This instruction implements AFPD 13-2, Air Traffic, Airfield, Airspace, and Range Management. It outlines responsibilities and procedures for the operation of the 96th Test Wing (TW) Center Scheduling Enterprise (CSE), and the procedures to request 96 TW support. It applies to all activities requiring the use of 96 TW resources for accomplishing their mission and to provide mission support. Send recommended changes or comments for this publication to the Office of Primary Responsibility (OPR) using the Air Force (AF) Form 847, Recommendation for Change of Publication. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, Management of Records, and disposed of IAW Air Force Records Disposition Schedule (RDS) located in the Air Force Records Information Management System (AFRIMS).

**SUMMARY OF CHANGES**

This document has been substantially revised and must be completely reviewed. This revision implements the new Eglin test and training range complex priority and seven week scheduling process and replaces the Range Operations Control Center (ROCC) with the Joint Test and Training Operations Control Center (JTTOCC) capability.
Chapter 1—INTRODUCTION

1.1. Purpose ................................................................. 5
1.2. Scope ................................................................. 5
1.3. Eglin Test and Training Complex .................................. 5
1.4. Major Range Test Facility Base (MRTFB) ....................... 5
1.5. Center Scheduling Enterprise (CSE) .............................. 5

Chapter 2—RESPONSIBILITIES

2.1. 96th Operations Support Squadron (96 OSS) .................. 7
2.2. Current Operations Flight (96 OSS/OSO) ....................... 7
2.3. Joint Test and Training Operations Control Center (JTTOCC) 8
2.4. Frequency Control & Analysis .................................... 9
2.5. Airfield Operations (96 OSS/OSA) .............................. 10
2.6. 96 Range Support Squadron (96 RANSS) ..................... 11
2.7. Central Control Facility (CCF) (96 RNCS) ....................... 11
2.8. Mission Requesters .................................................. 11
2.9. 96th Weather Flight (96 WF) .................................... 11
2.10. Test/Range Safety Office (96 TW/SEU) ...................... 11
2.11. Information Systems (96 TW/XPI) ............................. 11

Chapter 3—GENERAL POLICIES

3.1. Test Priority System ................................................ 13
3.2. Security ............................................................. 15
3.3. Mishaps, Test Item Malfunctions and Incidents ............... 15
3.4. Deployed Aircraft/Aircrew Support ............................. 15
3.5. Munitions Expenditure Reporting ............................... 15

Chapter 4—MISSION SCHEDULING

4.1. General .............................................................. 17
4.2. Eglin Long Range Forecast Weekly Meeting ................ 17
4.3. Mission Scheduling Procedures .................................. 17
4.4. Management Emphasis (ME) .................................... 22
4.5. 96th Test Wing/53d Wing Aircraft Schedules ............... 23

Table 4.1. Aircraft Scheduling Baseline (ASB) .................... 25
4.6. Replacement Missions/Configurations ........................ 26
4.7. AF FORM 2407 Process ................................................................. 26
4.8. Scheduling Munitions Support ....................................................... 27
4.9. Scheduling Ambulance Support ...................................................... 28
4.10. Shared Range Space Utilization (SRSU) ............................................ 28
4.11. Scheduling Supersonic Flights Over Land Ranges ................................. 30
4.12. Quiet Period ............................................................................. 30
4.13. Road Closures .......................................................................... 31

Chapter 5—MISSION COORDINATION 33
5.1. 96 TW Daily Operations Order ......................................................... 33
5.2. Mission Profiles ........................................................................... 33
5.3. Operational Requirements .............................................................. 33
5.4. Unmanned Test Areas/Ranges ......................................................... 34
5.5. Manned Test Area/Ranges .............................................................. 34
5.6. Changes in Mission Status/Alerts ....................................................... 35
5.7. Fire Danger Conditions ................................................................ 37
5.8. Transient Aircraft Parking Areas ..................................................... 38
5.9. Business Effort Tanker Program ....................................................... 38
5.10. Coordination with 20 SPCS to Penetrate R2917/SPADATS Airspace ......... 38
5.11. Frequency Control and Analysis ..................................................... 39
5.12. Natural Resources Section (Jackson Guard) (96 CEG/CEV) .................. 39

Chapter 6—MISSION CONTROL 40
6.1. Joint Test and Training Operations Control Center (JTTOCC)/Radio Call Sign’ ......................................................... 40
6.2. Central Control Facility (CCF) .......................................................... 40
6.3. Eglin Radar Control Facility (ERCF) ............................................... 40
6.4. EMC Operations ......................................................................... 40
6.5. Airspace Requirements ................................................................ 41
6.6. Missile Launches and Weapon Releases ........................................... 41
6.7. Execution Day Airspace/Resource Coordination ................................. 42
6.8. “Scammed” Airspace Procedures ..................................................... 43
6.9. Eglin East/West and North/South Corridor ....................................... 43
6.10. Fixed Wing Air-To-Ground Gunnery Safety Profile Altitudes ................. 44
6.11. Marine Radio Procedures .............................................................. 44
6.12. Eglin Water Test Areas (EWTA) Procedures .......................................................... 44
Figure 6.1. Eglin Water Test Areas .................................................................................. 45

Chapter 7—MISSION PROFILES .................................................................................. 46
7.1. General ...................................................................................................................... 46
7.2. Profile Descriptions ................................................................................................. 46
Figure 7.1. Subdivided W-151/W-470 Water Test Areas ............................................... 48
7.3. Mission Profile Development .................................................................................. 48
7.4. Profile Coordination and Approval .......................................................................... 50
7.5. Changes to Approved Profiles. ................................................................................ 51

Chapter 8—CSE POST MISSION REPORT (PMR) ......................................................... 52
8.1. Purpose .................................................................................................................... 52
8.2. Submitting a PMR ................................................................................................... 52
8.3. Explanation of Terms in Post Mission Reports ...................................................... 52
8.4. PMR Reporting Program ......................................................................................... 53

Chapter 9—EGLIN LAND RANGE ACCESS PROCEDURES .......................................... 54
9.1. Access to Open Areas of the Land Range ................................................................. 54
9.2. Access to Closed Areas of the Land Range .............................................................. 54
9.3. Exceptions to "Z" Clearance Requirements ............................................................. 55

Attachment 1—GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION ............... 56
Attachment 2—MISSION CANCELLATION AND DATA PRODUCTIVITY LOSS CODES ..... 65
Attachment 3—MISSION NONSCHEDULED CODES ..................................................... 66
Attachment 4—BLACKBOARD SUBMITTAL REASONS CODES .................................. 67
Chapter 1

INTRODUCTION

1.1. Purpose

1.1.1. The purpose of this instruction is to provide policy and direction for scheduling airspace, ground space, range resources, and 96 TW maintained aircraft, and for gaining access and operating in the Eglin Test and Training Complex.

