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SECRETARY OF THE AIR FORCE**

**AIR FORCE INSTRUCTION 11-301,  
Volume 3**



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***Flying Operations***

**AIRCREW FLIGHT EQUIPMENT (AFE)  
CONTINGENCY OPERATIONS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This volume implements Air Force Policy Directive (AFPD) 11-3, *Aircrew Flight Equipment*, and compliments AFI 11-301, Volume 1, *Aircrew Flight Equipment (AFE) Program*. It directs the management of US Air Force (USAF), Air National Guard (ANG) and Air Force Reserve Command (AFRC) AFE personnel (to include DOD and contract civilians) and describes objectives, responsibility, and operations in support of contingencies in a deployed environment. It specifies minimum administrative, procedural and operational performance and management standards for services provided by all USAF AFE facilities, including USAF contracted AFE locations where the USAF has functional oversight responsibility. This publication may be supplemented at any level, but all direct supplements must be routed for coordination prior to certification and approval to the OPR of this publication and HQ AFE SharePoint® checklists, HQ USAF/A3OI. Send comments and suggested improvements to this instruction on an Air Force (AF) Form 847, *Recommendation for Change of Publication*, through the chain of command, in accordance with (IAW) Air Force Instruction (AFI) 33-360, Volume 1, *Publications and Forms Management*, to HQ USAF/A3OI, 1480 Air Force Pentagon, Washington DC 20330-1480. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, and 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. Requests for waivers must be submitted through the chain of command to the appropriate Tier waiver approval authority. Intervening levels will evaluate all recommendations and forward the AF Form 847 to the next echelon. Ensure that all records created because of processes prescribed in this publication are maintained IAW Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW the

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## Chapter 1

### OVERVIEW

**1.1. Mission.** Provide a safe and effective Aircrew Flight Equipment (AFE) Contingency Operations program. Protect and sustain the lives of aircrew members and AFE personnel during contingency operations.

**1.2. Program Objectives:**

1.2.1. Develop and prepare Aircrew Flight Equipment Superintendents (AFES), supervisors and technicians, to support, conduct, and sustain operations during exercises and real world contingencies.

1.2.2. Aid in preparation, deployment, employment, and recovery of personnel and equipment to support the full range of operational environments.

**1.3. Operational Environment**

1.3.1. An operational environment (OE) is a compilation of interrelated conditions, circumstances, and influences that affect the employment of capabilities and bear on decisions. An assessment of the OE consists of a detailed analysis of the aircrew chemical, biological, radiological, and nuclear (ACBRN) threats and hazards and the political, military, economic, social, information, infrastructure, physical environment and time (PMESII-PT) variables.

1.3.2. Threat and Hazard Assessments are used to assist commanders and planning functions in determining what threats or hazards may be faced at an installation or a deployed location.

1.3.3. PMESII-PT is a joint systems approach that allows commanders, planners, and support staff to understand the OE. The PMESII-PT variables provide a framework for understanding, characterizing, and managing ACBRN threats and hazards specific to an OE.

1.3.4. It is imperative that AFE personnel understand the OE to ensure proper equipment is deployed and postured appropriately to support AFE and customer needs. Unit Intelligence activities provide the proper resources to gain this knowledge needed to support deployed operations.

1.3.5. When deploying into a CBRN area or OE refer to AFMAN 11-301, *Aircrew Flight Equipment (AFE) Operations in a Chemical, Biological, Radiological, and Nuclear (CBRN) Environment*.

**1.4. Communications:**

1.4.1. All subordinate units will ensure AFE matters, including requests for waivers and any other communications are accomplished IAW AFI 11-301, Volume 1, *Aircrew Flight Equipment (AFE) Program*. (T-2)

1.4.1.1. Access to an organizational and/or individual secure internet protocol router (SIPR) account is required for the AFE superintendent to respond to classified correspondence (home station and deployed locations). (T-2)

1.4.2. Units will periodically check the HQ USAF/A3OI SharePoint® and their respective MAJCOM SharePoint® to ensure receipt of all applicable information. (T-2)

## Chapter 2

### RESPONSIBILITIES

**2.1. Shared Responsibilities.** See AFI 11-301, Volume 1, AFI 11-301, Volume 2, *Maintenance and Configuration Requirements for Aircrew Flight Equipment (AFE)* and AFMAN 11-301, for additional responsibilities.

**2.2. Director of Future Operations (HQ USAF/A35) through Total Force Integration Division (HQ USAF/A3OI).**

2.2.1. Approve new AFE Unit Type Codes (UTC).

2.2.2. See AFI 11-301, Volume 1, for additional responsibilities.

**2.3. MAJCOM/A3Ts and ANG/A3Ts or equivalent:**

2.3.1. Establish command-specific supplement (if required) and route to HQ USAF/A3OI.

2.3.2. Review Operation Plans (OPLANs), AFI 10-201, *Status Of Resources And Training System*, and AFI 10-401, *Contingency Plans Management*, requirements.

2.3.3. Ensure standardized guidance is provided to the maximum extent possible for mobility and ACBRN operations at bare-base and unit-exercise locations.

