

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



**AIR FORCE INSTRUCTION 36-2818**

**AIR EDUCATION AND TRAINING  
COMMAND  
Supplement**

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**Personnel**

**THE USAF LOGISTICS AWARDS  
PROGRAM**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This supplement implements and extends the guidance of AFI 36-2818, *The USAF Logistics Awards Program*. This supplement applies to all personnel in maintenance career fields in both Air Education and Training Command (AETC) units and Air Force Reserve Command Classic Associate units. This publication requires the collecting and keeping of information protected by the Privacy Act of 1974 authorized by Title 10, United States Code, Section 8013. System of records notice F036 AFPC V, Awards and Decorations, applies. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using Air Force Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the appropriate functional's chain of command. This publication may be supplemented at the group/director level. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (T-2, T-3) number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority.

## ***SUMMARY OF CHANGES***

This publication has been substantially revised and must be completely reviewed. Major changes include updated paragraph numbering to coincide with AFI 36-2818 dated March 2015, submission dates, addition of a new MAJCOM Award, and clarification of Maintenance Effectiveness Award nominations for subordinate units included in the Daedalian nomination.

**5. 1.1.2.** Units are allowed only one nomination per wing per category. The wing commander or equivalent will approve wing nominees. The commander or equivalent will submit a memorandum to HQ AETC/A4MMR listing all submissions, including the category, name (if applicable), and unit. **(T-2).**

5.1.2.1. This award is restricted to individuals who are in aircraft maintenance Air Force Specialty Codes (AFSCs) (2AXXX, 2PXXX, 2RXXX, or 2WXXX) and assigned to a maintenance group (MXG), aircraft maintenance squadron (AMXS), maintenance squadron (MXS), component maintenance squadron (CMS), or equipment maintenance squadron (EMS). Individuals who are in maintenance AFSCs but are assigned to units whose primary mission is other than sortie generation or operational maintenance missions are ineligible. Specifically excluded from consideration are individuals assigned to technical training organizations (wings, groups, squadrons, or detachments), the Inter-American Air Forces Academy (IAAFA), studies and analysis squadrons (SAS), recruiting, and Contracting Officer's Representatives (COR) positions. **(T-2).**

5.1.2.3. Units will submit packages electronically to HQ AETC/A4MMR no later than 23 June. **(T-2).**

5.1.3.1. This award is restricted to individuals who are in aircraft maintenance AFSCs (2AXXX, 2PXXX, 2RXXX, or 2WXXX) and assigned to a MXG, AMXS, MXS, CMS, EMS, or civil service equivalent. Individuals who are in maintenance AFSCs but are assigned to units whose primary mission is other than sortie generation or operational maintenance missions are ineligible. Specifically excluded from consideration are individuals assigned to technical training organizations (wings, groups, squadrons, or detachments), IAAFA, SAS, recruiting, and COR positions. **(T-2).**

5.1.3.3. Units will submit packages electronically to HQ AETC/A4MMR no later than 3 November. **(T-2).**

5.1.4.1. This award is restricted to individuals who are in a maintenance AFSC or civil service equivalent and assigned to an operational unit. Individuals who are in maintenance AFSCs but are assigned to units whose primary mission is other than sortie generation or operational maintenance missions are ineligible. Specifically excluded from consideration are individuals assigned to technical training organizations (wings, groups, squadrons, or detachments), IAAFA, SAS, recruiting, and COR positions. **(T-2).**

5.1.4.3. Units will submit packages electronically to HQ AETC/A4MMR no later than 5 January. **(T-2).**

## 5.2. (Added) AETC Maintenance Operations/Support Professional Award.

5.2.1. **(Added)** Background. This AETC award recognizes the outstanding performance of personnel assigned to aircraft maintenance units who are not involved with direct, on- and off-equipment aircraft maintenance activities. Personnel assigned to maintenance operations or support sections/activities such as Maintenance Operations Center, Maintenance Training Flight, Quality Assurance, Plans & Scheduling, Analysis, Technical Order Distribution Office/Administration, Debriefing, Technical Administration, COR positions, etc. are eligible for this award. Award packages for personnel nominated will be submitted per guidelines in paragraph **5.1.1.3 (T-2)**.

5.2.2. **(Added)** Award period. The award covers the fiscal year (1 Oct – 30 Sep). **(T-2)**.

5.2.3. **(Added)** Submission. Units will submit packages electronically to HQ AETC/A4MMR no later than 3 November. **(T-2)**.

5.2.4. **(Added)** This award is restricted to individuals who are in a maintenance AFSC or civil service equivalent and assigned to an operational unit. Individuals who are in maintenance AFSCs but are assigned to units whose primary mission is other than sortie generation or operational maintenance missions are ineligible. Specifically excluded from consideration are individuals assigned to technical training organizations (wings, groups, squadrons, or detachments), IAAFA, SAS, and recruiting. **(T-2)**.

5.2.5. **(Added)** Categories. See **Table 5.2**

**Table 5.2. (Added) AETC Maintenance Operations/Support Professional Award Categories**

Category	Eligible Personnel
Field Grade Officer	Maj – Lt Col
Company Grade Officer	2d Lt – Capt
Civilian Manager	GS-7 – GS-15; WG-12 – WG-15; WS-8 – WS-19; WL-6 – WL-15
Civilian Technician	GS-1 – GS-6; WG-1 – WG-11; WS-1 – WS-7; WL-1 – WL-5
SNCO	MSgt – CMSgt
NCO	SSgt – TSgt
Amn	AB – SrA

5.2.6. **(Added)** Winner Selection/Notification. AETC/A4MMR will designate a board president to chair an awards board to review all nominations and select one winner per category. AETC/A4 reviews board results, approves winner and notifies the units by message. **(T-2)**.

5.2.7. **(Added)** Award Presentation. Certificates and congratulatory letters will be mailed to the units for wing presentation. **(T-2)**.

7.1.1.3. Subordinate units of Daedalian Trophy nominees may be submitted for the Maintenance Effectiveness Award in the appropriate category.

7.1.1.5. Units will submit packages electronically to HQ AETC/A4MMR no later than 15 October. **(T-2)**.

7.1.2.6. Units will submit packages electronically to HQ AETC/A4MMR no later than 10 November. **(T-2)**.

GILBERT J. MONTOYA, SES  
Director of Logistics, Engineering and Force  
Protection

**Attachment 1**

**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

***Prescribed Forms***

No forms are prescribed by this supplement

***Adopted Forms***

No additional forms are adopted by this supplement

***Abbreviations and Acronyms***

**AMXS**—aircraft maintenance squadron

**CMS**—component maintenance squadron

**COR**—contractor officer representatives

**EMS**—equipment maintenance squadron

**IAAFA**—Inter-American Air Forces Academy

**MXG**—maintenance group

**QAR**—quality assurance representative

**SAS**—studies and analysis squadron