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Parts I and II
1 Nov 2021

AFSC 2R1X1

MAINTENANCE MANAGEMENT PRODUCTION
(Plans, Scheduling and Documentation)

CAREER FIELD EDUCATION AND TRAINING PLAN

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SUMMARY OF CHANGES

This publication has been substantially revised and must be completely reviewed in its entirety. Significant changes include the addition of the 2R1X1 Enlisted Career Path, additional supplemental courses and post graduate opportunities. Part II changes to the specialty skills tasks were made to comply with the training decisions described in Part I, paragraph 6.

CAREER FIELD EDUCATION AND TRAINING PLAN
MAINTENANCE MANAGEMENT PRODUCTION SPECIALTY
AFSC 2R1X1

Table of Contents

PART I	**Page**
Preface	**1**
Abbreviations/Terms Explained	**2**
Section A, General Information	**4**
Purpose of the CFETP	
Use of the CFETP	
Coordination and Approval	
Section B, Career Field Progression and Information	**5**
Specialty Descriptions	
Skill/Career Progression	
Apprentice Level (3)	
Journeyman Level (5)	
Craftsman Level (7)	
Superintendent Level (9)	
Training Decisions	
Community College of the Air Force	
Career Field Path	
Section C, Skill Level Training Requirements	**11**
Purpose	
Specialty Qualification Requirements	
Apprentice Level (3)	
Journeyman Level (5)	
Craftsman Level (7)	
Superintendent Level (9)	
Section D, Resource Constraints	**13**
PART II	
Section A, Course Objectives List	**15**
Section B, Support Material	**15**

Section C, Training Course Index 16

Section D, MAJCOM Unique Requirements 17

Section E, Specialty Training Standard (STS) 17

STS Attachments

1. Proficiency Code Key 21

2. Qualitative Requirements 22

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CAREER FIELD EDUCATION AND TRAINING PLAN
MAINTENANCE MANAGEMENT PRODUCTION SPECIALTY
AFSC 2R1X1

PART I

PREFACE

1. This Career Field Education and Training Plan (CFETP) for AFSC 2R1X1, Maintenance Management Production Specialty, is a comprehensive education and training document that identifies life cycle education and training requirements, training support resources, and minimum core task requirements for this specialty. The Career Field Education and Training Plan provides personnel a clear career path to success and instills rigor in all aspects of career field training. A copy of the current CFETP is available for review/download at http://www.e-publishing.af.mil/. This CFETP was developed in accordance with the requirements in DAFI 36-2670, *Total Force Development*. This publication is applicable to all uniformed members of the Regular Air Force, the Air Force Reserve, and the Air National Guard. This publication does not apply to the United States Space Force.

***NOTE**:* Civilians occupying associated positions will use Part II to support duty position qualification training.

2. The CFETP consists of two parts; supervisors plan, manage, and control training within the specialty using both parts of the plan.

2.1. Part I provides information necessary for overall management of the specialty. Section A explains how will individuals use the plan; Section B identifies career field progression information, duties and responsibilities, training strategies, and career field path; Section C associates each level with specialty qualifications (knowledge, education, experience, training, and other); and Section D indicates resource constraints. Some examples are funds, manpower, equipment, facilities.

2.2. Part II includes the following: Section A contains the course objective list and training standards supervisors use to determine if Airmen have satisfied Air Education and Training Command (AETC) training requirements. Section B identifies available support materials. An example is a Qualification Training Package (QTP) developed to support proficiency training. Section C identifies a training course index supervisors use to determine resources available to support training; included here are both mandatory and optional courses. Section D identifies Major Command (MAJCOM) unique training requirements supervisors use to determine additional training requirements unique to the MAJCOM. Section E identifies the Specialty Training Standard (STS) and includes duties, tasks, and technical references to support training; AETC conducted training; wartime course requirements; core tasks; and correspondence course requirements.

3. Using guidance provided in the CFETP will ensure individuals in this specialty receive effective and efficient training at the appropriate point in their career. This plan will enable us to train today's work force for tomorrow's jobs. At unit level, supervisors and trainers will use Part II to identify, plan, and conduct training commensurate with the overall goals of this plan.

ABBREVIATIONS/TERMS EXPLAINED

Advanced Training (AT): Formal course which provides individuals who are qualified in one or more positions of their Air Force Specialty (AFS) with additional skills/knowledge to enhance their expertise in the career field. Training is for selected career Airmen at the advanced level of the AFS.

Air Force Job Qualification Standard (AFJQS): A comprehensive task list that describes a particular job type or duty position. They are used by supervisors to document task qualifications. The tasks on an AFJQS are common to all persons serving in the described duty position.

Career Field Education and Training Plan (CFETP): A CFETP is a comprehensive, multipurpose document covering the entire spectrum of education and training for a career field. It outlines a logical growth plan that includes training resources and is designed to make career field training identifiable, eliminate duplication, and ensure this training is budget defensible.

Certification: A formal indication of an individual's ability to perform a task to required standards.

Certification Official: A person the supervisor assigns to determine an individual's ability to perform a task to required standards.

Continuation Training: Additional training exceeding requirements with emphasis on present or future duty assignments.

Core Task: A task Air Force Career Field Managers (AFCFMs) identify as a minimum qualification requirement within an Air Force Specialty regardless of duty position.

Course Objective List (COL): A publication identifying the tasks and knowledge requirements, and respective standards provided to achieve a 3-, 5-, and 7-skill level in this career field. Supervisors use the COL to assist in conducting graduate evaluations in accordance with AFI 36- 2670, *Total Force Development.*

Course Training Standard (CTS): Training Standard that identifies the training members will receive in a specific course not covered in the CFETP.

Critical Task: Additional tasks, identified by MAJCOM Functional Managers, commanders, and supervisors as being required for skill-level upgrade training. When designated, certify these core tasks using normal core task certification procedures.

Enlisted Specialty Training (EST): A mix of formal training (technical school) and informal training (on-the-job) to qualify and upgrade Airmen in each skill level of a specialty.

Exportable Training: Additional training via computer assisted, paper text, interactive video, or other necessary means to supplement training.

Field Technical Training (Type 4): Special or regular on-site training conducted by a Training Detachment (TD) or by a Mobile Training Team (MTT).

Initial Skills Training (IST): A formal resident course which results in the award of a 3-skill level AFSC.

Instructional System Development (ISD): A deliberate and orderly process for developing, validating, and reviewing instructional programs that ensures personnel are taught the knowledge and skills essential for successful job performance.

Occupational Analysis Report (OAR): A detailed report showing the results of an occupational survey of tasks performed within a particular AFS.

On-the-Job Training (OJT): Hands-on, over-the-shoulder training at the duty location used to certify personnel for both skill level upgrade and duty position qualification.

Qualification Training (QT): Actual hands-on task performance training designed to qualify an Airman in a specific duty position. This training occurs both during and after the upgrade training process. It is designed to provide the performance skill / knowledge training required to do the job.

Qualification Training Package (QTP): An instructional package designed for use at the unit to qualify, or aid qualification, in a duty position or program, or on a piece of equipment. It may be printed, computer-based, or in other audiovisual media.

Resource Constraints: Resource deficiencies, such as money, facilities, time, manpower, and equipment that preclude desired training from being accomplished.

Specialty Training Standard (STS): An Air Force publication that describes an Air Force Specialty in terms of tasks and knowledge an Airman may be expected to perform or to know on the job. It serves as a contract between the Air Education and Training Command and the functional user to show which of the overall training requirements for an Air Force Specialty Code are taught in formal schools, career development courses, and exportable courses.

Training Business Area (TBA): Automated training records management system used by the AF/A4 community.

Upgrade Training (UGT): A mixture of mandatory courses, task qualification, QTPs, and CDCs required for award of the 3-, 5-, 7-skill levels.

Utilization and Training Workshop (U&TW): A forum, co-chaired by the AFCFM and Training Pipeline Manager, of MAJCOM Air Force Specialty Code (AFSC) functional managers, Subject Matter Experts (SMEs), and AETC training personnel that determines career ladder training requirements.

Section A - General Information

1. Purpose. This CFETP provides information necessary for AFCFM, MAJCOM Functional Managers (MFMs), commanders, training managers, supervisors and trainers to plan, develop, manage, and conduct an effective career field training program. This plan outlines the training that individuals in AFSC 2R1X1 should receive to develop and progress throughout their career. This plan identifies initial skills, upgrade, qualification, advanced, and proficiency training. Initial skills training is the AFS specific training an individual receives upon entry into the Air Force or upon retraining into this specialty for award of the 3-skill level. Normally, this training is conducted by AETC at one or more of the technical training wings. Upgrade training identifies the mandatory courses, task qualification requirements, and correspondence course completion requirements for award of the 3-, 5-, and 7- skill levels. Qualification training is actual hands-on task performance training designed to qualify an Airman in a specific duty position. This training program occurs both during and after the upgrade training process. It is designed to provide the performance skills and knowledge required to do the job. Advanced training is formal specialty training for selected Airmen. Proficiency training is additional training, either in-residence, exportable advanced training courses, or on-the-job training (OJT), provided to personnel to increase their skills and knowledge beyond the minimum required for upgrade. The CFETP has several purposes, some are:

1.1. Serves as a management tool to plan, manage, conduct, and evaluate a career field training program. Also, it is used to help supervisors identify training at the appropriate point in an individual's career.

