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This publication implements AFD 16-4, *Accounting for Units, Installations, and Aerospace Vehicles*. It provides guidance and procedures for worldwide programming, assignment, transfer, distribution, accounting, and termination of Air Force aerospace vehicles. It applies to the US Air Force, Air National Guard, Air Force Reserve, Civil Air Patrol, and US Air Force Aero Clubs. It implements that portion of Department of Defense (DoD) 4160.21-M, *Defense Material Disposition Manual*, 18 August 1997, that directs the transfer and disposal of excess aircraft. This AFI may be supplemented at any level, but all supplements must be routed to AF/A8PB for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847,

Recommendation for Change of Publication; route AF Form 847s from the field through the appropriate functional's chain of command. 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 the Air Force Records Disposition Schedule (RDS) located in the Air Force Records Information Management System (AFRIMS).

(AFMC) This supplement implements and expands on the guidance provided in AFI 16-402, *Aerospace Vehicle Programming Assignment, Distribution, Accounting, and Termination*. This supplement provides AFMC policy, direction, and guidance for AFMC aerospace vehicle (AV) management, capability requirements, planning, programming assignment, distribution, accounting, and termination. This supplement covers standard USAF inventory (active and inactive) AVs, plus AFMC AVs that are purchased, leased, loaned or otherwise AFMC-held in any other manner. This supplement applies to all HQ AFMC and AFMC subordinate organizations and units, AFMC Reserve Associate units and other AFMC gained or supporting organizations and units. This supplement also applies to contractors that have or provide direct support to AFMC AVs. **NOTE:** All contractor requirements contained within this AFI, as supplemented, must be contained within the contract to be enforceable. This supplement does not apply to Air National Guard, Civil Air Patrol activities or US Air Force Aero Clubs. Refer recommended changes and questions about this publication to the OPR listed above using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate chain of command O-6 or civilian equivalent. Send them to e-mail ID alias "AFMC/A3F Workflow" and *Attention to: AFMC Aerospace Vehicle Fleet Management*. If required, submit hardcopy material to: HQ AFMC/A3F, *Attention to: AFMC Aerospace Vehicle Fleet Management*, 4375 Chidlaw Rd, Room S143, Wright-Patterson AFB OH 45433-5006. This publication may be supplemented at any level, but all supplements must be routed to the Office of Primary Responsibility (OPR) listed above for coordination prior to certification and approval. Add to this supplement's instructions wherever more restrictive or detailed information is required. Submit additional supplements to HQ AFMC through chain of command O-6 or civilian equivalent. With the publication of this supplement review and recertify any prior local supplements. HQ AFMC organizations with specified (or implied) functional responsibilities must review and coordinate on additional supplements before they are published and implemented. Send draft copies to e-mail ID alias "AFMC/A3F Workflow" and *Attention to: AFMC Aerospace Vehicle Fleet Management*. If required, submit hardcopy material to: HQ AFMC/A3F, *Attention to: AFMC Aerospace Vehicle Fleet Management*, 4375 Chidlaw Rd, Room S143, Wright-Patterson AFB OH 45433-5006. The authorities to waive wing/unit level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, Table 1.1 for a description of the authorities associated with the Tier numbers. Unless otherwise noted this product is Tier 2 (T-2). Submit requests for waivers through the chain of command O-6 or civilian equivalent to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items. AFMC/CC has delegated HQ AFMC/A3 as Tier Waiver Authority for T-1 and T-2 matters (there are no T-0 or T-1 matters contained in this supplement). HQ AFMC/A3 addresses T-2 matters through the HQ AFMC/A3F Division Chief. Wing Commanders/equivalents will advise their Center Commanders of all Tier waiver requests as they are received. Within the purview of this supplement Air Force Test Center (AFTC) Wing Commanders are Tier Waiver Authorities for T-3 matters. Commanders of non-

AFTC wings and Air Force Life Cycle Management Center (AFLCMC) Two letter Directors (though considered Wing Commander equivalents for some matters) are not Tier Waiver Authorities for T-3 matters. Their Tier Waiver Authority is retained within HQ AFMC/A3 and implemented through HQ AFMC/A3F. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force or Air Force Materiel Command.

SUMMARY OF CHANGES

This volume has been substantially revised and must be thoroughly reviewed. Major revisions include changing office symbols to reflect HQ Air Force reorganization. Also, websites and terminology have been updated throughout. Procedures have been incorporated to reflect new requirements for transferring aircraft from the reserve component to the active component and for obtaining enterprise level approval for high cost repairs on damaged aerospace vehicles. Mine Resistant Ambush Protected vehicle inventory procedures have been added to this revision. Attachment 3 has been revised to include only assignment purpose identifier codes and includes the addition and definition of the TA and XD purpose identifier codes. Attachments 8 through 10 have been removed, and a new Attachment 8 provides a transfer Memorandum of Agreement template.

(AFMC) This supplement implements new AFMC policy, direction and guidance and must be thoroughly reviewed. Content of this supplement is not limited to process and procedure refinements for AFMC AV Fleet Management, assignments, possessions and transfers, and documentation of the AFMC AV Fleet Board.

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Section A— General Information

1. Definitions:

1.1. Aerospace vehicle includes the following:

1.1.1. Aircraft in Federal Supply Class (FSC) 1510 and 1520. Gliders in FSC 1540.

1.1.2. Remotely piloted vehicles and aerial target drones in FSC 1550.

1.1.3. Guided missiles in FSC 1410.

1.1.4. Space systems (Boosters, Satellites/Upper Stages, and Missiles).

1.1.4. (AFMC) Contact HQ AFMC/A4M (AFMC Aerospace Vehicle Distribution Officer (AFMC AVDO)) for space systems documentation guidance in Reliability and Maintainability Information System (REMIS) or other maintenance information systems.

1.1.5. Mine Resistant Ambush Protected (MRAP) Family of Vehicles will be treated like an Aerospace Vehicle to utilize the weapon system inventory system developed for aircraft.

1.1.5. (AFMC) Contact HQ AFMC/A4M (AFMC AVDO) for MRAP Family of Vehicles documentation guidance in REMIS or other maintenance information systems.

1.1.6. Ground Control Station (GCS) family of systems MD-1 for MQ-9 and RD-2 for RQ-4 will be treated like an Aerospace Vehicle to utilize the weapon system inventory system developed for aircraft.

1.1.6. (AFMC) Contact HQ AFMC/A4M (AFMC AVDO) for GCS family of systems documentation guidance in REMIS or other applicable maintenance information systems.

1.2. Assignment. The basic command to which the aerospace vehicle belongs. It differs from possession, which shows the aerospace vehicle's current usage and organizational control. AFI 21-103, *Equipment Inventory, Status, and Utilization Reporting*, specifies the procedures governing possession.

1.2.1. Command includes:

1.2.1.1. Major Commands (MAJCOMs).

1.2.1.2. Field Operating Agencies (FOAs).

1.2.1.3. Direct Reporting Units (DRUs).

1.2.1.4. Air National Guard (ANG).

1.3. Aerospace Vehicle Authorization and Inventory: Authorization refers to the number and type of aerospace vehicles an organization is programmed to possess. Inventory refers to the number of aerospace vehicles actually assigned to a unit and identified against a corresponding authorization. Authorizations and Inventory ([Attachment 2](#)) include:

1.3.1. Primary Aerospace Vehicle Authorized (PAA): Aircraft authorized for performance of the unit's mission (e.g., Combat, Combat Support, Training, Test and Evaluation, etc.). The PAA forms the basis for the allocation of operating resources, to include manpower, support equipment, and flying hour funds. The operating command determines the PAA required to meet their assigned missions.

1.3.1. (AFMC) All AFMC authorized AVs are treated as PAA, though programming varies by program. In coordination with HQ AFMC, AFTC/XP-OL guides programming for AVs assigned to AFTC wings under Program Element Code (PEC) 0605807F (Test and Evaluation Support). In coordination with HQ AFMC, Program Managers (PMs) guide programming for other AVs assigned to AFMC.

1.3.2. Primary Aerospace Vehicle Inventory (PAI): Aircraft assigned to meet the PAA.

1.3.2. (AFMC) Manage all AFMC assigned active inventory AVs as PAI.

1.3.3. Backup Aerospace Vehicle Authorized (BAA): Aircraft authorized over and above the PAA to allow for scheduled and unscheduled depot level maintenance, modifications, inspections and repairs, and certain other mitigating circumstances without reduction of aircraft available for the assigned mission. Other mitigating circumstances may include specialized maintenance requirements, medium-duration home-station modifications, and unique squadron sizing and location.

1.3.4. Backup Aerospace Vehicle Inventory (BAI): Aircraft assigned to meet the BAA.

1.3.4. (AFMC) AFMC does not employ BAA authorizations. BAI AVs of another command, provided for assignment in AFMC, will not remain BAI once assigned in AFMC and normally must be gained with the resourcing required for operations, maintenance and sustainment.

1.3.5. Attrition Reserve (AR): Aircraft required to replace anticipated losses of PAI due to peacetime accidents or wartime attrition. Also includes aircraft stored or on the ramp which are planned for return to the operating forces in the event of mobilization, replacement, or reconstitution.

1.3.5. (AFMC) AFMC does not employ AR authorizations. AR AVs of another command, provided for assignment in AFMC, will not remain AR once assigned in AFMC and normally must be gained with the resourcing required for operations, maintenance and sustainment.

1.3.6. Total Active Aerospace Vehicle Inventory (TAI): Total of all active aircraft, determined by adding PAI + BAI + AR.

1.4. Purpose Identifier Code (PIC): Two-letter code that identifies a specific use or mission for an aerospace vehicle. See [Attachment 3](#) for assignment PICs.

1.5. Mission Design Series (MDS): Refers to the system of identifying various weapon systems as described in DoD Manual 4120.15-L, *Model Designation of Military Aerospace Vehicles*. For example, an F-22A is a fighter (mission), designated 22 (design), and the first, or "A" in the series. AFI 16-401(I), *Designating and Naming Defense Military Aerospace Vehicles*, contains the procedures for requesting/changing an MDS.

1.5.1. Mission Assignment Series (MAS): Refers to a Mission Design Series-like code utilized for Mine Resistant Ambush Protected Family of Vehicles. MRAPs are named as part of the Army's ground vehicle nomenclature. This MAS code enables MRAPs to utilize complex aircraft maintenance data collection systems and processes without being renamed.

1.6. Program Element Code (PEC): A code representing the aggregations of organizational entities and resources needed to perform a specific activity/assigned mission.

1.7. Weapons System Code (WSC): Refers to a combination of one or more weapons with all related equipment, materials, services, personnel, and means of delivery and deployment (if applicable) required for self-sufficiency.

1.8. Migration Plan: Migration planning is an integral part of life cycle planning as an element of inventory management of AF assets and addresses reclamation and disposal. The Weapon System Program Manager (PM) documents an assessment of when the initial Migration Plan is due in accordance with AFI 63/20-101. Generally, this would be when retirements of the weapon system are scheduled in the Future Years Defense Program (FYDP). The Migration Plan is developed by the PM and identifies the current and programmed force structure throughout the FYDP, the current and programmed divestiture of all aerospace vehicles throughout the FYDP (MDS changes, conversion to trainers, 309 Aerospace Maintenance and Regeneration Group (AMARG) inductions, Foreign Military Sales (FMS), Security Assistance Program (SAP), transfers to other services or DoD agencies, donations to the NMUSAF etc.), and a summary of the inventory of 309 AMARG stored aerospace vehicles detailing their current and programmed status throughout the FYDP, as applicable. As aerospace vehicles are retired, the Migration Plan is used to determine present and future requirements to support the remaining inventory.

1.8. (AFMC) Aerospace vehicles that transfer or migrate from the active or inactive USAF inventory to NMUSAF for USAF Heritage Program use, IAW AFI 84-103, remain in USAF ownership.

1.9. Air Force Form 913, *Aerospace Vehicle Project Action*: Used to provide aerospace vehicle assignment, transfer or termination authorization and instructions applicable to gaining and losing commands, system PMs and/or government contractors.

Section B— Guidance

2. General Programming Background:

2.1. Force programming is an iterative process assigning and balancing current and projected weapon systems against requirements.

2.1. (AFMC) HQ AFMC/A3 will approve AFMC AV force planning, structure, programming, and change requests, through the AFMC AV Fleet Board process (see [paragraph 7](#) of this supplement). HQ AFMC/A5/8/9 will implement the approved force programming. When resourcing falls below the levels normally associated with PAA, AFMC AVs may remain managed as PAA but the assigned organization must address and take responsibility for the funding risks involved.

2.1.1. The requirements process determines the resources required to match our strategy. The Air Force develops, acquires, and maintains weapon systems based on an identified mission requirement. Strategic planning, using the Joint Strategic Planning System (JSPS), evaluates the threat, assesses existing capabilities, identifies deficiencies, examines alternatives, and provides recommendations on needed forces. The Core Function Lead Integrators (CFLIs)/MAJCOMs identify, state, and validate operational, test and test

support needs for their assigned mission areas. HAF may also identify, state, and validate operational, test and test support needs in Air Force-wide situations.

2.1.1. (AFMC) HQ AFMC/A5/8/9 is OPR for supporting AFMC/CC regarding CFLI roles and responsibilities. HQ AFMC/A3 will be a decisional office of collateral responsibility (OCR) when the AFMC AV fleet is impacted.

2.1.2. The basic force structure is derived from *Guidance for the Development of the Force* (GDF), *Joint Programming Guidance* (JPG), *Defense Planning Guidance* (DPG), *Strategic Planning Guidance* (SPG), *Planning and Programming Update Guidance* (PPUG), plus the necessary training, test, test support, backup and attrition reserve to sustain that force. HAF Mission Panels (e.g., Global Mobility, Air Superiority, etc.) match resources to the stated requirements. They then balance complementary systems (e.g., F-22 and F-15, C-17 and C-5) based upon mission requirements, weapon system availability and service life, and acquisition programs.

2.1.2. (AFMC) AFMC centers will submit AFMC force structure requirements into the AFMC AV Fleet Board process. The Fleet Board will ensure the AFMC PPBE process is provided the information necessary to support USAF force programming and force structure requirements, related to AFMC AV Fleet gains, losses, and transfers. AFMC units identify AFMC RDT&E AV requirements according to AFI 99-103, Capabilities-Based Test and Evaluation, and AFI 99-109, Major Range and Test Facility Base (MRTFB) Test and Evaluation Resource Planning — including for AVs and associated flying hours. AFMC centers will coordinate with HQ AFMC/A3F to plan and develop AV requirements, including those that fall outside the authorities of these publications.

2.1.3. Force Programmers match system capabilities with wartime and peacetime mission requirements. The programmers then balance test, test support, training, and attrition needs to support their weapon systems. This balance changes throughout the life cycle of an individual system. A new MDS will initially be tested to determine system capabilities and limitations, and to begin tactics development. Differing acquisition strategies may require different initial distributions of aerospace vehicles. USAF Programmers, the Program Manager and Lead MAJCOM Planners must engage early in the effort to affect the most appropriate MDS programming strategy. As the system enters the operational phase, test authorizations may typically give way to a higher percentage of training authorizations needed to train aircrew and support personnel. Gradually as the system enters the operational phase, test authorizations give way to a higher percentage of training authorizations needed to train aircrew and support personnel. Gradually, the operational authorizations acquire the majority of the resources. Some authorizations may be required for sustainment and developmental test support through the life cycle of an MDS

2.1.3. (AFMC) Planning for the AFMC AV force structure requires an annual review of new, and updated, FYDP-based requirements. Apply Air Force Materiel Command Instruction 90-601, AFMC Corporate Structure, for the further planning and programming needed for adjusting the AFMC AV force structure.

2.1.3.1. (Added-AFMC) Organizations may need to request reassignment of other MAJCOM AVs into AFMC outside the normal Program Objective Memorandum (POM) cycle (e.g. to fill unforecast test/test support AV vacancies). PMs or AFMC units may contact other MAJCOMS and organizations to make informal inquiries to

determine potential AV availabilities. However, initiate formal requests for AV transfers by contacting HQ AFMC/A3F and HQ AFMC/A4M. Be prepared to submit a request into the AFMC AV Fleet Board process (out-of-cycle).

2.1.4. The number of aerospace vehicles assigned as BAI and AR is cyclical based on system life cycle. Initially each unit will receive its full PAA and BAA allowance. At the start of production, AR resources are available through the production line, negating the requirement to stock additional aircraft above PAA and BAA at operational units. As the production line terminates, sufficient airframes must be procured to sustain the force structure through its forecast life. These AR aerospace vehicles are distributed to operational, test, test support, and training units to evenly spread life cycle fatigue and ensure all aerospace vehicles receive periodic system upgrades and modifications. As a system nears the end of its life cycle, AR will fade to zero. Finally, programmatic actions balance remaining airframes to unit requirements, ultimately resulting in unit conversions to follow-on weapon systems.

3. Force Programming Policies and Guidelines:

3.1. The US Air Force aerospace vehicle inventory has two major categories—active and inactive. HAF Force Programmers determine the authorizations and AF/A8PB assigns active aerospace vehicles, via AF Form 913, to commands for Air Force operational, support, training, test missions, and to the inactive inventory for other than operational mission requirements.

3.1. (AFMC) HQ AFMC/A3 is OPR for AFMC test and test support fleet force structure requirements planning. AFMC units support AFMC test and test support fleet force structure planning by submitting fleet change requests to the AFMC AV Fleet Board. Implement approved AFMC test and test support fleet force structure changes by working through the AFMC Corporate Structure programming process. Coordinate implementation with HQ AFMC/A3F and HQ AFMC/A5/8P IAW AFMCI 90-601 AFMC Corporate Structure to address AFMC PPBE impacts. AFTC/XP-OL is the primary interface with HQ AFMC for AFTC test and test support fleet force structure requirements. AFTC/XP-OL is also the AFMC T&E Panel Chair and brings in all T&E related programming changes to the AFMC Corporate Structure. AFTC organizations coordinate their programming requirements into HQ AFMC through the AFMC T&E Panel. Other AFMC Center Corporate Structure Panels will submit respective force structure requirements into the HQ AFMC programming process. All AFMC Centers that may impact AV force structure requirements will supply HQ AFMC/A3F (for attention of AFMC AV Fleet Management) and AFMC/A5/8/9 an updated contact list for current force structure planning POCs annually, not later than the last business day of January each calendar year.

3.1.1. HAF Force Programming OPR by vehicle type:

3.1.1.1. AF/A1X-P&T: Trainer and Glider (T-6, T-38, all gliders, TH-1H)

3.1.1.2. AF/A8PC: Fighter, Conventional Bomber, and Attack aircraft (F-15, F-16, F-22, F-35, B-1, A-10, EC-130H)

3.1.1.3. AF/A8PI: Specialty aircraft (E-3, E-4, E-8), and RPA (MQ-1, RQ-4, MQ-9) and GCS family of associated systems (e.g. MD-1 for MQ-9)

3.1.1.4. A8PM: Mobility aircraft, Special Operations aircraft and Personnel Recovery aircraft

3.1.1.5. A8PN: Nuclear Capable Bombers (B-52, B-2), UH-1N, and Missiles (AGM-86, AGM-129, LGM-30)

3.1.1.6. A8PS: Space vehicles—Boosters (EELV, Delta, etc.), Satellites/Upper Stages (AEHF, WGS, GPS, etc.)

3.1.1.7. AF/TER: RDT&E aircraft

3.1.1.7. (AFMC) AF/TEP coordinates AFMC AV requirements with the RDT&E Panel and the AF corporate process as required in conjunction with HQ AFMC/A5/8/9.

3.1.1.8. SAF/AQPW: Drone aircraft (QF-4, QF-16)

3.1.1.9. A4/7PY: Mine Resistant Ambush Protected (MRAP) Family of Vehicles (Cougars, Maxx Pros, etc)

3.2. Programming responsibilities include determining the number of PAA, BAA, and AR assigned per MAJCOM, base and unit, the Program Element Code (PEC) used to fund the aerospace vehicle, and the designation of the Purpose Identifier Code (PIC) for which an aerospace vehicle is assigned. Drone aircraft are not managed using PAA, BAA, and AR.

3.3. The *Force Structure Worksheet* (FSW) reflects the allocation, assignment, mission, and PEC of all active aerospace vehicles in the inventory. Active inventory totals permitting, PAI will be equal to PAA. The FSW is located on the SIPRNET, using the AF Corporate Structure Suite Application: <http://www.ccipl.hq.af.smil.mil/afcss/myfoldersview.cfm?ID=165>

3.3. (AFMC) HQ AFMC/A3F, HQ AFMC/A5/8P, AFTC/XP-OL and AFLCMC PM organizations will coordinate with the HAF FSW OPR to ensure continuous access to the FSW (and other products produced out of the Force Structure Data Management (FSDM)). AFTC/XP-OL, in coordination with SAF/FMPE, will assist HQ AFMC/A5/8P to rectify any force structure database disparities that arise during execution. HQ AFMC/A5/8P will then coordinate with the HAF OPR to ensure the FSDM is corrected.

3.3.1. (Added-AFMC) Active AV inventory change updates in FSDM require Resource Allocation Programming Information Decision System (RAPIDS) inputs.

3.3.2. (Added-AFMC) For flying hour changes, during the yearly POM cycles, AFTC/XP-OL will submit to SAF/FMPE a spreadsheet that shows the hours laid in to the level of detail allowed in FSDM (by Wing/Sq/MDS/Blk/Config Code/etc.). Flying hour updates don't require RAPIDS inputs.

3.3.3. (Added-AFMC) In most cases applicable to zero baseline inventory changes (e.g. preexisting AV baselines and quantities being shifted from one location to another - no net gain or loss) AFTC/XP-OL will bring in a Zero Balance Transfer (ZBT) Change Control Number (CCN) during the yearly POM cycles, showing source and target with appropriate changes.

3.3.4. (Added-AFMC) For non-zero baseline inventory changes (e.g. because there was either no previous baseline or the matter adds to, or decreases, existing baselines) AFTC/XP-OL will submit the Disconnects/Offsets/Initiatives (D/O/I) to RAPIDS during the yearly POM cycles, showing the intended changes.

3.3.5. **(Added-AFMC)** Changes to inventory out of the POM cycle need Program Change Requests (PCRs) to drive inventory changes in FSDM.

3.3.6. **(Added-AFMC)** Once PEC 0605807F changes are HQ AFMC-approved as part of the AFMC POM position, HQ AFMC/A5/8P (HQ AFMC POM integration lead) will submit them to AF/FMP as part of the corporate POM process. The RDT&E Panel will coordinate and support as needed.

3.3.7. **(Added-AFMC)** HQ AFMC/A3 will coordinate approved AFMC AV Fleet Board decisions that drive AV inventory changes with the applicable lead command Weapons System Team (WST) and respective PEOs. HQ AFMC/A3 will provide documented coordination to AF/TEP, and when applicable, indicating zero sum changes and rationales. SAF/FMPE specifies the exact type of documentation required to make changes to FSDM.

3.3.7.1. **(Added-AFMC)** PEOs will coordinate lead command-initiated fleet adjustments with potential or actual AFMC impacts through HQ AFMC/A3/A4/A5/8P, AF/A4LM, and SAF/FMPE.

3.3.8. **(Added-AFMC)** The AFMC T&E Panel issues a yearly (no later than October) FSDM data update call as part of the AFMC T&E Panel POM Call. AFTC/XP-OL will forward this call into AFTC, AFLCMC, AFRL, and AFSC.

3.4. If the inventory of active aerospace vehicles is more than needed to fill the PAA plus BAA, the excess becomes AR. If AR exceeds 10% of the total of PAA plus BAA, the HAF Force Programmer may consider storing the excess in 309 Aerospace Maintenance and Regeneration Group (AMARG). However, storage costs and regeneration times must be considered before choosing this option. **NOTE:** BAI vehicles supporting PAI depot maintenance requirements will have the same PIC and PEC as the PAI vehicles. HAF Force Programmers, in coordination with the Weapon System Program Manager (PM), can conduct a cost-benefit analysis to determine the feasibility of transferring excess AR aerospace vehicles to 309 AMARG for storage until needed. If the inventory is less than the PAA, the PAI will be less than PAA and there will be no BAI or AR.

3.5. HAF Force Programmers will use standardized terminology and PICs for programming, identifying, and reporting aerospace vehicles ([Attachment 2](#) and [3](#)).

3.5.1. Each aerospace vehicle authorization has a PIC that describes the predominant mission for which aircraft are assigned against that authorization. In general, all aerospace vehicles possessed by a squadron/unit will have the same PIC determined by the primary mission of that squadron (e.g., Combat, Training, Test, etc.). This situation may vary significantly for test and test support units. Inventory groupings by PICs are:

3.5.1. **(AFMC)** Utilize the list of available assignment PICs found in AFI 16-402 [Attachment 3](#). For AFTC AVs, request initial assignment PICs through the respective Maintenance Group commander/equivalent, in coordination with the respective Maintenance Production Superintendent/equivalent, unit AVDO and in coordination with the Operations Group commander/equivalent. Then coordinate assignment PIC approvals up to HQ AFMC/A4M (AFMC AVDO). The AFMC AVDO will then coordinate them through other affected AVDOs, Program Offices, HAF Force Programmers and HQ AFMC/A3F for HQ-level approval. Submit assignment PIC requests for AVs in other AFMC Centers from the responsible division-level O-6/GS-15/civilian equivalent to HQ

AFMC/A4M. The AFMC AVDO will coordinate them through other affected AVDOs, Program Offices, HAF Force Programmers and HQ AFMC/A3F. The assignment PICs for AVs excepted under [paragraph 6.5](#) of this supplement are determined by the AFMC AVDO in coordination with other affected AVDOs, Program Offices and HAF Force Programmers and normally do not require HQ AFMC/A3F involvement. For determining possession purpose codes utilize AFI 21-103, Attachment 17.

3.5.1.1. Primary Mission Aerospace Vehicle Inventory (PMAI): Aircraft assigned against a unit PAA for the performance of its wartime mission includes the following possible PICs: CC, CA and IF.

3.5.1.2. Primary Training Aerospace Vehicle Inventory (PTAI): Aircraft assigned against a training unit PAA primarily for technical and specialized training for crew personnel or leading to aircrew qualification. Includes the following possible PICs: TF.

3.5.1.3. Primary Development/Test Aerospace Vehicle Inventory (PDAI): Aircraft assigned against a test unit PAA primarily for testing of the aircraft or its components for purposes of research, development, test and evaluation, operational test and evaluation, or support for testing programs. Includes the following possible PICs: EI, CB, and EH.

3.5.1.3. (AFMC) Assign AFMC PDAI AVs within AFTC wings. Exceptions require moving or gaining additional AFMC PAA slots, as AFTC is AFMC's primary test organization. Request exceptions through the standard AFMC AV Fleet Board process.

3.5.1.4. Primary Other Aerospace Vehicle Inventory (POAI): Aircraft required for special missions not elsewhere classified. Includes the following possible PICs: CF, ZA and ZB.

3.6. HAF Force Programmers will program active aerospace vehicles (PAA, BAA, and AR) pursuant to the guidelines below. These determining factors and the resultant authorizations will be reevaluated during each annual budget cycle to ensure they continue to meet mission requirements. HAF Force Programmers will coordinate with AFRC and ANG before determining authorizations affecting those components.

3.6. (AFMC) For AFMC AV authorizations primarily covered under PEC 0605807F, the AFMC T&E Panel leads coordination of HQ AFMC/A3-approved force programming and changes. For AFMC AV authorizations not covered under PEC 0605807F, HQ AFMC/A5/8P leads coordination of HQ AFMC/A3-approved force programming and changes.