1.2. Scope

1.2.1. This instruction applies to all users of the Eglin Test and Training Complex (ETTC).

1.3. Eglin Test and Training Complex

1.3.1. The ETTC includes approximately 724 square miles of land and 98,000 square miles of water ranges covering most of the Gulf of Mexico. Schedulable airspace can be extended to 134,000 square miles over both land and water. It also includes the major test facilities such as the Guided Weapons Evaluation Facility (GWEF), the McKinley Climatic Lab (MCL), and the Joint Preflight Integration of Munitions and Electronic Systems (J-PRIMES) test facility. The ETTC is controlled and operated by the 96th Test Wing, Eglin AFB, FL, and is a Major Range Test Facility Base (MRTFB) activity.

1.4. Major Range Test Facility Base (MRTFB)

1.4.1. MRTFB is defined as the designated core set of DoD Test and Evaluation (T&E) infrastructure and associated workforce that must be preserved as a national asset to provide T&E capabilities to support the DoD acquisition system. They are governed by DoDD 3200.11, Major Range and Test Facility Base (MRTFB) and AFI 99-109, Major Range and Test Facility Base (MRTFB) Test and Evaluation Resource Planning. Although MRTFB activities function primarily to enable DoD test and evaluation support missions, they may also perform other missions (operations, training, R&D, etc.).

1.4.2. It is DoD policy that, as a national asset, the MRTFB shall be sized, operated, and maintained to provide T&E information to DoD Component T&E users in support of the DoD Research, Development, Test and Evaluation and acquisition process set out in DoD Directive 5000.1. The MRTFB shall provide a broad base of T&E capabilities sufficient to support the full spectrum of DoD T&E requirements, but shall not be unnecessarily duplicated. The MRTFB may be used by other DoD users (including DoD training users), and by users outside the Department such as U.S. Government Agencies, State and local governments, allied foreign governments, and commercial entities. Scheduling of the MRTFB shall be based upon a priority system that gives equitable consideration to all DoD Components and accommodates DoD acquisition program priorities.

1.5. Center Scheduling Enterprise (CSE)

1.5.1. CSE is a computerized man-in-the-loop system established at Eglin AFB for the scheduling of all missions requiring the use of Eglin ranges or support resources. All activities will use the system to submit CSE Mission Requests. Organizations who do not have access to CSE should contact the 96th Operations Support Squadron, Current Operations Flight (96 OSS/OSO), for assistance.
1.5.2. 7th Special Forces Group (Airborne) (7SFG(A)) will use the US Army Range Facility Management Support System (RFMSS) scheduling software tool to submit missions into CSE for all Eglin Ranges.
Chapter 2

RESPONSIBILITIES

2.1. 96th Operations Support Squadron (96 OSS)

2.1.1. The 96 OSS is responsible for airfield management and scheduling the use of all air, ground, and water ranges in the ETTC. It is also responsible for scheduling required resources (facilities, threats, frequencies, etc.) for mission support. The 96 OSS is also responsible through the Joint Test and Training Operations Control Center (JTTOCC) for operational management of land and water ranges. The 96 OSS Airfield Operations Flight’s Eglin Mission Control (EMC) function is co-located with the Eglin Radar Control Facility (ERCF) and is responsible for providing aircraft clearance into/out of restricted/warning airspace and mission monitoring.

2.2. Current Operations Flight (96 OSS/OSO)

2.2.1. The 96 OSS/OSO is responsible for the scheduling and execution day management of all missions requiring the use of Eglin range or support resources. It is comprised of three sections: 1) Scheduling Office, 2) JTTOCC, and 3) Frequency Control and Analysis (FCA). The 96 OSS/OSO Scheduling Office performs the following tasks:

2.2.2. Manages the CSE to produce consolidated six week, weekly, and daily schedules consisting of all range space (land, air, & water), range facilities & resources, frequencies, and safety profiles. The consolidated schedule is based on submissions from mission requesters. The scheduling office is comprised of daily schedulers, Hot Seat/Warm Seat operations (mission coordination after 96 TW Daily Operations Order publishing, but prior to mission execution day), aircraft/munitions schedulers, AMC Business Effort Tanker scheduler, and the Long Range Forecast section. The scheduling section is responsible for producing the 96 TW daily Operations Order.

2.2.3. Coordinates with 96 OSS/CC or DO for all requests for Management Emphasis (ME) to include temporarily elevating priority, consecutive day mission scheduling, weekend flying, next-day backup mission requests, mission changes after the 96 TW Daily Operations Order is published, and any other non-typical request from mission submitters.

2.2.4. Coordinates Job Order Number (JON) early turn on requests.

2.2.5. Manages the 96 TW Business Effort Tanker Program.

2.2.6. Manages the Eglin Long Range Forecast (ELRF)/CSE Mission Calendar and conducts weekly scheduling forecast meetings to look at potential issues three to eight weeks out plus larger issues two to six months out.

2.2.7. Reviews and analyzes past, present, and future test activities to assist in planning future support requirements.

2.2.8. Acts as the 96 TW CSE authority and adds test engineers to 96 TW JONs in CSE upon request from the appropriate authority. The 96 OSS/OSO may delegate this authority to organizational CSE managers.
2.2.9. Provides the mission forecast for the 96 TW Commander (96 TW/CC) weekly staff meeting. Creates and maintains mission scheduling/execution metrics in support of 96 TW requirements.

2.2.10. Manages the formal CSE user training program. Provides initial and recurring CSE software training to mission submitters and support agencies.

2.3. **Joint Test and Training Operations Control Center (JTTOCC)**

2.3.1. The JTTOCC operates twenty-four hours, seven days per week. They can be contacted at (850) 882-5800 or DSN 872-5800. Their call sign is Wolfcall for radio transmissions. They are the central coordination point for all range activities and ensure the efficient real-time utilization of Eglin air & ground space and range resources. They are responsible for execution day management of the 96 TW Daily Operations Order. The JTTOCC is comprised of two primary sections with distinct roles and responsibilities: 1) Mission Management Section, and 2) Resource Coordination Section.

