacy Act of 1974, *Title 5 United States Code*

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(AETC) This supplement implements and extends the guidance of AFI 11-410, *Personnel Parachute Operations*, 4 August 2008. It establishes Air Education and Training Command (AETC) policy for all parachutists assigned or attached within AETC. This publication does not apply to Air National Guard units. With the exception of the associate instructor program, this publication does not apply to the Air Force Reserve Command. Submit all unit-level supplements to HQ AETC/A3T for coordination before approval. Refer recommended changes and questions about this publication to the office of primary responsibility using AF Form 847, *Recommendation for Change of Publication*. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-af61a/afrims/afrims/>. The use of the name or mark of any specific manufacturer, commercial product, commodity or service in this publication does not imply endorsement by the Air Force.

SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed. Major changes include: exemption from licensed reporting, expansion of program objectives, clarification of responsibilities, modification of the parachute position validation process, delineation of specific jump-inherent duty specialties, deletion of permissive parachute jumping, description of the equipment acquisition and sustainment process, modification of the malfunction reporting process, alignment of the approval authorities for public affairs jumps with AFI 35-101, articulation of requirements surrounding the use of private and commercial aircraft, inclusion of foreign military parachutist guidance, elaboration of parachute packing requirements, chartering of the Air Force Parachute Team, deletion of the Special Tactics and Rescue Specialist Demonstration Team, and reformatting of this instruction.

(AETC) This document has been substantially revised and must be completely reviewed. The purpose paragraph was changed to include all AETC parachutists, add appropriate statements and remove outdated statements. It also includes an AETC list of programs of instruction (POI), associated OPRs and the forwarding address; delegates approval authority for temporary parachute positions within the numbered Air Force (NAF) to the NAF/DO, and within the 336 Training Group (TRG) to the 336 TRG commander (CC); identifies operational risk management (ORM) responsibility; and corrects 306 Flying Training Group (FTG) wing loading information.

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Chapter 1

USAF PERSONNEL PARACHUTE PROGRAM

1.1. Purpose. This instruction establishes procedures governing the authority and administration of the USAF Personnel Parachute Program (PPP), parachute qualifications and requirements, and procedures applicable to premeditated personnel parachuting.

1.2. Objectives. The requirement for the USAF PPP originates with DoD Directive 5100.1. The directive tasks the Department of the Air Force with “preparation of the air and space forces necessary for the effective prosecution of war and military operations short of war” and identifies Air Force functions. A primary function of the Air Force is “to develop, in coordination with the other services, doctrines, procedures, and equipment employed by Air Force forces in airborne operations.” The Army coordinates and develops airborne doctrine, procedures, and equipment on behalf of itself and the Marine Corps. While this instruction draws extensively upon the combat, operational, and training base of the joint services, the nature of USAF parachuting also requires tactics, techniques, procedures, and equipment not addressed in sister service publications. Objectives for the USAF PPP are divided into operational, functional, and management categories.

1.2. (AETC) Objectives. Specific AETC objectives: establish AETC training operations standard operating procedures; limit parachute training operations as required to meet AETC mission requirements; and provide clarification when required.

1.2.1. The operational objective of the USAF PPP is to tactically employ forces during war and military operations short of war.

1.2.2. The following are functional objectives of the USAF PPP:

1.2.2.1. Test, evaluate, and certify systems and equipment that contribute to improved survivability during either premeditated or emergency parachute egress.

1.2.2.2. Instruct and demonstrate proper premeditated and emergency egress procedures to improve survivability, develop confidence, and establish an airmanship foundation.

1.2.2.3. Conduct aviation support to public and/or military events to showcase military preparedness, demonstrate capabilities, promote good community and international relations, support USAF recruiting and retention efforts, and render military honors in accordance with AFI 11-209, Aerial Event Policy and Procedures.

1.2.3. Management objectives of the USAF PPP include:

1.2.3.1. Provide standards for training, qualification, and currency of USAF parachutists.

1.2.3.2. Approve parachuting equipment and maintain a central equipment listing.

1.2.3.3. Increase mission effectiveness and safety.

1.2.3.4. Ensure compliance with DoD and USAF activity, mishap, incident, and malfunction reporting requirements.

1.3. General. Compliance with this instruction requires mature risk evaluation and mitigation by subordinate organizations. Use AFTTP(I) 3-2.34, *Risk Management*, and AFI 90-901, *Operational Risk Management*, as guidance for the risk management processes.

1.3.1. The USAF PPP does not govern cargo equipment parachute operations, cargo equipment parachute rigging, or non-premeditated parachute equipment, including emergency bailout parachutes and ejection seats. Emergency parachutes are covered by the appropriate technical order or manual. Joint airdrop equipment procedures are prescribed by AFJI 13-210(I), *Joint Airdrop Inspection Records, Malfunction/Incident Investigations, and Activity Reporting*. For information on drop zones, refer to AFI 13-217, *Drop Zone and Landing Zone Operations*.

1.3.2. The term major military command (MMC) is used throughout this publication as an umbrella term for the Air National Guard, field operating agencies, HQ USAF direct reporting units, and major commands to include Air Force Reserve Command. The Office of Personnel Management (Human Resources Collection Directive-5) defines a MMC as a military organization next below the Departments of the Army, Air Force, or Navy and headed by a flag or general officer who reports directly to the agency headquarters. For purposes of simplicity and applicability, this instruction categorizes the ANG and those FOAs and DRUs not headed by general officers as MMCs.

1.3.3. All USAF parachuting operations will be conducted in accordance with published guidance, utilizing equipment approved through the process described in **Chapter 4**.

1.4. References. During unilateral operations, use this instruction in conjunction with AFMAN11-420(I)/FM 3-21.220, *Static Line Parachuting Techniques and Training*, AFMAN 11-411(I)/FM 3-05.211, *Special Forces Military Free-Fall Operations*, AFTTP 3-1.8, *Tactical Employment—GUARDIAN ANGEL and Special Tactics Forces*, and AFTTP 3-3.8, *Combat Fundamentals—GUARDIAN ANGEL and Special Tactics Forces* (throughout this instruction AFTTPs 3-1.8 and 3-3.8 are not applicable for other than GUARDIAN ANGEL and Special Tactics personnel). These publications constitute the primary guidance for static-line and military free fall parachuting. During parachute operations conducted under a joint commander, use this instruction in conjunction with applicable joint publications such as USSOCOM Manual 350-3, *Training Airborne Operations (Parachuting)*. Additional parachuting references can be found at **Attachment 1** and on the Air Force portal in the “AF Personnel Parachute Program” community of practice: <https://wwwd.my.af.mil/afknprod/ASPs/CoP/OpenCoP.asp?Filter=OO-TO-00-2>.

1.5. Waiver Authority. HQ USAF/A3O-AS is the waiver authority for this instruction, unless specifically noted in this paragraph or in the text of this instruction. HQ USAF waivers are valid for only the period of time required to correct the waiver condition, not to exceed 24 months from the date of approval. MMC commanders have authority and responsibility for parachuting operations under their control. During combat operations, contingencies, and inspections, waiver authority for operational procedures specified in this instruction and associated inter-service references is the Air Component A3, the Joint Special Operations Task Force J3, the MMC/A3, or their designated representatives, as applicable. Waiver authority for operational procedures during exercises and training is the MMC/A3, or designated representative, except where specifically identified in this instruction. Approved waivers constitute authorization to deviate from specific provisions within this instruction. Send waiver requests to

a3o.as.workflow@pentagon.af.mil for approval and/or coordination prior to finalizing and one copy after publication. Deviations that occur during mission execution should be reported to the MMC/A3 and HQ USAF/A3O-AS within 24 hours or when tactically/operationally feasible. Forward waiver requests through the MMC Personnel Parachute Program Manager to the MMC/A3, and to HQ USAF A3O/AS when required, with the following information in narrative format:

1.5. (AETC) Waiver Authority. HQ AETC/A3T is the major military command (MMC) designated representative, office of primary responsibility (OPR), and designated representative waiver authority for operational procedures during exercises and training. Submit waiver requests to HQ AETC/A3T, 1 F Street, Suite 2, Randolph AFB TX 78150-4325.

- 1.5.1. Published procedure that requires deviation.
- 1.5.2. Units/personnel requiring the waiver.
- 1.5.3. Inclusive dates of the waiver.
- 1.5.4. Specific location for the waiver.
- 1.5.5. Circumstances that necessitate a waiver.
- 1.5.6. Procedural guidance to be used while operating under a waiver (checklists, etc.).
- 1.5.7. Applicable training, upgrade, and documentation requirements used to prepare personnel to operate under the waiver.
- 1.5.8. Unique currency and refresher training specifications that pertain to the waiver.
- 1.5.9. Mission impact if the waiver is denied.
- 1.5.10. Planned actions, including implementation status, to correct the conditions that necessitated the waiver.

1.6. Recommended Changes. Submit proposed changes to this instruction through functional channels using AF Form 847. MMCs will forward recommendations approved at that level to a3o.as.workflow@pentagon.af.mil or to HQ USAF/A3O-AS, 1480 Air Force Pentagon, Washington DC 20330-1480.

1.6. (AETC) Recommended Changes. Submit suggested improvements to this instruction on AF Form 847, *Recommendation for Change of Publication* through the chain of command to HQ AETC/A3T, 1 F Street Suite 2, Randolph AFB TX 78150-4325 or E-mail to aetc.a3t.workflow@randolph.af.mil.

Chapter 2

RESPONSIBILITIES

2.1. Personnel Parachute Program Management and Responsibilities. Designated Personnel Parachute Program Managers (PPPMs) and affected Career Field Managers (CFMs) are the heart of the PPP. Each activity or unit with a parachuting mission will have a central point of contact (POC) for parachuting issues. PPPMs and organizational POCs disseminate safety information, report incidents and hazards, assist commanders in requirements development, provide leadership and oversight, and cross-flow tactics, techniques, and procedures up and down the chain of command. As such these personnel will establish direct access to the USAF Safety Automated System (AFSAS) or establish a process to ensure organizational safety personnel inform them of all parachute mishaps in a timely manner.

2.1.1. The USAF PPPM oversees the entire PPP. The Air Staff PPPM will be a qualified and current static line and military free fall parachutist.

2.1.2. MMC PPPMs will be qualified and current parachutists familiar with the procedures in operational use by their respective MMCs. Additionally, these members should be qualified jumpmasters.

2.1.2. (AETC) HQ AETC Personnel Parachute Program Manager (MMC/PPPM) should be a master parachutist and free fall jumpmaster; be advance parachute systems (APS) certified; and have knowledge of tandem parachute operations (passenger tandem only). See paragraphs 2.1.2.1 (Added) through 2.1.2.4 (Added) for subordinate level criteria.

2.1.2.1. (Added-AETC) **19 AF/PPPM.** Should be a master parachutist, be a free fall jumpmaster, be APS certified, have knowledge of tandem parachute operations (passenger tandem only), and have knowledge of emergency bailout parachute systems.

2.1.2.2. (Added-AETC) **306 FTG/PPPM.** See civilian core document.

2.1.2.3. (Added-AETC) **336 TRG/PPPM.** Should be a master parachutist, be a free fall jumpmaster, be APS certified, and be emergency bailout parachute system qualified.

2.1.2.4. (Added-AETC) **2 AF/342 TRS/PPPM.** Should be a master parachutist, be a free fall jumpmaster, be APS certified, and have knowledge of tandem parachute operations (passenger tandem only). **Note:** The 342 TRS/PPPM performs 2AF level responsibilities when directed by the MMC/PPPM.

2.1.3. Organizational POCs are designated by the unit commander, who also determines requisite qualifications.

2.2. HQ USAF/A3O-AS, Combat Search and Rescue & Special Activities Division, Deputy Chief of Staff for Operations, Plans, and Requirements.

2.2.1. Appoint the USAF PPPM, and serve as the Air Staff's office of primary responsibility for the USAF PPP. All Air Force-level parachuting guidance requires coordination through HQ USAF/A3O-AS.

2.2.2. Publish HQ USAF policy and guidance for personnel parachute operations.

2.2.3. Advise the Secretary of the Air Force and the Chief of Staff on personnel parachute operations.

2.2.4. Monitor MMC personnel parachute programs.

2.2.5. Ensure all HQ USAF and MMC approved waivers (see [paragraph 1.5](#)) are on file with HQ USAF/A3O-AS through biennial review, or as required.

2.2.6. Consolidate and review all reported personnel parachute malfunctions and/or incidents. Recommend or direct coordinated changes to administration, qualifications, standards, requirements, currency, training, and procedures, if appropriate.

2.2.7. Chair PPP Executive Committee meetings. The Executive Committee discusses and reviews MMC personnel parachute program efforts and serves as the configuration and validation board when new requirements for parachute systems and equipment exist. The PPP Executive Committee membership consists of:

2.2.7.1. MMC PPPMs.

2.2.7.2. USAF CFMs from jump-inherent Air Force Specialty Codes (AFSCs) as outlined in [paragraph 3.4.1](#) and the USAF CFMs for 1TOXX and 1POXX.

2.2.7.3. Test Parachutist Program Superintendent, 418 FLTS.

2.2.7.4. Air Force Materiel Command (AFMC) acquisition and sustainment/modernization functions.

2.2.8. Attend joint and sister service personnel parachute program conferences where feasible and appropriate.

2.2.9. Maintain the “AF Personnel Parachute Program” community of practice to facilitate information dissemination and promote cross-tell. The community is located at: <https://wwwd.my.af.mil/afknprod/ASPs/CoP/OpenCoP.asp?Filter=OO-TO-00-32>.

2.2.10. Maintain an effective PPPM contact roster and address list to promote communication.

2.2.11. Adjudicate MMC disputes pertaining to formal training, if required.

2.3. HQ USAF/A3O-AT, Operational Training Division, Deputy Chief of Staff for Operations, Plans, and Requirements.

2.3.1. Manage the ARMS, award parachutist badges, and oversee hazardous duty incentive pay (HDIP) and entitlement issues IAW the DoD Financial Management Regulation, DFAS-DEM 7073-1, AFI 11-401, *Aviation Management*, AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*, and 11-421, *Aviation Resource Management*, as they relate to the PPP.

2.3.2. Manage the HDIP budget for parachuting.

2.3.3. Coordinate requests for parachutist position validation (“J” codes), including temporary positions, from a funding perspective.

2.3.4. Oversee the personnel parachute rigging aspects of the USAF PPP and field logistics related to personnel parachute rigging.

2.4. HQ USAF/SE, Chief of Safety, through the Air Force Safety Center's Aviation Safety Division.

- 2.4.1. Monitor the PPP to enhance safety.
- 2.4.2. Upon request, provide statistical data analysis and recommendations on all mishaps or incidents involving parachute equipment or training to the USAF PPPM.
- 2.4.3. On request, provide technical assistance to personnel parachute incident investigation boards and other safety matters.
- 2.4.4. Coordinate with sister service safety offices as appropriate.
- 2.4.5. Incorporate one or more parachutists into any safety investigation involving personnel parachute operations.
- 2.4.6. Ensure USAF PPPM and MMC are provided an opportunity to submit comments on safety investigation reports.

2.5. HQ USAF/SG, Surgeon General, through the Air Force Medical Operations Agency.

- 2.5.1. Manage all aerospace physiological training and support IAW AFI 11-403, *Aerospace Physiological Training Program*.
- 2.5.2. Provide recommendations on medical requirements and qualifications as they pertain to personnel parachuting IAW AFI 48-123V3, *Medical Standards and Examinations Volume 3—Flying and Special Operational Duty*.
- 2.5.3. Provide the medical, technical, fiscal, and administrative supervision needed to carry out the responsibilities listed in AFI 11-409, *High Altitude Airdrop Mission Support Program*.

2.6. SAF/AQ, Assistant Secretary of the Air Force for Acquisition.

- 2.6.1. Serve as the Service Acquisition Executive (SAE), as delegated for non-space USAF programs, and execute responsibilities as the senior corporate operating official for non-space acquisition. Execute SAE responsibilities outlined in DoD 5000-series publications for the execution of non-space AF acquisitions.
- 2.6.2. Serve and execute responsibilities as the AF Senior Procurement Executive, overseeing all AF acquisition activities.
- 2.6.3. Provide direction for acquisition transformation across the AF.

2.7. HQ USAF Career Field Managers.

- 2.7.1. Understand AFSC-specific requirements for personnel parachuting as outlined in the AF Officer Classification Directory and the AF Enlisted Classification Directory.
- 2.7.2. Coordinate requests for parachute positions ("J" coded billets) as outlined in [paragraphs 3.3, 3.4, and 3.5](#), including waiver requests.

2.8. AFMC.

- 2.8.1. Accomplish management for the acquisition of parachute systems and equipment.
- 2.8.2. Accomplish developmental/operational test, evaluation, and certification of parachute systems and equipment.

2.8.3. Monitor the readiness and reliability of the existing parachute fleet per [paragraph 4.5.1](#).

2.8.4. Disseminate manufacturers' safety notices or information bulletins per [paragraph 4.5.2](#).

2.8.5. Maintain close interaction with comparable sister service functions so as to benefit from like efforts and disseminate pertinent findings.

2.9. AETC/A3T, Operations and Training Division, Director of Air, Space, and Information Operations.

2.9.1. Manage AF parachute training quotas for DoD parachute training courses in coordination with appropriate AETC/A3 offices.