3.6.1. Primary Aerospace Vehicle Authorization (PAA). Program for sufficient numbers of PAA based upon validated CFLI/MAJCOM needs and fiscal guidance (See paragraph 2.1). Unit size is a function of mission effectiveness, span-of-control, facility size and availability, airfield capacity (both peacetime operations and deployment throughput), total projected PAA, and Active and Reserve Component mix. For MDSs comprised of different blocks (e.g., different engines, avionics capabilities, etc.), efforts should be made to regionalize these assets to standardize capabilities, ease maintenance, and minimize cost.

3.6.1. (AFMC) All active inventory AVs programmed to AFMC will be reflected in FSDM as PAA/PAI, regardless of their funding source(s).

3.6.2. Backup Aerospace Vehicle Authorization (BAA). Program for sufficient numbers of BAA to allow for scheduled and unscheduled depot level maintenance, modifications, inspections and repairs, and certain other mitigating circumstances, without reduction of aerospace vehicles available for the assigned mission. Other mitigating circumstances may include specialized maintenance requirements, medium-duration home-station modifications, and unique squadron sizing and location. Typically, each unit will have at least 1 BAA.

3.6.2. (AFMC) AVs are not programmed as BAI in AFMC.

3.6.3. Attrition Reserve (AR). AR is calculated based upon the number of PAA multiplied by the forecast (or historical) peacetime attrition rate to find the notional number of aircraft lost each year. That number is then multiplied over the expected service life of the weapon system to determine the required AR. Initially, programmers will flow new production aircraft directly to fill unit PAA and BAA requirements. As new production nears completion, aircraft delivered above PAA and BAA requirements will be distributed by MAJCOM to all operational and training units to hold as AR. Programmers must monitor actual attrition to update the projected force structure.

3.6.3. (AFMC) AVs are not programmed as AR in AFMC.

3.7. PIC Specifics. HAF Force Programmers will follow the general guidelines (below) for programming forces based upon the PIC for the unit of assignment.

3.7.1. Mission Aircraft. Program PAA as follows (plus the appropriate number of Backup and Attrition Reserve as specified above):

3.7.1.1. Combat (CC-coded):

3.7.1.1.1. Establish a total force mix of the required number of aerospace vehicles for air superiority, interdiction, close air support, long range and deep attack aircraft aerospace vehicles to satisfy requirements as directed in GDF, JPG, DPG, PPUG, SPG, Congressional language and to meet the current force planning construct with an acceptable level of risk.

3.7.1.1.2. Program sufficient number of aerospace vehicles to support the approved Air Defense requirement.

3.7.1.1.3. Program sufficient CC-coded bombers to provide the approved number of deployable aircraft.

3.7.1.1.4. Special Operations Forces (SOF) – Program according to AF SOF Master Plan to support Combatant Commander (CCDR) requirements as approved by the Air Force Council.

3.7.1.2. Combat Support (CA and IF-coded):

3.7.1.2.1. Establish a total force mix of the required number of aerospace vehicles for strategic airlift, tactical airlift, aerial refueling, C4ISR, and operational support aerospace vehicles to satisfy requirements as directed in GDF, JPG, DPG, PPUG, SPG, Congressional language and to meet the current force planning construct with an acceptable level of risk.

3.7.1.2.2. Combat Search and Rescue – Sufficient assets according to Rescue

Force Structure Plan as approved by the Air Force Council to support CCDR requirements as directed in GDF, JPG, DPG, PPUG, SPG, Congressional language and to meet the current force planning construct with an acceptable level of risk.

3.7.2. Training Aircraft (TF). Training aerospace vehicle requirements are determined by the annual number of students to train, the number of syllabus sorties required to train each student, and the sustainable aircraft utilization (UTE) rate. The student requirements are determined from a combination of new aircrews, re-qualification training for re-entering aircrews (e.g., from staff assignments, other type aircraft), other military service requirements, students in the Foreign Military Sales (FMS) program, and ANG and AFRC requirements. This category includes Undergraduate Flight Training assets (e.g., T-6, T-38), Follow-on Training, Formal Training Unit aircraft (e.g., F-16s assigned to AETC at Luke AFB, AZ) and Advanced Training Unit aircraft (e.g., 57 WG aircraft used for the Weapons School). HAF Force Programmers will validate MAJCOM training aircraft requirements during each budget cycle and program sufficient TF-coded PAA (plus the appropriate number of Backup and Attrition Reserve aircraft as specified above) to support AETC and MAJCOM programmed flying training requirements. The exact percentage of TF to CC/CA-coded aircraft will vary by weapon system type and projected training load.

3.7.3. Test and Test Support Aircraft (CB, EI, EH). Test aerospace vehicle programs support two broad categories: Developmental, Test, and Evaluation (DT&E) and Operational Test, and Evaluation (OT&E). DT&E is developmental testing for new weapon systems, follow-on testing on modifications to weapon systems, and assessing hardware and/or software specifications. OT&E entails operational testing of software and hardware designs to ascertain their acceptability in their operationally defined environment, and impacts of new or developing capabilities on employment doctrines. Weapon System PMs determine the number of each type of aerospace vehicle needed to accomplish ground, flight, and structural testing, as well as initial OT&E, according to the Test and Evaluation Master Plan (TEMP). Likewise, the Air Force Operational Test and Evaluation Center (AFOTEC) and CFLI/MAJCOMs determine aerospace vehicles required to accomplish follow-on OT&E requirements as specified by the using commands. Some DT&E aerospace vehicles have unique modifications preventing them from returning to the operational fleet. HAF Force Programmers will validate test requirements during each budget cycle and program test aircraft as follows.

3.7.3. (AFMC) Program flying EI and EH coded AVs, assigned to AFMC, as active inventory. Request exceptions through the AFMC AV Fleet Board process. AFMC-approved requests must still be elevated to HAF for USAF-level approval. (T-2).

3.7.3.1. DT&E Aerospace Vehicle. Program an appropriate number of initial production aerospace vehicles to accomplish developmental testing of a new weapon system. AFMC, the PM, and the appropriate contractor will determine the number of aerospace vehicle required for initial and follow-on DT&E. Program an appropriate number of follow-on DT&E aerospace vehicles to accomplish DT&E on modifications to weapon systems. HAF Force Programmers will receive DT&E aerospace vehicle changes for follow-on test requirements from AFMC/A3 and will coordinate the appropriate number of EH and EI test aerospace vehicles per weapon system with AF/TER

- 3.7.3.1. (AFMC) PMs will coordinate the number of test and test support AVs required for initial and follow-on DT&E through the AFMC AV Fleet Board for approval. Fiscal reality may dictate the outcome. PMs will submit the approved requirements into the AFMC PPBE process when AFMC POM inputs are required and IAW the intent of [paragraph 3.6.](#) of this AFMC supplement.
- 3.7.3.1.1. (Added-AFMC) Request guided missiles needed for RDT&E primarily according to AFI 99-103, *Capabilities-Based Test and Evaluation*, AFMCI 99-103, *Test Management*, AFI 99-108, *Programming and Reporting Aerial Target And Missile Expenditures in Test and Evaluation*, AFI 99-109, *Major Range and Test Facility Base (MRTFB) Test and Evaluation Resource Planning*, and AFI 99-120, *Forecasting and Programming Munitions Telemetry and Flight Termination Systems*. Also apply AFI 11-212, *Munitions Requirements For Aircrew Training*, AFI 21-200, *Munitions and Missile Maintenance Management*, and AFI 21-201, *Munitions Management*, as appropriate.
- 3.7.3.2. OT&E Aerospace vehicles. Program an appropriate number of aerospace vehicles for weapons system testing. Lead MAJCOM, in coordination with OT MDS Program Offices, will determine the number of aerospace vehicles required to be CB-coded. **NOTE:** DT and OT agencies will coordinate new/changed requirements and receive concurrence for the additional test aerospace vehicles through the Lead MAJCOM for an MDS prior to submitting aerospace vehicle POM inputs or Program Change Requests (PCRs) to HAF.
- 3.7.3.3. HQ AFMC/A3, MAJCOM FMC/DO and MAJCOM A8s will determine test and test support PAA and flying hour authorizations according to the TEMP, validated test program requirements, and fiscal reality.
- 3.7.3.3. (AFMC) HQ AFMC/A3 determines AFMC test and test support PAA through the AFMC AV Fleet Board via advocacy briefings and data. AFTC and PEOs of those AV programs will coordinate with HQ AFMC/A3 on respective programming changes during POM submission staffing. Non-PEC 0605807F flying hour authorizations will also be funded as coordinated by the respective programs, affected MAJCOMs, and other customers. AFTC POMs for test and test support flying hours and AV life cycle costs required under PEC 0605807F. PEOs POM for test and test support flying hours and AV life cycle costs required by their respective programs.
- 3.7.4. Other Aircraft (CF, ZA, ZB). Program PAA as necessary to meet the MAJCOM validated mission requirements for other Operational Support and Special missions (e.g., missile field operational support, Presidential support, and priority personnel airlift support).
- 3.7.5. Strategic Missile Weapon Systems. Strategic Intercontinental Ballistic Missile (ICBM) PAA are missiles on alert, modified alert, or off-alert status. ICBM BAI includes test assets, aging and surveillance assets, and pipeline spare assets.
- 3.7.5. (AFMC) Air Force Nuclear Weapons Center (AFNWC) or other AFMC organizations with Strategic Missile Weapon Systems inventory will coordinate coding and other inventory updates through HQ AFMC/A4M (AFMC AVDO). (T-2).

3.8. Inactive Inventory. AF/A8PB, in conjunction with HAF Force Programmers, assigns aerospace vehicles to the inactive inventory when not required for operational mission requirements. AF/A8PB will coordinate with the corresponding AF Force Programmer; AF/A5RC or AF/A5RM, as appropriate; AF/A4LY; SAF/IARW (FMS only); SAF/AQPW (drones only); AFMC Weapon System PM; and the CFLI/lead command prior to reassignment to the inactive inventory. These requirements include, but are not limited to, ground instructional training aircraft, storage for future use (to include parts), FMS/SAP, lease/loan, bailment, reclamation, and test aerospace vehicles. Once the action has been coordinated, AF/A8PB will assign the appropriate PEC and PIC. Typical PICs are listed below and are defined in column 2 of the Purpose Identifier Code table in [Attachment 3](#).

3.8. (AFMC) Coordinate all inactive AFMC inventory changes through HQ AFMC/A4M (AFMC AVDO) and the respective HQ AFMC/A4M MDS Maintenance Management functional. Unless excepted under [paragraph 6.5](#) of this supplement, coordinate also through HQ AFMC/A3F.

3.8.1. Storage (XS, XV, XX, XD)

3.8.2. Storage for FMS/SAP (XT)

3.8.3. Lease/loan (XY, NY)

3.8.4. Contractor test, test support, proto-type test and ground test (EB, ED, EJ)

3.8.5. Permanently grounded (cannot practically return to flyable condition) (TX, TA)

3.8.6. Bailment (EB, ED, VN, XU)

3.9. Damaged Aerospace Vehicles. Damaged aerospace vehicles are those with structural or material damage from any means (e.g., crash landing, fire damage, battle damage, ground handling accident, wear and tear, etc.). Damaged aerospace vehicles will be returned to a serviceable condition when evaluation indicates repair is operationally warranted, feasible, practical and economical. The aerospace vehicle should be returned to service at least 24 months prior to scheduled phase out. If cost of repair (excluding engine costs and/or Programmed Depot Maintenance over-and-above costs) exceeds Class A Mishap cost threshold as defined in AFI 91-204, *Safety Investigations and Reports*, Weapon System PM will submit a disposition recommendation (see paragraph 5.8.12) to AF/A8 for final decision. For a retirement decision, AF/A8P will be the final approval authority. The recommendation will be coordinated by the PM through the Program Executive Office (PEO), receive using and lead MAJCOM/A3 concurrence and then be coordinated through the PM's HQ MAJCOM/CV (AFMC/AFSPC) prior to submission to HAF. For repair costs below Class A Mishap cost threshold, the PM is the repair decision authority. Recommendation packages should be submitted to HAF no later than 90 days after damage occurs.

3.9. (AFMC) When AFMC is a using or lead command, PMs will use the AFMC AV Fleet Board process to gain AFMC/A3 concurrence. The Fleet Board process includes the minimum number of additional HQ AFMC organizations required to complete the coordination.

3.9.1. Reporting of Damaged Aerospace Vehicles. Inventory and status reporting on damaged aerospace vehicles undergoing disposition decision will be in accordance with AFI 21-103, *Equipment Inventory, Status, and Utilization Reporting*.

3.9.1. (AFMC) AFMC maintenance groups/equivalents will inform HQ/AFMC/A3F (for attention of AFMC AV Fleet Management), HQ AFMC/A4M (AFMC AVDO) and the respective HQ AFMC/A4M MDS Maintenance Management functional when any AFMC assigned, possessed or otherwise held AV has been damaged. Provide information that will help HQ AFMC evaluate fleet impacts outside of the program, such as retire/repair decisions, schedule slips that will delay support to other programs, etc. Inform Safety channels IAW AFI 91 series requirements. Inform Program Office channels IAW AFI 63 series requirements. (T-2).

3.9.2. Crash-damaged aerospace vehicles determined to be a total loss by the assigned maintenance group commander in coordination with the Weapon System PM will be terminated from the inventory in accordance with procedures in AFI 21-103. If disposal action is required, the command of aircraft assignment will fund disposal cost. Funding responsibilities for aircraft on loan between MAJCOMs should be addressed in lease/loan agreements.

3.9.2. (AFMC) With respect to “command of aircraft assignment”: AFMC holds test wings responsible for disposition funding for AVs that are baselined in PEC 0605807F and Program Offices responsible for funding dispositions for AVs programmed against their PECs. Utilize AFI 65-601 and DoD FMR (applicable volume(s)) for charging policies. AFMC organizations borrowing non-AFMC AVs will address disposition funding responsibilities and costs in lease, loan and other applicable agreements (i.e. memorandums of agreement or understanding).

Section C— Fleet Management Procedures and Responsibilities

4. Fleet Management Procedures:

4. (AFMC) Fleet Management Procedures. Apply **Section E.** of this supplement. Packages requiring MAJCOM-level attention must be coordinated through a minimum of group-level O-6/civilian equivalent. This is not meant to interfere with, or prohibit, pre-formal coordination contacts between field and HQ-level AOs for appropriate planning or guidance discussions.

4.1. The following aerospace vehicle inventory changes or additions require HAF approval:

4.1. (AFMC) Coordinate AFMC AV inventory change or addition requests through the AFMC AV Fleet Board process for MAJCOM approval. Coordinate approved changes or additions through HQ AFMC/A3F (AFMC AV Fleet Management) and HQ AFMC/A4M for AFMC AVDO submission to HAF.

4.1.1. Assigned command changes.

4.1.2. Assigned purpose identifier code changes.

4.1.3. Assigned program element code changes.

4.1.4. Reclamation and/or disposal of excess aerospace vehicles.

4.1.5. Damaged aerospace vehicle disposition decisions exceeding established cost threshold (see paragraphs 3.9 and 5.8.12).

4.2. Change or addition requests will be entered on the Aircraft Disposition Website (<https://www.acdisposition.hq.af.mil>) by the losing MAJCOM Aerospace Vehicle

Distribution Officer (AVDO). The gaining and losing MAJCOM AVDOs will coordinate applicable PECs and PICs for assigned command transfers prior to the losing MAJCOM AVDO entering the request on the aircraft disposition website. Once entered, AF/A8PB will take action to approve or disapprove the request. Approved requests are documented on an AF Form 913, *Aerospace Vehicle Project Action*.

4.2. (AFMC) AVDOs and Weapon System PMs will ensure an AFMC AV Fleet Board decision has been provided before coordinating on and submitting any AFMC inventory changes. (T-2). AFMC organizations will complete approved AV disposition actions not later than the last business day of the fiscal year for which they were approved, unless earlier dates are stipulated in governing publications or directions. Coordinate potential delays with HQ AFMC/A3F and HQ AFMC/A4M as soon as possible. (T-2). HQ AFMC/A3F, in coordination with HQ AFMC/A4M, will contact AF/A4LM to determine how the situation will be handled.

4.2.1. Active to active inventory changes: If the action is programmed and reflected in the AF Program Database or is the result of an approved Program Change Request (PCR), AF/A8PB will obtain documented coordination from the AF Force Programmer, lead command, Weapon System PM, and other offices as required.

4.2.2. Active to inactive and inactive to active inventory changes: If the action is programmed and reflected in the AF Program Database or the result of an approved PCR, AF/A8PB will obtain documented coordination from the AF Force Programmer, AF/A4LY, AF/A5RC or AF/A5RM, SAF/IARW (for potential FMS aircraft only), AF/A1X-P&T (training aircraft only), AF/TER (RDT&E aircraft only), SAF/AQPW (drones only), the Weapon System Program Office, the lead command, and other offices as required.

4.2.2. (AFMC) Contact HQ AFMC/A3F (AFMC/AV Fleet Management) to initiate the inventory changes. HQ AFMC/A3F, in coordination with HQ AFMC/A4M, will work with AF/A4LM, lead commands and respective program offices to address these requests. USAF screening priorities and other factors (such as lead command requirements) could adversely impact AFMC requests.

4.2.3. AF/A8PB is the approval authority for all programmed actions and for unprogrammed actions involving the inactive inventory. AF/A8P is the approval authority for all unprogrammed actions for the active inventory with the exception of repair recommendations described in paragraph 3.9. If an unprogrammed request is approved, a programming action will be required by the appropriate AF Force Programmer to correct the AF Program Database.

4.2.4. All disposition changes to aircraft and missiles subject to New Strategic Arms Reduction Treaty or other applicable arms control treaty require coordination with AF/A5XP. Missiles will be transferred and terminated in accordance with New Strategic Arms Reduction Treaty requirements. AFGSC, SMC Space Development and Test Wing, and Air Force Nuclear Weapons Center will manage excess assets.

4.2.4. (AFMC) AFMC organizations with any AVs applicable to AFI 16-402, **paragraph 4.2.4**, will coordinate disposition changes through HQ AFMC/A3F (AFMC AV Fleet Management) and HQ AFMC/A4M (AFMC AVDO). AFMC organizations with

missiles applicable to AFI 16-402, **paragraph 4.2.4.** will coordinate transfers and other dispositions through HQ AFMC/A4M (AFMC AVDO).

4.3. Assignment Transfer Procedures:

4.3.1. AF/A8PB is responsible for coordinating, signing, and distributing approved AF Form 913s. AF/A8PB will distribute approved AF Form 913s to the AF AVDO, PM, 309 AMARG workflow (as required), the lead, gaining and losing MAJCOMs, and all organizations that provided coordination and/or require a copy. The AF AVDO implements vehicle allocation changes approved by HAF.

4.3.2. MAJCOM AVDOs will report projected reassignment of aerospace vehicles to the AF AVDO prior to, but not earlier than 30 days before the transfer. Upon this notification, AF AVDO will issue an assignment directive message to the losing and gaining MAJCOMs, the applicable Weapon System PM, and AFMC/A4U for further distribution within AFMC (to include Air Force Sustainment Center Logistics Division (AFSC/LOM) when applicable). At a minimum, the message will include: MDS, tail number(s) or Unique Item identifier, assigned Purpose Identification Code (PIC) and Program Element Code (PEC), losing MAJCOM, gaining MAJCOM, and effective transfer date. The losing and gaining activities will follow the reporting requirements in AFI 21-103, Equipment Inventory, Status and Utilization Reporting.

4.3.2. **(AFMC)** Due to AFMC reorganization, references to AFMC/A4U now apply to AFMC/A4F and references to AFSC/LOM now apply to AFMC/A4R.

4.3.3. The MAJCOMs may issue transfer messages only after receipt of an approved AF Form 913 authorizing the transfer.

4.3.3. **(AFMC)** Transfer Messages or Memorandums Relating to AFMC. HQ AFMC/A3F will receive and coordinate reviews of draft transfer messages or memorandums submitted to AFMC by other MAJCOMS. HQ AFMC/A3F will coordinate with affected AFMC organizations and ensure required approvals (e.g. Fleet Board, etc.) are complete before finalized AF Form 913s are submitted.

4.3.3.1. **(Added-AFMC)** MAJCOM Three Letter (A.K.A. Bottomline or BL) Coordination Cycle. Unless specified otherwise, an O-6/civilian equivalent coordination from the affected organizations is the highest level responses required. HQ AFMC/A3F will task reviews to affected organizations, typically:

4.3.3.1.1. **(Added-AFMC)** AFLCMC: MD-specific Program Office (Program Manager and Chief Engineer), AFLCMC/LG and AFLCMC/LP (for propulsion).

4.3.3.1.2. **(Added-AFMC)** AFRL: AFRL/DO and other AFRL orgs (when applicable).

4.3.3.1.3. **(Added-AFMC)** AFSC: ALC (when the transfer directly affects ALC activities) and 309 AMARG/OB (when applicable; include OO-ALC when AMARG issues factor).

4.3.3.1.4. **(Added-AFMC)** AFTC: Test Wing/Test Group, Ops Group and Maintenance Group.

4.3.3.1.5. **(Added-AFMC)** HQ AFMC/A4M (AF AVDO, AFMC AVDO and

respective MD maintenance management function), HQ AFMC/A4R and HQ AFMC/A4F. Include HQ AFMC/A5/8P when an AFMC programming will be affected.

4.3.3.2. **(Added-AFMC)** MAJCOM Two Letter (A.K.A. Topline or TL) Coordination Cycle. HQ AFMC/A3F will typically task reviews to HQ AFMC/A4 and HQ AFMC/A5/8/9 (when AFMC programming is impacted). HQ AFMC/A3F will INFO the affected Center(s) and Wings/equivalents for this tasking cycle if they provided coordination during the BL cycle. The HQ AFMC/A3 Directorate Chief or Deputy will supply final coordination to the requesting MAJCOM, normally sending copy to affected AFMC organizations. BL/TL coordination requirements may be compressed into this single cycle, if required.

4.3.3.3. **(Added-AFMC)** AFMC Transfer Messages or Memorandums. AFMC does not routinely issue assignment transfer messages or memorandums. If another MAJCOM requests a transfer message, HQ AFMC/A3F will issue an Aerospace Vehicle Transfer Message IAW [Attachment 12](#) of this supplement, after coordinating a draft through the affected organizations.

4.4. Change of Possession:

4.4.1. An Active Air Force command needing additional aerospace vehicles for short-term mission requirements (nine months or less) can obtain a "possession only" change from another Active Air Force Command. A request exceeding nine months requires assignment and possession changes. If extenuating circumstances exist, a waiver request may be submitted to AF/A8PB and adjudicated by AF/A8P for the duration of the requested loan ("possession only change") period. Lead command back-fills to O&M MAJCOMs for Programmed Depot Maintenance or depot level modification do not require a waiver and may exceed nine months. Reserve and Guard transfers to the Active Air Force must comply with Department of Defense Instruction (DODI) 1225.6, *Equipping the Reserve Forces*, and Title 10 U.S.C. §8062 notes as applicable, prior to the transfer (see paragraph 4.4.4). (Note: This paragraph does not apply to cruise missile (AGM-86 B/C/D and AGM-129) reporting.)

4.4.1. **(AFMC)** Unless excepted under [paragraph 6.5](#) of this supplement, also utilize [Section E](#) of this supplement for implementing possession-only changes with AFMC-impact.

4.4.2. AFMC will assume assignment and possession of aerospace vehicles undergoing an MDS conversion at an AFMC depot or contractor facility. For aerospace vehicles transferring between MAJCOMs, AFMC will assume possession and the gaining command will assume assignment of an aerospace vehicle requiring depot maintenance or PDM immediately upon input at an AFMC depot or contractor facility.

4.4.2. **(AFMC)** Reference AFI 21-102, *Depot Maintenance Management* for depot processes. These assignments and possessions are understood as pass-through to AFMC if the AVs transfer to the gaining command immediately after completion of the MDS conversion, depot maintenance or PDM. Do not apply pass-through terminology and handling to AVs provided to AFMC primarily for the purposes of performing test or test support. It is permissible for pass-through AVs to fly in AFMC assignment or possession

as long as the flights are limited to pick-up, delivery, acceptance check flights or functional check flights specifically for the purposes of affirming the correct operation of the components that had been worked on, modified, or installed. Coordinate with HQ AFMC/A3F for HQ AFMC/A3 approval before using these AVs to execute any other activities.

4.4.3. A "possession only" change arranged by inter-command coordination is appropriate when the following conditions are met:

4.4.3. (AFMC) HQ AFMC/A3 is the approval authority for possession-only transfers of AVs into and out of AFMC. Reference [paragraph 6.7](#) of this supplement for delegations and exceptions. Also reference AFI 21-103 for criteria for gaining or losing possession.

4.4.3.1. The assigned command, PIC, and assigned PEC remain unchanged.

4.4.3.2. The affected commands jointly arrange and agree on maintenance, logistical, and any other required support (e.g., an aircraft goes in for maintenance by a depot or contract field team as a result of AFMC accepting repair responsibility pursuant to T.O 00-25-107, *Maintenance Assistance*).

4.4.3.3. Both commands comply with AFI 21-103 possession reporting requirements at the time of the actual change in possession.

4.4.4. For Air National Guard (ANG) or Air Force Reserve Command (AFRC) transfers of aircraft assignment or possession to the Active Air Force, a Memorandum of Agreement (MOA) will be entered into between the Chief of Staff of the Air Force, the Commander of the AFRC, and/or the Director of the ANG. The supported MAJCOM will draft the MOA. The signed MOA will be provided to Congress, prior to transferring aircraft assignment or possession from the Air Reserve Component (ARC) to the Active AF, in accordance with Title 10 U.S.C. §8062 notes, *Requirements for Transferring Aircraft Within the Air Force Inventory*.

4.4.4. (AFMC) If an AFMC organization intends to possess ANG/AFRC aircraft and AFI 16-402 [paragraph 4.4.4.4](#) allowances do not apply, it should contact HQ AFMC/A3F immediately. This is mandatory before implementing the transfers and ensures AFMC obligations are properly addressed. Test purpose alone may not be sufficient to meet National Defense Authorization Act (NDAA) allowances.

4.4.4.1. AF/A8PB will issue an annual data call to each MAJCOM during the third quarter of the fiscal year, requesting submission of coordinated MOA drafts between affected ARC component(s) and the Active AF MAJCOM(s) for all aircraft transfers scheduled to occur during the upcoming fiscal year between the ARC and the Active AF for which MOAs are required. The Supported MAJCOM's Directorate with force structure responsibility will initiate and submit the proposed MOA. The proposed MOAs will be coordinated between and approved by the affected MAJCOM(s), AFRC and/or the ANG, SAF/MR, and must address all requirements mandated by the law. Use the MOA template found in [Attachment 8](#).

4.4.4.1. (AFMC) HQ AFMC/A3F coordinates AFMC inputs for these HAF data calls. Utilize AFI 16-402 [Attachment 8](#) for MOAs when AF/A4LM has not waived AFMC requirements IAW AFI 16-402 [paragraph 4.4.4.4](#). The content of AFI 16-402

Attachment 8 is, however, inadequate to address all AFMC MOA requirements. Therefore, also incorporate applicable content from **Attachment 9** of this supplement. In all circumstances, also apply **paragraph 6.9.** of this supplement.

4.4.4.1.1. AF/A8PB will staff proposed MOAs for final coordination and approval. Final approval will be by the Chief of Staff of the Air Force, the Commander of the AFRC and/or the Director of the ANG, or as otherwise delegated. Subsequently, for transfers in excess of 90 days, approved MOAs will be forwarded to the Office of the Assistant Secretary of Defense Reserve Affairs in accordance with DODI 1225.6, and then onward to the Congressional Defense Committees. Upon Congressional notification, AF/A8PB will notify affected parties of approval to proceed with the transfer.