1.2. Identifies task and knowledge training requirements for each skill level in the specialty and recommends education/training throughout each phase of an individual's career.

1.3. Lists training courses available in the specialty, identifies sources of training, and the training delivery method.

1.4. Identifies major resource constraints, which impact full implementation of the desired career field training process.

2. Use of the CFETP. The plan is used by MFMs and supervisors at all levels to ensure comprehensive and cohesive training programs are available for each individual in the specialty.

2.1. AETC training personnel will develop/revise formal resident, non-resident, field and exportable training based on requirements established by the users and documented in Part II of the CFETP. They will also work with the AFCFM to develop acquisition strategies for obtaining resources needed to provide the identified training.

2.2. MFMs ensure their training programs complement the CFETP mandatory initial, upgrade, and proficiency requirements. OJT, resident training, and contract training or exportable courses can satisfy identified requirements. Ensure MAJCOM-developed training to support this AFS is identified for inclusion into this plan and must not duplicate other available training resources.

2.3. Each individual will complete the mandatory training requirements specified in this plan. The lists of courses in Part II will be used as a reference to support training.

3. Coordination and Approval. The AFCFM is the approval authority. MAJCOM representatives and AETC training personnel will identify and coordinate on the career field training requirements. The

AETC training manager for this specialty will initiate an annual review of this document by AETC and MFMs to ensure currency and accuracy. Using the list of courses in Part II, they will eliminate duplicate training.

Section B - Career Progression and Information

4. Specialty Description.

4.1. Specialty Summary. Manages aerospace vehicles, engines, armament/munitions, missiles, space systems, AGE, and selected equipment inventory. Develops and coordinates generation flow plans for units required to meet emergency war order and wartime tasking. Analyzes maintenance information and requirements, to develop visual presentations to ensure senior leaders are briefed on Health of Fleet (HOF) issues and impact on long term fleet health.
Related DoD Occupational Subgroup: 155500.

4.2. Duties and Responsibilities. Refer to the Air Force Enlisted Classification Directory (AFECD).

4.2.1. Manages aerospace vehicles, engines, armament/munitions, missiles, space systems, AGE, and selected equipment inventory. Provides written guidance for accounting of flying hour data. Monitors scheduling effectiveness. In conjunction with Maintenance Management Analysis (MMA), ensures senior leaders are briefed on HOF issues and impact on long term fleet health. Plans and schedules aerospace vehicle maintenance and utilization requirements. Develops plans and establishes production schedules to meet mission requirements. Schedules aerospace vehicles, missiles, space systems, AGE, munitions/armaments, and engines. Determines maintenance capabilities, production factors and work priorities in developing operational schedules. Prepares daily, weekly, monthly, quarterly, and annual utilization schedules for known maintenance and operational mission and training requirements. Coordinates with base activities to ensure support is available to meet schedules.

4.2.2. Maintains and audits weapons systems records in applicable maintenance information systems. Reviews, evaluates, and files documented information for planning and scheduling maintenance actions. Maintains historical and flight status records of weapons and support systems. Manages the aircraft configuration, Time Compliance Technical Orders (TCTO), Special Inspections (SI), and time change items (TCI) and their related automated subsystems in the appropriate maintenance information systems (MIS). Ensures accurate documentation of aircraft configuration, TCTOs, TCIs, and SIs.

5. Skill level/Career Progression.

5.1. Adequate training and timely progression from the apprentice to the superintendent skill level play an important role in the Air Force's ability to accomplish its mission. It is essential for everyone involved in training to do his or her part to plan, manage, and conduct an effective training program. The guidance provided in this part of the CFETP will ensure each individual receives necessary training at appropriate points in their career. The following narrative and AFSC 2R1X1 Career Field tables identify the skill / career progression.

5.2. Apprentice (3) Level. Following Basic Military Training, initial skills training will be provided to members in a resident course at the 82d Training Wing, Sheppard AFB, TX. The course will lay the foundation for additional training at the graduate's first duty assignment. Trainees will utilize the Career

Development Course (CDC), and task qualification training to progress in their career field. Upon completion of CDC 2R151 and Air Force core task qualifications, the trainee should complete other available duty position training.

5.3. Journeyman (5) Level. Once upgraded to the 5-level, the journeyman will enter into continuation training that will broaden their experience base by increasing their knowledge and skill in troubleshooting and solving more complex problems. Journeymen may be assigned job positions such as Maintenance scheduler at the AMU and wing level, MOC and various staff positions. 5-levels should begin cross utilization training across maintenance operations. They will attend Airman Leadership School (ALS) to enhance their Professional Military Education (PME). After attending the Air Force Training course, 5-levels can be considered for appointment as trainers. Trainers must be qualified to perform the task to be trained. CDC study is continued to prepare for Weighted Airman Promotion testing. Airmen should also consider continuing their formal education by pursuing a Community College of the Air Force (CCAF) degree.

5.4. Craftsman (7) Level. A craftsman can expect to fill various supervisory and management positions such as NCOIC of maintenance scheduling, section chief, engine manager, AVDO, Quality Assurance Inspector and various staff positions. Seven levels should continue cross utilization training in maintenance operations. Exportable courses, MAJCOM, and unit directed courses are also available. Seven-levels should take courses or obtain added knowledge of management of resources and personnel, and be thoroughly familiar with all facets of maintenance operations. Continue academic education IAW DAFI 36-2670. In addition, individuals will complete the appropriate PME requirements.

5.5. Superintendent (9) Level. The 2R0X1 and 2R1X1 career fields merge at the Superintendent level to become a 2R090. A 9-level can be expected to fill the position of MAJCOM Functional Manager or Maintenance Operations (MXO) Superintendent, with knowledge of Maintenance Management Analysis, Maintenance Production Management, Engine Management, Supply, Maintenance Training Management, Cyber/Space/Communication, Maintenance Operations Center (MOC), Quality Assurance (QA), Weapons Standardization and Programs. Additional training in the areas of budget, manpower, resources, and personnel management should be pursued through continuing education. Individuals promoted to SMSgt will attend the Senior Noncommissioned Officer Academy IAW DAFI 36-2670. They should be knowledgeable and possess the ability to apply the AF Tactics, Techniques, and Procedures and theory of constraints as outlined in AFTTP 3-4.21V1, *Aircraft Maintenance*. Additional higher education and completion of courses outside their career AFSC is also recommended.

6. Training Decisions. The CFETP uses a building block approach (simple to complex) to encompass the entire spectrum of training requirements for the 2R1X1 Maintenance Management Production career field. The spectrum includes a strategy for when, where, and how to meet these training requirements. The strategy must ensure we develop affordable training, eliminate duplication, and prevent a fragmented approach to training. The following training decisions were made at the Career Field STRT at Sheppard AFB from 26 October 2020 to 30 October 2020 and the U&TW on 14 September 2021.

6.1. Initial Skills. The 3-level resident course provides training in Maintenance Management Production. The U&TW working group members revised the 3-level course. The changes included expanded training in Excel, an increased emphasis on maintenance organization and added additional focus areas for TCTO and time change management core areas. Overall course length was increased from 33 to 36 days.

6.2. 5-Level Upgrade Requirements. To upgrade to the 5-level, personnel must meet educational, training, and grade requirements as listed in table A8.1. Enlisted Career Path. The STRT/U&TW made a number of upgrade training changes. They added subject knowledge objectives related to the relationship between work centers and Maintenance Management Production and increased or decreased proficiency level for a number of 5-level core tasks.

6.3. 7-Level Upgrade Requirements. To upgrade to the 7-level, personnel must meet educational and training requirements and grade requirements as listed in table A8.1. Enlisted Career Path. Seven levels must be a SSgt, complete core task training, complete 7-level CDC, and complete the 7-level resident course at Sheppard AFB Texas for upgrade to the Craftsman level. Areas covered are: Logistics and Resource Management, Supply Management, Maintenance Management, and Training Management, TCTO Management. Additionally, the trainee must meet all requirements prescribed in the applicable MAJCOM training directives. During the U&TW, the group made significant changes to the 7-level upgrade training objectives. Tasks were added relating to REMIS and a number of items were substantially increased in proficiency level which drove an increase from 10 to 19 training days. All students regardless of component will attend the Craftsman course.

6.4. Continuation Training. Any additional knowledge and skill requirements which are not taught through initial or upgrade training are assigned to unit training or training detachments. The purpose of the continuation training program is to provide additional training in excess of minimum upgrade training requirements with emphasis on present and future duty positions. MAJCOMs develop a proficiency training program that ensures individuals in the 2R1X1 Maintenance Management Production career field receive necessary training at the appropriate point in their career. The program identifies both mandatory and optional training requirements.