**2.4. Expeditionary Group (EG) Commander or ARC Equivalent:**

2.4.1. Ensure an AFE QA program is established IAW AFI 11-301, Volume 1. (T-2)

2.4.2. Ensure AFE facilities meet standards in AFI 32-1024, *Standard Facility Requirements*, and AFH 32-1084, *Facility Requirements*. Ensure all AFE items are stored/maintained within approved AFE facilities and IAW applicable technical data. (T-2)

2.4.3. Ensure AFE personnel are available to perform mission-essential duties to sustain AFE operations (i.e., AFE issue, fitting and inspection, aircraft-installed AFE configurations, pre-deployment AFE briefings, Aircrew Contamination Control Area (ACCA) operations, flight equipment contamination mitigation, etc.). Ensure AFE personnel are not assigned duties that will detract from wartime proficiencies and requirements. These requirements also apply to Inspector General Exercises (IGX), Operational Readiness Exercises (ORE), Mobility Exercises (MOBEX), Readiness Assistance Visits (RAV), and generation exercises as AFE skill sets are critical to contingency operations. (T-2)

2.4.4. Ensure standardized guidance is provided for aircraft and AFE configurations, mobility and ACBRN operations at bare-base and unit exercise locations. Standardized guidance will be provided to the maximum extent possible. (T-2)

2.4.5. Ensure AFE functions are advised of changes to applicable contingency plans and operations in time to ensure required equipment is available for use during deployment.

2.4.6. Ensure all aircrew and passengers wear or have readily available gear on aboard the aircraft required to safely support inflight emergency and aircraft egress procedures. In no case will equipment worn or carried on aircraft be less than that prescribed by AFI 11-202, Volume 3, *General Flight Rules*, AFI 11-2MDS, Volume 3, and AFI 11-301, Volume 2, unless prescribed by theater Special Instructions (SPINS). (T-1)

2.4.7. Ensure only flight clothing and AFE items approved safe-to-fly and authorized by the Air Force Equipment Management System (AFEMS), AFLCMC, TOs, aircraft-specific manuals and AFI 11-301, Volume 1, are utilized for flight operations. (T-1)

2.4.8. Monitor TO/AFI directed local manufacture duties assigned to the AFE Flight (i.e., aircraft refurbishments, non-TO and non-AFI directed fabrications/repairs, etc.). The EOG/CC is the approval authority for all work order requests of this nature as related to the AFE Flight. (T-2)

2.4.9. See OG Commander Responsibilities in AFI 11-301, Volume 1, for additional EOG Commanders or ARC Equivalent Responsibilities.

## **2.5. Operations Support Squadron Commanders or equivalent:**

2.5.1. Ensure AFE personnel are trained and certified on deployment logistics, preparation, deployment, employment, AFE contingency operations, ACBRN operations, Aircrew Contamination Control Area (ACCA) processing and procedures, Aircrew Mission Oriented Protective Posture (MOPP) levels, Counter-Chemical Warfare (C-CW) Concept of Operations (CONOPS), Counter-Biological Warfare (C-BW) CONOPS, and actions to support assigned Unit Type Code (UTC). (T-2)

2.5.2. Ensure HQ USAF/A3OI AFE SharePoint® checklists are utilized to ensure AFE personnel and/or equipment is available and prepared to support all phases of unit tasking's. (T-2)

2.5.3. Ensure AFE deploying personnel are trained to process and handle hazardous cargo IAW AFMAN 24-204, *Preparing Hazardous Materials for Military Air Shipments*. (T-3)

2.5.4. Ensure copies of Safety Data Sheets (SDS) are available for items shipped to deployed locations. (T-3)

2.5.5. Ensure all AFE personnel are current in ancillary training requirements. (T-3)

2.5.6. Ensure all tasked AFE personnel are qualified on all line remark items and mission specific equipment and programs such as programming, loading, and maintenance of survival radios, global positioning systems, aircrew laser eye protection, munitions, supply, Test, Measurement, and Diagnostic Equipment (TMDE), communications security (COMSEC) handling and procedures and Technical Orders prior to deployment. (T-2)

2.5.7. Secure funding and prioritize specific formal training requirements associated with each UTC (e.g., CSEL and AFE Deployed Leadership Course). Airmen requiring UTC-specific training will be required to accomplish training prior to tasked deployment date or upon entering their scheduled vulnerability period. (T-2)

2.5.8. See OSS Commander Responsibilities in AFI 11-301, Volume 1, for additional EOSS Commander Responsibilities.

## **2.6. Expeditionary Operations Support Squadron Commanders:**

2.6.1. Keep AFE personnel abreast of the existing and forthcoming contingencies and commitments. (T-3)

2.6.2. Identify and report equipment, personnel, and training shortages resulting in total mission impairment up the deployed chain of command to ensure force providers, MAJCOM

tasking Functional Managers (FAM), and MAJCOM AFE staffs can provide replacement/sufficient requirements. (T-2)

2.6.3. See Commander Responsibilities in AFI 11-301, Volume 1, for additional Commander Responsibilities.

## **2.7. Aircrew Flight Equipment Officer (AFEEO) and AFE Superintendent:**

2.7.1. Ensure all personnel are familiar with and understand requirements as defined in this publication. (T-3)

2.7.2. Review applicable Design Operational Capability (DOC) statements and OPLANs. Identify and report equipment, personnel, and training shortages resulting in total mission impairment through the reporting process IAW AFI 10-201, Status of Resources and Training System, Defense Readiness Reporting System (DRRS) and the Air Expeditionary Reporting Tool (ART). (T-2)