4.4.4.2. In conjunction with the annual data call, approved MOAs from previous fiscal years will be reviewed by the parties. Agreements will be renewed and/or amended as required by the affected parties. MOAs for transfers that have been completed and identified as no longer required will be archived by AF/A8PB.

4.4.4.3. Out-of-cycle transfers, identified after the annual data call has closed out, still require an approved MOA between the affected parties listed in paragraph 4.4.4.1.1. The supported (gaining) MAJCOM's Directorate with force structure responsibility will submit a coordinated draft MOA to AF/A8PB as soon as possible after the need is known. Transfer of aircraft is not authorized until Congressional notification has been accomplished.

4.4.4.3. (AFMC) Submit MOAs to HQ AFMC/A3F for coordination.

4.4.4.4. MOAs are not required for the following types of transfers, and as adjudicated by AF/A8PB:

4.4.4.4.1. Routine temporary transfers of possession solely for the benefit of the ARC (e.g., depot maintenance, modifications, or test and evaluation efforts).

4.4.4.4.2. Mutually beneficial collective flying arrangements between the ARC and Active AF (e.g., multi-use flying arrangements).

4.4.4.4.3. Transfers terminating an ARC's equitable interest for which Congressional notification or approval has already been given and captured in the President's Budget (e.g., programmed actions including aircraft retirements).

4.4.4.5. Transfers requiring MOAs will not occur until the Congressional Defense Committees have been provided finalized copies of the relevant MOAs.

4.5. Redistribution and Termination of Excess Aerospace Vehicles. The possessing assigned MAJCOM's AVDO will report to AF/A8PB excess aerospace vehicles requiring disposition by MDS, tail number or Unique Item Identifier, and date it will become excess. Excess aerospace vehicles will be reported on the Aircraft Disposition website (<https://www.acdisposition.hq.af.mil/>) using the "New Disposition" tab (**Attachment 4**).

4.5. (AFMC) Unless excepted under **paragraph 6.5.** of this supplement, the AFMC (or AF AVDO, when required) will coordinate for HQ AFMC/A3F approval before reporting AFMC AVs as excess on the Aircraft Disposition website.

4.5.1. The Lead Command AVDO and Weapon System PM will assist AF/A8PB, as required, to identify and prioritize all known and potential AF requirements. Once all requirements have been identified, AF/A8PB will determine the disposition of the excess aerospace vehicle and issue disposition instructions on AF Form 913.

4.5.1. (AFMC) Unless excepted under **paragraph 6.5.** of this supplement, AFMC organizations with AVs they intend to declare as excess will use the AFMC AV Fleet Board process to coordinate for AFMC approval.

4.5.2. Excess Aerospace vehicles to include Ground Instructional Training Aids and Training Aid Aircraft will be screened in accordance with DoD 4160.21-M, *Defense Material Disposition Manual*. For screening purposes excess aerospace vehicles fall into three categories.

4.5.2.1. The priority for category A (authorized for sale and exchange for commercial use resalable) and category B (used for ground instructional and static display purposes and identified as ground use only) aerospace vehicles will be:

4.5.2.1.1. Issue to another military service as complete aerospace vehicles for operational requirements.

4.5.2.1.2. Issue to another DoD activity (includes Civil Air Patrol) as complete aerospace vehicles.

4.5.2.1.3. Use for parts reclamation to satisfy DoD supply system needs with the needs of the owning Military service taking precedence.

4.5.2.1.4. National Museum of the United States Air Force (NMUSAF) for historical and static display.

4.5.2.1.5. Issue to Federal and State law enforcement activities Law Enforcement Support Office (LESO).

4.5.2.1.6. Issue for Security assistance needs.

4.5.2.1.7. Transfer to a Federal civil agency through GSA.

4.5.2.1.8. Donation to authorized recipients through GSA.

4.5.2.1.9. Defense Logistics Agency Disposition Services (DLA) for sale or disposal.

4.5.2.2. The priority for category C (having no commercial flight application based upon their military design characteristics) aerospace vehicles will be:

4.5.2.2.1. Replacement of flyable and operational Air Force aerospace vehicles. Mission support needs (i.e. spares support, ground instructional training aircraft, aircraft battle damage repair aircraft, test aircraft etc.)

4.5.2.2.2. National Museum of the United States Air Force (NMUSAF) for historical and static display. However, if there are known DoD operational requirements, the aerospace vehicle(s) will be transferred to fill the Service or DoD Agency requirement. This action will require AF/A8P approval.

4.5.2.2.3. Other Military Services and DoD Agencies.

4.5.2.2.4. Foreign Military Sales and Security Assistance Program.

4.5.2.2.5. Other Federal Government Agencies. Transfers are through the General Services Administration (GSA).

4.5.2.2.6. Defense Reutilization and Marketing Service for sale or disposal

4.5.2.3. **(Added-AFMC)** AFMC Support to the USAF Screening Process.

4.5.2.3.1. **(Added-AFMC)** AVs Excess to AFMC Need. AFMC organizations will identify any other known users for excess AFMC AVs to HQ AFMC/A3F (AFMC AV Fleet Management) and HQ AFMC/A4M (AFMC AVDO) to expedite screenings. **(T-2)**.

4.5.2.3.2. **(Added-AFMC)** AVs Being Screened From Other Sources. HQ AFMC/A3F (AFMC AV Fleet Management) and HQ AFMC/A4M (AFMC AVDO) will arrange to receive notices from AF/A4LM for AVs being screened by USAF. HQ AFMC/A3F (AFMC AV Fleet Management) will coordinate within HQ AFMC and throughout the command (to include all AFMC Centers and NMUSAF) to determine any potential AFMC interests. AFMC Centers are responsible for ensuring screening requests reach all potentially concerned subordinate organizations that may utilize AVs. At a minimum, notify AFTC wings, affected MD program offices, AFLCMC/WFN (AFSAC), ALCs, 309 AMARG (for potential ground support usage), AFSC/LGPM (for Aircraft Battle Damage Repair (ABDR)), AFRL/DO, and/or 711 HPW.

4.5.2.3.2.1. **(Added-AFMC)** Expectations. The standard AFMC expectations for organizations seeking to gain AVs being screened include:

4.5.2.3.2.1.1. **(Added-AFMC)** Submit the request as an out-of-cycle AFMC AV Fleet Board action.

4.5.2.3.2.1.2. **(Added-AFMC)** The AV(s) will be gained as “iron only” (without funding or additional manpower). The organization will be responsible for POM inputs (or Program-funded solutions) and all life cycle management obligations through final disposition.

Section D— Fleet Management Responsibilities

5. Fleet Management Responsibilities

5.1. AF/A8PB will:

5.1. **(AFMC)** Organizations will route all formal coordination for AF/A4LM through HQ AFMC/A3F unless excepted by **paragraph 6.5** of this supplement. This supports decision-making normally restricted to MAJCOM-level, but is not intended to prohibit AOs from accomplishing routine planning-stage interactions with AF/A4LM. When changes to the AFMC AV Fleet are anticipated, engage HQ AFMC/A3F as soon as possible in the planning process and be prepared to provide electronic copies of documents that support decision making. HQ AFMC will coordinate engagement with SAF/AQ, HAF MDS programmers and the respective lead commands during the planning stage.

5.1.1. Ensure all aerospace vehicles are assigned to the correct command, Program Element Code, and Purpose Identification Code.

5.1.2. Manage the inactive fleet.

5.1.3. Provide guidance for aerospace vehicles in storage. In coordination with HAF, the lead MAJCOM and Weapon System PMs ensure an adequate number of aerospace vehicles are available to meet Air Force requirements for potential recall to the active fleet, FMS/SAP, the Aerial Target Program (drones), future spare parts to support Air Force operational requirements, and other programs as required.

5.1.3. (AFMC) AFMC organizations will coordinate requests for AFMC use of AVs in storage through the AFMC AV Fleet Board process. This applies whether the AV will be utilized by an AFMC organization or is intended to be provided to another organization (e.g. through bailment). An AFMC organization must still maintain assignment and possession of the AV IAW AFI 21-103 paragraph 2.1.1. PM organizations will ensure requests from non-AFMC organizations are reviewed by both legal and contractual authorities to eliminate potential conflict of interest concerns. **Exception:** Some HAF and SAF programs, administered through PEOs, are not considered "AFMC use." Example: F-16s sought for the QF-16 Program. Contact HQ AFMC/A3F to discuss whether or not any particular program applies.

5.1.3.1. Several factors affect determination of aerospace vehicle dispositions. Consider parts reclamation potential to improve operational mission capability and replenish wholesale inventories, aerial target (drone) program potential, future DoD peacetime or wartime operational requirements, NMUSAF requirements, and FMS/SAP potential.

5.1.3.1. (AFMC) AFMC organizations will coordinate through HQ AFMC/A3F to seek approval for museum-related dispositions unless excepted under **paragraph 6.5** of this supplement (T-2). For non-AFMC museum-coded projects, NMUSAF will coordinate directly with AF/A4LM.

5.1.4. Coordinate with HAF Force Programmers, Lead MAJCOMs, AF/A5RC, AF/A5RM, AF/A4LY, AF/A4LM, SAF/IARW (FMS), SAF/AQQM, SAF/AQQU, SAF/AQPB, SAF/AQPF, SAF/AQPN, SAF/AQS, SAF/AQPW (drones only), AF/TER (RTD&E aerospace vehicles and drones) and the Weapon System PM to determine the appropriate storage category for aerospace vehicles that have been declared excess to AF operational needs. For aerospace vehicles inducted into storage, emphasis should be placed on reclaiming as soon as practical to alleviate spare part purchase requirements.

5.1.4. (AFMC) Coordinate excess AFMC AV storage categories through HQ AFMC/A3F. This normally occurs through the AF Form 913 coordination process. For AFMC AVs that are not standard AF active/inactive inventory, coordinate through HQ AFMC/A3F for instructions. In these cases HQ AFMC/A3F will work with AF/A4LM, HQ AFMC/A4M and respective PMs to implement an appropriate disposition. (T-2).

5.1.4.1. If it is determined that aerospace vehicles are excess to Air Force needs, screen them IAW this AFI and DoD 4160.21-M.

- 5.1.4.2. Once excess aerospace vehicles have been screened with DoD they become excess defense articles (EDA) and offered to FMS. If no one claims them, AF/A8PB will have the owning MAJCOM complete form SF 120, *Report of Excess Personal Property*. AF/A8PB will in turn submit the SF 120 to the General Services Administration (GSA) region 9. Once screening with GSA is complete and if they do not request the excess aerospace vehicle it will be turned over to DLA Disposition Services along with a GSA release letter.
- 5.1.4.2.1. Aircraft requiring demilitarization per the guidelines in DoD 4160.28M will not be transferred to GSA until demilitarization of the airframe, and removal of components requiring demilitarization, is complete. Losing unit will complete the checklist items found on the DLA Distribution Services Aircraft Turn-In Checklist (DRMS-I 4160.14). Further demilitarization requirements, as described in DoD 4160.28M (e.g., removal of components requiring demil, cuts to the airframe, demil of weapons pylons, etc.), and as required by the PM, are at no cost to the government per Title 10 USC § 2572 and will be funded by the gaining GSA recipient.
- 5.1.4.2.1. (AFMC) Coordinate demilitarization through HQ AFMC/A4. Depending on criteria HQ AFMC/A4 will assign coordination responsibility to either HQ AFMC/A4F or HQ AFMC/A4R.
- 5.1.4.3. Screen aerospace vehicles as EDA prior to placing into 1000 XT (FMS) storage. Upon placement into 1000 XT storage and if an FMS case has been initiated no further screening is required. If after placement into 1000 XT storage the amount of time exceeds one year before an FMS case is initiated the aerospace vehicle(s) will be required to be screened again to ensure no DoD requirements have developed since their initial induction into 1000 XT storage.
- 5.1.5. AF/A8PB will develop an aerospace vehicle Disposition Plan for AF/A8P approval (**Attachment 6**) each fiscal year. It will include top level 309 AMARG inventory, planned aerospace vehicle dispositions, and costs associated with the inactive inventory management at 309 AMARG.
- 5.1.5. (AFMC) Apply **paragraph 5.7.3.** of this supplement for AFMC AV Disposition Planning.
- 5.1.5.1. AF/A8PB will coordinate the Disposition Plan with HAF Force Programmers, AF/A5R, AF/A4L, AF/TER, SAF/IAR, SAF/AQP, SAF/AQS, and other organizations on the Air Staff, as necessary, for AF/A8P approval no later than 1 September each year. The AF Strike Board and Migration Plan will be the primary sources for the development of the Disposition Plan.
- 5.1.6. Approve and issue transfer or status change instructions and authorizations on AF Form 913 for all aerospace vehicles. Disposition instructions will be comprehensive and fully outline all requirements, especially for aerospace vehicles that will be terminated from the Air Force. If the AF Form 913 directs assignment to a reclamation project, AFSC/LOM will coordinate with the Weapon System PM to determine whether a reclamation project will be performed per AFMCI 23-111, *Reclamation of Air Force Property*.

5.1.6. (AFMC) AFMC/A4M (AFMC AVDO) will coordinate AFMC AV AF Form 913 requests through HQ AFMC/A4 divisions and HQ AFMC/A3F. HQ AFMC/A3F coordination is not required for AVs excepted under [paragraph 6.5](#) of this supplement (T-2). Due to AFMC reorganization, references to AFSC/LOM now apply to HQ AFMC/A4R.

5.1.6.1. For reclamation and disposal of 309 AMARG-stored aerospace vehicles, AFMC/AVDO will initiate the PIC change to XX or XD and request AF/A8PB to issue a reclamation-type project action. Reclamation-type actions will be coordinated with the AF Force Programmer, Lead MAJCOM, AF/A4LY, SAF/IARW (for aerospace vehicles in 1000 XT storage only), SAF/AQPW (drones only), AF/TER (RDT&E aerospace vehicles and drones only) and the appropriate Weapon System PM. **NOTE:** All aerospace vehicles transferring into 4000 storage with an XX purpose identifier code will be put into reclamation with reclamation project action directed on an AF Form 913.

5.1.7. Provide an 8-digit project number ([Attachment 5](#)) for each AF Form 913 issued.

5.1.8. Is responsible for the management of the Weapon System PM developed Migration Plan.

5.1.8. (AFMC) Apply [paragraph 5.7.3](#) of this supplement for AFMC AV Migration Planning.

5.1.8.1. A Migration Plan is required for all aerospace vehicles programmed for retirement from the active aerospace vehicle inventory. This includes transfers to inactive status for contractor test/test support, ground trainers, NMUSAF, FMS/SAP, and transfers to other military services or DoD agencies. It also addresses aerospace vehicles currently in storage, identified for reclamation or disposal, or otherwise meets the definition in paragraph 1.8 of this AFI. Migration Plans will cover the current year through the FYDP.

5.1.8.2. Send the Migration Plan “Call Letter” to AFMC/A4 no later than 1 February each year. The Call Letter will include the Migration Planning Guide with detailed instructions/templates and requirements for completing the Migration Plan.

5.1.8.2. (AFMC) HQ AFMC/A4 will report Migration, Strike and Disposition Planning to HQ AFMC/A3, through HQ AFMC/A3F, explicitly addressing potential impacts to the AFMC AV Fleet.

5.1.8.3. In coordination with the HAF Force Programmers, develop a list of programmed retirements for all aerospace vehicles through the FYDP. Review and consolidate the data for inclusion in the annual Migration Plan Call Letter.

5.1.8.4. In coordination with SAF/IARW, analyze aerospace vehicles currently set aside for FMS/SAP and projected requirements through the FYDP. Review and consolidate the data for inclusion in the annual Migration Plan Call Letter. Take action to determine the disposition of aerospace vehicles no longer required to support FMS/SAP.

5.1.8.5. During the annual Migration Plan review, use the Weapon System PM-produced vehicle condition report to conduct an analysis to determine the optimum

number of aerospace vehicles in 2000 and 4000 storage. The emphasis should be placed on reclaiming aerospace vehicles as soon as possible to alleviate spare part purchase requirements. Once the aerospace vehicle has been reclaimed, it is either disposed of on a disposal project or remains in Reclamation Insurance Type (RIT) for potential future parts removal.

5.1.8.6. Obtain Air Staff coordination from AF/A4L, AF/A5R, AF/TER, SAF/AQP, SAF/AQQ, SAF/AQI, SAF/IAR, SAF/AQS, and AF/A8P approval of Migration Plan no later than 15 May each year.

5.1.8.7. Distribute the approved Migration Plan to the Air Staff, AFMC/A4, AFSC/LOM, OC-ALC engine manager workflow box, and the 309 AMARG no later than 15 May each year.

5.1.8.7. (AFMC) Due to AFMC reorganization, references to AFSC/LOM now apply to AFMC/A4R.

5.1.8.7.1. (Added-AFMC) HQ AFMC/A4 will provide the approved Migration Plan and a summary of projected changes to the AFMC AV fleet to HQ AFMC/A3, through HQ AFMC/A3F.

5.1.8.7.2. (Added-AFMC) HAF distributes the approved Migration Plan to AFLCMC/LPS, vs. to the OC-ALC engine manager workflow box (an obsolete term).

5.1.8.8. A semi-annual review of the current fiscal year Migration Plan update when received from AFMC/A4US (updates are due no later than the end of the first week of November). Forward updates, as required, to the HAF Force Programmers, AF/A5RC, AF/A5RM, AF/TER (RDT&E and drones only), SAF/IARW (FMS only), and SAF/AQPW (drones only).

5.1.8.8. (AFMC) HQ AFMC/A4 will provide the update and a summary of projected changes to the AFMC AV fleet to HQ AFMC/A3, through HQ AFMC/A3F.

5.1.9. Organize and chair the Air Force Strike Board. The Strike Board will be held semiannually. The Air Force Strike Board is a strategic tool supporting execution of the AF Migration Plan. The Strike Board is co-hosted by AF/A8PB, AFMC/A4US, and 309 AMARG and is designed to allow the System Program Offices (SPO) and MAJCOM Aerospace Vehicle Disposition Officers (AVDO) to brief Air Force retirements occurring throughout the FYDP. Additionally, the Strike Board provides a forum for discussion of other outstanding issues to include scheduling of aircraft inductions into AMARG, changes to storage types, reclamation and disposal. As a minimum, it will address requirements for aerospace vehicles retiring and those currently in storage, National Museum USAF (NMUSAF) requirements, FMS/SAP requirements, and other dispositions as appropriate. The Strike Board will serve as the final vetting forum and approval authority for the disposition of excess aerospace vehicles and the results will be reflected in the Migration Plan. Additional key attendees include AF/A4LY, AF/A4LM, SAF/IARW, AFMC Engine Manager, NMUSAF. Other Invitees include the following: Navy, General Services Administration (GSA), Defense Security Cooperation Agency (DSCA), and DLA Law Enforcement Support Office (LESO), DLA Disposition Services.

5.1.9. (AFMC) AFLCMC/LPS is the AFMC Engine Manager. Reference [paragraph 5.7.3.](#) of this supplement for additional Strike Board guidance.

5.1.10. Track aerospace vehicle retirements, ensuring they are in compliance with FY programming. Any retirements in excess of or below what is programmed must be approved by AF/A8P and the program corrected by the appropriate Force Programmer.

5.1.11. File all aerospace vehicle disposition requests, approved AF Form 913s, and all coordination and correspondence for each disposition as appropriate.

5.1.12. Provide AF/A8P a roll-up of aerospace vehicle disposition actions for the previous fiscal year no later than 15 October each year.

5.1.13. Distribute aerospace vehicle termination messages to the appropriate divisions in AF/A8P (see paragraph 3.1. of this AFI), AF/A8PE, AF/A4LY, AF/A5RC or AF/A5RM, AF/A1MT (training aircraft only), AF/TER (RDT&E aircraft only), and SAF/AQPW (drones only).

5.1.14. AF/A8PB, with coordination from HAF Force Programmers, AF/A4LY, AF/A5RC/A5M, SAF/IARW (FMS), SAF/AQPW (drones only), AF/TER (RDT&E aircraft and drones only), Commands, and Weapon System PMs will:

5.1.15. Initiate and issue AF Form 913, Aerospace Vehicle Project Action, to assign aerospace vehicles as appropriate. Actions should normally be completed within 30 days. GSA screening will add at least 60 days to the process.

5.1.16. Approve and authorize active PICs, PECs, and changes to these codes.

5.1.17. Screens aerospace vehicles not at AMARG and excess to AF operational needs giving priority IAW this AFI and DoD 4160.21-M. For aircraft at AMARG, AMARG will conduct final GSA screening. If an aircraft is selected for transfer from AMARG as a result of the GSA screening, AMARG AVDO will submit the request to the AFMC AVDO and the AFMC AVDO will request a project action from AF/A8PB to document the transfer.

5.1.17. (AFMC) 309 AMARG will conduct final GSA screening IAW DoD Manual 4160.21-M, [Chapter 4](#), paragraph B (2).

5.1.18. Notify affected HAF Force Programmers of each aerospace vehicle termination message received.

5.1.19. Manage the aircraft disposition website (<https://www.acdisposition.hq.af.mil/>).

5.1.20. Obtain HAF coordination from AF/A4/7, AF/A3/5, SAF/AQ, AF/A8P, and others, as required, and AF/A8 decision for aerospace vehicle repair recommendation packages.

5.1.21. Distribute and archive decisions on aerospace vehicle repair recommendations to affected parties.

5.2. HAF Force Programmers will:

5.2.1. Advise AF/A8PB of the number of aerospace vehicles and timeframe they will become excess to operational requirements.

5.2.2. Coordinate on the Weapon System PM-developed annual Migration Plan.

5.2.3. Coordinate on AF/A8PB-developed Disposition Plans and aerospace vehicle disposition packages.

5.2.4. Review guidance and directives (GDF, JPG, DPG, PPUG, SPG,) pertaining to their weapon systems for changes.

5.2.5. Provide programmed aerospace vehicle retirements to AF/A8PB as required.

5.2.6. Ensure the AF Program Database-produced Force Tabs accurately reflect the program of record. Corrections to the Force Tabs must be approved by AF Corporate Structure through a Program Change Request (PCR) or Zero Balance Transfer (ZBT) PCR. Changes to the Database will be implemented by the Force Programmer and AF/A8PE with an approved Resource Allocation Programming Information Decision System (RAPIDS) slide. Notify AF/A8PB and AF/A8PE, and affected MAJCOM Force Structure when PCRs outcomes are determined.

5.2.6. (AFMC) HQ AFMC/A5/8P will coordinate with AFTC/XP-OL, respective Program Offices, HQ AFMC/A3F, and HAF Force Programmers to ensure the Force Tabs accurately reflect AFMC AV Fleet changes and to support PCR decisions.

5.2.7. Ensure the MAJCOMs adhere to the program of record and all transfers and retirements are in place no later than the last day of each fiscal year or other dates as directed by AF/A8P.

5.2.8. Coordinate on aerospace vehicle repair/retire recommendation packages.

5.3. AF/A4LY will:

5.3.1. Serve as AF/A4L focal point for the Air Force Reclamation Program and all reclamation issues.

5.3.1. (AFMC) HQ AFMC/A4 is OPR for HQ AFMC support to the Air Force Reclamation Program. (T-2).

5.3.2. Coordinate with the Air Force Disposal and Reclamation Program Manager, AFSC/LOM, on programmed and unprogrammed reclamation project efforts.

5.3.2. (AFMC) Due to AFMC reorganization, references to AFSC/LOM now apply to HQ AFMC/A4R.

5.3.3. Coordinate on the Weapon System PM-developed annual Migration Plan.

5.3.4. Coordinate on AF/A8PB-developed Disposition Plans and aerospace vehicle disposition packages.

5.3.5. Coordinate requests from the Weapon System PM for removal of parts to satisfy operational mission needs from aerospace vehicles in 1000 storage, purpose identifier codes XS and XT. Coordination for XS will be with the AF Force Programmer, AF/A8P, and SAF/AQP (drones only) prior to A4L approval ([Attachment 7](#)). For XT stored aerospace vehicles, the Weapon System PM is required to obtain coordination from AF/A4LY, AF/A8PB, and SAF/IARW.

5.3.6. Coordinate on aerospace vehicle repair/retire recommendation packages.

5.4. SAF/IARW will:

5.4.1. Coordinate on the Weapon System PM-developed annual Migration Plan.

5.4.2. Identify requirements for FMS/SAP aerospace vehicles to AF/A8PB.

5.4.2. (AFMC) For FMS/SAP AV transfers when AFMC is requested to maintain either assignment or possession, AFLCMC/WF (AFSAC) will coordinate approval through the AFMC AV Fleet Board process. (T-2).

5.4.3. Perform an annual review of FMS/SAP stored aerospace vehicles for future requirements, with the objective to have AF/A8PB re-categorize the aerospace vehicles to another storage category if the FMS/SAP market no longer needs them.

5.4.4. Coordinate on AF/A8PB-developed Disposition Plans and aerospace vehicle disposition packages.

5.4.5. Coordinate on Weapon System PM request for removal of parts from aerospace vehicles in 1000 XT storage.

5.5. SAF/IAPX will:

5.5.1. Pursuant to AFMAN 16-101, *International Affairs and Security Assistance Management*, Attachment 11, note 5, coordinate with AF/A8PB on all cases or leases involving aircraft. Provide the case number to AF/A8PB of all approved FMS transfers to foreign governments for inclusion on the AF Form 913 authorizing the transfer.

5.5.1. (AFMC) For FMS AV transfers to foreign governments when AFMC is requested to maintain either assignment or possession, AFLCMC/WF (AFSAC) will coordinate approval through the AFMC AV Fleet Board process. (T-2).

5.6. MAJCOM AVDO will:

5.6.1. Enter aerospace vehicle disposition/transfer requests on the AF/A8PB aircraft disposition website (<https://www.acdisposition.hq.af.mil/>) for aerospace vehicles assigned to their command (Attachment 4). The AFMC AVDO will enter aerospace vehicle disposition/transfer requests for 309 AMARG assigned aerospace vehicles.

5.6.2. Pre-coordinate all draft AF 913 requests within their command and with other intersecting agencies. Disseminate all approved AF Form 913s within their command and other intersecting agencies.

5.6.3. Contact AF AVDO when an aerospace vehicle transfer or assignment directive will take longer than 30 days or the transfer cannot meet the assignment instruction.

5.6.4. Ensure the organization delivering the aerospace vehicle coordinates the delivery date with 309 AMARG/OBW and the 309 AMARG AVDO a minimum of seven days before arrival to 309 AMARG.

5.6.5. Complete form SF 120 template for excess aerospace vehicles as directed by AF/A8PB.

5.6.6. (Added-AFMC) HQ AFMC/A4M (AFMC AVDO) will also:

5.6.6.1. (Added-AFMC) Coordinate through HQ AFMC/A3F (AFMC/AV Fleet Management) to implement AFMC AV gains, losses and transfers, unless excepted under [paragraph 6.5](#) of this supplement.

- 5.6.6.2. **(Added-AFMC)** Coordinate all AF Form 913 submissions affecting AFMC with the AF AVDO and, as applicable: unit AVDOs, other MAJCOM AVDOs, AV PMs, AV Force Programmers (HAF and MAJCOM-level), and government contractors. Coordinate all AF Form 913s affecting AFMC through HQ AFMC/A3F for concurrence before submitting to HQ USAF, unless excepted under [paragraph 6.5.](#) of this supplement. HQ AFMC/A3 has delegated MAJCOM-level approval of AF Form 913 content to HQ AFMC/A3F.
- 5.6.6.3. **(Added-AFMC)** Provide HQ AFMC/A3F (AFMC AV Fleet Management) electronic copies of all AFMC AV fleet assignment or possession documents (e.g. AF Form 913s, AFI 21-103 messages, etc.), unless excepted under [paragraph 6.5.](#) of this supplement.
- 5.6.6.4. **(Added-AFMC)** Maintain a shared, electronic roster of all AFMC personnel performing AVDO duties.
- 5.6.6.5. **(Added-AFMC)** Ensure all AFMC personnel performing AVDO duties are trained to complete the duties listed in this supplement and other applicable publication series.
- 5.6.6.6. **(Added-AFMC)** Ensure AF inventory AVs are always possessed by a designated Air Force reporting organization, at either the organizational or depot level, IAW AFI 21-103 paragraph 2.1.1.

