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SECRETARY OF THE AIR FORCE**

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Flying Operations

RQ-4—CREW TRAINING



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This volume implements AFD 11-2, *Aircraft Rules and Procedures*; AFD 11-4, *Aviation Service*; and AFI 11-202V1, *Aircrew Training*. This volume establishes minimum Air Force standards for training and qualifying personnel who operate United States Air Force (USAF) RQ-4 aircraft and applies to all RQ-4 units. This volume applies to Air Force Reserve Command personnel who operate USAF RQ-4 aircraft. This volume does not apply to Air National Guard units and members. Major commands (MAJCOM), Direct Reporting Units (DRU), and Field Operating Agencies (FOA) will forward proposed MAJCOM, DRU, and FOA supplements to this volume to Headquarters (HQ) USAF/A3OT through HQ Air Combat Command (ACC)/A3Y for approval prior to publication in accordance with (IAW) AFD 11-2, paragraph 4.2. Copies of MAJCOM-, DRU-, and FOA-level supplements, after approved and published, will be provided by the issuing MAJCOM, DRU, or FOA to HQ USAF/A3OT, HQ ACC/A3Y and the user MAJCOM, DRU, or FOA offices of primary responsibility (OPR). Field units below MAJCOM-, DRU-, or FOA-level will forward copies of their supplements to this volume to their parent MAJCOM, DRU, or FOA OPR for post-publication review. **NOTE:** The terms DRU and FOA used in this paragraph refer only to those DRUs and FOAs that report directly to HQ USAF. Maintain supplement currency by complying with AFI 33-360, *Publications and Forms Management*. Submit recommended improvements to this publication on AF IMT 847, *Recommendation for Change of Publication*, through channels to MAJCOM OPR. MAJCOM OPRs will forward approved recommendations to the HQ ACC OPR. HQ ACC OPR will consolidate recommended changes and coordinate all changes to the volume with user MAJCOM/A3s and forward proposed changes to HQ USAF/A3OT. HQ USAF/A3 is the approval authority for changes to this volume.

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Chapter 1

GENERAL GUIDANCE

1.1. References, Abbreviations, Acronyms, and Terms. See [Attachment 1](#).

1.2. Responsibilities:

1.2.1. HQ ACC Director of Air and Space Operations (HQ ACC/A3) is responsible for this volume IAW AFD 11-2 and AFI 11-202V1. HQ ACC/A3 will:

1.2.1.1. Chair semi-annual ACC Realistic Training Review Boards (RTRB) to review ground and flying training requirements and programs for Combat Air Forces (CAF) units. RTRB participants will include applicable ACC active and reserve component representatives. HQ ACC/A3 will invite MAJCOM A3s with major weapons systems for which ACC is the lead command to send representatives and/or inputs.

1.2.1.2. Process all change requests.

1.2.2. All user MAJCOM/A3s will:

1.2.2.1. Determine training requirements for subordinate units to meet expected wartime tasking, contingency operations, and other unit missions. AFI changes will be issued via revision, Interim Change or Administrative Change to this publication. Due to dynamic requirements of Combatant Commanders, training requirements and currencies may be altered regularly. These training requirement and currency adjustments may be made via Ready Aircrew Program (RAP) Tasking Memorandum. HQ ACC/A3 will be an info addressee on all changes. HQ ACC/A3 will include MAJCOM supplemental guidance in the next publication of the AFI.

1.2.2.2. Submit MAJCOM supplements to this volume to HQ USAF/A3OT through ACC/A3Y for approval before publication.

1.2.2.3. Review subordinate unit supplemental instructions and training programs annually.

1.2.3. Wings/groups will:

1.2.3.1. Develop programs to ensure training objectives are met. Assist subordinate units in training program management, ensure training programs meet unit needs, and provide necessary staff support.

1.2.3.2. Attach Aircrew Position Identifier (API) 6 and 8 crewmembers to a flying squadron.

1.2.3.3. Except when otherwise mandated, designate the training level to which each API 6 crewmember will train. Upon request, provide HQ ACC/A3Y with a list of Basic Mission Capable (BMC)- and Combat Mission Ready (CMR)-designated staff crewmember positions. Review programs and manning position designations annually.

1.2.3.4. Forward supplements to this volume and other supporting documents to MAJCOM OPRs for review and approval. Review supplements each training cycle.

1.2.4. Squadron (SQ) supervision will:

1.2.4.1. Ensure adequate continuity and supervision of individual training needs, experience, and proficiencies of assigned and attached crewmembers.

- 1.2.4.2. Ensure review of training and evaluation records of newly assigned crewmembers and those completing formal training to determine the training required for them to achieve BMC or CMR and to ensure compliance with provisions of this volume.
 - 1.2.4.3. Ensure RAP missions are oriented to developing basic combat skills or practicing employment that simulates conditions anticipated in the unit mission. Provide guidance to ensure logging of only effective RAP missions as RAP sorties. See [Attachment 2](#) for RAP mission definitions.
 - 1.2.4.4. Determine missions and events in which individual BMC crewmembers will maintain qualification versus familiarization.
 - 1.2.4.5. Determine utilization of BMC crewmembers.
 - 1.2.4.6. Determine how many and which BMC and CMR crewmembers will carry special capabilities or qualifications.
 - 1.2.4.7. Identify supervision levels required to accomplish required training, unless specifically directed.
 - 1.2.4.8. Assist the wing and group in developing the unit training programs.
 - 1.2.4.9. Monitor currencies and requirements for individual assigned and attached crewmembers.
 - 1.2.4.10. Ensure crewmembers only participate in sorties, events, and tasks in which they have adequate preparation, training, and currency.
- 1.2.5. ACC squadrons will submit the following training reports:
- 1.2.5.1. **Four-Month Reports.** ACC squadrons will submit a training report to HQ ACC/A3Y every four months during the training cycle (due 31 May, 30 Sep, and 31 Jan) covering the periods Jan-Apr, May-Aug, and Sep-Dec. Squadrons may submit out-of-cycle reports at anytime if headquarters assistance is required to prepare for Designed Operational Capability (DOC) or Air and Space Expeditionary Force (AEF) tasking. The reports will consist of:
 - 1.2.5.1.1. An email memorandum summarizing results or unresolved issues since the last report, current training plan summary, and significant shortfalls and/or limiting factors (LIMFACS) affecting training. Report only significant shortfalls and/or LIMFACS of events or sorties that affect 15% or greater of the squadron's crew force. Include possible solutions or specific assistance required if able. HQ ACC will attempt to rectify or minimize noted shortfalls or LIMFACS while the training cycle is under way. Shortfalls occur when required mission training tasks are not accomplished due to shortages of equipment, etc. Example: squadron's ability to complete training requirements is limited due to a shortage of sensors. LIMFACS are factors, constraints, restrictions, etc. that degrade training effectiveness. LIMFACS may include support hardware and software. Example: squadron's ability to accomplish sensor training events is limited due to the lack of ranges.
 - 1.2.5.1.2. Filled out squadron training health slide (attachment to email memorandum) summarizing critical training issues.
 - 1.2.5.1.3. Complete both the email and the training health slide IAW the guidance and examples at the web site https://totn.acc.af.mil/xoya/DOY_RAP/. As low-density, high-demand

assets, RQ-4 units are not aligned with an AEF pair. The RQ-4 training cycle is aligned with the AEF cycle.

1.2.5.2. **End-of-Cycle Reports.** ACC squadrons will submit an end-of-cycle training report. Units will report all deviations from the training requirements in this volume or the RAP tasking memorandum, after proration, to ACC/A3Y at the end of the AEF cycle. Include in the report any training requirements waived by the Operations Group Commander (OG/CC). Combine and submit the end-of-cycle report with the cycle's last four-month report. Email the end-of-cycle training reports to ACC/A3Y. For the end-of-cycle training report format, see [Attachment 4](#), Training Shortfall Report.

1.2.6. Individual crewmembers will:

1.2.6.1. Hand carry all available training records to assist the gaining unit in assessing qualifications and training requirements.

1.2.6.2. Be responsible for completion of training requirements and currencies within the guidelines of this volume.

1.2.6.3. Ensure they participate only in ground and flying activities for which they are qualified, current, and prepared.

1.3. Training. Training programs are designed to progress individual crewmembers from Initial Qualification Training (IQT) or Re-qualification Training (RQT), to Mission Qualification Training (MQT), and finally to Continuation Training (CT).

1.3.1. IQT and RQT provide the training necessary to initially qualify or re-qualify crewmembers in a basic position and flying duties without regard to the unit's mission. Upon completion of IQT or RQT, the crewmember attains Basic Aircraft Qualification (BAQ) status. BAQ is a prerequisite for MQT. Except for general officers above the wing level, BAQ is not a long-term qualification status. Waiver authority for any crewmember, other than general officers, to remain BAQ is MAJCOM/A3. Refer to [Chapter 2](#) for formal training requirements.

1.3.2. MQT provides the training necessary to initially qualify or re-qualify crewmembers in a specific position and flying duties to perform the missions assigned to a specific unit. Crewmembers maintain BAQ status until they complete MQT. Completion of MQT or a Formal Training Unit (FTU) instructor course is a prerequisite for BMC status. Completion of MQT is a prerequisite for CMR status. Refer to [Chapter 2](#) and [Chapter 3](#) for MQT requirements.

1.3.3. There are two aspects of CT. The first consists of crewmember training in basic flying skills. These skills (Non-RAP requirements) ensure safe operation of the aircraft. The second consists of specific mission-related training required to accomplish the unit's assigned missions. RAP is the CT program designed to focus training toward needed skills. Specific RAP instructions are issued by each MAJCOM via a RAP Tasking Memorandum. Refer to [Chapter 4](#) for CT requirements.

1.3.4. RAP is the CT program designed to focus training on capabilities needed to accomplish a unit's core-tasked missions. With completion of IQT or RQT and MQT, a crewmember is trained in all the basic missions of a specific unit, unless a specific exception is provided in [Chapter 3](#). Units then assign the crewmember to either a CMR position or a BMC position.

1.3.4.1. **CMR.** The minimum training required for crewmembers to achieve and maintain qualification and proficiency in all of the primary core missions tasked to their assigned unit and weapons system.

1.3.4.2. **CMR Positions.** All combat-coded unit API 1 and 2 positions, flying squadron commander (SQ/CC) and squadron operations officer (SQ/DO) positions are designated CMR positions. OG/CCs may designate wing or group API 6 positions not assigned to the flying squadron as CMR. (**EXCEPTION:** If a unit is over-manned, the SQ/CC may elect to train the front line of their Unit Manning Document (UMD) crewmembers to CMR and designate the overage BMC. In this case, give priority to inexperienced crewmembers with at least 50%, if available, designated CMR.) CMR crewmembers maintain proficiency and qualification in all core missions of their assigned or attached flying unit. CMR crewmembers maintain currencies that affect CMR status, accomplish all core-designated flight training (sorties and events), and complete all mission ground training. Failure to complete this training or maintain these currencies results in regression to non-CMR (N-CMR) status unless waived by appropriate authority. While N-CMR, crewmembers may perform missions (including exercises and contingencies) in which they are current and qualified similar to BMC crewmembers at the discretion of the SQ/CC.

1.3.4.3. **BMC.** The minimum training required for crewmembers to achieve and maintain familiarization in all primary missions (BMC crewmembers may maintain full qualification and proficiency in some missions) tasked to their assigned unit and weapons system.

1.3.4.4. **BMC Positions.** All group or wing crewmember positions not designated by the OG/CC as CMR are designated BMC positions. Assign BMC designations to crewmembers whose primary job performance is wing supervision or staff functions that directly support the flying operation or are FTU instructors or operational test crews. However, these crewmembers provide additional sortie generation capability, either in place of or in addition to, the personnel assigned to the flying squadrons. BMC crewmembers maintain familiarization with all unit core missions. They may also maintain proficiency and qualification in some of the unit core missions. For those missions in which they maintain familiarization only, BMC crewmembers must be able to attain proficiency and qualification in 30 days or less. BMC crewmembers accomplish all mission-related ground training designated by their attached SQ/CC. BMC crewmembers may deploy and participate in any mission for which they are proficient and qualified, without additional training, as determined by the SQ/CC. Failure to complete BMC-required training results in regression to non-BMC (N-BMC) status. While N-BMC, crewmembers may not perform RAP training sorties without supervision (per paragraph 1.4.4.) until a SQ/CC approved re-certification program is complete.

1.3.4.5. **N-CMR/N-BMC.** Crewmembers who regress to N-CMR or N-BMC status will accomplish a program to regain CMR or BMC status IAW paragraph 4.7.1.2.

1.3.4.6. **Specialized Training.** Specialized training is training in any special skills that are not required by every crewmember, but are necessary to carry out the unit's assigned missions. Specialized training consists of upgrade training as well as CT to maintain proficiency and qualification in unit-tasked special capabilities and missions. Normally, units will accomplish specialized training after a crewmember achieves CMR or BMC status. Specialized training requirements are usually in addition to CMR or BMC requirements. Unless otherwise specified, crewmembers in CMR or BMC positions may hold special capabilities and/or qualifications as long as they accomplish any additional training requirements.