7. Community College of the Air Force (CCAF). CCAF offers and awards job-related associate in applied science degrees and other academic credentials that enhance mission readiness, contribute to recruiting, assist in retention and support the career transitions of Air Force enlisted members. The college works with Air Force training centers, regional accrediting agencies, and hundreds of cooperating civilian colleges and universities. The technical nature of most Air Force courses, placed at the same level with college studies, can award Airmen full college credits for most of what they learn through formal coursework and on-the-job training. Enrollment in CCAF occurs upon completion of basic military training. CCAF provides the opportunity to obtain an Associate in Applied Science Degree. In addition to its associate degree program, CCAF offers the following:

7.1. Occupational Instructor Certification. Upon completion of instructor qualification training, consisting of the Basic Instructor Course (BIC) and supervised practice teaching, CCAF instructors who possess an associate degree or higher may be nominated by their school commander/commandant for certification as an occupational instructor.

7.2. Instructor of Technology and Military Science Degree. Air Force and other service enlisted personnel who are performing duty as full-time CCAF instructors may register in this program. Airmen must hold their career-field-related CCAF degree or equivalent civilian college degree before registration.

7.3. Association for Operations Management. This AFSC qualifies for enrollment in the Advanced Planning Inventory Control Society (APICS) program. Information on this program may be found at: http://www.apics.org/Certification

7.4. Project Management Institute. This AFSC qualifies for certification as a project management

professional. Information on this program may be found at: http://www.pmi.org/certifications

7.5. Degree Requirements. All Airmen are automatically entered into the CCAF program. Prior to completing an associate degree, the 5-level must be awarded and the following requirements must be met:

	Semester Hours
Technical Education.	24
Leadership, Management, and Military Studies	6
Physical Education.	4
General Education.	15
Program Electives Technical Education; Leadership, Management, and Military Studies; or General Education	15
Total	64

7.5.1. Technical Education (24 Semester Hours): Completion of the 2R1X1 training courses satisfies some semester hours of the technical education requirements. A minimum of 12 semester hours of Technical Core subjects/courses must be applied and the remaining semester hours applied from Technical Core/Technical Elective courses.

Course	Semester Hours
J3ABR2R131 0S3C	11
J3AZR2R1XX 0E1B	3
J3ACR2R171 0S7C	4

NOTE: These are the approximate hours listed for courses. These hours will change because of revisions being made to courses. CCAF must be contacted to get the correct number of hours for all courses.

7.5.2. Leadership, Management, and Military Studies (6 Semester Hours): Professional military education and/or civilian management courses.

7.5.3. Physical Education (4 Semester Hours): This requirement is satisfied by completion of Basic Military Training.

7.5.4. General Education (15 Semester Hours): Applicable courses must meet the criteria for application of courses to the General Education Requirements (GER) and be in agreement with the definitions of applicable General Education subjects/courses as provided in the CCAF General Catalog.

7.5.5. Program Electives (15 Semester Hours): Satisfied with applicable Technical Education; Leadership, Management, and Military Studies; or General Education subjects/courses, including natural science courses meeting GER application criteria. Six semester hours of CCAF degree applicable technical credit otherwise not applicable to this program may be applied. See the CCAF General Catalog for details regarding the Associate of Applied Science for this specialty.

7.6. AETC Instructor Requirements: Additional off-duty education is a personal choice that is encouraged for all. Individuals desiring to become an AETC instructor should be actively pursuing an

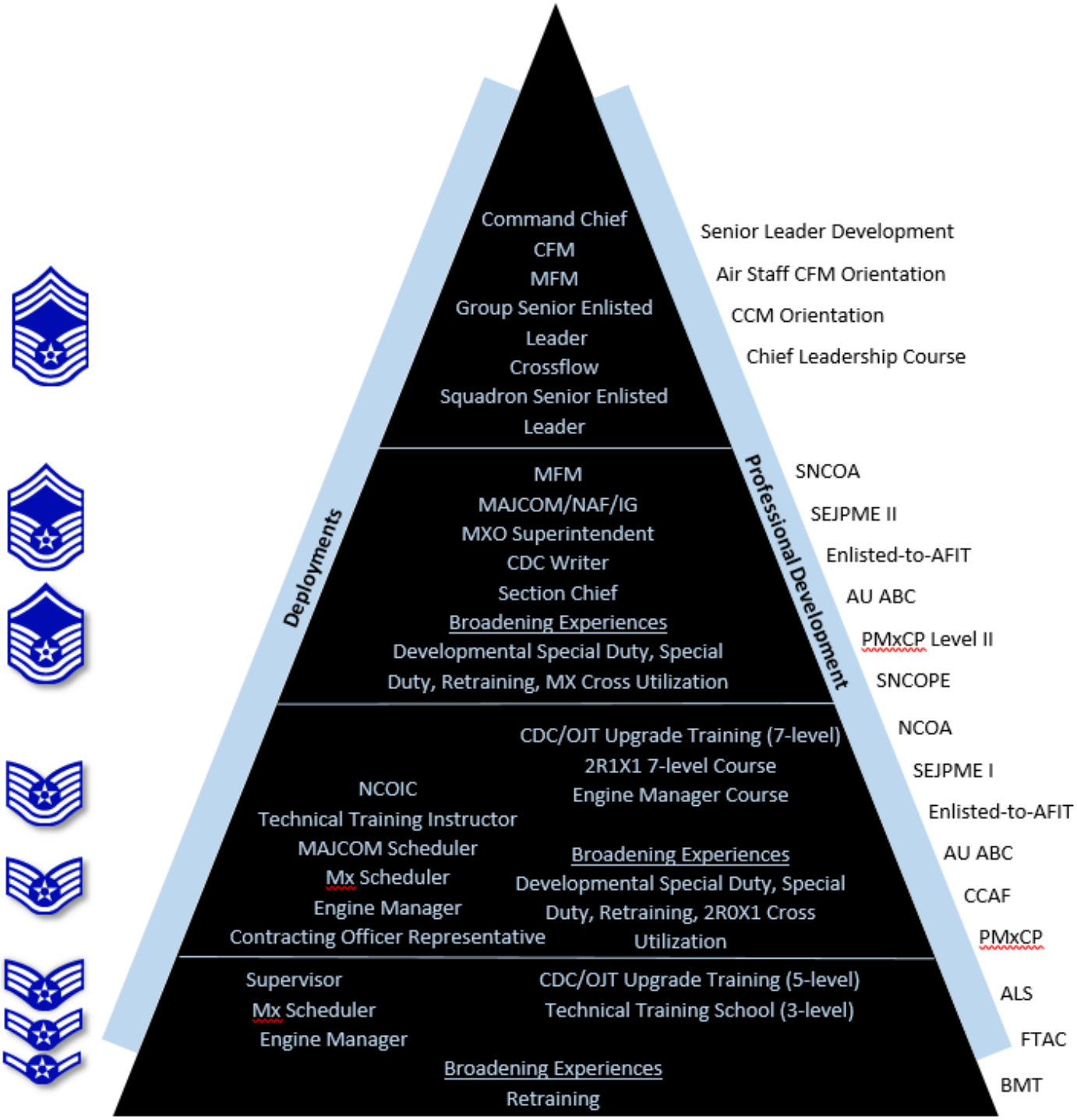
associate degree. A degreed faculty is necessary to maintain accreditation through the Southern Association of Colleges and Schools.

8. Career Field Path.

NOTE: For the latest information, go to https://myvector.us.af.mil/myvector/

8.1. The Enlisted Development Team (EDT) is the deliberate force development steering group for the Maintenance Management Career Fields. The EDT outlines the training, education, and experience requirements for critical Maintenance Management duty positions, and provides recommendations for the best qualified SNCOs into these key leadership positions across the Air Force. The EDT also identifies other developmental opportunities for Maintenance Management SNCOs to facilitate their deliberate development. These recommendations or vectors are the EDT's collective recommendations for experience level, training and/or education opportunity, or position type that a member should be considered and seek out for professional growth. Vectoring will consist of recommendations for identified positions (i.e. development, leadership and strategic positions) within the Maintenance Management construct for which a member should be considered in subsequent assignments, but will not identify a specific location of assignment.

82. Enlisted Career Path. Figure A8.1 identifies career path for the 2R1X1 Air Force Specialty.



83.

Table A8.1. Base/Unit Education and Training Manager Checklist		
Requirements for Upgrade to:	**Y**	**N**
Journeyman - Does the apprentice possess the 2R131 AFSC? - Has the apprentice completed mandatory CDCs if available? NOTE: Upgrade trainees will not be required to retake their respective shred 5-level CDC again to fulfill requirements. - Has the apprentice completed all appropriate 5-level core tasks identified in the CFETP? - Has the apprentice met mandatory requirements listed in specialty description, AFECD and CFETP? - Has the apprentice been recommended by their supervisor? There is no minimum time in training for award of the 5-skill level.		
Craftsman - Does the journeyman possess the 2R151 AFSC? - Has the journeyman achieved the rank of SSgt? - Has the journeyman completed mandatory CDCs? - Has the journeyman completed all core tasks identified in the CFETP? - Has the journeyman attended 7-skill level Craftsman course? **Before attending they must complete:** All 7-level training requiements lited in the CFETP. There is no minimum time in training for award of the 7-skill level		

TO: Squadron/CC
FROM: Squadron Training Manager
SUBJECT: Upgrade Trainee

Trainee is prepared to be upgraded and has completed all training requirements.