5.7. AFMC/A4 will:

- 5.7.1. Receive quarterly report of AMARG inventory and distribute to AF/A8PB and AF/A4LY.
- 5.7.2. Distribute the annual Migration Plan call message to all Weapon System PMs when received from AF/A8PB. Consolidate all completed Migration Plans and return to AF/A8PB no later than 6 weeks after the call letter is sent out each year (approx Feb-Mar timeframe). Review for accuracy and ensure required information is included in the standardized format as outlined in the Migration Plan Guide provided in the call message, before forwarding.
- 5.7.3. Consolidate Migration Plan semi-annual update and forward to AF/A8PB no later than the seventh day of November. Review for accuracy and formatting before forwarding to AF/A8PB.
- 5.7.3. **(AFMC)** Submit AV PM Migration, Strike or AV disposition plans to HQ AFMC/A3 and other affected AFMC organizations, for coordination, and to capture potential impacts to the AFMC AV fleet due to projected gains, losses or transfers. Gain HQ AFMC/A3 approval before submitting Migration, Strike, or AV Disposition Plans that will cause AFMC AV fleet gains, losses, or transfers. HQ AFMC/A3 will coordinate through the AFMC PPBE process when AFMC POM action is required.
- 5.7.3.1. **(Added-AFMC)** HQ AFMC/A4FI will coordinate with AV PMs to brief the annual AFMC AV Fleet Board regarding Migration, Strike, and AV Disposition Plan activities that may impact AFMC assigned, possessed or held AV inventory (see [paragraph 7.4.](#) of this supplement). Tailor these briefings to support an evaluation of potential impacts to the Command's present and future AV inventory requirements.

Decisions at other times will be presented to out-of-cycle Fleet Boards. HQ AFMC/A3F (AFMC AV Fleet Management) and HQ AFMC/A4M (AFMC Aerospace Vehicle Distribution Officer (AVDO)) are primaries to support HQ AFMC/A4FI for Migration, Strike, or AV Disposition planning.

5.7.4. **(Added-AFMC)** Implement and coordinate approved MAJCOM-level actions for AFMC AV assignment, distribution, accounting, and termination.

5.7.5. **(Added-AFMC)** Incorporate and support the AF-level position of the Air Force AVDO.

5.7.6. **(Added-AFMC)** Incorporate and support the MAJCOM-level position of the AFMC AVDO.

5.8. Weapon System Program Manager will:

5.8.1. Develop a Migration Plan for all aerospace vehicles programmed for retirement from the active aerospace vehicle inventory. This includes transfers to inactive status for contractor test/test support, ground trainers, NMUSAF, FMS/SAP, and transfers to other military services or DOD agencies. It also addresses aerospace vehicles currently in storage, identified for reclamation or disposal, or otherwise meets the definition in paragraph 1.8. of this AFI and as outlined in the annual Migration Plan call message. Migration Plans will cover the current year through the FYDP. As a minimum, coordinate the Migration Plan with the AF Force Programmer, lead command Force Programmer, MAJCOM Force Programmer (if different from lead command force programmer), MAJCOM AVDOs for in-place (field) disposals and approved by the Weapon Program Manager prior to submitting to AFMC/A4. AFMC/A4 will consolidate all Migration Plans and forward to AF/A8PB.

5.8.1. **(AFMC)** Comply with [paragraph 5.7.3.](#) of this supplement.

5.8.1.1. Use the Migration Plan Guide and the template provided in the Migration Plan Call Letter to develop the Migration Plan. Also develop plan and document requirements in accordance with the Logistics Requirements Determination Process (LRDP) for AMARG storage funding requirements. The LRDP is maintained by AFMC/A4F.

5.8.1.2. Furnish a copy of the approved Migration Plan to the applicable Engine Manager for information and planning purposes.

5.8.1.2. **(AFMC)** PMs may coordinate with AF/A4LM to request Engine Program Offices be supplied copies directly from A4LM.

5.8.2. Update bi-annually, the current fiscal year Migration Plan (bi-annual updates will cover current fiscal year only). Changes to the Migration Plan will be highlighted and address the reason for the change. Furnish any changes identified during the bi-annual Migration Plan update to the applicable Engine Manager.

5.8.3. Attend each Air Force Strike Board, as required. To prepare for the Strike Board each Weapon System Program Manager will:

- 5.8.3.1. Review programmed aerospace vehicle retirements and determine how many and to what storage category they should be inducted. The primary consideration is support to the remaining active inventory and foreign owned aerospace vehicles.
- 5.8.3.2. Review aerospace vehicles currently in storage at 309 AMARG to determine the optimum number required for each storage category for present and future requirements. Emphasis should be placed on reclaiming them at the earliest opportunity to alleviate spare parts buys and minimize dollar expenditures. Preservation of supply sources should also be considered when determining the correct mixture of manufacturing verses reclamation.
- 5.8.3.2. (AFMC) AFLCMC and AFSC will coordinate to ensure Weapon System Program Managers have unrestricted access to view, photograph and inspect aerospace vehicles and tooling they manage. The Centers will also establish escort requirements and criteria for other personnel, as requested by the applicable Weapon System Program Manager. Escorts are not required unless requested by the Weapon System Program Manager. The Weapon System Program Manager must approve all visit requests to enter, board or inspect the aircraft they manage.
- 5.8.3.3. Identify by tail number or Unique Item Identifier any aerospace vehicle changing storage categories and going to disposal. These actions will be reviewed by the Strike Board, with the results to be included in the annual Migration Plan.
- 5.8.4. Track the number and nomenclature of parts removed from each tail number or Unique Item Identifier in storage to the greatest extent possible. When a part(s) is required to be removed, the Weapon System PM will direct 309 AMARG personnel to a specified serial number(s). Every effort should be made to consolidate parts removals from as few aerospace vehicles as possible to expedite them through to disposal.
- 5.8.4. (AFMC) The Weapon System PM may use the 309 AMARG Automated Request, "Form 44" application website (<https://absweb.dm.af.mil/Form44/Welcome2.action>), or statement of work to submit the request.
- 5.8.5. Develop and prepare a Vehicle Condition Report of all 309 AMARG-stored aerospace vehicles. It will include the MDS, tail number or Unique Item Identifier, number of parts removed, how long it has been in storage, condition, and any pertinent remarks applicable to each aerospace vehicle. The report will be forwarded no later than 15 November each year.
- 5.8.5. (AFMC) PMs will coordinate with 309 AMARG/OB to ensure "C03 Reports" are developed and prepared IAW AFI 16-402, [paragraph 5.9.2.2.2](#).
- 5.8.6. Ensure funding is in place 14 days prior to delivery of aerospace vehicles to the 309 AMARG.
- 5.8.7. Recommend to AF/A8PB the storage code for aerospace vehicles being transferred to 309 AMARG. To change storage codes for aerospace vehicles already in storage, coordinate with the AFMC AVDO, who will submit the request to AF/A8PB.
- 5.8.8. Initiate a formal request to AF/A4LY when parts are needed from 309 AMARG-stored aerospace vehicles in 1000 storage coded XS to satisfy operational mission needs ([Attachment 7](#)). The part must be MICAP or depot maintenance is at a work stoppage

prior to making the request. The request should address the issue driving the part(s) removal, and identify when the parts will be replaced. The Weapon System PM will track the parts that have been removed and report to AF/A4LY the status of their return. Once the part is received it will be stored at 309 AMARG, but is not required to be reinstalled on the aerospace vehicle. The part may not be stored at any other location than 309 AMARG. AF/A4L is the approval authority for parts removal from aerospace vehicles in 1000 storage coded XS.

5.8.8.1. For aerospace vehicles in 1000 storage coded XT or XS, coordination is required from AF/A4LY, AF/A8PB and SAF/IARW (XT only).

5.8.8.2. Chronic spares shortages should prompt the Weapon System PM to request manufacturing sources, removing the aerospace vehicles from 1000 storage and placing them into programmed reclamation.

5.8.9. Determine disposition of aerospace vehicle residue and associated support equipment assigned to them in the event of vehicle destruction or determination that the vehicle is not economically feasible to repair. If residue or the aerospace vehicle is to be stored at the 309 AMARG, a request should be sent through the MAJCOM AVDO to AF/A8PB who will document approval on an AF Form 913.

5.8.10. Comply with AFMCI 23-111 for Save List policies.

5.8.11. Evaluate the overall condition of the aircraft upon completion of programmed reclamation, with assistance from the 309 AMARG/OB. The PM then determines if the reclaimed aerospace vehicle should be retained and assigned to Reclamation Insurance Type (RIT) status to support future parts requirements or authorized for disposal. The PM must direct the 309 AMARG/OB to either assign these aircraft to a RIT project or take disposal action.

5.8.12. For disposition of damaged aerospace vehicles exceeding the cost threshold in paragraph 3.9, the PM will submit a disposition recommendation through their PEO, receive using and lead MAJCOM/A3 concurrence, then HQ MAJCOM/CV and AFMC/AFSPC coordination, prior to submission to AF/A8PB. The recommendation will include the following items:

5.8.12. (AFMC) When AFMC is the using or lead command, PEO organizations will submit the disposition recommendation to HQ AFMC/A3F for HQ AFMC/A3 concurrence. HQ AFMC/A3F will then coordinate with Fleet Board Centers/Directorates, and then staff to AFMC/CV. When AFMC is not the using or lead command, PEO organizations will submit the disposition recommendation to HQ AFMC/A4. HQ AFMC/A4 will coordinate the package through applicable HQ AFMC directorates.

5.8.12.1. Lead MAJCOM/A3 assessment of operational impacts if aerospace vehicle is not repaired.

5.8.12.2. Assessment of reparability of the damaged aerospace vehicle including the following:

5.8.12.2.1. MDS (mission, design, series), serial number, location of aerospace vehicle, and last Programmed Depot Maintenance date (if applicable).

5.8.12.2.2. Overview of proposed repair strategy.

5.8.12.2.3. Total cost estimate including labor, all materials and replacement equipment, fixtures, TDY, transportation, engineering design, packaging and shipping.

5.8.12.2.4. Length of time required to complete repair, including procurement of long-lead items.

5.8.12.2.5. Appropriate Technical Airworthiness Authority review and certification.

5.8.12.2.6. Cost, schedule and technical risk assessment.

5.8.12.2.7. Proposed repair source and capacity.

5.8.12.2.8. Funds availability.

5.8.12.2.9. Configuration of vehicle (significant modifications installed or not installed).

5.8.12.2.10. Current airframe hours and remaining service life.

5.8.12.2.11. Fleet retirement/phase-out projection.

5.8.12.2.12. Other constraints and considerations.

5.8.12.3. Cost, schedule, funds availability and risk assessment of alternate strategies to replace the aircraft with similar aircraft if possible (i.e., activate from AMARG, procure), as well as estimates for demilitarization/disposal/packaging and shipping in the event final decision is retirement or disposal.

5.9. 309 AMARG will:

5.9.1. Have custodial responsibility for Air Force assets stored at their facility. They take direction from HAF, HQ AFMC, the Weapon System PM or other authorized activities for processing aerospace vehicles into storage, maintenance while in storage, flight preparation or overland shipment, reclamation, and disposal. The 309 AMARG removes parts, as directed by the Weapon System PM, from specific aerospace vehicle tail numbers or Unique Item Identifiers. They make recommendations and provide assistance, as requested, to customers, providing a broad range of expertise and data to aid in the management of stored aerospace vehicles and engines.

5.9.2. 309 AMARG/OB will:

5.9.2.1. For aerospace vehicles released to the Weapon System PM for reclamation, screen the aerospace vehicles with GSA upon notification by the respective PM prior to aerospace vehicles disposal. If an aircraft is selected for transfer as a result of the GSA screening, AFMC AVDO will request a project action from AF/A8PB to document the transfer.

5.9.2.1. (AFMC) Aerospace vehicles are identified for disposal by the Weapon System PM. 309 AMARG will advise PMs if an aircraft is selected for transfer as a result of GSA screening. Weapon System PMs will advise 309 AMARG/OB of any specific reclamation criteria.

5.9.2.2. Provide an updated quarterly inventory, activity, and parts removal report by the end of the first week of each quarter to AF/A8PB and to each Weapon System PM.

5.9.2.2.1. The inventory report will include MDS, serial/identification number, current project number, previous project number, storage category, status code, date received, flight hours, and any pertinent description or remarks.

5.9.2.2.2. The activity report will be broken into three parts. Part 1 of the activity report will include aerospace vehicles inducted by MDS, serial number, and storage category. Part 2 of the report will include aerospace vehicles reclaimed by MDS, tail number or Unique Item Identifier, project number, and disposition after reclamation (disposal or reclamation insurance type). Part 3 of the report will include aerospace vehicles turned over to DLS Disposition Services contractor for disposal.

5.9.2.2.3. The parts removal report will include the MDS, tail number or Unique Item Identifier, part nomenclature, part number, national stock number, and date removed. This report will be made available monthly upon request by the Weapon System PM.

5.9.2.3. Receive aerospace vehicle assignment directives from AF AVDO based on AF Forms 913 issued by AF/A8PB. They receive, preserve, and maintain aerospace vehicles and engines as directed and specified in Air Force Technical Order 1-1-686, *Desert Storage Preservation and Process Manual For Aircraft, Aircraft Engines, and Aircraft Auxiliary Power Unit Engines*.

5.9.2.3. (AFMC) 309 AMARG will receive, preserve, and maintain these items in coordination with the Weapon System Program Office. The Weapon System Program Office will negotiate any required special directions.

5.9.2.4. Assist the NMUSAF to the maximum extent possible with all demilitarization verification requests for aerospace vehicles being loaned to private museums.

5.9.2.4. (AFMC) The term "private museums" includes all certified civilian entities that are authorized by 10 USC 2572.

5.9.2.5. Maintain a record of all AF/A4L approvals to remove parts from 1000 XS stored aerospace vehicles. Also maintain a record of Weapon System PM-coordinated requests to remove parts from any 1000 XT stored aerospace vehicles. These records will be maintained until the aerospace vehicle is transferred from 1000 storage or the part is replaced.

5.9.2.6. Maintain all parts removed from 1000 XS stored aerospace vehicles in a by tail number system. Munitions and shelf life items removed from aircraft upon induction into 1000 XS and XT storage will be turned into supply. All other parts removed must be identified and tagged for the specific MDS and serial number.

5.9.2.6. (AFMC) Munitions items removed from aircraft upon induction into 1000 XS and XT storage will be turned into the munitions storage area, not supply, due to the explosive hazards involved.

5.10. Organizations with Requests for Aerospace Vehicles for Historical Display

5.10.1. Organizations authorized under AFI 84-103, *U.S. Air Force Heritage Program*, to receive display aircraft should submit a written request through their MAJCOM/HO to the NMUSAF. The request must include the type of aerospace vehicle desired, serial number (if applicable), justification, a plan to acquire and maintain it, a point of contact, and telephone number. The MAJCOM will forward the request with recommendations to NMUSAF/MU, 1100 Spaatz Street, Wright Patterson AFB OH 45433-7102. If an aerospace vehicle is available and excess to all AF operational requirements, the NMUSAF will request the aerospace vehicle from AF/A8PB and accept accountability when the aerospace vehicle is formally delivered to the specified site. The NMUSAF maintains all requests and fills them IAW AFI 84-103. Requesting organizations must be sure they can reclaim, demilitarize, perform hazardous material removal, and fund the aerospace vehicle transfer before accepting aerospace vehicle for static display. Aerospace vehicles being loaned to private museums are required to be demilitarized in accordance with DoD 4160.28M before being put on display. The NMUSAF will coordinate with the 309 AMARG to have personnel verify each aerospace vehicle for proper demilitarization before it is allowed to be put on display at civilian museums/organizations.

5.10.1. (AFMC) The term “private museums” includes all certified civilian entities that are authorized by 10 USC 2572. NMUSAF/MUC is the office symbol for AV asset management IAW AFI 84-103, paragraph 6.5.

5.10.2. All other requests for static display aerospace vehicles should be submitted in writing to the NMUSAF. The NMUSAF oversees and manages the Static Display Program and ensures the requestor is qualified under the provisions of Title 10 USC § 2572. The NMUSAF further ensures compliance with DoD 4160.21-M and the procedures for disposition of excess aerospace vehicles in, AFMAN 23-110 *USAF Supply Manual*, Volume 6, Chapters 8 and 9.

5.11. AF/A8PE will:

5.11.1. Following the completion of each budget cycle, prepare and distribute Force Tabs and Worksheets from the Force Structure Worksheet to the HAF Force Programmers.

5.12. AF AVDO will:

5.12. (AFMC) HQ AFMC/A3F (AFMC AV Fleet Management) will coordinate with AF AVDO to receive electronic copies of all AFMC AV fleet assignment or possession documents (e.g. assignment directives, termination messages, transfer messages, allocation documents, DD-1149, DD-250, etc.), other than those excepted under **paragraph 6.5** of this supplement.

5.12.1. Implement aerospace vehicle allocations as directed by HAF.

5.12.2. Issue implementing instructions on HAF assignment directives and ensure prompt action on each assignment.

5.12.3. Maintain a centralized record of assignment and possession for each aerospace vehicle in the Air Force inventory.

5.12.3. (AFMC) REMIS will be the centralized record of assignment and possession for each active and inactive inventory aerospace vehicle. As appropriate, the AF AVDO utilizes AFMC Form 1026 (Aircraft Accountability Record) in addition to REMIS as a

reference tool for supporting the accountability of all Air Force inventory aircraft. Reference **Attachment 13** of this supplement.

5.12.4. Monitor each termination action consistent with AFI 21-103 and adjust the inventory file, as appropriate.

5.12.5. Maintain the stock record account (FA2303) for aerospace vehicles procured by or assigned to active and reserve force organizations.

5.12.6. Provide AF/A8PB with aerospace vehicle termination messages.

5.12.6. (AFMC) The AFMC AVDO will coordinate with the AF AVDO to ensure the AF AVDO provides AF/A4LM and the AFMC AVDO electronic copies of AFMC fleet AV termination messages.

5.12.7. Ensure all AF Form 913s adhere to disposition and retention instructions IAW AFI 33-364, Chp 5. Additional support can be found on the following website: <https://www.my.af.mil/afrims/afrims/afrims/rims.cfm>

5.12.8. Submit the Aerospace Vehicle Inventory monthly report to the AF/A8PE program database. (The Reliability and Maintainability Information System (REMIS) Program Office does this.)

Table 1. Report Required From AFMC

Prepare	As of	Description	Recipient	Due In
RCS: HAF-A8PE(M)7201, HAF Aerospace Vehicle Inventory, Report	Last day of each month	Basic US Air Force aerospace vehicle inventory and net change to date for the month	AFPICA/GAPIC	The 15th work day after the first of each month

_TocFIGUREA13_1_5.13.1. Carry out the aerospace vehicle assignments directed by HAF and implemented by HQ AFMC.

5.13.1. (AFMC) The AFMC OPR is HQ AFMC/A4M. HQ AFMC/A4M will implement through the HQ AFMC/A4M (AFMC AVDO), in coordination with HQ AFMC/A4M (USAF AVDO).

5.13.2. Maintain full responsibility of all assigned Aerospace Vehicles requiring disposition instructions until final disposition is determined by AF/A8PB and the Aerospace Vehicle is officially transferred or disposed.

5.13.3. Recommend actions to HAF Force Programmers that will yield a better distribution of aerospace vehicles at each Air Force base under their command.

5.13.3. (AFMC) Centers and other AFMC organizations will submit recommendations to HQ AFMC/A3F, with coordination through HQ AFMC/A4, for HQ AFMC/A3 approval. AFMC Force Structure Planners will then present the recommendations to AF/TEP for delivery to respective HAF/SAF Force Programmers.

5.13.4. Contact AF AVDO when a vehicle transfer or an assignment directive will take longer than 30 days, or when the transfer cannot meet the assignment instruction.

5.13.4. (AFMC) HQ AFMC/A4M (AFMC AVDO) will contact the AF AVDO.

5.13.5. Inform AF/A8PB and database managers (information copy to AF AVDO) no later than 90 days before an assignment ends or a vehicle becomes excess to command requirements.

5.13.5. (AFMC) HQ AFMC/A4M (AFMC AVDO) will contact AF/A4LM.

5.13.6. Coordinate with the 309 AMARG/OB, 30 days before each fiscal quarter, the aircraft scheduled for input during the forthcoming quarter; include command, input date, MDS, tail number, and project number when possible.

5.13.6. (AFMC) HQ AFMC/A4M (AFMC AVDO) will coordinate with 309 AMARG and other affected organizations.

5.13.7. Ensure the organization delivering the aircraft coordinates the delivery date with the 309 AMARG/OB within seven days before delivery to 309 AMARG. The delivery organization will send a message to the 309 AMARG/OB, MAJCOM/AVDO, AFMC/A4MM, and AF AVDO stating the name, office symbol, and telephone number of the 309 AMARG action officer who coordinated the delivery date.

5.13.7. (AFMC) 309 AMARG/OB will inform the Weapon System Program Manager of the coordinated delivery date within 2 business days after the delivery date is coordinated. Also supply the command, MDS, tail number, and project number.

5.14. Command AVDO will:

5.14. (AFMC) Also comply with AFI 16-402, [paragraph 5.6.](#) and other paragraphs directing the MAJCOM or Command AVDO.

5.14.1. Submit aerospace vehicle transfer and disposition requests on the aircraft disposition website (<https://www.acdisposition.hq.af.mil/>). Submit the request as soon as possible, but no later than 30 days before the required delivery date.

5.14.1.1. Notify the Weapon System PM prior to submitting a disposition request to, within, or from the inactive inventory.

5.14.2. Distribute approved AF Forms 913s to all affected offices.

5.14.3. Monitor the distribution of aerospace vehicles within the command.

5.14.4. Monitor aerospace vehicle reassignments.

5.15. Unit AVDO will:

5.15. (AFMC) AFMC units and organizations with assigned, possessed, or held AVs will designate a primary and alternate AVDO.

5.15.1. Coordinate with the persons responsible for preparing the reports required by AFI 21-103 on all transfers of aerospace vehicles.

5.15.2. Coordinate input schedule of excess aircraft with the 309 AMARG and provide agreed upon schedule to MAJCOM AVDO.

5.15.2. (AFMC) Also provide the agreed upon input schedule to the Weapon System Program Manager. Additionally, provide HQ AFMC/A4M (AFMC AVDO) electronic copies of all AFMC AV fleet assignment or possession documents (e.g. assignment

directives, termination messages, transfer messages, allocation documents, DD-1149, DD-250, etc.). Provide HQ AFMC/A3F (AFMC AV Fleet Management) the same copies unless excepted under **paragraph 6.5.** of this supplement.

5.15.3. Prepare and distribute DD Forms 1149, *Requisition and Invoice/Shipping Document*. Obtain the signature of aerospace vehicle delivery personnel and distribute documents pursuant to AFI 21-103.

5.15.4. Ensure the maintenance group commander (or equivalent) certifies each transferred aerospace vehicle for condition, completeness of equipment (to include aerospace vehicle Data Plate), and serviceability (see Technical Order (T.O.) 00-20-1, *Aerospace Equipment Maintenance Inspection, Documentation, Policies, and Procedures* and AFI 21-103). Any equipment that has been removed from the aircraft must be documented on AFTO Form 781A in accordance with T.O. 00-20-1.

5.15.5. Two weeks prior to scheduled arrival of an aerospace vehicle to 309 AMARG, coordinate with 309 AMARG/OBW and 309 AMARG AVDO to provide a listing of classified and nuclear weapons related materiel equipment installed on the aircraft, based on the current configuration. Additionally, provide the delivery configuration and equipment on the aircraft to 309 AMARG.

5.15.6. Ensure the delivery personnel provides 309 AMARG, 578 Storage and Disposal Squadron, Receiving Section an AFTO Form 290, *Aerospace Vehicle Delivery Receipt* and all accompanying documentation from the releasing organization and confirm classified and nuclear weapons related materiel equipment status IAW T.O. 00-20-1 Chapter 9.2.

5.15.7. **(Added-AFMC)** Provide contact information IAW **paragraph 5.6.6.3.** of this supplement to HQ AFMC/A4M (AFMC AVDO), through chain of command O-6/civilian equivalent.

5.15.8. **(Added-AFMC)** Provide HQ AFMC/A4M (AFMC AVDO) and HQ AFMC/A3F (AFMC AV Fleet Management) electronic copies of all AFMC AV fleet assignment, possession change, or possession purpose code change documents, unless excepted under **paragraph 6.5.** of this supplement.

5.15.9. **(Added-AFMC)** Be trained to complete the duties listed in this supplement and other applicable publication series.

5.16. Contractors will:

5.16.1. IAW Defense Federal Acquisition Regulation Supplement (DFARS), Appendix F, Part 4, 401(b), distribute DD Form 250, Material Inspection and Receiving Report, on shipments of new production aircraft and missiles, to AF AVDO.

5.17. **(Added-AFMC)** AFMC Director of Air, Space and Information Operations (HQ AFMC/A3) will:

5.17.1. **(Added-AFMC)** Be OPR to coordinate and implement MAJCOM-level policy, direction and guidance for AFMC AV Fleet Management.

5.17.2. **(Added-AFMC)** Chair the AFMC AV Fleet Board and render decisions on Fleet Board submissions.

5.17.3. **(Added-AFMC)** Delegation. HQ AFMC/A3 delegates AFMC AV Fleet Management OPR duties and decisions to the AFMC Test and Evaluation Division Chief (HQ AFMC/A3F), except when directorate-level approval is required.

5.17.3.1. **(Added-AFMC)** The HQ AFMC/A3F AFMC AV Fleet Management function supports and implements OPR duties, under the authority of the AFMC Test and Evaluation Division Chief (HQ AFMC/A3F).

5.17.3.2. **(Added-AFMC)** HQ AFMC/A3F coordinates and implements MAJCOM-level actions related to AFMC AV force planning. For AFMC AVs programmed under PEC 0605807F, AFMC T&E Panel will coordinate directly with HQ AFMC/A3F. For AFMC AVs programmed under other PECs, the affected Program Office or organization will coordinate directly with HQ AFMC/A3F.

5.18. **(Added-AFMC)** AFMC Director of Strategic Plans, Programs, Requirements and Assessments (HQ AFMC/A5/8/9) will:

5.18.1. **(Added-AFMC)** Be OPR to implement MAJCOM-level actions for AV requirements and programming applicable to AFMC, to include POM and Program Changes.

5.19. **(Added-AFMC)** AFMC Centers with AVs assigned, possessed or held will: **(T-2)**.

5.19.1. **(Added-AFMC)** Participate directly in AV gain, loss, or transfer coordinations with HQ AFMC when Numbered Air Force-level interactions apply in other MAJCOMS, unless specified otherwise in this publication. Center units and organizations will inform Center leadership of all AV gain, loss, or transfer coordinations.

5.19.2. **(Added-AFMC)** Ensure PEO decisions that impact the AFMC AV Fleet are coordinated with HQ AFMC prior to implementation.