2.7.2.1. Ensure personnel are fully qualified IAW Career Field Education and Training Plan (CFETP) 1P0X1, *Aircrew Flight Equipment*, before reporting them as mission ready. (T-2)

2.7.2.2. Ensure any mission affecting shortfalls/limiting factors (LIMFAC) are submitted to appropriate war plans office/MAJCOM AFE. (T-2)

2.7.3. Ensure mobility packages/logistics details (LOGDET) comply with UTC. (T-3)

2.7.4. Ensure items listed in Logistics Module (LOGMOD) and packing lists are on-hand and serviceable. Units will create local procedures to ensure inventory control and that all required items are on hand and easily located. (T-3)

2.7.4.1. For units with a mobility commitment, ensure unit has enough personnel trained (initially qualified to process hazardous cargo and subsequent refresher training every 24 months IAW AFMAN 24-204, and applicable directives) to fill at least 50% of funded positions.

2.7.5. Ensure unit is prepared to comply with Area of Responsibility (AOR) Special Instructions (SPINS) and reporting instructions. (T-2)

2.7.6. Review support plans for deployable locations to ensure all required equipment is available or deployed as part of the LOGDET. (T-3)

2.7.7. At least annually, review UTCs, OPLANs, and mobility position assignments to ensure that the unit's tasking and manning is adequate to support changes in unit's mission. (T-2)

2.7.8. Ensure AFE that is aircraft installed, issued, or located in mobility bins that are being sent to a deployed location have accompanying shop inspection cards or forms, to include In-process Inspections (IPI) forms. (T-2) Inspection cards or forms may be sent electronically when feasible.

2.7.9. See AFEEO and AFE Superintendent in AFI 11-301, Volume 1, for additional responsibilities.

## **2.8. Expeditionary AFE Superintendent:**

2.8.1. Ensure all personnel are familiar with and understand requirements as defined in this publication. (T-3)

2.8.2. Review applicable Design Operational Capability (DOC), OPLAN, and deployed Expeditionary Support Plans (ESP). Identify and report equipment, personnel, and training shortages resulting in total mission impairment up to the deployed chain of command to ensure force providers, MAJCOM tasking Functional Managers (FAM) and MAJCOM AFE, staffs can provide replacement/sufficient requirements. (T-2)

2.8.3. Ensure compliance with Area of Responsibility (AOR) SPINS and reporting instructions. (T-2)

2.8.4. Review base support plans for deployable locations and ensure inbound units are aware and prepared for deployment operations. (T-3)

2.8.5. Coordinate with appropriate wing agencies to ensure AFE requirements are sustained during deployment or contingency operations (i.e., LRS, hospital, medical supply, Munitions Accountable Systems Officer (MASO), emergency management, etc.). Refer to AFI 11-301, Volume 1, for a listing of standard support agencies. (T-2)

2.8.6. Coordinate with (CE) Readiness and Emergency Management Flight (R&EM) who provides guidance and information on ACCA site selection, hazard area/sectors, meteorological factors, and to ensure all requirements are on hand/available for deployment operations. (T-3)

2.8.7. AFE personnel will coordinate ACCA requirements (waste removal, electrical, water, bleach, lighting, trash disposal, etc.) with CE Environmental and Operational personnel per AFMAN 10-2503. (T-3) **Note:** Waste removal and control is a combined effort. AFE personnel must establish procedural handling and storage requirements for all contaminated items IAW the disposal criteria set forth by CE. (T-3)

2.8.8. AFE supervisors and managers should periodically review UTCs, OPLANs, Deployed Location Base Support Plans, and mobility position assignments to ensure that the unit's tasking and manning is adequate to support changes in the mission. (T-2)

2.8.9. Identify personnel to be utilized to backfill deployed manning, if needed, and ensure these individuals are prepared for short notice deployment. This is an essential part of contingency planning. (T-2)

## **2.9. Pilot and Non-pilot Units:**

2.9.1. Pilot Unit. Ensure AFE UTC pilot unit personnel are trained and certified using the AFE UTC Certification Checklist and PowerPoint located on the USAF AFE SharePoint®. Pilot units must comply with responsibilities IAW AFI 10-401. (T-2)

2.9.1.1. Pilot and non-pilot units are required to procure and maintain equipment and supplies listed in all unit postured UTC Logistics Detail (LOGDET) and ensure AFE personnel possess the skills necessary when filling tasked UTC unit line numbers (ULN). LOGDETS must sustain 30 days of bare base operations to support contingency and wartime missions. Units should consider impact of surge operations during initial 30 days and the impact on consumables. All units postured against UTCs will be familiar with the Manpower and Equipment Force Package (MEFPAK) Tool and the Posturing Analysis Tool (PAT) to assist with understanding UTC commitments and requirements.