_____ _____

Training Manager Supervisor

Section C - Skill Level Training Requirements

9. Purpose. Skill level training requirements in the 2R1X1 career field are defined in terms of tasks and knowledge requirements. This section outlines the specialty qualification requirements for each skill level in broad, general terms and establishes the mandatory requirements for entry, award and retention of each skill level. The specific task and knowledge training requirements are identified in the STS in Part II, Sections C and E of this CFETP.

10. Specialty Qualification:

10.1. Apprentice (3) Level Training:

10.1.1. Specialty Qualification. This information is located in the official specialty description in the AFECD.

10.1.1.1. Knowledge. Knowledge is mandatory of: operations and logistics management of aerospace vehicles, engines, space systems, and associated equipment; automated and manual procedures applying to planning, scheduling, and documenting maintenance management information systems and small computer use; concepts and application of maintenance directives; aerospace vehicle configuration, operational, SI and TCI management; delayed discrepancy; TCTO; and engine subsystems.

10.1.1.2. Education. For entry into this specialty, completion of high school with courses in computers and basic algebra is desirable.

10.1.1.3. Training. For award of AFSC 2R131, completion of the basic Maintenance Management Production course is mandatory.

10.1.1.4. Experience. None.

10.1.1.5. Other. Specialty requires routine access to Secret material or similar environment. For award and retention of AFSC 2R131/51/71, completion of a current National Agency Check, Local Agency Checks and Credit (NACLC) according to AFMAN 16-405, *Air Force Personnel Security Program Management*.

10.1.2. Training Sources and Resources. The 3-level initial skills course will provide the required knowledge, qualifications and applicable certification. Initial skills training encompasses technical training publications, aerospace vehicle equipment, time change, special inspection and TCTO programs, and maintenance management.

10.1.3. Implementation. Upon graduation from Basic Military Training (BMT), completion of course J3ABR2R131 0S3B, Maintenance Management Production Apprentice, satisfies the knowledge and training resource requirements for award of the 3-skill level for Maintenance Management Production trainees.

10.2. Journeyman (5) Level Training:

10.2.1. Specialty Qualification. Qualification in and possession of AFSC 2R131.

10.2.1.1. Knowledge. In addition to the 3-level qualifications, a 5-skill level must possess the knowledge and skills necessary to maintain inspections, time changes, TCTO's, configuration management, and aerospace utilization.

10.2.1.2. Education. There are no additional education requirements beyond those defined for the apprentice level. However, after upgrade, pursuit of higher levels of academic education is desirable.

10.2.1.3. Training. For award of AFSC 2R151, the 5-level CDC provides the career knowledge training required. Qualification training and OJT will provide training and qualification on the core tasks identified in the STS. The CDC is written to build from the trainee's current knowledge base, and provides more in-depth knowledge to support OJT requirements.

10.2.1.4. Experience. Qualification in and possession of AFSC 2R131. Experience performing maintenance scheduling and documentation functions and activities. Maintenance Managers should also be familiar with production management activities outside of maintenance operations (i.e. production superintendent, backshop functions, and expediters).

10.2.1.5. Other. None

10.2.2. Training Sources and Resources. Completion of the 2R151 CDC and 5-level core tasks represent the resources needed for award of the 5-skill level. There is no minimum time in training requirement, however for Regular Air Force, the maximum recommended time is 15 months.

10.2.3. Implementation. Training to the 5-level is performed by the units, utilizing the STS, exportable courses, and CDCs. Upgrade to the 5-level requires completion of the CDC and completion of all 5 level core tasks. Wear the Basic Maintenance Badge after award of the 5-skill level.

10.3. Craftsman (7) Level Training:

10.3.1. Specialty Qualification. Qualification in and possession of AFSC 2R151.

10.3.1.1. Knowledge. In addition to the 5-level qualifications, a 7-level must possess advanced skills and knowledge of theory, concepts, principles and applications of maintenance management production.

10.3.1.2. Education. There are no additional education requirements beyond those defined for the apprentice level. However, completion of a CCAF degree or civilian equivalent is desirable.

10.3.1.3. Training. Completion of mandatory CDCs, the Maintenance Management Production Craftsman course, all 7-level core tasks are mandatory for upgrade to 2R171.

10.3.1.4. Experience. Qualification in and possession of AFSC 2R151 is mandatory. Experience performing or supervising maintenance scheduling and documentation functions and activities.

10.3.1.5. Other. None.

10.3.2. Training Sources and Resources. Completion of the 2R171 CDC, Maintenance Management Production Craftsman course, and 7-level core tasks represent the resources needed for award of the 7-skill level, and should be knowledgeable of AFTTP 3-4.21V1. There is no minimum time in training requirement, however for Regular Air Force, the maximum recommended time is 8 months.

10.3.3. Implementation. Training to the 7-level is performed by the units, utilizing the STS, exportable courses, and CDCs. Upgrade to the 7-level requires completion of the 2R171 CDC, completion of all 7 level core tasks, and the Maintenance Management Production Craftsman course. There is no minimum time in training requirement, however for Regular Air Force, the maximum recommended time is 8 months. Wear the Senior Maintenance Badge after award of the 7-skill level.

10.4. Superintendent (9) Level Training:

10.4.1. Specialty Qualification. Qualification in and possession of AFSC 2R171/2R071. Also, experience managing maintenance scheduling or analysis activities.

10.4.1.1. Knowledge. In addition to 7-level qualifications an individual must possess advanced skills and knowledge of maintenance concepts, directives, organizational structure and principles of maintenance management production. Maintenance operations superintendent responsibilities includes; knowledge of: Plans, Scheduling, and Documentation, Maintenance Management Analysis duties, Maintenance Operations Center policies and procedures, maintenance training programs, engine management, Quality Assurance, Weapon Standardization, Air Force supply procedures, resource management, and should be knowledgeable of AFTTP 3-4.21V1 and Theory of Constraints.

10.4.1.2. Education. Completion of a CCAF degree or civilian degree is required and a Bachelor's degree is desirable.

10.4.1.3. Training. None.

10.4.1.4. Experience. For award of AFSC 2R090, qualification in and possession of AFSC 2R171 or 2R071 is mandatory.

10.4.2. Training Sources/Resources. Duty position qualifications represent the required resources for upgrade to the 9-skill level.

10.4.3. Implementation. The 9-skill level will be awarded upon promotion to SMSgt. Wear the Master Maintenance Badge after award of the 9-skill level.

Section D - Resource Constraints

Purpose. This section identifies known resource constraints that preclude optimal/desired training from being developed or conducted, including information such as cost and manpower. Narrative explanations of each resource constraint and an impact statement describing what effect each

constraint has on training are included. Also included in this section are actions office of primary responsibility, and target completion dates. As a minimum, resource constraints will be reviewed and updated annually.

There are no resource constraints identified for 2R1X1 training.

PART II

Section A - Course Objective List

1. Measurement. Each proficiency coded STS task or knowledge item taught at the technical school is measured using an objective. An objective is a written instruction for the student so he or she knows what is expected of them to successfully complete training on each task. Each objective consists of a condition, behavior, and standard. The condition is the setting in which the training takes place (i.e. TOs, type of equipment, etc.). The behavior is the observable portion of the objective (i.e. perform an operational check). The standard is the level of performance that is measured to ensure the STS proficiency code level is attained. Each objective uses letter codes(s) to identify how it is measured. All objectives use the PC code that indicates a progress check is used to measure subject or task knowledge. "W" indicates a comprehensive written test and is used to measure the subject or task knowledge at the end of a block of instruction. "PC/W" indicates a subject or task knowledge progress check and a separate measurement of both knowledge and performance elements using a written test.

2. Standard. The standard for written examinations is 70%. Standards for performance objectives are indicated in the objective and are also indicated on the individual progress check checklist. The instructor will use the checklist to document each student's progress on each task. Instructor assistance is provided as needed during the progress check, and students may be required to repeat all or part of the behavior until satisfactory performance is attained. Students must satisfactorily complete all PCs prior to taking the written test.

3. Proficiency Level. Review column 4A of the STS to determine the proficiency level of a particular task or knowledge item. Review the course objective list to determine which STS item the objective supports. Review the proficiency code key in Part II, Section E of this CFETP for an explanation of the proficiency codes. Most task performance is taught to the "2b" proficiency level which means the students can do most parts of the task, but does need assistance on the hardest parts of the task (partially proficient). The student can also determine step-by-step procedures for doing the task.

4. Course Objectives. A detailed listing of initial skills or craftsman course objectives may be obtained by submitting a written request to 363 TRS/TRR, 520 Missile Road, Sheppard AFB TX 76311-2261 or contacting the OPR by telephone at DSN 736-8777.