5.19.3. **(Added-AFMC)** Appoint and train a primary and alternate AVDO within each Wing or 2-letter directorate where AVs are assigned, possessed, or held. In this context AFMC policy is that AFLCMC PEOs are viewed as Wing Commander equivalents.

5.19.4. **(Added-AFMC)** Submit an AVDO roster to HQ AFMC/A4M (AFMC AVDO) and HQ AFMC/A3F (AFMC AV Fleet Management) annually. Submit electronic copies, including Name, Rank (or Civilian Grade), DSN and Commercial Phone, E-mail ID, Unit, Office Symbol and list of all organizations covered. Submit interim updates, by e-mail, whenever changes occur.

5.19.5. **(Added-AFMC)** Notify HQ AFMC/A3F (AFMC AV Fleet Management) and HQ AFMC/A4M (AFMC AVDO and respective MD maintenance managers) for any matters that may impact the operations, maintenance, sustainment or life cycles of AFMC assigned, possessed, owned, leased or otherwise AFMC-held AVs.

5.19.6. **(Added-AFMC)** Support planning and dispositioning of AFMC AVs, to include, but not limited to: assignment, possession and transfer gains, losses, retirements, leases, sales, and disposals. Provide details concerning any known or potential follow-on users for AFMC excess AVs.

5.19.7. **(Added-AFMC)** Coordinate with HQ AFMC/A30/X prior to moving or deploying AFMC assigned, possessed, or otherwise held AVs OCONUS IAW AFMCI 11-

207, *AFMC Close Watch Mission Monitoring*. HQ AFMC/A3O/X will coordinate OCONUS movements with HQ AFMC/A3F, HQ AFMC/A3V, and HQ AFMC/A4M, as required.

Section E (Added-AFMC)—Additional AFMC Fleet Management Policy, Direction and Guidance.

6. (Added-AFMC) AFMC AV and Fleet Management Policy, Direction and Guidance.

6.1. (Added-AFMC) AFMC units and organizations authorized to have AVs assigned, possessed or otherwise held will support HQ AFMC in meeting its MAJCOM-level oversight obligations, including, but not limited to:

6.1.1. (Added-AFMC) Maintaining situational awareness of current fleet makeup.

6.1.2. (Added-AFMC) Planning for future requirements.

6.1.3. (Added-AFMC) Ensuring proper accident accountability.

6.1.4. (Added-AFMC) Adequately addressing all other AFMC impacts and liabilities.

6.2. (Added-AFMC) The following AFMC AV fleet management activities require AFMC AV Fleet Board decisions prior to implementation:

6.2.1. (Added-AFMC) AFMC AV assignment gains, losses and transfers.

6.2.2. (Added-AFMC) AFMC AV purchases, sales, or leases even if not assigned in active or inactive USAF inventory.

6.2.3. (Added-AFMC) Gains, losses or transfers of other AVs held by AFMC (contractor owned/government operated, foreign government loans to AFMC, etc.).

6.3. (Added-AFMC) Reference [paragraph 6.6](#) of this supplement for top-level AV assignment guidance.

6.4. (Added-AFMC) Reference [paragraph 6.7](#) of this supplement for top-level AV possession guidance.

6.5. (Added-AFMC) Fleet Management and AFMC AV Fleet Board Exceptions. The following AV matters are routinely excepted from HQ AFMC AV Fleet Management and AFMC AV Fleet Board requirements. **Note:** Some paragraphs contain additional caveats that eliminate the exceptions. Other AFI 16-402 and publication series requirements still apply to excepted AVs.

6.5.1. (Added-AFMC) Guided missiles in FSC 1410 (including cruise missiles), IAW AFI 16-402 [paragraph 1.1.3](#) and Space systems (Boosters, Satellites/Upper Stages, and Missiles), IAW AFI 16-402 [paragraph 1.1.4](#). “X” prefix (Experimental) and “Y” prefix (Prototype) systems are NOT excepted.

6.5.1.1. (Added-AFMC) AFMC Air-to-Air Missile Utilization. Test air-to-air missiles are not covered by AFI 16-402 or AFI 21-103 for assignment or possession change purposes. Apply guiding publications, including but not limited to: AFI 11-212, *Munitions Requirements for Aircrew Training*, AFI 21-200, *Munitions and Missile Maintenance Management*, and AFI 21-201, *Munitions Management*.

6.5.2. **(Added-AFMC)** MRAP family of vehicles, IAW AFI 16-402 [paragraph 1.1.5](#).

6.5.3. **(Added-AFMC)** AVs assigned or possessed by AFMC purely for pass-through depot overhaul, repair, or airframe system/component modification/upgrade work (organic or contracted) IAW [paragraph 4.4.2](#) of this supplement.

6.5.4. **(Added-AFMC)** AVs gained to AFMC only for the purpose of storage by 309 AMARG. AFMC AVs stored in AMARG, or elsewhere, that AFMC has not declared excess are NOT excepted. Reference [paragraph 4.5](#) of this supplement for guidance on excess AVs.

6.5.5. **(Added-AFMC)** AVs being removed from AMARG for use by non-AFMC organization, as approved by HAF. AVs that would require AFMC assignment or possession are NOT excepted.

6.5.6. **(Added-AFMC)** Unmanned, autonomous or remotely piloted/controlled AVs outside active or inactive AF Inventory being used solely for capabilities analysis. "X" prefix (Experimental) and "Y" prefix (Prototype) AVs are NOT excepted.

6.5.7. **(Added-AFMC)** Foreign Military Sales (FMS) cases, overseen by SAF/IA and/or worked through the AFSAC Directorate of AFLCMC. AVs that must remain in USAF inventory, assigned or possessed by AFMC for other than pass-through purposes, are NOT excepted (e.g. AVs that would remain in AFMC inventory while employed). Apply [paragraph 5.5.1](#) of this supplement.

6.5.8. **(Added-AFMC)** AVs assigned and possessed within AFMC only for the purpose of Aircraft Battle Damage Repair (ABDR). AFSC/LGPM (ABDR Program) will coordinate with HQ AFMC/A3F (AFMC AV Fleet Management) and HQ AFMC/A4M (AFMC AVDO) for all AFMC gains, losses and transfers of ABDR AVs that AF/A4LM deems appropriate to retain in AF inventory. AFSC/LGPM manages the ABDR program primarily IAW AFMCI 10-202, *Aircraft Battle Damage Repair Forces*, and T.O. 1-1H-39, *Aircraft Battle Damage Repair General Technical Manual*.

6.5.9. **(Added-AFMC)** Short-term, temporary AFI 21-103-directed possession purpose code changes that occur while AVs are engaged in maintenance, modification, equipment installations, or damage repairs, etc. Possession purpose code changes that permanently replace the code primarily associated with the original AFMC possession purpose are NOT excepted.

6.6. **(Added-AFMC) Assignments.** Unless excepted under [paragraph 6.5](#) of this supplement HQ AFMC/A3 must approve AFMC AV assignments and transfers within AFMC or between AFMC and other commands or organizations. AVDOs are not assignment approval authorities. Assignment change actions require AFMC AV Fleet Board (and potentially AF/A4) approval before implementation. Reference [paragraph 7](#) of this supplement.

6.6.1. **(Added-AFMC)** AVs that Centers request to be assigned within AFMC will normally be REMIS coded as assigned to an AFTC wing. When AFTC assignment is not appropriate, Centers will coordinate intentions through the AFMC AV Fleet Board process. Assignment (or, when applicable, held-status) should be to the most appropriate two-letter

organization associated with the respective MDS, non-MDS AV, or AV mission. Manage these AVs at no lower than the three-letter level. **(T-2)**.

6.6.2. **(Added-AFMC)** When a suitable wing organizational structure does not exist in an AFMC organization approved to have AVs assigned or held, coordinate through HQ AFMC/A3F for approval of an organization that will be assigned (or will hold) the AVs. Apply [paragraph 5.6.6.6](#) of this supplement **(T-2)**.

6.6.3. **(Added-AFMC)** New Acquisition AVs Being Assigned Into AFMC.

6.6.3.1. **(Added-AFMC)** When AFMC will take assignments of new acquisition AVs, the respective AV program office will coordinate planning with HQ AFMC, lead command, HAF programmers, applicable contractors, etc. AFMC AV Fleet Boards will render HQ AFMC decisions related to these assignments.

6.6.3.2. **(Added-AFMC)** HQ AFMC/A4M (AF AVDO) gains applicable AVs into the USAF inventory after they have been accepted for the USAF by Defense Contract Management Agency (DCMA), via Form DD-250 or Wide Area Workflow (WAWF). HQ AFMC/A3F (AFMC AV Fleet Management) and HQ AFMC/A4M (AFMC AVDO) will coordinate with AF AVDO to receive copies of assignment directives and to support AF Form 913s for these AVs, IAW this publication.

6.7. **(Added-AFMC) AFMC AV Possession-Only Transfers (A.K.A. “Loans”).** HQ AFMC/A3 delegates approval authority for AV possession transfers and loan extension requests to HQ AFMC/A3F. HQ AFMC/A3F delegates approval authority for possession transfers into and between AFTC wings, not to exceed nine months, to AFTC Wing Commanders (reference [paragraph 6.7.6](#) of this supplement for allowances). HQ AFMC/A3 must approve AFMC AV loans to non-AFMC commands or organizations. AVDOs are not possession approval authorities. AVDOs will only implement approved possession change actions. Submit loan request packages, in coordination with affected AVDOs, to the approval authority listed previously in this paragraph using [Attachment 10. AFMC AEROSPACE VEHICLE LOAN REQUEST FORMAT](#) of this supplement. Staff requests requiring HQ AFMC approval through the most appropriate O-6/civilian equivalent to HQ AFMC/A3F. Loans will not be in force until they are governed by an approved agreement (see [paragraph 6.9](#) of this supplement). Possession-only loans are not required to go through the Fleet Board process for approval unless directed by HQ AFMC/A3. **(T-2)**.

6.7.1. **(Added-AFMC)** AVs that Centers request to be possession-only transferred into AFMC will normally be documented in MIS as possessed by an AFTC wing. When AFTC possession is not appropriate, Centers will coordinate intentions through HQ AFMC/A3F/A4M. Possession or held-status should be documented against the most appropriate two-letter organization associated with the respective MDS, non-MDS AV, or AV mission. Manage these AVs at no lower than the three-letter level. **(T-2)**. Centers will coordinate planning with the respective organization prior to submitting possession requests to HQ AFMC/A3F/A4M. **Note:** Under some circumstances, AFLCMC-assigned AVs can be possessed by other organizations, typically within AFSC ALCs.

6.7.2. **(Added-AFMC)** When a suitable wing organizational structure does not exist in any AFMC organization approved to have AVs possessed or held, coordinate through HQ

AFMC/A3F for approval of an organization that will possess or will hold the AVs. Apply [paragraph 5.6.6.6](#) of this supplement. **(T-2)**.

6.7.3. **(Added-AFMC)** Submit possession transfer requests to the appropriate approval authority from the most appropriate O-6/civilian equivalent organization (normally Operations Group) using the format in [Attachment 10](#) of this supplement. Coordinate requests requiring MAJCOM approval through the respective wing commander/equivalent. Submit requests as soon as practical, not later than 90 days prior to the need date. In rare situations (e.g. short-notice test or test support requirements) this timing requirement may be reduced. **(T-3)**.

6.7.4. **(Added-AFMC)** AFMC Loan Extension Requests (For Loans Not to Exceed 9 Months). Coordinate agreement for loan extensions between the borrowing and loaning organizations before submitting the extension request for approval. Reference AFI 16-402 [paragraph 4.4](#) on possession-only transfers. Contact HQ AFMC/A3F for planning assistance, if required.

6.7.4.1. **(Added-AFMC)** AVs Loaned to AFMC. AFTC wing commanders may approve loan extensions that will not exceed the nine month limit. Other AFMC organizations will request HQ AFMC approval through their most appropriate O-6/civilian equivalent.

6.7.5. **(Added-AFMC)** AFMC Loans Exceeding Nine Months. This paragraph applies to loans originally planned for over nine months as well as to loan extensions that will result in the possession exceeding nine months (reference AFI 16-402 [paragraph 4.4](#)). Request loan extensions for the longest period of foreseeable need. AFMC intent is to request an AFI 16-402 loan length waiver only once.

6.7.5.1. **(Added-AFMC)** Approval Coordination. Notify HQ AFMC/A3F as soon as it appears that an existing or planned loan will exceed nine months. AFMC organizations will coordinate through their respective chain of command in sufficient time so that HQ AFMC/A3F receives the waiver request not later than two months prior to the need date. This allows time for cross-MAJCOM coordination and HAF approval. HQ AFMC/A3F will submit the request through loaning and lead command to AF/A4LM for HAF approval. The following paragraphs combine HQ AFMC intent and AF/A4LM guidance regarding documentation requirements:

6.7.5.1.1. **(Added-AFMC)** If it is apparent during test planning that a loan will exceed nine months, begin the loan request process with an AFI 16-402 [paragraph 4.4](#) waiver request.

6.7.5.1.2. **(Added-AFMC)** Include evidence of agreement among loaning and borrowing wing/equivalent, and if applicable, Program Offices and Test organizations. When approved documents are not yet available, provide copies of e-mails or memos showing a minimum of O-6/civilian equivalent-level agreement from those authorized to make the final approvals. This evidence must:

6.7.5.1.2.1. **(Added-AFMC)** Clearly indicate whether or not the loaning organization concurs with the loan extension. Also indicate if the loaning wing forecasts negative mission impacts resulting from a loan extension, or if it may require MAJCOM involvement before agreeing to the extension.

6.7.5.1.2.2. **(Added-AFMC)** Indicate whether or not there is a NDAA MOA requirement (active component use of Guard or Reserve assets). If a potential NDAA requirement exists, discuss it with HQ AFMC/A3F as soon as possible. This may significantly extend the timeframe needed for approval. See AFI 16-402 [paragraph 4.4.4](#).

6.7.5.1.2.3. **(Added-AFMC)** Include the approximate timeframe for the events driving the loan extension request.

6.7.5.1.2.4. **(Added-AFMC)** State why AFMC is not assigned the required AV(s). This info should be clear as to whether AFMC has considered POMing for permanent assignment of the AV(s) or is planning to request them in the future (i.e. is this loan just to “tide AFMC over” while an assignment is pursued?).

6.7.5.1.2.5. **(Added-AFMC)** Include supporting documentation on the circumstances leading to the waiver request (e.g. test delays, equipment delays/failures, etc.).

6.7.5.1.3. **(Added-AFMC)** Include evidence of agreement from the loaning MAJCOM. HQ AFMC expectation is that the loaning organization will procure pre-approval from its MAJCOM before HQ AFMC coordinates with that MAJCOM.

6.7.5.1.4. **(Added-AFMC)** A copy of the currently approved agreement for the possession. Include any approved addendums.

6.7.5.1.5. **(Added-AFMC)** Either a signed addendum to the original agreement or a new agreement documenting the revised loan terms and termination date. **Note:** This indicates subordinate-level loan extension agreement but does not yet qualify as MAJCOM or USAF-level approval.

6.7.5.1.6. **(Added-AFMC)** HQ AFMC/A3F will coordinate with other HQ AFMC directorates and Centers as required and submit the request to AF/A4LM no later than one month prior to the nine-month limit. AFMC will defer to other MAJCOMS if they desire to submit the waiver to HAF.

6.7.5.1.7. **(Added-AFMC)** HQ AFMC/A3F will coordinate with the loaning MAJCOM to affirm the subordinate-level agreement is suitable prior to submission to HAF (may also need approval from lead command, if lead and loaning MAJCOM are different).

6.7.5.1.8. **(Added-AFMC)** HQ AFMC/A3F will submit the coordinated package to AF/A4LM for HAF three letter approval. HQ AFMC/A3F will Cc the loaning MAJCOM, lead command (if required), and the loaning and borrowing units. The package to HAF will normally include:

6.7.5.1.8.1. **(Added-AFMC)** A memorandum, from HQ AFMC/A3F to AF/A4LM, requesting an AFI 16-402 waiver for the possession loan, specifying the revised loan terms and duration.

6.7.5.1.8.2. **(Added-AFMC)** The evidence submitted by all affected organizations.

6.7.5.1.8.3. **(Added-AFMC)** The HQ AFMC/A3F Division Chief as the HQ AFMC signatory.

6.7.5.2. **(Added-AFMC)** Approval Coordination for Loans to Cover a Period of Programmed Depot Maintenance or Depot Level Modification. AFMC organizations will specify whether a possession-only loan request is to backfill a Programmed Depot Maintenance or depot level modification, as referenced in AFI 16-402 **paragraph 4.4.1**. HQ AFMC/A3F will notify AF/A4LM. These AVs cannot be used for other purposes without advance approval from HQ AFMC/A3F and HQ AFMC coordination with AF/A4LM.

6.7.6. **(Added-AFMC)** AFMC Allowances for AV Loans Into and Between AFTC Wings.

6.7.6.1. **(Added-AFMC)** The respective AFTC Wing Commander approves loan agreements, unless higher authority is required, such as in the following situations:

6.7.6.1.1. **(Added-AFMC)** A Numbered Air Force-level approval is sought by the non-AFMC organization. Elevate the request to the Center Commander.

6.7.6.1.2. **(Added-AFMC)** A MAJCOM or organization requires a higher level of rank equivalence for the approval. Elevate to the level requested.

6.7.6.1.3. **(Added-AFMC)** A DoD or USAF publication requires higher level approval for any matter integral to the loan. Elevate to the level required.

6.7.6.1.4. **(Added-AFMC)** The loan is planned to go over nine months. Apply **paragraph 6.7.5** of this supplement.

6.7.6.1.5. **(Added-AFMC)** The loan involves National Guard Bureau (NGB) or Air Force Reserve Command (AFRC) AVs and AFI 16-402 **paragraph 4.4.4**. allowances cannot be met. Apply **paragraph 4.4.4** of this supplement.

6.7.6.2. **(Added-AFMC)** Wing commanders will notify HQ AFMC/A3F/A4M using **Attachment 10** of this supplement. prior to approving the loan.

6.8. **(Added-AFMC) AV Purchase, Sale, Lease and Other Held-Method Approvals.** Coordinate requests for gaining, losing or transferring AVs not within USAF active or inactive inventory through HQ AFMC/A3F for HQ AFMC/A3 approval.

6.9. **(Added-AFMC) Memorandum of Agreement (MOA) and Memorandum of Understanding (MOU) Requirements and Procedures.**

6.9.1. **(Added-AFMC)** Requirements. Possession-only AV transfers into, or out of, AFMC must be governed by an approved agreement (MOA or MOU). Determine which type document applies IAW the intent of AFI 25-201, *Intra-Service, Intra-Agency, And Inter-Agency Support Agreements Procedures*.

6.9.1.1. **(Added-AFMC)** Construct agreements using **Attachment 9 AFMC AEROSPACE VEHICLE MOA/MOU CONTENT AND FORMAT** of this supplement as a starting point. Another MAJCOM template may be used if all AFMC requirements are documented in the final agreement. For loans of Reserve Component AVs into AFMC apply AFI 16-402 **paragraph 4.4.4** and AFI 16-402 **Attachment 8** and **paragraph 4.4.4** of this supplement. Also apply appropriate content from other

official publications and technical orders including, but not limited to, AFI 21-101 *Aircraft and Equipment Maintenance Management*, AFI 21-103 *Equipment Inventory, Status And Utilization Reporting*, and AFMC supplements to such publications.

6.9.1.2. **(Added-AFMC)** In addition, apply the following:

6.9.1.2.1. **(Added-AFMC)** Address AFMC and other organization life cycle obligations associated with the AV loan and intended usage.

6.9.1.2.2. **(Added-AFMC)** All AV agreements, regardless of starting template, must address the applicable responsibilities listed in **Attachment 9 paragraph 7** of this supplement. Other responsibilities may be added, if required.

6.9.1.2.3. **(Added-AFMC)** Ensure the highest level signatory officials are adequate to authorize the entire MOA/MOU content.

6.9.1.2.4. **(Added-AFMC)** AFMC intent is that the assigned organization will cover costs for Depot Programmed Equipment Maintenance (DPEM) and Programmed Depot Maintenance (PDM) during the loan period. Contact HQ AFMC/A3F for guidance if an exception is required.

6.9.1.2.5. **(Added-AFMC)** Address relevant OPR and OCR organizational roles and responsibilities which are not explicitly or adequately documented elsewhere. Content may include, but is not limited to: manpower/personnel, flight operations, operations scheduling, operations support, interfly agreements, standardization and evaluation, acquisition program offices, system program offices, sustainment program offices, crew complement, test planning and scheduling, test engineering, test parameters, test equipment, maintenance, line replacement items, depot-level repairables, maintenance scheduling, supply, logistics, plans, programs and requirements, communications, installation, airfield, air traffic control, financial management, funding and other resourcing (percentages as may be allocated between multiple commands/agencies), legal, contracting, contractor(s)/other organization(s) supporting the governed activities, ground operations, instrumentation, support equipment, training, AVDO possession changes and reports, AV fleet management factors, AV flying hours funding and reporting, AV modifications, air-worthiness, prohibitions, flight safety, ground safety, public affairs, ultimate disposition obligations should the AV become unusable while in AFMC possession, AV security, program security.

6.9.1.3. **(Added-AFMC)** AFMC encourages wing/equivalent organizations to pursue AV-related agreements that address broad, multi-organizational support and time-frames (A.K.A. overarching MOAs). AFMC intends these overarching MOAs to reduce per-loan workload. Coordinate overarching MOAs through HQ AFMC/A3F for MAJCOM-level review prior to final approval.

6.9.1.3.1. **(Added-AFMC)** However, since each individual possession may have unique parameters, overarching agreements are typically not detailed enough to address all requirements. Wings/equivalents will coordinate an addendum attachment to the overarching agreement for each specific loan purpose and time period (may be a single or set of AVs). Each addendum attachment will include the parameters that must be agreed to for the specific loan purpose and time period

that are not covered in sufficient detail in the overarching MOA. Elevate addendum attachments that conflict with the overarching MOA to the affected signatories for approval. Coordinate with HQ AFMC/A3F for an exception if the overarching MOA negates the need for addendum attachments.

6.9.1.3.2. **(Added-AFMC)** AFTC wing commanders may allow Group commanders to approve these addendum attachments.

6.9.1.4. **(Added-AFMC)** In rare circumstances planned loan AVs may be relocated before all AV possession coordinations have been completed and before the MOA has been signed. HQ AFMC/A3F approval is required for any such AV relocation. However, the MOA will be signed prior to the gaining or losing organization working on or operating (other than relocating) any loaned AV. In accordance with AFI 21-103 intent, ensure the MOA has been reviewed and approved by the AFMC AVDO prior to the actual AV possession transfer. **(T-2)**.

6.9.2. **(Added-AFMC)** Draft Agreement Coordination. Mark all agreements as “DRAFT ONLY” until signed by the last of the required signatories.

6.9.2.1. **(Added-AFMC)** The AFMC organization gaining or losing possession will normally lead the agreement drafting and coordination process.

6.9.2.2. **(Added-AFMC)** Reference, but do not duplicate, information in agreements that is already more appropriately documented elsewhere (e.g. test plans, engineering documents, etc.).

6.9.2.3. **(Added-AFMC)** HQ AFMC/A3F is OPR for agreements that require MAJCOM-level coordination and approval. HQ AFMC/A3F will specifically address AFMC AV Fleet Management and AFMC Flying Hour Program and T&E Policy content. HQ AFMC/A3F will coordinate with OCR organizations, including: HQ AFMC/A3 divisions, HQ AFMC/A4 and, as required, HQ AFMC/A1/A5/8/9/EN/FM/JA/PK/SE, and other required AFMC organizations, MAJCOMS, etc.

6.9.3. **(Added-AFMC)** Agreement Coordination and Approval.

6.9.3.1. **(Added-AFMC)** Coordination. Agreements requiring HQ AFMC formal coordination or approval will be staffed as complete documents with evidence of wing/equivalent approval (normally submit as pre-signature, in case changes must be directed from MAJCOM-level). Contact HQ AFMC/A3F AOs prior to entering the formal coordination cycle to address policy gaps or when published guidance is unclear.

6.9.3.2. **(Added-AFMC)** Approval Authorities. Final approval authority lies with the possession transfer authority given in [paragraph 6.7](#) of this supplement. Agreements will always be approved and signed at least by the wing/equivalent level. A higher level final approval authority is required when:

6.9.3.2.1. **(Added-AFMC)** A higher authority is required by another publication or technical order for content specified in the agreement.

6.9.3.2.2. **(Added-AFMC)** MAJCOM-level signature rank equivalence is demanded by another MAJCOM.

6.9.3.2.3. **(Added-AFMC)** A “HQ AFMC” signature is required to authorize or approve content in the agreement. The HQ AFMC/A3F Division Chief or Deputy (three letter) will normally provide the O-6/civilian equivalent level signature. The HQ AFMC/A3 Director or Deputy will provide the signature when a Directorate-level authorization is required.

6.9.3.3. **(Added-AFMC)** Additional Signatories.

6.9.3.3.1. **(Added-AFMC)** The MD Program Manager will sign the agreement, except when the possession change is not required for programmatic support. This signature will be gathered by the drafting organization prior to reaching the final approval authority.

6.9.3.3.2. **(Added-AFMC)** Other HQ AFMC directorates or organizations will sign if required by another publication or technical order for content specified in the agreement. HQ AFMC/A3F will coordinate for these signatures.

6.9.3.4. **(Added-AFMC)** Agreement Reviews and Updates. These agreements will expire three years from the date of the last signature, unless a shorter duration is specified in the agreement. AFMC encourages re-approving long-term agreements if they are still appropriate. HQ AFMC/A3F will publish an annual data call for all active agreements and their review status to coincide with the Fleet Board. For agreements with an intended duration of longer than one year, the following applies:

6.9.3.4.1. **(Added-AFMC)** Annual Review. The AFMC organization responsible for drafting the agreement (reference [paragraph 6.9.2.1](#) of this supplement) will lead an annual review of the agreement. The purpose of this review is to ensure continued accuracy, necessity, and completeness of the agreement. Agreement addendums may suffice instead of rewriting the entire agreement. This review and any required updates will be documented in the electronic agreement repository referenced in [paragraph 6.10](#) of this supplement.

6.9.3.4.2. **(Added-AFMC)** Agreement Re-Approval. Agreements intended to remain in force will be re-approved not later than two months prior to expiration. An addendum by new signatories will suffice when agreement content is not substantially changed. If an addendum is insufficient coordinate a new agreement. This re-approved agreement will be documented in the electronic agreement repository referenced in [paragraph 6.10](#) of this supplement.

6.9.4. **(Added-AFMC)** Additional Loan Considerations.

6.9.4.1. **(Added-AFMC)** Flying hours must be funded in order for AFMC to accomplish tests involving AV flights. In general, AFMC does not use another MAJCOM's baseline flying hours to perform tests. The MAJCOM requesting AFMC to conduct test flights normally POMs for “test” hours. Program offices requesting AFMC to conduct test flights typically supply funding for the hours flown. If a situation appears to dictate otherwise, contact AFTC/XP-OL for guidance.

6.9.4.1.1. **(Added-AFMC)** IAW AFI 21-103, loan agreements must address flying hour reporting to HQ AFMC and AF/A3O. Unless a non-standard situation applies include a statement at an appropriate place in the agreement to the following

effect: “The loaning MAJCOM will report flying hours used for test to HAF, including when AFMC has possession of the AV. AFMC organizations will report all other hours flown on possessed AVs to HQ AFMC.”

6.9.4.2. **(Added-AFMC)** Loan agreements will ensure there are Centralized Asset Management (CAM) supply and fuel accounts set up to cover Cost Per Flying Hour expenses.