2.10. Commander of a FOA, HQ USAF DRU, the ANG, or a MAJCOM to include AFRC.

2.10.1. The critical nature of parachuting operations demands careful oversight of mission execution, tactics, techniques, and procedures (TTP) development, training, requirements generation, and test and evaluation integration. In keeping with [paragraph 1.3.2](#), the term major military command (MMC) is used as an umbrella term for those entities listed in [paragraph 2.10](#). Establish MMC-specific parachute programs according to PPP objectives and in keeping with this instruction, authorized supplements, and those publications listed in [Attachment 1](#). While MMC commanders are ultimately accountable for the responsibilities outlined below, they may be delegated to the MMC PPPM and/or other appropriate offices at the commander's discretion.

2.10.2. Assign a PPPM via an appointment letter signed by the MMC/A3 or equivalent. Forward appointment letters to the USAF PPPM at a3o.as.workflow@pentagon.af.mil or to HQ USAF/A3O-AS, 1480 Air Force Pentagon, Washington DC 20330-1480. MMC PPPMs will update the PPPM contact roster located on the "AF Personnel Parachute Program" community of practice. MMC PPPM qualifications are detailed in [paragraph 2.1](#).

2.10.3. Only allow deviation from this instruction and associated inter-service references in writing, as per [paragraphs 1.4](#) and [1.5](#).

2.10.4. Maintain copies of personnel parachuting Programs of Instruction (POIs) and TTPs developed by subordinate units.

2.10.4. (AETC) The AETC list of programs of instruction (POI) and associated OPRs are APS, 342 TRS/PPPM; camera, 342 TRS/PPPM; tandem for military, 342 TRS; and tandem for civilian, 306 FTG. Forward copies of POIs to HQ AETC/A3TB (PPPM), 1 F Street Suite 2, Randolph AFB TX 78150-4325.

2.10.5. Establish directives, procedures, and requirements to evaluate training programs and capability of assigned or attached parachutists to perform the MMC mission.

2.10.5.1. Establish the frequency and standards for program evaluations and Staff Assistance Visits (SAVs).

2.10.5.2. Conduct evaluations during SAVs or habitually through coordination with MMC functional area manager.

- 2.10.6. Submit DD Form 1748-3, *Joint Monthly Airdrop Summary Report*, IAW AFJI 13-210(I) in a timely and accurate fashion.
- 2.10.7. Review all personnel parachute malfunction and incident reports, and ensure submission of the requisite data contained in DD Form 1748-2, *Joint Airdrop Malfunction Report (Personnel-Cargo)*, as described in **Chapter 5**.
- 2.10.8. Participate in parachute mishap and incident investigations when required.
- 2.10.9. Attend joint, sister service, and industry conferences, meetings, boards, task forces, and committees pertaining to personnel parachute operations where feasible and appropriate.
- 2.10.10. Identify military capability requirements through existing USAF acquisition guidance and/or the Joint Capabilities Integration and Development System (JCIDS), and prepare Initial Capabilities Documents (ICDs), Capability Development Documents (CDDs), and Capability Production Documents (CPDs) as required. MAJCOMs and Combatant Commands also prepare Combat Capability Documents (CCDs) IAW AFI 63-114, *Rapid Response Process*.
- 2.10.11. Submit requirements for category I/II parachute systems and equipment to the HQ USAF PPPM prior to government obligation for validation and eventual inclusion on the USAF approved for use list as described in **Chapter 4**.
- 2.10.12. Request testing, evaluation, and certification IAW **Chapter 4** for requirements pertaining to parachute systems and equipment not under active AFMC management.
- 2.10.13. Approve and maintain a listing of category III items authorized for MMC use according to **paragraphs 4.3.2** and **4.4** Post an updated copy on the Air Force portal in the “AF Personnel Parachute Program” community of practice: <https://wwwd.my.af.mil/afknprod/ASPs/CoP/OpenCoP.asp?Filter=OO-TO-00-32>.
- 2.10.14. Project and coordinate formal training requirements through AETC/A3T. Submit quota requests for initial and upgrade training courses as required.
- 2.10.15. Review and validate the MMC’s PPP annually.

2.11. Commander of an Organization with Active Parachutists.

- 2.11.1. Assign an organizational POC in keeping with **paragraph 2.1**.
- 2.11.2. Implement the unit personnel parachute program as described in this instruction, and designate key personnel for parachute operations.
- 2.11.3. Implement the unit Operational Risk Management (ORM) program.
- 2.11.4. Implement unit parachute training to ensure that assigned or attached parachutists demonstrate hands-on proficiency and maintain currency.
- 2.11.5. Ensure that care, use, inspection, and maintenance of parachute systems and equipment is accomplished by current and qualified personnel according to technical orders (TOs), technical manuals (TMs), authoritative guidance, and **Part 2** of this instruction.

2.11.6. Maintain current copies of TOs, TMs, regulations, instructions, manuals, procedures, and other pertinent guidance applicable to the inspection, maintenance, issue, and operation of parachute systems and equipment according to MMC directives.

2.11.7. Initiate TO/TM improvement and hazard reports that affect parachute systems, equipment, or procedures.

2.11.8. Implement this instruction, MMC supplements, approved waivers, associated inter-service references, and other higher headquarters guidance.

2.11.9. Recommend policy changes or deviations to the MMC PPPM in keeping with MMC procedures and [paragraphs 1.5](#) and [1.6](#).

2.11.10. Develop mission oriented standard operating procedures (SOPs), POIs, and TTPs as appropriate. Forward to the MMC PPPM according to MMC procedures.

2.11.11. Report all personnel parachute malfunctions and incidents by submitting the requisite data contained in DD Form 1748-2 as described in [Chapter 5](#).

2.11.12. Participate in personnel parachute investigations as required by AFJI 13-210(I) and AFI 91-204, *Safety Investigations and Reports*.

2.11.13. Comply with the ARMS responsibilities outlined in AFIs 11-401, 11-402, and 11-421.

2.12. Jumpmaster.

2.12.1. Be responsible to the appropriate commander (i.e. Ground Force Commander, Mission Commander, Flight Commander, etc.) for the conduct of all phases of the mission that pertain to the parachute operation.

2.12.2. Be a current and qualified jumpmaster according to **Part 2**.

2.12.3. Ensure parachutists are qualified, current, have met applicable recurring training requirements, and are properly equipped prior to conducting parachute operations per **Part 2**.

2.12.4. Ensure mission focus, accountability, and safety during all phases of the operation.

2.12.5. Implement this instruction, MMC supplements, approved waivers, associated inter-service references, and other higher headquarters guidance.

2.12.6. Comply with the jumpmaster responsibilities detailed in [Chapter 9](#) and [Attachment 2](#).

2.13. Parachutist.

2.13.1. Comply with the directions of the JM, this instruction, and pertinent publications listed in [Attachment 1](#).

2.13.2. Be familiar with the standards, currency, and qualification requirements in **Part 2**, and report changes in status immediately to supervisors, including medical and physiological status, parachute pay, currency, aircrew flight equipment condition, and ability to safely prosecute parachute missions.

Chapter 3

ADMINISTRATION

3.1. Authority. This instruction provides USAF guidance for compliance with the legislative and departmental directives that govern parachute operations. It directs USAF PPP administration, characterizes in-flight duties performed by parachutists, and cooperates with the references listed in [paragraph 1.4](#) to assure the legality, safety, and effectiveness of mission segments that involve premeditated personnel parachuting.

3.2. Applicable to Whom. This instruction applies to all active duty Air Force, AF Reserve, ANG, and Department of the Air Force civilian personnel involved in deliberate personnel parachute missions, training, support, or administration. Contract employees are required to comply with the provisions of their contracts. When the government requires that contractors comply with this instruction, cite applicable portions in the statement of work.

3.3. Validating Permanent Parachute Positions. A parachute position is a designated unit manning document (UMD) or joint manning document (JMD) position that has been approved by HQ USAF and that requires the member to perform deliberate, regular, and recurring parachute duty as a part of the organization's mission. These billets are typically referred to as "J" coded positions. Since positions are validated on the basis of recurring requirements, the intent of a "J" coded position is that the member will maintain standards, qualification, and currency. Failure to maintain active parachute status typically precludes service in the position.

3.3.1. Requests for parachute positions consist of the following:

3.3.1.1. AF Form 4322, *Active Parachutist Justification*. The justification must be consistent with the PPP objectives in [paragraph 1.2](#) and specifically address each position's operational requirement and impact on the organization's ability to prosecute its mission. The MMC, in exercising its requirement vetting function, will consider factors such as SOPs, TTPs, equipment, training, medical support, flying hours, and funding. Prior to submitting requests, MMCs and subordinate organizations should also consider the opportunity cost of coding a position (e.g. what the position won't be able to accomplish in light of the new parachute qualification, training, and currency requirements).

3.3.1.2. Request Letter. Include a request for parachute position validation from the MMC/A3 to HQ USAF. Requests concerning USAF positions at joint organizations should substitute the MMC/A3 for the joint command's operations officer, even if this is not a USAF officer. While MMC functional area managers and PPPMs are typically involved in requests, internal coordination and request format are at the requesting organization's discretion. Where appropriate, MMC/A3s and joint command operations officers may delegate release authority for requests concerning billets at O-5 grades and below to the first O-6 in the MMC PPPM's chain of command or the Air Force Element Commander at the joint organization, respectively.

3.3.2. Forward parachute position requests to the USAF PPPM electronically at a3o.as.workflow@pentagon.af.mil or to HQ USAF/A3O-AS, 1480 Air Force Pentagon, Washington DC 20330-1480. The USAF PPPM will accomplish coordination at HQ USAF on behalf of the MMC.

3.3.2.1. For requests concerning billets at grade O-6 or below, the USAF PPPM will coordinate requests with the affected AF CFM(s), HQ USAF/A3O-AT, and HQ USAF/A1M when appropriate. AF CFMs generally consider factors pertaining to how the permanent billet will fit into the career field plan as a whole, the pool of available volunteers for parachute duty, modifications to training quotas, and operational integration. HQ USAF/A3O-AT will review for fiscal supportability, and HQ USAF/A3O-AS accomplishes requirement vetting and serves as the approval authority for position validation.

3.3.2.2. The Chief of Staff designates general officer parachute positions in the same fashion that applies to other flying positions. The USAF PPPM will coordinate requests or revisions to general officer parachute positions with AF/DPG, AF/A3/5, AF/A1, HAF/CX, AF/CVA, and AF/CV. AF/CC is the approval authority in these cases.

3.3.3. MMCs and comparable organizations will maintain approved parachute position validation packages on file for accountability and to facilitate periodic review of authorizations by HQ USAF/A3O-AS. The USAF PPPM typically conducts this review every two years.

3.3.4. The UMD or JMD reflects the number of members authorized parachute duty in a given organization, by making reference to either a “J” coded position or a jump-inherent specialty. Double billeting will only occur when assigned to a valid student authorization or approved by HQ USAF IAW AFI 11-402. Forward double billeting requests to the USAF PPPM according to [paragraphs 3.3.1](#) and [3.3.2](#).

3.4. Validating Permanent Parachute Positions Using Jump-Inherent Duty AFSCs. Certain Duty AFSCs (DAFSCs) require the performance of deliberate, regular, and recurring parachute duty to accomplish assigned missions. These DAFSCs are central to the ability of the USAF PPP to carry out its assigned functions, and they provide a pool of qualified and current mission parachutists independent of the manpower positions in which they serve. In these cases, parachute duty is considered to be inherent to the DAFSC, and since positions are validated on the basis of recurring requirements, the intent of a “J” inherent position is that the member will maintain standards, qualification, and currency. Legitimate possession of a jump-inherent DAFSC constitutes a valid parachute position and exempts its holder from the process described in [paragraph 3.3](#).

3.4.1. Certain specialties require continuous parachute duty to accomplish the USAF PPP’s operational objective and to maintain award of the DAFSC. The following specialties are jump-inherent: 13DXX, 1C2XX, 1T2XX, and 1W0X1C (including AFSC transition to 1W0X2).

3.4.2. Permanent disqualification from parachute duty precludes service in a jump-inherent DAFSC. Exceptions to policy are authorized by HQ USAF/A3O.

3.4.3. The exemption from position validation for jump-inherent DAFSCs does not extend beyond the DAFSC (i.e. secondary AFSC, tertiary AFSC, etc.).

3.4.4. While 1T0XX is not considered a “J” inherent DAFSC, members who hold the 1T0XX DAFSC require qualification to accomplish assigned USAF PPP objectives and are authorized to attend qualification training independent of the positions in which they currently serve. Members maintain active parachutist status, including currency, only when

assigned to “J” coded positions or temporary parachute positions per [paragraphs 3.3](#) and [3.5](#). The 1T0XX specialty is exempt from the requirements contained in [paragraph 3.5.2](#).

3.5. Temporary Parachute Positions. Temporary parachute positions allow commanders to place qualified members on active parachute status in the absence of validated parachute positions. They are used to permit MMCs to respond to short-duration mission requirements or to allow members of jump-inherent career fields who are temporarily serving in other DAFSCs to maintain proficiency when serving outside of parachute positions. Approved temporary positions convey active status and parachute pay entitlement. MMC/A3s may approve temporary positions amounting to 365 days or less (12 or less months parachute pay) in a 24-month period. Requests concerning USAF positions at joint organizations should substitute the MMC/A3 for the joint command’s operations officer, even if this is not a USAF officer. The following requirements apply to temporary parachute positions:

3.5. (AETC) Temporary Parachute Positions. Follow the procedures in paragraph 3.3.1 of the basic instruction to request temporary jump position approval. HQ AETC/A3 delegates approval authority for temporary parachute positions within the numbered Air Force (NAF) to the NAF/DO, and within the 336 Training Group (TRG) to the 336 TRG commander (CC). **Note:** This supports the recurring 5-level upgrade requirement for all new survival, evasion, resistance and escape (SERE) specialists.

3.5.1. Members filling temporary parachute positions are qualified and maintain currency IAW **Part 2**.

3.5.2. Members must have completed at least 30 months on active parachute status to be eligible for temporary parachute positions.

3.5.3. Before permitting members to participate in temporary parachuting, MMC/A3s, or joint equivalents, will evaluate the following:

3.5.3.1. Interest of the service compared to that of the member.

3.5.3.2. Impact on operational resources.

3.5.3.3. Cost and impact on logistics.

3.5.3.4. Likelihood that the member will return to a permanent parachute position.

3.5.3.5. Costs of retraining.

3.5.3.6. Availability of a communication process for parachuting and safety information.

3.5.4. Temporary parachute positions are subject to considerable scrutiny. Requests for temporary parachute positions within the approval authority of the MMC/A3, or joint equivalent, follow the procedure in [paragraph 3.3.1](#) except they must also include a copy of applicable qualification course certificates and a copy of the member’s current ARMS Individual Data Summary (IDS) and Jump History Report (JHR). A sample request letter can be found at [Attachment 3](#). MMCs must coordinate parachute pay funding approval through HQ USAF/A3O-AT and forward a copy of the approved documentation to the USAF PPPM electronically at a3o.as.workflow@pentagon.af.mil or to HQ USAF/A3O-AS, 1480 Air Force Pentagon, Washington DC 20330-1480. MMCs will maintain a copy of the approved package on file. Requests that affect general officers must be coordinated through HQ USAF/DPG.

3.5.5. For requests outside the approval authority of the MMC/A3, or joint equivalent, (i.e. those for more than 365 days in a 24-month period) staff the package to HQ USAF using the procedure in [paragraph 3.3.2](#). The package consists of the documentation in [paragraphs 3.3.1](#) and [3.5.4](#).

3.6. Placing Members on Active Parachute Status. Initiate aeronautical orders (AOs) IAW AFI 11-401 to place an individual on active parachute status only when required to fill a valid parachute position as defined in [paragraphs 3.3](#) and [3.4](#) above, when in initial training leading to such a position, for student authorizations at USAF Academy parachute programs, or when filling an approved temporary parachute position according to [paragraph 3.5](#). Do not assign members to active parachute status unless a member meets the standards and qualification criteria in [Chapter 6](#) or is in initial training leading to that qualification. Parachutist qualifications and status are awarded based on mission requirements and will not be used as part of an incentive or recognition program. Active parachute status is commonly referred to as “jump” status.

3.6.1. The following authorities may enter or withdraw members from active parachute status:

3.6.1.1. HQ USAF/A3O-AS.

3.6.1.2. MMC commanders, A3s, or joint equivalents.

3.6.1.3. Commanders of organizations with validated parachute positions on the UMD or JMD, through the HARM office responsible for maintaining jump records.

3.6.2. Aviation Service Codes (ASCs) are used to indicate flying status and incentive pay entitlement. ASCs pertaining to parachuting are only authorized for members qualified per [Chapter 6](#) who are required to fill validated parachute positions as defined in [paragraphs 3.3](#) and [3.4](#), when in initial training leading to such positions as explained in AFI 11-401, or when filling approved temporary parachute positions according to [paragraph 3.5](#). Per public law, parachute duty pay is a component of HDIP. It is calculated at one of two rates based on the category of active service: High Altitude Low Opening (HALO) or static-line (S/L).

3.7. Documentation.

3.7.1. USAF personnel must be on valid AOs authorizing active parachute status IAW AFIs 11-401, 11-402, 11-421, and this instruction before engaging in military parachute operations, to include initial parachutist training.

3.7.2. Parachutists are subject to the provisions of AFIs 11-403 and 48-123V3. Document training and examinations on AF Form 702, *Individual Physiological Training Record*, and AF Form 1042, *Medical Recommendation for Flying or Special Operational Duty*, respectively. Members may also be subject to more restrictive performance standards required by joint, MMC, and unit guidance.