2.3.2. **Mission Management Section (MMS).** The MMS will conduct the real-time management and coordination of air and ground space required to safely and efficiently execute the 96 TW Daily Operations Order. Real-time management and coordination is defined as making airspace/resource coordination decisions based on what is actually occurring on the range complex and not solely on what is scheduled to occur. It is also tasked with exercising positive control of ongoing range activities. MMS functions/responsibilities include:

2.3.2.1. Operating the JTTOCC MMS twenty-four hours per day, seven days per week.

2.3.2.2. Following notification procedures for significant events such as mishaps, environmental incidents, injuries, in-flight emergencies, etc. In case of an aircraft, ground, or explosive mishap, test item malfunction, or incident within the Eglin AFB test complex, the JTTOCC will coordinate scheduled mission activity within the mishap area to accommodate emergency actions:

2.3.2.3. Acting as the 96 OG Tier 1 Unit Control Center (UCC).

2.3.2.4. Establishing/following standardized air and ground space coordination procedures.

2.3.2.5. Establishing/following standardized Quick Reaction checklists.

2.3.2.6. Tracking/Logging actual daily mission start/stop times using the CSE Real-Time module, referred to as Real-Time.

2.3.2.7. Determining reasons for missions not starting on time and log reasons in Real-Time.

2.3.2.8. Notifying EMC and Resource Coordination Section (RCS) of missions that are late, to include reasons and new estimated start times.

2.3.2.9. Coordinating mission changes with EMC and RCS as required.

2.3.2.10. Controlling access into closed areas IAW Chapter 9 of this instruction, Eglin Range Access Procedures.

2.3.2.11. Receiving and recording munitions expenditure reports from range users.
2.3.2.12. Assuming duties of RCS when not manned (night and weekends).

2.3.3. Resource Coordination Section (RCS).

2.3.3.1. The primary responsibility of the RCS is the execution day coordination of range resources in support of the 96 TW Daily Operations Order execution. Its primary focus is on resource intensive test and training mission execution. RCS functions/responsibilities include:

2.3.3.1.1. Anticipating mission problems and providing real-time solutions in the form of range extensions as required.

2.3.3.1.2. Coordinating with MMS regarding real-time air and ground picture.

2.3.3.1.3. Tracking 96 TW/53 WG aircraft crew ready status and placing missions on alert as required due to anticipated late take offs.

2.3.3.1.4. Coordinating with all range support agencies regarding execution day mission status, range extensions, and mission cancellations, including Operations & Maintenance (O&M) manned ranges and resources.

2.4. Frequency Control & Analysis

2.4.1. The 96 OSS FCA office (96 OSS/OSOQ) is the focal point for scheduling oversight and de-confliction of mission spectrum requirements on the ETTC. Frequency scheduling and de-confliction applies to telemetry, radar, beacons, command guidance systems, command destruct systems, fuses, Electronic Countermeasures (ECM) jammers (both ground and air), voice communication, data links, and other instrumentation emitters listed on applicable Radio Frequency Authorizations (RFA) as issued by the 96 Communication Squadron Installation Spectrum Manager’s (ISM) office. The 96 OSS FCA office also provides scheduling oversight of the resources used for monitoring electromagnetic radiation on a daily and hourly basis according to requirements contained on the CSE Mission Request, the applicable Test Directives (TD), and RFAs. The 96 OSS FCA office is the central POC for range/mission related real-time suppression of interfering signals as they relate to scheduled test resources and will work with the 96 Range Support Squadron (96 RANSS) O&M Contractor to identify, locate, and resolve those interference issues. The Gulf Area Frequency Coordinator (GAFC) office is responsible for any interference issues that originate from or affect external/non-range sources. ETTC user organizations are encouraged to contact 96 OSS FCA for new and/or changing spectrum requirements in order to assist in the user coordination process with the GAFC office. The 96 OSS FCA tasks include:

2.4.1.1. Providing scheduling oversight of the 96 RANSS O&M FCA Fixed Facilities, at Sites A-6 and D-3 and the O&M FCA mobile van. Issuing all clearances to users of all frequencies requiring scheduling for electromagnetic emitters operated in the ETTC IAW the assigned RFA. Submitting CSE mission requests to task 96 RANSS O&M FCA Fixed Facilities, at Sites A-6 and D-3 and the O&M FCA mobile van for spectrum monitoring when required.

2.4.1.2. Providing RFI/FCA capability in the frequency bands between 20 MHz and 18 GHz, with limited capabilities to 40 GHz in support of ETTC mission schedules.
2.4.1.3. Coordinating frequency issues with the 96 CS/SCXF ISM and GAFC Office as required. The 96 CS/SCXF ISM Office is the focal point for all initial/revised spectrum requirements for users of the ETTC and is responsible for frequency assignment actions and RFA issuances to the 96 OSS/OSOQ Office, 96 TW Safety Office (96 TW/SE), and Project Offices. Program/Project/Acquisition Offices of using activities will contact the ISM to ensure their RFA is generated in sufficient time to meet 96 OSS scheduling requirements. Program/Project/Acquisition offices are encouraged to enlist 96 OSS/OSOQ Spectrum Managers to assist in coordination w/96 CS/SCXF ISM and GAFC Offices.

2.4.1.4. Reporting all scheduled electronic countermeasures (ECM) and chaff activity to North American Air Defense (NORAD) at Tyndall AFB, FL, on a daily basis and in accordance with CJSM 3212.02C and AFI 33-580, Spectrum Management.

2.5. Airfield Operations (96 OSS/OA)

2.5.1. The 96 OSS/OA is responsible for all ATC facilities at Eglin AFB and Duke Field and the management of airfields that fall within the Eglin complex with the exception of Hurlburt Field and Choctaw Field.

2.5.2. Eglin Radar Control Facility (ERCF) (96 OSS/OSAR).

2.5.2.1. The facility is responsible for terminal air traffic services within designated airspace.

2.5.3. EMC.

2.5.3.1. EMC is responsible for providing aircraft clearance into/out of restricted/warning airspace and monitoring mission aircraft.