1.4. Training Concepts and Policies:

1.4.1. Units will design training programs to achieve the highest degree of combat readiness consistent with flight safety and resource availability. Training must balance the need for realism against the expected threat, crewmember capabilities, and safety. This volume provides training guidelines and policies for use with operational procedures specified in applicable flying and operations publications.

1.4.2. ACC Training Support Squadron (TRSS) will develop and validate training programs when and where tasked by HQ ACC/A3. Other MAJCOMs may submit requests for training program support to the HQ ACC/A3. Once validated, these requests will be prioritized and tasked to ACC TRSS. Designated test units may develop syllabi to upgrade operational test crewmembers in support of specific test plans. The OG/CC approves these syllabi and submits them to ACC TRSS.

1.4.3. Units will design training missions to achieve combat capability in squadron-tasked roles, maintain proficiency, and enhance mission accomplishment and safety. RAP training missions should emphasize either basic combat skills or scenarios that reflect procedures and operations based on employment plans, location, current intelligence, and opposition capabilities. Use procedures and actions applicable to combat scenarios (e.g., appropriate use of code words, authentication procedures, combat tactics, safe recovery procedures, tactical deception, in-flight reports, threat reactions, intelligence briefing and debriefing).

1.4.4. Unless specifically directed, the SQ/CC determines the level of supervision necessary to accomplish the required training. Mission objectives that include introduction to tasks or instruction to correct previous discrepancies may require an instructor.

1.4.5. Training will include use of aircrew training devices as much as possible.

1.5. RAP Policy and Management:

1.5.1. The crewmember training cycle is 20 months and is aligned with the AEF cycle. Units will complete training requirements during the appropriate training cycle unless specifically excepted.

1.5.2. Each RAP qualification level (BMC or CMR) is defined by a total number of RAP sorties, broken down into Non-RAP (basic-proficiency) sorties and RAP (mission-oriented) sorties.

1.5.3. The total number of RAP sorties is the primary factor for maintaining an individual's qualification level. The breakout of sortie and mission types is a guideline to follow as closely as possible, but minor variances are authorized. Variations in sortie and mission types may be a basis for regression as determined by the SQ/CC. The SQ/CC determines qualification in a mission after considering MAJCOM guidance and the individual's capabilities.

1.5.4. An effective RAP training sortie requires accomplishing a mission profile. For training missions, accomplishing a mission profile includes completion of at least one RAP event, as listed in the RAP Tasking Memorandum and defined in [Attachment 2](#). Operational reconnaissance missions count towards RAP sortie requirements.

1.5.5. The SQ/CC's first priority is to train all designated crewmembers to CMR.

1.5.6. Progression from BMC to CMR requires:

1.5.6.1. A one-month lookback at the higher sortie rate.

1.5.6.2. Qualification in core missions and events required by CMR.

1.5.6.3. Confirmation that the progressed crewmember can complete the prorated number of sortie and event requirements remaining for CMR by the end of the training cycle.

1.5.6.4. Completion of mission-related ground training, including a current verification.

1.5.6.5. SQ/CC CMR certification.

1.5.7. SQ/CCs determine and assign crewmembers that will train for and maintain special capabilities or qualifications. Normally, accomplish specialized training in addition to baseline CMR or BMC sortie and event requirements.

1.5.8. CMR and BMC crewmembers will fly the required monthly sortie rate. If unable, refer to paragraph 4.7., Regression.

1.5.9. End-of-cycle training requirements are based on the crewmember's experience level on the last day of the current training cycle.

1.5.10. New units may fly crewmembers in CMR positions at the BMC rate until one month prior to the operationally-ready date if the utilization rate will not support CMR sortie rates. Fly CMR crewmembers at a CMR rate for the month prior to initial operational capability date.

1.6. RAP Training Sortie Program Development:

1.6.1. RAP sortie and event requirements (see [Attachment 2](#) for definitions) apply to CMR and BMC pilot and sensor operator (SO) crewmembers as well as those individuals carrying special capabilities or qualifications and are IAW the RAP Tasking Memorandum. The standard sortie requirements in [Table 1.1.](#) establish the minimum number of RAP sorties per training cycle for inexperienced (INEXP) and experienced (EXP) BMC and CMR levels of training. The RAP Tasking Memorandum takes precedence over this volume and may contain updated sortie or event requirements not yet incorporated in [Attachment 2.](#)

Table 1.1. Total RAP 20-Month Cycle Sortie Requirements.

Minimum RAP Requirement	BMC (INEXP/EXP)		CMR (INEXP/EXP)	
	Pilot	SO	Pilot	SO
Total RAP Sortie Requirement	60/40	80/60	120/80	160/120
RAP Sortie Lookback (1-Month)	3/2	4/3	6/4	8/6
RAP Sortie Lookback (3-Month)	9/6	12/9	18/12	24/18

1.6.2. Non-RAP requirements are in addition to RAP requirements. These sorties and events ensure maintenance of basic crewmember skills. Crewmembers may log non-RAP events on RAP sorties provided there is no affect on RAP sortie effectiveness. Unit flying hour programs contain sorties for crewmembers to accomplish their minimum non-RAP requirements.

1.6.3. Consider collateral or cost-of-business sortie requirements when developing unit flying hour programs. These sorties do not directly relate to combat employment or basic skills training but are necessary for accomplishment of day-to-day unit operations. Functional check flights and ferry flights are in this category. RAP training does not require these sorties. For the annual training cycle, the MAJCOM allocates units a block of sorties, adjusted for local conditions and circumstances, for these purposes.

1.6.4. Unit flying hour programs contain a number of attrition sorties that compensate for non-effective training sorties. Log a non-effective sortie when not accomplishing a major portion of valid training for a planned RAP or non-RAP training mission due to poor weather, air aborts, etc. In order to allocate accurate numbers of attrition sorties to unit flying hour programs, it is essential that units appropriately log non-effective sorties.

1.7. Training Records and Reports:

1.7.1. Units will maintain crewmember records for individual training and evaluations IAW AFI 11-202V1, AFI 11-202V2, *Aircrew Standardization/Evaluation Program*, and AFI 11-401, *Aviation Management*.

1.7.2. Units will track the following information for all crewmembers (as applicable):

1.7.2.1. Ground training.

1.7.2.2. Requirements and cumulative accomplishment of individual sorties, RAP and Non-RAP sorties, sortie types, and events for the training cycle.

1.7.2.3. RAP sortie requirements and accomplishments using one-month and three-month running totals for look-back.

1.7.2.4. Currencies.

1.7.3. Units may fill in Aviation Resource Management System (ARMS) with either the date of the last FTU equivalent accomplished, or the unit mission-certification date.

1.8. Mission Recording. Crewmembers should use and assess all available training documentation on all missions.

1.9. Crewmember Utilization Policy:

1.9.1. Commanders will ensure wing-, group-, and squadron-assigned crewmembers (API 1s, 2s, and 6s) fill authorized positions IAW unit manning documents. In addition, commanders will ensure proper designation of status for wing-, group-, and squadron-assigned crewmembers. The overall objective is that crewmembers perform operationally related duties. Supervisors may assign crewmembers to valid, short-term tasks (escort officer, Flying Evaluation Board, mishap board member, etc.), but must continually weigh the factors involved, such as level of crew tasking, flying proficiency, currency, and experience. For inexperienced crewmembers in the first year of their initial operational assignment, supervisors will limit non-flying duties to those related to operational activities.

1.9.2. Commanders must ensure that RQ-4 crewmembers assigned duties are commensurate with their level of assignment. Units may assign the following duties required by various publications to CAF squadron-level crewmembers (API 1s and 2s): tactics officer, programmer, flight safety officer, supervisor of flying, mobility and contingency plans officer, training officer (except ARMS documentation), SQ standardization and evaluation liaison officer, squadron life support officer, electronic combat officer, and other duties directly related to flying operations. API 1 or 2 crewmembers will not be attached to wing or group staffs or man wing or group staff positions unless total wing, group, and squadron RQ-4 crew manning is 100 percent or better. In some instances, such as squadron-assigned flight safety officers, units may attach API 1 or 2 crewmembers to the wing. Commanders will assure

wing-and-above staff crewmembers (API 6s) perform duties justified in MAJCOM manpower standards documents and fill positions authorized in UMDs.

1.9.3. Crewmembers will not perform long-term duties that detract from their primary duties of training for or performing the unit flying mission.

1.10. Sortie Allocation Guidance:

1.10.1. Inexperienced crewmembers should receive sortie allocation priority over experienced crewmembers. Crewmember experience level definitions are in [Attachment 1](#), Terms. Priorities for sortie allocation are as follows:

1.10.1.1. **Formal Training Units.** Formal syllabus training, instructor upgrade training, instructor CT, authorized staff personnel not performing instructor or flight examiner duties.

1.10.1.2. **Operational Units.** Squadron-assigned CMR, squadron-assigned MQT, wing- or group-assigned CMR, wing- or group-assigned MQT, BMC, and BAQ.

1.10.1.3. **USAF Weapons School (USAFWS), and Test and Evaluation Squadron Units.** Requirements directed by MAJCOM, training required to prepare for assigned projects and tasking, BMC training requirements that cannot be accomplished on primary missions.

1.10.2. Wing or group crewmember authorizations are IAW unit manning documents.

1.10.3. For wings consisting of both FTU and operational units, at least one of the following will maintain formal instructor pilot (IP) status in the RQ-4: Wing Commander (WG/CC), Wing Vice Commander (WG/CV), OG/CC, Operations Group Deputy Commander.

1.10.4. Above-wing-level (API-8) and test unit crewmember authorizations are IAW AFI 11-401 and MAJCOM guidance. Above-wing-level and test unit crewmembers will fly the BMC rate; however, do not require them to complete BMC-specific missions and events or meet monthly lookback requirements. They will accomplish non-RAP requirements within their BMC number of sorties. Crewmembers assigned or attached to ACC/IGS as API-6 will maintain RAP currencies and lookback per API-8 guidance. Units should provide assigned crewmembers adequate resources to maintain minimum training requirements; however, the support will not come at the expense of the flying squadron's primary mission. If units cannot meet attached crewmember requirements, they must request relief IAW AFI 11-401, as supplemented. Units requiring flying hour adjustments for attached crewmembers must request program changes IAW MAJCOM instructions.

1.10.5. There is no maximum sortie requirement for CMR crewmembers. [Table 1.2](#) defines the minimum and maximum sortie requirements for other crewmembers. On occasion, unique and/or valid operations may require a crewmember to fly more than the maximum number of sorties authorized; however, this may impact training of other crewmembers.

1.11. Waiver Authority:

1.11.1. Unless specifically noted otherwise in the appropriate section, waiver authority for requirements of the RAP Tasking Memorandum and for all provisions in [Chapter 4](#) and [Chapter 5](#) of this volume is the OG/CC. Unless specifically noted otherwise in the appropriate section, the waiver authority for all other provisions of this volume is MAJCOM/A3 or equivalent.

1.11.2. Units will forward requests for waiver to this volume directly to MAJCOM OPR and provide their Numbered Air Force (NAF)/A3 with an information copy. Waivers from other than MAJCOM/A3 will include the appropriate MAJCOM OPR as an information addressee. All waivers will include HQ ACC/A3Y as an information addressee.

1.11.3. Waivers to this volume are valid until the end of the current training cycle or earlier if the approving official cancels the waiver in writing. Waivers to this volume extending beyond the end of the unit training cycle must be resubmitted at the start of each subsequent training cycle.

Table 1.2. RQ-4 Annual Sortie Requirements for Other-Than-Squadron-Level Crews.

Crew Position	CT Status (Minimum Sortie Requirement)	Unit's Aircraft Code	Organization Level	Maximum Sortie Allowance INEXP and EXP
Pilot/SO	CMR	PMAI ¹	Any	None
Pilot/SO	BMC	PMAI	Wing/Group	BMC Rate
Pilot/SO	BMC	PTAI ²	Wing/Group	As required by Programmed Flying Training
Pilot/SO	BMC	PDAI ³	Wing/Group	As determined by test program requirements
Pilot/SO	BMC	PMAI, PTAI, or PDAI	Above Wing	BMC Rate
Any	BAQ	Any	Any	BMC Rate
1. PMAI – Primary Mission Aircraft Inventory 2. PTAI – Primary Training Aircraft Inventory 3. PDAI – Primary Developmental and Test Aircraft Inventory				

Chapter 2

FORMAL TRAINING

2.1. General. This chapter outlines the conduct of formal training. Formal training includes IQT, RQT, MQT, instructor upgrade training, and senior officer training. Normally, individuals complete formal syllabus course training at the FTU. In exceptional circumstances, when FTU training is not available within a reasonable time period, operational units may conduct IQT, RQT, MQT, instructor, and senior officer formal training IAW provisions of this chapter using appropriate USAF training course syllabus tracks, flow programs, and requirements.

