

**BY ORDER OF THE COMMANDER
AIR EDUCATION AND TRAINING
COMMAND**



AIR FORCE INSTRUCTION 33-150

**AIR EDUCATION AND TRAINING
COMMAND
Supplement**

19 SEPTEMBER 2012

Communications and Information

**MANAGEMENT OF CYBERSPACE
SUPPORT ACTIVITIES**

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RELEASABILITY: There are no releasability restrictions on this publication

OPR: HQ AETC/A6OC

Certified by: HQ AETC/A6
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Pages: 6

This supplement implements and extends the guidance of Air Force Instruction (AFI) 33-150, *Management of Cyberspace Support Activities*. This supplement describes AETC's procedures for use in conjunction with basic AFI. This supplement applies to all AETC organizations and functions that manage or perform organizational or intermediate-level maintenance on communications-electronics (C-E) systems, equipment, and circuits, to include field operating agencies, AETC-gained Air Force Reserve Command (AFRC) units, and AETC Air National Guard (ANG) units. This publication may not be supplemented. No waivers will be granted for any part of this publication. Changes to the procedures in this publication are not authorized without approval of HQ AETC/A6OC. After approval by the appropriate group commander (or squadron commander, if not assigned to a group), send recommendations for change or comments to this *supplement* using the AF Form 847, *Recommendation for Change of Publication*, to HQ AETC/A6OC, 61 Main Circle, Ste 2, Randolph AFB TX 78150-4545. Similarly, send recommended changes or comments to the *basic AFI* through HQ AETC/A6OC for forwarding to SAF/A6ONI. Ensure that 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/afirms/afirms/afirms/rims.cfm>. See Attachment 1 for a glossary of references and supporting information.

2.9.14. (Added) Waivers concerning Air Traffic Control and Landing Systems (ATCALs) equipment or infrastructure will be submitted to HQ AETC/A6OC for review and action. This includes any waivers that have implications to equipment configuration.

2.9.15. (Added) Ensure units manage auxiliary power and uninterruptible power supply (UPS) systems supporting C-E equipment in the same manner as other communications systems. When maintenance requirements are not within the capability of the communications unit or other wing organizations, establish a service contract or other means to ensure both scheduled and unscheduled maintenance requirements are met.

2.9.16. (Added) Appoint in writing a grounding and lightning protection monitor for each base communications maintenance flight. This monitor will verify that all required documentation is available in accordance with AFI 32-1065, Grounding Systems, when grounding and lightning protection systems are checked. All documentation will be posted in the respective facility historical data file and the monitor will ensure required intervals for checks are maintained."

2.11.13. (Added) Prepare and maintain a master preventive maintenance inspection (PMI) schedule for commercial off-the-shelf (COTS) equipment whose technical, commercial, or user's manual suggests or mandates preventative maintenance routines.

2.11.14. (Added) Unit ATCALs maintenance Communications Focal Point (CFP) function must notify HQ AETC within 1 hour of a "RED" outage start time. A "RED" outage is defined as ATCALs or weather equipment unusable or unable to perform the assigned mission. This notification will be via the Web-based ATCALs tracker located at <https://www-r.aetc.af.mil/sc/atcals/Atcals.asp>. If the Web or Web link is unavailable, units should e-mail HQ AETC/A6OC (aetca6ocall@us.af.mil) or telephone HQ AETC/A6OC. Table 2.1 (Added) identifies systems that require outage reporting. Any commissioned mobile or tactical system providing (on an interim basis) the same capability as the systems listed in Table 2.1 (Added) also require outage reporting.

2.11.15. (Added) ATCALs Tracker reports will include the mission impact as determined by the user, operator, or flying community point of contact (for example, tower chief, RAPCON chief). Mission impact is considered "MINIMAL" if there is little to no effect on the flying mission, "SIGNIFICANT" if the flying mission is impacted (for example, lost sorties or training), or "CRITICAL" if the flying mission cannot be performed (for example, airfield is closed) as determined by the operator or user IN TERMS OF THE EQUIPMENT OUTAGE.

NOTE: If the mission impact is determined to be SIGNIFICANT or CRITICAL and the outage is 4 hours or longer, higher headquarters reporting IAW AFI 10-206 is required. This reporting does not replace reporting under the Equipment Status Reporting (ESR) Subsystem of the Integrated Maintenance Data System (IMDS).

2.11.16. (Added) Units will update HQ AETC/A6OC within 1 hour of a status change (according to the process outlined in paragraph 2.11.14 (Added) when new information becomes available or when a system, equipment, or supply status changes, to include an outage closure and a fix action.