Units must be able to delineate between lead and follow-on UTCs, variances of equipment-personnel UTCs, personnel-only UTCs, and equipment-only UTCs. (T-2)

2.9.1.2. To effectively coordinate and maintain UTCs, pilot units must know by unit designation and location all non-pilot units postured against the same UTC. Pilot units are identified in the MEFFPAK. Coordinate LOGDET change requests through respective MAJCOM AFE POCs using the LOGDET review process IAW AFI 10-401. (T-2)

2.9.1.3. Pilot units will review assigned UTC Mission Capability (MISCAP) Statements, LOGDETs, and manpower data on a biennial basis. Reviews can be more frequent when changes to Allowance Standards, aircraft configurations, funded manpower, and governing instructions occur. Coordinate reviews and changes with non-pilot units. Units require MAJCOM approval to deviate from pilot unit UTC requirements. This includes additions, substitutions, and use of non-standard equipment. Coordinate requests through respective MAJCOM AFE POCs. (T-2)

2.9.1.4. Pilot units must send biennial review change proposals to all non-pilot units for review in Comment Resolution Matrix (CRM) format for adjudication. (T-2)

2.9.1.5. At a minimum, pilot unit superintendents will have 30 days to review non-pilot submissions. (T-2)

2.9.1.6. Pilot units adjudicate all non-pilot unit inputs and provide justification for acceptance or rejection. The goal is a uniform package for all units using the equivalent UTCs. (T-2)

2.9.1.7. Attendance at pilot unit workshops or teleconferences/Defense Collaboration Services (DCS) by all non-pilot units is critical. Pilot units will schedule/invite attendees 6 months out from event date to ensure maximum participation from non-pilot units. (T-2)

2.9.1.8. Workshop/teleconference agenda should be distributed a minimum of one month in advance.

2.9.1.9. Pilot units should coordinate and lead the agenda and invite owning MAJCOM Functional Managers.

2.9.1.10. In addition to maintenance equipment and supplies, portable/deployable equipment racks, workbenches, parachute packing tables, temperature/humidity detection device and storage bins will be included in the mobility package, as LOGDET/MISCAP requires. (T-3)

2.9.2. Non-pilot Unit. Ensure AFE UTC non-pilot unit personnel are trained and certified using the AFE UTC Certification Checklist and PowerPoint located on the USAF AFE SharePoint®. Non-pilot units must comply with responsibilities IAW AFI 10-401. (T-2)

2.9.2.1. Non-pilot units must know who the pilot unit is for their respective UTC. (T-2)

2.9.2.2. Non-pilot units will coordinate on pilot unit reviews and changes. Provide coordination on these submissions within 30 days back to the pilot unit. (T-3)

2.9.2.3. Non-pilot units will participate in pilot unit workshops or teleconferences/Defense Collaboration Services (DCS). (T-2)

**2.10. AFE Supply Custodians:**

2.10.1. Ensure all Equipment Authorization Inventory Data (EAID) reportable equipment items contained within AFE UTC LOGDETs are designated as Use Code A Mobility and reflect the correct UTC on the Custodian Account/Custodian Receipt Listing (CA/CRL). (T-2)

2.10.2. See Supply Accounts paragraphs in AFI 11-301, Volume 1, and AFI 23-101, *Material Management*, for additional responsibilities.

**2.11. Deployed AFE Supply Custodians:**

2.11.1. Ensure all deployed equipment transferred to deployed account or in deployment status is monitored for serviceability and accountability. (T-2)

2.11.2. Ensure mobility packages that contain accountable equipment are kept secure and monitored to ensure equipment items are prepared for operational requirements. (T-2)

2.11.3. Upon arrival of deployed assets/mobility bins, perform inventory to ensure all required assets are on hand and serviceable. Report shortages to Flight NCOIC and deployed AFES.

2.11.4. Ensure accountable equipment that is issued to unit aircrew is tracked on an AF IMT 1297, *Temporary Issue Receipt*, or other authorized forms. (T-2)

2.11.5. Transfer accountable equipment from deployed account to original owners account through redistribution order (RDO) process in a timely manner. (T-2)

**2.12. Aircrew Members Responsibilities:** The term aircrew includes the total complement of rated personnel (pilots, navigators, air battle managers, and flight surgeons), career enlisted aviators (1AXXX Air Force Specialty Codes), nonrated aircrew (K-, Q-, or X-prefixed Air Force Specialty Code), personnel responsible for the safe ground and flight operation of the aircraft and onboard systems, and personnel responsible for airborne duties essential to accomplishment of the aircraft's mission IAW AFD 11-4, *Aviation Services*. (T-2)

2.12.1. Sign an AF IMT 1297 or other authorized form for items that are removed from AFE and issued for use during daily operations. (T-2)

2.12.2. Securely store/safeguard all issued AFE and ACBRN to prevent damage or theft. Ensure storage location is in a cool dry place out of direct sunlight and not in an area susceptible to excessive heat build-up (e.g., vehicle trunk). (T-2)

2.12.3. Perform preflight inspections on assigned AFE and ACBRN equipment as required by aircraft manuals, T.O.s., local policies, and higher headquarters directives. (T-2)

2.12.4. Immediately, return equipment to AFE shop/facility when serviceability is in doubt or upon return to home station. (T-2)

## Chapter 3

### DEPLOYMENT LOGISTICS

#### 3.1. UTC LOGDET Authorization.

3.1.1. Pilot and non-pilot units must establish fixed quantity requirements for non-accountable supplies by NSN (or stock class) and fixed quantity requirements, by NSN, for EAID reportable accountable equipment authorized in the appropriate allowance standard. (T-2)

