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SECRETARY OF THE AIR FORCE**

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Supplement**

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AIRCREW TRAINING

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This instruction implements AFPD 11-2, *Aircraft Rules and Procedures*, and AFD 11-4, *Aviation Service*. It establishes the USAF aircrew training program that supports Air Force objectives and is applicable to all units assigned to or gained by major commands (MAJCOM) and HQ USAF direct reporting units (DRU) and applies to commanders, operations supervisors, and aircrews assigned or attached to all flying activities of these MAJCOMs and DRUs. This publication applies to the Air Force Reserve (AFRC) and the Air National Guard (ANG). MAJCOMs, field operating agencies (FOA) and DRUs may supplement this instruction. MAJCOMs, FOAs and DRUs will coordinate their supplement to this instruction with HQ USAF/A3OT before publication and forward one copy to HQ USAF/A3OT after publication. AFI 11-2 Mission Design Series (MDS)-Specific, Volume 1 instructions will contain specific training requirements unique to individual aircraft and crew positions. Submit suggested improvements to this instruction on AF Form 847, *Recommendation for Change of Publication*, through training channels, to HQ USAF/A3OT, 1480 Air Force Pentagon, Washington, DC 20330-1480.

The Privacy Act of 1974 affects this instruction. The Privacy Act System Number F011 AF XO A, Aviation Resource Management System (ARMS) covers required information. The authority for maintenance of ARMS is Title 37 U.S.C. 301a (Incentive Pay), Public Law 92-204, Section 715 (Appropriations Act for 1973), Public Laws 93-294 (Aviation Career Incentive Act of 1974), 93-570 (Appropriations Act for 1974), and Executive Order 9397. The authorities to collect and or maintain the records prescribed in this publication are 37 U.S.C. 301a, *Incentive pay*: Pub.L. 92-204, *Appropriations Act for 1973*, Section 715; Pub.L. 93-570, *Appropriations Act for 1974*; Pub.L. 93-294, *Aviation Career Incentive Act of 1974*; DoD Instruction 7730.57, *Aviation Career Incentive Act and Required Annual Report*; Air Force Instruction

11-401, *Aviation Management*; Air Force Instruction 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*; Air Force Instruction 11-421, *Aviation Resource Management*; and E.O. 9397 (SSN).

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(AFRC) This supplement implements and extends the guidance of Air Force Instruction (AFI) 11-202, Volume 1, 17 May 2007. This supplement describes Air Force Reserve procedures to be used in conjunction with the basic instruction. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123 (will convert to AFMAN 33-363), *Management of Records*, and disposed of in accordance with the Air Force *Records Disposition Schedule (RDS)* located at <https://afirms.amc.af.mil>.

SUMMARY OF CHANGES

This revision incorporates Interim Changes 2005-1 and 2005-2. Clarifies MAJCOM/A3 waiver authority (paragraph 1.2.), replaces Introductory Flight Training programs for pilots and combat systems officers with Academy Flight Screening/Initial Flight Screening (AFS/IFS) and provides guidance for AFS/IFS program content (paragraph 1.4.), updates Night Vision Goggle training guidance (paragraphs 1.5.2.3.4. and subordinate paragraphs), adds information on qualifying non-USAF pilots and on qualifying helicopter pilots in fixed-wing aircraft (paragraph 2.3.3.), adds requirement for squadron commander validation of multiple qualification for aircrew members qualified in a different MDS in association with a pending PCS move (paragraph 2.4.), expands Multiple Qualification guidance to address aircrew members selected for reassignment to another MDS who attend training prior to PCS and adds authorization for Flight Surgeon multiple qualification (paragraph 2.4.), modifies list of general officers authorized to fly single-place aircraft (paragraph 2.5.3.), adds contract personnel to individuals authorized to attend senior officer courses (paragraph 2.5.8.), deletes guidance for Flight Surgeons in section on Initial Qualification Training, updates minimum aircrew requirements (paragraph 3.1.5.), deletes the annual Instrument Refresher Course as a minimum requirement, expands guidance pertaining to aircrew members who fail to accomplish minimum requirements (paragraph 3.6.2.), permits MAJCOMs to extend training requirements, on a case-by-case basis, for aircrew members approaching removal from active flying (paragraph 3.8.1.), revises Flight Surgeon sortie requirement guidance (Table 1.), revises guidance pertaining to ancillary training (paragraph 6.), adds guidance on the Total Force Training and Education Review Process (paragraph 6.3.), adds reporting instructions and Report Control Symbol for HCM/SCM report (paragraph 8.), updates Aircrew definition (Attachment 1), deletes the former Attachment 2, Ancillary Training Publications, adds new Attachment 2, Standard Training Event Identifiers (from AFI 11-401), adds Attachment 3 to provide specific instructions for preparing the HCM/SCM report, reorganizes several sections to align specific requirements under paragraphs providing general policy guidance.

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1. General. This instruction prescribes basic policy and guidance for training United States Air Force aircrews according to AFPD 11-2, *Aircraft Rules and Procedures* (AFPD 11-2 establishes the publications architecture). Undergraduate and Graduate aircrew production is tasked in the Programmed Flying Training (PFT) document. Undergraduate and introduction to fighter fundamentals training is conducted according to HQ AETC syllabi. This instruction takes precedence over MDS-specific instructions. Unique, customized, and/or specialized training programs are defined in AFI 11-2 MDS-Specific, Volume 1, instructions.

1.1. **Program Goals.** The Air Force Aircrew Training Program ensures all aircrew members obtain and maintain the qualification and proficiency needed to effectively perform their unit's mission. Programs should strive to minimize the amount of retraining necessary when flying personnel return to duties for aircraft in which they were previously qualified. The overall objective of the aircrew training program is to develop and maintain a high state of mission readiness for immediate and effective employment across the range of military operations.

1.2. **Waiver Authority.** Unless otherwise specified in this instruction, HQ USAF/A3O is the waiver authority for this instruction. Request waivers to the basic guidance in this instruction through applicable training channels to MAJCOM/A3, or equivalent level. MAJCOM/A3s will forward request in message or memo format to HQ USAF/A3O, with a copy to HQ USAF/A3OT. Waivers to supplemental guidance will be handled by the MAJCOM agency that generated the supplement. Unless otherwise specified in AFI 11-2 MDS-Specific, Volume 1, MAJCOM/A3s are the waiver authority for specific individual aircrew member training requirements.

1.2. **(AFRC) Waiver Authority.** Send waiver requests as specified in the applicable AFI 11-2MDS, Volume 1. Unless otherwise specified in this instruction or AFI 11-2 MDS Specific, Volume 1, AFRC/A3 is waiver authority for specific aircrew training requirements.

1.3. **Use of Flying Hours.** Use training hours in a manner that demonstrates good stewardship of appropriated funds. Justify dedicated flying hours on the basis of accomplishing peacetime missions and/or maintaining wartime readiness. Structure each training mission to achieve optimum training. Personnel, at all levels, should prevent the misuse or the perception of misuse of Air Force resources.

1.4. **Academy Flight Screening/Initial Flight Screening (AFS/IFS).** Pilot and combat systems officer (CSO) candidates will complete AFS/IFS prior to beginning undergraduate pilot or CSO training. Screening programs will address physical, psychological, and physiological qualifications; and other issues which would impact successful completion of flight training programs. Programs will be conducted according to HQ AETC instructions and approved syllabi. For active duty pilot and CSO candidates, the completion of IFS will be the top priority for these officers, and leave, TDY, and additional duties will be secondary.

1.5. Responsibilities:

1.5.1. HQ USAF/A3O:

1.5.1.1. Sets policy and guides the conduct and execution of the aircrew training program.

1.5.1.2. Delegates office of primary responsibility (OPR) for this instruction to HQ USAF/A3OT.

1.5.1.3. Monitors and reviews MAJCOM programs to ensure MAJCOM policies, guidance and instruction supplements are adequate.

1.5.1.4. Through HQ USAF/A3OT, hosts biennial, or as required, training conferences to assist in maintaining appropriate commonality in lead command training programs.

1.5.1.5. Through HQ USAF/A3OT, implements Flying Training Concept of Operations (CONOPS) IAW AFI 11-412, *Aircrew Management*. Annually releases Undergraduate and Graduate Program Guidance Letters (PGLs) capturing approved training requirements across the Future Years Defense Program (FYDP).

1.5.1.6. Through HQ USAF/A3OT, hosts annual PFT conferences in coordination with lead training commands. Identifies Formal Training Unit (FTU) shortfalls to HQ USAF/A3/5 and AF corporate structure. Training commands will conduct PFT conferences. The purpose of PFT conferences are to capture inputs from Air Staff, AFPC, lead and user MAJCOMs, and other users in the allocation of training quotas. The conference goal is to publish a consolidated PFT pamphlet that fulfills maximum total force training requirements within programmed capacity. Training MAJCOMs maintain quota allocation and management responsibilities.