Table 2.1. Systems Requiring Outage Reporting. (Added)

I T E M	Name of System	Nomenclature
1	Airport Surveillance Radar	(ASR) AN/GPN-30
2	Combined VOR and TACAN (VORTAC)	AN/FRN-43
3	Instrument Landing System (ILS)	AN/GRN-29/30/31 legacy and V1
4	Precision Approach Radar (PAR)	AN/GPN-22
5	Enhanced Terminal Voice Switch (ETVS)	AN/FSC-127
6	Radar Approach Control (RAPCON) and/or Control Tower Standard Terminal Automation Replacement System (STARS)	AN/FSQ-204
7	Storm Detection Radar	(NEXRAD) WSR-88D
8	Tactical Air Navigation (TACAN)	AN/FRN-45
9	Very High Frequency Omnidirectional Range (VOR)	AN/FRN-44
10	Automatic Meteorological Station (AMS)	AN/FMQ-19
11	Giant Voice	

2.11.17. **(Added)** For ATCALs facility reference data collection in accordance with T.O. 00-33A-1001, all facility parameters will remain at established reference values, plus or minus applicable tolerances in equipment technical orders. If any reference values change as a result of maintenance actions, parts replacement, and/or flight inspection, the work center NCOIC will:

2.11.17.1. **(Added)** Ensure a complete data collection is performed within 24 hours. This includes all data required on current reference/PMI data forms for respective equipment.

2.11.17.2. **(Added)** Any changes made to data will be plainly marked with an asterisk to all affected values and a complete explanation of why the reference data was changed will be entered into the remarks block of the reference/PMI data form

2.11.17.3. **(Added)** A copy of the new reference data AND a copy of the old reference data will be submitted to HQ AETC/A6OC for review and approval. ALL REFERENCE DATA WILL BE APPROVED IN WRITING BY HQ AETC/A6OC. ANY REFERENCE DATA THAT IS NOT APPROVED IS INVALID.

2.11.17.4. **(Added)** When new reference data is approved by HQ AETC/A6OC, copies will be returned to the work center and IMMEDIATELY filed in the respective section of the facility data folder. This will include a copy of the correspondence provided by HQ AETC/A6OC specifying that the new reference data is approved.

2.11.17.5. **(Added)** Superseded data should be retained in the work center equipment historical file for at least 2 years for trend analysis.

NOTE: This requirement does not apply to any new equipment remotely maintained by the Regional Maintenance Center (RMC) under the ATCALs Modernization program.

2.12.11. Any SLAs, MOAs, MOUs concerning ATCALs and/or weather equipment in any way will be forwarded to the ATCALs CFP function and the ATCALs work center for review and action.

2.12.16. **(Added)** The unit Communications Focal Point (CFP) will report **ANY AND ALL** equipment malfunctions and/or failures of the base GIANT VOICE system in the ATCALs TRACKER (see Table 2.1, item 11 and paragraph 2.11.14). THE GIANT VOICE SYSTEM **DOES NOT** NEED TO BE COMPLETELY INOPERATIVE FOR A REPORT TO BE GENERATED; A REPORT IS REQUIRED FOR ANY FAILURE. The report will include the details of the malfunction/failure and the total cost of the repair.

MONA LISA D. TUCKER, Colonel, USAF
Director of Communications

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

AFI 10-206, *Operational Reporting*, 6 September 2011

AFI 32-1065, *Grounding Systems*, 1 October 1998

AFI 33-150, *Management of Cyberspace Support Activities*, 30 November 2011

AFMAN 33-363, *Management of Records*, 1 March 2008

MPTO 00-33A-1001, *General Communications Activities Management Procedures and Practice Requirements*, 1 October 2011

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*, 22 September 2009

Abbreviations and Acronyms

AETC— Air Education and Training Command

AF— Air Force (as used in forms)

AFI—Air Force Instruction

AFMAN— Air Force Manual

AFRC— Air Force Reserve Command

AMS—Automatic Meteorological Station

ANG—Air National Guard

ASR—Airport Surveillance Radar

ATCALs—Air Traffic Control and Landing Systems

ATCRBS—Air Traffic Control Radar Beacon System

C-E—Communications-Electronics

CFP—Communications Focal Point

COTS—Commercial-off-the-shelf

DBRITE—Digital Bright Radar Indicator Tower Equipment

ESR—Equipment Status Reporting

ETVS—Enhanced Terminal Voice Switch

HQ—Headquarters

IAW—In Accordance With

IMDS—Integrated Maintenance Data System

ILS—Instrument Landing System

MOA—Memorandum of Agreement

MOU—Memorandum of Understanding

MPA— Military Personnel Appropriation

MPTO—Methods and Procedures Technical Order

NEXRAD—Next Generation Weather Radar

PAR—Precision Approach Radar

PIDP— Programmable Indicator Data Processor

PMI—Preventative Maintenance Inspection

RAPCON—Radar Approach Control

SLA—Service Level Agreement

STARS—Standard Terminal Automation Replacement System

TDW— Tower Display Workstation

TACAN—Tactical Air Navigation System

VOR—Very High Frequency Omnidirectional Range

VORTAC—Very High Frequency Omnidirectional Range and Tactical Air Navigation System in combined facility