2.5.3.2. EMC and MMS perform close coordination in order to efficiently manage the air and ground picture. Aircrew requested airspace extension/changes will be relayed to MMS by EMC controllers.

2.5.3.3. MMS personnel will coordinate and approve mission extensions, additions, cancellations, and requests for ground mission airspace with EMC as required.


2.5.4.1. Air Traffic Controller responsible for integrating mission planning as provided by 96 OSS/OSO with the operational phase of mission execution, ensuring required coordination with all support facilities within the air traffic environment is accomplished.

2.5.4.2. The 96 OSS/OSAA is designated as the approval authority for all shared airspace agreements involving airspace profiles.

2.5.5. Eglin Airspace Management Office (96 OSS/OXA).

2.5.5.1. The Eglin Airspace Management Office is responsible for the coordination of Land and Ground profiles. All new and transferred profiles will be directed to the Airspace Manager for approval IAW Chapter 5 of this instruction. The Airspace Manager can also assist in finding airspace outside of the Eglin Range airspace.
2.6. **96 Range Support Squadron (96 RANSS)**

2.6.1. The 96 RANSS is responsible for operating and maintaining 134,000 square miles of ground, air, water, and littoral test and training ranges. They provide for engineering/technical expertise, project management, range/facility configuration control, and improvement/modernization for all range instrumentation and assets to ensure range/facility resources are fully capable and ready for all test and training requirements.

2.6.2. The O&M contractor workforce is responsible for O&M of specific test areas and ranges as defined in the contract. The test area supervisor (O&M contractor) is responsible for all range activities on O&M manned ranges and also acts as the Range Control Officer (RCO).

2.7. **Central Control Facility (CCF) (96 RNCS)**

2.7.1. The CCF, radio call sign “Chamber,” provides real-time aircraft control, data collection, range safety, and mission conduct for specific test/training missions inside the scheduled airspace.

2.8. **Mission Requesters.**

2.8.1. All mission requesters are responsible for the entry of correct data on mission requests. This data includes but is not limited to, entry of primary and alternate resources, proper and current frequencies, primary and alternate aircraft with configurations if applicable, maintenance remarks, current profiles and/or ground training areas, and correct codes identifying mission activity/conditions/location for the proper completion and timely submittal of a CSE Post Mission Report (PMR) for missions requiring them. Mission requesters should ensure contact information is correct. Failure to supply correct/current contact information may result in mission cancellation or non-schedule. Mission requesters requiring assistance should contact 96 OSS/OSO.

2.9. **96th Weather Flight (96 WF)**

2.9.1. The 96th Weather Flight ensures routine weather support services are provided for all missions. This includes routine base weather station support, Mission Execution Forecasts, and forecasts of weather effects on specific test items. For special weather support (rawinsonde, range observation support, special planning forecasts for complex missions), the 96 WF will provide all support possible with available manpower and equipment consistent with applicable test directives.

2.10. **Test/Range Safety Office (96 TW/SEU)**

2.10.1. The Eglin Test/Range Safety office is responsible for the development of safety profiles. These profiles are integrated into CSE for scheduling. Only profiles approved for a specific JON may be scheduled for that mission.

2.11. **Information Systems (96 TW/XPI)**

2.11.1. The 96 TW/XPI is responsible for maintaining the Test Wing Enterprise System (TWES) for the 96 TW. The 96 TW/XPI performs the following tasks:

2.11.1.1. Publishing the 96 TW Test Summary, and transfers the JON information to CSE.
2.11.1.2. Assisting personnel such as test engineers, who require access to CSE for range scheduling activities.

2.11.1.3. Determining, in conjunction with 96 RANSS and the O&M contractor, charges for the use/expenditure of 96 TW resources.
Chapter 3

GENERAL POLICIES

3.1. Test Priority System

3.1.1. The 96 TW priority is based on a 5 tiered process numbered 0 through 4 with 0 being the highest priority and 4 being the lowest. Each numbered tier criteria is outlined below. The priority must be indicated on each Mission Request submitted. Program Engineers/Managers are responsible for ensuring the correct default Tier priority is assigned to the program Job Order Number (JON) in the TWES. Deviations from the assigned priority during the scheduling process are sometimes necessary, based upon any Management Emphasis (ME) and management judgment, to ensure a more balanced and efficient use of 96 TW resources.

3.1.2. Tier 0, Quick Reaction Test (QRT)/Contingency Operations.

3.1.2.1. Tier 0 priority is used for Higher Headquarters (HHQ) ordered rehearsals for specified contingency actions and quick reaction tests/Eglin Plan 70 operations. It is anticipated that these types of missions will be few in number. The 96 TW/CC is the approving authority for Tier 0 priority assignment. Tier 0 missions will have priority over all other mission activity on the Eglin range complex.

3.1.3. Tier 1, Major Events/Stakeholder Allocation.

3.1.3.1. Tier 1 priority is used for major exercises/resource intensive events and range allocations. The tier contains two sub-tiers, 1A and 1B.

3.1.3.2. Tier 1A, Major Exercises/Resource Intensive Events. An example of mission activity that meets this sub-tier intent would be the annual Air Force Special Operations Command (AFSOC) EMERALD WARRIOR exercise. Customers are required to submit a Management Emphasis (ME) request for a priority assignment of 1A at least 6 months prior to execution. The 96 OG/CC is the approval authority for Tier 1A priority assignment. Tier 1A missions will have priority over all other mission activity on the Eglin range complex except for priority Tier 0 missions.

3.1.3.3. Tier 1B, Range Allocations. Range allocations will be provided to major range users. Major users include AFSOC, 7SFG(A), 33 FW, 325 FW (W470 Airspace), 6 Ranger Training Battalion (6 RTB), and 96TW/53WG Developmental/Operational Test (DT/OT). Allocations are specifically tailored towards meeting the organization’s most critical needs and will usually capture exclusive range assets that are typically used by a single unit and/or funded by a single unit. Allocations will not meet 100% of an organization’s mission requirements but will reduce the uncertainty for a large segment. Individual mission requests that exceed an organization’s Tier 1B allocation will not carry the 1B priority for the entire mission time. The time and/or air and ground space that is not included in the Tier 1B allocation will revert to the organization’s Tier 2 priority. 96 OSS/OSO mission schedulers will determine if other mission requests out prioritize the exceeded Tier 1B allocation.