1.5.2. **MAJCOMs.** MAJCOMs will establish an aircrew training office responsible for the overall management of the command's aircrew training program. Air National Guard (ANG) is considered a MAJCOM for purposes of this instruction.

1.5.2.1. **Theater Indoctrination Training.** MAJCOMs will develop theater indoctrination training and ensure aircrews are trained for specific theater flight operations. As a minimum, this training will include a thorough review of theater unique instrument requirements and procedures, the use of non-DoD instrument approach procedures, required instrumentation for specific approaches, theater weather conditions, local area procedures, and host nation agreements.

1.5.2.2. **Recall Procedures.** MAJCOMs will notify training command headquarters and training units prior to recalling a student from a formal school course. Students will not be recalled to prevent initiation of any actions associated with unsatisfactory performance. Recalling a student may be done only for reasons other than performance, i.e., emergencies, unforeseen delays in training, etc. ANG units will request approval from NGB/A3T if there is a need to recall a student. NGB/A3T will notify training command headquarters and the unit prior to recall.

1.5.2.3. **Lead Command MAJCOM.** AFRPD 10-9, *Lead Operating Command Weapon System Management*, establishes a lead command MAJCOM and user commands for each MDS. See also AFRPD 10-21, *Air Mobility Lead Command Roles and Responsibilities*, for Mobility Air Forces (MAF) command responsibilities.

1.5.2.3.1. **AFI 11-2 MDS-Specific, Volume 1.** The lead command MAJCOM, in coordination with user commands, will develop and manage the appropriate AFI 11-2 MDS-Specific, Volume 1, to establish aircrew ground and flying training requirements, regardless of mission designation and command of assignment. MDS-Specific Volumes 1 may be more but not less restrictive than this instruction.

1.5.2.3.2. **MDS-Specific Training Conference.** Lead commands will host a MDS-specific training conference biennially, or more frequently if required. The training conference reviews all training programs for currency, applicability, compliance and effectiveness, and addresses issues in AFI 11-2 MDS-Specific, Volume 1. Attendees

should include training representatives from user commands, formal schools, numbered Air Force (NAF) training and standardization offices (if applicable), selected unit representatives, and Aircrew Training System (ATS) contractors.

1.5.2.3.3. **Program Requirements Document (PRD).** Lead commands, in conjunction with user commands and other users, will determine total force training requirements across the FYDP. Forward requirements annually to HQ USAF/A3OT, via the PRD, for validation and inclusion in the Undergraduate and Graduate PGLs.

1.5.2.3.4. **Night Vision Goggles (NVG) Training.** Lead commands, in coordination with user commands, will develop MDS-specific NVG training programs that emphasize sound night operations using NVGs, address common NVG hazards, weapons specific NVG capabilities, and the limitations involved in night low-level NVG-aided operations and ensure appropriate aircrews are properly trained. The Night Operations Center of Excellence will develop and update initial and refresher courseware and provide courseware to MAJCOM operational training divisions for distribution to units.

1.5.2.3.4.1. All initial NVG ground training will be conducted by AFRL/AETC/AATTC certified instructors or NVG qualified WIC graduates. In addition, AF-approved courseware will be the standard for initial aircrew ground training academics.

1.5.2.3.4.2. Initial ground training academics will include, but are not limited to, eye physiology, illumination, night vision device components, NVG adjustment and assessment procedures, misperceptions and illusions, environmental factors and night operations mission planning.

1.5.2.3.4.3. Initial flight training events will include, but are not limited to, confidence and defensive maneuvers, basic/tactical formation positions, aircraft preparation, goggle/de-goggle procedures, aircraft lighting demo, active instrument crosscheck, illumination levels, departure/arrival procedures, malfunction procedures, controlled flight into terrain (CFIT) avoidance, relevant crew/interflight communications, terminology, and roles/responsibilities.

1.5.2.3.4.4. Once NVG qualified, all aviators will receive NVG academic refresher training (as prescribed by MAJCOM but not to exceed one AEF cycle) from an NVG qualified instructor. Instructors are encouraged to use all subject matter experts at their disposal, to include flight surgeons, aerospace physiologists, and aircrew life support technicians. Topics will include recent hot topics, NVG mishaps, MDS-specific tactical issues, and any other relevant NVG discussion items.

1.5.2.3.4.5. Recurring NVG training will be taught separately from the Instrument Refresher Course (IRC) and will not be credited toward any part of IRC training. If the MAJCOM elects to use the IRC forum for NVG training, additional time must be allocated to fulfill NVG requirements.

1.5.2.4. **Training Command MAJCOM.** The training command is the command tasked with providing formal training.

1.5.2.4.1. **Formal School Courses.** The training command, in coordination with lead commands and program managers, approves formal school courses and syllabi. These

courses and syllabi should be developed to support the Air Force Mission Essential Task List. Send proposals for amending existing course prerequisites and syllabi or deleting obsolete courses through the appropriate headquarters to the training command for approval. The training command will process the approved changes in coordination with the Air Force Education and Training Course Announcement (ETCA) OPR. Access the ETCA web site at <https://etca.randolph.af.mil>.

1.5.2.4.1.1. **Formal School - ATS Contractor.** Develops, updates, and maintains courseware and training syllabi and performs task and media analysis associated with aircrew qualification training per AFI 36-2201, Volume 1, *Training Development, Delivery, and Evaluation*; AFI 36-2251, *Management of Air Force Training Systems*; and AFMAN 36-2234, *Instructional System Development*; and consistent with the applicable ATS contract (see applicable AFI 11-2 MDS-Specific, Volume 1).

1.5.2.4.1.2. **Formal School - Non-ATS.** The training command develops, updates, and maintains courseware and training syllabi; performs task and media analysis associated with aircrew qualification training per AFI 36-2201 Volume 1, AFI 36-2251, and AFMAN 36-2234, and is the approving authority for these courses (coordinate with the lead command if different than the training command).

1.5.2.4.2. **Formal Course Review (FCR).** Training commands will host FCRs biennially, or more frequently if required. The FCR will review formal training programs and syllabi for currency, applicability, compliance and effectiveness. Attendees should include program managers from lead commands, training representatives from user commands, curriculum developers, formal schools, NAF training and standardization offices (if applicable), selected unit representatives, and ATS contractors.

1.5.2.4.3. **Progress Review (PR).** Training commands will outline procedures for a PR to be accomplished when a student fails to progress according to syllabus requirements. The PR can recommend continuation in training or AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*, action, e.g., a Flying Evaluation Board (FEB) or Aircrew Evaluation Board (AEB). If the recommendation is to continue training, then the PR will determine the extent of additional training.

1.5.2.5. **Aircrew Graduate Evaluation Program.** MAJCOMs ensure formal school post-graduate evaluations are accomplished. If the aircrew member completed training through an AETC formal undergraduate or graduate flying training program, the primary instructor or gaining supervisor, whichever is appropriate, will complete the aircrew graduate evaluation survey found through the Aircrew Graduate Evaluation Program link on the HQ AETC/A3 website. The instructor or supervisor will complete the survey at the specified point in the training syllabus or when notified the survey is required.

1.5.3. **(Added-AFRC) Squadron Commanders.** Establish a process for reviewing all flight documentation upon completion of each flight or mission. The review should include AFTO Form 781, ARMS Aircrew/Mission Flight Data Document, flight authorization, mission summary, and training completion forms. The review should focus on ensuring effective scheduling, flying training, and accuracy of flight documentation, to include reserve status codes.

1.6. **Active Duty Service Commitment (ADSC).** For ADSCs for aircrew training, see AFI 36-2107, *Active Duty Service Commitments*. See also paragraph 4.

1.7. **Reserve Service Commitment (RSC).** For RSCs for aircrew training, see AFRCI 36-2102, *Air Force Reserve Service Commitment Date Program*. See also paragraph 4.

2. Qualification Training. This section specifies minimum training requirements for initial qualification, requalification, conversion/difference qualification, multiple qualification, senior officer qualification, and mission qualification training.

2.1. **Initial Qualification Training.** An aircrew member engaged in training needed to qualify for basic aircrew duties in an assigned position for a specific aircraft, without regard for the unit's operational mission.