6.9.4.3. **(Added-AFMC)** AFMC intent for loaner AV component failure during possession is to share the cost risk appropriately between loaning and borrowing organizations.

6.9.4.3.1. **(Added-AFMC)** The loaning organization is responsible to pay charges for components that might be expected to break, fail, wear out, or be damaged on any given flight (i.e. normal wear and tear).

6.9.4.3.2. **(Added-AFMC)** The organization with possession at the time of an incident is responsible to pay charges for components that break, fail, wear out, or are damaged due to negligence or improperly followed procedures.

6.9.4.3.3. **(Added-AFMC)** Programs are responsible to pay charges for components that break, fail, wear out, or are damaged due to the system under test or as a result of the purpose of the test (e.g. a test in which a component is cycled repeatedly so as to determine failure rates.).

6.9.4.3.4. **(Added-AFMC)** The following statement will be included in the [Attachment 9](#) loan agreement: “The loaning organization is responsible to pay charges for components that might be expected to break, fail, wear out, or be damaged on any given flight (i.e. normal wear and tear) The organization with possession at the time of an incident is responsible to pay charges for components that break, fail, wear out, or are damaged due to negligence or improperly followed procedures. Programs are responsible to pay charges for components that break, fail, wear out, or are damaged due to the system under test or as a result of the purpose of the test.”

6.10. **(Added-AFMC) Agreement Repositories.** Each Wing/equivalent will provide continuous access to all in-force AFMC-related AV agreements in an electronic repository. The Wing/equivalent OPR for each agreement will ensure that a current copy of the agreement (including any current amendments) exists in the repository. If an organization cannot access the repository, the OPR will provide a copy of the signed agreement on request. See [Attachment 9, Note 6](#), of this supplement for the agreement naming convention. Name addendums using the same convention, adding “Addendum 1, 2, etc.” to the filename.

6.11. **(Added-AFMC) Contractual or Bailment Procedures.** When providing AFMC inventory AVs (or applicable AV components) to other authorized organizations as Government Furnished Equipment (GFE), use contractual or bailment procedures. Accomplish bailments IAW this publication and current DoD and USAF bailment guidance.

6.11.1. **(Added-AFMC)** Bailment AVs (or components) remain government property and USAF inventory. Physical possession by a contractor does not eliminate AFMC’s military assignment or AFI 21-103 possession obligations. All standard AF inventory

AV's that are bailed by AFMC to other organizations will remain reflected in MIS as assigned to, and possessed by, an authorized AFMC organization IAW AFI 21-103 paragraph 2.1.1. This will be the AFLCMC two letter organization responsible for the respective MDS. The responsible AFLCMC PM's three letter organization will manage the bailment usage until the next disposition is implemented. (T-2).

6.11.2. **(Added-AFMC)** AFMC Centers will coordinate bailment requests through Center legal, Center contracting and AFMC/A3V prior to seeking approval. AFMC intent is that each bailment has either been approved as a result of a government contract competition or can be implemented without a government contract competition. A bailment agreement may be entered into without compensation unless otherwise directed. However, see DoDI 4140, para. 6.2.2. which requires the assessment of costs in a bailment to a prospective supplier under the DoD Replenishment Parts Purchase or Borrow (DoD RPPOB) Program. A bailment without compensation to the bailor imposes a high duty of care on the bailee. Different rules apply to loans between military departments. Bailments of equipment to non-federal entities for consideration other than cash (bartering) require recording of due-in receivable which matches the fiscal year in which the entitlement is earned. Reporting to the cognizant comptroller for recording is mandatory in such cases. Coordinate with affected legal, contracting, and financial management organizations before entering into a bailment.

6.11.3. **(Added-AFMC)** Production Support (i.e. Factory Chase, etc.) AVs. Unless possession-only loans are able to be implemented, Program Offices will use contractual or bailment procedures when providing AVs for production support. Also implement a support agreement (MOA/MOU). Use **Attachment 9** of this supplement to draft an agreement between the program office, applicable USAF logistics organizations, Defense Contract Management Agency (when applicable), and the contractor. Add other MOA signatories appropriate to the scope of the activities being authorized.

6.11.4. **(Added-AFMC)** AFMC Inventory AV GFE Approvals. HQ AFMC/A3 is the approval authority. The responsible Program Office will use the AFMC AV Fleet Board process to submit requests.

6.12. **(Added-AFMC) AFMC-Held AVs Provided to Non-AFMC Organizations.** AFMC-held AVs may be bailed or loaned to other organizations. AFMC remains responsible for accounting and control of these assets through follow-on dispositions. Contact HQ AFMC/A3F for assistance, if required. Utilize the AFMC AV Fleet Board process to submit these requests. If approved, implement though required lease or loan agreements and contractual documents.

6.13. **(Added-AFMC) New MD or MDS Requests.** AFMC organizations seeking a new MD or MDS designation, converting AFMC-owned, leased or otherwise held AVs for use in AFMC's USAF active or inactive inventory will submit the request through the AFMC AV Fleet Board process. Apply AFI 16-401 and be prepared to address lead command obligations and force programming in addition to normal Fleet Board requirements. HQ AFMC/A3F will coordinate AFMC-approved MD and MDS requests with HAF and AFMC/A3V.

6.13.1. **(Added-AFMC)** AFMC organizations seeking MD or MDS designations for AVs not intended for AFMC's USAF inventory will coordinate the request through the respective PEO and HQ AFMC/A4 to HAF for approval.

6.14. **(Added-AFMC) System and Site Access.** HQ AFMC/A3F (AFMC AV Fleet Management), HQ AFMC/A4M (AF AVDO and AFMC AVDO) and other AFMC individuals supporting AV planning and programming shall maintain access to systems and sites required by USAF, and/or AFMC, to perform duties. These systems and sites include, but may not be limited to: the USAF Aircraft Disposition Website, REMIS (normally AVDO-only), LIMS-EV, GCSS AF Data Services, FSDM, PDS, ABIDES, and follow-on systems and sites.

6.15. **(Added-AFMC) AFMC AV Fleet Management Support Meetings.** HQ AFMC/A3F normally hosts monthly AFMC AV Fleet Management Support Meetings, supported by HQ AFMC/A4M/A5/8P. Topics include MAJCOM-level planning and support activities needed for ongoing and projected AV issues. HQ AFMC/A3F will invite other organizations to address specific topics, when required.

6.16. **(Added-AFMC) AFMC AV Disposition Planning.** HQ AFMC does not POM for AV dispositions. AFMC organizations seeking to hold AVs or to gain AV assignments are responsible for arranging disposition funding. Organizations with AVs assigned or held must support the disposition planning. Initiate discussion with HQ AFMC/A4M (Maintenance Management) and HQ AFMC/A3F (AFMC AV Fleet Management) if deviations to the originally intended disposition plan appear likely.

6.16.1. **(Added-AFMC) AFMC AV Termination Processes and Procedures.** AFMC organizations seeking to terminate an AV, unless excepted under [paragraph 6.5](#) of this supplement, will coordinate intent with HQ AFMC/A3F and be prepared to submit the request through the AFMC AV Fleet Board process.

6.16.2. **(Added-AFMC) Follow-on Disposition Planning.** Considerations may not be limited to:

6.16.2.1. **(Added-AFMC) Organizational responsibilities, including funding.** AFMC organizations may seek to charge test and test support customers for disposition funding within legal and fiscal allowances.

6.16.2.2. **(Added-AFMC) Documentation required to implement the disposition (e.g. agreements, contracts, required forms).**

6.16.2.3. **(Added-AFMC) Unplanned dispositions (e.g. due to AV damage or destruction) that may require retire/repair decisions, destroying in place, or transportation to AMARG or other organization.**

6.16.2.4. **(Added-AFMC) Other AFMC mission requirements for the AV, lead-MAJCOM obligations, and force programming.**

7. **(Added-AFMC) AFMC Aerospace Vehicle Fleet Board. (T-2).**

7.1. **(Added-AFMC)** The AFMC Aerospace Vehicle Fleet Board is a MAJCOM-wide general officer forum that supports AFMC/CC intent for proper oversight and an executable vision for the AFMC AV Fleet across Fiscal Years (FYs). The Board provides AFMC its top-level AV planning, programming, and implementation guidance and direction. The AFMC AV Fleet Board also operates in support of the intent of AFMCI 99-601, *AFMC Developmental Test and Evaluation Council*.

7.2. **(Added-AFMC) AFMC AV Fleet Board Implementation.**

7.2.1. **(Added-AFMC)** Provide topic submissions to the AFMC AV Fleet Board regarding AVs that AFMC organizations plan to gain, lose, or transfer across the next Future Years Defense Program (FYDP), unless excepted under [paragraph 6.5](#) of this supplement. The Board provides or denies authorizations to pursue AV gains, losses, and transfers affecting AFMC. Board authority covers AFMC AV assignments, long-term possessions, non-MDS gains and losses, AFMC-internal AV transfers, and any other AFMC inventory AV dispositions.

7.2.1.1. **(Added-AFMC)** The Fleet Board charter is to provide HQ AFMC/A3 the sight-picture needed for proper AFMC AV fleet shaping. Fleet Board decisions should guide AFMC subordinate planning and coordinations with HAF, SAF, and other organizations.

7.2.1.2. **(Added-AFMC)** When AFMC funding applies, AFMC ultimately approves the finances for the fleet through the AFMC and Agile Combat Support POM and annual Test and Evaluation (T&E) Financial Plan (FINPLAN). If AFMC has finances managed by another Service Core Lead, AFMC will submit and advocate through their POM process. AFMC will utilize Fleet Board decisions when prioritizing funding. The Fleet Board will consider requirements placed upon AFMC by non-AFMC organizations (e.g. SAF/AQ). AFMC intent is to support authorized programs within the AV-related resourcing capacities provided to this command.

7.2.2. **(Added-AFMC)** The Annual Fleet Board agenda is primarily intended to shape the fleet force structure for the next FYDP, and specifically addresses:

7.2.2.1. **(Added-AFMC)** Planned AFMC AV fleet changes, including for non-MDS AVs. Common changes include gains, losses, transfers, migration planning, retirements, sales, leases, other dispositions, etc. Fleet changes can be driven by factors such as evolving RDT&E requirements, AFMC fleet efficiency needs, lead command iron flow forecasts, or AFMC fleet migration or refresh needs.

7.2.2.2. **(Added-AFMC)** AFMC activities that support force structure planning at HAF, SAF and within lead commands IAW the intent of AFI 16-402 [paragraph 2.1.2](#).

7.2.2.3. **(Added-AFMC)** The funding forecasts associated with AFMC's organic test and evaluation Program Element Code (PEC).

7.2.2.4. **(Added-AFMC)** Unplanned impacts to AFMC-assigned AVs due to outside organizations, such as Congressional direction or lead command decisions.

7.2.2.5. **(Added-AFMC)** The status of AFMC possession-only loans forecast to exceed nine months.

7.3. **(Added-AFMC) Board Composition.**

7.3.1. **(Added-AFMC)** Primary Board Members. Primary board members provide perspective, understanding, and advice regarding the intersection of fleet management and their specific areas of responsibility. Center commanders are considered primary board members for topics that affect their centers.

7.3.1.1. **(Added-AFMC)** HQ AFMC/A3. HQ AFMC/A3 chairs the Board. HQ AFMC/A3 is the final authority for Board decisions and will prioritize, authorize, or deny requests within the authority of AFMC.

- 7.3.1.2. **(Added-AFMC)** HQ AFMC/A4.
- 7.3.1.3. **(Added-AFMC)** HQ AFMC/A5/8/9.
- 7.3.1.4. **(Added-AFMC)** HQ AFMC/FM.
- 7.3.1.5. **(Added-AFMC)** HQ AFMC/SE.
- 7.3.1.6. **(Added-AFMC)** AFLCMC/CC.
- 7.3.1.7. **(Added-AFMC)** AFRL/CC.
- 7.3.1.8. **(Added-AFMC)** AFSC/CC.
- 7.3.1.9. **(Added-AFMC)** AFTC/CC.
- 7.3.1.10. **(Added-AFMC)** AFTC Test Wing Commanders.
- 7.3.2. **(Added-AFMC)** Supplemental Board Members. These HQ AFMC Directorates and Staff Offices are invited to address functional concerns, as required by the topic:
 - 7.3.2.1. **(Added-AFMC)** HQ AFMC/A1.
 - 7.3.2.2. **(Added-AFMC)** HQ AFMC/EN.
 - 7.3.2.3. **(Added-AFMC)** HQ AFMC/JA.
 - 7.3.2.4. **(Added-AFMC)** HQ AFMC/PK.
- 7.3.3. **(Added-AFMC)** Attendance and Invitational Considerations.
 - 7.3.3.1. **(Added-AFMC)** Primary board members are required to participate, either in-person or by VTC, unless exempted by HQ AFMC/A3. Primary board members may appoint an empowered alternate representative (minimum O-6/civilian equivalent desired), if required. The minimum participants for a decision will be all HQ AFMC primary board members, unless exempted by HQ AFMC/A3.
 - 7.3.3.2. **(Added-AFMC)** Invited Supporting Organizations. Other organizations may be invited or request to attend the Fleet Board. These may include: Other wing commanders/equivalents, Program Managers for MDS types covered in the board agenda, AF/TEP representatives, 413 FTG/CC, the decisional and informational topic briefers, HQ AFMC/HO and NMUSAF. HQ AFMC/HO and NMUSAF have functional oversight of the USAF Heritage Program (including historical AFMC AV possession assets) and benefit from situational attendance. Attendance aids planning for future additions to the USAF Heritage Program and for asset management required by AFI 23-101 and AFI 84-103.
- 7.4. **(Added-AFMC) Board Timing.**
 - 7.4.1. **(Added-AFMC)** In Cycle. HQ AFMC/A3F will coordinate with HQAFMC/A3 to schedule the annual board between August and October of each calendar year (typically not later than the 2nd week of October). This schedule supports decisions affecting the upcoming POM cycle.
 - 7.4.2. **(Added-AFMC)** Out-of-Cycle. In rare circumstances, out-of-cycle boards are permitted for events that must be addressed before the next planned annual board. Example out-of-cycle board requirements include: replacement AVs needed as a result of mishaps

or significant maintenance delays, USAF or AFMC funding reductions, unavoidable program changes, schedule slips or cancellations within acquisition or test programs, emerging test and test support requirements, force structure changes that impact the execution year, and out-of-cycle requirements being levied on AFMC by other authorities.

7.4.2.1. **(Added-AFMC)** Contact HQ AFMC/A3F to request an out-of-cycle Fleet Board as soon as requirements are identified. Organizations should not submit out-of-cycle-board requests that can be addressed at the in-cycle Annual Fleet Board.

7.4.2.2. **(Added-AFMC)** Out-of-cycle boards are typically handled through staffing instead of a physical gathering.

7.5. **(Added-AFMC) Decisional vs. Informational Topics.** Board activity is focused in one of two ways: to render MAJCOM decisions, or to receive information.

7.5.1. **(Added-AFMC) Decisional Topics.** Submit topics for the Board's attention, as decisional, when they are expected to require any MAJCOM-level approvals to pursue aspects. HQ AFMC/A3F can assist in determining whether or not a matter should be presented as a Decisional topic. For topics approved for pursuit, the Board will then direct action and, when AFMC POM is affected, recommend resource prioritization to the AFMC PPBE process. Decisional topics are not limited to:

7.5.1.1. **(Added-AFMC)** Requests for additions/changes to AFMC POM inputs for the affected FYDP.

7.5.1.2. **(Added-AFMC)** Decisions requiring MAJCOM-level interaction with HAF, SAF, other MAJCOMS, and other non-AFMC agencies.

7.5.1.3. **(Added-AFMC)** Changes to AFMC's active inventory force structure, inactive inventory, otherwise held inventory, etc.

7.5.2. **(Added-AFMC) Informational Topics.** Submit AFMC AV fleet-related topics for the Board's attention, as informational, when they do not meet the criteria for "Decisional" presentations. These are Boardable matters that do not yet require MAJCOM-level authorizations or approvals to pursue. Present informational topics as early in the planning process as possible when they require timely MAJCOM-level awareness for future planning, supplying updates, seeking direction or guidance, or coordination beyond the current POM planning period, etc. Though not yet decisional, informational topics may result in Board recommendations for FY-based actions, or they may result in Board direction for coordination, staffing, further research, etc. Informational topics are not limited to:

7.5.2.1. **(Added-AFMC)** AFMC decisions in AV assignments, possessions, transfers and/or dispositions but that do not yet require an AFMC Board authorization to pursue.

7.5.2.2. **(Added-AFMC)** Matters AFMC is required to support, such as AVs for AFMC-supported PEO programs. The Board seeks to fully reconcile AFMC resourcing requirements against those of AFMC-supported PEOs. For these cases, Board deliberations should focus on how to best support, rather than whether to support.

7.5.2.3. **(Added-AFMC)** Issues focused on projected acquisitions/divestitures, needs associated with fleet refresh, or initial or follow-on testing, etc.

7.6. (Added-AFMC) Topic Submission and Presentation.

7.6.1. **(Added-AFMC)** Staff topics through the respective Center Commander.

7.6.2. **(Added-AFMC)** Fleet Board topics that require AFMC resourcing will be briefed with a funding plan. Centers will prioritize these topics within their list of all POM inputs for the applicable FY(s).

7.6.3. **(Added-AFMC)** Develop topics as a coordinated effort between the presenting organization and all affected organizations. Ensure lead command concurrence is obtained whenever required.

7.6.4. **(Added-AFMC)** HQ AFMC/A3F will provide briefing templates, bullet paper templates and other supporting direction in conjunction with scheduling the board.

7.6.5. **(Added-AFMC)** The organization that will primarily be operating or utilizing the AV(s) in question will normally present the topic to the Board. However, AV PM organizations should plan to brief (or support briefers) for new acquisition and sustainment test requirements that drive AFMC AV Fleet changes.

MICHAEL R. MOELLER, Lt Gen, USAF
DCS, Strategic Plans and Programs

(AFMC)

JOHN S. SHAPLAND, Brigadier General, USAF
Director of Air, Space and Information Operations

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

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- AFMAN 23-110, *USAF Supply Manual*, 1 April 2009.
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- T.O. 00-25-107, *Maintenance Assistance*, 15 August 2011.
- T.O. 1-1-686, *Desert Storage Preservation and Process Manual for Aircraft, Aircraft Engines, and Aircraft Auxiliary Power Unit Engines*, 1 January 2009.
- AFI 63-101, *Acquisition and Sustainment Life Cycle Management*, 17 April 2009.
- AFMCI 23-111, *Reclamation of Air Force Property*, 9 February 2012.
- AFMAN 33-363, *Management of Records*, 9 April 2012.

Prescribed Forms

AF Form 913, *Aerospace Vehicle Project Action* AFI Form 913

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*, AFTO Form 290, *Aerospace Vehicle Delivery Receipt*, DD Form 250, *Material Inspection and Receiving Report*, DD Form 1149, *Requisition and Invoice/Shipping Document*, AFTO Form 781A, and SF 120, *Report of Excess Personal Property*

Abbreviations and Acronyms

ADF—Air Defense Force

AND—Assignment Directive Number

AFI—Air Force Instruction
AFGSC—Air Force Global Strike Command
AFMAN —Air Force Manual
AFMC —Air Force Materiel Command
AFOTEC —Air Force Operational Test and Evaluation Center
AFPD —Air Force Policy Directive
AFR —Air Force Reserve
AFRC —Air Force Reserve Command
309 AMARG— 309 Aerospace Maintenance and Regeneration Group
ANG —Air National Guard
AR —Attrition Reserve
AVDO —Aerospace Vehicle Distribution Office
BAA —Backup Aerospace Vehicle Authorized
BAI —Backup Aerospace Vehicle Inventory
CCMD —Combatant Command
CCDR —Combatant Commander
DFARS—Defense Federal Acquisition Regulation Supplement
DOD —Department of Defense
DRU —Direct Reporting Unit
DRMS— Defense Reutilization and Marketing Service
DSCA —Defense Security Cooperation Agency
DT&E —Developmental Test and Evaluation
EDA— Excess Defense Article
FMS —Foreign Military Sales
FOA —Field Operating Agency
FSC —Federal Supply Class
FYDP —Future Years Defense Program
GDF —Guidance for Development of the Force
GSA —General Services Administration
ICBM —Intercontinental Ballistic Missile
JPG —Joint Programming Guidance
JSPS —Joint Strategic Planning System

MAJCOM —Major Command
MDS —Mission Design Series
MICAP— Mission Impaired Capability Awaiting Parts
MP —Migration Plan
NMUSAF —National Museum of the United States Air Force
OT&E —Operational Test and Evaluation
PAA —Primary Aerospace Vehicle Authorized
PAI —Primary Aerospace Vehicle Inventory
PCR —Program Change Request
PDAI —Primary Development/Test Aerospace Vehicle Inventory
PDM —Programmed Depot Maintenance
PDS —Program Data System
PEC —Program Element Code
PIC —Purpose Identifier Code
PM —Program Manager
PMAI —Primary Mission Aerospace Vehicle Inventory
POIA —Primary Other Aerospace Vehicle Inventory
PPUG —Planning and Programming Update Guidance
PTAI —Primary Training Aerospace Vehicle Inventory
RCS —Report Control Symbol
RDT&E —Research, Development, Test, and Evaluation
RIT —Reclamation Insurance Type
SAP —Security Assistance Program
SECDEF —Secretary of Defense
SOF —Special Operations Forces
SMC— Space and Missile Systems Center
SPG— Strategic Planning Guidance
T&E —Test and Evaluation
TAI —Total Active Aerospace Vehicle Inventory
TEMP —Test and Evaluation Master Plan
TO —Technical Order
TOAI —Total Overall Aerospace Vehicle Inventory

USC —United States Code

WSC —Weapons System Code

Terms

Aerospace Vehicle Retirement—Aerospace vehicles that are excess to AF operational needs and transfer from the active inventory.

Aerospace Vehicle Termination—Aerospace vehicles that have been removed from the AF active or inactive inventory (i.e., crashed, not economically feasible to repair, reclaimed, disposed of, transferred to another service or DoD activity, or donated to the NMUSAF).

Attrition Reserve (AR)—Aircraft procured for the specific purpose of replacing the anticipated losses of aircraft because of peacetime and/or wartime attrition.

Backup Aerospace Vehicle Inventory (BAI)—Aircraft above the primary mission inventory to permit scheduled and unscheduled depot level maintenance, modifications, inspections and repair and certain other mitigating circumstances without reduction of aircraft available for the assigned mission. Other mitigating circumstances may include specialized maintenance requirements, medium duration home station modifications, and unique squadron sizing and location.

Bailment—Aircraft furnished to and under the controlling and physical custody of a non-government organization pursuant to the requirements of a government contract. Purpose Identifier Codes EB, ED, DN, VN, and XU.

Drone—A land, sea, or air vehicle that is remotely or automatically controlled.

Foreign Military Sales—That portion of United States security assistance authorized by the Foreign Assistance Act of 1961, as amended, and the Arms Export Control Act of 1976, as amended. This assistance differs from the Military Assistance Program and the International Military Education and Training Program in that the recipient provides reimbursement for defense articles and services transferred. Also called FMS (Purpose Identifier Code XT).

Lease—Military aircraft provided to agencies and organizations outside the Federal Government on a temporary basis. Purpose Identifier Code XY.

Loan—Military aircraft provided to other Federal Government departments and agencies on a temporary basis. Purpose Identifier Code NY.

Maintenance Training—Aircraft employed for ground training which do not require airborne operations. Purpose Identifier Codes EJ, TX.

Primary Aerospace Vehicle Authorization (PAA)—The number of aircraft authorized to a unit for performance of its operational mission. The primary authorization forms the basis for the allocation of operating resources to include manpower, support equipment, and flying-hour funds.

Primary Aerospace Vehicle Inventory (PAI)—The aircraft assigned to meet the primary aircraft authorization. Includes PMAI, PTAI, PDAI and POAI.

Primary Development/Test Aerospace Vehicle Inventory (PDAI)—Aircraft assigned primarily for testing of the aircraft or its components for purposes of research, development, test and evaluation, operational test and evaluation, or support for testing programs. Purpose Identifier Codes CB, EI, and EH.

Primary Mission Aerospace Vehicle Inventory (PMAI)—Aircraft assigned to a unit for performance of its wartime mission. Purpose Identifier Codes CC, CA, and IF.

Primary Other Aerospace Vehicle Inventory (POAI)—Aircraft required for special missions not elsewhere classified. Purpose Identifier Codes CF, ZA, and ZB.

Primary Training Aerospace Vehicle Inventory (PTAI)—Aircraft required primarily for technical and specialized training for crew personnel or leading to aircrew qualification. Purpose Identifier Code TF.

Reclamation—Aircraft removed from operational service due to damage, depreciation, administrative decision, or completion of projected service life.

Reclamation Insurance Type—Aircraft set aside for potential future parts reclamation. Typically aircraft in RIT have already been reclaimed and terminated from the Air Force inventory.

Storage—Aircraft removed from the active inventory and held in a preserved condition. Purpose Identifier Codes XS, XT, XV, and XX. Can at times be referenced by T.O. 1-1-686 definition of 1000 (XS/XT), 2000 (XV) or 4000 (XX).

Total Active Inventory (TAI)—Aircraft assigned to operating forces for mission, training, test, or maintenance functions. Sum total of PAI + BAI + AR.

Total Inactive Inventory (TII)—Aircraft in storage, bailment, loan or lease outside the defense establishment, used as Government Furnished Property, or otherwise not available for military service.

Total Overall Aerospace Vehicle Inventory (TOAI)—The sum of TAI and TII.

Unmanned Aerial System (UAS)—That system whose components include the necessary equipment, network, and personnel to control a remotely piloted aircraft.

Attachment 1 (AFMC)**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFDD Annex 3-30 D62-C2-OPCON, *Air Force Doctrine Document Annex 3-30, Command and Control, Appendix A: Command Authorities And Relationships, Operational Control (OPCON)*, 7 November 2014

AFMCI 10-202, *Aircraft Battle Damage Repair Forces*, 30 August 2011.

Air Force Policy Directive 10-9, *Lead Command Designation and Responsibilities For Weapon Systems*, 8 March 2007.

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AFI 11-212, *Munitions Requirements For Aircrew Training*, 23 August 2013.

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AFMCI 21-126, *Temporary 2 (T-2) Modification of Aerospace Vehicles*, 19 July 2005.

AFI 21-200, *Munitions and Missile Maintenance Management*, 2 January 2014.

AFI 21-201, *Munitions Management*, 9 April 2014.

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AFI 38-101, *Manpower and Organization*, 16 March 2011.

AFMCI 65-603, *Appropriation Reimbursement Procedures*, 18 December 2003.

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AFI 91-204, *Safety Investigations and Reports*, 12 February 2014.

AFI 99-103, *Capabilities-Based Test and Evaluation*, 16 October 2013.

AFMCI 99-103, *Test Management*, 22 November 2004.

AFI 99-108, *Programming and Reporting Aerial Target And Missile Expenditures in Test and Evaluation*, 1 March 2007.

AFI 99-109, *Major Range and Test Facility Base (MRTFB) Test and Evaluation Resource Planning*, 5 February 2015.

AFI 99-120, *Forecasting and Programming Munitions Telemetry and Flight Termination Systems*, 1 March 2007.

AFMCI 99-601, *AFMC Developmental Test and Evaluation Council*, 6 November 2009.

DoDI 4000.19, *Support Agreements*, 25 April 2013.

T.O. 00-20-1, *Aerospace Equipment Maintenance Inspection, Documentation, Policy and Procedures*, 15 Jun 2013.

T.O. 1-1H-39, *Aircraft Battle Damage Repair General Technical Manual*, 01 Feb 2014.