3.1.3.4. Range Allocations will be set on a semi-annual basis, October to March, and April to September. Each organization will submit allocations requests, NLT 15 June for
the October to March period and NLT 15 December for the April to September period, to 96 OSS/OSO for consolidation. 96 OSS/CC will publish an initial approved allocation. Organizations will be allowed to submit a reclama to the initial allocation as necessary. The final Range Allocation, approved by the 96 OG/CC, is then published by 96 OSS/OSO.

3.1.3.5. Tier 1B Range Allocations will have priority over all other mission activity on the Eglin range complex except for priority Tier 0 and Tier 1A missions. Tier 1B and 2A test missions will not normally be considered for scheduling at the seven week point (for six week lock-in). Tier 1B allocation placeholders will be scheduled instead.

3.1.4. DT/OT Test Priority Letter.

3.1.4.1. 96 TW and 53 WG test organizations will submit test priority letters to 96 OSS/OSO NLT the 15th of each month. The letters will contain unit requested test priorities for Tier 1A (previously coordinated), Tier 1B, Tier 2A, and Tier 2E programs. The Tier 2A listing should include programs requiring “Top 25” status due to extensive range resource requirements. The time period covered for each letter will be the two month period after the following month. Example: letter submitted 15 February would cover the following April-May time period. 96 OSS/OSO will consolidate the inputs, based on previous month’s priority rankings and inputs from OSS/CC and OG/CC, into a DT/OT priority listing and submit it to the 96 OG/CC for approval. Once approved, 96 OSS/OSO will publish the priorities on the CSE Home page. The published priority listing will serve as an intra-tier tie breaker when building test mission schedules.

3.1.5. Tier 2, US Government Test and Training Programs.

3.1.5.1. Tier 2 priority is for all other US government test and training missions outside of Tier 1 and Tier 0 assignments. Tier 2 mission activity will have priority over Tier 3 and Tier 4 missions. There are 7 sub-tiers contained in Tier 2. They are, in order of priority:

3.1.5.1.1. 2A: Established DT/OT Testing programs.
3.1.5.1.2. 2B: Pre-Deployment Training (imminent departure).
3.1.5.1.3. 2C: Late Growth in Major Exercise/Event/Tier 1A (inside six months).
3.1.5.1.4. 2D: Formal Syllabus Training.
3.1.5.1.5. 2E: Other Testing (Demonstrations, Research, Comparative Tests, etc.).
3.1.5.1.6. 2F: Competency Training/Proficiency Training.
3.1.5.1.7. 2G: Non-Tenant Training.

3.1.6. Scheduling tie breakers between training sub-tiers 2B, 2D, and 2F will be based on an organizational rack and stack and will rotate each month. A six month schedule of organizational tie breakers will be published by 96 OSS/OSO in conjunction with the semi-annual Tier 1B range allocation.

3.1.7. Tier 3, Foreign Military Sales (FMS) and Commercial Programs. There are two sub-tiers contained in Tier 3. They are, in order of priority:

3.1.7.1. 3A: FMS Test or Training.
3.1.7.2. 3B: Commercial Test or Events.

3.1.7.2.1. Tier 3 mission activity will have priority over Tier 4 missions.

3.1.8. Tier 4, Non-Interference Mission Activity.

3.1.8.1. Tier 4 mission activities are missions that do not interfere with test/training operations on the Eglin range complex, or missions conducted at Test/Training facilities located in the Cantonment Area. Some examples are McKinley Climatic Lab, JPRIMES Anechoic Facility, Jackson Guard Controlled Burns, and RC3 approved university studies.

3.1.9. Short-Range Scheduling Reserve.

3.1.9.1. The short-range scheduling reserves are portions of range assets (airspace/ground space/spectrum/resources) that are blocked from the seven week scheduling process/six week lock-in. The range reserve is essential in maintaining scheduling agility for short-notice tests or new training requirements such as Tactics/Techniques/Procedures (TTP) changes and allows lower priority missions to request Management Emphasis if necessary. The reserves will be opened for scheduling at the two week mission submittal point and will be available to all users, based on their Tier priority. Range Reserve allocations will be published at the same time as stakeholder Tier 1B range allocations.

3.2. Security

3.2.1. Classified information will not be included in CSE Mission Requests. If 96 OSS/OSO requires access to classified information to perform scheduling responsibilities, the test agency will send the necessary classified information by separate letter or brief to the appropriate scheduling personnel. TDs and other documents used as references or authority for CSE Mission Requests must be checked for OPSEC precautions. Any precautions identified must be considered in completing the CSE Mission Request and PMR.

3.3. Mishaps, Test Item Malfunctions and Incidents

3.3.1. In case of an aircraft, ground, or explosive mishap, test item malfunction, or incident within the Eglin AFB test/training complex, the JTTOCC will coordinate scheduled mission activity within the mishap area to accommodate emergency actions.

3.4. Deployed Aircraft/Aircrew Support

3.4.1. Sponsors for aircraft deployed to Eglin AFB supporting tests or training programs must ensure crews are briefed on range procedures. The deployed aircraft must be included on either the sponsor’s mission request or a separate piggyback mission submitted listing applicable resources for the piggyback mission.

3.4.2. If 96 TW maintenance or munitions load personnel support is required, the mission requester must inform 96 OSS/OSO aircraft scheduling personnel with aircraft tail numbers prior to the 96 TW Daily Operations Order publishing.

3.5. Munitions Expenditure Reporting

3.5.1. Range users are responsible for reporting munitions expenditures. There are two avenues to complete this requirement, depending on the type of mission.
3.5.1.1. Training organizations are required to report their munitions expenditures immediately following the completion of their training event. An example of this is once an AC-130 has reported mission complete (weapons safe and the aircraft is ready to exit their profile), they will include in this same broadcast the number and type of munitions expended on the range to the JTTOCC/MMS. It is the JTTOCC/MMS responsibility to ensure both air and ground training mission POCs are reporting munitions expenditures when terminating their missions. This same methodology will be used when 7SFG(A) ground forces close their range or mission at the end of the training. 7SFG(A) ground forces will either phone or radio their munitions expenditures and closeout requirements to their assigned range control at the end of the training event prior to requesting range clearance. Small arms’ expenditure reporting is required daily when clearance from the range is requested. 7SFG(A) Range Controls will e-mail consolidated reports to the JTTOCC/MMS at the end of each day.