2.2. Approval and Waivers:

2.2.1. MAJCOM/A3 is the approval authority for operational units to conduct formal training and is the waiver authority to change syllabus requirements for formal training conducted by operational units. Forward waiver requests through MAJCOM OPR.

2.2.2. The MAJCOM commander is the approval authority for non-formal course IQT for colonel selects and above conducted at the unit to which the officer is assigned or attached.

2.2.3. Units will use appropriate channels when requesting approval to conduct formal training at other than the FTU. The requests will include the following:

2.2.3.1. Justification for operational unit training in place of FTU training.

2.2.3.2. Summary of individual's flying experience.

2.2.3.3. Date training will begin and expected completion date.

2.2.3.4. Requested exceptions to formal course syllabus, with rationale.

2.3. Prerequisites. Course prerequisites and time limitations are IAW this instruction, the appropriate formal course syllabus and Air Force Education and Training Course Announcements (ETCA) at site <https://etca.randolph.af.mil/>, *USAF Formal Schools*. Individuals arriving at the FTU without all prerequisites met or waived may be denied entry into training.

2.4. Ground Training. Units may tailor ground training to individual background and experience or peculiar local conditions. Use available and current reference materials such as AFTTP 3-1V9, *Tactical Employment--RQ-4*, instructor guides, and audiovisual programs as supporting materials to the maximum extent possible. Accomplish simulator missions in an approved RQ-4 aircrew training device (ATD).

2.5. Flying Training:

2.5.1. Mission sequence and prerequisites will be IAW the appropriate formal course syllabus flow chart and supervision requirements.

2.5.2. Crewmembers must complete training within the time specified by the approved syllabus. Failure to complete training within the specified time limit requires notification through channels to MAJCOM/A3 with crewmember's name, rank, reason for delay, planned actions, and estimated completion date.

2.5.3. Formal course syllabus mission objectives and tasks are minimum requirements. The SQ/CC may authorize incorporation of additional training events into the program, based on student proficiency and background. Additional training due to student non-progression is available within the constraints of the formal course syllabus. SQ/CCs may add discretionary additional training sorties as required.

2.5.4. Successful completion of formal course training requires the upgrading crewmember to complete a flight evaluation IAW AFI 11-202V2, and AFI 11-2RQ-4V2, *RQ-4--Crew Evaluation Criteria*.

2.6. Initial and Mission Qualification Training. Qualifies new crewmembers in the RQ-4. The syllabus covers IQT and MQT

2.7. Re-qualification Training. Re-qualifies non-current RQ-4 crewmembers.

2.8. Instructor Upgrade Training. Qualifies selected crewmembers for instructor duty. The minimum requirements for crewmembers identified by the SQ/CC to upgrade to instructor are listed below. OG/CCs may waive selected instructor prerequisites. Instructor candidates will complete the Instructor Upgrade Training course as defined in the RQ-4 Pilot and SO Instructor Syllabus and the Air Force ETCA at site <https://etca.randolph.af.mil/>, *USAF Formal Schools*.

2.8.1. **Instructor Pilot Upgrade (IPUG) Training.** Pilots selected for IPUG must have:

2.8.1.1. 1000 hours total pilot flying time (not including Specialized Undergraduate Pilot (SUPT) or Joint Undergraduate Navigator Training (JUNT) time) of which 150 hours are primary aircraft inventory (PAI) (not including "other" time), or

2.8.1.2. 500 hours PAI (not including "other" time), or

2.8.1.3. Previous instructor qualification and 100 hours primary aircraft inventory (PAI) (not including "other" time).

2.8.2. **Instructor SO Upgrade (ISOUG) Training.** SOs selected for ISOUG must have 250 hours PAI (not including "other" time).

2.9. Senior Officer Formal Training:

2.9.1. All formal training courses for senior officers (colonel selects and above) will be conducted at the FTU unless waived IAW paragraph 2.2. above.

2.9.2. Senior officers must meet course entry prerequisites and will complete all syllabus requirements unless waived IAW syllabus directives.

2.9.3. Senior officers trained at the FTU at their assigned base are in formal training status and they will turn over their unit duties to appropriate deputies or vice commanders until training completion. MAJCOM commander is the approval authority for exceptions to this policy.

Chapter 3

MISSION QUALIFICATION TRAINING

3.1. General. MQT is a training program that upgrades newly assigned crewmembers to BMC or CMR to accomplish the unit mission. RQ-4 MQT is primarily an FTU program conducted as a part of formal syllabus IQT or RQT courses. Some operational unit training (unit-specific qualifications, initial chemical warfare (CW), and verification) is required to complete MQT. In unusual circumstances, MQT training normally accomplished at the FTU may be accomplished with OG/CC approval at the operational reconnaissance squadron. Operational units will ensure MQT sorties and/or events not accomplished during IQT or RQT are completed prior to declaring the individual BMC or CMR. Units may tailor their MQT program for all crewmembers, based on current qualification, experience, currency, documented performance, and formal training.

3.1.1. Crewmembers will complete all operational unit MQT training requirements plus initial verification and initial CW training (ICWT) within 120 calendar days. The 120-day timing starts on the crewmember's first duty day at the gaining operational unit. If the crewmember elects to take leave prior to entry into MQT, the timing begins after termination of the leave. SQ/CC certification is required for BMC or CMR status. SQ/CCs may certify individuals to BMC or CMR who have completed MQT training through a mission flight evaluation prior to completion of initial verification and ICWT. Failure to complete the initial verification and ICWT within the 120 calendar days will result in regression to N-CMR or N-BMC until qualification is complete. Notify MAJCOM/A3 if training exceeds 120 calendar days.

3.1.2. Crewmembers in MQT will not fly in Flag-level exercises. The OG/CC will determine MQT crewmember participation in other exercises.

3.1.3. Units will establish currency and frequency dates by the date the event or sortie was last accomplished regardless of training status.

3.2. Ground Training:

3.2.1. Units will develop blocks of instruction covering areas pertinent to the mission as determined by the SQ/CC. Units may credit training accomplished during IQT or RQT toward this requirement.

3.2.2. CMR pilots transferring from another MAJCOM will complete theater-specific ground training before flying unsupervised. The ground training will include theater-specific portions of instrument refresher course. MQT academics may incorporate this training requirement.

3.2.3. For initial verification, each crewmember (not required for BMC) will demonstrate a satisfactory knowledge of the squadron's assigned mission to a formal board. The SQ/CC establishes the board composition. Desired board composition is SQ/CC or SQ/DO (chair), tactics, intelligence, and plans representatives. Suggested briefing guide is at [Attachment 3](#).

3.3. Simulator Training. In the event MQT was incomplete at the FTU, units will ensure crewmembers complete appropriate mission qualification simulator training and evaluation to address the incomplete syllabus requirements prior to declaring individuals BMC or CMR. Accomplish simulator training in an approved RQ-4 ATD. See paragraph [3.5](#) for CW simulator requirements. Squadron commanders are

responsible for developing unit- and theater-specific MQT simulator training based on typical squadron mission requirements.

3.4. Flying Training. In the event MQT was incomplete at the FTU, units will ensure crewmembers complete appropriate mission qualification flying training and evaluation to address the incomplete syllabus requirements prior to declaring individuals BMC or CMR. Squadron commanders are responsible for developing unit- and theater-specific MQT flying training based on typical squadron mission profiles.

3.4.1. MQT flying training requires a squadron supervisor or instructor unless specified otherwise.

3.4.2. If more than 14 calendar days elapse between sorties, the SQ/CC may authorize an additional review sortie before continuing in the program.

3.4.3. If not previously accomplished in the MQT portion of IQT or RQT, a mission evaluation will be conducted IAW AFI 11-202V2, AFI 11-2RQ-4V2, and local standardization and evaluation instructions.

3.5. Chemical Warfare. Accomplish IAW MAJCOM guidance. The intent of CW training is to integrate crewmember training with other functional areas (maintenance, intelligence, security, etc.) required to conduct combat operations in a CW environment. CW training is applicable to all assigned or attached CMR and BMC crewmembers deployable to chemical high-threat areas.

3.5.1. **Initial CW Training.** ICWT provides initial crewmember qualification and proficiency in the overall use of CW protective ensemble and familiarizes crewmembers with combat capabilities while wearing CW equipment. Crewmembers who completed ICWT in previous RQ-4 tours are not required to accomplish or complete the ICWT simulator.

3.5.2. **Ground Training.** All crewmembers will complete CW training IAW, AFPD 10-26, *Counter-Nuclear, Biological, and Chemical Operational Preparedness*, AFI 10-2501, *Full Spectrum Threat Response (FSTR) Planning and Operations*, and MAJCOM supplements. Accomplish the following training prior to the first ATD with CW gear:

3.5.2.1. Physiological effects and first aid of chemical agents and protective gear.

3.5.2.2. Equipment orientation and fitting of full CW ensemble. The full CW ensemble for RQ-4 crewmembers is the standard ground crew chemical protective suit, the MCU-2A/P chemical protective mask fitted with a communications microphone, and the aircrew 7mil chemical protective gloves.

3.5.3. **ICWT Simulator.** Conduct a CW simulator mission in full CW ensemble. The mission will consist of a reconnaissance mission profile, emergency procedures, and doffing of simulated contaminated equipment IAW and including current shelter processing procedures.

3.5.4. **CW Certification.** SQ/CCs will certify crewmembers as CW qualified upon the completion of all initial ground and ATD training.

3.5.5. **CW CT Requirements.** Units may credit the initial CW ATD mission toward current training cycle CW CT requirements.

Chapter 4

CONTINUATION TRAINING

4.1. General. This chapter and the current RQ-4 RAP Tasking Memorandum outline ground and flying training requirements for CMR, BMC, and BAQ crewmembers. Units must ensure crewmembers qualify IAW AFI 11-202V1, AFI 11-202V2, and AFI 11-2RQ-4V2. Crewmembers must complete IQT to fly in BAQ status, MQT or FTU instructor upgrade to fly in BMC status, or MQT to fly in CMR status.

4.2. Ground Training. Crewmembers will accomplish ground training IAW the Ground Training and Currencies table in the current RAP Tasking Memorandum. Waiver authority for each event is IAW the specified reference directive. Where discrepancies exist, the reference directive takes precedence. Units may credit ground training accomplished during IQT and MQT toward CT requirements for the current training cycle. **Chapter 5** contains specialized programs with both flying and ground training requirements.

4.2.1. Mobility Training. These items are required for mobility units or units that generate in place. The following paragraphs and the Ground Training and Currencies table in the current RAP Tasking Memorandum delineate required frequencies, references, and affect on CMR or BMC status, mobility, or grounding for required mobility ground training:

4.2.1.1. Chemical Warfare. Units will develop training plans and scenarios for CW training based upon anticipated tasking in a wartime environment. Disaster preparedness and intelligence personnel will coordinate on and support the CW training program as necessary. Conduct CW CT primarily through exercise scenarios complementing the unit's wartime training from small- to larger-scale exercises of sufficient duration to simulate chemical attack survival. Squadrons may incorporate CW scenarios into other unit exercises; however, commanders must give careful consideration to temperatures and the increased demands placed on personnel operating in CW gear. Crewmembers will participate in the following annual CW ground training events:

4.2.1.1.1. Donning the full CW ensemble.

4.2.1.1.2. Doffing of the CW ensemble using current shelter processing procedures.

4.2.1.1.3. Understanding the physiological effects of chemical agents and applying the appropriate first aid IAW AFI 36-2238, *Self-Aid and Buddy Care Training*.

4.2.1.1.4. Explosive ordnance recognition computer-based training is prerequisite.

4.2.1.2. Intelligence. Closely align the intelligence training program with the unit tactics and electronic combat (EC) training program. The OG/CC determines the focus and extent of academic training. Align intelligence academic training with projected wartime tasking, threats, and unit equipage. In addition to threat knowledge, crewmember intelligence training will include:

4.2.1.2.1. Current Intelligence. Current Intelligence is mandatory and will cover significant military and political developments (including threat updates) in the squadron's mission areas of interest.

4.2.1.2.2. Intelligence Oversight Program. Units will conduct this annual training IAW Department of Defense (DOD) Directive 5240.1-R, *Procedures Governing the Activities of*

DOD Intelligence Components that Affect United States Persons; and AFI 14-104, *Conduct of Intelligence Activities*, paragraph 7.

4.2.1.2.3. **Unit Intelligence Training.** Use guidance contained in AFI 14-104, AFI 14-105, *Unit Intelligence Mission and Responsibilities*; and MAJCOM guidance to develop and manage unit intelligence training programs. The OG/CC determines testing requirements for intelligence training.

4.2.2. **Crewmember Training.** The following paragraphs and the Ground Training and Currencies table in the current RAP Tasking Memorandum delineate required frequencies, references, and affect on CMR or BMC status, mobility, or grounding for required crewmember ground training:

4.2.2.1. **Cockpit/Crew Resource Management (CRM).** Units will establish CRM CT IAW AFI 11-290, *Cockpit/Crew Resource Management Training Program*. CRM training builds upon the basic crew management skills taught in SUPT or JUNT and the FTU. Each crewmember will participate in one session every 24 months. Units will track the training in ARMS. Failure to attend CRM training results in grounding (waiverable by OG/CC). Briefings and debriefings will include the core curriculum of CRM training IAW AFI 11-290 and the appropriate MAJCOM Supplement to AFI 11-290. The instructor CRM course may be used to satisfy the 24-month requirement.