2.1.1. **General Requirements.** Unless specified in applicable AFI 11-2 MDS-Specific, Volume 1, the primary method of initial qualification is to attend and complete the appropriate formal training course listed in the ETCA. Completing the appropriate formal course satisfies all basic qualification training requirements. When attendance is not practical or quotas are not available, units will request waivers as specified in the applicable AFI 11-2 MDS-Specific, Volume 1, to conduct in-unit qualification training, using formal school courseware (see also paragraph 2.1.4.). **NOTE:** Before performing flying duties in USAF fixed-wing aircraft, helicopter-only qualified pilots must meet the eligibility criteria for and complete USAF Undergraduate Pilot Training (UPT) or Fixed-Wing Qualification (FWQ) training. Waiver authority is HQ AETC/A3FV.

2.1.1.1. Aircrew members entered in an in-unit training program leading to qualification or requalification will be dedicated to that program; i.e., give training requirements priority over non-training related duties. **EXCEPTION:** Supervisory personnel may continue their normal duties as time permits.

2.1.1.2. Training time limitations for qualification training completion are contained in applicable MDS-Specific, Volumes 1. In-unit training will begin no later than 45 days (90 days for the Air Reserve Component (ARC)) after reporting to a new duty station or unit, unless waived by the MAJCOM.

2.1.1.3. **(Added-AFRC)** If extenuating circumstances preclude an individual from commencing or completing initial qualification training within the specified time frame, forward a request for waiver electronically through respective NAF/A3T to arrive at HQ AFRC/A3T not later than 15 workdays before the expiration date. Send waiver request as specified in the applicable AFI 11-2MDS, Volume 1.

NOTE: This paragraph does not apply to AFRC units that are undergoing conversion and have not attained a Status of Resources and Training System (SORTS) training measured area percentage equal to or greater than 55 percent. Upon attainment of 55 percent, paragraph 2.1.1. will apply to aircrew assigned on or before this date and will have 3 months in which to commence training.

2.1.2. **Initial Qualification Training Prerequisites.** Before entering qualification training, each aircrew member must comply with the appropriate formal course training prerequisites prescribed in the ETCA. In addition, all personnel maintaining flying status will meet the following requirements before flying:

2.1.2.1. **Physical Examinations.** Complete flight physical examinations according to AFI 48-123, *Medical Examinations and Standards*, Volumes 1 and 3. Aircrew members who fail to successfully complete a flight physical may not perform inflight duties until they successfully

complete the examination. For further action to be taken on personnel who fail to complete a required flight physical examination when due, see AFI 11-402..

2.1.2.2. Physiological Training. Complete physiological training according to AFI 11-403, *Aerospace Physiological Training Program*.

2.1.2.2.1. Requirements are waived for personnel assigned to inactive flying status codes (FSC) “J” “K” and “L” (except individuals selected for indoctrination flying, FSC “T”). Requirements are also waived for personnel performing unmanned aircraft system (UAS) ground control station aircrew duties (FSC “V” and “Z”). Requalification is completed according to AFI 11-403.

2.1.2.2.2. Personnel who perform flying duty in other than their rated specialty (for example, airborne command post duty) must maintain currency in physiological training.

2.1.2.2.3. Personnel who are delinquent in physiological training will not be scheduled for flight duty.

2.1.2.3. Survival, Evasion, Resistance, and Escape (SERE) Training. Complete training according to AFI 16-1301, *Survival, Evasion, Resistance, and Escape (SERE) Program*. For action to be taken on personnel who fail to meet training standards while enrolled in a USAF survival school, see AFI 11-402.

2.1.3. Ground Training Requirements. For in-unit qualification training, commanders will obtain and use the current formal school courseware, if available.

2.1.3.1. **Academic Training.** Accomplish academic training requirements as directed in the applicable syllabus.

2.1.3.2. **Written Examinations.** Satisfy requirements of AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program*, and the applicable AFI 11-2 MDS-Specific, Volume 2.

2.1.3.3. Survival, Evasion, Resistance, and Escape (SERE), Aircrew Life Support (ALS), and Egress Training. Accomplish emergency parachute training, local area survival, ALS, egress, and ejection seat training (as applicable) before the first flight IAW AFI 11-2 MDS Specific, Volume 1, AFI 11-301 Volume 1, *Aircrew Life Support Program*, and AFI 16-1301 (N/A for UAS aircrew). Aircrew chemical defense training, egress training with aircrew chemical defense equipment (ACDE); and emergency parachute training with ACDE must be completed prior to the first ACDE flight. Accomplish combat survival training, conduct after capture training, and water survival training as directed by AFI 16-1301. See also MDS-Specific Volume 1, MDS-Specific Ready aircrew Program (RAP) tasking memorandum, and/or MAJCOM Supplements, as applicable. **NOTE:** SERE training is not required for cadet aircrew.

2.1.3.4. **Ground Training.** Applicable ground training (i.e., simulators, aircraft systems, etc.) accomplished at the formal school establishes due dates for subsequent continuation training. If completion dates are unknown, use the date on the formal school generated AF Form 8, *Certificate of Aircrew Qualification*, or AF Form 8a, *Certificate of Aircrew Qualification (Multiple Aircraft)*.

2.1.4. In-Unit Flying Training Requirements. Approved in-unit training must be accomplished according to applicable formal school courseware and the following guidance:

2.1.4.1. Flying training lessons should be completed in order; however, if mission scheduling or student progress dictates otherwise, the unit commander or designated training supervisor may change the order.

2.1.4.2. There should be a minimum time lapse between training missions and every effort should be made to complete qualification training requirements within the prescribed time period.

2.1.4.3. With operations group commander (or equivalent) approval, upgrade and special qualification training requirements may be completed during operational missions under the supervision of an instructor of like specialty. Comply with restrictions in appropriate AFI 11-2 MDS-Specific, Volume 1, MAJCOM directives, and applicable operation order (OPORD).

2.2. Requalification Training. An aircrew member is unqualified upon expiration of his or her qualification evaluation, loss of currency exceeding 6 months (for currency items specified in applicable AFI 11-2 MDS-Specific, Volume 1, according to paragraph 3.4.3.2.), or completion of a qualification evaluation in a different MDS (*EXCEPTION*: multiple qualification, see paragraph 2.4.), whichever occurs first. The duration of unqualified time is from the date the aircrew member became unqualified until the specific retraining start date. For aircrew members who are not authorized qualification in more than one MDS and who complete a qualification evaluation in a different MDS, members must complete requalification training as specified below to regain qualification in the original MDS. For all aircrew members, except flight surgeons, requalification requirements are as follows: (MAJCOMS may provide more restrictive guidance and may adjust requirements as necessary to allow for aircrew member experience level and similarity of aircraft types. Provide specific guidance in command supplements or MDS-Specific Volumes 1.) (Terms TX-1, TX-2 and TX-3 identify formal courses required, from longest to shortest course.)

2.2.1. Unqualified up to 39 months at the end of a non-flying assignment or 48 months at the end of any active flying assignment. Complete training in all delinquent items (as applicable), additional training as directed by the squadron commander, and a flight evaluation. An ETCA formal school flying training course (TX-3) satisfies this requalification requirement, if specified in the applicable AFI 11-2 MDS-Specific, Volume 1.

2.2.2. Unqualified 39 months at the end of a non-flying assignment or 48 months at the end of any active flying assignment to 8 Years. Complete the appropriate ETCA formal school flying training course (TX-2) and a flight evaluation.

2.2.3. Unqualified in MDS Over 8 Years. Complete the appropriate ETCA formal school flying training (TX-1) and a flight evaluation.

2.2.4. Instructor Requalification. As specified in AFI 11-2 MDS-Specific, Volume 1.

2.3. Conversion/Difference Qualification Training:

2.3.1. Conversion training is normally associated with a unit conversion to another MDS. Conversion training requires completion of a formal school initial qualification course. For unit conversions, when formal school courses are not available to handle the throughput, MAJCOMs will develop, and coordinate with the training command, in-unit training plans that maximize use of highly experienced personnel as the initial cadre.

2.3.2. Difference training is normally conducted when an individual or a unit trains in a different series aircraft in the same MDS. When MAJCOMs determine the differences between series are

great enough, the training is considered conversion training. Difference qualification training requirements will be established in AFI 11-2 MDS-Specific, Volumes 1.

2.3.3. Former non-USAF pilots may be approved to perform USAF pilot duties. See AFI 11-402 for additional guidance. All helicopter-only pilots must complete a fixed wing qualification course as applicable before performing duties in fixed-wing aircraft. See ETCA course announcements at <https://etca.randolph.af.mil>.