#### 3.2. Deployment Requirements.

3.2.1. AFE sections will preassemble mobility packages to support contingency plans and recurring deployments to the maximum extent possible at all times. Mobility packages should be kept in a “ready” state for deployment to prevent unnecessary delays. Additionally, these packages will be maintained to meet assigned UTC and LOGDET based on the MDS-specific pilot unit standards. (T-2)

3.2.2. When units are deploying with other units, they must coordinate with each other, as well as their respective MAJCOMs, to ensure appropriate and adequate equipment and supplies are deployed. Units will contact the AFCENT AFE Functional Manager and the AOR AFE Superintendent at the deployed location for additional location specific guidance and requirements. (T-2)

3.2.3. Items maintained in mobility packages are separate and in addition to those possessed for normal day-to-day operations. (T-3)

3.2.4. Mobility packages will be inventoried and inspected for serviceability before or after each use and at least once a year. AF Form 2411, *Inspection Document*, a locally developed form, or Flight Equipment Records Management Systems (FERMS)/Defense Property Accountability System (DPAS) product will be used to document this inspection. (T-2)

3.2.5. Test equipment, time change items, hazards, accountable equipment, and high value items may be stored separate from the mobility bin. (T-3)

3.2.6. Ensure mobility Test Measurement and Diagnostic Equipment (TMDE) items are placed on a WRM inspection cycle. If TMDE items are not on a WRM inspection cycle the items, supporting the UTC should be calibrated to the maximum extent possible. Inspection should be staggered to prevent all TMDE coming due at the same time. TMDE will be carefully and adequately packaged to prevent damage. Ensure mobility TMDE identified as WRM has inspection cycles established accordingly. (T-3)

3.2.7. When SPINS or reporting instructions dictate, aircrews deploying into chemical threat areas will hand carry their individual fit ACBRN D-1 bag ensemble with them. As directed, the remainder of ACBRN D-bags will be shipped with the rest of the unit’s equipment. NOTE – Group Commanders may direct the palletization of ACBRN D-1 bags when sufficient space on the aircraft does not permit these bags to be hand carried on aircraft or when there is not an immediate need for these assets at the deployed location. (T-2)

#### 3.3. Deployment Personnel Levels.

3.3.1. Deployment personnel levels are determined by the UTC's tasked commander and deployed commanders, based on OPLANs, tasked UTCs, and capabilities and limitations at the deployed location. Before deploying, units must review their requirements to ensure adequate personnel will be available. (T-2)

3.3.1.1. An AFE supervisor, Air Force Specialty Code (AFSC) 1P071 should be among the first to deploy on the advanced echelon (ADVON) team. This person is tasked to coordinate efforts with agencies necessary to establish AFE operations. (T-2)

3.3.1.2. AFE Superintendent (E-7, E-8, or E-9) will deploy in support of UTC 9ALCS. Additional ACCA support will be tasked through UTC 9ALCW. AFE CMSgts (1P000) will provide additional theater leadership through UTC 9ALCM. (T-2)

3.3.2. When operational requirements exceed available in-place personnel, the AFE superintendent will combine the efforts of deployed units under his or her supervision. In the absence of a designated AFE Superintendent, the senior ranking AFE supervisor will assume responsibility for actions normally taken by the superintendent. (T-2)

3.3.3. Deployment personnel must be fully qualified IAW CFETP 1P0X1 to the maximum extent possible. (T-2)

3.3.4. Personnel postured to support UTC 9ALCW will receive initial and reoccurring training on all ACBRN related core tasks identified in CFETP 1P0X1 (e.g., ACCA operations, equipment maintenance, etc...) regardless unit mission, location, and command. (T-1)

3.3.5. ACCA Rapid Response teams will consist of 18 personnel tasked using UTC 9ALCW and one Shelter Manager tasked under UTC 9ALCS. Based on current war plans, AFE will maintain sufficient funded military manpower positions to support 24 simultaneous locations. (T-1)

#### **3.4. Deploying Aircrew Equipment.**

3.4.1. When mission requirements dictate, operations group commanders (or equivalent) are authorized to add only T.O. authorized or MAJCOM approved survival components or increase aircraft equipment configurations provided the changes complies with AFI 11-301 series and MDS AFI. This instruction, applicable T.O.s, and allowance standards serve as the basis of authorization to obtain equipment required to meet mission needs. (T-2)

3.4.2. Ensure AFE deploying into combat zones has accompanying inspection forms, to include IPI forms. Sanitization of equipment or inspection forms (on the equipment) of data pertaining to unit of assignment or activity will be determined by combatant commander guidance. (T-2)

3.4.3. All deploying aircrews will have individual equipment configured for combat prior to the first employment mission. (T-2) Reference SPINS for the most current information.

## Chapter 4

### PREPARATION, DEPLOYMENT AND EMPLOYMENT

**4.1. Purpose.** This chapter provides guidance for planning AFE tasks and workloads in support of the OPLAN. It includes information on the pre-deployment actions and workloads associated with both home-station and deployment activities.