3.5.1.2. Test Missions are required to have the test engineer/project officer submit a CSE PMR upon completion of each mission. Test engineers/project Officers should use the Expend Munitions link located on the CSE PMR Reporting page to expend munitions for each test. All CSE PMRs are due NLT COB one business day after mission completion.
Chapter 4

MISSION SCHEDULING

4.1. General

4.1.1. All missions using 96 TW resources and missions radiating or using any part of the radio frequency spectrum will be scheduled through 96 OSS/OSO scheduling office.

4.1.2. Any O&M Contractor taskings by the 96 Range Group utilizing a CSE range resource must be coordinated with 96 OSS/OSO scheduling office prior to task approval.

4.1.3. All mission requesters will complete the CSE Mission Request to schedule resources. Instructions and examples for completing the CSE Mission Request are found in the on-line help documentation located on the CSE home page.

4.1.4. When 96 TW aircraft and/or munitions are required, the requester will complete the CSE Mission Request with the aircraft configuration and/or type of munitions in the range resources area.

4.1.5. Mission requesters without access to CSE should contact 96 OSS/OSO for assistance.

4.1.6. 96 OSS/OSO will consider for scheduling all missions submitted in CSE. However, adequate plans, including flight profiles, safety footprints, and RFA should be in the hands of all support and control agencies no later than 0800 Central-Standard, five workdays prior to the mission date, unless a longer lead time is specified.

4.2. Eglin Long Range Forecast Weekly Meeting

4.2.1. The weekly scheduling meeting will be held each Wednesday in order to review the upcoming three to eight weeks of customer range resource requirements. Each organization will ensure the long range forecast is updated with current requirements NLT 1200 hours every Tuesday. Every effort should be made to forecast requirements at least eight week prior to mission execution. Each organization conducting test and/or training on the Eglin Range complex will ensure a representative is in attendance at the weekly meeting. Failure to attend the meeting and place forecasted range requirements on the Eglin Long Range Forecast (ELRF)/CSE mission calendar may result in missions not being scheduled. In order to forecast range requirements, a CSE mission or Forecast template must be submitted into the system. Once submitted, it automatically is placed on the calendar. A link to the calendar may be found on the CSE Home page.

4.3. Mission Scheduling Procedures

4.3.1. Missions submitted with a program JON in planning status or any phase other than active may be scheduled; however, it cannot be executed until the TD is signed. 96 OSS/OSO mission scheduling personnel will place missions that do not reflect a JON in Active status on alert in CSE and notify the mission submitter of the alert status. The alert must be cleared and the TD signed by 1200hrs, the duty day prior to mission execution or the mission will be canceled. The exception is for ground task missions provided JON early turn-on is approved by 96 OSS/CC. Early turn-on requests must be endorsed by the requesting Squadron Commander (CC), Operations Officer (DO) or Technical Advisor (CA). Contact the Program Engineer for the project to initiate the early turn-on process.
OSS/OSPJ will be responsible for ensuring all documentation is completed for organizations conducting training operations of the Eglin range complex.

4.3.2. Seven Week Scheduling Cycle:

4.3.2.1. CSE Mission Requests may be submitted to 96 OSS/OSO at any time prior to execution date, but no later than 0600L on the Friday, seven weeks prior to the mission execution week to be considered for the six week lock-in schedule. Friday, Saturday, and Sunday are considered one day for scheduling purposes, and requests for weekend missions will be submitted at the same time as Friday missions. All missions are subject to be pulled into the “scheduling box” immediately after submittal. Mission requesters may make changes to mission requests in CSE until the mission is pulled into scheduling by 96 OSS/OSOQ. After that time no changes can be made to a CSE Mission Request unless requested by an individual listed on the CSE Mission Request, scheduling liaison, or appropriate authority unless indicated by management.

4.3.3. 96 OSS/OSO scheduling personnel will process the mission requests and build the six week schedule based on Tier priorities:

4.3.3.1. Tier 1A and 1B allocation training missions will be scheduled first.

4.3.3.2. Tier 1B and 2A test missions will not normally be considered for scheduling at the seven week point (for 6 week lock-in), Tier 1B allocation placeholders will be scheduled instead.

4.3.3.3. Tier 2 and 3 missions will be considered for scheduling at this time provided they do not interfere with any organizational Tier 1B allocation, regardless of whether it has been requested (Tier 1B allocations are reserved up until the two week scheduling cycle).

4.3.3.4. Missions interfering with the Short-Range Scheduling Reserve will not be scheduled at this time and will have to wait until the two week cycle to be considered.

4.3.4. The six week schedule will be completed and briefed at the Wednesday Eglin Long Range Forecast Meeting. Missions making the six week schedule will be considered “locked-in”, guaranteeing their place on the schedule. It is important to note that the missions may contain scheduling notes or alerts that will contain scheduling caveats or conditions such as a requirement to share airspace or ground space with other missions. Mission submitters should pay close attention and ensure they review all alerts and scheduling notes attached to the mission.

4.3.5. Locked-in training missions at the six week point will not be “bumped” off of the schedule or out prioritized by mission activity submitted at the two week point, regardless of their Tier priority. No training missions will make the six week lock-in schedule if they interfere with another organization’s Tier 1B allocation. Organizations will still be able to utilize their Tier 1B allocations at the two week point/cycle. Coordination to remove lock-in missions off of the schedule will take place at the organization commander level and must obtain impacted organization commander’s approval.

4.3.6. Six Week Schedule coordination.

4.3.6.1. Once locked-in, the test and training events will not be preempted by other missions without coordination and concurrence by the scheduled mission POC. If an
immediate operational or mission support requirement conflicts with scheduled test
and/or training events, the 96 OSS/CC will consult with the Commander of the affected
organization, prior to any cancellation. Should the Commander of the affected
organization non-concur due to the operational risk resulting from such cancellation, the
issue will be referred to the 96 OG/CC for arbitration and final decision.

4.3.7. Mission changes for the six week schedule may be submitted at any time to 96
OSS/OSO scheduling personnel. Changes will be worked based on available manpower and
generally in the order they are received.