4.2.2.2. **Instrument Refresher Course.** IAW AFMAN 11-210, *Instrument Refresher Program (IRP)*, and MAJCOM supplements (pilots only).

4.2.2.3. **Mobile.** The training program that qualifies pilots for and maintains their currency to perform the mobile duties associated with the safe aircraft launch and recovery. The mobile pilot is a safety observer for aircraft ground operation. The mobile pilot provides the Launch and Recovery Element (LRE) and Mission Control Element (MCE) pilots with a view of how the aircraft is behaving during taxi, takeoff, and landing. Units will establish initial and continuation training requirements for pilot mobile qualification.

4.2.2.4. **Situational Emergency Procedures Training (SEPT) and Instructed SEPT (INSTR SEPT).**

4.2.2.4.1. SEPT training is not an evaluation, but a review of abnormal and emergency procedures and aircraft systems operation and limitations during realistic scenarios. Crewmembers should present a situation and discuss actions necessary to cope with the malfunction and carry it to a logical conclusion. Squadron special interest items should be emphasized. Incorporate the following elements into squadron SEPT training programs:

4.2.2.4.1.1. SQ/CC and SQ/DO involvement in the selection of a monthly SEPT topic.

4.2.2.4.1.2. Develop SEPT scenarios using RQ-4 mishaps and incidents as baseline cases.

4.2.2.4.1.3. Discuss at least one major subsystem emergency procedure (EP) during the SEPT session.

4.2.2.4.1.4. Accomplish at least one SEPT each six months with an instructor or SQ supervisor.

4.2.2.4.2. Accomplish SEPT training each calendar month. Failure to accomplish SEPT training by the end of the month will result in grounding until subsequently completed.

4.2.2.4.3. Accomplish SEPT training in small groups in order that all crewmembers participate to the fullest extent and share equal time responding to emergency situations. An ATD may be used for an SEPT, if available. SEPTs may be accomplished one on one.

4.2.2.4.4. Completion of an ATD EP profile satisfies the monthly SEPT requirement. Instructors or Flight Examiners (FE) administering the EP profile also satisfy their monthly SEPT requirements.

4.2.2.4.5. FTU student SEPTs satisfy the monthly SEPT requirement for the instructor administering this training.

4.2.2.5. Tactics and Electronic Combat Academic Training. Units will establish an academic training program to satisfy MQT and CT tactics and EC requirements. Each training cycle requires tactics and EC academic training. Units may use audiovisual programs in place of academic instruction. Academic instructors should be USAFWS graduates, be trained by wing or squadron tactics personnel, or have attended the applicable academic portions of school such as the Combat Air Platforms Employment Seminar, if possible. Instruction and tests should include (as applicable), but are not limited to:

4.2.2.5.1. AFTTP 3-1V1, *General Planning and Employment Considerations*; AFTTP 3-1V2, *Threat Reference Guide and Countertactics*; and AFTTP 3-1V9.

4.2.2.5.2. Sensor tasking and cross-cueing procedures. Include internal, external, and ad-hoc taskings.

4.2.2.5.3. Lessons learned covering employment planning, employment considerations including RQ-4 weapon system logistics (MCE, LRE, bandwidth, etc), and future employment options. Include high-altitude aircraft deconfliction procedures.

4.2.2.5.4. Threat reviews focused on platform-specific considerations and the MCE threat avoidance tools. Include system-specific threat avoidance and retrograde options and procedures with emphasis on current Special Instructions (SPINS). Discuss combat air patrol considerations.

4.2.2.5.5. Authentication and safe passage procedures.

4.2.2.5.6. EC training to enhance crewmember ability to conduct operations in an electronic environment. Units will design EC ground training programs to cover topics relevant to RQ-4 employment. EC training will cover the hierarchy, capabilities, limitations, and potential for exploitation of military communications link systems. Include jamming effects on communications links, imagery, and the Global Positioning System. The OG/CC determines testing requirements for EC training.

4.2.2.5.7. On-scene commander procedures.

4.2.2.6. Theater-Specific Ground Training. A thorough review of Central Command (CENTCOM), European Command (EUCOM), Northern Command (NORTHCOM), Pacific Command (PACOM), and Southern Command (SOUTHCOM) baseline, daily, and weekly SPINS; the Air Control Plan; the Air Tasking Order; airfield and airspace Notices to Airman for routine use and approved divert airfields; and any other theater-specific guidance necessary for safe and effective aircraft employment.

4.2.2.7. Verification:

4.2.2.7.1. Continuation verification updates crewmembers on their squadron's wartime missions. Each crewmember will participate in a squadron initial or continuation verification every 18 months as a briefer, board member, or seminar participant. Crewmembers who participate in a unit deployment to a tasked theater of operations may receive credit for continuation verification.

4.2.2.7.2. Although BMC crewmembers are not required to accomplish an initial verification and/or participate in continuation verifications, they may do so to facilitate future upgrade to CMR status, at the discretion of the SQ/CC.

4.2.3. **Air Force Awareness Program Training.** This training is required for all Air Force personnel. The Ground Training and Currencies table in the current RAP Tasking Memorandum delineates required frequencies, references, and affect on CMR or BMC status, mobility, or grounding for required Air Force Awareness Program ground training.

4.2.4. **Ground Currencies.** The Ground Training and Currencies table in the current RAP Tasking Memorandum delineates required frequencies, references, and affect on CMR or BMC status, mobility, or grounding for required ground currencies.

4.2.5. **Simulator Training.** Accomplish training in an approved RQ-4 ATD.

4.2.5.1. The Non-RAP 20-Month Cycle Requirements table in the current RAP Tasking Memorandum depicts the minimum ATD training requirements. ATD sorties require instructor supervision in order to satisfy annual requirements. Units may authorize crewmembers to conduct unsupervised simulator sorties for individual proficiency provided there is no interference with scheduled training. Unsupervised simulator sorties do not satisfy annual requirements. Units should determine additional CT training device supervision requirements based on expected employment tasking, training device capabilities, and mission training objectives.

4.2.5.2. Units will develop scenarios that cover contingencies, fault codes, and pilot terminal area procedures. In addition, units will develop mission scenario requirements based on expected employment tasking and training device capabilities. Scenarios should place emphasis on training not readily attainable during daily flying activities. Units will review scenarios annually and update as required.

4.2.5.3. Crewmembers may receive credit for training accomplished in special devices such as higher headquarters (HHQ) directed simulator test support, etc., if approved by the SQ/CC.

4.2.5.4. Each crewmember will accomplish an ATD training sortie in full CW ensemble once each training cycle. Within the mission profile, practice doffing simulated contaminated equipment. CW ATD missions complement existing ATD mission profiles. CW missions do not increase ATD requirements.

4.2.5.5. Accomplish EP missions in an ATD.

4.2.6. **Sensor Operator Imagery Interpretation Training.** Sensor Operators who are Air Force Specialty Code 1N1X1s must maintain core competency knowledge, skills, and abilities as career imagery interpreters. Use assigned MAJCOM Command Intelligence Personnel Training Program (CIPTP), and the 1N1X1 Career Field Education and Training Plan (CFETP) to develop and manage SO 1N1X1 skill-level and continuation training. Prioritize and focus the 1N1X1 CFETP and CIPTP training programs to expected theaters of operation. This 1N1X1 career field training does not affect CMR status.

4.3. Flying Training. Crewmembers will accomplish the total RAP sortie requirements in [Table 1.1](#) and the sortie and event requirements specified in the RAP 20-month Cycle Requirements and Non-RAP 20-Month Cycle Requirements tables in the current RAP Tasking Memorandum as applicable to their crew position. Failure to accomplish the requirements in the Non-RAP 20-Month Cycle Requirements table in the current RAP Tasking Memorandum will not affect BAQ, BMC, or CMR status, but will require additional training as determined by the SQ/CC. In addition, crewmembers must meet the following requirements for BAQ, BMC, and CMR status:

4.3.1. Basic Aircraft Qualification Requirements:

4.3.1.1. Qualification Evaluation IAW AFI 11-202V2 and AFI 11-2RQ-4V2.

4.3.1.2. Currencies (as applicable) IAW paragraph [4.6](#).

4.3.1.3. BAQ pilots will fly a supervised sortie (with a squadron supervisor or instructor) at least once every 60 calendar days. In addition, if a BAQ pilot does not fly for 30 days (inexperienced) or 45 days (experienced), fly the next sortie with an instructor.

4.3.1.4. Crewmembers (except general officers) who remain in BAQ status for more than six months will be grounded, unless currently enrolled in a program to achieve CMR or BMC (waiver authority: MAJCOM/A3).

4.3.2. Basic Mission Capable Requirements:

4.3.2.1. Qualification and Mission Evaluations IAW AFI 11-202V2 and AFI 11-2RQ-4V2.

4.3.2.2. Currencies IAW paragraph [4.6](#).

4.3.2.3. Ground training requirements related to applicable RAP sorties and events.

4.3.2.4. Sortie rate (lookback) IAW [Table 1.1](#) and paragraph [4.7.1](#). Not applicable (N/A) for above-wing-level crewmembers.

4.3.2.5. RAP sorties, mission types, and events IAW the procedures set forth in this volume and the MAJCOM RAP Tasking Memorandum.

4.3.3. Combat Mission Ready Requirements:

4.3.3.1. Performance satisfactory to the SQ/CC.

4.3.3.2. Qualification and Mission Evaluation IAW AFI 11-202V2 and AFI 11-2RQ-4V2.

4.3.3.3. Sortie rate (lookback) IAW [Table 1.1](#) and paragraph [4.7.1](#).

4.3.3.4. RAP sorties, mission types, and events IAW this volume and the MAJCOM RAP tasking memorandum.

4.3.3.5. Currencies IAW paragraph [4.6](#).

4.3.3.6. Ground training IAW paragraph [4.2](#) and the Ground Training and Currencies table in the current RAP Tasking Memorandum.

4.3.3.7. Verification IAW paragraph [4.2.6](#).

4.3.4. Special Capabilities and Qualifications Requirements:

4.3.4.1. Specialized training IAW [Chapter 5](#).

4.3.4.2. Sortie requirements IAW this volume or the MAJCOM RAP tasking memorandum.

4.3.4.3. Failure to accomplish the requirements specified in this document or the RAP memorandum requires loss of designation and/or qualification.

4.3.4.4. Re-certification and Re-qualification are IAW paragraph 4.8.4.

4.3.5. Designated Training (PTAI) or Test (PDAI) Aircraft Unit Requirements:

4.3.5.1. Crewmembers assigned or attached to PTAI- or PDAI-coded aircraft units will fly at the BMC rate and accomplish the non-RAP BMC requirements in the Non-RAP 20-Month Cycle Requirements table in the current RAP Tasking Memorandum. For instructors, failure to accomplish these requirements does not affect instructor status, but requires additional training as determined by the SQ/CC before resuming instructor duties in delinquent events.

4.3.5.2. Ground training as directed by the SQ/CC.

4.3.5.3. Mission and instructor evaluation, as applicable, IAW AFI 11-202V2 and AFI 11-2RQ-4V2.

4.3.6. Airspace Procedures Training. Units will develop airspace and instrument flight rules academic programs applicable to worldwide RQ-4 operations. Units will include theater-specific airspace procedures in their pre-deployment spin-up training programs. Units will include a course on flight operations in adverse weather conditions with emphasis on RQ-4 limitations and capabilities in the theater-specific academic training.

4.3.7. Electronic Combat. The objective of EC training is to enhance crewmember ability to conduct operations in an electronic environment. Flying training missions typically should include EC-oriented operations and considerations. Units must make every effort to maximize effective use of limited assets as well as instill awareness and actions appropriate to the EC environment.

4.4. Special Categories:

4.4.1. Flight Surgeon. Flight surgeons may participate in continuation training missions as observers. Units will develop appropriate continuation training mission orientation programs for assigned flight surgeons.

4.4.2. Above-Wing-Level Crewmembers:

4.4.2.1. Mission Directed Training (MDT) for HHQ personnel (other than that conducted in support of a formal inspection) requires coordination with the supporting unit. MAJCOM Division Chiefs and NAF/A3 are the reviewing authorities for assigned personnel. They will:

4.4.2.1.1. Coordinate with the supporting agency to ensure maintenance of appropriate ARMS data and provide that data IAW AFI 11-401.

4.4.2.1.2. Review assigned crewmember accomplishments and currencies prior to authorizing participation in MDT. Provide specific currencies to the host squadron.

4.4.2.1.3. Determine crewmember qualifications to participate in squadron scenarios for MDT.

4.4.2.1.4. Provide each crewmember with written documentation specifying the authorized sortie types and events the crewmember may fly. Above-wing-level crewmembers who fly with only one unit may receive this from their attached unit commander.