**4.2. General.** During increased tension, readiness levels will increase and deploying units will have to perform specific preparation tasks during heightened defense condition levels. As a minimum, AFE units will maintain the following documentation to assist mobility planning and preparations:

- 4.2.1. Appointment letters (Deployed Equipment custodian, Hazardous Declaration Certifier, etc.). (T-3)
- 4.2.2. Access to Air Force Publications and Technical Data. (T-3)
- 4.2.3. Hazardous Material Declarations. (T-3)
- 4.2.4. ACCA procedures and example sign-in sheets can be found on the USAF AFE SharePoint®. (T-2)
- 4.2.5. Munitions (Restricted lot listing, anti-robbery checklist, facility placards, etc.). Validate if hollow-point ammunition is required/authorized for the mission or operating locations. (T-3)
- 4.2.6. Materiel Management (Supply) documents (i.e., deployed CA/CRL). (T-3)
- 4.2.7. Checklists/Sign-out sheets (SF 702, SF 701, TMDE, CTK, mobility package etc.). (T-3)
- 4.2.8. Access to aircrew sizing data in case of resupply issues. (T-3)

**4.3. Operational Concepts.** The Air Force is governed by and subject to the laws established by Congress and must abide by approved treaties and international agreements with other nations. These agreements, such as Standardization Agreement (STANAG), must be considered and implemented (as warranted) under combined operations with other nations. AFE should expect aircrew members from other North Atlantic Treaty Organization (NATO) nations, other military alliances, and DOD agencies to process through the closest ACCA. (T-0)

#### 4.4. Preparation.

- 4.4.1. Equipment.
  - 4.4.1.1. Configure aircraft and equipment for appropriate contingency operations per AFI 11-2 MDS Specific Volume 3, Addenda (A, B, or C) or AFI 11-301V2 and theater SPINS or specific reporting instructions. (T-2)
  - 4.4.1.2. Enroute support operations will be employed as required. Ensure a minimum of one AFE technician is assigned to the Enroute Support Team (EST). (T-2)
- 4.4.2. Shelter Facilities

4.4.2.1. AFE is the designated agency for ACCA operations. Before any deployment, AFE personnel will contact the AFEO/AFES of the deployed unit to ask questions concerning applicable processing procedures, capabilities, and other operational aspects. (T-2) A review of the base support plan should also be conducted. Personnel deploying to locations where shelter facilities already exist must recognize and be prepared for the considerable responsibilities they will have related to ACCA operations.

4.4.2.2. AFE personnel deploying to locations where collective protection sheltering exists will be responsible for coordinating the use of these systems with the deployed commander and/or Emergency Operations Center (EOC). Individuals assigned this responsibility must be trained and qualified through the 436 TS as hardened, semi-hardened, and transportable type processing systems have significant differences in their capabilities and operating procedures. (T-2)

4.4.3. Unit AFE personnel will maintain individual aircrew sizing information in FERMS or DPAS, and be prepared for the responsibility for requisitioning, fitting, and maintaining ACBRN equipment, and be readily available for donning and doffing operations once deployed. (T-2)

4.4.4. When requested, unit AFES personnel will provide training to aircraft maintenance personnel for donning of CB transient layer (i.e., overcap and overboots, etc.).

#### **4.5. Deployment.**

4.5.1. The Deployment Phase of the operation will be the combination of preparation and a time-limited execution of actions. These deployment actions will normally start with a tasking notification and continue until all AFE personnel, equipment and aircraft have left home station. Refer to USAF AFE SharePoint® for a list of actions and items to be completed for deployment (forthcoming).

4.5.2. During pre-deployment and subsequent deployment phases, aircraft must be configured for contingency operations, as required by AFI 11-2MDS Series Volume 3, Addenda A, or AFI 11-301, Volume 2, and applicable aircraft configuration instructions. (T-2)

4.5.3. All deploying aircrew will have individual AFE combat configured prior to the first employment mission. (T-2)

4.5.4. Each AFE section should establish an organizational Non-classified Internet Protocol Router Network (NIPRNET) and Secret Internet Protocol Router Network (SIPRNET) account to ensure effective communications. If an organizational SIPRNET account is not available, efforts should be taken to gain access to the SIPRNET for the duration of deployed operations.

#### **4.6. Employment.**

4.6.1. Employment includes establishing AFE operations at the deployed location and may require extensive preparation and setup time. Employment operations setup may include facilities, equipment storage, supply, flying operations, personnel issues, transportation requirements, explosive facility license and AOR-specific equipment requirements. Refer to HQ USAF/A3OI SharePoint® for a list of actions and items to be completed once in-place.