Prescribed Forms

AFMC Form 1026, Aircraft Accountability Record

Adopted Forms

None

Abbreviations and Acronyms

ABIDES—Automated Budget Interactive Data Environment

AFLCMC—Air Force Life Cycle Management Center

AFNWC—Air Force Nuclear Weapons Center

AFRL—Air Force Research Laboratory

AFSC—Air Force Sustainment Center

AFTC—Air Force Test Center

AV—Aerospace Vehicle

DBA—Direct Budget Authority

FSDM—Force Structure Data Management

LDTO—Lead Developmental Test Organization

MD—Mission Design

OPCON—Operational Control

PEO—Program Executive Officer

PMD—Program Management Directive

PPBE—Planning, Programming, Budget and Execution

RBA—Reimbursable Budget Authority

WAWF—Wide Area Workflow

Terms

Aerospace Vehicle Fleet (AFMC)—The Fleet includes all AVs unless excepted by [paragraph 6.5](#) of this supplement.

Aerospace Vehicle Fleet Board (AFMC)—A MAJCOM-wide general officer forum that supports AFMC/CC intent for proper oversight and an executable vision for the AFMC AV Fleet across Fiscal Years. The Board provides AFMC’s top-level AV planning, programming, and implementation guidance and direction.

Aerospace Vehicle Termination—Aerospace vehicles that transfer or migrate from the active or inactive USAF inventory to NMUSAF for USAF Heritage Program use, IAW AFI 84-103, remain in USAF ownership.

Aircraft—When used without any further delineation, the term “aircraft” includes both manned and unmanned MDS and non-MDS AVs in the Federal Supply Classes listed in AFI 16-402 [paragraph 1.1](#).

Inventory—For Fleet Management purposes, “inventory” includes all AVs assigned, possessed, owned, leased or otherwise held by AFMC, unless excepted under [paragraph 6.5](#) of this supplement.

Held—AVs provided, controlled, operated, or managed by AFMC, but that are outside the scope of the USAF active and inactive inventory. For example, these AVs may be purchased, leased, or from the inventories of other services or countries. Held AVs may situationally be considered AFMC inventory, unless excepted under [paragraph 6.5](#) of this supplement.

Operational Control—IAW Air Force Doctrine Document Annex 3-30, Command and Control, Appendix A: Command Authorities and Relationships, Operational Control (OPCON) and AFI 11-401 para 1.8, the Operations Group Commander (OG/CC) or equivalent commander who provides authoritative direction to accomplish the aircraft's mission through the publication, maintenance, and retention of the flight authorization has operational control.

Pass-through—AVs assigned or possessed by AFMC for matters like depot overhaul, repair or airframe, system or component modification or upgrade type work (organic or contracted). Pass-through terminology and handling applies if they are planned to return to other Commands or organizations immediately after the AFMC pass-through work completes. Also apply AFI 16-402 [paragraph 4.4.2](#).

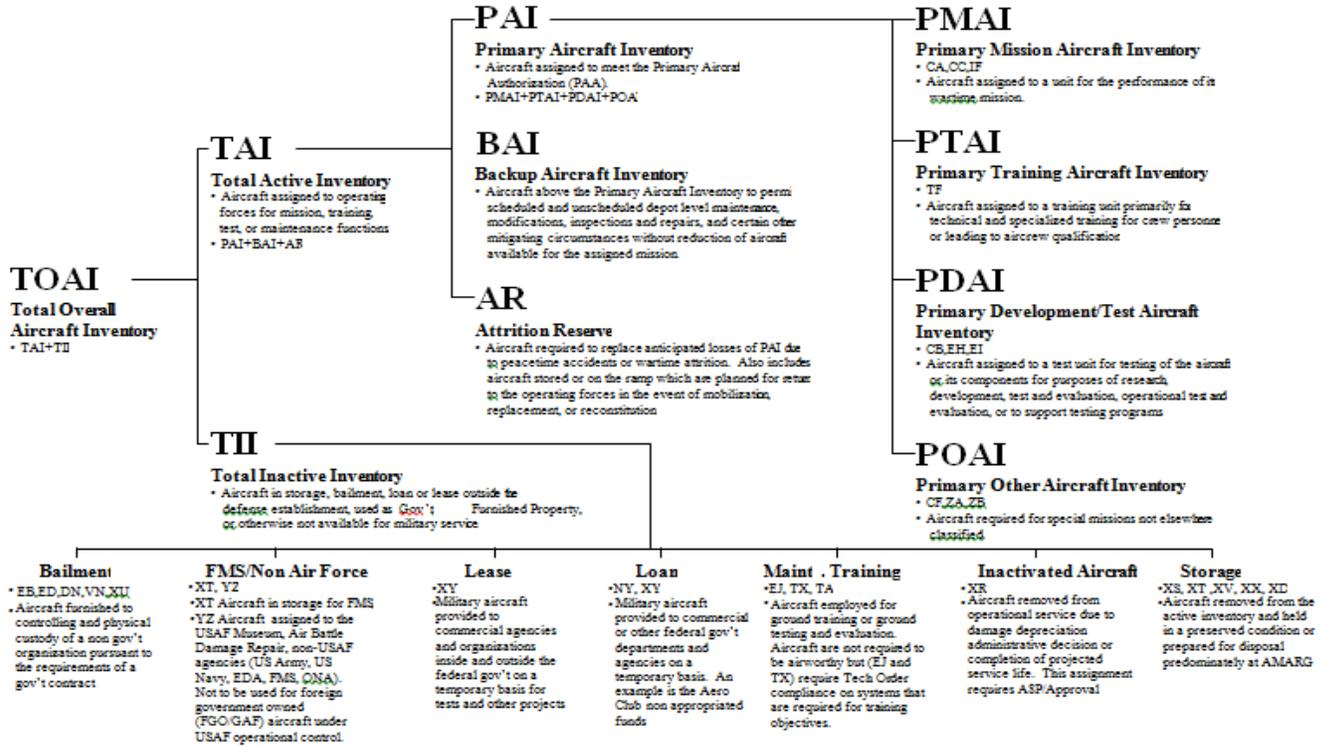
Possession-only—AV possession (see AFI 21-103, *Equipment Inventory, Status, and Utilization Reporting*) without assignment or ownership.

Unit—May be wing, group, squadron, or equivalent. Does not include detachment when used without any specific delineation.

Attachment 2

TERMINOLOGY FOR AIRCRAFT INVENTORY MANAGEMENT

Figure A2.1. Terminology for Aircraft Inventory Management



Attachment 3

ASSIGNMENT PURPOSE IDENTIFIER CODES

Figure A3.1. ASSIGNMENT PURPOSE IDENTIFIER CODES

1. Active Inventory. (AFI 21-103 Attachment 17)		
Code	Short Title	Data Code Definition
CA	Combat Support	Direct support of units engaged in conflict
CB	Combat Tactics OT&E	Developing, improving, or evaluating operational employment ability (OT&E)
CC	Combat	Delivering munitions or destructive material against or engaged in direct contact with enemy forces
CF	Combat Auxiliary Support	Aerospace vehicles assigned or possessed to accomplish essential functions that cannot be performed economically in the primary aerospace vehicles of combat and combat support units.
EH	Test Support	Participation in test programs
EI	Test	Complete systems evaluation or testing to improve the capabilities of the weapon system
IF	Industrial Fund	Assigned by AMC for the accomplishment of weapon system program manager operations for airlift service
TF	Training	Student training, combat crew training or dissimilar air combat training or combat crew training
ZA	Special Activity	Special Missions (e.g., Aerial Demonstration, Embassy Liaison, Presidential Support)
ZB	Operational Support	Air Force directed support airlift during peacetime contingencies and wartime. (e.g., priority personnel or cargo)
2. Inactive Inventory.		
Code	Short Title	Data Code Definition
DN	Depot Assignment	Depot level work resulting in an MDS change. Aerospace vehicles in this category will be reported as both assigned and possessed by AFMC.
EB	Contractor Test/Test Support	Aerospace Vehicles provided to contractors as Government Furnished Property (GFP) in support of a prime Air Force contract. These aerospace vehicles will be utilized for complete system evaluation testing to improve the capabilities of the designated aerospace vehicle support of specific test programs or production support.
ED	Prototype Test	Unaccepted prototype experimental or preproduction aerospace vehicles procured and utilized in support of a prime Air Force contract when conditions of acceptance are contingent upon contractor achievement of a specified milestone. Aerospace vehicles in this category are assigned for overall inventory accounting purposes only.
EJ	Ground Test	Non-flying ground test of the vehicle or system.

NY	Non-Appropriated Fund	On loan to USAF non-appropriated funds activities (e.g., aero clubs).
TA	Training Aid Aircraft Inactive	Aerospace Vehicle normally with a G prefix permanently assigned or possessed for ground training objectives. Non-flyable aerospace vehicle, that at a minimum, utilizes the fuselage of an aircraft that was in the AF Inventory to accomplish training objectives. Minimal maintenance is required for systems and subsystems in use.
TJ	Ground Instruction Active	Trainer and temporarily assigned or possessed aerospace trainers and temporarily assigned aerospace vehicles used for ground instruction purposes.
TX	Ground Instruction Inactive	Non-flyable aerospace vehicle specifically for ground instruction. Will usually have a G prefix to the MDS.
VN	Contract Work - MDS Change	Contract Work Resulting in MDS Change: Aerospace vehicles on contract to a civilian facility for the performance of vehicle modification or instrumentation resulting in Mission-Design-Series (MDS) change. Aerospace vehicles in this category will be reported as both assigned and possessed by AFMC.
XD	Excess Disposal	Inactive aerospace vehicles which are excess to all DOD needs with no preservation of airframe and engines (309 AMARG 4000 type storage). Aircraft will be reclaimed upon designation to XD, unless programmed reclamation was previously accomplished, normally upon placement into XX or unless the Air Force Reclamation Program Manager waives reclamation. Weapon System PM can direct priority reclamation, as required. Components and repair parts are not excess until DoD programmed reclamation requirements have been satisfied. After programmed reclamation, the aircraft will be processed for disposal
XR	Inactivated Aerospace Vehicle	Removed from operational service due to damage, depreciation, administrative decision, or completion of projected service life. Requires AF/A8P approval.

XS	Inviolable Storage	Stored in anticipation of specific future AF operational requirements. Parts may only be removed with approval of AF/A4L and only if serviceable replacement parts are ordered. If parts are removed, the Weapon System PM and engine PM will take concurrent action to acquire serviceable replacements, which need not be reinstalled, but must be earmarked for the specific aerospace vehicles from which removed (parts must be collocated at the installation the aerospace vehicle is stored). AF/A4L is the approval authority for any parts not stored at 309 AMARG. If it is not feasible to acquire replacement parts, the Weapon System PM will submit a waiver request to AF/A4L or a request to reclassify the aircraft to another storage category to AF/A8PB. Aerospace vehicles or trainers will not be moved to "XS" until all replacement parts are acquired to restore the aerospace vehicle to a flyable condition. Aerospace vehicles are under the authority of HAF.
XT	Security Assistance (SAP) Hold Storage.	Inactive aerospace vehicles or trainers stored in anticipation of specific future SAP requirements for transfer to foreign governments either as a foreign military sale (FMS) or at no cost as excess defense articles (EDA). Aerospace vehicles and trainers in this category are excess to DoD needs as flyable aircraft, but may not be excess to DoD spare parts or component requirements. Aerospace vehicles in this category will normally be prepared for a storage period in excess of 90 days and in a manner which will provide maximum aircraft preservation (309 AMARG 1000 type storage). The Weapon System PM may initiate selected parts removal on input to storage, and priority parts removal during storage, without action to acquire or replace the removed parts. Since SAF/IA expects aerospace vehicles and trainers made available for sale to be whole, the Weapon System PM will coordinate parts removal actions with SAF/IA and AF/A8PB through AF/A4LY. Acquisition of replacement parts will be initiated if the aircraft is reclassified to "XS" or designated for withdrawal in other than "as is, where is" condition. Before aerospace vehicles and trainers in the category may be offered for transfer as EDA (Foreign Assistance Act (FAA) Section 516, 517, 519, etc.), AF/A4LY will coordinate with AF/A4R to determine if DoD spare parts or components must be removed to support DoD needs as required by Federal Property Management Regulations (41 CFR 101-43.102) and DoD policy (DoD 4160.21-M).
XU	Contractor Other	Aerospace vehicles or trainers provided to approved USAF contractors as government furnished property for other than

		RDT&E purposes. Aerospace vehicles in this category will be reported as both assignment and possession codes.
XV	USAF Storage (Note 1)	Inactive aerospace vehicles or trainers stored to provide spare parts and components for the remaining operational mission aircraft. Aerospace vehicles and trainers in the category will normally be prepared for a storage period in excess of 90 days and preserved in a manner that will minimize expenditure of resources while maintaining components and parts in a reclaimable condition (2000 type storage). The Weapon System PM may direct selected parts removal on input to storage, and priority removals during storage, with no parts procurement or replacement action required unless the aircraft are recategorized to “XS” or designated for withdrawal in other than “as is, where is” condition. Aerospace vehicles or trainers in this category are not excess to DoD requirements. When XV aircraft remain in this storage category for an extended period of time and extensive priority parts removals have occurred, the Weapon System PM should consider moving the aerospace vehicle into programmed reclamation. PMs must review their rationales for holding aircraft in XV status and justify their assumptions in the annual Migration Plan.
XX	Excess Storage (Note 1)	Inactive aerospace vehicles or trainers placed in short term economical storage with no preservation of airframe and engines (309 AMARG 4000 type storage). AF/A8PB will ensure aircraft in this category are excess to DOD operational needs and place them on a reclamation project upon transfer to this storage category. After reclamation the Weapon System PM will direct they be placed into Reclamation Insurance Type (RIT) or processed for disposal. The PM may direct selected parts removal upon input to storage and priority removals during RIT storage with no parts procurement or replacement action required unless the aircraft are re-categorized to XS or designated for withdrawal in other than “as is, where is” condition. Components and repair parts are not excess until DoD reclamation requirements have been satisfied. Aircraft remain in this category until AF/A8PB or the Weapon System PM directs disposal or other disposition.
XY	Lease/Loan	Aerospace vehicles or trainers on lease to commercial agencies or loaned to other governmental agencies for accomplishment of tests or other projects.
YZ	National Museum of the USAF, ABDR, & Non - USAF REMIS Accountability Only	Aerospace vehicles assigned to the National Museum of the USAF (NMUSAF), Aircraft Battle Damage Repair (ABDR), non-USAF agencies (e.g., USA, USN, EDA, FMS, ONA). Not to be used for foreign government owned (FGO/GAF) aircraft under USAF operational control.

Note 1: Aircraft Engines: When aircraft are assigned to a storage category other than XS or XT, the engines assigned to those aircraft are available to the AF Engine Manager for use as whole engines or for parts support. The Weapon System PM shall notify the applicable engine PM of these types of assignments/transfers.

Attachment 4

EXCESS REQUEST FOR AIRCRAFT DISPOSITION WEBSITE SAMPLE

Figure A4.1. EXCESS REQUEST FOR AIRCRAFT DISPOSITION WEBSITE SAMPLE

Sample: Aircraft disposition request on disposition website (<https://www.acdisposition.hq.af.mil/>) The disposition website is intended to be primarily accessed by MAJCOM AVDOs. Migration Planning data can be found in on the SharePoint website (<https://www.intelink.gov/sites/a8pb/wss/default.aspx>).

STATUS: Active to Inactive

TRACKING NUMBER: 7142-04

REQUESTOR: Capt John Doe

NAME: Mr. Joe Smith

ORGANIZATION: ANG/A4MM-AVDO

GAINING PROGRAM ELEMENT CODE: 0708016F

GAINING PURPOSE CODE: XV

SOURCE: ANG

FINAL RECIPIENT: MTC (309 AMARG)

SUBJECT: F-16 Battle Damage

REQUEST JUSTIFICATION: Subject aircraft sustained significant battle damage from enemy fire during a close air support mission over Miami in December 02. Losing this aircraft will not adversely affect fleet sustainment. HQ ACC/A5 concurs with HQ ACC/A4 recommendation to not fix this aerospace vehicle, cann parts, and ship to 309 AMARG.

MDS, TAIL NUMBER (S/N), AND BASE LOCATION: F-16/81-XXXX/Homestead.

AIRCRAFT CONDITION/AIRFRAME HOURS: Aircraft is currently located at Homestead AFRB being packed and crated for shipment by boat to 309 AMARG.

LIST OF SPECIAL MODIFICATIONS: There are about 100 total T-2 modifications installed on this aircraft. If required, one can be provided.

SPECIAL NONSTANDARD EQUIPMENT ITEMS INSTALLED: Most installed nonstandard equipment items are part of the installed T-2 modifications. The exceptions are the installation of Falcon Up/SLIP (Service Life Improvement Program), and Falcon Star structural Time Compliance Technical Order (TCTO).

ESTIMATED COSTS TO RETURN THE VEHICLE TO STANDARD CONFIGURATION: The estimate that follows is based on the cost of a full paint at Ogden Depot and the estimated hours provided by CFT (see attachment) minus 1276 hours for paint and bead blast (touch up only). Estimate based on the Ogden Depot doing the work and not CFT. The Ogden Depot hourly rate of \$117.66 was used for the calculation.

Ogden Depot paint: 1500 hours x \$117.66 = \$176,490.00; Includes In/Out Processing, Pylons, repairs, Wheel wells and 200 hours of safety of flight Over & Above. The material cost associated with paint is included within the price, however it does not include major material cost. E.G. major structural component found defective when paint is removed.

CFT Estimate: 3250 hours + 250 hours = 3500 x \$117.66 = \$411810.00

Depot Paint:\$176490.00

CFT Estimate: \$411810.00

Estimated Total*: \$586500

*Does not include the cost of parts that need replacing due to damage or cannibalization-- numerous parts were cannibalized by the deployed unit including the gun.

LISTING OF TCTO THAT ARE NEEDED TO RETURN THE AIRCRAFT TO A STANDARD CONFIGURATION: 1F-16-1404, 1735, 1825, 1832, 1910, 1947, 2034, 2059, 2060, 2080, 2131, 2183.

ESTIMATED DATE EXCESS VEHICLE WILL BE AVAILABLE FOR DISPOSITION/TRANSFER: As soon as possible, NLT 25 Mar 07.

RECOMMENDED DISPOSITION: Request that 81-XXXX be transferred from combat coded (CC) to excess (XX) for the purposes of reclamation. Upon approval of mission change by AF/A8P, we would like this aircraft placed on a reclamation project. The wings will be pulled in support of the F-16 FALCON STAR.

REMARKS: If the aircraft is transferred to another agency or museum, an agreement outlining the aircraft's acceptable deliverable configuration would have to be negotiated prior to transfer. In the event the aircraft is transferred to a museum, request is made for a waiver to be granted for compliance of phase, time changes, or TCTO requirements. If required, a complete save list will be provided after disposition of the aircraft has been decided.

POINTS OF CONTACT:

REQUESTOR: Mr/Ms AVDO/MAJCOM/Office Symbol/DSN Phone (Normally the command AVDO)

REQUESTING DIVISION CHIEF (0-6 OR EQUIVALENT): Col Smith, MAJCOM /Office/DSN Phone

LEAD COMMAND AVDO: Current AVDO/MAJCOM/Office Symbol/DSN Phone

Weapon System PM, Weapon System Program Office (PO), or Weapon System Program Director (PD): Weapons System PM/MAJCOM/Office Symbol/DSN Phone.

FORCE PROGRAMMER: Current HAF Force Programmer/Office Symbol/DSN Phone

OTHERS: Title/Name/Office/Phone

Attachment 5

**AF FORM 913 COMMON TERM CROSSWALK AND PROJECT NUMBER
ASSIGNMENT**

**Figure A5.1. AF Form 913 Common Term Crosswalk and Project Number Assignment
CROSSWALK**

Purpose ID Codes	USAF Storage Project Codes	Commonly Used Terms	T.O. 1-1-686 Preservation Terms
XS	STS-xx-xxx	Inviolate	Type 1000
XT	STT-xx-xxx	FMS/SAP Hold	Type 1000
XV	STV-xx-xxx	Potential Reclamation	Type 2000
XX	STX-xx-xxx	Excess	Type 4000
XD	STD-xx-xxx	Excess Disposal	Type 4000
PROJECT NUMBER ASSIGNMENT			
Prefixes	Fiscal Year and Aircraft Type Assignment	Fiscal Year Sequential Number	Eight Digit Project Number
STS	7A – 2007/Attack	001 – 999	STS-7A-001
STT	7B – 2007/Bomber	001 – 999	STT-7B-010
STV	7C – 2007/Cargo	001 – 999	STV-7C-012
STX	7O – 2007/Observation	001 – 999	STX-7O-065
STD	7Q-2007/Remotely Piloted Aircraft	001 - 999	STD-7Q-091
FMS – Foreign Military Sales	7T – 2007/Trainer	001 – 999	FMS-7T-076
AFM – NMUSAF	7F – 2007/Fighter	001 – 999	AFM-7F-089
RCL – Reclamation	7M – 2007/Missile	001 – 999	RCL-7M-098
MTC – AFMC	7H - 2007/Helicopter	001 – 999	MTC-7H-104
ONA – Other National Agencies Outside DoD, NASA, CIA, GSA etc			
USA – US Army			
USN – US Navy			
USC – US Coast Guard			
SPC – AFSPC			
SOC – AFSOC			
AFE – USAFE			
PAF – PACAF			
ACC – ACC			
AMC – AMC			
AFR – Air Force Reserve			
ANG – Air National Guard			

Purpose ID Codes	USAF Storage Project Codes	Commonly Used Terms	T.O. 1-1-686 Preservation Terms
AET - AETC			
GBS – AFGSC			

Attachment 7

PARTS REMOVAL APPROVAL LETTER SAMPLE

Figure A7.1. Parts Removal Approval Letter Sample

MEMORANDUM FOR AF/A4LY

FROM: Program Office

SUBJECT: Request for Parts Removal from MDS (A-10, for example) Aircraft in Type 1000 Storage at Aerospace Maintenance Regeneration Group (309 AMARG)

1. Request approval to remove X (number) each of the following part from aircraft which is/are currently in XS storage at 309 AMARG to support current MICAPs and/or Depot aircraft work stoppages:

MDS: A-10 (example)

Tail Number: 81-0001 (example)

Noun: Aft Nose Landing Gear Door (example)

NSN: 1560010349013FJ (example)

P/N: 160D136171-1 (example)

Quantity: 2 (example)

Payback: October 06 (example)

MICAPs: 1 (example)

Work Stoppages: 1 (example)

Monthly Demand Rate: .7 (example)

2. Justification: (What is the supply problem and reason for not pulling from aircraft in Type 2000, 3000 or 4000 storage at 309 AMARG) The Hill AFB depot repair shop is currently experiencing work stoppage due to lack of -93 pans. Delivery is dependent upon the first article passing and the delivery following within 90 days. In addition, these doors are trimmed to fit and we have exhausted all of the larger doors from the 126 aircraft in pick-and-pull at 309 AMARG. (example)

3. Payback: We are also working on a redesign of the door. The prototype is to be completed in July and then it will have to go through FAT. The item manager, (ORG/OFFICE SYMBOL/NAME) estimates he won't be able to get an NSN assigned and on contract before the end of FY05. These new redesigned doors will be used for payback unless repaired doors are available for issue. (example)

If payback of part will not occur, include evaluation/rationale for keeping aerospace vehicle in type 1000 storage.

4. If there are any questions or comments, please contact SM (name/org/DSN).

SIGNATURE BLOCK

NOTES: Send to “AF/A4LY Workflow”

PARTS REMOVAL APPROVAL LETTER SAMPLE

TO: SM

1st IND, AF/A4L

This action has been coordinated with AF/A8P. Request for parts removal is Approved/Disapproved. A copy of this memo must be submitted to 309 AMARG along with the Form 44 priority removal request, to the Item Manager. A copy of the approval must be maintained by the program office and the 309 AMARG until part is replaced or the donor aircraft is/are transferred from XS 1000 storage.

SIGNATURE BLOCK

Attachment 8

TRANSFER MEMORANDUM OF AGREEMENT TEMPLATE

Figure A8.1. Transfer Memorandum of Agreement Template

<p>MEMORANDUM OF AGREEMENT BETWEEN UNITED STATES AIR FORCE (<i>ENTER MAJCOM HERE</i>) AND <i>AIR FORCE RESERVE COMMAND and/or AIR NATIONAL GUARD (As appropriate)</i> FOR THE TEMPORARY TRANSFER OF AIRCRAFT</p> <p>1. PURPOSE. This Memorandum of Agreement (MOA) outlines the major responsibilities and actions required for aircraft transfer between <i>ENTER THE ARC and MAJCOM INFORMATION HERE.</i></p> <p>2. AUTHORITIES. 10 U.S.C. § 8013; Title 10 U.S.C., Subtitle E, Parts I & II; Title 32 U.S.C., Chapter 1 (<i>USE ONLY FOR ANG TRANSFERS</i>). The contents of this MOA are consistent with Title 10 U.S.C. §8062 notes. Possession only transfer is authorized by AFI 16-402, <i>Aerospace Vehicle Programming, Assignment, Distribution, Accounting, and Termination</i>, paragraph 4.4.3.</p> <p>3. PARTIES/SIGNATORIES. This agreement shall be executed by the Chief of Staff of the Air Force (CSAF), the Director, Air National Guard, <i>and/or</i> the Commander, Air Force Reserve Command. The CSAF represents the equitable interest of <i>ENTER AFFECTED MAJCOM</i>, taking into account the interests of the Active and Reserve Components.</p> <p>4. PARTICIPANT ORGANIZATIONS. The Signatories shall execute this agreement for the temporary transfer of <i>ENTER ARC HERE</i> aircraft to the active component on behalf of the following participating organizations.</p> <p style="padding-left: 40px;">a. The supported (receiving) active duty organization is <i>ENTER MAJCOM HERE</i></p> <p style="padding-left: 40px;">b. The supporting (providing) ARC organizations is/are: <i>ENTER ARC UNIT(S) INFO HERE</i></p> <p>5. BACKGROUND. <i>ENTER PERTINENT INFORMATION TO EXPLAIN SITUATION LEADING UP TO THE NEED FOR THE TRANSFER</i></p> <p>6. OBJECTIVES. This MOA supports achievement of the following objective(s):</p> <p style="padding-left: 40px;">a. <i>ENTER INFORMATION TO EXPLAIN WHAT OBJECTIVES THIS TRANSFER ENABLES</i></p> <p style="padding-left: 40px;">b. <i>ENTER SECOND OBJECTIVE HERE, CONTINUE WITH PARAGRAPH C FOR THIRD OBJECTIVE, ETC.</i></p>
--

7. RESPONSIBILITIES.

- a. **GENERAL.** The Director ANG and/or AFRC/CC, and *MAJCOM/CC HERE* are mutually responsible for ensuring appropriate budgeting, funding, programming, administering, and executing the responsibilities and activities described herein, in coordination with each other. Each will ensure, in coordination with SAF/FM, all present and future budgets accurately reflect the responsibilities assigned under this agreement. All participants shall comply with AFI 21-103, *Equipment Inventory, Status and Utilization Reporting*, possession reporting requirements.
- b. **SUPPORTED ACTIVE DUTY ORGANIZATION.** *MAJCOM HERE* shall, consistent with Annex A and terms below, take temporary possession of the identified *ANG/AFRC* aircraft. For the period it is in temporary possession of an aircraft, *MAJCOM HERE* shall bear all responsibilities associated with delivery, operation, maintenance and return of the aircraft. These responsibilities include budgeting, funding, programming and administering aircraft operations and maintenance. Furthermore, *MAJCOM HERE* shall take the lead in ensuring that AF budget planning and execution properly reflects the mission responsibilities of the participants under this MOA.
- c. **SUPPORTING ANG/AFRC ORGANIZATION(S).** The *ANG/AFRC* shall make the aircraft identified in Annex A available to *ACTIVE MAJCOM HERE* as specified.