2.4. **Multiple Qualification.** MAJCOMs may authorize qualification in more than one MDS aircraft for crewmembers only when such action is directed by command mission requirements and is economically justifiable. This authority cannot be delegated below the MAJCOM level, except HQ AFMC, which may further delegate, but not lower than wing commander. (Does not apply to aircrew members selected for reassignment to another MDS who attend training prior to PCS. Flying squadron commanders will review reassignment training and validate requirement for multiple qualification prior to aircrew member flights in original aircraft. Multiple qualification authorization under this exception terminates when the aircrew member signs out from the losing organization.) Unless required for unit mission accomplishment, commanders must not permit aircrew members qualified in primary mission aircraft to maintain qualification in support aircraft. Flight surgeons and non-rated aircrew are authorized multiple qualification.

2.4. **(AFRC) Multiple Qualification.** Multiple qualification is authorized for wing commanders, vice-wing commanders, OGs, deputy OGs (general officers in any of these positions are subject to the limitations in paragraph 2.4.1. and 2.4.2.) when assigned to units possessing multiple MDS aircraft. Flying training requirements are according to gaining/oversight command directives or as directed by AFRC. Multiple qualification is not necessary to operate similar MDSs IAW paragraph 3.4.1.1. **(Added)** of the supplement.

2.4.1. General officers will only maintain qualification in a single MDS. Difference qualification in variants of the same MDS is authorized, but is not permitted when qualification involves formal conversion training, IAW MDS-Specific AFIs. Aircraft qualification will include instrument qualification and an AF Form 8 flight evaluation.

2.4.2. Waiver authority for general officer multiple qualification requirements is AF/CC, IAW AF/CV message, "General Officer Flying," 091724Z Apr 04.

2.4.3. **(Added-AFRC)** Aircrews are authorized to maintain mission qualification in only one aircraft. Basic qualification is authorized for all other aircraft assigned on a case-by-case basis. Aeromedical Evacuation Crew Members (AECMs) are considered qualified in all aircraft capable of moving patients under the Universal AECM Qualification Program. Request for multiple qualification will not be required for AECMs. AE units or individual AECMs changing from one unit-assigned MDS to a new unit-assigned MDS will complete training IAW AFI 11-MDS V1.

2.4.4. **(Added-AFRC)** The unit commander forwards request for multiple qualification authorization through respective NAFs to HQ AFRC/A3 for final approval. Request is made for individuals rather than for position. The request includes the name, grade, status (ART or Reservist), individual's organization, and a statement identifying the total number of crewmembers possessing multiple qualifications (including those listed in the request). Authorizations will be issued by name and contain expiration dates not to exceed one year.

EXCEPTION: Pararescue and combat camera, specialists are not required to submit requests for multiple qualifications. Individuals in these positions are authorized to fly in more than one mis-

sion design aircraft when so designated on aeronautical orders and when receiving training or maintaining qualification in appropriate aircraft. A separate flight evaluation is not required for each aircraft unless specified in applicable AFI 11-2 MDS-specific Vol 2. The qualification written examination is only required for the primary MDS in which currency is maintained.

2.5. Senior Officer Qualification and Performance Requirements. Senior officers (colonel selects and above) whose position requires operational flying will complete the appropriate formal training course unless already qualified. A senior officer course that does not result in an AF Form 8/8a flight evaluation will not permit unsupervised flying. In addition, senior officers will comply with paragraph 3.1.4. of this instruction. **NOTE:** All senior officers must complete a formal training course qualification program (AF Form 8/8a flight evaluation) prior to flying an aircraft with passengers on board. Exceptions to this policy must be approved by HQ USAF/A3/5 (colonels and colonel selects); exceptions for general officers must be approved by AF/CC, IAW AF/CV message, "General Officer Flying," 091724Z Apr 04.

2.5.1. General officers in commander billets may fly without an instructor in their primary assigned aircraft if they are current and qualified (Mission Ready (MR)/Combat Mission Ready (CMR) or Basic Mission Capable (BMC)) according to the applicable AFI 11-2 MDS-Specific, Volume 1.

2.5.2. All other general officers and general officer commanders maintaining Basic Aircraft Qualification (BAQ) or less, must fly with an instructor.

2.5.3. General officers flying in single-place aircraft are limited to HQ USAF/CC, commanders, and MAJCOM directors of operations. If approved by AF/CC for operational flying, numbered Air Force vice commanders may also fly single-place aircraft. General officers maintaining BAQ in single-place aircraft require an instructor pilot in the flight.

2.5.4. Except for HQ USAF/CC, HQ USAF/CV, MAJCOM commanders (or equivalents), and Unified Command commanders (when filled by a USAF general officer), general officers who are in operational flying status and who do not directly oversee Operational Support Airlift (OSA) aircraft operations should not fly OSA aircraft. MAJCOM commanders may develop further OSA guidelines as necessary.

2.5.5. As a minimum, HQ USAF/CC and HQ USAF/CV will maintain BAQ in their assigned aircraft. Minimum and maximum sortie rates do not apply.

2.5.6. Unless further restricted by AFI 11-2 MDS-Specific, Volume 1, colonels and colonel selects who comply with paragraph 2.5. may fly without an instructor in their primary assigned aircraft.

2.5.7. MAJCOMs establish additional guidelines and flight requirements as necessary.

2.5.8. Test pilots of any rank assigned to AFMC, AFMC civilian employees who have previously graduated from a military test pilot school (or equivalent), contract personnel who work under a government contract administered by AFMC or DCMA who have previously graduated from a military test pilot school (or equivalent), and Aggressor and Thunderbird selectees (with MAJCOM concurrence), may attend senior officer qualification training courses.

2.6. Mission Qualification Training. The purpose of mission qualification training is to qualify aircrew members in assigned aircrew positions to perform the command or unit mission. AFI 11-2 MDS-Specific, Volume 1 prescribes minimum training requirements to qualify individuals in unit

missions. All crew members will complete mission qualification before entering special mission (e.g., Special Operations Low Level (SOLL) II, etc.) qualification or upgrade training, unless the special mission training is specifically directed as pre-mission qualification training in AFI 11-2 MDS-Specific, Volume 1, e.g., LANTIRN training.

3. Continuation Training. The continuation training program provides crew members with the volume, frequency, and mix of training necessary to maintain proficiency in the assigned qualification level.

3.1. Aircrew Status. An aircrew member may be assigned Mission Ready/Combat Mission Ready, Basic Mission Capable, or Basic Aircraft Qualification status.

3.1.1. Mission Ready (MR). An aircrew member who has satisfactorily completed mission qualification training and maintains qualification and proficiency in the command or unit operational mission.

3.1.2. Combat Mission Ready (CMR). An aircrew member who has satisfactorily completed mission qualification training and maintains qualification and proficiency in the command or unit combat mission.

3.1.3. Basic Mission Capable (BMC). An aircrew member who has satisfactorily completed mission qualification training, is qualified in some aspect of the unit mission, but does not maintain MR/CMR status. The aircrew member must be able to attain full qualification to meet operational taskings within 30 days, or otherwise specified in the applicable MDS-Specific, Volume 1.

3.1.4. Basic Aircraft Qualification (BAQ). An aircrew member who has satisfactorily completed initial qualification training and is qualified to perform aircrew duties in the unit aircraft. The member must perform at the minimum frequency necessary to meet the most recent sortie and flight standards set for that weapon system in the applicable MDS-Specific, Volume 1.

3.1.5. Minimum Requirements. In addition to the above, MR, CMR, BMC, and BAQ aircrew members must have accomplished and/or maintain the following minimum requirements (**NOTE:** an asterisk [*] indicates requirement is a grounding item):

3.1.5.1. *Annual physical according to AFI 48-123, Volumes 1 and 3.

3.1.5.2. *Physiological training according to AFI 11-403 (N/A for UAS aircrew).

3.1.5.3. Cockpit/Crew Resource Management (CRM) training, according to AFI 11-290, *Cockpit/Crew Resource Management Training Program*, and AFI 11-2 MDS-Specific, Volume 1 (Flight surgeons: CRM is a one-time requirement in the primary assigned aircraft unless required to perform Aeromedical Evacuation (AE) duties. Flight surgeons required to perform AE duties will accomplish CRM refresher training IAW AFI 11-2AE Vol 1, *Aeromedical Evacuation Aircrew Training*.)

3.1.5.4. ALS equipment training, aircrew chemical defense training, emergency egress training with ACDE, combat survival training, conduct after capture, water survival training, and emergency parachute training with ACDE according to AFI 11-301, Volume 1, and AFI 16-1301. **NOTE:** SERE not required for cadet aircrew.

3.1.5.5. Aircrew qualification (AF Form 8/8a). See AFI 11-202 Vol 2.

3.1.5.6. Flight currency events, except special mission qualifications that do not affect the wartime mission.

3.1.5.7. *Emergency egress training, ejection seat; or emergency egress training non-ejection seat; and emergency parachute training (N/A for UAS operators). See AFI 11-301, Volume 1, and AFI 11-2 MDS-Specific, Volume 1.

