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**Operations**

**READINESS**

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Air Force (AF) mission success hinges on our readiness to perform assigned tasks satisfying combatant commander's requested capabilities. This Air Force Policy Directive (AFPD) establishes AF readiness requirements and responsibilities, and directs major commands (MAJCOMs) to report accurate readiness data in support of the decision-making processes. Readiness references to MAJCOMs include field operating agencies (FOA), direct reporting units (DRU), Air Force Reserve Command (AFRC), and the Air National Guard (ANG). This publication applies to AF, ANG, and AFRC units. This AFPD implements the Department of Defense (DoD) Joint Presence Policy, the Global Force Management (GFM) directives, DoD Directive 3020.26, *Defense Continuity Programs*, DoD Directive 7730.65, *Department of Defense Readiness Reporting System (DRRS)*, Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3500.01E, *Joint Training Policy for the Armed Forces of the United States*, Chairman of the Joint Chiefs of Staff Manual (CJCSM) 3150.02A, *Global Status of Resources and Training System (GSORTS)*, and CJCSI 3401.01E, *Joint Combat Capability Assessment*. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Records Disposition Schedule located at <https://www.my.af.mil/afrims/afrims/afrims/rims.cfm>.

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## ***SUMMARY OF CHANGES***

This revision incorporates changes to clarify responsibilities within Headquarters Air Force (HAF) for providing readiness policy oversight and advocacy of AF readiness efforts, in paragraph 6, and updates referenced publication titles, dates, and websites throughout this document, especially in **Attachment 1, GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION.**

**1. Air Force Readiness.** AF readiness, the ability of United States Air Force (USAF) forces to deliver their designed capabilities without unacceptable delay, is essential for successful accomplishment of the AF mission. This directive establishes policy for AF, AFRC, and ANG units preparing personnel and equipment to achieve, maintain, and sustain required readiness levels to meet taskings across the full range of military operations.

**2. Air Force Command and Control (C2) Architecture.** The AF will establish C2 architecture to support the Chairman, Joint Chiefs of Staff (CJCS), and combatant commanders (CCDRs) and to provide continuity of C2 in the event of hostile action or natural disaster.

2.1. Command and Control architecture supports AF combat and combat support forces directly responsive to emergency action messages from the CJCS, HAF, or CCDRs. It will allow commanders and staffs to accumulate, monitor, and analyze operational, support, and any other data necessary to facilitate decision-making during military operations.

2.2. The AF will provide facilities, equipment, procedures, and staffing to support, sustain, and protect military operations.

**3. Base and Launch Operability.** The AF will establish and maintain base and launch operability to support military forces and will ensure their ability to continue operations in the event of hostile action or natural disaster.

**4. Managing Resources.** The AF will effectively manage its resources by providing for the training, morale, health and fitness of its personnel and will provide the equipment, supplies, and infrastructure required to execute all tasks related to the AF mission. The AF is responsible for:

4.1. Identifying, coding, training, and assigning personnel to meet individual and unit readiness requirements.

4.2. Participating in exercises to hone and refine execution of mission essential and supporting tasks. Exercises will enhance readiness, improve crisis response, and validate training.

4.3. Ensuring policy is comprehensive and coordinated across all facets of AF readiness to include, but are not limited to, training, exercising, evaluating, inspecting, and reporting readiness by mission essential tasks.

4.4. Managing personnel accountability, casualty reporting, and replacement actions in times of mobilization or hostilities.

**5. Readiness Assessments.** The Air Force will continually assess readiness based on criteria established by the Secretary of Defense (SecDef), CJCS, the Secretary of the Air Force, and the Chief of Staff of the Air Force. Training, exercise evaluation, and inspection assessments are critical and will be used for readiness assessments.

5.1. Defense Readiness Reporting System (DRRS). A capabilities-based reporting system designed to be the central hub for all authoritative sources of readiness data. It provides a single reporting system that fulfills all statutory requirements to keep the SecDef and Congress informed of force capabilities and deficiencies. It is an Office of the Secretary of Defense (OSD) net-centric, web-enabled initiative to manage and report the readiness of DoD forces to execute the National Military Strategy (NMS).

5.2. Global Status of Resources and Training System (SORTS). A resource-based reporting system that provides assessments of units' abilities to execute the mission(s) for which they were organized or designed. This information supports responsibilities to organize, train, and equip forces.

5.3. Air and Space Expeditionary Force (AEF) Unit Type Code Reporting Tool (ART). The ART facilitates unit-level reporting of Unit Type Code (UTC) readiness data. It allows immediate updates and ready access to an aggregate UTC status for all levels of command. The ART is an AF-specific system, as the AF, unlike any other Service, typically deploys UTCs, rather than entire units.