4.6.2. Work areas, hardened shelters and ACCAs may or may not be collocated. When work areas are not collocated AFE personnel must prepare all areas to full capability immediately. AFE will also develop and implement a dispersal plan to protect critical resources and safeguard operational sustainment. (T-2)

## Chapter 5

### AIRCREW FLIGHT EQUIPMENT CONTINGENCY OPERATIONS

**5.1. Purpose.** The guidance contained in this section will cover the additional requirements levied on AFE personnel to conduct operations in contingency environment. Contingency operations may differ from normal deployment operations. Unit level exercises will be based on wartime tasks/operations. (T-2)

**5.2. General.** Air Force Tactics, Techniques, and Procedures (AFTTP3-4), *Airman's Manual* provides guidance regarding required bug-out actions, SPINS, ACBRN Directives, and contains vital attack preparedness, response, and recovery reporting and action guidance. AFE Superintendents/supervisors must ensure that all AFE personnel understand and comply with these directives. (T-2)

5.2.1. AFE personnel will be required to keep critical/sensitive equipment such as Combat Search and Rescue (CSAR) survival radios, and Global Positioning Systems (GPS) up-to-date with AOR and SPIN guidance as required. (T-2)

5.2.1.1. Computers used to load information into radios/GPS's will not be connected to networks. (T-2)

5.2.1.2. Computers loaded with SPINS will be safeguarded and controlled IAW the classification of the source document. (T-2)

5.2.2. All AFE personnel must be familiar with the tactics, techniques and procedures required to operate in a contingency environment. The checklists, tracking sheets and procedures mentioned in paragraph 5.2., should be centrally located, readily available and used during exercises, inspections, and actual deployments as needed. (T-3)

5.2.3. Personnel locator beacons will be placed in the appropriate mode based on established theater SPINS. (T-2)

**5.3. Deployed AFE Superintendent Roles and Responsibilities.** The deployed AFE Superintendent (AFES) will assume responsibilities outlined in [Chapter 2](#) of this publication, for areas of responsibility. They will also familiarize themselves with the theater-specific guidance. (T-2)

5.3.1. The Deployed AFE Superintendent or, in the absence of a deployed AFES, the ranking AFE Noncommissioned Officer (NCO) will assume the responsibility for the following: (T-2)

5.3.1.1. Ensure deployed units receive T.O. changes through home station applicable channels (e.g., E-TIMS). Establish a familiarization program to ensure AFE personnel are knowledgeable of (as a minimum) T.O. changes, T.O. Options, publications, and messages. Publication updates and message file transfer is the responsibility of the deployed NCOIC and home station. (T-2)

5.3.1.2. Establish SIPR account. (T-2)

5.3.1.3. Coordinate with Communications Flight for Land Mobile Radio (LMR) issue to support AFE operations. (T-3)

- 5.3.1.4. Relay LIMFAC information to AFCENT AFE Functional Manager. (T-2)
- 5.3.1.5. Identify and coordinate with R&EM for possible ACBRN/ACCA needs. (T-2)
- 5.3.1.6. Every rotation, identify and train the new deployed lead Fire Department trainer on hazards associated with AFE installed, issued and worn equipment as required. AFES will also provide Fire Department lead trainer updates on newly fielded equipment for the purpose of aircrew rescue and extraction IAW AFI 32-2001. (T-2)
- 5.3.1.7. Ensure, when requested, local rescue agencies are provided training on the functional use and operation of AFE that may be encountered during local rescue operations. Local agencies should be notified of any changes in equipment type or operation. (T-2)
- 5.3.1.8. Complete a trip report using theater-specific guidance and forward to AOR AFES, AFCENT AFE Functional Manager and MAJCOM Functional Manager. (T-2)
- 5.3.1.9. Establish an Automated Computer Program Identification Number System (ACPINS) account IAW T.O. 00-5-16.

#### **5.4. Evacuation/Bug-out/Relocation.**

- 5.4.1. AFE will disperse/pre-position equipment to the maximum extent possible. (T-3)
- 5.4.2. AFE must prepare to continue operations at the alternate location. (T-2)
- 5.4.3. AFE will retrieve and salvage as much equipment and supplies as possible. Enlist the help of all available personnel. Ensure safety of personnel during the retrieval/salvage operations. (T-3)
- 5.4.4. AFE must implement emergency re-supply procedures to replace assets destroyed during the attack. Ensure master sizing listings are available to aid in ordering the assets. Information included in the emergency re-supply procedures should include National Stock Numbers (NSNs), cost, nomenclature and sizes of all items that would need to be replaced if destroyed. The more in-depth the emergency re-order procedures are, the easier the replacement of items will be. (T-2)

JOHN W. RAYMOND, Lt Gen, USAF  
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**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 10-201, *Status of Resources and Training System*, 19 Apr 13

AFI 10-401, *Air Force Operations Planning and Execution*, 7 Dec 06

AFI 11-202, Volume 3, *General Flight Rules*, 7 Nov 14

AFI 11-301, Volume 1, *Aircrew Flight Equipment (AFE) Program*, 25 Feb 09, Change 1

AFI 11-301, Volume 2, *Maintenance and Configuration Requirements for Aircrew Flight Equipment (AFE)*, 20 Dec 13

AFI 31-101, *Integrated Defense (FOUO)*, 8 Oct 09

AFI 32-1024, *Standard Facility Requirements*, 14 Jul 1

AFI 33-360, *Publications and Forms Management*, 01 Dec 15

AFMAN 10-2503, *Operations in a chemical, biological, radiological, nuclear, and high-yield explosive (CBRN) environment*, 7 Jul 11

AFMAN 11-301, *Aircrew Flight Equipment (AFE) Operations in a Chemical, Biological, Radiological, and Nuclear (CBRN) Environment* (forthcoming)

AFMAN 24-204\_IP, *Preparing Hazardous Materials for Military Air Shipments*, 3 Dec 12