Section B - Support Materials

5. Support materials for the 2R1X1 career field are available at the following web sites:

5.1. Interactive Courseware information is available online through the 367th Training Support Squadron. Members must first register before gaining access to this website.
https://367trss.cce.af.mil

5.2. Headquarter Air Force Reserve Command Analysis information is available at:
https://afrc.eim.us.af.mil/sites/a4/a4m/Pages/a4mm.aspx

5.3. TTP's are available at the Maintenance Management Community of Practice: https://usaf.dps.mil/teams/2R-Sharepoint/SitePages/Home.aspx

5.4 ***AFTTP 3-4.21V1,*** *Aircraft Maintenance.* Available at the Air Force Combat Support TTP Repository: https://usaf.dps.mil/teams/TTP/SitePages/ApprovedAFTTP.aspx

Section C - Training Course Index:

6. Purpose. This section of the CFETP identifies training courses available for the specialty and shows how the courses are used by each MAJCOM in their career field training programs. For further information on the following courses, contact the OPR at:

363 TRS/TRR
520 Missile Road
Sheppard AFB TX 76311-2261
DSN 736-8777

7. Air Force In-Resident Courses.

COURSE NO.	COURSE TITLE	LOCATION	USER
J3ABR2R131 0S3B	Maintenance Management Production Apprentice	Sheppard AFB, TX	USAF
J3AZR2R0X1 0A1A	Maintenance Management Analysis Supplemental	Sheppard AFB, TX	USAF
J3ACR2R171 0S7B	Maintenance Management Production Craftsman	Sheppard AFB, TX	USAF
J3AZR2R1XX 0E1B	Engine Management	Sheppard AFB, TX	USAF

8. Air Force Career Development Academy (AFCDA) Courses.

For further information on the following courses, contact the OPR at:

363 TRS/TRR
520 Missile Road
Sheppard AFB TX 76311-2352
DSN 736-8777

COURSE NO.	COURSE TITLE	User
CDC 2R151	Maintenance Management Production Journeyman	USAF
CDC 2R171	Maintenance Management Production Craftsman	USAF

9. Exportable Courses. For further information on the following exportable courses, contact the OPRs at:

367 TRSS/Catalog
6058 Aspen Ave
Bldg 1295
Hill AFB, UT 84056-5805
DSN 777-5868

COURSE NO.	COURSE TITLE	OPR	User
C6ANU00TVT7506	Combat Sortie Generation	367 TRSS	USAF
C2MDU00TCB7567	Aerospace Vehicle Distribution Officer (AVDO) Reference	367 TRSS	USAF
C3MDU00TCB0002	Maintenance Operations officer-in-Charge/Superintendent (OIC/SUPT)	367 TRSS	USAF

10. Other Supplemental Courses.

Data Analytics and Theory of Constraint courses are available from the AFIT School of Systems and Logistics continuing education website at https://www.afit.edu/LS/catalog.cfm?t=3

The Professional Maintenance Certificate Program (PMxCP) is available through the Air Force Logistics Professional Development Program at https://usaf.dps.mil/teams/10352/sitepages/home.aspx

10.1. Postgraduate Education. Airmen and civilians are eligible to apply for the AFIT graduate Certificate in Data Analytics. Additional information can be found at the program page at https://www.afit.edu/EN/programs.cfm?a=view&D=64

Airmen are eligible to compete annually through the Enlisted-to-AFIT program for the following Master's degrees: Applied Mathematics, Computer Science, Logistics and Supply Chain Management, and Operations Research. Review admission requirements for full details.

11. Training Detachment (TD) Courses.

There are no TD courses for the 2R1X1 career field.

12. REMIS Training

The REMIS training guides are provided by the REMIS PMO and are available at the following URL:https://www.my.af.mil/gcss-af/USAF/ep/browse.do?programId=t88B4F00B3EF1A1AA013F5CBF50330BA5&channelPageId=s6925EC1357EF0FB5E044080020E329A9

13. CEMS Training

Training is provided by the Program Management Office at https://cems.sso.cce.af.mil/cpmo/

Section D - MAJCOM Unique Requirements

14. For MAJCOM unique requirements, refer to the MAJCOM mandatory course lists.

Section E - Specialty Training Standard

15. Implementation. This STS will be used for technical training provided by AETC for classes beginning with course J3ACR2R131 0S7C, March 2022 and J3ABR2R131 0S3C, March 2022. Course J3AZR2R1XX 0E1B has a separate Course Training Standard (CTS) and is not governed by this STS. Changes to this course will be developed and implemented in February 2022.

16. Purpose. As prescribed in DAFI 36-2670, this STS:

16.1. Lists in column 1 the most common tasks, knowledge, and Technical References (TR) necessary for Airmen to perform duties in the 3-, 5-, and 7-skill level.

16.2. Identifies in column 2 (Core Tasks) by asterisk (*), specialty-wide training requirements. Core tasks identified with an */R are not required for the AFRC and the ANG. As a minimum, all AFCFM-directed core tasks applicable to this specialty must be completed and signed off for skill level upgrade. There is no longer an Air Force requirement for third-party certification of core tasks in this AFSC. However, MAJCOMs, commanders, and work center supervisors still retain the option to designate critical tasks (core or non-core) as requiring third-party certification. To designate a task as requiring third-party certification, circle the appropriate asterisk in the core task column on the specialty training standard (STS) portion of the CFETP in the master task list (MTL) and individual training records. If the task is not already designated as a core task, place just the circle at the appropriate location in the core task column. Core tasks, which are not applicable to base assigned aircraft or equipment, are not required for upgrade (units are not required to send personnel TDY for core task training).

16.3. Provides certification for OJT. Column 3 is used to record completion of tasks and knowledge training requirements. Use automated training management systems to document technician qualifications, if available. Task certification must show a certification/completed date.

16.4. Shows formal training and correspondence course requirements. Column 4 shows the proficiency to be demonstrated on the job by the graduate as a result of training on the task/knowledge and the career knowledge provided by the correspondence course.

16.5. Qualitative Requirements. Attachment 1 contains the proficiency code key used to indicate the level of training and knowledge provided by resident training and career development courses.

16.6. Job Qualification Standard. Becomes a job qualification standard (JQS) for on-the-job training when placed in AF Form 623, **On-The-Job Training Record**, and used according to DAFI 36-2670. For OJT, the tasks in column 1 are trained and qualified to the go/no go level. "Go" means the individual can perform the task without assistance and meets local requirements for accuracy, timeliness, and correct procedures. When used as a JQS, the following requirements apply:

16.6.1. Documentation. Document and certify completion of training in accordance with AFI 36- 2670. TBA must be used when available.

16.6.1.2. Converting from Old Document to CFETP. All AFJQSs and previous CFETPs are replaced by this CFETP; therefore, conversion of all training records to this CFETP STS is mandatory. Use this CFETP STS (or automated STS) to identify and certify all past and current qualifications. Document and certify all previous and current training IAW DAFI 36-2670.

16.7. STS. This STS is a guide for development of promotion tests used in the Weighted Airman Promotion System (WAPS). Specialty Knowledge Tests (SKTs) are developed at the AETC Studies and Analysis Squadron, by Senior NCOs with extensive practical experience in their career fields. The tests sample knowledge of STS subject matter areas judged by test development team members as most appropriate for promotion to higher grades. Questions are based upon study references listed in the WAPS catalog. Individual responsibilities are in AFI 36-2502, *Airman Promotion/Demotion Programs*. WAPS is not applicable to the Air National Guard or Air Force Reserve.

17. Recommendations. Report unsatisfactory performance of individual course graduates to the AETC training manager at 363 TRS/TRR, 520 Missile Road, Sheppard AFB TX, 76311-2261, DSN 736-8777, or e-mail to: camilla.cropper@us.af.mil. Reference specific STS paragraphs. For a quick response to problems, call our customer service information line, DSN 736-5236.

BY ORDER OF THE SECRETARY OF THE AIR FORCE

OFFICIAL

WARREN D. BERRY
Lieutenant General, USAF
DCS/Logistics, Engineering & Force Protection

2 Attachments
1. Proficiency Code Key
2. STS 2R1X1

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QUALITATIVE REQUIREMENTS
MAINTENANCE MANAGEMENT PRODUCTION SPECIALTY
Intercontinental Ballistic Missile (ICBM)

This Block Is For Identification Purposes Only		
Name Of Trainee		
Printed Name (*Last, First, Middle Initial*)	**Initials (Written*)***	**SSAN Last Four**

Printed Name of Certifying Official and Written Initials	
N/I	*N/I*
N/I	*N/I*
N/I	*N/I*
N/I	*N/I*
N/I	*N/I*
N/I	*N/I*
N/I	*N/I*
N/I	*N/I*

QUALITATIVE REQUIREMENTS

Proficiency Code Key		
	Scale Value	**Definition: The individual**
Task Performance Levels	1	Can do simple parts of the task. Needs to be told or shown how to do most of the task. (Extremely Limited)
	2	Can do most parts of the task. Needs only help on hardest parts. (Partially Proficient)
	3	Can do all parts of the task. Needs only a spot check of completed work. (Competent)
	4	Can do the complete task quickly and accurately. Can tell or show others how to do the task. (Highly Proficient)
*Task Knowledge Levels	a	Can name parts, tools, and simple facts about the task. (Nomenclature)
	b	Can determine step by step procedures for doing the task. (Procedures)
	c	Can identify why and when the task must be done and why each step is needed. (Operating Principles)
	d	Can predict, isolate, and resolve problems about the task. (Advanced Theory)
**Subject Knowledge Levels	A	Can identify basic facts and terms about the subject. (Facts)
	B	Can identify relationship of basic facts and state general principles about the subject. (Principles)
	C	Can analyze facts and principles and draw conclusions about the subject. (Analysis)
	D	Can evaluate conditions and make proper decisions about the subject. (Evaluation)

Explanations
* A task knowledge scale value may be used alone or with a task performance scale value to define a level of knowledge for a specific task. (Example: b and 1b)

** A subject knowledge scale value is used alone to define a level of knowledge for a subject not directly related to any specific task, or for a subject common to several tasks.