4.4.2.2. HHQ flying personnel maintaining BMC status are exempt from academic ground training, CW training, and special training programs within authorized mission areas.

4.4.2.3. Crewmembers will:

4.4.2.3.1. Review accomplishments and currencies for accuracy.

4.4.2.3.2. Submit qualification and authorization documentation to the supporting SQ/CC or operations officer prior to flying with that squadron.

4.4.2.3.3. Evaluate the demands of each mission scenario and ensure that they do not exceed their ability and proficiency.

4.4.2.4. With the concurrence of the OG/CC, instructor-qualified crewmembers may perform instructor duties provided they have qualification and currency for the applicable missions and events.

4.5. Multiple Qualification and Currency:

4.5.1. MAJCOM/A3 may authorize qualification in more than one mission design series (MDS) for crewmembers only when command mission requirements direct such action and dual qualification is economically justifiable. MAJCOMs cannot delegate this authority. Unless required for unit mission accomplishment, commanders must not permit crewmembers qualified in primary mission aircraft to maintain qualification in support aircraft.

4.5.1.1. Submit multiple qualification requests through command channels to MAJCOM/A3. All requests must contain full justification. Units will provide multiple qualification approval to the appropriate host base aviation management office. Do not authorize flight accomplishments until aircraft assignment is updated in ARMS.

4.5.1.2. Individually authorized multiple qualifications are valid as long as the individual remains assigned to the specific position and aircraft unless rescinded by MAJCOM/A3.

4.5.2. Multiple qualification is not appropriate for senior wing supervisors of units with different types of aircraft. WG/CCs will qualify in only one of their wing's aircraft. Either the WG/CV or OG/CC should qualify in another of the wing's aircraft (not the one selected by the WG/CC). Wings will comply with MAJCOM policy on senior supervisor familiarization flights.

4.5.3. Crewmembers qualified in multiple aircraft will satisfy at least 50 percent of the sortie requirements of their primary aircraft in that aircraft. If crewmembers are CMR, they will meet all RAP sortie and event requirements of the primary aircraft. In addition, crewmembers will fly an equitable distribution of training requirements in each MDS to fill their non-RAP requirements.

4.5.4. Crewmembers qualified in multiple aircraft will fly at least once each 45 days in each aircraft. They will comply with all other currency requirements for each aircraft.

4.5.5. Crewmembers must complete conversion training IAW an approved syllabus.

4.6. Currencies, Re-currencies, and Re-qualification:

4.6.1. **Currency.** **Table 4.1.** defines currency requirements for all RQ-4 crewmembers. If a crewmember loses a particular currency, the individual may not perform that sortie or event except for the

purpose of regaining currency as noted. Instructors may log events for currency when performing instructor duties.

Table 4.1. Crewmember Currencies.

Task and Task ID	Ref Date	Frequency (days)		Affects CMR	To Regain Currency	Dual Credits	Notes
		INEXP	EXP				
System Currency							
System Currency SYS01	LASTD ^a	30	45	No	See para 4.6.3.		1
Theater-specific Sortie Currency (Pilot and SO)							
CENTCOM Sortie CTC00	LASTD	30	45	No	CTC00	GA92R	2 & 3
EUCOM Sortie EUC00	LASTD	30	45	No	EUC00	GA94R	2 & 3
NORTHCOM Sortie NRC00	LASTD	30	45	No	NRC00	GA90R	2 & 3
PACOM Sortie PAC00	LASTD	30	45	No	PAC00	GA93R	2 & 3
SOUTHCOM Sortie SUC00	LASTD	30	45	No	SUC00	GA95R	2 & 3
LRE Currency (Pilot Only)							
Taxi and Takeoff Procedures LRE01	LASTD	30	45	No	LRE01	SYS01 GH17	4, 6, 7, & 8
Approach LRE02	LASTD	30	45	No	LRE02	GH14	4, 6, 7, & 8
Landing LRE03	LASTD	30	45	No	LRE03	SYS01 GH16	4, 6, & 8
LRE Instructor Duty ID01	LASTD	N/A	60	No	ID01		5
MCE Currency							
Mission Takeoff Preparation (SO only) MCE01	LASTD	45	60	No	MCE01		4, 6 & 7
IMINT Collection MCE02	LASTD	30	45	No	MCE02		6
Approach (pilot only) MCE03	LASTD	45	60	No	LRE02 or MCE03	SYS01 GH14	4, 6 & 7

Task and Task ID	Ref Date	Frequency (days)		Affects CMR	To Regain Currency	Dual Credits	Notes
		INEXP	EXP				
MCE Instructor Duty (Pilot and SO) ID02	LASTD	N/A	60	No	ID02		5 & 6

NOTES:

1. Accumulator only for the purpose of tracking system currency based on the last LRE taxi and take-off, LRE landing, or MCE approach currency event. SYS01 starts the timing for paragraph 4.6.3. re-currency requirements.
2. Supervision level for re-currency over 60 days is an IP or instructor sensor operator (ISO) current in the sortie. No instructor required for re-currency less than 60 days.
3. Prerequisite is the appropriate theater-specific (CENTCOM, EUCOM, NORTHCOM, PACOM, or SOUTHCOM) ground training.
4. Supervision level for re-currency is an IP or ISO current in event.
5. Non-currency for 61-180 days requires a re-currency flight with an instructor. Non-currency for 181 and more days requires a flight evaluation.
6. Crewmembers must be current in this event to fly unsupervised. Pilots performing employment missions in the MCE are not required to have LRE currencies. Pilots performing start, taxi, takeoff, and landing duties at a forward LRE site are not required to have MCE currencies.
7. Crewmembers and instructors may update currency or obtain re-currency (Note 4 applies) in an ATD. Crewmembers and instructors may update this currency or obtain re-currency once in an ATD and then the next update must be an actual event.
8. MCE pilot may log this event if logging primary time for the event.
ARMS Note:
 - a. LASTD – ARMS code meaning last accomplished to the day.

4.6.2. **Re-currency.** Crewmembers require re-currency whenever they exceed a currency requirement in this volume.

4.6.2.1. Crewmembers must satisfy overdue training requirements before performing tasks applicable to the type of training in which delinquent. Training annotated as affecting CMR status will require regression to N-CMR until accomplishing appropriate training as specified by SQ/CC. Training identified as not affecting CMR status does not require regression from CMR, although it may result in grounding until completing training. The duration of grounding and status of sortie lookback will determine the effect on CMR status.

4.6.2.2. Unless otherwise specified, the SQ/CC determines supervisory requirements pertaining to re-currency.

4.6.3. **System Re-currency.** Loss of both LRE takeoff and landing currency and MCE approach currency requires the following action (timing starts from the last LRE taxi and takeoff, LRE landing, or MCE approach currency event):

4.6.3.1. **LRE – 31-90 (46-90 for Experienced) Days.** Regain LRE takeoff and landing currency. Supervision level is an instructor qualified and current in the sortie.

4.6.3.2. **MCE – 46-90 (60-90 for Experienced) Days.** Regain MCE approach currency. Supervision level is an instructor qualified and current in the sortie.

4.6.3.3. **91-135 Days.** Same as paragraph 4.6.3.1. and 4.6.3.2. above, plus instructor supervised ATD including:

4.6.3.3.1. For CMR crewmembers: tactics, normal, and emergency procedures.

4.6.3.3.2. For BMC crewmembers: normal and emergency procedures.

4.6.3.4. **136-180 Days.** Same as paragraph 4.6.3.3. above, plus qualification and tactical written examinations and emergency procedures evaluation (EPE).

4.6.3.5. **181 or More Days.** Sorties, events, and ATDs as determined by the SQ/CC plus qualification and tactical written exams, EPE, and qualification and mission flight evaluation.

4.6.4. **LRE Takeoff and Landing Re-currency.** Pilot is still current in the MCE. Loss of takeoff and landing currency in the LRE only requires the following action:

4.6.4.1. Regain LRE takeoff and landing currency. Supervision level is an instructor qualified and current in the event.

4.6.4.2. SQ/CC determines sortie and event training requirements to regain currency.

4.6.5. **MCE Approach Re-currency.** Pilot is still current in the LRE. Loss of MCE approach currency only requires the following action:

4.6.5.1. Regain MCE approach currency. Supervision level is an instructor qualified and current in the event.

4.6.5.2. SQ/CC determines sortie and event training requirements to regain currency.

4.6.6. **Loss of and Re-qualification to Instructor Status.** Decertify instructors if:

4.6.6.1. They fail a flight evaluation. To regain instructor status, the instructor must successfully complete a flight evaluation IAW AFI 11-202V2 and AFI 11-2RQ-4V2.

4.6.6.2. They fail a qualification, instrument, or tactical examination. To regain instructor status, the instructor must successfully accomplish the written exam.

4.6.6.3. Their instructor currency expires. To regain status, see [Table 4.1](#).

4.6.6.4. They become non-current in an event or sortie that causes removal from CMR or BMC status and the SQ/CC deems that loss of currency is of sufficient importance to require de-certification. If the SQ/CC does not elect this option or if the instructor becomes non-current in events or sorties which do not require removal from CMR or BMC status, the individual may retain instructor status, but the instructor will not instruct in that event or sortie until regaining the required currency.

4.7. Regression:

4.7.1. **CMR or BMC Regression for Failure to Meet Lookback.** If crewmembers do not meet RAP lookback requirements throughout the training cycle, SQ/CCs may regress them to N-CMR or N-BMC status, as applicable, remove them from a CMR manning position, or initiate action to remove them from active flying status.

4.7.1.1. Failure to meet one-month RAP or contingency operations sortie lookback requires a review of the crewmember's three-month sortie history. If the crewmember meets the three-month lookback, the crewmember may, at SQ/CC discretion, remain CMR or BMC. Failure to meet the three-month lookback will result in regression to N-CMR or N-BMC status as appropriate, or the SQ/CC may place the crewmember in probation status for one month. If the SQ/CC chooses probation, the only way to remove a crewmember from probation and preserve the current status is to reestablish a one-month lookback at the end of the probation period. (See [Figure 4.1.](#))

4.7.1.2. CMR or BMC crewmembers regressed to N-CMR or N-BMC for lookback must complete a SQ/CC-approved re-certification program to return the crewmember to CMR or BMC standards. Upon completion of the re-certification program, the CMR or BMC crewmember also must meet the subsequent one-month lookback requirement prior to reclaiming CMR or BMC status. Units may credit the sorties and events accomplished during the re-certification program toward the individual's total and type sortie and event requirements for the training cycle as well as for the monthly sortie requirement.

4.7.1.3. Lookback computations begin following SQ/CC designation of the crewmember to BMC or CMR. The crewmember must maintain one-month lookback until establishing a three-month lookback. If a new CMR or BMC crewmember fails to meet one-month lookback while establishing three-month lookback, SQ/CCs may apply probation rules as described in paragraph [4.7.1.1.](#) In addition, one-month lookback starts the first full month of CMR or BMC status.

4.7.2. **Unqualified Crewmember Evaluations.** Handle crewmembers who fail a qualification, instrument, or mission evaluation IAW AFI 11-202V2. Crewmembers will regress to N-CMR or N-BMC as applicable. These crewmembers will remain N-CMR or N-BMC until successfully completing required corrective action, a reevaluation, and are re-certified by the SQ/CC.

4.7.3. **Failure to Maintain Flying Standards.** If a qualified crewmember demonstrates lack of proficiency or knowledge during CT (not related to a flight evaluation) the SQ/CC may elect to regress the individual to N-CMR or N-BMC as applicable. These crewmembers will remain N-CMR or N-BMC until successfully completing corrective action as determined by the SQ/CC, an evaluation if required, and are re-certified by the SQ/CC.

4.8. End-of-Cycle Requirements. Crewmembers who fail to complete sortie and/or event requirements of this volume by the end of the training cycle may require additional training depending on the type and magnitude of the deficiency. Refer to paragraph [4.9.](#) to determine if the unit may prorate some of these requirements. In all cases report training shortfalls IAW paragraph [1.2.5.](#)

4.8.1. Crewmembers who fail to meet the total annual RAP sortie requirement may continue CT at CMR or BMC as determined by lookback. The SQ/CC will determine if these crewmembers require additional training.

4.8.2. Crewmembers who fail to meet annual non-RAP sortie and/or event requirements may continue CT at CMR or BMC as determined by lookback. The SQ/CC will determine if these crewmembers require additional training.