3.7.3. ARMS is the primary mechanism for documenting and maintaining parachute qualifications, ratings, activity, and currency data. Members are encouraged to maintain personal parachute records. Training and currency documentation is also subject to Career Field Education and Training Plans (CFETPs), MMC guidance, and joint publications. Notify the Host Aviation Resource Management (HARM) office of the member’s parachute duty requirement (HALO, S/L, or both) so accurate AOs can be published and the HDIP

entitlement rate can be determined. Properly completed AOs, on-the-job training (OJT) records, and currency requirements constitute the commander's designation for parachute duty. The detailed contents of the Jump Record Folder (JRF) can be found in AFI 11-421. The HARM office is the focal point for questions concerning entitlements and JRF contents. The individual JRF is the permanent repository for: AOs, Military Pay Orders (MPOs), data submitted through AF Forms 4323, *ARMS Multi-Crew Jump Record*, AF Forms 922, *Individual Jump Record*, AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*, as well as source documentation affecting a parachutist's status and qualifications (AF Forms 702 and 1042, formal training certificates, etc.). Members submit AF Forms 4323 and 922 per [Attachment 2](#). ARMS is capable of generating the IDS, JHR, and Individual Jump Record (IJR). The HARM office is responsible for validating HDIP entitlement and managing AOs, MPOs, and JRFs IAW AFIs 11-401, 11-402, 11-421, and this instruction. In the case of an AFI conflict, this instruction takes precedence for all parachute-related issues.

3.8. Preparing Aeronautical Orders. For AOs that enter parachutists into active parachute status, submit requests to the HARM office IAW AFIs 11-401, 11-402, and this instruction.

3.8.1. Commanders must certify eligibility for parachute duty. Certification includes requirement for active parachute status as described in [paragraph 3.6](#) and review of past parachute duty or training to preclude performance issues and ensure member has not been previously disqualified.

3.8.2. Requests include, at minimum, the member's name, grade, social security number, unit of assignment, DAFSC, UMD or JMD position number, date assigned to the unit, formal qualification certificate or letter of completion, expiration date of the current flying class III physical that clears the member for parachute duty, and type of parachute duty required (HALO, S/L, or both).

3.8.2.1. For previously qualified parachutists, include the dates assigned to the authorized parachute position.

3.8.2.2. For members attending initial parachute training, include the class start date and location.

3.8.2.3. For temporary parachute positions, include the effective duration and a copy of the approval paperwork.

3.8.3. Policy governing effective dates, durations, and procedures for AOs that authorize active parachute status is contained in AFI 11-401.

3.8.4. Commanders submit requests to publish parachute rating AOs to the HARM office IAW this instruction and AFI 11-402.

3.9. Removing Members from Active Parachute Status. Officers vested with the ability to place members on active parachute status per [paragraph 3.6](#) will remove members from active status when no longer serving in a position approved through [paragraphs 3.3, 3.4, or 3.5](#), when the requirement for that position no longer exists, upon completion of USAF Academy parachute programs, or when suspended or disqualified for reasons listed in AFI 11-402 and this instruction.

3.9.1. Notify the HARM office when a member changes parachute duty type (HALO, S/L, or both) or is removed from active parachute status entirely. Since termination of active

parachute status results in non-eligibility for parachute duty pay, provide the member as much notice as possible. Parachutists suspended or disqualified for cause do not require advance notification.

3.9.2. Commanders may remove any parachutist from status for cause, for lack of qualification, or for failure to meet standards per **Chapter 6**. Use the same reasons and procedures identified for aircrew members in AFI 11-402 to suspend and disqualify parachutists.

3.9.3. Supersede AOs IAW AFI 11-401 and 11-402.

3.9.4. Parachutists may be moved to inactive status for reasons articulated in AFI 11-401 (e.g. ASC 9J when filling non-parachute positions or ASC 9L for non-parachute courses of instruction lasting 180 days or longer).

3.10. Permanent Disqualification Actions. Members are permanently disqualified when they fail to satisfactorily perform parachute duty, when they voluntarily terminate parachute duty, or at the commander's recommendation. Disqualification ASCs are governed by AFI 11-401. While final action is pending, a commander may suspend a parachutist for no more than 180 days after which MMC/A3 approval is required; assign ASC 04 in these cases. Include a copy of the suspension AO with the commander's request for permanent disqualification. If not suspended, the member will continue to perform parachute duties.

3.11. Non-permanent Disqualification Actions. Disqualify parachutists in the same manner as non-rated aircrew members and IAW AFI 11-402. Typical non-permanent actions include failure to maintain medical fitness and humanitarian disqualifications.

3.12. Parachute Duty Requalification. Parachutists who are disqualified for non-permanent reasons listed in AFI 11-402 may be requalified upon removal of the impediment to parachuting. Approval is based on the needs of the Air Force. If no longer assigned to a parachute position, the member must submit a request according to AFI 36-2110, *Assignments*. Process requalification requests IAW AFI 11-402.

3.13. Parachutist Code Identifiers. Assign the "J" prefix to a member's AFSC upon completion of qualification requirements in **Chapter 6**. The "J" prefix is kept on the primary, secondary, or additional AFSC as long as the member remains qualified, even though the requirement for parachute jump duties may end. When the parachutist also holds a "C" prefix (commander), a "B" prefix (operations officer), an aircrew "X", "K", or "Q" prefix, or other qualification/position prefix, place a statement on the AO indicating that the member occupies a "J" coded position. DAFSCs that are jump-inherent do not require a "J" prefix.

3.14. Funding for Parachute Duty Pay. The Air Force programs and budgets based on validated parachute positions. The total number of validated parachute positions determines the incentive pay allocation. HQ USAF/A3O-AT is responsible for the flight/parachute pay budget and manages this program IAW AFI 11-402. HQ USAF will periodically revalidate parachute positions.

Chapter 4

ACQUISITION AND SUSTAINMENT

4.1. Equipment Acquisition. This chapter constitutes the primary equipment acquisition and sustainment guidance for parachutists operating under the USAF PPP. During joint parachute operations conducted under a joint commander, comply with applicable guidance.

4.1.1. Requirement Generation. Each MMC establishes operational requirements for parachute systems and equipment in accordance with AFI 10-601, *Capabilities Based Requirements Development*, and applicable acquisition and test guidance as described in AFI 63-101, *Operations of Capabilities Based Acquisition System*, AFI 99-103, *Capabilities Based Test and Evaluation*, and DoD 5000-series publications.

4.1.2. Requirement Configuration and Validation. When MMCs generate new category I/II requirements (as defined in [paragraph 4.4](#)), they must first validate the requirement through the USAF PPPM prior to government obligation to preclude dissipating personnel and financial resources on pre-decisional items. During this initial analysis the USAF PPPM determines whether a MMC's requirement will meet the PPP Executive Committee or whether it will bypass the committee and proceed directly to equipment test and evaluation as described in [paragraph 4.2](#). When the USAF PPPM coordinates a requirement through the committee, the purpose is typically to determine if the same need exists in other organizations, to ascertain the appropriate amount of USAF and/or sister service standardization, or to promote safety and affordability. When an urgent operational need exists for a requirement that would normally be coordinated through the committee, HQ USAF/A3O-AS may configure and validate the requirement when convening the committee would unacceptably delay fielding. The composition of the committee is described in [paragraph 2.2.7](#). When executing its configuration and validation functions, the committee will incorporate subject matter experts when required, including parachutists, Aircrew Flight Equipment specialists, logistics managers, and supply technicians. Requirement configuration and validation will consider items that meet formal criteria directed through Department of Transportation Technical Standard Order 23, the American National Standards Institute, a DoD operational test and evaluation process, or another DoD or service approved process. Requirements not covered by a TO/TM may require special consideration prior to being fielded for use. Commercial-off-the-shelf (COTS) solutions for category I/II requirements will be considered, but may not be fielded until a minimum introductory period, consisting of active civil use, has elapsed. COTS introductory period durations are typically 12 months, however the USAF PPPM may be more or less restrictive. The end result of the configuration and validation process is a validated requirement that enters the testing, evaluation, and certification process.

4.1.2. (AETC) AETC equipment acquisition and sustainment for parachutist operations requires coordination with the MMC/PPPM to achieve equipment standardization and the best use of parachute resources.

4.1.3. Acquisition Management. Unless equipment will be obtained through local purchase, as validated by the USAF PPPM, the committee will request that SAF/AQ identify program

management responsibility. The Program Manager will develop an acquisition strategy and coordinate funding responsibilities pertaining to multiple MMCs, if applicable.

4.2. Equipment Test and Evaluation. AFMC is the USAF OPR for personnel parachute systems and equipment developmental test and evaluation (DT&E). Designated MMC operational test organizations are responsible for operational test and evaluation (OT&E) of personnel parachute systems and equipment.

4.3. Equipment Certification. The Test Parachutist Program (TPP) is the USAF OPR for the certification of personnel parachute systems and equipment. Send requests for TPP action through the MMC PPPM to 418 FLTS/DOOP at the Air Force Flight Test Center, Edwards AFB, CA, DSN 525-4282. Courtesy copy the USAF PPPM at a3o.as.workflow@pentagon.af.mil.

4.3.1. Items belonging to categories I and II, as detailed in [paragraph 4.4](#), will undergo a design safety assessment and test and evaluation, as appropriate. Replacement items will be reviewed by the TPP to assure they replicate the original item as it pertains to function and safety. After reviewing an item, the TPP will forward all test results, design studies, documentation and a usage recommendation to the requesting MMC and to HQ USAF/A3O-AS. HQ USAF/A3O-AS will make a usage approval decision and authorize modification of the USAF Approved for Use List (AUL).

4.3.2. Items belonging to category III, as described in [paragraph 4.4](#), are part of a parachutist's individual equipment for which operational needs will be the primary selection criteria. When an item will be employed in an exposed configuration (i.e. could possibly interfere with the operation of the parachute system) or could pose a safety hazard to parachutists, it must be certified by the TPP and approved by the MMC on its category III AUL. In order to enhance safety, MMCs will prescribe item jump configuration or mounting guidelines as required. Approval must be based upon sound, experienced judgment that the equipment both enhances mission performance and does not pose a safety hazard to the parachutist. There is no requirement to list unexposed items that do not pose a safety hazard on the AUL.

4.4. Equipment Approval. Parachute systems and equipment are authorized via the USAF AUL, which is approved by HQ USAF/A3O-AS and maintained on the Air Force portal in the "AF Personnel Parachute Program" community of practice: <https://wwwd.my.af.mil/afknprod/ASPs/CoP/OpenCoP.asp?Filter=OO-TO-00-32/>. Approval of items in category III is delegated to MMCs, thus the HQ USAF AUL does not include category III items. Instead, MMCs are responsible for maintaining command category III lists and will post an updated copy in the "AF Personnel Parachute Program" community of practice. MMCs approve category III items per [paragraph 4.3.2](#). The AUL format is divided into three equipment categories, and will include at a minimum: item description, NSN, part number, model number/manufacturer, and authorized users.

4.4.1. Category I—parachutist aircrew flight equipment that is worn by, or otherwise attached to the parachutist. Category I includes parachute canopies, parachute components, harnesses, containers, oxygen breathing equipment, helmets, automatic activation devices/electronic automatic activation devices, and altimeters.

4.4.2. Category II—non-aircrew flight equipment that is potentially hazardous to the parachutist. Category II includes items such as life vests/preservers, equipment, equipment

components, equipment bags, strobe lights, and public relations devices used during parachuting demonstrations.

4.4.3. Category III—non-aircrew flight equipment (individual equipment) typically worn exposed or used in premeditated parachuting which: 1) is available in a broad selection of acceptable options, 2) does not create a life-threatening hazard to a reasonably prudent parachutist, and 3) is carried by USAF parachutists in support of a mission requirement.

4.5. Equipment Sustainment. AFMC is responsible for serving as the single focal point for category I/II equipment sustainment and modernization efforts. The function will serve as the primary interface with parachute systems and equipment manufacturers and is responsible for the following functions:

4.5.1. Monitor the readiness and reliability of the existing parachute fleet through such mechanisms as periodic reevaluations and activity, incident, and malfunction reporting.

4.5.2. Disseminate manufacturers' safety notices and information bulletins in a timely fashion to HQ USAF/A3O-AS at a3o.as.workflow@pentagon.af.mil. HQ USAF/A3O-AS will promulgate pertinent information to the USAF parachute community.

4.5.3. Maintain close interaction with comparable sister service functions so as to benefit from like efforts and disseminate pertinent findings.

4.5.4. Maintain close ties with the acquisition manager, if this is a separate function.

Chapter 5

ACTIVITY, MISHAP, INCIDENT, AND MALFUNCTION REPORTING

5.1. DoD Reporting Requirements. Ensuring compliance with DoD activity, incident, and malfunction reporting is a management objective of the USAF PPP. AFJI 13-210(I), *Joint Airdrop Inspection Records, Malfunction/Incident Investigations, and Activity Reporting*, prescribes policy and identifies procedures and forms used in preparing joint airdrop inspection records, airdrop malfunction investigations, and airdrop activity reports. All USAF organizations conducting premeditated parachute operations must have AFJI 13-210(I) on hand, and all malfunction officers and jumpmasters must be familiar with its contents. Where AFJI 13-210(I) and this instruction conflict, this instruction takes precedence. MMCs may supplement reporting requirements, provided they adhere to the provisions of this chapter fully.

5.2. Activity Reporting. Activity reporting is a MMC responsibility. The HARM office can typically provide the requisite data to populate DD Form 1748-3, *Joint Monthly Airdrop Summary Report*, including total number of jumps by canopy and aircraft type. MMCs will submit the previous month's data to a3o.as.workflow@pentagon.af.mil no later than the fifth business day of the next month. HQ USAF/A3O-AS will consolidate data and send to US Army Quartermaster Center and School (USAQMC&S), Aerial Delivery and Field Services Department (ADFS), Ft. Lee, VA at <http://www.quartermaster.army.mil/adfsd/>.

5.2. (AETC) Activity Reporting. NAF/PPPMs will coordinate lower echelon jump activity reporting with jump unit host aviation resource management offices and submit monthly reports to HQ AETC/A3TB no later than the second duty day of each month.

5.3. Malfunction, Mishap, and Incident Reporting. Malfunction, mishap, and incident reporting is a unit-level responsibility, and timely reporting of parachute malfunctions and incidents is essential. A malfunction is defined as the failure of a parachute system or piece of equipment to function as it was intended or designed regardless of whether the failure is attributed to mechanical or human error. A mishap is defined as an unplanned occurrence, or series of occurrences, that results in damage or injury. Mishaps exceeding the minimum damage or injury thresholds in AFI 91-204, *Safety Investigations and Reports*, require safety reports. Mishaps involving civil aircraft or FAA functions (such as Air Traffic Control) may require additional actions per AFI 91-206(I), *Participation in a Military or Civil Aircraft Accident Safety Investigation*. Major mishaps, especially those involving destroyed aircraft or fatalities, may also require legal investigation and reporting per AFI 51-503, *Aerospace Accident Investigations*. An incident is defined as an event that affected or could have affected safe operations or the successful completion of any planned airdrop but that did not result in reportable damage. Malfunctions, mishaps, and incidents include, but are not limited to the following: towed jumpers, main canopy deployment issues, main canopy trouble, reserve parachute deployments of any type, canopy entanglements, automatic activation device/electronic automatic activation device problems, unintended hazardous landings, equipment issues, oxygen problems, personnel injuries, and property damage. Submit the following data (extracted from DD Form 1748-2) within 24 hours of the malfunction or incident to the functional chain of command (including the MMC PPPM) and to HQ USAF/A3O-AS via email to a3o.as.workflow@pentagon.af.mil or FAX at 702-695-1495. The data elements in this paragraph are consolidated for ease of reference on the "AF Personnel Parachute Program" community of practice at

<https://www.dmy.af.mil/afknprod/ASPs/CoP/OpenCoP.asp?Filter=OO-TO-00-32>. HQ USAF/A3O-AS will consolidate data and send to ADFSD when appropriate. Initially, timeliness is more important than detail, so do not delay initial reporting to collect all requested information:

- 5.3.1. Unit address.
- 5.3.2. Branch of service.
- 5.3.3. Email address.
- 5.3.4. Type of report: malfunction or incident.
- 5.3.5. Type of mishap and event classification as defined by AFI 91-204, *Safety Investigations and Reports*:
 - 5.3.5.1. Class A—Direct mishap cost totaling \$1,000,000 or more, a fatality or permanent total disability, or destruction of a DoD aircraft.
 - 5.3.5.2. Class B—Direct mishap cost totaling \$200,000 or more but less than \$1,000,000, a permanent partial disability, or inpatient hospitalization of three or more personnel (do not count or include individuals hospitalized for observation, diagnostic, or administrative purposes that were treated and released).
 - 5.3.5.3. Class C—Direct mishap cost totaling \$20,000 or more but less than \$200,000, any injury or occupational illness or disease that causes loss of one or more days away from work beyond the day or shift it occurred, or an occupational injury or illness resulting in permanent change of job.
 - 5.3.5.4. Class D—Any nonfatal injury or occupational illness that does not meet the definition of lost time (Class C) which requires medical treatment greater than first aid.
 - 5.3.5.5. Class E—Occurrences that do not meet reportable mishap classification criteria but are deemed important to investigate/report for mishap prevention. See AFMAN 91-223, *Aviation Safety Investigations and Reports*, or AFMAN 91-224, *Ground Safety Investigations and Reports*, for specific requirements.
 - 5.3.5.6. Class N/A—None of the above.
- 5.3.6. Unit being airlifted.
- 5.3.7. Departure airfield.
- 5.3.8. Type of aircraft, tail number, and airlift unit.
- 5.3.9. Drop zone name, location, and elevation (feet mean sea level).
- 5.3.10. Date of malfunction or incident.
- 5.3.11. Aircraft speed (knots indicated airspeed) and altitude (feet above ground level).
- 5.3.12. Surface wind (knots) and visibility (miles).
- 5.3.13. Type of main parachute.
- 5.3.14. Type of reserve parachute.
- 5.3.15. Did the reserve function appropriately?