3.2. Responsibilities:

3.2.1. **MAJCOM.** MAJCOMs will determine unit of attachment for higher headquarters staff personnel assigned to flying positions.

3.2.2. **Squadron Commander.** The squadron commander or designated representative will ensure individuals receive training to successfully complete unit missions and maintain individual proficiency. The squadron commander will also determine the training level of each assigned crew member, when not prescribed by MAJCOM.

3.2.2. **(AFRC) Squadron Commander.** Training accomplished by Air Reserve Technicians (ART) in civilian status is creditable towards total flying training requirements.

3.2.3. **Aircrew Members.** Each aircrew member is responsible for monitoring and completing all training requirements.

3.3. **Training Events/Profiles.** Aircrew members' continuation and additional (ground) training events/profiles are maintained in ARMS. Commanders have the option of monitoring AF-wide awareness training (e.g. Resource Protection) for aircrew members in ARMS.

3.3.1. Use the following forms when documenting aircrew training in ARMS (If additional forms are needed, see AFI 33-360, *Publications and Forms Management*, for guidance):

NOTE: Reports and updates to ARMS generated from AF-approved automated systems (e.g. ARMS, TASAMS, PEX) may be used as source documentation for continuation training provided these reports contain the minimum required elements. Updates generated from an automated system must be validated by a mission review process.

3.3.1.1. **Additional Training.** Use AF Form 1522, *ARMS Additional Training Accomplishment Report*, to document aircrew ground training for processing into ARMS. Training events taught by other agencies (e.g. small arms) as well as grounding events (e.g. ground egress training) must be documented on the AF Form 1522. In either case, an instructor must certify training accomplishment. AF Form 1522 may also be used to document training accomplished by a single individual when no instructor is involved (e.g. computer based training). In this case, the form may be emailed directly from the individual's official e-mail account to a unit aviation resource manager's official e-mail account. The aviation resource manager will maintain a copy of the email and form as a source document. Events that do not require a formal course of instruction (e.g. SOF duties) may be documented on a locally developed mission accomplishment report for processing into ARMS. Locally developed forms must contain the minimum elements found on the AF Form 1522, with the exception of instructor certification. Refer to AFI 33-360 for additional guidance. **NOTE:** AF Form 1522 is not required for documentation of physiological training. AF Form 702, *Individual Physiological Training Record*, will be used to document Physiological Training for processing into ARMS.

3.3.1.2. **Continuation Training.** MAJCOMs will establish specific criteria and forms for documenting continuation training. With MAJCOM approval, units may develop local mission accomplishment reports and/or training accomplishment reports to document continuation

training for processing into ARMS. MAJCOMs will establish minimum elements required for locally developed forms.

3.3.2. **(Added-AFRC)** Maintain ARMS end-of-cycle products for the current and previous training cycles.

3.3.2.1. **(Added-AFRC)** Units will use gaining command training task identifiers.

3.4. **Currency.** Currency requirements for aircrew members are listed in AFI 11-2 MDS-Specific, Volume 1.

3.4.1. MAJCOMs determine similar equipment or systems for aircrew members who fly more than one mission or design aircraft.

3.4.1.1. **(Added-AFRC)** Aircraft within the following groupings are considered to be similar MDSs for the purposes of this regulation: F-16/C/D/CG/CJ; HH-60G and MH-60G; WC/HC-130H/N/P/J; and A/OA-10.

3.4.2. MAJCOM/A3s may waive currency requirements for aircraft that are unique to an organization when accomplishment is not practical. In such cases, commanders ensure that aircrew members are current and qualified in all normal and emergency procedures before unsupervised flight.

3.4.3. **Recurrency Training.**

3.4.3.1. **Loss of Currency up to 6 Months.** An aircrew member must demonstrate proficiency with an instructor (or designated supervisor, when specified in the applicable AFI 11-2 MDS-Specific, Volume 1) in all delinquent items (such as landings). Designated supervisors, if applicable, will be clearly established in AFI 11-2 MDS-Specific, Volumes 1.

3.4.3.2. **Loss of Currency Exceeding 6 Months.** AFI 11-2 MDS-Specific, Volume 1, will establish which currency items result in unqualified status requiring requalification according to paragraph 2.2. and which currency items do not result in unqualified status allowing recurrency to be regained according to paragraph 3.4.3.1.

3.5. **Proration of Training.** When determining training requirements, prorate an aircrew member not available for flying duties (for example, PCS, nonflying TDY, duty not including flying [DNIF] status, or emergency leave). Proration does not apply to individuals who are available for 15 days or less, who will not incur training requirements. For individuals available for flying duties for 16 days or more, requirements prorated are in direct proportion to the number of days of nonavailability. Do not prorate for nonavailability of 15 days or less. For every 30 days of nonavailability beyond 15 days, prorate training requirements one month, but not to less than one event. Additional proration guidance may be established in AFI 11-2 MDS-Specific, Volumes 1.

3.5.1. **(Added-AFRC)** Individuals may be considered unavailable for flying duties due to an outside employment training program. The individual must not have worked in any pay status during the proration period (UTAs must be excused or rescheduled). Additionally, the squadron commander or designated representative will document the proration with an MFR to be maintained by the ARMS member. The commander will ensure members are prorated only for employment training programs which legitimately prevent the individual from being available for Reserve duties. Under no circumstance will a member be prorated based on this paragraph if proration was awarded for any reason in the previous training period.

3.6. Failure to Complete Continuation Training Requirements.

3.6.1. Declare individuals in Status of Resources and Training System (SORTS) non-mission ready (NMR), non-combat mission ready (N-CMR), non-basic mission capable (N-BMC), or non-basic aircraft qualified (N-BAQ) if they fail to complete periodic ground or flying continuation training requirements defined paragraph 3.1.5. and in AFI 11-2 MDS-Specific, Volume 1 instructions. Waiver authorities for this instruction are specified in paragraph 1.2. Waiver requirements and waiver authorities for AFI 11-2 MDS-Specific, Volumes 1, will be specified in those instructions.

3.6.2. Individuals who fail to accomplish minimum aircrew requirements must fly in supervised status when currency in the item is required for the particular flight (unless otherwise directed in the applicable AFI 11-2 MDS-Specific, Volume 1). If the minimum requirement is a grounding item (indicated by an asterisk in paragraph 3.1.5. and subsequent paragraphs), individuals will not fly as aircrew members and will not perform aircrew duties until the requirement is accomplished.

3.6.3. Suspend aircrew members assigned to active flying positions who fail to attain and maintain aircrew qualification, when such action is within the member's control, IAW AFI 11-402.

3.7. Requirements Before PCS or TDY by Members on Active Flying Status. The following paragraphs apply to flying personnel departing PCS from their old station or TDY from their permanent station.

3.7.1. Aircrew members should complete a proportionate share of flying requirements by the end of the month preceding the date of departure for PCS or non-flying TDY.

3.7.2. Complete physical examination and physiological training requirements before departing PCS or TDY, if the due date occurs within three months after departure date (CONUS assignments), or prior to DEROS (overseas assignments). For overseas assignments, physiological training currency must cover the duration of the assignment, IAW 11-403. For flight evaluation requirements in conjunction with PCS/TDY moves, see AFI 11-202, Volume 2. Air University graduating students may delay physiological refresher training until they arrive at their new duty location or formal flying training base, if the assigned base is one of the locations with physiological training facilities.

3.7.2. (AFRC) Provisions of this paragraph apply to all AFRC aircrew members who are transferring to another unit. The unit aviation resource management superintendent is responsible for ensuring aircrew members are notified of training due.

3.8. Requirements Before Removal from Active Flying. The following paragraphs apply to flying personnel being retired, separated, placed in inactive status, or reassigned to nonflying positions.

3.8.1. Training requirements apply until the last day of the fourth month prior to an individual's removal from active flying. For example, a person who retires or starts terminal leave on 1 July must complete requirements through 31 March; or, if a person is reassigned to a nonflying position on 15 November, he must complete requirements through 31 July. MAJCOMs may extend specific training requirement applicability, based on unit mission requirements, on a case-by-case basis.

3.8.2. Refresher physiological training and academic refresher courses are not required if individuals on active flying status are current, and if removal from active flying status occurs during the 4-month period after the due date.

3.9. Requirements While in Inactive Flying Status. Personnel placed in inactive status will not complete the aircrew, flying, and physiological training requirements of this instruction. Physical qualification must be maintained according to AFI 48-123, except for flying personnel in aviation service codes 6J, 7J, 8J, and 9J, GJ and HJ. When inactive members have been selected and confirmed for assignment to aircrew duties, these individuals must regain currency in physical and physiological training before performing inflight duties. Individuals will regain their physical qualification prior to PCS/PCA to an active flying assignment.