4.3.8. Two Week Scheduling Cycle.

4.3.8.1. Normal on-time mission submittal deadline for the two week scheduling cycle is
0600L Friday, two weeks prior to the mission execution week. Missions submitted after
this time are considered “Blackboards” (see paragraph 4.3.13.) and may not keep their
normal priority. This also applies to additional resource requirements added after the on-
time mission submittal deadline. With the six week schedule as a starting point, the
additional test and training missions submitted at the two week point are then plotted
(including assigning frequencies and aircraft) according to 96 TW priority and special
considerations. All missions will be posted in CSE to include missions times and
scheduling status. Every effort will be made by 96 OSS/OSO scheduling personnel to
complete the schedule NLT 0800 hours on Wednesday the week prior to mission
execution week.

4.3.9. 96 TW Weekly Aircraft Scheduling Process.

4.3.9.1. The weekly schedule will be the refinement to the two week schedule. Initial
changes to the weekly schedule will be discussed with AMU Production Superintendents
at the Tuesday Long Range Operations Scheduling meeting. The changes will be
updated into the weekly CSE scheduling forecast NLT 1300 each Thursday. The 96
TW/53 WG Weekly Aircraft Schedule will be reviewed by the 96 TW/CC, 96 OG/CC,
96 MXG/CC, and 85 TES/CC or their designated representatives at the Wing Weekly
Aircraft Scheduling Meeting. The signed schedule will be posted each Friday by MXG
P&S. Reference paragraph 4.7 of this instruction for changes to the Weekly
Schedule.

4.3.10. 96 TW Daily Operations Order Publishing.

4.3.10.1. At 1500L, three duty days prior to mission execution, changes will no longer be
accepted until after the 96 TW Daily Operations Order is published at 1600L. Prior to
this time, it is the mission requester's responsibility to frequently monitor their mission
status. The published 96 TW Daily Operations Order shall be reviewed by the CAMMP
to identify and resolve airspace conflicts/issues. The CAMMP will notify/coordinate
potential impacts with all affected agencies. 96 OSS/OSO scheduling personnel will
notify mission requesters and all support agencies scheduled on the CSE mission on all
changes affecting their mission after the 96 TW Daily Operations Order is published.

4.3.11. “Hot Seat” and “Warm Seat.”

4.3.11.1. The Hot Seat/Warm Seat personnel are responsible for coordinating 96 TW
Daily Operations Order mission changes prior to mission execution day and notifying the
mission requester and support agencies scheduled on the CSE mission of these changes. The JTTOCC RCS and MMS will coordinate all mission changes on execution day. All mission changes involving R2915B, Shoreline, E/W Corridor, and N/S Corridor airspace to include blackboard missions will be coordinated through the CAMMP to ensure mission supportability.

4.3.12. 96 MXG 1430 Daily Aircraft Scheduling Meeting.

4.3.12.1. The 96 MXG/CD (or designated representative) will chair a daily scheduling meeting to preview and review the wing’s Weekly Schedule. The minimum content and participants are specified in AFMCI 21-165, paragraph 2.8. The meeting will preview two days of the Weekly Schedule and review the current day’s flying. AF FORM 2407s should be discussed at this meeting.

4.3.13. Blackboard Missions.

4.3.13.1. Late CSE Mission Requests are designated as Blackboard missions. Blackboard missions are requests considered to satisfy mission essential requirements but will not have the normal 96 TW priority assigned to the JON. All Blackboard missions will be reviewed and considered, but missions submitted on time will take priority based on prior commitment of resources. Blackboard mission requesters are encouraged to verify, to the maximum extent possible, the availability of resources prior to mission submittal. Blackboard missions submitted after 96 TW Operations Order publishing may require completion of an AF FORM 2407, Weekly/Daily Flying Schedule Coordination if using 96 TW/53 WG aircraft or munitions support. All Blackboard mission requests must be reviewed by 96 OSS/OSOQ for the assignment of frequency resources. All Blackboard missions will include a reason for the submittal, indicated by one of the approved codes (see Attachment 4).


4.3.14.1. A mission submitted during the normal scheduling cycle that is nonscheduled due to lack of resources will keep its priority and will be plugged into the schedule if the requested resources become available later. Up until the 96 TW Daily Operations Order is published, Plug-In missions will maintain their 96 TW priority for mission scheduling.

4.3.15. Scheduled Hold Missions.

4.3.15.1. In certain instances when two missions request the same or similar resources, 96 OSS/OSO schedulers may place the lower priority mission on scheduled hold status. This will normally occur when the higher priority mission is a backup but is not a requirement. If the initially requested resources become available NLT 1200L the duty day prior to mission execution, the Scheduled Hold mission will be scheduled. The 1200L time may be extended with approval of the 96 OSS/OSO Flight Chief.

4.3.16. For scheduling purposes, the Scheduled Hold mission is treated the same as a scheduled mission. If the requested resources do not become available, the Scheduled Hold mission is non-scheduled and the appropriate non-scheduled code is annotated.

4.3.17. Floater Missions.

4.3.17.1. Missions may be submitted in CSE as “Floater Missions.” This allows the mission submitter to identify the specific days during the week that the mission can be
scheduled instead of submitting multiple missions in order to get one scheduled. Floater missions allow 96 OSS/OSO schedulers to balance the use of 96 TW range resources in addition to meeting the specific project requirements. Mission submitters will identify Floater missions in remark #1 in the general remarks section of the CSE mission request along with amplifying data. In addition, label the mission as a Floater in the mission information mission category section on the CSE mission request. Floater missions that move to another day will keep their assigned 96 TW priority.

4.3.18. Cancellations, Changes, or Deletions.

4.3.18.1. All cancellations, changes, and deletions should be reported promptly to 96 OSS/OSO schedulers, Warm/Hot Seat personnel or, on execution day, the JTTOCC RCS or MMS. Early cancellations and deletions allow maximum opportunity to schedule resources for Plug-In and Blackboard missions. 96 OSS/OSO schedulers, Warm/Hot Seat personnel and the JTTOCC RCS or MMS will accept cancellations and changes to the mission via telephone from authorized personnel listed on the CSE mission requests or designated organization schedulers.

4.3.19. Accounting for Missions.

4.3.19.1. All requested missions, unless withdrawn, will be accounted for as scheduled or nonscheduled by 96 OSS/OSO scheduling personnel. Scheduled missions will be further qualified as conducted, aborted, or cancelled using cancellation codes in Attachment 2. Nonscheduled missions will use codes in Attachment 3. Forecasted missions will be automatically withdrawn in CSE at the start of the two week scheduling cycle.