**6. Responsibilities.** Headquarters Air Force is responsible for policy oversight and advocacy of Air Force readiness and continuity efforts, and for interface with OSD and Joint Staff concerning development of DoD policy and legislative initiatives. It is also responsible for identifying those portions of DoD readiness and continuity policy that require Air Force, MAJCOM, or unit implementation.

6.1. Operations, Plans and Requirements (AF/A3/5), Logistics, Installations and Mission Support (AF/A4/7), and Financial Management and Comptroller (SAF/FM).

6.1.1. Provide regular AF readiness updates to the Chief of Staff of the Air Force (CSAF). There are six CSAF readiness presentations coordinated between HAF directorates and MAJCOMs, each covering one of the following functional areas: Combat Air Forces (CAF)-Kinetic, special mission, nuclear enterprise, Mobility Air Forces (MAF), special operations forces (SOF), and combat support. Each area is presented annually and contains readiness data such as core mission essential task list assessments, named operation assessments, top level contingency plans assessments, SORTS-measured area levels, aircraft availability, operational cost per flying hour, and weapon system sustainment funding. These areas focus on the following capabilities:

The CAF-Kinetic readiness presentation includes data on fighter and conventional bomber units.

The special mission readiness presentation includes rescue, command and control, intelligence, surveillance, reconnaissance, space, and cyber units.

The nuclear enterprise readiness presentation covers nuclear bombers, missiles, munitions, and nuclear security forces units.

The MAF readiness presentation covers airlift, cargo, and tanker units.

The SOF readiness presentation includes special operations units.

The combat support readiness presentation focuses on functional communities such as operations support and weather (AF/A3/5), security forces, civil engineer, logistics (AF/A4/7), and comptroller units (SAF/FM). For more examples of

communities within the combat support brief, refer to paragraph 6.2.

6.1.2. Provide AF readiness inputs to the quarterly Joint Forces Readiness Review (JFRR) and the Quarterly Readiness Report to Congress (QRRC). Reference the CJCSI 3401.01E, Joint Combat Capability Assessment (JCCA), for JFRR guidance.

6.1.3. Provide support in the development of testimony for congressional readiness inquiries.

6.2. Manpower, Personnel and Services (AF/A1); Intelligence, Surveillance and Reconnaissance (AF/A2); Strategic Deterrence and Nuclear Integration (AF/A10); Surgeon General (AF/SG); Information Dominance and Chief Information Officer (SAF/CIO A6); Acquisition (SAF/AQ); and Air Force Office of Special Investigations (AFOSI). Provide updates to CSAF on the readiness of applicable functional communities. Maintain awareness of AF readiness by attending the CSAF readiness presentations, listed in paragraph 6.1, to aid in policy oversight and advocacy of AF readiness efforts. The following are additional examples of communities within the combat support readiness presentation: force support (AF/A1), intelligence (AF/A2), medical (AF/SG), communications (SAF/CIO A6), contracting (SAF/AQ), and special investigations (AFOSI) units. AF/A10 provides inputs to the nuclear enterprise readiness presentation.

6.3. Under Secretary of the Air Force (SAF/US); Vice Chief of Staff (AF/CV); Assistant Vice Chief of Staff (AF/CVA); Strategic Plans and Programs (AF/A8); Studies and Analyses, Assessments and Lessons Learned (AF/A9); Chief of Safety (AF/SE); and Secretary of the Air Force Office of the Inspector General (SAF/IG). Maintain awareness of AF readiness by attending the CSAF readiness presentations listed in paragraph 6.1 to aid in policy oversight and advocacy of AF readiness efforts.