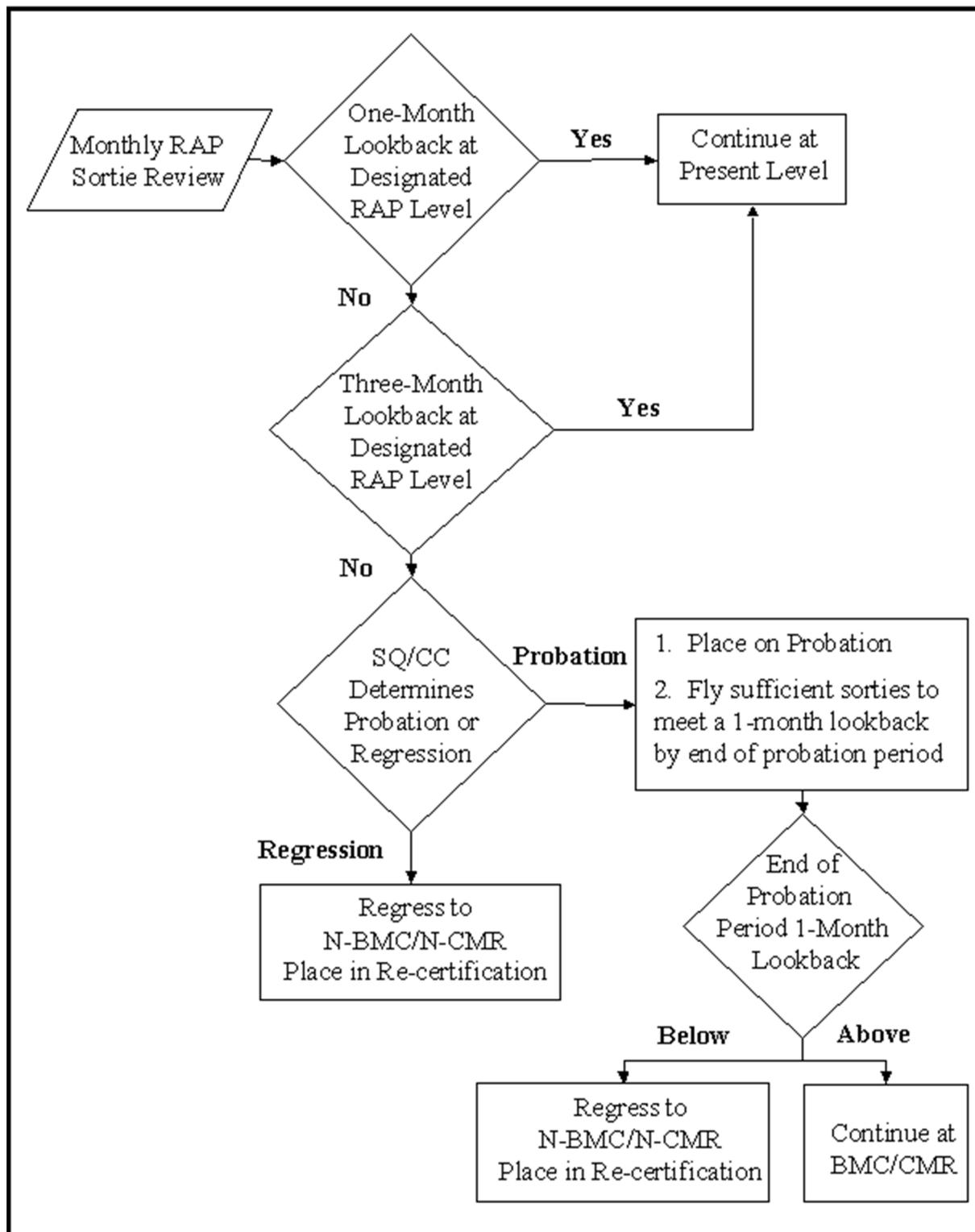
4.8.3. Failure to meet RAP sortie-type requirements will result in the following:

4.8.3.1. Regression to N-CMR or N-BMC if the SQ/CC determines that the sortie-type deficiency is significant. To regain CMR or BMC, the crewmember will complete all deficient sortie types. Units may count these sorties against the total requirements for the new training cycle.

4.8.3.2. Continuation at CMR or BMC if the crewmember maintains total RAP sorties and lookback and the SQ/CC deems the sortie type deficiencies insignificant.

4.8.4. Failure to accomplish sorties required for special certification or qualification will result in loss of that certification or qualification. The SQ/CC will determine re-qualification requirements.

Figure 4.1. Regression Flow Chart.



4.9. Proration of End-of-Cycle Requirements. At the end of the training cycle, the SQ/CC may prorate all training requirements when duties not to involve flying, emergency leaves, non-flying temporary duty (TDY) or exercises, and combat contingency deployments preclude training for a portion of the training period. Do not consider normal annual leave as non-availability. Units may consider extended bad weather that precludes the unit from flying for more than 15 consecutive days as non-availability. The following guidelines apply:

4.9.1. Only use proration to adjust for genuine circumstances of training non-availability, not to mask training or planning deficiencies.

4.9.2. Base proration on cumulative days of non-availability for flying during the training cycle. Use **Table 4.2.** to determine the prorated number of months based on cumulative calendar days of non-availability. Determine the prorated number of training events based on the prorated number of months.

Table 4.2. Proration Allowance.

Cumulative Days of Training Non-Availability	Months Of Proration Allowed
0 – 15	0
16 – 45	1
46 – 75	2
76 – 105	3
106 – 135	4
136 – 165	5
166 – 195	6
196 – 225	7
226 – 255	8
256 – 285	9
286 – 315	10
316 – 345	11
346 – 375	12
376 – 405	13
406 – 435	14
436 – 465	15
466 – 495	16
496 – 525	17
526 – 555	18
556 – 585	19
Over 585	20

4.9.3. If a crewmember is non-available for training and loses currency requiring a tailored re-qualification training program plus a flight evaluation IAW paragraph 4.6.3.4., then the crewmember's training cycle starts over at a prorated share of the remaining months in the training cycle following completion of the re-qualification training and flight evaluation.

4.9.4. An example of proration for non-availability is that Captain Jones took 17 days of emergency leave in January and then attended in-residence Squadron Officers School (SOS) from March through April for 56 consecutive calendar days. Capt Jones' SQ/CC authorized a total of two months (17 days emergency leave plus 56 days at SOS equals 73 cumulative days) of proration from his training.

4.9.5. Round prorated numbers resulting in fractions of less than 0.5 to the next lower whole number, but prorate no requirement below one.

4.9.6. Consider newly assigned or converted crewmembers and crewmembers who achieve CMR or BMC after the 15th of the month to be in CT on the first day of the following month for proration purposes. Units may prorate events and sorties for the remainder of the training cycle. Crewmembers must complete a prorated share of RAP sorties in CT.

4.9.7. SQ/CCs may prorate a crewmember's last month on station prior to departing permanent change of station (PCS) provided they do not exceed one month's proration. Units may consider individuals departing PCS CMR for reporting purposes for 60 days from date of last flight, or until loss of CMR currency, port call date, or sign in at new duty station.

4.9.8. Contingency operations may have a positive or negative impact on a unit's CT program, as emphasis is on supporting the actual contingency. A potential lack of training opportunities while deployed may place a burden on the unit, forcing the unit to accomplish the majority of its CT program in a reduced period of time at home station. Units may log sorties flown during contingency operations as RAP sorties or contingency operations sorties. The following proration procedures provide flexibility in accomplishing the unit's CT program:

4.9.8.1. **RAP Sorties During Contingencies.** Because the training quality of missions flown at contingency locations may vary considerably, units may log sorties flown at contingency locations that provided valid training as RAP sorties. Events accomplished on these sorties count toward RAP event requirements, and units may not prorate these sorties and events upon return to home station.

4.9.8.2. **Contingency Operations Sorties.** If missions flown at a contingency location do not provide valid RAP training, log the missions as Contingency Operations sorties and do not count them toward annual RAP requirements. Units may use Contingency Operations sorties for look-back purposes. RAP events logged during Contingency Operations sorties do not count toward annual RAP requirements, but may update currencies. After returning from contingency operations where Contingency Operations sorties are logged, units will prorate RAP sorties and events for the period of time each individual was deployed. In addition, units may prorate for the deployment preparation and deployment recovery time where MAJCOM reduces home station flying.

4.9.8.3. **Post-Contingency Proration.** Upon return from contingency operations, compute proration by calculating the total proratable sorties for the entire deployment, and then subtracting the number of valid RAP sorties. The result is the allowable sortie proration. Negative numbers equal zero. Prorate events at SQ/CC discretion based on the events accomplished during valid RAP sorties.

4.10. Regaining CMR or BMC Status:

4.10.1. If a crewmember loses CMR or BMC status due to failure to meet the end-of-cycle event requirements, re-qualification is IAW paragraph 4.7.

4.10.2. If a crewmember loses CMR or BMC status due to failure to meet lookback IAW paragraph 4.7., the following applies (timing starts from the date the crewmember came off CMR or BMC status):

4.10.2.1. **Up to 90 Days.** The crewmember must complete a SQ/CC directed re-certification program IAW paragraph 4.7.1.2. In addition, the crewmember must regain all RAP event currencies. The SQ/CC will approve any other additional training prior to re-certification to CMR or BMC.

4.10.2.2. **91-180 Days.** Same as 4.10.2.1. above, plus qualification and tactical written examinations.

4.10.2.3. **181 Days and Beyond.** Sorties, events, ATDs, and ground training as determined by the SQ/CC, plus qualification and tactical written exams, EPE, and qualification and mission flight evaluation. The individual's training cycle will start over at a prorated share following completion of the flight evaluation.

4.11. Lookback, Regression, Proration, & Re-qualification Process Example. Captain Smith is an experienced CMR crewmember with a one- and three-month lookback requirement of four and twelve RAP sorties respectively. On February 3, Captain Smith flew an MCE Mission sortie prior to departing for a non-flying TDY staff tour for two months. Captain Smith reported back for flight duty on 6 April. What is Captain Smith's status throughout the TDY and on return to flying duty?

4.11.1. The SQ/CC wanted to list Captain Smith as a countable CMR crewmember for reporting purposes throughout the TDY. Therefore, on 1 March, Captain Smith's Flight Commander (FLT/CC) performed the mandatory one-month lookback (February). Captain Smith only flew three RAP sorties, failing the one-month lookback. The FLT/CC then performed a three-month lookback (Dec, Jan, and Feb). This three-month lookback showed that Captain Smith flew only ten sorties for the period. Had Captain Smith flown two more sorties, the SQ/CC could continue him at CMR. However, with ten sorties, Captain Smith did not meet the three-month lookback for a CMR crewmember. The SQ/CC could regress Captain Smith to N-CMR, but instead elected to put him on probation, still carrying him as CMR.

4.11.2. The SQ/CC carried Captain Smith on one month's probation during March. On 1 April, Captain Smith's one-month lookback (March) was zero sorties. The SQ/CC must now regress Captain Smith to N-CMR. When Captain Smith returns on 6 April, the SQ/CC must place him in a re-certification program. Upon completing this program, Captain Smith must then reestablish a one-month lookback by 1 May. Failing to reestablish a one-month lookback by 1 May forces the unit to report Captain Smith N-CMR one more month until the next lookback process on 1 June.

4.11.3. If Captain Smith had returned on 22 March while still being carried in probationary CMR status, he must fly four RAP sorties to recapture a one-month lookback and achieve removal from probation. If Capt Smith was non-current for LRE takeoff and landing, he must fly a non-RAP LRE sortie with an instructor to regain LRE takeoff and landing currency before flying MCE sorties to build lookback.

4.11.4. At the end of the training cycle, the SQ/CC prorated two months of Captain Smith's total requirements. In spite of this proration, Captain Smith was deficient in RAP sorties. The SQ/CC could regress Captain Smith to N-CMR, if deemed significant. After he accomplished the tailored re-certification program (the deficient sorties), the SQ/CC re-certified Captain Smith to CMR. The sorties flown for CMR re-certification count for the new training cycle.

Chapter 5

SPECIALIZED TRAINING

5.1. General. This chapter outlines duties and responsibilities for units to upgrade, qualify, and maintain proficiency and currency for special capabilities and special qualifications. These capabilities and qualifications are in addition to core missions for the unit and do not apply to every crewmember assigned or attached to the unit.

5.2. Pre-Deployment Training. Conduct this training prior to deploying in support of contingency operations (if time permits) or exercises. The objective of this training is to ensure crewmembers' ability to conduct all missions in support of expected tasking. For contingency operations, units are responsible for contacting appropriate gaining command to determine expected mission tasking. For exercises, units are responsible for referring to appropriate exercise plans (EXPLAN) and contacting appropriate exercise points of contact prior to deployment to determine expected mission tasking. Refer to MAJCOM/A3 exercise and joint training division for the current list of exercises and EXPLANs. Prior coordination ensures unit preparation for the appropriate tasking and allows the responding OG/CC to tailor spin-up training for the theater, threat, and tactics for the assigned task. The SQ/CC is responsible for implementing spin-up training, prosecuting the required missions, and determining the specific requirements necessary to reach the desired level of proficiency. Units will place emphasis on training needed for missions not accomplished in daily operations. Conduct spin-up training IAW all applicable instructions.

5.2.1. Attached and Augmenting Crewmembers. Crewmembers not assigned to the deploying squadron must receive spin-up training as determined by the deploying SQ/CC. This requirement applies to all attached crewmembers (OG, WG, HQ staffs, etc.), and all crewmembers augmenting from other squadrons (operational or FTU). The objective of this spin-up training is to ensure attached and augmenting crewmembers are proficient to conduct all missions in support of expected tasking. The deploying SQ/CC determines the amount of spin-up training required for each attached and augmenting crewmember based on the individual's level of proficiency, currency, qualification, experience, etc. For augmenting crewmembers, once the augmented SQ/CC determines the amount of spin-up training, the augmentee's SQ/CC is responsible for ensuring spin-up training accomplishment.