- 5.3.16. Main parachute age, date placed in service, date manufactured, repack date, serial number, and estimated number of jumps.
- 5.3.17. Type of automatic activation device/electronic automatic activation device and setting.
- 5.3.18. Type of malfunction or incident.
- 5.3.19. Parachutist's name, grade, unit, height, and weight.
- 5.3.20. Weight of parachutist's equipment.
- 5.3.21. Parachutist's equipment worn.
- 5.3.22. Parachutist's pass, stick/group, position.
- 5.3.23. Parachutist's total number of jumps.
- 5.3.24. Resulting injury.
- 5.3.25. Description of suspected malfunction, incident, or damage incurred.
- 5.3.26. Suspected cause of malfunction or incident.
- 5.3.27. Name, grade, AFSC, unit, and telephone number of reporting officer.

5.4. Malfunction Officer. AFJI 13-210(I) prescribes qualifications and duties for malfunction officers. During USAF parachute activities, a malfunction officer must be identified prior to commencing operations. The following personnel may serve as malfunction officers for USAF parachute operations: a qualified rigger, the Drop Zone Controller (DZC), or an experienced parachutist who is qualified for the airdrop operation being conducted. When the DZC acts as the malfunction officer, malfunction actions take precedence, and drop zone operations will be suspended until any and all malfunctions are properly investigated and documented.

5.5. Malfunction and Incident Investigations. Investigations are second in priority only to medical care for injured personnel. The primary purpose of an investigation is to rapidly identify safety related factors that have bearing on the conduct of USAF parachute operations and to consider changes to administration, qualifications, standards, requirements, currency, training, and procedures, when appropriate. Investigate malfunctions and incidents IAW the procedures and checklists in AFJI 13-210(I) and, if applicable, AFI 91-204. Report events according to [paragraph 5.3](#).

Chapter 6

STANDARDS, QUALIFICATIONS, AND FUNCTIONAL CERTIFICATIONS

Section 6A—Parachutist Ratings and Qualifications

6.1. Parachutist Ratings. Members are awarded parachute ratings based on the standards and qualifications listed in this section. In all cases, qualification training must be approved and follow a progressive format based on standardized teaching methods. Upon qualification, units request publication of an AO IAW **Chapter 3** and provide the member's HARM office with certifying documentation (e.g. certificate or letter of completion). The HARM office will update formal training in ARMS and file a copy of the qualification certificate in the individual's JRF. Document the qualification in other applicable data systems and the member's OJT records as required. USAF parachute badges are awarded based upon attainment of the ratings detailed in this section. Members who meet the requirements for the award of USAF parachutist badges apply by submitting AF Form 196, *Data for Parachutist Rating*, through the HARM office IAW AFI 11-402.

6.2. Standards. In order to obtain or maintain active parachute status, members are required to meet minimum passing standards in the below categories. Courses of instruction, POIs, and CFETPs may prescribe additional standards.

6.2.1. AFI 10-248, *Fitness Program*. Access the fitness program on the AF Portal at https://www.my.af.mil/gcss-af2/cfm/fms/index.cfm?FuseAction=Fitness_Home. The annual fitness assessment provides commanders with a tool to assist in the determination of overall fitness of their military personnel.

6.2.2. AFI 11-403, *Aerospace Physiological Training Program*, for members participating in parachuting operations above 10,000 feet mean sea level (MSL). Document training and examinations on AF Form 702, *Individual Physiological Training Record*.

6.2.3. AFI 48-123V3, *Medical Standards and Examinations Volume 3—Flying and Special Operational Duty*. Document the medical recommendation on AF Form 1042, *Medical Recommendation for Flying or Special Operational Duty*.

6.3. USAF Basic Parachutist Rating. Members are eligible for the basic parachutist rating when they meet the standards in **paragraph 6.2** and successfully complete one of the formal qualification programs listed below. The basic parachutist rating requires only five jumps and does not imply a minimum number of months on active parachute status (as is the case for advanced ratings).

6.3.1. Initial Static-Line (S/L) Qualification. Only members on active parachute status who are qualified as S/L parachutists are authorized to perform S/L parachute operations in keeping with the currency requirements outlined in **Chapter 7**. This qualification requires completion of one of the following formal training programs:

6.3.1.1. US Army Basic Airborne Course, Ft. Benning, GA.

6.3.1.2. S/L courses or programs of instruction, including Mobile Training Teams (MTTs), approved by the US Army Infantry Center (USAIS).

6.3.1.3. US Navy Special Warfare Command (NAVSPECWARCOM) Naval Parachute School (S/L Course).

6.3.1.4. AM-490, USAF Academy, CO, when the diploma was earned prior to August 1994.

6.3.2. USAF Academy Parachutist Qualification. Members on active parachute status who are qualified as USAF Academy parachutists are authorized to fill validated parachute positions and student authorizations at the USAF Academy. These parachutists are not authorized to fill parachute positions elsewhere unless qualified through **paragraphs 6.3.1** or **6.6**. This qualification requires completion of one of the following formal training programs:

6.3.2.1. AM-490, USAF Academy, CO. AM-490 satisfies the qualification requirement for assignment to parachute positions and student authorizations at the USAF Academy and may be completed after assignment selection provided the member is a parachute volunteer.

6.3.2.1. (AETC) On a noninterference basis, military members (O-5 and below) assigned to the 306 FTG, and the U.S. Air Force Academy (USAFA) superintendent, commandant, and dean staffs are authorized to attend the AM-490 course in a student authorization with 306 FTG/CC approval. **Note:** This authorization is intended to familiarize personnel with cadet Airmanship training programs and will not be used as an incentive program or to provide unique experiences for personnel who are not directly involved in USAFA cadet programs.

6.3.2.2. AM-492, USAF Academy, CO. Completion of the jumpmaster curriculum in AM-492 qualifies members to serve as jumpmasters for USAF Academy operations only.

6.4. USAF Senior Parachutist Rating. Members are eligible for the senior parachutist rating when they meet the standards in **paragraph 6.2**, meet the mandatory requirements for wear of the USAF Senior Parachutist badge listed in AFI 11-402, and are qualified as a S/L jumpmaster. Ratings awarded under previous criteria are considered valid.

6.4.1. S/L Jumpmaster Qualification. A jumpmaster (JM) must be a highly skilled parachutist and adept communicator able to maintain superior air awareness and safely deploy parachutists and equipment into the objective area. Personnel will be entered into JM upgrade only after they have demonstrated satisfactory knowledge and a high standard of proficiency in all other phases of parachuting operations. Only members on active parachute status who are qualified as S/L jumpmasters are authorized to jumpmaster S/L parachute operations in keeping with the currency requirements outlined in **Chapter 7**. This qualification requires completion of one of the following formal qualification programs:

6.4.1.1. S/L jumpmaster courses or programs of instruction, including MTTs, approved by USAIS.

6.4.1.2. Combat Control School S/L Jumpmaster Course, Pope AFB, NC as approved by USAIS.

6.4.1.3. Rescue jumpmaster program of instruction as approved by HQ USAF/A3O-AS. Completion of the rescue JM POI qualifies members to serve as jumpmasters for unilateral operations. When not qualified through a USAIS-approved course or program of instruction, approval to perform JM duties during joint operations lies with the joint

commander. Usage of the rescue JM POI is intended for rescue members covered under AFTTP 3-1.8 or 3-1.8 and is not authorized for use by other personnel.

6.5. USAF Master Parachutist Rating. Members are eligible for the master parachutist rating when they meet the standards in [paragraph 6.2](#), meet the mandatory requirements for wear of the USAF Master Parachutist badge listed in AFI 11-402, and are qualified as a S/L JM according to [paragraph 6.4.1](#). Ratings awarded under previous criteria are considered valid.

6.6. USAF Basic Military Free Fall Parachutist Rating. Only qualified military free fall (MFF) parachutists on active parachute status are authorized to perform MFF parachute operations in keeping with the currency requirements outlined in [Chapter 7](#). Members are eligible for the basic MFF parachutist rating and qualified as basic MFF parachutists when they meet the standards in [paragraph 6.2](#) and successfully complete one of the following formal qualification programs:

6.6.1. US Army John F. Kennedy Special Warfare Center and School (USAJFKSWCS) Military Free Fall School, Yuma Proving Grounds, AZ.

6.6.2. MFF courses or programs of instruction, including MTTs, approved by USAJFKSWCS.

6.6.3. NAVSPECWARCOM Naval Parachute School (MFF Course), Naval Air Weapons Station China Lake, CA.

6.7. USAF Master Military Free Fall Parachutist Rating. Members are eligible for the master MFF parachutist rating when they meet the standards in [paragraph 6.2](#), meet the mandatory requirements for wear of the USAF Master MFF Parachutist badge listed in AFI 11-402, are qualified as a S/L jumpmaster per [paragraph 6.4.1](#), and are qualified as a MFF jumpmaster.

6.7.1. MFF Jumpmaster Qualification. Only members on active parachute status who are qualified as MFF jumpmasters are authorized to jumpmaster MFF parachute operations in keeping with the currency requirements outlined in [Chapter 7](#). This qualification requires completion of one of the following formal qualification programs:

6.7.1.1. USAJFKSWC MFF Jumpmaster Course, Yuma Proving Grounds, AZ.

6.7.1.2. MFF jumpmaster courses or programs of instruction, including MTTs, approved by USAJFKSWC.

6.7.1.3. Rescue jumpmaster program of instruction as approved by HQ USAF/A3O-AS. Completion of the rescue JM POI qualifies members to serve as jumpmasters for unilateral operations. When not qualified through a USAJFKSWC-approved course or program of instruction, approval to perform JM duties during joint operations lies with the joint commander. Usage of the rescue JM POI is intended for rescue members covered under AFTTP 3-1.8 or 3-1.8 and is not authorized for use by other personnel.

Section 6B—Functional Certifications

6.8. Certifications. Functional certifications are those mission requirements that necessitate oversight, standardized progression, and certification, but that do not lead to the award of parachutist ratings. MMCs may authorize functional certification programs when the mission

requires specialized skill sets beyond the scope of standard parachute operations. The determination as to whether certifications eventually convey to another MMC is made by the gaining MMC. Personnel entered into functional certification must be highly skilled parachutists and adept communicators who are able to maintain superior air awareness. Unit commanders will designate by letter parachutists who are authorized functional certifications. Approval for courses or programs of instruction, including changes, is delegated to the MMC/A3. Send courses or programs of instruction to a3o.as.workflow@pentagon.af.mil for coordination prior to finalizing and one copy after publication. HQ USAF reviews MMC courses and programs of instruction biennially and designates mandatory requirements for certain functional certifications as detailed below.

6.8. (AETC) Certifications. HQ AETC/A3 authorizes these functional certifications for appropriate command jump units: APS, APS instructor, camera, tandem (306 FTG and 342 TRS personnel only), contact flying, rescue jumpmaster (pararescue jumpers only), public relations devices (306 FTG only), United States Parachute Association (USPA) accelerated free fall (306 FTG only). AETC personnel with functional certifications will be on a commander-designated letter, and documented according to on-the-job training program and jump record folders.

6.9. Advanced Free Fall Instructor Certification. Members on active parachute status qualified IAW [Section 6A](#) enter advanced free fall instructor certification based on mission requirements. These parachutists meet the following mandatory requirements:

6.9.1. Graduate of a MMC-approved advanced free fall instructor course or program of instruction according to [paragraph 6.8](#).

6.9.2. Certification and training are documented IAW the OJT program. Prerequisites and currency are established through MMC directives.

6.10. Free Fall Camera Certification. Only members on active parachute status qualified IAW [Section 6A](#) and certified based on MMC requirements are authorized to conduct free fall camera operations. These parachutists meet the following mandatory requirements:

6.10.1. Graduate of a MMC-approved free fall camera course or program of instruction according to [paragraph 6.8](#).

6.10.2. Certification and training are documented IAW the OJT program. Prerequisites and currency are established through MMC directives.

6.11. Tandem Master Certification. Tandem parachuting operations will not be conducted unless required and authorized by the MMC/A3, or designated representative. Only members on active parachute status qualified IAW [Section 6A](#) and certified as tandem masters are authorized to deliver personnel and oversized cargo in keeping with the currency requirements outlined in this chapter. The tandem program is subject to the following mandatory requirements:

6.11. (AETC) Tandem Master Certification. HQ AETC/A3 authorizes tandem parachuting operations personnel at 306 FTG, and at 342 TRS for previously qualified personnel only to maintain proficiency in this perishable skill. The passenger approval authority must realize and accept the inherent risk of injury to their personnel. This is an incentive/public awareness program.

6.11.1. This certification requires completion of one of the following formal training programs:

6.11.1.1. USAJFKSWCS Military Tandem Master Course, Yuma Proving Grounds, AZ.

6.11.1.2. Military Tandem Master courses or programs of instruction, including MTTs, approved by USAJFKSWCS.

6.11.1.3. MMC-approved tandem master course or program of instruction according to [paragraph 6.8](#).

6.11.2. Certification and training are documented IAW the OJT program, and currency is maintained IAW [Chapter 7](#).

6.11.3. Tandem Passengers. During combat operations, contingencies, and inspections, approval for tandem passengers is the Air Component A3, the Joint Special Operations Task Force J3, the MMC/A3, or their designated representatives, based on mission requirements. In other circumstances, units should utilize military personnel on active parachute status as tandem passengers whenever possible. Military tandem passengers must be medically qualified for incentive and orientation flights IAW AFI 48-123V3, and be current in physiological training if ascent will include unpressurized flight above 9,999 feet MSL IAW AFIs 11-403 and 11-409. MMC courses or programs of instruction detail additional pre-jump training requirements for tandem passengers. AOs authorizing parachute status and/or the award of ratings and badges are not permitted for otherwise unqualified tandem passengers. The approval level for the tandem passenger categories that follow may not be delegated.

6.11.3.1. Category I—jump qualified military personnel on parachute status. Approval authority for the passenger's participation is that passenger's unit commander.

6.11.3.2. Category II—non-jump qualified military personnel. The passenger's unit commander and the tandem master's group commander must approve the jump.

6.11.3.3. Category III—all other personnel. Use the approval levels for orientation flights in AFI 11-401 for tandem passengers not specifically listed in Categories I and II and the approval levels for public affairs travel in AFI 35-101, *Public Affairs Policies and Procedures*, for members of the media. In these cases, the passenger must sign the "hold harmless" agreement in [Attachment 4](#).

6.11.3.4. Coordinate with SAF/PA when tandem passengers are regional, national, and/or international figures or when required by AFIs 11-401 and/or 35-101 for Category III passengers. Tandem jumps involving foreign nationals must be reviewed for foreign disclosure requirements and political concerns IAW AFI 16-201, *Air Force Foreign Disclosure and Technology Transfer Program*.

Chapter 7

CURRENCY, TRAINING, AND PACKING REQUIREMENTS

Section 7A—Parachutist Currency and Training Requirements

7.1. Parachutist Currency and Refresher Training Requirements. To be considered current, a member must meet the standards in [paragraph 6.2](#), be qualified or certified as appropriate, be on active parachute status, and meet the requirements in this paragraph. Use this instruction in conjunction with AFTTP 3-3.8, AFMAN 11-420(I)/FM 3-21.220, and AFMAN 11-411(I)/FM 3-05.211. For mission specific requirements, MMCs may have unique currency and refresher guidance, however it will not be less restrictive. Document currency and training in ARMS, the OJT record using AF Form 1098, *Special Task Certification and Recurring Training*, and/or appropriate MMC systems. The following are minimum requirements:

7.1.1. S/L Parachutist Currency. Any S/L parachutist who has not performed a S/L jump within the previous 180 days is considered non-current and must complete S/L refresher training IAW AFMAN 11-420(I)/FM 3-21.220.

7.1.2. Free Fall Parachutist Currency. Any free fall parachutist who has not performed a free fall jump within the previous 180 days is considered non-current and must complete free fall refresher training IAW AFMAN 11-411(I)/FM 3-05.211.

7.1.2. (AETC) HQ AETC/A3 waives oxygen (O₂) refresher training for AETC free fall parachutists. In training record, state that O₂ refresher training was not accomplished.

7.1.3. S/L Jumpmaster Currency. Any S/L JM who has not performed primary or assistant JM duties within the previous 180 days, where at least one parachutist actually exited the aircraft, is considered non-current and must complete S/L JM refresher training IAW AFMAN 11-420(I)/FM 3-21.220. To be considered current, the JM need not exit the aircraft when the above conditions are met (static JM); in this case the JM may track the event for JM currency purposes but will not log the jump on AF Forms 4323 or 922.

7.1.4. Free Fall Jumpmaster Currency. Any free fall JM who has not performed primary or assistant JM duties within the previous 180 days, where at least one parachutist actually exited the aircraft, is considered non-current and must complete free fall JM refresher training IAW AFMAN 11-411(I)/FM 3-05.211. To be considered current, the JM need not exit the aircraft when the above conditions are met (static JM); in this case the JM may track the event for JM currency purposes but will not log the jump on AF Forms 4323 or 922.