3.9. (AFRC) Requirements While in Inactive Flying Status. Unit commanders ensure all inactive personnel in-process through the unit FMO and turn in their FRF to the HARM office. MPF provides written verification of all inactive personnel to the unit FMO within 5-workdays upon arrival or PCS of individual.

3.10. Retraining. Personnel retraining in another type aircraft will incur an ADSC IAW AFI 36-2107.

3.11. Aircrews Flying in Non-US Air Force Aircraft and with Non-US Air Force Units. Air Force aircrews performing appropriate duties in non-US Air Force aircraft IAW AFI 11-401, *Aviation Management*, or on duty with or attached to non-US Air Force units for flying, are only required to maintain a current physical and review their flight records IAW AFI 11-401. Aircrew members affected by this paragraph are not required to maintain currency in USAF physiological training, but must regain physiological qualification (when required) prior to performing aircrew duty in US Air Force aircraft.

3.12. Flight Surgeon Requirements. Flight surgeon flying requirements are according to the appropriate AFI 11-2 MDS-Specific, Volume 1, but in no case are they less than those in [Table 1](#). Provide assigned and attached flight surgeons every opportunity to fly in the unit's primary mission aircraft. Flight surgeons must fly at least 50 percent of their annual minimum requirements in primary unit aircraft unless assigned or attached to operational units equipped only with single place aircraft or deployed away from their primary unit for more than 90 days. Waiver authority for this paragraph is AFMOA/SGPA (send info copy to HQ USAF/A3OT and appropriate MAJCOM/SG office).

3.12. (AFRC) Flight Surgeon Requirements. Active duty flight surgeons assigned a RPI 5 are authorized to fly periodically with AFRC units on a noninterference basis with the concurrence of the flying unit commander.

Table 1. Flight Surgeon Sortie Requirements (See Notes).

Sortie	Semi-Annual Period	Annual Sorties
Total	Minimum: 6	Minimum: 12
Night	Minimum: 1	Minimum: 2

NOTES:

1. Flight surgeons may log more than one sortie per day; however, no more than one sortie per single calendar day will be credited towards semi-annual and annual sortie requirements in [Table 1](#). (Credit hours flown IAW AFI 11-401.) **EXCEPTION:** Credit Air Reserve Component flight surgeons with a maximum of two sorties for separate flights performed in a single

calendar day, provided the interval between flights does not exceed 60 days and a minimum of six missions are flown each six months.

2. A night sortie is one on which either takeoff or landing and at least 50 percent of flight duration or one hour, whichever is less, occurs during night time, as defined in AFI 11-401.
3. Flight surgeons are conditional fliers and must meet DODFMR (*DOD Financial Management Regulation*) flying requirements for entitlement to ACIP. See also AFI 11-421, *Aviation Resource Management*.
4. To maintain currency, time between flights must not be more than 60 days. Notify the command surgeon when time between flights exceeds 60 days. MAJCOMs establish procedures for flight surgeons to regain flying currency.
5. Squadron aviation resource managers will set up flight surgeon training profiles on an annual cycle. Reference [Attachment 2 Table A2.1](#) for ARMS training event identifiers.
6. Notify the command surgeon when flight surgeons fail to meet semi-annual or annual sortie requirements. MAJCOMs establish procedures to assess continued active flying authorization.

Table 1. (AFRC) Flight Surgeon Sorties/Training Requirements.

NOTES:

4. Routine notification of AFRC/SG for Flight Surgeons exceeding 60 days is not required.
5. Flight Surgeons complete training accomplishment sheets for each sortie flown.
 - 3.12.1. **(Added-AFRC)** If flying requirements are not met the flight surgeon must meet the following requirements:
 - 3.12.1.1. **(Added-AFRC)** Be re-briefed on aircraft MDS specific requirements including emergency egress procedures.
 - 3.12.1.2. **(Added-AFRC)** Ensure all ARMS currency items are current—except for a sortie in which currency will be regained on a subsequent scheduled flight.
 - 3.12.2. **(Added-AFRC)** If there is continued difficulty in meeting currency requirements, the operations group commander, in consultation with the medical unit commander, should consider removing the flight surgeon from the API-5 position and reassigning the API-5 position to a flight surgeon who is able to meet the flying requirements. Notify the appropriate NAF/SG when flight surgeons are removed from API-5 positions due to failure to meet flying currency requirements. NAF/SG will in-turn notify AFRC/SG.

4. Upgrade Training. See applicable AFI 11-2 MDS-Specific, Volume 1 for specific instructions for additional requirements. Personnel attending formal training for upgrade in an aircraft will incur an ADSC IAW AFI 36-2107.

5. Aircrew Training System (ATS). The ATS is a system wherein a civilian contractor provides academic, simulator, and other designated aircrew training. ATS courses are listed in the applicable AFI 11-2 MDS-Specific, Volume 1.

5.1. **Applicability.** Guidance applies to all aircrew members attending either formal schools using ATS courseware or ATS refresher/phase training, or units conducting secondary method training utilizing formal courseware.

5.2. **Students.** ATS students will enroll on a full-time basis to ensure their training is completed in a timely and uninterrupted manner. Students will be relieved of duties not directly related to training. **EXCEPTION:** Supervisory personnel may continue their normal duties as time permits when this training is conducted at home station.

5.3. **Course Prerequisites.** Commanders will ensure ATS students complete ATS course prerequisites as outlined in the ETCA, applicable AFI 11-2 MDS-Specific, Volume 1, or course syllabus.

5.4. **Objectives.** Lesson objective descriptions, remediation procedures, specific training evaluation criteria, administration procedures and scheduling guidelines/procedures are found in the applicable AFI 11-2 MDS-Specific, Volume 1, or course syllabus.

5.5. **Unsatisfactory Student Progress :**

5.5.1. If a student's training progress is unsatisfactory, the contractor will notify the appropriate government representative (wing training, operations officer, etc.). Following review of the student's record, the government representative will determine whether to continue or terminate training.

5.5.2. The contractor will provide written feedback to the unit commander or training office for students who display substandard performance.

5.6. **Courseware Changes.** Submit formal school courseware changes through appropriate MAJCOM channels to the training command. The training command will coordinate with the command responsible for overseeing the ATS contract, if different than the training command. Submit all other courseware changes to the MAJCOM responsible for overseeing the ATS contract.

5.7. **Source Document.** Changes to aircrew qualifications (including training profiles) that are tracked in ARMS will be documented on the AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*. Forms will be certified by the appropriate agency and provided to the Squadron Aviation Resource Management office.

6. Ancillary Training. The ETCA website at <https://etca.randolph.af.mil> lists ancillary training courses; each course lists the applicable target group. Reference publications provide guidance for accomplishment of ancillary training requirements. HQ USAF/A3OT will also maintain a reference list of publications prescribing ancillary training (based on inputs provided by MAJCOM aircrew training offices). The following guidance applies to coordination of publications prescribing ancillary training and resolving publications issues:

6.1. HQ USAF/A3OT is the AF/A3/5 focal point for publications interface. HQ USAF/A3OT will act as a conduit to provide draft publications to MAJCOMs for coordination. HQ USAF/A3OT will provide MAJCOM inputs to publications OPRs for draft and existing publications to facilitate resolving publications issues.

6.2. MAJCOM aircrew training offices will coordinate publications issues (reference paragraph **1.5.2**). Supported commands will provide inputs to lead commands. Lead commands will provide inputs to HQ USAF/A3OT. If issues cannot be readily resolved, waivers or exceptions to policy may be requested IAW paragraph **1.2**. Submit requests for waivers or exceptions to policy through applica-

ble training channels to MAJCOM/A3 or equivalent. MAJCOM/A3s forward request to HQ USAF/A3O, with info copy to HQ USAF/A3OT. With HQ USAF/A3O approval, HQ USAF/A3OT will coordinate requests with waiver authorities and publications OPRs. Comply with existing guidance in the source publication establishing the training requirement until the source publication is changed, a waiver is granted, or an exception to policy is approved. **EXCEPTION:** MAJCOMs may establish more restrictive guidance. Waivers or exceptions to policy are only required when the intent is to be less restrictive than the source publication. See also paragraph 1.2. for MAJCOM/A3 waiver authority.

6.3. **Total Force Training and Education Review Process.** AFI 36-2201, Volume 6, *Total Force Training and Education Review Process (TFTERP)*, establishes the organizational structure and provides guidance for reviewing training and education issues. AF/A3O is included in the process as a designated member of the Review Board. AF/A3OT is a member of the Decision Panel and the Issues team. As part of this process, related issues may be directed to specific organizations for review. In addition to the process established in paragraph 6.2., above, TFTERP may be used to elevate training and education issues for consideration and resolution.