- This mark is used alone instead of a scale value to show that no proficiency training is provided in the course or CDC.

X This mark is used alone in the course columns to show that training is required but not given due to limitations in resources.

***NOTE**:* All tasks and knowledge items shown with a proficiency code are trained during wartime.

	2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References	Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
	5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC

NOTE 1: Users are responsible for annotating training references to identify current references, pending STS

revision. NOTE 2: All items marked with a code in column 4a(1) are trained in resident wartime courses.

NOTE 3: Items in column 2 marked with an asterisk (*) are core tasks required for upgrade to the 5 or 7-skill level. Seven levels must complete both 5 and 7-level core tasks.

Items marked with an (*/R) are not required by AFRC and ANG for upgrade.

1	Career Progression TR: AFMAN 36-2100 and Air Force Enlisted Classification Directory (AFECD)											
1.1	MyVector								-	-	-	-
1.2	Purpose of 2R1X1 Career Field								A	-	-	-
1.3	Provide duty description of a 2R1X1								-	-	-	-
2	Publications TR: TO 00-5-1 series, DAFI 33-360											
2.1	Technical Order System	*							A	B	-	-
2.2	Air Force Publication system (AFI, AFMAN, etc)	*							A	B	-	-
2.3	Use Technical Orders, AF Pubs and Manufacturer Manuals											
2.3.1	www.e-publishing.af.mil	*							1b	B	-	-
2.3.2	Enhanced Technical Information Management System (ETIMS)	*							1b	B	-	-
2.3.3	00- Technical Order series	*							2b	B	-	-
2.3.4	Aircraft -6 or equivalent	*							2b	B	-	-
2.3.5	Aircraft -06	*							2b	B		
2.3.6	11A/11P- Technical Order series	*							2b	B	-	-
2.3.7	13/14 Technical Order series	*							2b	B	-	-
2.3.8	DAFI 21-101	*							2b	B	-	-
2.3.9	AFI 21-103		*						-	-	2c	-
2.3.10	AFI 11-102								-	-	-	-
2.3.11	T.O. 1-1-691								-	-	-	-
2.3.12	Relationship with maintenance management production								-	C	-	-
3	Wing Structure TR: DAFI 21-101, AFI 38-101											
3.1	Wing Leadership								-	-	-	-

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
3.2	Groups in a standard Wing								-	-	-	-
4	Functions within the MXG and how each interface with MMP TR: DAFI 21-101, AFI 21-103, AFPD 21-1, AFCSM 21-series, MAJCOM Directives, T.O. 00-20 series											
4.1	Responsibilities of group leadership								A	B	-	-
4.2	Maintenance Operations											
4.2.1	Superintendent								A	B	-	-
4.2.2	Maintenance Management Production								A	B	-	-
4.2.3	Maintenance Management Analysis								A	B	-	-
4.2.4	Maintenance Operations Center (MOC)								A	B	-	-
4.2.5	Engine Management								A	B	-	-
4.2.6	Maintenance Training								A	B	-	-
4.2.7	Programs and Resources								A	B	-	-
4.2.8	Relationship with maintenance management production								-	C	-	-
4.3	Quality Assurance (QA)											
4.3.1	Responsibilities of the Technical Order distribution Office (TODO)								-	B	-	-
4.3.2	Concept of the Product Improvement Management Section (PIMS)								-	B	-	-
4.3.3	One-Time Inspection (OTI) program								-	B	-	-
4.3.4	Criteria for the FCF/OCF program TR: T.O. 1-1-300 and applicable acft -6 T.O.								-	B	-	-
4.3.5	Weight and Balance (W&B) program TR: T.O. 1-1B-50 and applicable acft -6 T.O.								-	B	-	-
4.3.6	Impoundment program								-	B	-	-
4.3.7	Maintenance Assistance process TR: T.O. 00-25-107								-	B	-	-
4.3.8	Relationship with maintenance management production								-	C	-	-

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
4.4	Aircraft Maintenance Squadron (AMXS)											
4.4.1	Maintenance Operations Officer								A	B	-	-
4.4.2	Senior Enlisted Leader								A	B	-	-
4.5	Key Maintenance Personnel											
4.5.1	Officer in Charge								A	B	-	-
4.5.2	Production Superintendent								A	B	-	-
4.5.3	Expediters								A	B	-	-
4.5.4	Crew chiefs								A	B	-	-
4.5.5	Specialists (avionics, engines, etc.)								A	B	-	-
4.5.6	Weapons section								A	B	-	-
4.5.7	Supply/Support Section								A	B	-	-
4.5.8	Debrief								A	B	-	-
4.5.9	Relationship with maintenance management production								-	C	-	-
4.6	Backshop Maintenance											
4.6.1	Accessories Flight								A	B	-	-
4.6.2	Aerospace Ground Equipment (AGE) Flight								A	B	-	-
4.6.3	Armament Flight								A	B	-	-
4.6.4	Avionics Flight								A	B	-	-
4.6.5	Fabrication Flight								A	B	-	-
4.6.6	Maintenance Flight								A	B	-	-
4.6.7	Munitions								A	B	-	-
4.6.8	Propulsion Flight								A	B	-	-
4.6.9	Relationship with maintenance management production								-	C	-	-
4.7	Missile Maintenance Squadron Intercontinental Ballistic Missile (ICBM Functions Only) TR: AFMAN 21-202											
4.7.1	Missile Maintenance Team (MMT)								-	B	-	-
4.7.2	Electro-Mechanical Team (EMT)								-	B	-	-
4.7.3	Facilities Maintenance Team (FMT)								-	B	-	-

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
4.7.4	Periodic Maintenance Team (PMT)								-	B	-	-
4.7.5	Survivable System Team (SST)								-	B	-	-
4.7.6	Hardened Inner Cable System (HICS)								-	B	-	-
4.7.7	Communications (COMM)								-	B	-	-
4.7.8	Missile Handling Team (MHT)								-	B	-	-
4.7.9	Depot Team (Rivet Mile)								-	B	-	-
4.7.10	Corrosion Control								-	B	-	-
4.7.11	Relationship with maintenance management production								-	C	-	-
5	Supervision TR: AFI 36-2406, AFH 36-2618 AFECD											
5.1	Orient new personnel								-	-	-	-
5.2	Assign personnel to work areas								-	-	-	-
5.3	Plan work assignments and priorities								-	-	-	-
5.4	Schedule work assignments								-	-	-	-
5.5	Establish work methods								-	-	-	-
5.6	Establish work controls								-	-	-	-
5.7	Establish performance standards								-	-	-	-
5.8	Unit self-inspection TR:AFI 90-201								-	-	-	-
5.9	Manpower standards								-	-	-	-
5.10	Unit Manning Document (UMD)		*						-	-	-	-
5.11	Unit Manpower Personnel Roster (UMPR)		*						-	-	-	-
5.12	UTC Roles and Responsibilities TR: AFTTP 3-4.21V1								-	B	-	-
6	OJT Requirements TR: DAFI 36-2670, AFECD											
6.1	Prepare Master Training Plan (MTP)								-	-	-	-
6.2	Prepare teaching outlines or task breakdowns								-	-	-	-
6.3	Provide trainees theory and train on actual equipment								-	-	-	-
6.4	Provide feedback on training provided								-	-	-	-

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
6.5	Maintain training records								-	-	-	-
7	Use office applications software TR: AF e-Learning											
7.1	Excel											
7.1.1	Navigate a workbook	*							2b	-	-	-
7.1.2	Excel fundamentals	*							2b	-	-	-
7.1.3	Excel functions (formulas)											
7.1.3.1	Basic functions	*							2b	-	-	-
7.1.3.2	Advanced functions	*							2b	-	-	-
7.1.4	Pivot tables	*							2b	-	-	-
7.1.5	Charts	*							2b	-	-	-
7.2	Word Processing	*							2b	-	-	-
7.3	Presentation Software	*							2b	-	-	-
7.4	Microsoft OneNote								-	-	-	-
8	Commonly employed Maintenance Information Systems/Tools TR: DAFI 21-101, AFI 21-103, AFCSM 21-series, MIS help screens											
8.1	Integrated Maintenance Data System (IMDS)											
8.1.1	Maintenance Information System Manuals								2b	-	-	-
8.1.2	Use IMDS								2b	-	-	-
8.1.3	Use Maintenance Scheduling Module (MSM)	*							2b/-	B	-	-
8.2	Use G081								2b	-	-	-
8.3	Integrated Maintenance Information System (IMIS)								-	-	-	-
8.4	F-35 Autonomic Logistics Information System (ALIS)								-	-	-	-
8.5	Reliability and Maintainability Information System (REMIS)											
8.5.1	Use REMIS								-	-	2b	B
8.5.2	Validate Financial Improvement and Audit Readiness (FIAR)/Aircraft Inventory and Status								-	-	2c	2b
8.5.3	Validate Utilization								-	-	2c	2b
8.5.4	TCTO reconciliation								-	-	2c	2b