7.1.5. Tandem Master Currency.

7.1.5.1. Any tandem master who has not accomplished one passenger jump in the previous 90 days is considered non-current for personnel and must accomplish refresher training IAW MMC guidance.

7.1.5.2. Any tandem master who has not accomplished one passenger jump in the previous 90 days and one tethered bundle jump in the previous 180 days is considered non-current for oversized cargo and must accomplish refresher training IAW MMC guidance.

7.2. Recurring Training Requirements. In addition to currency requirements, parachutists must adhere to certain minimum requirements for recurring training:

7.2.1. Sustained Airborne Training. At a minimum, sustained airborne training will consist of the JM briefing, aircraft specific procedures, post egress procedures, emergency procedures, canopy entanglement procedures, and landing procedures. Sustained airborne training is applicable to all parachutists qualified IAW [Section 6A](#) and must be conducted within 24 hours prior to any USAF parachute operation.

7.2.2. Free Fall Emergency Procedures Training. Free fall emergency procedures training applies to all free fall parachutists qualified IAW [Section 6A](#). Free fall emergency procedures training is an annual requirement that consists of classroom training and a practical suspended harness or wind tunnel exercise including several parachute/post-opening malfunction procedures wearing a jump helmet, goggles, gloves, and oxygen mask, if available. The hanging harness or wind tunnel exercise must be administered by a qualified free fall jumpmaster. Document training in the OJT record, the JRF, or in the appropriate MMC system.

7.2.3. Intentional Water Jump Training. Prior to participating in intentional water jumps, USAF personnel must be current parachutists and classified as basic survival swimmers or better as defined in AFMAN 11-420(I)/FM 3-21.220 and TC 21-21. TC 21-21 outlines in detail the process used to classify personnel as basic survival swimmers, including rucksack waterproofing, full gear walk, confidence check, travel stroke, pool exit, treading water/hanging float, and five-minute buoyancy test. TC 21-21 can be accessed in the “AF Personnel Parachute Program” community of practice: <https://wwwd.my.af.mil/afknprod/ASPs/CoP/OpenCoP.asp?Filter=OO-TO-00-32>.

Additionally, canopy water confidence training, also known as wet silk training, is required by AFMAN 11-420(I)/FM 3-21.220 once every 180 days for personnel conducting intentional water jumps. Parachutists who are qualified to serve as safety swimmers per [paragraph 10.4.1](#) exceed the basic swimming requirements and are authorized to lead canopy water confidence training. Military divers are exempt from the wet silk training requirement.

Section 7B—Parachute Packing Requirements

7.3. Static-Line Parachute Packing Requirements. While [Section 7B](#) applies in its entirety to Aircrew Flight Equipment (AFE) technicians (1P0), the more general term “rigger” is used throughout to apply to military and civilian personnel qualified through [paragraph 7.3.1](#).

7.3.1. S/L Rigger Qualification. Only personnel who are qualified S/L riggers are authorized to inspect, maintain, repair, and pack USAF S/L parachutes in keeping with the currency requirements outlined in [paragraph 7.3.3](#). Qualification training will be documented in the member’s OJT records and include a copy of the formal course certificate/letter. This qualification requires completion of one of the following formal training programs:

7.3.1.1. Static Line Parachute Systems, US Army Quartermaster Center and School (USAQMC&S), Ft. Lee, VA.

7.3.1.2. Static Line Parachute Systems, 361 TRS, Sheppard AFB, TX.

7.3.1.3. S/L rigging MTTs approved by USAQMC&S or 361 TRS.

7.3.1.4. S/L rigging courses or programs of instruction taught by a graduate of a program listed in [paragraphs 7.3.1.1, 7.3.1.2, or 7.3.1.3](#). Technicians qualified to inspect and pack S/L parachutes by a graduate of a program listed in [paragraphs 7.3.1.1, 7.3.1.2, or 7.3.1.3](#) are considered first-generation trained and are not authorized to conduct rigger checks or to train and qualify other technicians to inspect, maintain, repair, and pack USAF S/L parachutes.

7.3.2. S/L Parachute Rigger Check Guidance. Personnel authorized to perform rigger checks on S/L parachute systems are subject to the following requirements:

7.3.2.1. Must be at least a 7-level AFE technician, 1P071, in the grade of E-5 (or civilian equivalent), qualified through [paragraph 7.3.1.1, 7.3.1.2, or 7.3.1.3](#). The first O-6 in the member's chain of command may waive the AFSC and grade requirement if necessary to facilitate the production effort. Waived individuals must have at least two years rigging experience and meet all other requirements. File a copy of the approved waiver in the members OJT record. Waivers are valid for 365 days.

7.3.2.2. Must have a minimum of one year S/L parachute rigging experience or have packed at least 25 of the S/L parachute systems for which they will perform rigger checks.

7.3.2.3. Must meet all Special Certification Roster (SCR) requirements identified in AFI 21-101, *Aircraft and Equipment Maintenance Management*. The commander's endorsement of the SCR indicates that the member meets all SCR and rigger check requirements.

7.3.3. S/L Rigger Currency. Technicians that have not inspected and packed a specific S/L parachute system within the previous 180 days are considered non-current and are not authorized to inspect and pack that system until evaluated by a rigger authorized to perform rigger checks on the system. Upon successful evaluation, the technician is considered current.

7.3.4. S/L parachute systems are inspected and packed IAW applicable TOs, TMs, and/or manufacturer's published guidance. S/L riggers are initially trained on new systems via manufacturer or sister service-provided new equipment training.

7.4. Ram Air Parachute Packing Requirements. While [Section 7B](#) applies in its entirety to AFE technicians (1P0), the more general term "rigger" is used throughout to apply to military and civilian personnel qualified through [paragraph 7.4.1](#) or [7.7.3](#).

7.4.1. Ram Air Rigger Qualification. Only personnel who are qualified ram air riggers are authorized to inspect, maintain, repair, and pack USAF ram air parachutes in keeping with the currency requirements outlined in [paragraph 7.4.3](#). Qualification training will be documented in the member's OJT records and include a copy of the formal course certificate/letter. This qualification requires completion of one of the following formal training programs:

7.4.1.1. Ram Air Parachute Systems, USAQMC&S, Ft. Lee, VA.

7.4.1.2. Ram Air Parachute Systems, 361 TRS, Sheppard AFB, TX.

7.4.1.3. Ram air rigging MTTs approved by USAQMC&S or 361 TRS.

7.4.1.4. Ram air rigging courses or programs of instruction taught by a graduate of a program listed in [paragraphs 7.4.1.1, 7.4.1.2, or 7.4.1.3](#). Technicians qualified to inspect and pack ram air parachutes by a graduate of a program listed in [paragraphs 7.4.1.1, 7.4.1.2, or 7.4.1.3](#) are considered first-generation trained and are not authorized to conduct rigger checks or to train and qualify other technicians to inspect, maintain, repair, and pack USAF ram air parachutes.

7.4.2. Ram Air Parachute Rigger Check Guidance. Personnel authorized to perform rigger checks on ram air parachute systems are subject to the following requirements:

7.4.2.1. Must be at least a 7-level AFE technician, 1P071, in the grade of E-5 (or civilian equivalent), qualified through [paragraph 7.4.1.1, 7.4.1.2, 7.4.1.3, or 7.7.3](#). Technicians qualified solely through [paragraph 7.7.3](#) are only authorized to conduct rigger checks on advanced parachute systems for which they have received system-specific training. The first O-6 in the member's chain of command may waive the AFSC and grade requirement if necessary to facilitate the production effort. Waived individuals must have at least two years rigging experience and meet all other requirements. File a copy of the approved waiver in the members OJT record. Waivers are valid for 365 days.

7.4.2.2. Must have a minimum of one year ram air parachute rigging experience or have packed at least 25 of the ram air parachute systems for which they will perform rigger checks.

7.4.2.3. Must meet all SCR requirements identified in AFI 21-101. The commander's endorsement of the SCR indicates that the member meets all SCR and rigger check requirements.

7.4.3. Ram Air Rigger Currency. Technicians that have not inspected and packed a specific ram air parachute system within the previous 180 days are considered non-current and are not authorized to inspect and pack that system until evaluated by a rigger authorized to perform rigger checks on the system. Upon successful evaluation, the technician is considered current.

7.4.4. Ram air parachute systems are inspected and packed IAW applicable TOs, TMs, and/or manufacturer's published guidance. Ram air riggers are initially trained on new systems via manufacturer or sister service-provided new equipment training.

7.5. Parachute Packing Support. When host base AFE sections cannot adequately support an organization's premeditated personnel parachute requirements, MMCs must incorporate the additional burden placed on AFE sections in manpower studies, equipment requirements, and operating budgets. Joint airdrop inspections, procedures, and records are covered in AFJI 13-210(I).

7.6. MFF Parachute Packing Waivers. Qualified riggers are the only personnel authorized to inspect, maintain, and alter main and reserve canopies and to pack reserve canopies. Under certain circumstances, MMC/A3s, and A3s at 3 AF and 13 AF, may authorize parachutists to pack MFF main canopies. The following minimum conditions are required:

7.6. (AETC) MFF Parachute Packing Waivers. HQ AETC/A3T is the MMC/A3 designated representative and may authorize parachutists to pack military free fall main canopies.

7.6.1. Units must have exhausted all reasonable means to have qualified USAF or sister service riggers conduct main canopy packing.

7.6.2. If available, a qualified rigger will supervise main canopy packing by parachutists operating under a packing waiver. In the event that qualified riggers are not available, the unit commander may appoint a current MFF JM who has been trained by a qualified rigger to supervise main canopy packing. The optimal ratio is 6 or less packers per supervisor.

7.6.3. Parachutists who will pack MFF main canopies must have been trained to pack through either a qualification course listed in [paragraph 6.6](#) or by a qualified rigger who has been trained on the particular system to be packed. Recurring packing training must be conducted annually by a qualified rigger and documented in the member's OJT records using AF Form 1098 or via other organizational systems as appropriate.

7.6.4. When operating under an approved packing waiver, parachutists are not authorized to jump main canopies packed by other parachutists.

7.6.5. A packing waiver given under [paragraph 7.6](#) is valid for no more than 365 days. The intent is to allow mission execution during surge periods or geographically separate operations without decreasing AFE section support to other host base activities.

7.7. Advanced Parachute System Packing Requirements. While qualified riggers are the only personnel authorized to inspect, maintain, and repair main and reserve canopies and to pack reserve canopies, a packing waiver is not required for parachutists to pack the main canopies of advanced parachute systems (APS) that they will jump personally. Instead, members must receive APS main canopy packing training from a qualified rigger who has been trained on the particular system to be packed.

7.7.1. Recurring packing training must be conducted annually by a qualified rigger and documented in the member's OJT records using AF Form 1098 or via other organizational systems as appropriate.

7.7.2. Parachutists are not authorized to jump main canopies packed by other parachutists.

7.7.3. APS Rigger Qualification. As defined in [paragraph 8.1.4](#). APS are ram air parachute systems primarily designed for the sport parachute market. As such, the qualifications of riggers, administration of rigger checks, packing currency, and criteria for APS are governed by [paragraph 7.4](#). In addition to the provisions of [paragraph 7.4](#), those riggers qualified (certificated and appropriately type-rated) instead through Federal Aviation Regulation Part 65 are authorized to inspect, maintain, repair, and pack APS using the guidance contained in both this instruction and FAR Part 105. Where the FAR and this instruction conflict, utilize the more stringent guidance (e.g. system-specific currency, etc.).

7.7.3. (AETC) According to guidance in paragraph 7.7.3 of the basic instruction, a qualified civilian rigger is authorized to repack APS main and reserve parachutes.

Chapter 8

GENERAL RESTRICTIONS

8.1. Equipment Restrictions.

8.1.1. General Provisions. While performing official duty, and unless specifically noted below, members may only employ parachute systems and equipment approved for their unit's use according to [Chapter 4](#).

8.1.1.1. In accordance with AFI 23-111, *Management of Government Property in Possession of the Air Force*, property management responsibilities limit the use of government property to official purposes only. Government owned parachute equipment will not be used for personal and/or off-duty activities, and AFI 23-111 specifies pecuniary liability for the loss, damage, or destruction of property resulting from negligence, willful misconduct, or deliberate unauthorized use.

8.1.1.2. USAF parachutists will only jump parachute systems and equipment for which they have received system specific training. System specific training is conducted prior to the first jump and includes, but is not limited to: canopy flight characteristics, harness/container configuration, and satisfactory completion of emergency procedures, including hanging harness if available. Only JMs who have received training and jumped the intended system are authorized to conduct system specific training for other parachutists.

8.1.1.3. USAF personnel will not use privately owned or leased parachute equipment during military parachute operations.

8.1.2. Foreign Military Parachute Equipment. When the foreign commander of airborne forces concurs, and when either the Air Component A3, the Joint Special Operations Task Force J3, the MMC/A3, or their designated representative agrees, USAF personnel who have received system specific training as defined in [paragraph 8.1.1.2](#) may use foreign military parachute equipment when jumping with a foreign unit. The senior USAF JM must complete a comprehensive inspection of any foreign military equipment prior to its use. Foreign military parachute equipment may or may not be on the AF approved for use list.

8.1.3. Sister Service Parachute Equipment. Provided they have been trained by a JM as defined in [paragraph 8.1.1.2](#), USAF parachutists conducting joint operations may employ sister service systems and equipment approved for their unit's use according to [Chapter 4](#). In these cases members operate under the direction of a joint commander, and no special permission is required for the equipment usage. When USAF parachutists have been trained per [paragraph 8.1.1.2](#), but will utilize sister service systems and equipment that have not been approved for their unit's use according to [Chapter 4](#), special permission is required. In this case, the unit commander, sister service unit commander, and senior AF jumpmaster must approve use of the systems and equipment prior to the first jump.

8.1.4. Advanced Parachute Systems. APS can be defined as those ram air systems (canopies, harness, container, and EAAD) that are generally not maintained IAW a TO/TM and are principally designed for the sport parachuting market. APS are primarily intended for use by parachutists who possess functional certifications, by members who are in training leading to

functional certification, and by the Air Force Parachute Team. Use of APS is limited to those parachutists with 50 or more jumps. Members employing APS will not exceed a 1:1 canopy loading ratio, where the first figure is the suspended weight and the second is the canopy square footage. The AF approved for use list is the authorizing document for APS employment. Parachutists must complete system specific training per [paragraph 8.1.1.2](#), and unit commanders will designate by letter members authorized to utilize APS. Parachutes that support the USAF PPP operational objective of tactically employing forces during war and military operations short of war are considered mission parachute systems rather than APS, and these systems are employed IAW the applicable TO/TM or manufacturer's instructions.

8.2. Foreign Military Aircraft. When the foreign commander of airborne forces and the senior USAF jumpmaster concur, and when either the Air Component A3, the Joint Special Operations Task Force J3, the MMC/A3, or their designated representative agrees, USAF members on active parachute status may use foreign military aircraft as authorized jump platforms. Subject to the provisions of [paragraph 8.3](#), the MMC contracting office is the approval authority for use of commercially licensed foreign aircraft.

8.3. Private and Commercial Aircraft. When authorized by the unit commander, members on active parachute status may perform parachute jumps IAW DoD Directive 4500.53, *DoD Commercial Air Transportation Quality and Safety Review Program*, and applicable Under Secretary of Defense for Acquisition, Technology, and Logistics memorandums. DoD approved, certificated carriers must be used for all interstate operations and for intrastate operations when reasonably priced and available. When DoD approved, certificated carriers are not reasonably priced and available, commercial operators may be used provided they are inspected IAW USD (AT&L) memorandum, "Requirements for Airdrop Operations," dated 31 January 2003. MMCs will schedule, inspect and approve contractors in accordance with DoD Directive 4500.53, including aircraft owned or leased by state and/or local governments. See <https://private.amc.af.mil/a3/default.aspx?tab=12> for a listing of approved intrastate carriers. Units will coordinate with the host base contracting office to ensure compliance.

8.3. (AETC) Private and Commercial Aircraft. HQ AETC/A3T is the MMC/A3 designated representative and approves civilian contracted carriers for use.

8.4. Lift Tickets. Subject to [paragraphs 8.1](#) and [8.3](#), unit commanders may authorize the purchase of "lift tickets" when civilian aircraft are required to conduct free fall parachute training. As the government is leasing a seat on the aircraft, and not necessarily reserving all available seats, it may not be possible to restrict these lifts to military personnel. Separate passes should be used to deconflict government employed/contracted parachutists from other parachutists for liability purposes. When separate passes are not feasible, exits made by government employed/contracted parachutists and other parachutists on the same pass will be separated by at least five seconds. In these cases, government employed/contracted parachutists and other parachutists must maintain adequate separation during free fall and under canopy. The senior USAF JM is responsible for ensuring airspace deconfliction through such tools as exit order, spacing, pull altitudes, and canopy flight patterns. Drop zone requirements apply as defined in [Chapter 10](#) and AFI 13-217.

8.4. (AETC) Lift Tickets. See paragraph 11.3.1 for Air Force Parachute Team waivers of separation between government employed/contracted parachutists and other parachutists.

8.5. Documenting Parachute Jumps. Only authorized parachute jumps may be entered onto AF Forms 4323 or 922 per [Attachment 2](#), entered in ARMS, and filed in the member's JRF. Authorized jumps may occur under the operational or tactical control of a unilateral, joint, or coalition/multi-national force commander. Parachute jumps are considered authorized when the following conditions are met:

- 8.5.1. The jump is made for official purposes.
- 8.5.2. The jump is made by members on active parachute status per [paragraph 3.6](#).
- 8.5.3. The jump is made using equipment in keeping with [paragraph 8.1](#).
- 8.5.4. The jump is made from DoD aircraft or those aircraft described in [paragraphs 8.2, 8.3, and 8.4](#).