7. **Standard Training Event identifiers.** **Attachment 2** lists the training event identifiers to use for all Air Force personnel in the Aviation Resource Management System (ARMS).

8. **Hours-per-Crew-per-Month/Sorties-per-Crew-per-Month Report.** MAJCOMs will submit quarterly Hours-per-Crew-per-Month/Sorties-per-Crew-per-Month (HCM/SCM) report (RCS: HAF-XO(Q)0502) to HQ USAF/A3OT by the 15th of the month following each calendar quarter. Submit data requirements as prescribed, but submission may be delayed to allow the submission of higher precedent reports. Continue reporting during emergency conditions, delayed precedence. Submit report electronically. Discontinue reporting during MINIMIZE. Reports are required from the following commands: ACC, AFRC, AFSOC, AMC, NGB, PACAF, USAFE (may be revised as directed by HQ USAF). See **Attachment 3** for specific procedures and examples.

9. Forms.

9.1. **Forms Prescribed.** AF Form 1522, *ARMS Additional Training Accomplishment Report*, AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*.

9.2. **Forms Adopted.** AF Form 8, *Certificate of Aircrew Qualification*, AF Form 8a, *Certificate of Aircrew Qualification (Multiple Aircraft)*, AF Form 702, *Individual Physiological Training Record*, AF Form 847, *Recommendation for Change of Publication*.

9.2. **(AFRC) Form Adopted:** AFTO Form 781, *ARMS Aircrew/Mission Flight Data Document*.

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Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

- AFPD 10-9, *Lead Operating Command Weapon Systems Management*, 13 Jun 2000
- AFPD 10-21, *Air Mobility Lead Command Roles and Responsibilities*, 1 May 1998
- AFPD 11-2, *Aircraft Rules and Procedures*, 14 Jan 2005
- AFPD 11-4, *Aviation Service*, 1 Sep 2004
- AFI 11-2AE Volume 1, *Aeromedical Evacuation Aircrew Training*, 3 Oct 2005
- AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program*, 8 Dec 2006
- AFI 11-290, *Cockpit/Crew Resource Management Training Program*, 11 Apr 2001
- AFI 11-301, Volume 1, *Aircrew Life Support (ALS) Program*, 19 Jul 2002
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- AFI 11-402, *Aviation and Parachutist Service, Aeronautical Ratings and Badges*, 29 Jul 2003
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- AFI 16-1301, *Survival, Evasion, Resistance and Escape Program*, 6 Sep 2006
- AFI 33-360, *Publications and Forms Management*, 18 May 2006
- AFI 36-2107, *Active Duty Service Commitments (ADSC)*, 22 Apr 2005
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- AFI 36-2251, *Management of Air Force Training Systems*, 20 Mar 2003
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- AFI 65-503, *US Air Force Cost and Planning Factors*, 4 Feb 1994
- AFMAN 11-210, *Instrument Refresher Program (IRP)*, 3 Feb 2005
- AFMAN 36-2234, *Instructional System Development*, 1 Nov 1993
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- DOD 7000.14-R, *Department of Defense Financial Management Regulations (FMRs)*, Volume 7A, 14 Mar 2005
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Abbreviations and Acronyms

AATTC—Advanced Airlift Tactics Training Center
ACDE—Aircrew Chemical Defense Equipment
ACIP—Aviation Career Incentive Pay
ADSC—Active Duty Service Commitment
AEB—Aircrew Evaluation Board
AETC—Air Education and Training Command
AFI—Air Force Instruction
AFPC—Air Force Personnel Center
AFPD—Air Force Policy Directive
AFRL—Air Force Research Laboratory
ANG—Air National Guard
ARC—Air Reserve Component
ARMS—Aviation Resource Management System
ATS—Aircrew Training System
BAQ—Basic Aircraft Qualification
BMC—Basic Mission Capable
CC—Commander
CFIT—Controlled Flight into Terrain
CMR—Combat Mission Ready
CONOPS—Concept of Operations
CSO—Combat Systems Officer
DNIF—Duty Not Involving Flying
DoD—Department of Defense
ETCA—Education and Training Course Announcement
FCR—Formal Course Review
FEB—Flying Evaluation Board
FTU—Formal Training Unit
FYDP—Future Years Defense Program
HQ—Headquarters
IFS—Initial Flight Screening
IRC—Instrument Refresher Course

MAJCOM—Major Command (for purposes of this AFI, includes ANG)

MDS—Mission Design Series

MR—Mission Ready

NAF—Numbered Air Force

N-BAQ—Non-Basic Aircraft Qualification

N-BMC—Non-Basic Mission Capable

N-CMR—Non-Combat Mission Ready

NMR—Non-Mission Ready

OPORD—Operation Order

OPR—Office of Primary Responsibility

OSA—Operational Support Airlift

PCS—Permanent Change of Station

PFT—Programmed Flying Training

PGL—Program Guidance Letter

PR—Progress Review

PRD—Program Requirements Document

RSC—Reserve Service Commitment

SORTS—Status of Resources and Training System

TDY—Temporary Duty

UAS—Unmanned Aircraft System

USAF—United States Air Force

USAFA—United States Air Force Academy

WIC—Weapons Instructor Course

Terms

Aircrew—The total complement of rated (pilots, navigators, air battle managers, and flight surgeons), career enlisted aviators (1AXXX Air Force Specialty Codes), and nonrated aircrew (K-, Q-, or X-prefixed Air Force Specialty Code) personnel responsible for the safe ground and flight operation of the aircraft and onboard systems, or for airborne duties essential to accomplishment of the aircraft's mission. Includes members in initial formal training for immediate assignment to an authorized operational flying position. Individuals must be on aeronautical orders and assigned to an authorized position according to AFI 65-503, *US Air Force Cost and Planning Factors*, or nonrated aircrew not in an aircraft's basic crew complement, but required for the mission. Aircrew members perform their principal duties inflight and their presence is required for the aircraft to accomplish its primary tasked mission. Duties must be essential to operating the aircraft or mission systems and equipment used for completing a mission, or other duties essential to the aircraft's mission.

NOTES:

1. US Air Force Academy (USAFA)/Air Force Reserve Officer Training Corps (AFROTC) cadets enrolled in approved USAFA flying programs are accorded aircrew status while actively participating in such programs. Cadets will be placed on aeronautical orders authorizing flying status while participating in approved USAFA flying programs and will not be added in the operational ARMS database. HARM office personnel will not assign an Aviation Service Code (ASC) and an Aviation Service Date (ASD) will not be established. Neither flying incentive pay nor flying duty credit are authorized.
2. The term “navigator” includes all navigator specialties and is synonymous with the designation Combat Systems Officer (CSO). New UFT graduates are designated CSOs, but previously qualified individuals will continue to be identified as navigators.

Basic Aircraft Qualification—An aircrew member who has satisfactorily completed training prescribed to maintain the skills necessary to perform aircrew duties in the unit aircraft.

Basic Mission Capable—An aircrew member who has satisfactorily completed mission qualification training, is qualified in some aspect of the unit mission, but does not maintain MR/CMR status.

Combat Mission Ready—An aircrew member who has satisfactorily completed mission qualification training and maintains qualification and proficiency in the command or unit combat mission.

Continuation Training—The continuation training program provides crew members with the volume, frequency, and mix of training necessary to maintain proficiency in the assigned qualification level.

Currency—A measure of how frequently and/or recently a task is completed. Currency requirements should ensure the average aircrew member maintains a minimum level of proficiency in a given event.

Flying Training CONOPS—The process that ties validated training requirements to the Air Force Programming, Planning, and Budgeting System.

Formal Course—Training courses listed in the Air Force Education and Training Course Announcement (ETCA).

Initial Qualification—An aircrew member engaged in training needed to qualify for basic aircrew duties in an assigned position for a specific aircraft, without regard for the unit’s operational mission.

Mission Ready—An aircrew member who has satisfactorily completed mission qualification training and maintains qualification and proficiency in the command or unit operational mission.

Mission Qualification—An aircrew member engaged in training needed to qualify in an assigned aircrew position to perform the command or unit mission.

Office of Primary Responsibility (OPR)—Any headquarters, agency, or activity having the primary functional interest in, and responsibility for, a specific action, project, plan, program, or problem.

Proficiency—A measure of how well a task is completed. An aircrew member is considered proficient when they can perform tasks at the minimum acceptable levels of speed, accuracy, and safety.

Special Mission Training—Training in any special skills necessary to carry out the unit’s assigned missions that are not required by every crew member. Specialized training is normally accomplished after the crew member is assigned MR/CMR or BMC status, and is normally in addition to MR/CMR or BMC requirements.