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
8.6	Global-Reach (MAF units)								-	-	-	-
8.7	GDSS II (MAF units)								-	-	-	-
9	Documentation TR: DAFI 21-101, 23-101, AFI 21-103, 33-322; DAFMAN 21-201, AFMAN 23-122, AFCSM 21-series, TO 00-5-1, 00-5-15, 00-20 series, 00-25 series, applicable -6 and -06, 11P, 13 and 14 series TOs											
9.1	Purpose of Maintenance Data Documentation								B	C	-	-
9.2	Aircraft Document Review (ADR) Validate and Correct	*							2b	-	-	-
9.3	IMDS subsystem management								-	-	-	-
9.4	G081 subsystem management								-	-	-	-
10	Aircraft Configuration Management TR: DAFI 21-101 and AFCSM 21-series											
10.1	Identify and load approved configurations items	*							2b	-	-	-
10.2	Validate part number, quantity per assembly and next higher assembly by Work Unit Code/Line Control Number	*							2b	-	-	-
10.3	Resolve REMIS suspense errors								-	-	b	-
11	Manage Major Maintenance Work Processing TR: DAFI 21-101 and TO 00-25-107											
11.1	Coordinate on Engineering Disposition request process (Ex: AR/ETAR/REDI/PAR/TAR)		*						-	-	B	-
11.2	Coordinate Depot field team (DFT), Contract field team (CFT), Recovery and Modification Services (RAMS) and conduct meeting		*						-	-	B	-
11.3	Determine correct possession reporting (AVDO)		*						-	-	2c	-
12	TCTO management TR: DAFI 21-101, 23-101, AFI 33-322, AFMAN 23-122, TO 00-5-15, AFCSM 21-series, and MIS help screens											
12.1	Use T.O. 00-5-15	*							2b	-	-	-
12.2	Types of TCTOs	*							B	B	-	-
12.3	Manage TCTOs	*							2b	B	-	2b

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
12.4	Manage One-Time Inspection (OTI)	*							B	B	-	-
12.5	Create TCTO folder	*							b	-	-	-
12.6	Maintain TCTO folder	*							b	-	-	-
12.7	Calculate TCTO ground, rescission, and expiration dates	*							2b	B	3c	-
12.8	Load TCTO against specified equipment	*							2b	B	-	-
12.9	Prepare and Conduct TCTO Preplanning meeting	*							2b	B	-	-
12.10	Forecast TCTO completion	*							2b	B	3c	-
12.11	Schedule TCTOs	*							2b	B	3c	-
12.12	Review TCTO status and summary reports	*							2b	B	3c	-
12.13	Determine and update status codes	*							2b	B	3c	-
12.14	Report status to MXG/CC and SQ/CCs								A	A	-	B
12.15	Initiate/submit compliance waiver or extension		*						-	A	b	B
12.16	Validate final TCTO disposition		*						-	A	a	B
12.17	Identify/verify TCTO information in REMIS		*						-	A	b	B
12.18	Perform Annual TCTO Reconciliation		*						-	A	b	B
12.19	Manage Master Change Log (MCL) (ICBM Only)								-	-	-	-
13	Order and management of TCTO (K/P/T) TR: DAFI 21-101, 23-101; AFMAN 21-200, 21-204, 23-122; TO 00-5-15, AFCSM 21-series, and MIS help screens											
13.1	Create/Update AF IMT 2001 (Notification of TCTO Kit requirements)	*							2b	-	-	-
13.2	Order K/P/T	*							A	-	-	-
13.3	Control and release of TCTO kits	*							a	-	2b	-
13.4	Reconcile TCTO K/P/T Monthly with Supply								a	-	2b	
13.5	Conduct Monthly TCTO review meeting with Owning work centers	*							a	-	2b	-
14	Maintenance and Inspection Concepts TR: TO 00-20 series, DAFI 21-101											-

1. Tasks, Knowledge And Technical References		2. Core Tasks		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
				A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
14.1	Understand Maintenance and Inspection Concepts								B	B	-	-
15	Manage Major Inspection Program TR: DAFI 21-101, applicable -6 TOs											
15.1	Identify major inspection requirement using TOs	*							2b	B	-	-
15.2	Initiate/maintain AF IMT 2410, *Inspection/TCTO Planning Checklist*	*							2b	-	-	-
15.3	Conduct Pre-dock meeting	*							2b	-	-	-
15.4	Conduct Post-dock meeting	*							2b	-	-	-
16	Manage Time Change program TR: DAFI 21-101, 23-101, DAFMAN 21-201, AFMAN 23-122, AFCSM 21-series, TO 00-20-9, 11A/11P series, 14 series											
16.1	Identify time change requirements using T.Os, 11A/11P, 13/14 series, -6, and applicable equipment manuals	*							2b	-	-	-
16.2	Establish JST for time change item	*							2b	-	-	-
16.3	Load Part/serial number item in MIS	*							2b	-	-	-
16.4	Verify/Load expiration Date of Manufacture (DOM) to applicable JST	*							2b	B	3c	-
16.5	Verify/Load expiration Date of Installation (DOI) to applicable JST	*							2b	B	3c	-
16.6	Determine Lot number due date	*							2b	B	3c	-
16.7	Verify/Load Hourly due times	*							2b	-	3c	-
16.8	Verify/Load Cycles/Rounds/Starts								2b	-	-	-
16.9	Load Part/serial number item to JST in MIS	*							2b	-	-	-
16.10	Develop/verify time change matrix		*						2b	-	3c	-
16.11	Schedule time change item in MIS	*							2b	-	-	-
16.12	Validate time change item replacement action in MIS	*							2b	-	-	-
16.13	Complete comprehensive review of time change items for each weapon system loaded to MIS		*						A	-	3c	-
16.14	Perform Job Master Listing (JML) review		*						a	-	3c	-

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
16.15	Forecast Cartridge Actuated Devices / Propellant Actuated Devices (CAD/PAD) IAW T.O. 00-20-9 and -6		*						a	-	2b	-
16.16	Forecast Non CAD/PAD items IAW T.O. 00-20-9 and -6		*						a	-	2b	-
16.17	Familiarization with Munitions Accountable Systems Officer (MASO) duties								-	A	-	B
16.18	Order time change items	*							2b	-	-	-
16.19	Generate Out-of- cycle/emergency requests		*						A	A	2b	B
16.20	Reconcile/validate time change requisitions	*							-	-	-	-
16.21	Conduct TCI reconciliation meetings	*							2b	-	-	-
16.22	Generate waiver/extension request		*						-	-	b	B
17	Manage Special inspections program TR: DAFI 21-101, AFCSM 21-series, applicable TO -6											
17.1	Create Job Standard for SIs	*							2b	-	-	-
17.2	Load SIs to part/serial number	*							2b	-	-	-
17.3	Load SIs to weapon systems	*							2b	-	-	-
17.4	Schedule Special Inspection work order in MIS	*							2b	-	-	-
17.5	Validate compliance via MIS	*							2b	-	-	-
17.6	Develop/verify special inspection matrix		*						2b	-	3c	-
17.7	Complete comprehensive review of special inspections for weapon system loaded to MIS		*						a	-	3c	-
17.8	Perform Job Master Listing (JML) review		*						a	-	3c	-
18	Aircraft/Equipment records											
18.1	Establish/Maintain historical records/AFTO Form 95	*							2b	-	-	-
18.2	Jacket file review	*							A	-	-	-
18.3	Reconcile aircraft/equipment records during transfer		*						A	-	-	-
18.4	Inspect decentralized historical document								-	-	-	-

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
19	Planning and Scheduling TR: AFMAN 11-101, 21-204, DAFI 21-101, AFI 11-201, 16-402, 21-103, DAFMAN 21-201, AFCSM 21-555V2, 565V2, 576V2, TO 00-20 series, 00-25 series, AFTTP 3-4.21V1											
19.1	First Look/Annual Requirements											
19.1.1	Evaluate maintenance capability (manpower, facilities, and equipment) to support annual/ monthly flying hour requirements		*						-	B	3c	2c
19.1.2	Present maintenance/ aerospace vehicle capabilities to support operational requirements								-	A	3c	B
19.1.3	Re-evaluate Maintenance capabilities to support the approved operational contract		*						-	A	3c	B
19.2	Identify and forecast requirements											
19.2.1	Develop quarterly utilization and maintenance plan											
19.2.1.1	Aerospace Vehicles	*							B	2b	-	-
19.2.1.2	Engines								-	-	-	-
19.2.1.3	Armament/Munitions Equipment								-	-	-	-
19.2.1.4	Aerospace Ground Equipment								-	-	-	-
19.2.1.5	Apply Attrition								-	-	-	-
19.2.2	Develop monthly utilization and maintenance plan											
19.2.2.1	Aerospace Vehicles	*							B	2b	-	-
19.2.2.2	Engines								-	-	-	-
19.2.2.3	Armament/Munitions Equipment								-	-	-	-
19.2.2.4	Aerospace Ground Equipment								-	-	-	-
19.2.2.5	Apply Attrition	*							-	2b	-	-
19.2.3	Prepare weekly and/or daily utilization and maintenance plan											
19.2.3.1	Aerospace Vehicles	*							2b	B	-	-
19.2.3.2	Engines								-	-	-	-
19.2.3.3	Armament/Munitions Equipment								-	-	-	-