8.6. Foreign Military Parachutists. Foreign military parachutists participating in combined operations, combined training, joint airdrop/air-transportability training (JA/ATT), aerial events, exercises, and US-run military parachute courses are authorized to conduct military jumps from aircraft owned, leased, or operated by the USAF.

8.6.1. US Jump Host. The jump host is the US government organization that sponsors foreign military parachutists who are required to parachute from aircraft owned, leased, or operated by the USAF. The US jump host is typically a unit with a parachute mission, however other entities (such as the Defense Attaché Office, MMC staffs, or units having control of jump aircraft) may accomplish US jump host duties where appropriate. The US jump host is responsible for:

- 8.6.1.1. Ensuring foreign jumpers are physically, physiologically, professionally, and administratively qualified to perform the parachute operations in accordance with applicable foreign military standards.
- 8.6.1.2. Ensuring foreign jumpers are authorized to perform the parachute operations by the foreign commander of airborne forces.
- 8.6.1.3. Gaining approval to conduct parachute operations according to [paragraph 8.6.3](#).
- 8.6.1.4. Informing the USAF flying unit of the participation of foreign military personnel.
- 8.6.1.5. Ensuring that foreign military personnel receive system specific training per [paragraph 8.1.1.2](#) if they will utilize US systems or equipment.

8.6.2. Language Requirements. To ensure that aircraft procedures, safety considerations, and jumpmaster instructions are fully understood, aircraft crewmembers and jumpmasters must be able to communicate with the foreign jumpers. The approval authorities listed in [paragraph 8.6.3](#) determine their requirements for communication and translators.

8.6.3. Approval Authorities. MMC commanders, including Theater Special Operations Commands and overseas Commanders of Air Force Forces (COMAFFORs) having operational control of jump aircraft, have the authority to authorize foreign military members to conduct military parachute jumps from aircraft owned, leased, or operated by the USAF. These commanders are authorized to delegate approval authority within their respective commands. Additional detail on the transport of foreign military personnel can be found in DoD Regulation 4515.13-R, *Air Transportation Eligibility*, and AFI 11-401.

8.7. Civilian Parachutists.

8.7.1. DoD Civilian Employees. MMC/A3s may authorize DoD civilian employees to perform official parachute jumps from aircraft owned, leased or operated by the USAF. Requests concerning USAF civilian positions at joint organizations should substitute the MMC/A3 for the joint command's operations officer, even if this is not a USAF officer. Additionally, if the member's position description specifies parachute duty requirements, the member's commander is the approval authority. DoD civilians do not occupy centrally managed parachute positions or draw parachute duty pay and are exempt from the requirement to utilize ARMS for documentation purposes. Units with DoD civilian parachutists must develop other mechanisms for tracking qualifications and currency.

8.7.2. US Citizens Not Employed by the DoD. The approval authority for US citizens not employed by the DoD to perform official parachute jumps from aircraft owned, leased or operated by the USAF is the MMC/A3. US citizens not covered by the Federal Employees' Compensation Act (FECA) must sign the hold harmless agreement contained in **Attachment 4**. US citizens who are not employed by the DoD must be members of the United States Parachute Association, possess a D-license, and be certified for the skill being accomplished. At no time will the scope of operations exceed the parachutist's certifications or guidelines, as they apply to the jumper. This paragraph also applies to personnel performing government contracts since they are not considered DoD civilian employees by virtue of their contract and are generally not covered by FECA. When contractors must perform parachute-related services, requisite qualifications should be delineated in the contract. When the government requires that contractors comply with other portions of this instruction, cite the applicable references in the statement of work.

8.7.3. Foreign Citizens Not Employed by their Armed Forces. HQ USAF/A3O-A is the approval authority for requests to allow foreign civilians to fly aboard and jump from aircraft owned, leased, or operated by the USAF IAW AFI 11-401. When authorized, these parachutists must sign the hold harmless agreement contained in **Attachment 4**.

8.8. Crew Rest and Duty Limitations.

8.8.1. AFI 11-202V3, *General Flight Rules*, establishes crew rest criteria. Due to the unique nature of ground operations, parachutists are frequently unable to satisfy these provisions. When commanders are unable to comply with published crew rest guidance, they must determine the level of acceptable risk to the force and make a judgment concerning mission accomplishment.

8.8.2. Members will not perform parachute jumps:

8.8.2.1. Within 12 hours after completing a hypobaric (altitude) chamber ride at or above 25,000 feet MSL.

8.8.2.2. Within 12 hours after consuming alcoholic beverages.

8.8.2.3. Within 72 hours after donating blood.

8.8.3. Refer to the Navy Dive Manual for criteria concerning flying and/or parachuting after diving or hyperbaric (recompression) chamber rides. Public access is available at: http://www.supsalv.org/00c3_publications.asp?destPage=00c3&pageId=3.9.

Chapter 9

PARACHUTE PROCEDURES

Section 9A—Static-Line Parachute Procedures

9.1. Static-Line Guidance. For S/L parachute operations conducted by USAF units, the procedures defined in AFMAN11-420(I)/FM 3-21.220, AFTTP 3-1.8, and AFTTP 3-3.8 are authoritative except as noted below. During parachute operations conducted under a joint commander, use guidance dictated by the joint organization.

9.2. Exceptions to Published Static-Line Guidance. Due to the unique nature of USAF parachuting, the following exceptions are granted to organizations with parachute missions governed by this instruction:

9.2.1. USAF units are not required to use non-jumping safety personnel. The JM may designate aircrew members to act as safety personnel. Aircrew members performing safety duties will be thoroughly briefed and trained in the handling and control of static-lines.

9.2.2. USAF units are not required to designate a Departure Airfield Control Officer (DACO). Establishing mechanisms for accountability and accomplishing other functions traditionally associated with the DACO are unit responsibilities.

9.2.3. USAF operations only require a single JM on the aircraft, and the JM may be the first parachutist to exit on a pass. When the JM will exit first, the aircrew and other parachutists must understand the exit procedures (normally the “GO” command and a visual reference indicating it is safe to exit) and the method used for aborting the exit. When an aborted exit leaves parachutists without a current JM, these parachutists must land with the aircraft.

9.2.4. Sustained airborne training will be conducted in keeping with [paragraph 7.2.1](#).

9.2.5. Equipment for USAF parachute operations is authorized via the approved for use list IAW [Chapter 4](#).

9.2.6. According to mission requirements, USAF JMs may have personnel don parachutes and equipment while in flight.

9.2.7. Surface Wind Restrictions. During operational missions, the commander of the force to be inserted will weigh the risks to the force and mission and coordinate wind restrictions with the Airborne Mission Commander. During exercises and training, use the surface wind criteria listed in AFI 13-217.

9.3. Static-Line Deployed Ram Air Parachutes. Hybrid parachute systems have the ability to deploy the main canopy via static-line or free fall activation. These systems are restricted to use by parachutists qualified through [paragraph 6.6](#) (USAF Basic Military Free Fall Parachutist Rating) who have received system specific training per [paragraph 8.1.1.2](#). Consult the system specific TO/TM for instructions and restrictions.

Section 9B—Free Fall Parachute Procedures

9.4. Free Fall Guidance. For free fall parachute operations conducted by USAF units, the procedures defined in AFMAN 11-411(I)/FM 3-05.211, AFTTP 3-1.8, and AFTTP 3-3.8 are

authoritative except as noted below. During parachute operations conducted under a joint commander, use guidance dictated by the joint organization.

9.5. Exceptions to Published Free Fall Guidance. In addition to the exceptions listed in [paragraph 9.2](#), and due to the unique nature of USAF parachuting, the following exceptions are granted to organizations with parachute missions governed by this instruction:

9.5.1. Exit and Parachute Activation Altitudes. Minimum altitudes indicated below are listed in either above ground level (AGL) or above water level (AWL), as appropriate.

9.5.1.1. Overland. For jumps made with mission parachute equipment (non-APS), the exit altitude will be no lower than 5000 feet with planned pull not lower than 3500 feet. Use the same altitudes for jumps made with the FF-2 system (set at 2500 feet). When using APS equipped with the electronic automatic activation device, the exit altitude will be no lower than 3000 feet with planned pull not lower than 2500 feet.

9.5.1.2. Overwater. During overwater free fall operations using parachutes equipped with or without an electronic automatic activation device, the exit altitude will be no lower than 3000 feet with planned pull not lower than 2500 feet.

9.5.2. Altimeters. Each parachutist will wear an altimeter when conducting overland free fall operations. If waterproof altimeters are available, they will be used for overwater free fall operations. At a minimum, water jumps will have one operational altimeter in the aircraft for parachutist use. During night operations, altimeters will have either an integrated light or be configured with an additional light source adequate to illuminate the face of the altimeter.

9.5.3. Automatic Activation Device (AAD) and Electronic Automatic Activation Device (EAAD). Each parachutist who exits an aircraft in flight will be equipped with an armed and functional EAAD or AAD. When waterproof EAADs are available, they will be used for overwater free fall operations. Inspection, calibration, arming, and documentation procedures for the EAAD or AAD are contained in applicable TOs/TMs and manufacturer's instructions.

9.5.4. Surface Wind Restrictions. During operational missions, the commander of the force to be inserted will weigh the risks to the force and mission and coordinate wind restrictions with the Airborne Mission Commander. During exercises and training, use the surface wind criteria listed in AFI 13-217.

9.5.5. Free Fall Drop Zone Criteria. The JM will determine the minimum size DZ based on the number of personnel to be dropped, jumper proficiency, and prevailing winds. For DZ criteria, see AFI 13-217 and [Chapter 10](#) of this instruction. During operational missions, the commander of the force to be inserted will weigh the risks to the force and mission and coordinate DZ criteria with the Airborne Mission Commander.

9.5.6. Oxygen Requirements. Pre-breathing, physiology technician, and procedural requirements for MFF operations that require oxygen are prescribed in AFI 11-409.

9.5.7. Contact Flying. Contact flying is defined as pre-meditated contact between jumpers during free fall. Personnel conducting contact flying will document progression in OJT records.

9.5.8. Canopy Relative Work. USAF parachutists will not engage in canopy relative work while on duty except for specifically authorized Air Force Parachute Team operations.

Section 9C—Jumpmaster Duties

9.6. General Requirement. The primary JM is responsible to the appropriate commander (i.e. Ground Force Commander, Mission Commander, Flight Commander, etc.) for the conduct of all phases of the mission that pertain to the parachute operation. Proper planning and execution by the JM is a critical aspect of tactically inserting parachute forces and supports the operational, functional, and management objectives of the USAF PPP. Each aircraft dropping parachutists will have a minimum of one JM, although two are preferable. During operations conducted by USAF units, the procedures defined in AFMAN11-420(I)/FM 3-21.220, AFMAN 11-411(I)/FM 3-05.211, AFTTP 3-1.8, and AFTTP 3-3.8 are authoritative except as noted below. During parachute operations conducted under a joint commander, use guidance dictated by the joint organization. While unit operations sections and/or assistant JMs may accomplish many of the tasks in this section, the primary JM and the commander are ultimately responsible.

9.7. Employment Planning. When the commander determines that parachute employment is required, the JM is usually given responsibility for planning and executing the jump.

9.7. (AETC) Employment Planning. Operational risk management (ORM) is a jumpmaster responsibility and will be conducted according to local operating procedures. The 306 FTG will include wing loading corrections due to altitude and temperature variables as part of routine ORM.

9.7.1. Establishing mechanisms for accountability and accomplishing other functions traditionally associated with the DACO are unit responsibilities that may or may not be delegated to the JM. The JM should be intimately familiar with the post-jump movement plan since it impacts the individual parachutist's equipment requirements.

9.7.2. A DZ survey or site evaluation must be conducted IAW AFI 13-217. For DZs at higher elevations, anticipate an increased rate of descent. During combat operations or operations short of war for which it is not tactically feasible to conduct a survey, units assess intended landing areas through the most accurate means available.

9.7.3. A weather evaluation must be made to determine current and forecasted drop conditions. Wind characteristics are amongst the most important evaluation items. During operational missions, the commander of the force to be inserted will weigh the risks to the force and mission and coordinate wind restrictions with the Airborne Mission Commander. Maximum allowable wind velocity depends on the experience and ability of the team, the equipment, the terrain, and urgency of the mission. During exercises and training, use the surface wind criteria listed in AFI 13-217.

9.7.4. The JM is responsible for the items in [paragraph 2.12](#) and for ensuring that all parachutists meet currency, refresher training, and recurring training requirements in [Chapter 7](#). At a minimum, the JM briefing during sustained airborne training consists of the mission purpose and type, equipment requirements, plan of action, special requirements, and safety considerations.

9.8. Coordination.

9.8.1. The JM coordinates support requirements to include transportation, DZ scheduling, ground party availability, aircraft utilization, and equipment.

9.8.2. The JM ensures that the DZC has a complete understanding of the operation, equipment requirements, number of personnel involved, and special requirements.

9.8.3. The JM retains overall responsibility for the accuracy of mission parachutist data on the passenger manifest.

9.8.4. The JM is ultimately responsible for briefing safety personnel, conducting a thorough inspection of the airdrop aircraft, attending all required aircrew briefs, and determining the load and exit order.

9.8.5. The JM keeps parachutists informed of mission progress and changes.

9.8.6. The JM is responsible for completing and certifying AF Forms 4323 and/or 922 as appropriate and IAW [Attachment 2](#).

9.9. Rigging and Inspecting Parachutists and Equipment.

9.9.1. The JM ensures that the JM kit is prepared and available per unit SOPs.

9.9.2. The JM is responsible for rigging door bundles and inspecting personnel parachutes and equipment.

9.9.3. When only one JM is available, specifically trained and certified personnel may conduct a JM personnel inspection (JMPI) on the primary JM. These personnel will be selected based on experience and recommendation from an OJT certifier and will receive JMPI training for systems which they will inspect. JMPI training will be conducted IAW the references in [paragraph 9.6](#) and the plans or courses of instruction in [paragraphs 6.4.1](#), and [6.7.1](#). Document JMPI training in the member's training records and via AF Form 797 for military personnel.

9.10. Safety. The JM sees that safety standards are enforced and maintains control of parachutists in and around aircraft. The JM also ensures all parachutists leave the aircraft properly configured and employ authorized techniques. Additional detail on JM actions in the unit area, at the departure airfield, and in flight are contained in the references in [paragraph 9.6](#).

Chapter 10

DROP ZONE PROCEDURES

10.1. Drop Zone Guidance. For parachute operations conducted by USAF units, the procedures defined in AFI 13-217, *Drop Zone and Landing Zone Operations*, are authoritative. This chapter defines additional requirements. During parachute operations conducted under a joint commander, use guidance dictated by the joint organization. Training jumps should closely duplicate conditions that could be encountered during operational missions, to include rough terrain, open sea, and unfamiliar or unimproved areas. Care will be taken to ensure that all conditions, especially those that are safety-related are identified to the JM and jumpers.

10.2. Drop Zone Personnel Requirements. Drop zone personnel requirements are contained in AFI 13-217.

10.3. Medical Coverage. Medical coverage is required for all non-contingency personnel parachute operations. In the event of a medical emergency, medical personnel and equipment will be capable of immediate and appropriate intervention. Medical coverage should be collocated with the drop zone controller. In certain cases, emergency response capability elsewhere on the drop zone or at the edge of the drop zone will suffice provided adequate communications exist between medical personnel and the drop zone controller. Medical coverage for USAF personnel parachuting operations consists of a minimum of one appropriately equipped and current Emergency Medical Technician qualified at the basic level or higher.

10.3.1. Medical personnel must be equipped with functional emergency lifesaving and stabilization equipment as well as the means to transport patients to definitive medical care. Appropriate equipment should include, but is not limited to: medical kit/rucksack, Kendrick Extrication Device (KED), medical anti-shock trousers, oxygen system (AVIOX does not support this requirement), spinal immobilization gear, and a litter suitable for medical evacuation (with flotation if required). Comparable civilian rescue equipment is acceptable.

10.3.2. The requirement for medical personnel is satisfied when two or more parachutists who meet the requirements in [paragraph 10.3](#) exit the aircraft as part of the first group on the first pass. In this case a transportation mechanism is still required, and the medical equipment in [paragraph 10.3.1](#) should be collocated with the drop zone controller, the transportation mechanism, or otherwise immediately available.

10.4. Intentional Water Operations. Support for intentional water operations will include a boat operator and a qualified safety swimmer for every boat. Training requirements for parachutists participating in intentional water jumps are listed in [paragraph 7.2.3](#).

10.4.1. Safety swimmers must be capable of assisting parachutists who cannot maintain buoyancy, who are rendered unconscious, or who become fouled in their equipment or parachute system. Equipment and requisite qualifications for safety swimmers are described in AFMAN11-420(I)/FM 3-21.220. Graduates of the following courses are qualified to perform as safety swimmers: any military diving course, Special Forces Water Infiltration Course, Navy Rescue Swimmer Course, Marine Corps Amphibious Reconnaissance Course, Coast Guard Aviation Survival Technician A-School, Army Class 1 advanced survival swimmer (ICW TC 21-21), Army Basic Scout Swimmer, USMC Basic Scout Swimmer, USMC CWS1, Navy 1st class, American Red Cross life guard, or American Red Cross open

water rescue. Commanders may require that safety swimmers be qualified military divers when conditions warrant.