8. AIRCRAFT.

- a. Number of aircraft and location(s) from which they will be temporarily transferred:
ENTER THE NUMBER OF AIRCRAFT HERE, THE LOCATIONS OF THE BASES THEY ARE COMING FROM, AND WHEN THE TRANSFER WILL START AND STOP
- b. Possession of aircraft: All AFRC/ANG (*as appropriate*) aircraft will remain permanently assigned to their respective components. Temporary possession of the aircraft will pass to the *ENTER ACTIVE COMPONENT WING HERE (ADD MAJCOM HERE)*.
Responsibility for ensuring appropriate day-to-day maintenance, scheduling and utilization will be exercised by *ENTER THE SUPPORTED COMMAND HERE*, to facilitate efficient operation and maintenance consistent with normal Air Force procedures.
- c. Schedule for return of aircraft to unit of assignment: Aircraft will return to the unit (s) of assignment by *ENTER DATE(S) HERE ALONG WITH ANY OTHER PERTINENT INFORMATION FOR THE RETURN SCHEDULE*.

d. Description of aircraft condition, including estimated remaining service life when returns

to the unit of assignment: *ATTACH AN ANNEX WITH A TABLE*

9. MAINTENANCE.

a. Field-level maintenance functions (e.g., hourly/phase inspections) and any unprogrammed depot maintenance, and/or operation-specific modifications (and associated costs with returning aircraft to pre-modification configuration) generated as a result of the transfer will be scheduled, executed and funded by the supported active duty command. Prior to aircraft return to unit of assignment, inspections having exceeded over 50% of their inspection interval will be accomplished IAW Technical Order 00-20-1, paragraph 8.1.8.

b. Programmed depot maintenance and/or modification requirements will be funded by the command of assignment, consistent with funds appropriated to that command for that purpose.

10. FUNDING.

a. Each party to this agreement is independently responsible for budgeting, funding and executing the responsibilities described herein. However, all commitments made in this MOA are subject to the availability of appropriated funds. Nothing in this Agreement, in and of itself, requires the participants to expend or obligate appropriations.

b. Any endeavor involving reimbursement or contribution of funds between the participants to this MOA will be handled in accordance with DoDI 4000.19, and will be subject to separate subsidiary support agreements with reimbursements executed via Military Interdepartmental Purchase Requests.

11. IMPACT ON ANG/AFRC *(as applicable)*.

a. Effects on manpower for locations from which aircraft are transferred: There will be no effect on manpower for locations from which the aircraft are transferred. Units will retain current manpower authorizations in support of current mission requirements.

(USE

THIS PROVIDED STATEMENT IF THERE ARE NO NEGATIVE EFFECTS ON MANPOWER. IF THERE ARE NEGATIVE EFFECTS, ELIMINATE THE PROVIDED STATEMENT AND INSTEAD DESCRIBE THE EFFECTS IN THIS PARAGRAPH).

b. Effects on skills and proficiency of ARC personnel affected by the transfer of aircraft: There will be no adverse effects anticipated on the skills and proficiency of ANG/AFRC

(as applicable) personnel affected by the transfer. (USE THIS PROVIDED STATEMENT IF THERE ARE NO NEGATIVE EFFECTS ON SKILLS/PROFICIENCIES. IF THERE ARE NEGATIVE EFFECTS, ELIMINATE THE PROVIDED STATEMENT AND INSTEAD DESCRIBE THE EFFECTS IN THIS PARAGRAPH).

12. AGREEMENT AND ADMINISTRATION.

- a. This Agreement is to take effect upon signature of all Parties. This Agreement may be amended at any time by mutual written consent of the Parties.
- b. This Agreement will be reviewed by the participants annually. It will remain in effect unless modified, it is determined the mission is completed, or, upon annual review, one or both parties determine the agreement is no longer necessary.
- c. This agreement may be terminated by mutual consent of the parties or 180 days after written notice of termination issued by a party/signatory.
- d. To the extent that the terms of any prior agreement within the Air Force, including any agreement between the components of the Air Force, may be inconsistent with the terms of this Agreement, this Agreement will take precedence.
- e. The participants to this agreement (*MAJCOM AND ARC HERE*) may enter into bilateral agreements not inconsistent with the terms of this MOA, and are encouraged to do so at the lowest appropriate level.
- f. Any concerns or disputes should be resolved by the participant at the lowest possible level. However, where matters may not be amicably resolved, they shall be elevated through the respective chains of command as required for resolution. If matters cannot be resolved by the participants, they shall be raised to the Parties/Signatories for final resolution.

_____ Date: _____ and/or _____ Date: _____

AFRC/CC NAME HEREDANG NAME HERE

Commander, Air Force Reserve Command Director, Air National Guard

_____ Date: _____
CSAF NAME HERE
General, USAF
Commander

Attachment:
ANNEX A- Aircraft Information

Attachment 9 (Added-AFMC)

AFMC AEROSPACE VEHICLE MOA/MOU CONTENT AND FORMAT

A9.1. (AFMC) Develop AFMC AV MOAs, or MOUs using [paragraph 6.9](#) of this supplement and the guidance of this attachment.

Figure A9.1. AFMC Memorandum of Agreement Template. (Sample).

<p>MEMORANDUM OF AGREEMENT (MOA) BETWEEN</p> <p>[ORGANIZATION (<i>Abbreviation</i>)]¹ (AIR FORCE MATERIEL COMMAND (AFMC))</p> <p>AND</p> <p>[ORGANIZATION (<i>Abbreviation</i>) (<u>[COMMAND]</u>)]²</p> <p>AND</p> <p>[ORGANIZATION (<i>Abbreviation</i>) (<u>[COMMAND]</u>)]²</p> <p>FOR THE POSSESSION-ONLY TRANSFER OF AEROSPACE VEHICLES (AVs)³</p> <p>TO SUPPORT [ACTIVITY]⁴</p> <p>MOA ID: [yyyy-mm]-[MDS]-[Program]^{5,6}</p> <p>OPR: [ORGANIZATION (<i>Abbreviation</i>)] (AFMC)⁷</p> <p>POC: [Rank/Grade] [Last], [MI.], [Organization], DSN [XXX-XXXX]⁸</p> <p>Attachments: [List]⁹</p> <p>1. PURPOSE.^{10,11} This MOA outlines the major planning and implementation responsibilities required, and agreed to, between [<i>Unit</i>] (AFMC) and [<i>Unit/other org</i>] ([<i>MAJCOM</i>]), hereafter referred to as the “parties” regarding the possession-only transfer of [<i>identified AVs by MDS</i>] for [<i>purpose</i>].</p> <p>2. BACKGROUND. [<i>Explain the situation necessitating the transfer(s)</i>].</p> <p>3. AUTHORITIES.¹² Possession-only transfer is authorized by AFI 16-402 paragraph 4.4 and paragraph 6.9 of this supplement [<i>List additional DoD, USAF, MAJCOM (as supplemented) and other Agency publication references authorizing aspects of this agreement</i>].</p> <p>4. SIGNATORIES. This agreement is executed by the [<i>normally AFMC wing commander/equivalent</i>], the [<i>other org wing commander/equivalent</i>] and [<i>as required</i>] the [<i>other organization(s) wing commander/equivalent</i>].</p>
--

5. PARTICIPATING ORGANIZATIONS. The Signatories have approved the execution of this agreement for the temporary transfer of AV(s) from [*Loaning wing/equivalent org*] to [*Gaining wing/equivalent org*] on behalf of the following participating organizations.

5.1. The supported (receiving) organization is [*List AV gaining unit, normally wing/equivalent*].

5.2. The supporting (providing) organization(s) is(are) [*List AV loaning unit(s)*].

5.3. The additional primary supporting organization(s) is(are) [*List the other signatory organization(s)*].

6. OBJECTIVES. This MOA supports achieving the following objective(s):

6.1. [*Explain the primary objective(s) this(these) transfer(s) enable(s)*].

6.2. [*If applicable, explain any secondary objectives this(these) transfer(s) enable(s)*].

7. RESPONSIBILITIES.

7.1. GENERAL. All signatories are mutually responsible for ensuring appropriate support to, and execution of, the responsibilities and activities described herein, in coordination with each other. For the period of this agreement, the supported and supporting organizations will comply with the responsibilities associated with [*list applicable*] resourcing, acceptance, modification, operation, maintenance, test, demodification, of the AV(s) as documented herein. [*Reference requirements of publications such as AFMCI 21-126, Temporary 2 (T-2) Modification of Aerospace Vehicles, AFMCI 99-103, Test Management, etc., as appropriate*].

7.1.1. SUPPORTED ORGANIZATION. The supported organization shall, consistent with the terms herein, take temporary possession of, and return, the AV(s) as documented herein.

7.1.2. SUPPORTING ORGANIZATION(S). The AV supporting organization(s) shall make the identified AV(s) available to the supported organization as specified herein. Other supporting organizations shall comply as detailed throughout this agreement. [*Consider listing any activities that should specifically be highlighted up front*].

7.2. AEROSPACE VEHICLES TRANSFER IMPLEMENTATION. [*Document information pertinent to how and when AVs will be physically transferred, who will deliver/return, at what point(s) in time the AV will be considered transferred (i.e. does possession for maintenance end at engine start, taxi, or takeoff, etc.)*].

7.2.1. TRANSFERRED AV SPECIFICS. [*Document the number of AVs here, the locations of the bases they are coming from, and when the transfers will start and stop. If attachments are used this is normally Attachment 2. If this is an overarching agreement, supporting multiple*

possessions across time, refer the reader to an attachment that covers the parameters for each specific period loan].

7.2.2. POSSESSION TRANSFER METHODOLOGY. AV possession-only transfers will be accomplished IAW AFI 21-103. The (all) AV(s) will remain permanently assigned to their respective organization(s). Changes of possession will be coordinated between the gaining and loaning command through the command Aerospace Vehicle Distribution Officers (AVDOs), HQ AFMC/A3F, Test & Evaluation Division, and [*List Other MAJCOM/Org office; for ACC list ACC/A8B, Basing & Force Structure Division*]. [*Fully explain any situation that is not adequately covered by AFI 21-103 and needs to be understood within in the context of this MOA (e.g., AFMC possesses another MAJCOM's aircraft located at that command's base for the purpose of ground test), AFMC takes possession only during actual test flights, the assigned organization maintains possession in the Maintenance Information System (MIS) for maintenance documentation purposes, etc.*].

7.2.3. AEROSPACE VEHICLE DISTRIBUTION OFFICERS. [*Document AVDO responsibilities, coordination between MAJCOMS, methods, notifications, etc.*].

7.3. TEST RESPONSIBILITIES.¹³ [*Refer to applicable test plan/program documents without duplicating content, other test-related responsibilities*].

7.4. AV OPERATION. [*Document parameters for operating applicable AVs, their systems, crew mix, interfly, can the aircraft be used for purposes outside primary/secondary objectives, etc.*].

7.5. AV MAINTENANCE. [*Document responsibilities and parameters for ensuring appropriate day-to-day maintenance, scheduling, utilization (consistent with normal Air Force and AFMC-specific procedures) and contractor support. Consider applying [paragraph 6.9.4.3](#) of this supplement here.*].

7.5.1. FIELD-LEVEL MAINTENANCE. [*Document responsibilities for routine maintenance functions (e.g. daily maintenance, hourly/phase inspections, etc.) Document that inspections having exceeded over 50% of their inspection interval will be accomplished IAW Technical Order 00-20-1, paragraph 8.1.8. and which organization is responsible*].

7.5.2. UNPROGRAMMED DEPOT MAINTENANCE. [*Document responsibilities for unprogrammed depot maintenance requirements that arise during possessions*].

7.5.3. PROGRAMMED DEPOT MAINTENANCE AND/OR MODIFICATION REQUIREMENTS.¹⁴ [*Document responsibilities for handling planning and implementation*

during periods of possession].

7.5.4. TEST/OPERATION-SPECIFIC MODIFICATIONS. [*Document responsibilities. Also address AV configuration at loan termination and costs and scheduling associated with returning the AV(s) to pre-modification configuration (if required)*].

7.6. RESOURCING (MANPOWER/PERSONNEL, EQUIPMENT, FUNDING, ETC.) APPLICABLE TO THE POSSESSION(S). [*Document responsibilities and parameters for non-flying hour resourcing. Consider applying [paragraph 6.9.4.3](#) of this supplement here.*].

7.6.1. MANPOWER/PERSONNEL. Effects on manpower for locations from which aircraft are transferred: There will be no effect on manpower for locations from which the aircraft are transferred. Units will retain current manpower authorizations in support of current mission requirements. [*Use this provided statement if there are no negative effects on manpower. If there are negative effects, eliminate the provided statement and instead describe the effects in this paragraph. Document agreements for personnel that must support this agreement from home station, via TDY, etc.*].

7.6.2. Each party to this agreement is independently responsible for budgeting, funding and executing the responsibilities described herein. However, all commitments made in this agreement are subject to the availability of appropriated funds. Nothing in this agreement, in and of itself, requires the participants to expend or obligate appropriations.

7.6.3. Any endeavor involving reimbursement or contribution of funds between the participants to this agreement will be handled in accordance with DoDI 4000.19, Support Agreements, and will be implemented IAW the guidance in current financial management publications. [*List also those publications specifically guiding Reserve Component loans, when applicable*].

7.7. FLYING HOUR FUNDING, DOCUMENTATION AND REPORTING.

7.7.1. FLYING HOUR FUNDING. [*State which command resources the flying hours, the funding source(s) and whether the matter is handled as DBA, RBA or a combination. For AFMC PEC 65807F "Flying Hours" the resourcing may include supplies/consumables, Depot Level Repairables (DLRs) and non-test fuel (programs are typically required to fund their own test fuel). Contact AFTC/XP-OL to affirm coverages when PEC 65807F applies. See other sections of this supplement with respect to other funding parameters.*].

7.7.2. FLYING HOUR DOCUMENTATION. [*Address which organization retains documentation responsibilities for maintenance reporting and related parameters*].

7.7.3. FLYING HOUR REPORTING. [*Address which command accomplishes flying hour*

reporting. Consider [paragraph 6.9.4.1.1](#) of this supplement].

7.8. CENTRALIZED ASSET MANAGEMENT (CAM) FACTORS. [*Document CAM accounts and procedures that will be applied to the AV(s) while possessed*].

7.9. MISHAP ACCOUNTABILITY AND INVESTIGATIONS: Mishaps will be reported and investigated IAW AFI 91-204. In the event of a mishap, the MAJCOM which exercised operational control of the mission/activity and exercised day-to-day safety oversight will actively seek transfer of Convening Authority. Such transfer will require approval by the gaining and losing MAJCOM Commanders and AF/SE IAW AFI 91-204, paragraph 4.2.

7.9.1. Operational Control is defined as follows: IAW Air Force Doctrine Document Annex 3-30, Command and Control, Appendix A: Command Authorities and Relationships, Operational Control (OPCON) and AFI 11-401 para 1.8, the Operations Group Commander (OG/CC) or equivalent commander who provides authoritative direction to accomplish the aircraft's mission through the publication, maintenance, and retention of the flight authorization has operational control.

8. IMPACT ON [*ANG or AFRC (Only required if loaning AFMC AV to AFRC or ANG.)*]. [*Document impact. If none, state so. For loans from AFRC or ANG to AFMC, use AFI 16-402 Attachment 8. as a MOA starting point IAW [paragraph 4.4.4.1](#) of this supplement*].

9. ADDITIONAL SPECIFICATIONS. [*List in sub-paragraphs*].

10. AGREEMENT AND ADMINISTRATION.

10.1. This agreement takes effect upon the last signature of the respective Parties. This agreement may be amended at any time by mutual written consent of the Parties.

10.2. This agreement will be reviewed by the participants annually [*Not applicable to loans limited to 9 months or less*]. It will remain in effect unless modified, it is determined the mission is completed, or, when any party determines the agreement is no longer necessary.¹⁵

10.3. This agreement may be terminated by mutual consent of the parties or [*List #*] days after written notice of termination issued by a party/signatory.

10.4. To the extent that the terms of any prior agreement for this loan(these loans) may be inconsistent with the terms of this agreement, this agreement will take precedence.

10.5. Any concerns or disputes should be resolved by the participants at the lowest possible level. However, where matters may not be amicably resolved, they shall be elevated through the respective chains of command as required for resolution. If matters cannot be resolved by

the participants, they shall be raised to the Parties/Signatories for final resolution.

11. CONTACTS. *[List primary OPR and OCR organizational POCs (below signatory level) that may need to be contacted for questions or for approvals related to any agreement content. For those who must approve any component information the agreement covers include group/equivalent and higher-level POCs. Include respective MAJCOM AVDOs, and the HQ AFMC/A3F (AFMC AV Fleet Management) POC. List POCs by command and organization. Include Name, Rank/Grade and DSN contact information (commercial phone only when DSN is not available). If an attachment make this Attachment 1].*

12. EXPIRATION. This agreement will expire on *[Insert desired expiration date here, not to exceed the restrictions in [paragraph 6.9.3.4](#) of this supplement].*

*[Signature Blocks]*¹⁶

Attachment 1. Contacts

Attachment 2. Aerospace Vehicle Information

DISTRIBUTION¹⁷. Signatory organizations will ensure distribution to subordinate organizations bound by the parameters of the agreement.

Figure A9.1. Notes:

Note 1: Center all agreeing party information on the title page. List the primary AFMC organization first if the loan is from AFMC.

Note 2: List other signatory organization(s).

Note 3: Or list another descriptive subject for the agreement.

Note 4: List the specific program, test, etc. Example: “Software Validation Testing for [insert Program Name].

Note 5: List this information (MOA ID, OPR, POC, Attachments) at the bottom of the title (front) page.

Note 6: For [yyyy-mm]-[MDS]-[Program]: [yyyy-mm] is year and month of the agreement expiration; [MDS] is the Mission Design Series (or, when no MDS, other more applicable AV nomenclature); [Program] is the short name for specific program, test, etc. the MOA applies to. If the termination date is not known while drafting the agreement, enter this ID after final signature. Use this ID as the document filename for the electronic repository referenced in [paragraph 6.10](#) of this supplement.

Note 7: List the primary AFMC organization as OPR if the loan is from AFMC. Format as

[ORGANIZATION (Abbreviation)] (AFMC).

Note 8: List the AFMC AO-level POC responsible for drafting the agreement if the loan is from AFMC. Use format: [Rank/Grade] [First] [MI.] [Last], [Organization], DSN [XXX-XXXX].

Note 9: List agreement attachments when applicable.

Note 10: Start agreement paragraphing content at the front side of what would be the second printed sheet of the agreement (leave what would be the back side of the title page blank).

Note 11: The MOA template supplies example paragraphing and verbiage. Meet the requirements of this supplement while tailoring the paragraphing and verbiage to the specifics of the agreement.

Note 12: List DoD, USAF, MAJCOM (as supplemented) and other Agency publications authorizing aspects of this agreement. Always apply, unless clearly not applicable, references from AFI 25-201 *Intra-Service, Intra-Agency, and Inter-Agency Support Agreements Procedures*, AFI 16-402 *Aerospace Vehicle Programming, Assignment, Distribution, Accounting, and Termination*, AFI 21-101 *Aircraft and Equipment Maintenance Management*, and AFI 21-103 *Equipment Inventory, Status And Utilization Reporting*.

Note 13: If the agreement is not primarily for test, retitle and rewrite this paragraph to include appropriate responsibilities for the intended purpose.

Note 14: Reference [paragraph 6.9.1.2.4](#) of this supplement for AFMC intent.

Note 15: For agreements over one year, also reference [paragraph 6.9.3.4](#) of this supplement to draft this paragraph.

Note 16: Signature blocks may be electronic (preferred) and will include date signed, duty title, organization and MAJCOM (or highest other applicable organizations).

Note 17: List at a minimum, as applicable: signatory organizations, affected AVDOs, unit/organization performing the test, gaining and losing wing/equivalent, operations and maintenance group/equivalent, program office, contractor, MAJCOM A3/A4. Consider other organizations with a stake in the agreement.

Attachment 10 (Added-AFMC)**AFMC AEROSPACE VEHICLE LOAN REQUEST FORMAT**

A10.1. (AFMC) Possession-Only Transfers (Loans). Submit loan requests with the following minimum information, as applicable to the loan circumstances. Some situations, such as those for multiple AVs, or for combat aircraft in short supply, may require additional justifications/documentation:

A10.1.1. **(AFMC) Lead Developmental Test and Evaluation Organization (LDTO).** State the LDTO and which AFMC unit(s) will fly the AV(s).

A10.1.2. **(AFMC) AV MDS.** List all that are required; include the number of AVs and tail numbers (if specific configuration AVs are required).

A10.1.3. **(AFMC) Desired Transfer Date and Duration.**

A10.1.4. **(AFMC) Purpose.**

A10.1.4.1. **(AFMC)** Provide a description of the activity requiring the loan and how the AV(s) will be used; recommended possession purpose code (EI, EH, or EB, etc.; reference AFI 21-103).

A10.1.4.2. **(AFMC)** Provide the test/other program title, Program Office, Program Element Code, and any Program Management Directive (PMD) or other programmatic authorizations that document the requirements.

A10.1.5. **(AFMC) AFMC Resources.** Explain why AFMC AV(s) must be used (when they are being requested) or why AFMC AV(s) are not available to support the test/other program (when AFMC is requesting the loan).

A10.1.5.1. **(AFMC)** Provide projected monthly flying hour requirements and how those flying hours will be resourced.

A10.1.6. **(AFMC) Modifications.** Explain any modifications that will be made to the AV(s). Also address whether or not the AV(s) will be returned in the original configuration.

A10.1.7. **(AFMC) Support Requirements.**

A10.1.7.1. **(AFMC)** Explain which organizations will maintain the AV(s). If other MAJCOM maintenance personnel will be used in a TDY capacity, agreements for this support will have to be arranged at the unit level prior to finalizing the AV loan approval. Also be aware that additional AFMC maintenance manpower authorizations are not provided for loaned AV(s).

A10.1.7.2. **(AFMC)** Describe any other support requirements.

A10.1.8. **(AFMC) Recommended Source and Preliminary Contacts.** Provide recommended source for the AV(s) and describe any preliminary coordinations and points of contact, including other MAJCOM-levels.

A10.1.9. **(AFMC) Action Officer.** List the name, grade, organization, telephone, and e-mail information for the primary requesting organization contact.

A10.2. (AFMC) Loans Exceeding Nine Months (Without Assignment Transfer). For requests to loan AVs into AFMC for periods exceeding nine months, also include the information needed to prepare an AFI 16-402 loan length limit waiver request for HQ AFMC submission to HAF (see [paragraph 6.7.5.](#) of this supplement).

Attachment 11 (Added-AFMC)

USAF ASSIGNMENT DIRECTIVE MESSAGE FORMAT

A11.1. (AFMC) The USAF AVDO (assigned inside HQ AFMC/A4M) will issue USAF Assignment Directives in the general format of [Figure A11.1](#)

Figure A11.1. USAF Assignment Directive Message (Sample).

UNCLASSIFIED					
DTG: 151800Z OCT 14					
FROM: HQ AFMC WRIGHT PATTERSON AFB OH//A4MM//					
TO: AFMC AVDO					
SUBJECT: AEROSPACE VEHICLE ASSIGNMENT DIRECTIVE NO. 14-324					
THE FOLLOWING AEROSPACE VEHICLES ARE REASSIGNED AS INDICATED:					
MDS	SERIAL NO.	ASGN CODE/PEC	RELEASER	RECIPIENT	PROJECT NO.
C-130H1	74-1689	XS/0401130F	AMC	MTC	MTC-3C-056
ASSIGNMENT DATE: 18 SEP 14					
REF E-MAIL: AF/A4LM MSG: 12 SEP 14					
[USAF AVDO Signature Block]					
UNCLASSIFIED					

Attachment 12 (Added-AFMC)

AFMC AEROSPACE VEHICLE TRANSFER MESSAGE FORMAT

A12.1. (AFMC) Use this guide to format AFMC memorandums serving as MAJCOM-level transfer approval messages.

Figure A12.1. (Added) AFMC Aerospace Vehicle Transfer Message Content (Sample).

MEMORANDUM FOR ADDRESSEES	dd Mmm yyyy
AF/A4L/A4LM AFMC/A3/A3F/A4/A4M (AFMC AVDO)/A4F/A5/8/9 [Other MAJCOM]/A3/A4 (MAJCOM AVDO)/A5/A8 [Other MAJCOM Orgs] (as required) AFLCMC/CC/[MDS 2 Ltr]/[MDS 3 Ltr]/LG/LP [AFSC/CC] (as required) OO-ALC/CC (as required) 309 AMARG/CC/OB/AVDO (as required) [Other AFMC Center]/CC [AFMC] WG/CC/OG/MXG [Non-AFMC] WG/CC/OG/MXG	
FROM: HQ AFMC/A3	
SUBJECT: [MDS] Transfer Memorandum (AFMC, [LOC] to [OTHER MAJCOM/Organization], [LOC])	
1. This transfer memorandum directs <i>[state the overarching parameters for the transfer(s), including MDS, number of tails, gaining org and location and losing org and location; provide minimum number of additional substantiating details]</i> .	
2. [When applicable: AFMC, as lead command for [MDS] is responsible for the distribution of aerospace vehicles, IAW AFPD 10-9 Lead Command Designation and Responsibilities for Weapons Systems. As such, AFMC directs the following <i>[list MDS] transfer(s): [State the specific parameters for the transfer(s), including specific tail numbers, units, locations and no later than dates]</i> .	
3. These aerospace vehicle transfers will be accomplished between the affected MAJCOMs/units IAW T.O. 00-20-1, AFI 21-101, AFI 21-103, AFI 16-402, applicable PPlans, and MOAs. Changes must be coordinated through HQ AFMC/A3F/A4M. REMIS (and when applicable, other MIS (e.g. IMDS, G081, etc.) transfer procedures will be used. Coordination between unit AVDOs is authorized to facilitate approved MAJCOM-approved changes.	
4. This is an AFMC and <i>[List other MAJCOM/organization]</i> coordinated memorandum. HQ AFMC POC is Mr. Tim Kunzweiler, HQ AFMC/A3F, timothy.kunzweiler@us.af.mil, DSN 787-5651. <i>[Other MAJCOM/organization]</i> POC is <i>[Rank] [Name], [Org], [e-mail SMTP], DSN [number]</i> .	
[Authorizing HQ AFM/A3 Signature Block]	

Attachment 13 (Added-AFMC)

AFMC FORM 1026 - AIRCRAFT ACCOUNTABILITY RECORD

A13.1. (AFMC) Reference [Figure A13.1](#) for a depiction of the AFMC Form 1026 - Aircraft Accountability Record. Apply [paragraph 5.12.3.](#) of this supplement when using this form.

Figure A13.1. AFMC Form 1026 - Aircraft Accountability Record (Sample).

MDS	SERIAL NUMBER
SOURCE	ACCEPTANCE DATE
REDISIGNATED	DATE
TRANSFERRED TO	AAD NUMBER AND DATE
RELEASED/LOST BY	PROJECT NUMBER
VOUCHER OUT NUMBER	VOUCHER OUT DATE
TERMINATION CODE	TERMINATION DATE
TERMINATION AUTHORITY	

AFMC FORM 1026, MAY 14 AIRCRAFT ACCOUNTABILITY RECORD ALL OTHER VERSIONS OBSOLETE