1. Tasks, Knowledge And Technical References		2. Core Tasks		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
				A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
19.2.3.4	Aerospace Ground Equipment								-	-	-	-
19.2.3.5	ICBM								-	-	-	-
19.2.4	Plan utilization											
19.2.4.1	Plan utilization and maintenance requirements for aerospace vehicles and related equipment	*							2b	B	-	-
19.2.4.2	Plan utilization based on phase flow using TDI	*							2b	2b		
19.2.5	Load / Maintain operational event data	*							2b	-	-	-
19.2.6	Delayed discrepancy management								-	2b	-	-
19.2.7	Evaluate maintenance scheduling effectiveness	*							2b	-	-	-
19.2.8	Evaluate Flying/Sortie Schedule Effectiveness								-	2b	-	-
19.2.9	AF IMT 2407, *Weekly/Daily Flying Schedule Coordination* Process	*							A	-	-	-
20	Aerospace vehicle distribution officer (AVDO) function TR: AFI 21-103, 16-402, DAFI 21-101, 23-101											
20.1	Use AFI 21-103 and AFI 16-402								-	-	-	-
20.2	Maintain Programmed Depot Maintenance (PDM) schedule	*							-	2b	-	B
20.3	Generate, coordinate and submit AFTO IMT 103		*						-	B	-	2b
20.4	Determine/Update purpose identifier code (PIC) changes		*						-	-	3c	2b
20.5	Process Gain /Loss/Termination/ PIC message		*						-	-	c	-
20.6	Reconcile/Analyze flying hours		*						-	-	3c	2b
20.7	Transfer Between Enterprise Location Code (ELC) [TBE]								-	-	-	-
21	Engine Management TR: AFI 63-101, DAFI 21-101, 23-101; AFMAN 20-116, 21-204, AFCSM 21-556V2, 558V2, TO 00-20 series, 00-25 series, 00-85 series, 2-1-18, 2J series, applicable Type, Model, Series, and Modifications Series, and applicable aircraft -6											

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
21.1	Familiarization with Base Engine Manager Roles and Responsibilities								-	A	-	-
21.2	Maintenance Information Systems											
21.2.1	Use T.O. 00-25-254-1								-	-	-	-
21.2.2	Comprehensive Engine Management System (CEMS)								-	B	-	-
21.2.3	Global Integrated Maintenance Management System (GIMMS)								-	B	-	-
21.3	Time Change and Special Inspection management											
21.3.1	Maintain Job Master Listing (JML)								-	-	-	-
21.3.2	Develop/maintain TCI and SI matrix								-	-	-	-
21.3.3	Forecast engine or module removal for time change and inspection								-	2b	-	-
21.3.4	Generate waiver/extension request								-	-	-	-
21.3.5	TCI reconciliation with Supply								-	-	-	-
21.4	Multiple Tracked Equipment Transactions											
21.4.1	Request/process engine or module initialization deck (I- deck) in MIS								-	-	-	-
21.4.2	Identify engine or module maintenance requirements								-	-	-	-
21.4.3	Verify/maintain required item installation (RII) table								-	-	-	-
21.4.4	Familiarization with collection of accumulated hour and event data (manual or electronic) (i.e. Comprehensive Engine Trending and Diagnostics System)								-	B	-	-
21.4.5	Process accumulated hour and event data in MIS								-	B	-	-
21.4.6	Perform inventory								-	B	-	-
21.4.7	Process Status/Inventory changes								-	B	-	-
21.4.8	Monitor Daily Transaction Listing								-	B	-	-
21.4.9	Initialize part/serial number components in MIS								-	B	-	-

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
21.4.10	Identify and load applicable K-Factor/Formula								-	B	-	-
21.4.11	Initiate engine work package								-	-	-	-
21.4.12	Conduct engine pre-dock meeting								-	-	-	-
21.4.13	Conduct engine post-dock meeting								-	-	-	-
21.4.14	Verify engine work package maintenance completion								-	-	-	-
21.4.15	Coordinate/prepare engine for shipment								-	B	-	-
21.4.16	Maintain engine and module records								-	-	-	-
21.4.17	Verify engine to aircraft times during aircraft document review								-	-	-	-
21.4.18	Provide engine data for aircraft dock inspection contract								-	-	-	-
21.4.19	CEMS TCTO Reconciliation								-	-	-	-
22	Intercontinental Ballistic Missile (ICBM) Specific Plans and Scheduling TR: AFMAN 21-200, 21-202											
22.1	Function of key organizations affecting ICBM management											
22.1.1	U.S. Strategic Command (USSTRATCOM)								-	-	-	-
22.1.2	Air Force Global Strike Command (AFGSC)								-	-	-	-
22.1.3	20th Air Force								-	-	-	-
22.1.4	625 Strategic Operation Squadron (625 STOS)								-	-	-	-
22.2	Define ICBM Alert Categories (CAT)											
22.2.1	ACAT								-	-	-	-
22.2.2	FCAT								-	-	-	-
22.2.3	LCAT								-	-	-	-
22.3	Functions of ICBM Weapon System											

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
22.3.1	ICBM Major Components (Reentry System, Propulsion System Rocket Engine (PSRE), Downstage, Missile Guidance Set, Post Boost Control System)								-	-	-	-
22.3.2	Launch Facility (LF)								-	-	-	-
22.3.3	Missile Alert Facility (MAF)								-	-	-	-
22.4	Functions of Maintenance Teams											
22.4.1	Missile Maintenance Team (MMT)								-	-	-	-
22.4.2	Electro-Mechanical Team (EMT)								-	-	-	-
22.4.3	Facility Maintenance Team (FMT)								-	-	-	-
22.4.4	Periodic Maintenance Team (PMT)								-	-	-	-
22.4.5	Survivable System Team (SST)								-	-	-	-
22.4.6	Missile Handling Team (MHT)								-	-	-	-
22.4.7	Hardened Inner Cable System								-	-	-	-
22.4.8	Communications (COMM)								-	-	-	-
22.4.9	Rivet Minuteman Integrated Life Extension (Rivet MILE)								-	-	-	-
22.5	Program Management/Meeting Coordination Requirements											
22.5.1	Limited Life Components (LLC)								-	-	-	-
22.5.2	Convoy Movement								-	-	-	-
22.5.3	ICBM FCAT Levels								-	-	-	-
22.5.4	ICBM Emergency Work Order (EWO)								-	-	-	-
22.5.5	Code Change Plan								-	-	-	-
23	Aerospace Ground Equipment (AGE) Specific Plans and Scheduling TR: DAFI 21-101, AFI 21-103, AFCSM 21-564 V2, 566 V2, T.O. 00-5-15, 00-20 Series, 00-25 Series											
23.1	Manage AGE TCTOs								-	-	-	-
23.2	Manage SI's for AGE								-	-	-	-
23.3	Schedule AGE Periodic Inspections and SI's on a calendar basis								-	-	-	-

		2.		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)			
1. Tasks, Knowledge And Technical References		Core Tasks		A	B	C	D	E	A 3 Skill Level	B 5 Skill Level	C 7 Skill Level	
		5	7	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC
23.4	Develop/Maintain SI matrix for all AGE equipment designators								-	-	-	-
23.5	Complete quarterly comprehensive review of SIs for all AGE loaded to the MIS								-	-	-	-
23.6	Maintain AGE Job Master Listing (JML)								-	-	-	-
23.7	Load AGE in MIS								-	-	-	-
23.8	Change Equipment ID for AGE in MIS								-	-	-	-
23.9	Transfer and Gain AGE in MIS								-	-	-	-
24	Munitions and Missiles Specific Plans and Scheduling TR: AFMAN 21-200, 21-202; DAFMAN 21-201, AFCSM 21-555 V2, 545 V2, 576 V2, T.O. 00-5-15, 00-20 Series, 00-25 Series											
24.1	Identify and know requirements for nuclear munitions limited life component exchange								-	-	-	-
24.2	Identify requirements on the Storage Location Plan (SLP), Location Inventory Listing (LIL), and building sheets								-	-	-	-
24.3	Schedule job control numbers and create work orders in the MIS								-	-	-	-
24.4	Manage agencies requiring access to munitions facilities within the Weapons Storage Area (WSA)								-	-	-	-
24.5	Manage support equipment requirements								-	-	-	-
24.6	Manage lightning protection system and static ground records and inspections								-	-	-	-