Michael B. Donley  
Secretary of the Air Force

## Attachment 1

## GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

*References*

- DoD Directive 1100.4, *Guidance for Manpower Management*, 12 February 2005
- DoD Directive 1100.19-H, *Wartime Manpower Mobilization Planning Guidance*, March 1990
- DoD Directive 3020.26, *Department of Defense Continuity Programs*, 9 January 2009
- DoD Directive 7730.65, *DoD Readiness Reporting System (DRRS)*, 3 June 2002 (current as of 23 April 2007)
- Joint Publication 3-27, *Homeland Defense*, 12 July 2007
- Joint Publication 6-0, *Joint Communications Systems*, 10 June 2010
- CJCSI 3401.01E, *Joint Combat Capability Assessment*, 13 April 2010
- CJCSI 3500.01C, 3500.01E, *Joint Training Policy and Guidance for the Armed Forces of the United States*, 31 May 2008
- CJCSM 3500.04E, *Universal Joint Task Manual*, 25 August 2008
- CJCSM 3150.02A, *Global Status of Resources and Training System (GSORTS)*, 29 April 2004
- AFI 10-201, *Status of Resources and Training System (SORTS)*, 13 April 2006
- AFI 10-204, *Participation in Joint and National Exercises*, 21 April 2010
- AFI 10-205, *Availability of Key HQ AF Personnel and Major Command Commanders*, 27 September 2010
- AFI 10-206, *Operational Reporting*, 6 September 2010
- AFI 10-207, *Command Posts*, 4 April 2008
- AFI 10-208, *Continuity of Operations (COOP) Program*, 1 December 2005
- AFI 10-209, *RED HORSE Program*, 13 May 2008
- AFI 10-210, *Prime Base Engineer Emergency Force (BEEF) Program*, 15 November 2010
- AFI 10-211, *Civil Engineer Contingency Response Planning*, 6 April 2006
- AFI 10-2501, *Air Force Emergency Management (EM) Program Planning and Operations*, 24 January 2007
- AFI 10-213, *Comptroller Operations Under Emergency Conditions*, 22 July 1994
- AFI 10-214, *Air Force Prime Readiness in Base Services Program*, 27 February 2006
- AFI 10-216, *Evacuating and Repatriating Air Force Family Members and Other US Noncombatants*, 1 April 2000
- AFI 10-244, *Reporting Status of Aerospace Expeditionary Forces*, 12 September 2005
- AFI 36-3802, *Personnel Readiness Operations*, 23 February 2009

AFPAM 10-243, *Augmentation Duty*, 1 August 2002

***Adopted Forms***

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

***Abbreviations and Acronyms***

**AEF**—Air and Space Expeditionary Force

**AF**—Air Force

**AFMAN**—Air Force Manual

**AFPD**—Air Force Policy Directive

**ART**—Air and Space Expeditionary Force Unit Type Code Reporting Tool

**BEEF**—Base Engineer Emergency Force

**C2**—Command and Control

**CAF**—Combat Air Forces

**CCDR**—Combatant Commander

**CJCS**—Chairman, Joint Chiefs of Staff

**CJCSI**—Chairman, Joint Chiefs of Staff Instruction

**CJCSM**—Chairman, Joint Chiefs of Staff Manual

**COOP**—Continuity of Operations

**CSAF**—Chief of Staff of the Air Force

**DoD**—Department of Defense

**DRRS**—Defense Readiness Reporting System

**DRU**—Direct Reporting Unit

**FOA**—Field Operating Agency

**GFM**—Global Force Management

**GSORTS**—Global Status of Resources and Training System

**HAF**—Headquarters Air Force

**IMT**—Information Management Tool

**JCCA**—Joint Combat Capability Assessment

**JFRR**—Joint Forces Readiness Review

**MAF**—Mobility Air Forces

**MAJCOM**—Major Command

**MET**—Mission Essential Task

**NMS**—National Military Strategy

**OPR**—Office of Primary Responsibility  
**OSD**—Office of the Secretary of Defense  
**QRRC**—Quarterly Readiness Report to Congress  
**RDS**—Record Disposition Schedule  
**ROMO**—Range of Military Operations  
**SecDef**— -Secretary of Defense  
**SOF**—Special Operations Forces  
**SORTS**—Status of Resources and Training System  
**USAF**—United States Air Force  
**UTC**—Unit Type Code  
**UJTL**—Universal Joint Task List

### *Terms*

**Command and Control**—The exercise of authority and direction by a properly designated commander over assigned and attached forces in the accomplishment of the mission. C2 functions are performed through an arrangement of personnel, equipment, communications, facilities, and procedures employed by a commander in planning, directing, coordinating, and controlling forces and operations in the accomplishment of the mission.

**Continuity of Operations**—The degree or state of being continuous in the conduct of functions, tasks, or duties necessary to accomplish a military action or mission in carrying out the NMS.

**Mission Essential Tasks**—Tasks deemed essential to mission accomplishment and defined using the common language of the Universal Joint Task List (UJTL) in terms of tasks, conditions, and standards. Service and interagency task lists augment the UJTL to provide a comprehensive integrated menu of tasks, conditions, and standards which include measures of effectiveness and their associated criteria of performance that support all levels of DoD in executing the NMS across the full ROMO.

**Military Training**—The instruction of personnel to enhance their capacity to perform specific military functions and tasks. The exercise of one or more military units conducted to enhance their combat readiness.