10.4.2. Safety boat personnel must be trained and equipped to quickly locate and recover distressed personnel on the surface. Military or civilian training programs, including the USCG Boat Operators Course, are acceptable.

10.4.3. During USAF intentional water operations, one power driven recovery boat is required for every three parachutists on a single pass IAW AFMAN11-420(I)/FM 3-21. When all parachutists will be military divers, the minimum number of power driven recovery boats is one for every six parachutists on a single pass. Airdropped boats are not considered functional until completely operational, at which point they may be used for recovery operations. Planners should ensure that parachutists will not exceed Coast Guard and manufacturer boat load limits, and water craft will not be smaller than a Zodiac F-470. Safety boats must be appropriately equipped to support water recovery operations IAW AFMAN11-420(I)/FM 3-21. A working search light is required for night operations.

10.4.3. (AETC) A power driven boat can include an advanced rescue craft with an attached rescue sled (minimum 6 feet long). At a minimum, one of the safety boats will not be smaller than a Zodiac[®] F-470.

10.4.4. Medical coverage must be in place prior to personnel airdrops. If medical personnel are not in the same safety boat as the drop zone controller, communications must be assured.

Chapter 11

PARACHUTE RELATED AERIAL EVENTS

Section 11A—The Air Force Parachute Team

11.1. Charter. In keeping with USAF PPP objectives, the Air Force Parachute Team (AFPT) is chartered to conduct parachute related aviation support to public and/or military events, to support general USAF and jump-inherent specialty recruiting, and to instruct premeditated parachute procedures that improve survivability, develop confidence, and establish an airmanship foundation. The AFPT, popularly known as the “Wings of Blue,” has showcased parachute capabilities during aerial events for public and military audiences since 1964.

11.2. Administrative Guidance. All parachutists at the AFPT are subject to the procedures and documentation requirements detailed in [Chapter 3](#), as clarified in this paragraph.

11.2.1. Parachute Positions. AFPT military staff parachutists occupy valid parachute positions and are eligible to draw parachute duty pay based on the same rules that apply to other USAF parachutists. Aviation cadets assigned to the AFPT support its charter and are required to be on active parachute status, however they are not eligible to draw parachute duty pay and are not assigned an ASC in conjunction with [paragraph 3.6.2](#). As such, these parachutists occupy student authorizations rather than parachute positions, which imply a budget obligation.

11.2.2. Documentation. Aviation cadets who are both assigned to the AFPT and eligible for the basic parachutist rating are authorized to document parachute jumps in the ARMS operational or training databases in order to ensure compliance with standards, requisite qualifications, and currency. Members may not count parachute jumps made as an aviation cadet towards advanced ratings, unless these jumps are made while enrolled in another program, such as those in [paragraph 6.3.1](#). Members of the AFPT are not required to utilize AF Form 4323 as described in [paragraph A2.1.1](#) and may instead document individual parachute jumps using AF Form 922 as a primary source for updating ARMS.

11.3. AFPT Procedures. While AFPT members qualified through [paragraph 6.3.2](#) are not considered MFF parachutists (unless also qualified through [paragraph 6.6](#)), they are free fall/HALO parachutists subject to the provisions in [Section 9B](#) and elsewhere in this instruction, as clarified in this paragraph.

11.3.1. Certification. Apart from the qualification training prescribed in [Section 6A](#), AFPT progression and competencies (e.g. non-JM upgrade progression, certification to jump public relations devices, etc.) are considered functional certifications and are administered by the MMC in accordance with [paragraph 6.8](#). During parachute competitions where parachutists must perform aerial videography in accordance with competition rules, the AFPT’s parent MMC is the waiver authority for the restrictions contained in [paragraph 8.4](#) concerning separation between government employed/contracted parachutists and other parachutists.

11.3.1. (AETC) HQ AETC/A3 grants this waiver for the restriction contained in paragraph 8.4 of the basic instruction. 19 AF/DO will approve each event requiring a mix of civilian and military jumpers on the same pass during USPA sanctioned events.

11.3.2. Currency. In addition to the provisions in **Chapter 7**, in order to jumpmaster active AM-490 students, a JM must have performed duties within the previous 365 days where parachutists actually exited the aircraft. Non-current JMs and parachutists will accomplish refresher training IAW MMC procedures.

11.3.3. Equipment. In accordance with **paragraph 7.7.3** of this instruction, the AFPT is authorized to satisfy its requirement for parachute rigging by employing senior or master riggers qualified through FAR Part 65. Parachutists assigned to the AFPT are exempt from the 50 jump APS minimum and are authorized to exceed the APS canopy loading ratio in **paragraph 8.1.4** by up to and including 1.3:1, where the first figure is the suspended weight and the second is the canopy square footage. In this case, parachutists will follow a MMC approved transition plan.

11.3.4. Exit and planned pull altitudes. The minimum planned pull altitude for AFPT parachutists using APS is 2500 feet AGL per **paragraph 9.5.1.1**, however AFPT members using APS may exit at 2500 feet AGL (clear and pull) . During parachute demonstrations and competitions, the drop zone control officer may waive both the exit and the planned pull altitude to no lower than 2000 feet AGL (clear and pull). HQ USAF/A3O-AS will not waive planned exits or pull altitudes below 2000 feet AGL.

11.3.5. Based on the nature of the aerial event mission, the AFPT is exempt from completing formal drop zone surveys as required by AFI 13-217. The AFPT will adhere to MMC approved procedures to mitigate risk in this area.

Section 11B—Aerial Events

11.4. Aerial Event Guidance. A functional objective of the PPP is to provide parachute related aviation support to public and/or military events to showcase military preparedness, demonstrate capabilities, promote good community and international relations, support USAF recruiting and retention efforts, and render military honors. AFI 11-209, *Aerial Event Policy and Procedures*, governs USAF participation in aerial events. Parachutists typically participate in two types of aerial events: static displays and aerial demonstrations. **Attachment 1** defines terms that pertain to aerial events. Forward requests for events that involve USAF parachuting IAW AFI 11-209. Commanders of flying organizations are encouraged to provide airlift support for parachute participation in aerial events.

11.4.1. Federal Aviation Administration (FAA) Guidance. Parachutists participating in aerial events must comply with applicable FAA guidance, including Federal Aviation Regulation Part 105, Order 8440.5A, Order 8900.1, Advisory Circular 91-45C, Advisory Circular 105-2C.

11.4.2. United States Parachute Association (USPA) Guidance. Parachutists participating in public aerial events must comply with applicable USPA guidance contained in the *Skydiver's Information Manual*.

11.4.3. Parachute jumps made in direct support of other PPP objectives are not considered aerial events. In these cases, it is a MMC responsibility to determine when FAA and USPA guidance apply.

11.4.4. Unless specifically noted, guidance articulated elsewhere in this instruction is applicable to personnel and aircraft participating in aerial events. The waiver authority is specified in [paragraph 1.5](#).

11.5. Capabilities Demonstrations or Capabilities Exercises (CAPEX). A CAPEX is a type of aerial demonstration in which parachutists demonstrate operational equipment and TTPs common to the military capability being displayed. Parachutists are not authorized to jump flags, streamers, banners, smoke, or other public relations devices in conjunction with a CAPEX. MMC approved capability demonstrations using operational S/L and/or MFF parachute systems and TTPs may be conducted using personnel who maintain qualifications and currency through **Part 2**.

11.6. Parachute Demonstrations. A parachute demonstration is a type of aerial demonstration conducted during public or military events principally for community and international relations, esprit-de-corps, or recruiting purposes. As they showcase precision parachuting, demonstrations require planning, detailed coordination, strict adherence to applicable guidance, routine practice, and an experienced team.

11.6.1. Minimum Qualifications. Commanders will carefully select parachutists to participate in parachute demonstrations based upon experience, maturity, and demonstrated capability. For demonstrations that call for free fall employment, parachutists must have a minimum of 100 ram air canopy jumps. Commanders will identify and certify members for participation in aerial events on AF Form 797, *Job Qualification Standard Continuation/Command JQS*.

11.6.2. Organizations that conduct parachute demonstrations are encouraged to utilize a narrator to help interpret the experience for the audience. Narration is a functional certification that should tie introductory, historical, descriptive, and contingency scripts into USAF messages such as general or jump-inherent specialty recruiting.

11.6.3. Parachutists who jump flags, streamers, banners, smoke, or other public relations devices will be functionally certified for the task by their MMC. Such devices must not interfere with the safe deployment and operation of any parachute system.

11.6.3. (AETC) Flag size is limited to a maximum of 4 by 6 feet, except for AFPT.

11.6.4. The use of APS for parachute demonstrations is limited to the AFPT.

11.6.5. The conduct of canopy relative work (CRW) is limited to AFPT members only. AFPT members are functionally certified to conduct CRW by their parent MMC.

11.6.6. As it relates to aerial events, the term parachute demonstration does not refer to the functional PPP objective of instructing and demonstrating proper premeditated and emergency egress procedures as a part of survival or parachute training programs.

11.7. Parachute Competitions. Parachute competitions are a type of aerial demonstration, generally conducted as a public event by an event organizer.

11.7.1. Minimum Qualifications. The AFPT commander will carefully select parachutists to participate in parachute competitions based upon experience, maturity, and demonstrated capability. The minimum experience is normally dictated by competition category by the event organizer. Commanders will identify and certify members for participation in aerial events on AF Form 797.

11.7.2. The conduct of CRW is limited to AFPT members only. AFPT members are functionally certified to conduct CRW by their parent MMC.

Section 11C—Information Collection, Records, and Forms

11.8. Information Collection, Records, and Forms.

11.8.1. Information Collections. No information collections are created by this publication.

11.8.2. Records. The program records created as a result of the processes prescribed in this publication are maintained in accordance with AFMAN 33-363 and disposed of in accordance with the AFRIMS RDS located at <http://www.my.af.mil/gcss-af61/afirms/afirms/rims.cfm>.

11.8.3. Prescribed and Adopted Forms.

11.8.3.1. Prescribed Forms:

AF Form 922, *Individual Jump Record*

AF Form 4323, *ARMS Multi-Crew Jump Record*

11.8.3.2. Adopted Forms:

AF Form 196, *Data for Parachutist Rating*

AF Form 702, *Individual Physiological Training Record*

AF Form 797, *Job Qualification Standard Continuation/Command JQS*

AF Form 847, *Recommendation For Change of Publication*

AF Form 1042, *Medical Recommendation for Flying or Special Operational Duty*

AF Form 1098, *Special Task Certification and Recurring Training*

AF Form 4322, *Active Parachutist Justification*

AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*

DD Form 1748-2, *Joint Airdrop Malfunction Report (Personnel-Cargo)*

DD Form 1748-3, *Joint Monthly Airdrop Summary Report*

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DCS, Operations, Plans & Requirements

(AETC)

JAMES A. WHITMORE, Major General, USAF
Director of Intelligence, Operations, and
Nuclear Integration

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFPD 11-2, *Aircraft Rules and Procedures*

AFPD 11-4, *Aviation Service*

AFI 10-248, *Fitness Program*

AFI 10-601, *Capabilities Based Requirements Development*

AFI 11-202V3, *General Flight Rules*

AFI 11-209, *Aerial Event Policy and Procedures*

AFI 11-401, *Aviation Management*

AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*

AFI 11-403, *Aerospace Physiological Training Program*

AFI 11-409, *High Altitude Airdrop Mission Support Program*

AFI 11-421, *Aviation Resource Management*

AFI 13-217, *Drop Zone and Landing Zone Operations*

AFI 16-201, *Air Force Foreign Disclosure and Technology Transfer Program*

AFI 16-1202, *Pararescue Operations, Techniques, and Procedures*

AFI 16-1202V1, *Pararescue and Combat Rescue Officer Training*

AFI 16-1202V2, *Pararescue and Combat Rescue Officer Standardization and Evaluation*

AFI 16-1301, *Survival, Evasion, Resistance, and Escape (SERE) Program*

AFI 21-101, *Aircraft and Equipment Maintenance Management*

AFI 23-111, *Management of Government Property in Possession of the Air Force*

AFI 33-324, *The Information Collections and Reports Management Program: Controlling Internal, Public, and Interagency Air Force Information Collections*

AFI 35-101, *Public Affairs Policies and Procedures*

AFI 36-2110, *Assignments*

AFI 48-123V3, *Medical Standards and Examinations Volume 3—Flying and Special Operational Duty*

AFI 51-503, *Aerospace Accident Investigations*

AFI 63-101, *Operations of Capabilities Based Acquisition System*

AFI 63-114, *Rapid Response Process*

AFI 90-901, *Operational Risk Management*

AFI 91-204, *Safety Investigations and Reports*

AFI 91-206(I), *Participation in a Military or Civil Aircraft Accident Safety Investigation*

AFI 99-103, *Capabilities Based Test and Evaluation*

AFJI 13-210(I), *Joint Airdrop Inspection Records, Malfunction/Incident Investigations, and Activity Reporting*

AFTTP 3-1.8, *Tactical Employment—GUARDIAN ANGEL and Special Tactics Forces*

AFTTP(I) 3-2.34, *Risk Management*

AFTTP 3-3.8, *Combat Fundamentals—GUARDIAN ANGEL and Special Tactics Forces*

AFMAN 11-411(I)/FM 3-05.211, *Special Forces Military Free-Fall Operations*

AFMAN 11-420(I)/FM 3-21.220, *Static Line Parachuting Techniques and Training*

AFMAN 33-363, *Management of Records*

AFMAN 91-223, *Aviation Safety Investigations and Reports*

AFMAN 91-224, *Ground Safety Investigations and Reports*

TC 21-21, *Water Survival Training*

DoD Directive 4500.53, *DoD Commercial Air Transportation Quality and Safety Review Program*

DoD Directive 5100.1, *Functions of the Department of Defense and Its Major Components*

DoD Regulation 4515.13-R, *Air Transportation Eligibility*

DoD Financial Management Regulation 700.14-R

USSOCOM Manual 350-3, *Training Airborne Operations (Parachuting)*

Federal Aviation Regulation Part 105, *Parachute Operations*

FAA Order 8440.5A

FAA Order 8900.1

FAA Advisory Circular 91-45C, *Waivers—Aviation Events*

FAA Advisory Circular 105-2C, *Sport Parachute Jumping*

Federal Aviation Regulation Part 65, *Certification: Airmen other than Flight Crewmembers*

Federal Aviation Regulation Part 105, *Parachute Operations*

United States Parachute Association, *Skydiver's Information Manual*

AF PPP CoP, <https://wwwd.my.af.mil/afknprod/ASPs/CoP/OpenCoP.asp?Filter=OO-TO-00-32>

AFRIMS RDS, <http://www.my.af.mil/gcss-af61/afrims/afrims/rims.cfm>

Abbreviations and Acronyms

AAD—Automatic Activation Device

ADFSD—Aerial Delivery and Field Services Department

AETC—Air Education and Training Command
AFE—Aircrew Flight Equipment
AFMC—Air Force Materiel Command
AFPT—Air Force Parachute Team, the “Wings of Blue”
AFRC—Air Force Reserve Command
AFSAS—Air Force Safety Automated System
AFSC—Air Force Specialty Code
AGL—Above Ground Level
ANG—Air National Guard
AO—Aeronautical Order
APS—Advanced Parachute Systems
ARM—Aviation Resource Management
ARMS—Aviation Resource Management System
AUL—USAF Authorized for Use List
AWL—Above Water Level
CAPEX—Capabilities Exercise
CCD—Combat Capability Document
CDD—Capability Development Document
CFETP—Career Field Education and Training Plan
CFM—Career Field Manager
COMAFFOR—Commander Air Force Forces
CONUS—Continental United States
COTS—Commercial Off-the-Shelf
CPD—Capability Production Document
CRW—Canopy Relative Work
DACO—Departure Airfield Control Officer
DAFSC—Duty Air Force Specialty Code
DoD—Department of Defense
DRU—Direct Reporting Unit
DT&E—Developmental Test and Evaluation
DZ—Drop Zone
DZC—Drop Zone Controller

EAAD—Electronic Automatic Activation Device
ECD—Enlisted Classification Directory
EP—Emergency Procedure
FAA—Federal Aviation Administration
FECA—Federal Employees’ Compensation Act
FOA—Field Operating Agency
HAHO—High Altitude High Opening
HALO—High Altitude Low Opening
HARM—Host Aviation Resource Management
HDIP—Hazardous Duty Incentive Pay
IAW—In Accordance With
ICD—Initial Capabilities Document
ICW—In Conjunction With
IDS—Individual Data Summary
IJR—Individual Jump Record
IPI—In-Process Inspection
JA/ATT—Joint Airdrop/Air-Transportability Training
JCIDS—Joint Capabilities Integration and Development System
JHR—Jump History Report
JM—Jumpmaster
JMD—Joint Manning Document
JMPI—Jumpmaster Personnel Inspection
JRF—Jump Record Folder
KED—Kendrick Extrication Device
MAJCOM—Major Command
MFF—Military Free Fall
MMC—Major Military Command
MPO—Military Pay Order
MSL—Mean Sea Level
MTT—Mobile Training Team
NAVSPECWARCOM—Naval Special Warfare Command
OCD—Officer Classification Directory

OCONUS—Outside the Continental United States

OJT—On-the-Job Training

OPR—Office of Primary Responsibility

ORM—Operational Risk Management

OT&E—Operational Test and Evaluation

POC—Point of Contact

POI—Program of Instruction

PPP—Personnel Parachute Program

PPPM—Personnel Parachute Program Manager

SAE—Service Acquisition Executive

SAV—Staff Assistance Visit

SCR—Special Certification Roster

S/L—Static-Line

SOP—Standard Operating Procedure

TDY—Temporary Duty

TM—Technical Manual

TO—Technical Order

TPP—Test Parachutist Program

TTP—Tactics, Techniques, and Procedures

UMD—Unit Manpower Document

USAIS—US Army Infantry School

USAJFKSWCS—US Army John F. Kennedy Special Warfare Center and School

USAQMC&S—US Army Quartermaster Center and School

USPA—United States Parachute Association

Terms

Advanced Parachute System (APS)—Those systems (canopies, harness, container, and EAAD) that are generally not maintained IAW a TO/TM and are principally designed for the sport parachuting market. APS are primarily intended for use by parachutists who possess functional certifications, by members who are in training leading to functional certification, and by the Air Force Parachute Team. Parachutes that support the USAF PPP operational objective of tactically employing forces during war and military operations short of war are considered mission parachute systems rather than APS.