Training Command—The MAJCOM assigned responsibility for formal school training in each MDS.

Attachment 1 (AFRC)

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

Abbreviations and Acronyms

AFRC—Air Force Reserve Command

Attachment 2

STANDARD TRAINING EVENT IDENTIFIERS

A2.1. Standard ARMS Training Event Identifiers. Table A2.1. shows the training event identifiers to use for all Air Force personnel in ARMS.

Table A2.1. Standard ARMS Training Event Identifiers.

Identifier	Description
AA01	Qualification Evaluation
AA02	Qualification Evaluation, Simulator
AA11	Instrument Evaluation
AA12	Instrument Evaluation, Simulator
AA21	Combined Qualification and Instrument Evaluation
AA22	Combined Qualification and Instrument Evaluation, Simulator
CC01	On Scene Commander Training
FF00	Total Flight Surgeon Sorties
FF01	Total Day Flight Surgeon Sorties
FF02	Total Night Sorties, Flight Surgeon
FF11	Primary Aircraft Day Flight Surgeon Sortie
FF12	Primary Aircraft Night Flight Surgeon Sortie
FF21	Non-Primary Aircraft Day Flight Surgeon Sortie
FF22	Non-Primary Aircraft Night Flight Surgeon Sortie
LL01	Life Support Familiarization Training
LL02	Emergency Egress Training -Ejection Seat
LL03	Emergency Egress Training -Non Ejection Seat
LL04	Aircrew Chemical Defense Training (ACDT)
LL05	Egress Training with ACDE
LL06	Life Support Equipment Training
PP12	Centrifuge Training
SS01	Local Area Survival
SS02	Combat Survival Training (CST)
SS03	Conduct After Capture (CAC)
SS04	Non-combat Survival Training (NCST)
SS05	Water Survival Training (WST)
SS06	Emergency Procedures Training

Identifier	Description
SS07	Contingency SERE Indoctrination (CSI)
SS20	Combat Survival Training (CST), Wartime Level C (S-V80-A)
SS21	Combat Survival Training, Wartime Level B
SS22	Combat Survival Training, Wartime Level C Top Off
SS23	Combat Survival Training, USAFA Wartime Level B
SS24	Survival Training, Governmental Detention Level C (S-V83-A)
SS25	High Risk Survival Training, Govern. Detention Level C (S-V91-A)
SS26	Governmental Detention, Level B
SS27	Hostage Survival Training, Level C (S-V93-A)
SS28	Hostage Survival Training, Level B
SS29	Survival Training (S-V82-A)
SS30	Underwater Egress Training (S-V84-A)
SS31	Water Survival Training, Parachuting (S-V86-A)
SS32	Water Survival Training, Non-Parachuting (S-V90-A)
SS33	Arctic Survival Training (S-V87-A)
SS34	Medical SERE Training (B3AZYBLMD-000)
TT00	Total Overhead Sorties
TT01	Maintenance Attrition Overhead Sortie
TT02	Weather Attrition Overhead Sortie
TT03	Air Traffic Control Attrition Overhead Sortie
TT04	Airspace Attrition Overhead Sortie
TT05	Operations Attrition Overhead Sortie
TT06	Support Attrition Overhead Sortie
TT15	Other Required Training Accomplished (Attrition)
TT16	No Other Required Training Accomplished (Attrition)
TT20	Vol 1 Support Force Sustainment Overhead Sortie
TT21	Lookback/Currency Force Sustainment Overhead Sortie
TT22	Individual Upgrade Training Force Sustainment Overhead Sortie
TT23	Upgrade Support Force Sustainment Overhead Sortie
TT24	Remedial/Corrective Training Force Sustainment Overhead Sortie
TT30	Other Required Training Accomplished (Force Sustainment)
TT31	No Other Required Training Accomplished (Force Sustainment)
TT32	Commander Directed Force Sustainment Overhead Sortie

Identifier	Description
TT33	Commander Directed Support Force Sustainment Overhead Sortie
TT34	Regain Currency Force Sustainment Overhead Sortie
TT40	Functional Check Flight Force Support Overhead Sortie
TT41	Ferry Force Support Overhead Sortie
TT42	Non-Contingency Deploy Force Support Overhead Sortie
TT43	Air Show/Demonstration Force Support Overhead Sortie
TT44	Orientation/Incentive Force Support Overhead Sortie
TT45	Airborne Spare Force Support Overhead Sortie
TT46	Contingency Force Support Overhead Sortie
TT50	Other Required Training Accomplished (Force Support)
TT51	No Other Required Training Accomplished (Force Support)
TT99	Scheduled Mission Accomplished
VV01	Initial/Refresher Night Vision Goggle Training

NOTE: Duplicate double letters (AA through ZZ) identify Air Force specified training events. AF/A3OTF establishes and authorizes the use of Air Force duplicate double letter codes. Other letter and/or number combinations (such as AB) are authorized for events identified in other publications. Locally developed training task ID's will begin with the letter "X". The HARM office or training profile manager will ensure the OG/CC approves locally developed task IDs.

A2.2. Standard ARMS Training Program Codes. Table A2.2. shows the training program code identifiers to use for all aircrew training programs in ARMS.

Table A2.2. Standard ARMS Training Program Codes.

First Character	Second Character	Description
A	(Note)	Airlift
B	(Note)	Bomber
C	(Note)	C2ISR (Command and Control, Intelligence, Surveillance, and Reconnaissance)
F	(Note)	Fighter/Attack
G	T	Ground Training
H	(Note)	Helicopter
I	A	Intelligence (not assigned/attached to C2ISR units)
K	(Note)	Refueling (Tanker)
M	D	Flight Surgeon
N	(Note)	Space Aircraft
P	C	Combat Camera
P	J	Pararescue/Combat Rescue Officer
Q	(Note)	Unmanned Aerial Systems
S	(Note)	Special Operations (other than helicopter)
T	(Note)	Training
U	E	Aeromedical Evacuation

NOTE: Program code second character code determined by designated MDS lead command MAJCOM.

Attachment 3

**HOURS-PER-CREW-PER-MONTH (HCM) / SORTIES-PER-CREW-PER-MONTH (SCM)
REPORT**

A3.1. Units and/or MAJCOMs will capture HCM and SCM data on active duty pilots assigned to API-1, API-6, and API-8 positions. MAJCOMs will consolidate unit-level HCM and SCM data by weapon system and API category. All reports will be defined by Fiscal Year/Quarter and will be submitted in the following format:

QTR	ACFT	POSITION	PILOTS	HOURS	HCM	SORTIES	SCM
07/2	F-15C	API-1 EXP	50	3000	20.0	1545	10.3
		API-1 INEX	30	1620	18.0	855	9.5
		API-6 EXP	10	300	10.0	240	8.0
		API-6 INEX	2	48	8.0	45	7.5
		API-8 EXP	2	40	6.7	30	5.0
		API-8 INEX	1	15	5.0	6	2.0
	KC-135	API-1 AC	50	4000	26.7	850	5.7
		API-1 CP	60	4400	24.4	950	5.3
		API-6 AC	20	1000	16.7	300	5.0
		API-6 CP	0	0	0	0	0
		API-8 AC	2	80	13.3	26	4.3
		API-8 CP	0	0	0	0	0

A3.1.1. Pilots: Average number of normal (N-coded) pilots assigned to the designated API during the quarter (broken out by Experienced and Inexperienced pilots for fighter aircraft and Aircraft Commander (AC) and Copilot (CP) (or current MAJCOM designation for non-AC pilots) for multi-place aircraft, IAW AFI MDS-Specific Volumes 1). Do not include other coded pilots, such as retired, separated, PCS, TDY, inbound and new record. Only include pilots assigned and N-coded during the entire quarter.

A3.1.2. Hours per Quarter: Total number of hours flown (to include Primary, Secondary, Instructor, Evaluator, and Other time) during the quarter for the designated API (N-coded only).

A3.1.3. HCM: Average numbers of hours flown per pilot per month. For the F-15C example above, 3000 hours flown divided by 50 pilots divided by the 3 months in the quarter equals 20 hours per crewmember per month.

A3.1.4. Sorties per Quarter: Total number of sorties flown during the quarter for the designated API (N-coded only).

A3.1.5. SCM: Average number of sorties flown per pilot per month. For the KC-135 example above, 850 sorties flown divided by 50 pilots divided by the three months in the quarter equals 5.7 sorties per crewmember per month.

A3.1.6. Reports will include explanatory remarks when actual HCM differs from programmed HCM (by MDS and API) by 10 percent or more.

A3.1.7. Reports are required from the following commands: ACC, AFRC, AFSOC, AMC, NGB, PACAF, USAFE (may be revised as directed by HQ USAF).