AFPD 11-3, *Aircrew Flight Equipment*, 24 Sep 13

11C15-1-3-WA-1, *Chemical Warfare Decontamination and Disposal of Decontaminating Agents*

***Abbreviations and Acronyms***

**ACCA**—Aircrew Contamination Control Area

**ACBRN**—Aircrew Chemical, Biological, Radiological, and Nuclear

**ADVON**—Advanced Echelon

**AF**—Air Force

**AFE**—Aircrew Flight Equipment

**AFEO**—Aircrew Flight Equipment Officer (Rated)

**AFES**—Aircrew Flight Equipment Superintendent

**AFI**—Air Force Instruction

**AFMAN**—Air Force Manual

**AFPAM**—Air Force Pamphlet

**AFPD**—Air Force Policy Directive

**AFSC**—Air Force Specialty Code

**AFTO**—Air Force Technical Order  
**ANG**—Air National Guard  
**AOR**—Area of Responsibility  
**CA/CRL**—Custodian Authorization/Custody Receipt Listing  
**CBRN**—Chemical, Biological, Radiological, and Nuclear  
**C-BW**—Counter Biological Warfare  
**C-CW**—Counter Chemical Warfare  
**CE**—Civil Engineer  
**CFETP**—Career Field Education and Training Plan  
**COMSEC**—Communications Security  
**CONOP**—Concept of Operations  
**CRM**—Comment Resolution Matrix  
**CSAR**—Combat Search and Rescue  
**DOC**—Designed Operational Capability  
**DOD**—Department of Defense  
**DPAS**—Defense Property Accountability System  
**EOC**—Emergency Operations Center  
**ESP**—Expeditionary Site Plan  
**EST**—Enroute Support Team  
**FERMS**—Flight Equipment Records Management System  
**GPS**—Global Positioning System  
**IAW**—In Accordance With  
**IPE**—Individual Protective Equipment  
**JPRC**—Joint Personnel Recovery Center  
**LIMFAC**—Limiting Factor  
**LMR**—Land Mobile Radio  
**LOGDET**—Logistics Detail  
**LOGMOD**—Logistics Module  
**MAJCOM**—Major Command  
**MDS**—Mission Design Series  
**MEFPAK**—Manpower and Equipment Force Package  
**MISCAP**—Mission Capability

**MOPP-Mission**—Oriented Protective Posture

**NATO**—North Atlantic Treaty Organization

**NBC**—Nuclear, Biological and Chemical

**NSN**—National Stock Number

**OE**—Operational Environment

**OPLAN**—Operation Plan

**PAT**—Posturing Analysis Tool

**PMESII-PT**—Political, Military, Economic, Social, Information, Infrastructure, Physical Environment and Time variables

**RDS**—Records Disposition Schedule

**R&EM**—Readiness and Emergency Management

**SDS**—Safety Data Sheets

**SIPR**—Secure Internet Protocol Router

**SIPRNET**—Secure Internet Protocol Router Network

**SPINS**—Special instructions

**STANAG**—Standardization Agreement

**TMDE**—Test Measurement and Diagnostic Equipment

**UDM**—Unit Deployment Manager

**USAF**—United States Air Force

**UTC**—Unit Type Code

**WMD**—Weapons of Mass Destruction

**WRM**—War Reserve Material

### *Terms*

**Aircrew Flight Equipment (AFE)**—AFE encompasses all equipment that was formerly known as aircrew life support equipment, is part of the 412A life support system, or as designated by NGB/A3OS.

**ACBRN**—Aircrew operations that include chemical, biological, radiological, and nuclear, either individually or in combination. Collectively known as WMD, ACBRN replaces "NBC" when used in reference to aircrew operations or incidents limited to NBC.

**Aircrew Chemical, Biological, Radiological, and Nuclear (ACBRN) Defense Equipment**—Individually fitted aircrew unique CBRN protective equipment for the sole purpose of protecting operators who fly into and out of a CBRN hazard/contaminated environment.

**Bare Base**—A base having minimum essential facilities to house, sustain, and support operations. Other requirements to operate under bare base conditions form a necessary part of the force package deployed to the bare base. Units using this system are expected to deploy with

mobility equipment and spares particular to their operation in sufficient quantities to allow self-support until resupply is established.

**Bug Out Kit**—A “bug out” kit is an evacuation kit with enough assets to sustain operations should personnel be forced to evacuate/relocate at a moment’s notice.

**Logistics Detail (LOGDET)**—The LOGDET defines standard passenger and equipment movement requirements for each UTC. Equipment detail is provided at the NSN level. Lists all material in a UTC, prioritizes increment movement, provides increment characteristics, and is the standard equipment listing for planning.

**Operation Plan (OPLAN)**—A plan for one or more operations that deployed units carry out simultaneously or in a series of connected stages. A detailed transportation-feasible flow of resources into the theater to support a CONOPS. Forces are selected and time-phased, support requirements are determined, and the strategic transportation flow is computer simulated. The plan’s information, including combat and support units along with the equipment and supply support, is collected in the time-phased force and deployment data file.

**Unit Type Code (UTC)**—A five-character, alphanumeric code that uniquely identifies each type unit of the Armed Forces and specific force package of personnel and/or equipment.