5.2.2. Ground Training. All applicable crewmembers will complete academic training prior to deployment. Units will brief contingency or exercise SPINS, Rules of Engagement (combat) or Training Rules, and command and control. Programs will emphasize deployment airfield capabilities, limitations, approach procedures, and hazards. In addition, cover area environment (weather) and unique operating procedures. The local Weather Flight can assist with weather-unique training. MAJCOM intelligence organizations will assist the unit's intelligence functions in the development of threat assessments, training materials, and expected collection tasking.

5.2.3. Flying Training. Tailor spin-up training to ensure all deploying crewmembers are proficient, current, and qualified in all expected mission tasking.

5.2.4. Responsibility. OG/CCs are responsible for ensuring all participating crewmembers are ready to deploy and are proficient to conduct all missions in support of expected tasking.

5.3. Forms Prescribed. None.

5.4. Form Adopted. The following Air Force form is adopted for use in this instruction: AF IMT 847, *Recommendation for Change of Publication*.

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Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

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- AFMAN 33-326, *Preparing Official Communications*, 1 November 1999
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- AFTTP 3-1V9, *Tactical Employment--RQ-4*, 11 November 2005
- DOD Directive 5240.1-R, *Procedures Governing the Activities of DOD Intelligence Components that Affect United States Persons*, 11 December 1982
- Title 10, *United States Code*, Chapter 857
- Executive Order 9397, *Numbering System for Federal Accounts Relating to Individual Persons*

Abbreviations and Acronyms

- ACC**—Air Combat Command
- AEF**—Air and Space Expeditionary Force
- AFI**—Air Force Instruction

AFMAN—Air Force Manual
AFMSS—Air Force Mission Support System
AFTTP—Air Force Tactics Techniques and Procedures
API—Aircrew Position Identifier
ARMS—Aviation Resource Management System
ATD—Aircrew Training Device
BAQ—Basic Aircraft Qualification
BMC—Basic Mission Capable
C1—Contingency 1
C2—Contingency 2
C3—Contingency 3
C4—Contingency 4
CAF—Combat Air Forces
CC—Commander
CENTCOM—Central Command
CFETP—Career Field Education and Training Plan
CIPTP—Command Intelligence Personnel Training Program
CMR—Combat Mission Ready
CRM—Cockpit/Crew Resource Management
CT—Continuation Training
CV—Vice Commander
CW—Chemical Warfare
DAWS—Data Analysis Workstation
DO—Operations Officer or Directorate of Aerospace Operations
DOC—Designed Operational Capability
DOD—Department of Defense
DRU—Direct Reporting Unit
EC—Electronic Combat
EO—Electro-Optical
EP—Emergency Procedure
EPE—Emergency Procedures Evaluation
ETCA—Education Training Course Announcement

EUCOM—European Command
EXP—Experienced
EXPLAN—Exercise Plan
FCF—Functional Check Flight
FE—Flight Examiner
FLT/CC—Flight Commander
FOA—Field Operating Agency
FTU—Formal Training Unit
HHQ—Higher Headquarters
HQ—Headquarters
IAW—In Accordance With
ICWT—Initial Chemical Warfare Training
INEXP—Inexperienced
IP—Instructor Pilot
IQT—Initial Qualification Training
IR—Infrared
IPUG—Instructor Upgrade Training
ISO—Instructor Sensor Operator
ISOUG—Instructor Sensor Operator Upgrade Training
ISS—Integrated Sensor System
JUNT—Joint Undergraduate Navigator Training
LASTD—Last Accomplished to the Day
LIMFACS—Limiting Factors
LRE—Launch and Recovery Element
MAJCOM—Major Command
MCE—Mission Control Element
MDS—Mission Design Series
MDT—Mission Directed Training
MQT—Mission Qualification Training
N/A—Not Applicable
NAF—Numbered Air Force
N-BMC—Non-Basic Mission Capable

N-CMR—Non-Combat Mission Ready
NORTHCOM—Northern Command
OCF—Operational Check Flight
OG—Operations Group
OG/CC—Operations Group Commander
OPR—Office of Primary Responsibility
PACOM—Pacific Command
PA—Privacy Act
PAI—Primary Aircraft Inventory
PDAI—Primary Developmental and Test Aircraft Inventory
PMAI—Primary Mission Aircraft Inventory
PTAI—Primary Training Aircraft Inventory
PCS—Permanent Change of Station
RAP—Ready Aircrew Program
RQT—Re-qualification Training
RTB—Return to Base
RTRB—Realistic Training Review Board
SAR—Synthetic Aperture Radar
SEPT—Situational Emergency Procedure Training
SO—Sensor Operator
SOM—Scheme of Maneuver
SOS—Squadron Officers School
SOUTHCOM—Southern Command
SPINS—Special Instructions
SQ—Squadron
SQ/CC—Squadron Commander
SQ/DO—Squadron Operations Officer
SUPT—Specialized Undergraduate Pilot Training
TDY—Temporary Duty
TRSS—Training Support Squadron
UMD—Unit Manning Document
USAF—United States Air Force

USAFWS—United States Air Force Weapons School

WAS—Wide Area Search

WG—Wing

WG/CC—Wing Commander

WG/CV—Wing Vice Commander

Terms

Aircrew Training Device—A training device used to prepare aircrew members for the actual performance of flight duties. The official categories for ATDs are Flight Simulators, Flight Training Devices, Aircraft System Trainers, and Other (for those that do not fall into the first three categories). ATDs are cockpit familiarization trainer, cockpit procedures trainer, operational flight trainer, part-task trainer, and weapon system trainer to name a few.

Attrition Sortie—A sortie planned and launched as a RAP training sortie, Non-RAP sortie, or collateral sortie, that, due to some circumstance (weather, in-flight emergency, maintenance, etc.), fails to accomplish the planned mission. It is imperative that units log these sorties properly. Improper accounting of these sorties will result in improper sortie allocation, stresses to the unit schedule, and negative impacts to the quality of unit training programs.

Basic Aircraft Qualification—A status of a crewmember who has satisfactorily completed training prescribed to maintain the skills necessary to fly unit aircraft or operate mission systems. The crewmember must perform at the minimum frequency necessary to meet the most recent sortie and flight standards set for the weapon system. The crewmember will carry BAQ only until completion of MQT. BAQ is not a permanent qualification except for general officers above the wing level, and any other crewmembers specifically authorized by MAJCOM A3. BAQ crewmembers will not perform RAP-tasks combat events or sorties without instructor crewmembers or SQ supervisor supervision.

Basic Mission Capable—The status of a crewmember who has satisfactorily completed training (MQT) prescribed for full qualification to perform the basic unit operational missions, but does not maintain CMR status. Crewmembers accomplish training required to remain familiarized in all, and may maintain qualification and proficiency in some, of the primary missions of their weapon system and unit. These crewmembers may also maintain special capabilities.

Contingency Operations Sortie—A mission flown at a contingency location which does not provide valid RAP training and does not count toward annual RAP requirements. Units may use Contingency Operations sorties for lookback purposes. RAP events logged during Contingency Operations sorties do not count toward annual RAP requirements, but may update currencies.

Combat Mission Ready—A status of a crewmember who has satisfactorily completed training (MQT) prescribed for full qualification to perform the basic unit operational missions, and maintains qualification and proficiency in these missions. All squadron-assigned crewmembers, squadron commanders, operations officers, and OG/CC-designated wing- or group-level positions will maintain this qualification level. **EXCEPTION:** If a unit is over-manned, they may elect to train the front line of their UMD to CMR with the overage designated as BMC. Units must select inexperienced crewmembers for approximately 50% of their CMR positions.

Continuation Training—Training to maintain proficiency and improve crewmember capabilities to perform unit missions and crewmember proficiency sorties not flown in formal syllabus missions, tests, or evaluations. Applicable to CMR and BMC crewmembers.

Currency—The minimum frequency required to perform an event or sortie safely.

Data Analysis Workstation (DAWS) Trainer—A part-task trainer that operates independently of the ground station. DAWS trainers are used to train SOs on the fundamentals of target collection and provide hands-on training with the mission collection software.

Emergency Procedures Evaluation—An evaluation of crewmember knowledge and responsiveness to critical and non-critical EPs conducted by an FE in an ATD, or the MCE. An EPE may be administered orally if an appropriate training device is not available.

Experienced Crewmember—

Pilots:—An experienced pilot has: 500 hours PAI, or 1000 hours total pilot flying time (not including SUPT or JUNT time) of which 150 are PAI. PAI does not include "other" time.

SOs:—An experienced SO has 250 hours PAI.

Initial Qualification Training—Training to qualify a crewmember in basic aircraft flying duties without specific regard to the unit's operational mission. The minimum requirement for Basic Aircraft Qualification status.

Instructor Upgrade Training—Training to qualify a crewmember to perform instructor duties.

Mission Qualification Training—Training required to achieve a basic level of competence in unit's primary tasked missions. This training is a prerequisite for CMR or BMC status.

Pilot Stand Alone Trainer—A pilot part-task trainer that operates independent of the ground station. Most elements of flying the airplane and emergency procedures training may be accomplished, but the system lacks the ability to conduct mission training.

Primary Aircraft Inventory—Aircraft authorized for performance of the operational mission. The PAI forms the basis for allocation of operating resources including manpower, support equipment, and flying-hour funds. The operating command determines the PAI required to meet their assigned missions.

Proficiency—Demonstrated ability to successfully accomplish tasked event safely and effectively. For purposes of this volume, proficiency also requires currency in the event, if applicable.

Situational Emergency Procedures Training—A discussion and review of abnormal and emergency procedures and aircraft systems operations and limitations based on realistic scenarios.

Specialized Training—Training in specialized tactics or flight responsibilities such as instructor, etc. Units may conduct this training in MQT or CT, as required.

Squadron Operations Supervisor—The squadron Operations Supervisor must be filled by the operations officer, assistant operations officers or senior flight commanders deemed qualified by the squadron commander and approved by the OG/CC. Squadron commanders can always fill the Operations Supervisor position, if available. See AFI 11-418.

Tactical Deception—Any activity designed to mislead the enemy operational commander by manipulating, distorting, or falsifying evidence, thereby inducing the enemy to act in a manner favorable to our interests or desires (see AFI 10-704, *Military Deception Program*).

Re-qualification Training—Training to re-qualify previously qualified crewmembers in basic aircraft flying duties without specific regard to the unit's operational mission. This training is the minimum requirement for Basic Aircraft Qualification status.

Verification—Applies to procedure aimed at verifying and refreshing crewmember tactical employment knowledge, emphasizing conventional operations and mobile targets. Conduct verification in both initial and follow-on phases. Initial verification phase is a formal board proceeding convened to verify individual crewmember knowledge. Continuation training is to reinforce, refresh, and update crewmembers on unit wartime mission, tasking, tactics, and procedures.

Weapon System Trainer—A training device that dynamically simulates the flight characteristics of the designated aircraft to train crewmembers (pilots and SOs) in normal cockpit and flight procedures, emergency procedures, and combat mission execution. Trainer combines safety of flight operation, warfighting tasks, and provides skill integration training.

Attachment 2

GLOSSARY OF SORTIE, EVENT, AND CURRENCY DEFINITIONS

A2.1. Sortie Definitions:

A2.1.1. Non-RAP Sorties (Pilots only)

A2.1.1.1. **Collateral Sorties.** These sorties do not directly relate to combat employment or basic skills training but are necessary for accomplishment of day-to-day unit operations. Ferry flights, functional check flights (FCF), Operational Check Flights (OCF) are in this category. RAP and non-RAP training does not specify requirements for these sorties. For the training cycle, the MAJ-COM allocates units a block of sorties, adjusted for local conditions and circumstances, for these purposes.

A2.1.1.1.1. **FCF Sortie.** An FCF sortie is a maintenance sortie that is necessary to validate major maintenance performed on the aircraft. FCF sorties are normally flown following major phase inspections.

A2.1.1.1.2. **Ferry Sortie.** A sortie that is used to reposition the aircraft for operational or maintenance purposes.

A2.1.1.1.3. **OCF Sortie.** An OCF sortie is a maintenance sortie that is necessary to check a component and/or sub-system of the aircraft.

A2.1.1.2. **LRE Sortie.** An LRE sortie is any sortie accomplished from the Launch and Recovery Element. Minimum requirements to log an LRE sortie are: At least one hour of primary time, a takeoff and departure or a landing. Instructors may also log an LRE Sortie while conducting upgrade training provided they meet the above requirements.

A2.1.2. Pilot and Sensor Operator Non-RAP ATD Sorties:

A2.1.2.1. **CRM SIM.** A simulator training event that focuses on CRM. Emergency procedures may be accomplished during this simulator in order to facilitate the CRM process.