Aerial Demonstration—A subset of aviation support, includes virtually every type of aerial participation in public or military events.

Aerial Event—Synonymous with aviation support, comprises static display, flyover, aerial review, and aerial demonstration. Parachutists are principally involved in aerial demonstrations and static displays.

Air Force Parachute Team (AFPT)—The USAF parachute team, popularly known as the “Wings of Blue.” The AFPT has showcased parachute capabilities during aerial events for public and military audiences since 1964.

Capabilities Demonstration or Capabilities Exercise (CAPEX)—Associated with either aircraft or parachutists demonstrating operational equipment and tactics, techniques, and procedures. A CAPEX is a type of aerial demonstration.

Capability Development Document (CDD)—Captures the information necessary to develop a proposed program, and outlines the affordability increment of capability for a spiral acquisition strategy. The CDD provides the operational performance attributes and is updated for each increment so the values only apply to the increment considered.

Combat Capability Document (CCD)—Used to document deficiencies arising during combat or crisis operations. It is used in the Rapid Response Process to accelerate the fielding of critical systems to meet theater-specific wartime needs. The CCD replaced the Combat Mission Needs Statement (C-MNS) and is described in AFI 63-114, *Rapid Response Process*.

Combined Operation—An operation conducted by forces of two or more allied nations.

Drop Zone Controller (DZC)—A qualified individual in charge of a DZ operation who represents the appropriate commander per AFI 13-217.

Free Fall Parachute—A parachute system in which the canopies are deployed by the parachutist during free fall descent.

Incident—Event that affected or could have affected safe operations or the successful completion of any planned airdrop but that did not result in reportable damage.

Initial Capabilities Document (ICD)—Makes a case for a capability to resolve a gap identified by JCIDS analysis. Defines gaps in terms of functional areas, relevant range of military operations, time, obstacles to overcome, and key attributes with appropriate measures of effectiveness, as well as proposes a recommended solution serving as the beginning for analysis of alternatives. Once approved, it is not normally updated.

Joint Capabilities Integration and Development System (JCIDS)—Chairman, Joint Chiefs of Staff system for identifying, assessing, and prioritizing joint military capability needs. It implements a capabilities-based approach to better leverage the expertise in government agencies, industry, and academia to identify improvements to existing capabilities, and to develop new warfighting capabilities. Parachute requirements are generally delegated to the lowest approval level in the process due to the comparatively small force size and low monetary thresholds involved.

Joint Operation—A general term to describe military actions conducted by joint forces or service forces in relationships (i.e., supported, supporting, coordinating), which, of themselves, do not constitute joint forces. In this context, a joint operation is any operation conducted under the authority of a joint commander. When a USAF commander is the supported commander, that commander may have this instruction govern employment of the joint force.

Major Military Command (MMC)—An umbrella term for the Air National Guard, field operating agencies, HQ USAF direct reporting units, and major commands to include Air Force Reserve Command. The Office of Personnel Management defines a MMC as a military organization next below the Departments of the Army, Air Force, or Navy and headed by a flag or general officer who reports directly to the agency headquarters. For purposes of simplicity and applicability, this instruction categorizes the ANG and those FOAs and DRUs not headed by general officers as MMCs.

Malfunction—The failure of a parachute system or piece of equipment to function as it was intended or designed, regardless of whether the failure is attributed to mechanical or human error.

Mean Effective Wind—A theoretical wind of constant velocity and direction, extending from the surface to a predetermined altitude above the ground.

Military Event—An official DoD event conducted in support of an assigned mission, including purposes of esprit-de-corps, primarily for military or civil service personnel, dependents, and limited guests. The event must be hosted on a facility owned, leased, or operated by the DoD.

Mishap—An unplanned occurrence, or series of occurrences, that results in damage or injury.

Office of Primary Responsibility (OPR)—The originating office for a publication. The author of the publication is an individual within the office, in this case the USAF PPPM.

Parachute Badge—A distinctive emblem worn on a member's uniform that signifies attainment of a USAF parachutist rating. Parachutist badges correspond to USAF parachutist ratings and are permanent unless specifically revoked.

Parachute Rating—A classification that represents a member's level of parachute experience. The USAF awards basic ratings by publishing an AO when a member meets the standards and qualification requirements in [Chapter 6](#) and the requirements listed in AFI 11-402 pertaining to length of service and number and type of jumps. The USAF awards advanced ratings to members who attain specified levels of experience.

Pass—An approach made over the DZ by an airdrop aircraft. Several groups or sticks of parachutists may exit on a single pass.

Point of Impact (PI)—The point on the drop zone where the first airdropped parachutist or equipment load is expected to land when the exit is made at the release point.

Public Event—Community relations event not connected with the military functioning of the DoD and intended primarily for non-military audiences. Some examples include military open house events, ceremonies, exhibitions, expositions, athletic contests, fairs, parades, tattoos, airshows, international airshows and trade exhibitions, or similar programs. These events may be on or off-base, CONUS or OCONUS. Public events can be sponsored by either DoD or non-DoD organizations. Military exercises, movements, maneuvers, or operations are not considered to be public events merely on the basis of being incidentally observed by the general public. Such events can be good community relations and recruiting opportunities.

Release Point—The computed point where personnel or equipment should exit the aircraft to land on the target.

Rigger—An individual qualified to inspect, pack, and repair parachutes.

Static Display—A subset of aviation support, the ground display of personnel and equipment that comprise a military capability.

Static Line Parachute—A parachute system in which a line or strap is attached from the parachute to an anchor cable in the aircraft so that, when the jumper exits the aircraft, the parachute is deployed automatically.

Student Authorization—A term used uniquely to define a position that requires parachuting at the USAF Academy that is not subject to the validation process in [paragraphs 3.3, 3.4, or 3.5](#). Personnel in student authorizations are typically cadets, but not universally (e.g. unassigned active duty personnel attending AM-490). Student authorizations are used to place members on active parachute status for the purpose of enrollment in AM-490, AM-491, AM-492, or AM-496. Personnel in student authorizations are not assigned an Aviation Service Code and are not authorized to draw parachute duty pay, however cadets enrolled in AM-491 or higher-level programs are authorized to document parachute jumps in the ARMS operational or training databases in order to ensure compliance with standards, requisite qualifications, and currency. AFPT military staff parachutists occupy valid parachute positions as opposed to student authorizations.

Unilateral Operation—An operation conducted by a single service. In this context, any operation conducted under the authority of a USAF commander where joint participation is incidental to the overall operation.

Attachment 2

AIR FORCE FORMS 4323 AND 922

A2.1. Prescription. This instruction prescribes AF Form 4323, *ARMS Multi-Crew Jump Record*, and AF Form 922, *Individual Jump Record*, as source documents for recording and reporting operational or training jump information for members authorized to take part in parachute operations. These forms constitute the official record of individual jumps for USAF members and are used to substantiate parachute duty pay eligibility for members IAW this instruction.

A2.1.1. AF Form 4323. AF Form 4323 is the primary mechanism for documenting individual parachute jumps made by USAF members and the source document used to update ARMS. AF Form 4323 replaced AF Form 922 as the primary documentation mechanism on July 1, 2003.

A2.1.2. AF Form 922. AF Form 922 is currently utilized to document individual parachute jumps made by USAF members with military agencies outside of the member's unit of assignment or attachment. This form is an alternate method to record individual jump activity for a member who performs several missions, in different aircraft, for different days, and/or with non-USAF organizations. In these cases, AF Form 922 is used as a source document to update ARMS.

A2.2. Additional Form Responsibilities. AF Forms prescribed by this instruction are maintained IAW AFMAN 33-363.

A2.2.1. Jumpmaster.

A2.2.1.1. Prior to the jump, review GO/NO GO data for each parachutist (if not previously authenticated by the organization's ARM) to verify that members meet the standards and qualifications in **Section 6A** and the currency requirements in **Section 7A**.

A2.2.1.2. Ensure the AF Form 4323 (or 922) is dated and properly completed to reflect all pertinent jump types, conditions, and activities/duties for all personnel who are authorized to take part in the jump. Sign the form as the certifying official.

A2.2.1.3. Hand-carry the completed original form to the ARM so the data can be entered in ARMS. Delays in submitting forms may result in parachute duty pay interruption.

A2.2.2. Aviation Resource Management Office.

A2.2.2.1. Ensure a responsible individual audits AF Forms 4323 and 922 for accuracy, enters the data in ARMS, verifies the ARMS data using the daily jump activity summary or browser equivalent, and signs and dates the form before sending it to the HARM. Where local procedures establish the HARM as the auditing agency, the HARM updates, signs, and dates the form.

A2.2.2.2. Maintain the original form in the HARM office that services the unit to which the member is assigned.

A2.2.2.3. Validate proficiency requirements for parachute duty pay purposes.

A2.3. Explanation of Codes. AF Forms 4323 and 922 utilize the following codes to represent pertinent jump types, conditions, and activities/duties:

A2.3.1. Type of Jump.

A2.3.1.1. Administrative (A)—any non-tactical parachute jump accomplished only for proficiency or currency purposes.

A2.3.1.2. High Altitude High Opening (H)—any parachute jump consisting of a preplanned profile including exit, a canopy opening altitude of 6,000 feet AGL or higher, and formation navigation to the drop zone. When the “H” jump type code is used, do not also log “L.”

A2.3.1.3. Ejection Seat (J)—any parachute jump performed during an ejection seat egress, whether accomplished during testing or for emergency purposes.

A2.3.1.4. High Altitude Low Opening (L)—any free fall parachute jump consisting of a preplanned profile including an exit at or above 3,000 feet AGL and free fall to a predetermined opening altitude.

A2.3.1.5. Mass Tactical or Operational (M)—any parachute jump which includes a multi-aircraft formation or simultaneous exits from separate points in the same aircraft (i.e. both troop doors) and that ends with an actual operation/mission or a tactical training event (normally as part of a large-scale airborne assault).

A2.3.1.6. Tactical (T)—any parachute jump that ends with an actual operation/mission or a tactical training event.

A2.3.1.7. Experimental or Test (X)—any parachute jump performed using an uncertified parachute system or piece of equipment as part of an official test, evaluation, or certification process.

A2.3.1.8. Other (Y)—any parachute jump that cannot be categorized by another jump type code. When “Y” is utilized, explain the circumstances in the remarks section.

A2.3.2. Jump Conditions.

A2.3.2.1. Combat (C)—any parachute jump performed under actual combat conditions.

A2.3.2.2. Equipment (E)—any parachute jump where the parachutist deploys with either a load bearing vest/harness, a carbine or larger weapon, or approved equipment affixed at the parachute harness equipment attachment rings (including tandem personnel or oversized cargo). Waist packs, helmet-mounted cameras, flags, streamers, banners, smoke, and other public relations devices are specifically excluded.

A2.3.2.3. Free Fall (F)—any parachute jump performed without the use of a static-line. While parachutists who jump static-line deployed ram air canopies require free fall training and qualification, jumps made on these systems are not logged using the “F” jump condition code.

A2.3.2.4. Night (N)—any parachute jump performed between end of evening nautical twilight and beginning of morning nautical twilight.

A2.3.2.5. Oxygen (O)—any parachute jump performed using an oxygen mask and self-supporting equipment.

A2.3.2.6. SCUBA (S)—any parachute jump performed with the use of an underwater breathing apparatus.

A2.3.2.7. Water (W)—any intentional parachute jump performed into a body of water.

A2.3.3. Jump Activity/Duty.

A2.3.3.1. Student (S or JS)—any parachute jump performed while in training leading to initial qualification. Parachutists who make jumps while obtaining additional/advanced qualifications or certifications should not utilize “S or JS.”

A2.3.3.2. Parachutist (P or JP)—any parachute jump performed while not a student or jumpmaster.

A2.3.3.3. Jumpmaster (M or JM)—any parachute jump performed while serving as either the primary or an assistant jumpmaster. There is no restriction on the number of personnel who can log “M or JM” on a single pass, provided all perform valid primary or assistant jumpmaster functions.

Attachment 3**TEMPORARY PARACHUTE POSITION REQUEST LETTER**

MEMORANDUM FOR [MMC]/A3

FROM: [functional address symbol]

SUBJECT: Temporary Parachute Position Request for [rank, name, social security number]

1. This memorandum requests authorization of a temporary parachute position for [rank, name, DAFSC] from [start date] to [end date] in accordance with AFI 11-410, *Personnel Parachute Operations*, **Chapter 3**.

2. [Justification] MSgt Jennica, a qualified pararescueman, is currently serving outside his DAFSC as the first sergeant for 22 OSS and has been in inactive parachute status (Aviation Service Code 9J) for 12 months. 38 RQS is unable to meet its unit type code requirements in support of an upcoming deployment, and MSgt Jennica will fill a temporary parachute position in support of 38 RQS requirements, if approved.

3. Please direct any questions or concerns to [rank, name] at [email] or DSN [number].

[Unit commander's signature]

[Commander's signature block]

Attachments:

1. AF Form 4322, *Active Parachutist Justification*
2. Parachute Course Qualification Certificates
3. ARMS IDS
4. ARMS JHR

MEMORANDUM FOR [requesting unit]

The subject request is approved/disapproved.

[MMC/A3's signature]

[MMC/A3 signature block]

Attachment 4**RELEASE, INDEMNIFICATION, AND HOLD HARMLESS AGREEMENT AND AGREEMENT NOT TO SUE**

I, _____, hereby certify that I will be participating in parachute activities conducted by or on behalf of the United States Air Force and/or using equipment and aircraft owned or leased by the United States Air Force for parachute activities at the following location:_____. I understand and agree that my participation in these parachute activities and/or the use of United States Air Force owned or leased equipment and aircraft for parachute activities involves the risk of serious bodily injury, death, or damage to property. I fully understand and appreciate the following:

a. The risks associated with parachute activities include, but are not limited to: equipment malfunctions, collision with other participants, collision with trees, power lines, towers, buildings, fences, and other manmade and natural obstructions, impact with terrain/hard landing, drowning, aircraft crash/accident, and high winds or wind gusts.

b. Parachute activities may involve a substantial risk of serious injury, death, or damage to property as a result of my own actions or inactions, the actions or inactions of others including agents, contractors, officers, service members, and employees of the United States Air Force and the United States Government, the conditions of Government facilities and the natural environment, the known or unknown condition of any government-furnished equipment, and the inherent dangers of parachute activities.

c. Parachute activities require me to be in overall good physical health and condition. Persons who are not in overall good physical health and condition should not participate in parachute activities. Participants in parachute activities should consult their physician before engaging in such activities to be certain they are qualified to do so. Anyone suffering from any injuries, conditions, ailments or pre-existing conditions that could affect their qualifications or jump status may not participate.

I hereby declare that I am certified and qualified for the level and type of parachute activities in which I will be participating. [If applicable] My United States Parachute Association (USPA) license number is_____.

In consideration for my participation in these parachute activities and/or use of Air Force owned or lease equipment and aircraft for parachute activities, I voluntarily, willingly, and knowingly ASSUME ANY AND ALL RISKS, known and unknown, in any way associated with these parachute activities.

Furthermore, I, for myself, my heirs, administrators and assigns, hereby RELEASE, INDEMNIFY, AND HOLD HARMLESS the United States Air Force, the United States Government, and/or any of their officers, agents, or employees, acting officially or otherwise, from and against any claims, demands, actions, liens, rights, subrogated or contribution interests, debts, liabilities, judgments, costs, and attorney's fees, arising out of, claimed on account of, or in any manner predicated upon my participation in these parachute activities and/or use of United States Air Force owned or leased equipment and aircraft for parachute activities, including any

loss or damage to property or the personal injury or death of any person, including myself, which may occur as a result of my participation in these parachute activities, even where that loss, personal injury, or death is caused or contributed to, in any manner, by the United States Government.

I, for myself, my heirs, administrators and assigns, hereby covenant and agree that I will never institute, prosecute, or in any way aid in the institution of any demand, claim, or suit against the United States Government for any destruction, loss, or damage to property, personal injury or death which may occur as a result of my participation in these parachute activities and/or use of United States Air Force owned or leased equipment and aircraft.

This Release, Indemnification, Hold Harmless Agreement and Agreement Not to Sue shall be interpreted according to federal law. It is to be construed as broadly and inclusively as permitted by relevant federal law. If any portion of this document is held to be invalid, the balance shall continue in full force and effect.

The term "United States Government" as used herein includes the United States Air Force, the United States Government, and/or any of their officers, agents, or employees, acting officially or otherwise.

PARTICIPANT'S SIGNATURE

DATE