A2.1.2.2. **CW SIM.** Simulator sortie in which Pilot and/or SO perform duties while wearing the full CW ensemble as described in AFI 11-2RQ-4V1, Para. 3.5.

A2.1.2.3. **EP SIM (Pilot Only).** A simulator training event that focuses on the proper application of procedures and techniques during an emergency procedure scenario.

A2.1.2.4. **EP SIM (SO Only).** A simulator training event that focuses on the SO's role during the proper application of procedures and techniques during an emergency procedure scenario.

A2.1.2.5. **System SIM.** Any simulator sortie which does not involve emergency procedures (e.g. IQT, and difference training).

A2.1.3. **RAP Sorties.** MCE Sorties are RAP sorties. Total individual twenty-month RAP sorties are tracked for sortie lookback. When logging MCE Sorties, the training tracking program automatically increments a RAP sortie.

A2.1.3.1. **MCE Mission Sortie.** MCE Mission Sorties are combat mission scenario profiles that relate to unit's DOC statement requirements. Minimum requirements to credit an MCE Mission Sortie are an intelligence scenario, combat mission planning, threat evaluation, and sensor execu-

tion. In addition to the above requirements, a minimum of two hours of primary flight time in the MCE is required to credit an MCE Mission Sortie. The SQ/CC or SQ/DO may approve the logging of an effective sortie with less than two hours of primary time on a case by case basis. MCE Mission sorties are normally scheduled for four hours primary time. Instructors may also log an MCE Mission Sortie while conducting upgrade training provided they meet the above requirements.

A2.1.3.2. One-month Sortie Lookback. Total individual RAP sorties that are tracked for a 30-day time period. This lookback is used to assess individual progress in achieving the Total Sorties (minimum) required for the 20-month training cycle.

A2.1.3.3. Three-month Sortie Lookback. Total individual RAP sorties that are tracked for a 90-day time period. This lookback is used to assess individual progress in achieving the Total Sorties (minimum) required for the 20-month training cycle

A2.1.3.4. Total Sorties (Tot Srtys). Total individual RAP sorties required for the twenty-month training cycle.

A2.2. Events. Unless otherwise specified in the event descriptions, units will determine the necessary parameters for fulfilling and/or logging tasked events. Listed events are for fulfilling tasked requirements. In the absence of guidance, units determine the content of tasked events and how often to log them. Events are defined as accomplishing a specific type of reconnaissance employment performed during a sortie or accomplishing a specific training element, function, or task (e.g. Comm Link Configuration).

A2.2.1. Pilot Non-RAP ATD Events:

A2.2.1.1. Contingency 1 (C1) Lost Communication. A C1 is a return to base, approach, and landing that is accomplished without any available command and control links with the aircraft. The aircraft flies a preprogrammed route to a landing when command and control communications to the aircraft are lost for a pre-designated amount of time. The pilot is responsible for ensuring that all airspace is kept clear and that all necessary personnel and agencies are made aware of the aircraft's situation and predicted flight path.

A2.2.1.2. Contingency 2 (C2) Return to Base (RTB). A C2 is an autonomous or pilot commanded condition which brings the aircraft to a landing at a selected airfield usually due to the loss of a redundant aircraft system. An approach that is accomplished as a result of a C2 event occurring on the aircraft wherein the aircraft executes an RTB in a C2 state.

A2.2.1.3. Contingency 3 (C3) Emergency Landing. A C3 is an approach that is accomplished as a result of an engine-out condition or other critical aircraft system fault that results in an engine shutdown at the initial approach fix. An emergency approach initiated either engine-on or engine-out.

A2.2.1.4. Contingency 4A. A contingency 4A is an autonomous or pilot commanded missed approach and go-around.

A2.2.1.5. Contingency 4B. A contingency 4B is an autonomous or pilot commanded takeoff abort.

A2.2.2. Pilot Non-RAP Events:

A2.2.2.1. **Comm Link Configuration.** Comm Link Configuration event consists of the tasks and commands required to configure the communications links. Maximum one logged per sortie.

A2.2.2.2. **Descent and Approach.** A pre-defined flight profile that the aircraft follows in returning to its planned landing airfield. Decent and approach to landing phase, logged in MCE or LRE as appropriate. Any pilot logging primary time may log this event. Instructors may log this event when performing instructor duties.

A2.2.2.3. **Holding.** Holding consists of using the Suspend command to establish a holding orbit.

A2.2.2.4. **Landing.** Landing phase of flight and normal post-mission duties logged in the LRE. MCE pilot may log this event if logging primary time for the event.

A2.2.2.5. **Taxi and Takeoff.** Taxi and takeoff procedures consist of normal pre-launch duties in the LRE and aircraft taxi, takeoff, and departure.

A2.2.3. Pilot RAP Events:

A2.2.3.1. **GOTO, Override Command.** A GOTO is a navigation command that returns the aircraft to autonomous steering by directing the aircraft to a pre-defined point along the flight path. Override steering commands provide the ground station control of the aircraft heading or track, airspeed, altitude, and vertical velocity.

A2.2.3.2. **Initial Scheme of Maneuver (SOM).** The initial SOM is the plan that establishes the methods by which the target deck is collected. The initial SOM is completed prior to takeoff.

A2.2.3.3. **Route Plan (AFMSS).** Event requiring a pilot to create mission plan from takeoff to landing, to include one C3 Approach, using the Air Force Mission Support System (AFMSS) flight planning program.

A2.2.4. SO Non-RAP ATD Events:

A2.2.4.1. **Integrated Sensor System (ISS) Preflight.** A test of the ISS to ensure it is functioning within design parameters and limitations.

A2.2.5. Sensor Operator RAP Events:

A2.2.5.1. **Electro-Optical (EO) and Infrared (IR) Point Target (PT TGT).** Point Target mode on the EO and IR Collection Planner is designed to capture a series of EO or IR spot images of the same target in rapid succession.

A2.2.5.2. **Electro-Optical Wide Area Search (EO WAS).** A mode on the EO and IR Collection Planner designed to capture an optical image of a large swath of land area.

A2.2.5.3. **Infrared Wide Area Search (IR WAS).** A mode on the EO and IR Collection Planner designed to capture an infrared image of a large swath of land area.

A2.2.5.4. **Mission Planning.** The tasks performed by the SO prior to mission execution. These include devising a SOM for the aircraft, importing the target deck into DAWS, building a target tracker, preparing MCE and Global Hawk Operations Center workstations, and conducting the target prosecution segment of the mission brief.

A2.2.5.5. **Moving Target Indicator (MTI).** A collection mode on the Synthetic Aperture Radar (SAR) Planner designed to search large areas for moving targets.

A2.2.5.6. **SAR Point Target (SAR Pt Tgt).** A mode on the SAR Collection Planner designed to capture a series of SAR SPOT images of the same target in rapid succession.

A2.2.5.7. **SAR Wide Area Search (Search C, M, H).** A search mode on the SAR Collection Planner that collects SAR imagery of a swath of land area in Coarse, Medium, or High resolution.

A2.3. Pilot and SO Currencies:

A2.3.1. LRE Currency (Pilot Only):

A2.3.1.1. **Approach.** Decent and approach to landing phase logged in the LRE. Any pilot logging primary time may log this event. Instructors may log this event when performing instructor duties.

A2.3.1.2. **Landing.** The landing phase of flight and normal post-mission duties logged in the LRE. MCE pilot may log this event if logging primary time for the event. MCE pilot does not require LRE landing currency to control the aircraft for an MCE landing; however, MCE approach currency is required.

A2.3.1.3. **LRE Instructor Duties.** An LRE event logged by an instructor when performing instructor duties during a sortie, or a portion thereof. The instructor qualification is required and used for the mission itself or a mission element. Examples include upgrade sorties, updating lost currencies, etc. Evaluators will log this event on evaluation sorties.

A2.3.1.4. **Taxi and Takeoff Procedures.** Taxi and takeoff procedures consist of normal pre-launch duties in the LRE and aircraft taxi, takeoff, and departure.

A2.3.2. MCE Currency:

A2.3.2.1. **Approach (Pilot Only).** Decent and approach to landing phase logged in the MCE. Any pilot logging primary time may log this event. Instructors may log this event when performing instructor duties.

A2.3.2.2. **IMINT Collection.** Minimum of 1 hour IMINT sensor collection. Instructors may log this event when performing instructor duties.

A2.3.2.3. **MCE Instructor Duty (Pilot and SO).** An MCE event logged by an instructor when performing instructor duties during a sortie, or a portion thereof. The instructor qualification is required and used for the mission itself or a mission element. Examples include upgrade sorties, updating lost currencies, etc. Evaluators will log this event on evaluation sorties.

A2.3.2.4. **Mission Takeoff Preparation (MSN T/O Prep) (SO Only).** Configuring DAWS for mission execution.

A2.3.3. Sortie Currency (Pilot and SO)

A2.3.3.1. **CENTCOM Sortie.** Sortie flown in the Central Command theater of operations.

A2.3.3.2. **EUCOM Sortie.** Sortie flown in the European Command theater of operations.

A2.3.3.3. **NORTHCOM Sortie.** Sortie flown in the Northern Command theater of operations.

A2.3.3.4. **PACOM Sortie.** Sortie flown in the Pacific Command theater of operations.

A2.3.3.5. **SOUTHCOM Sortie.** Sortie flown in the Southern Command theater of operations

Attachment 3

VERIFICATION GUIDE

A3.1. Overview:

- A3.1.1. Introduction (participants and briefing classification).
- A3.1.2. Mission overview.
- A3.1.3. Status of friendly forces (ground, air and support).

A3.2. Area of Operations:

- A3.2.1. Geography (topography, population centers, lines of communications, chokepoints and natural obstacles, major visual identification points).
- A3.2.2. Climatology (effects on unit operations, ground troop movements, and in-flight operations).
- A3.2.3. Operating base (location, facilities, procedural constraints, strengths, and limitations).

A3.3. Status of Enemy Forces:

- A3.3.1. Ground forces and accompanying air defense threats such as surface-to-air missiles; anti-aircraft artillery; EC; and meaconing, interference, jamming, and intrusion, capabilities, strengths and weaknesses.
- A3.3.2. Airborne forces (numbers, locations, capabilities and tactics).

A3.4. Mission Employment Briefing:

- A3.4.1. Ground operations.
- A3.4.2. Departure (weather contingencies, options).
- A3.4.3. Route of flight (threat analysis, alternatives, fuel requirements, decision points).
- A3.4.4. Target descriptions and essential elements of information (mission data card and tactics).
- A3.4.5. Egress plan.
- A3.4.6. Lost link and emergency airfield plan.
- A3.4.7. Airspace coordination plan

A3.5. Required Reports and Reporting Procedures.

Attachment 4

TRAINING SHORTFALL REPORT

A4.1. Training Shortfall Report. The following is an example memorandum for reporting training shortfalls: **NOTE:** Detailed instructions on preparation of an official Air Force memorandum can be found in AFMAN 33-326, *Preparing Official Communications*.

MEMORANDUM FOR ACC/A3Y

Date

FROM: xx RS

SUBJECT: xx RS Training Shortfall Report

1. **Summary of Previous Report Results and Issues.** (Use paragraph one to provide a brief summary of unresolved issues from previous report.)
2. **Past 4 Months (Status and Issues).** Each squadron shall provide a PowerPoint slide encompassing the four months since the last report. Slide template is available from https://totn.acc.af.mil/xoya/DOY_RAP/. Use paragraph two to expand on Critical Issues, LIMFACS and Shortfalls, AEF Training Issues, or Get Well Plan areas of the required slide, or to report any items of special interest not covered by the slide template. If current slide information does not require more detail in paragraph two, simply state “All data reported on required slide. No expanded details to report.” Critical issues may include, but are not limited to, any of the following conditions:
 - a. MQT is averaging more than 120 days (per person) to complete.
 - b. Upgrades are less than 50% of desired number to maintain a productive training environment commensurate to train to RAP standards.
 - c. Experience level drops below 40%.
 - d. Squadron Commander considers RAP training health in poor condition.
 - e. Average sortie count falls to more than two below requirement for lookback month.
 - f. Current or projected taskings (real world tasking, exercises, etc.) pose a significant negative impact on squadron’s ability to train to RAP standards.
 - g. Training effectiveness of AEF or contingency mission sorties is considered poor.
 - h. Aircraft modification programs or upgrades pose a significant negative impact on squadron’s ability to train to RAP standards.
 - i. LIMFACS, shortfalls or other training problems can be considered a trend or condition which, if unchecked, has the potential to become a critical condition. For example, if the squadron is unable to accomplish sensor CT events due to a shortage of sensors, a shortfall exists that if unresolved could deteriorate to a critical condition affecting MQT, upgrades, or RAP training health.
3. **Commander’s Comments:** This is an open forum for specific concerns regarding the squadron’s training health. Examples include non-critical resource issues or those the commander feels could

affect RAP training. Provide a projection of the squadron's ability to accomplish 20 month RAP requirements. Comments to improve the training reporting system are also voiced here.

Squadron Commander's Signature Block

1st Ind, xx OG/CC

TO: HQ ACC/A3Y