4.3.20. Off-Base Testing.

4.3.20.1. 96 TW test missions conducted at locations other than Eglin that require Eglin schedulable CSE resources still require the submission of a mission request through CSE for recording purposes. These requests will be entered into CSE by the appropriate agency, NLT the day prior to the test, and do not require an AF FORM 2407. CSE Mission Requests must include a remark that the mission is being conducted at a TDY location, the test engineer's TDY telephone number, and the test location. The procedures for requesting and reporting results for 96 TW missions conducted within the Eglin complex also apply to 96 TW missions conducted away from Eglin.


4.3.21.1. Requests will be entered into CSE by the appropriate activity for cross-country and out and back missions. Blackboard missions will require an AF FORM 2407, Weekly/Daily Flying Schedule Coordination approval (if scheduled after the 96 TW Aircraft Weekly schedule is published) if departing from Eglin. AF FORM 2407 is not required for Eglin aircraft returning to Eglin.

4.3.22. Tyndall Drone and/or E-9 Aircraft Mission Support.

4.3.22.1. Procedures for requesting Tyndall drone and/or E9 aircraft resources are outlined in 53 WEG Operating Instruction 11-2, 53 WEG Operating Schedule. Mission requesters are required to coordinate with the 53 TSS/OS prior to submitting CSE Mission Requests with Tyndall drone/E-9 and RCF resources.
4.4. Management Emphasis (ME)

4.4.1. Any test or training program utilizing Eglin resources may request ME. ME is a special request used by programs that must have missions executed on a specific date/time or as soon as possible. Reasons for ME include, but are not limited to, an approaching acquisition milestone or Higher Headquarters (HHQ) direction.

4.4.2. The ME process is also used when requesting a priority Tier 1A status. Tier 1A status requests must be submitted at least six months prior to the event. ME provides a mission with increased management attention towards getting on the schedule and may be scheduled over other higher priority missions.

4.4.3. The 96 OSS/CC is the approval authority for granting ME. It should be noted that requested ME does not necessarily mean the missions are guaranteed to make the schedule. All missions requesting ME will be worked on a case by case basis. Program justification and impact to other mission activity will be the determining factor in getting ME missions on the schedule.

4.4.4. ME requests must be sent to 96 OSS/OSO prior to the normal on-time mission submittal deadline using the Special Scheduling Consideration Request EAFB Form 773. The ME request must be endorsed by the requester’s squadron CC/CV/DO. Missions granted ME will be annotated on the CSE mission request. Every effort will be made to notify the requesting agency at least one week prior of ME approval status. If ME approval greater than one week prior is required for major test and/or training events, the request for longer lead time approval, including justification, must be included in the EAFB Form 773.

4.4.5. When submitting missions for the following categories, requesters are required to also submit a ME Request EAFB Form 773:

4.4.5.1. Late mission submittal.

4.4.5.1.1. Management Emphasis requests are required for missions/mission changes submitted after the 96 TW Daily Operations Order publishing if the mission or change increases or changes the O&M contractor support. The intent is to allow the contractor to plan for infrastructure maintenance. A simple change like adding a tracking radar to a mission may take away several O&M personnel from planned maintenance for up to half a day. Planned O&M maintenance will normally take priority over O&M changes after the 96 TW Daily Operations Order has been published.

4.4.5.2. Consecutive Day (CD) scheduling.

4.4.5.2.1. CD scheduling pertains to 96 TW test programs requesting three or more consecutive days. The intent is to minimize the number of high priority programs monopolizing range airspace and resources over a short period of time. If test programs require minimal resources (e.g., airspace and communication frequencies only) then ME requests are not necessary. ME is also not required for ground task, test task, any off-base mission, missions that extend past midnight, weekend/holiday missions, and missions using fixed range facilities, e.g., A22, A24, C74, C80 complex, C52A STEF.

4.4.5.3. Weekend Support.
4.4.5.3.1. Management Emphasis (ME) requests are required for weekend missions using 96 TW/53 WG aircraft, 96 MXG support or 96 WF/DOO support. Final approval for weekend missions using 96 TW/53 WG aircraft and/or 96 MXG support is 96 TW/CC. 96 OG/CC is the approving authority for weekend 96 WF support. 96 OSS/OSSO will coordinate with supporting agencies and obtain approval once they receive the ME request. 96 TW/53 WG aircraft returning to Eglin, missions conducted off-base or missions using other command aircraft are not required to submit for weekend approval. ME is also required for weekend EOD support. 96 OSS/OSSO will facilitate obtaining 96 CES/CC approval for weekend EOD support.

4.4.6. Missions requiring 96 CES EOD support on EOD training days will submit an ME request to 96 OSS/OSSO for consideration. 96 OSS/OSSO will coordinate the requests with 96 OSS/CC and 96 CES/CC for approval.

4.4.7. Missions requiring O&M Contractor support on maintenance down days will submit an ME request to 96 OSS/OSSO for consideration. 96 OSS/OSSO will coordinate the requests with 96 OSS/CC and O&M Contractor for approval.

4.5. 96th Test Wing/53d Wing Aircraft Schedules

4.5.1. The following guidelines will be followed by all involved parties when formulating the aircraft utilization schedule, which includes scheduled/unscheduled aircraft maintenance, training sorties and flying/ground test missions for aircraft maintained by 96 MXG and operated by 53 WG/85 TES and 96 TW/40 FLTS. These guidelines are critical to stabilizing workload and maximizing resource utilization, including personnel, aircraft, consumables and range assets.

4.5.2. Mission needs may require deviations from these guidelines. Changes to the daily aircraft utilization schedule require approval by the applicable Maintenance Production Supervisor and Flying Operations Supervisor. Conflicts will be resolved at the Maintenance Supervision and the Flying Operations Officer level. 96 TW priority will be used as the guideline when canceling/non-scheduling missions.

4.5.3. Standard Flying Window.

4.5.3.1. The standard aircraft flying window supported by the 40 FLTS and 85 TES will be 10 hours from first takeoff to last landing. Ground mount times will be included as well. The maximum window will be 12 hours unless coordinated through 96 MXG/CC and 96 OG/CC. No less than 12 hours of aircraft maintenance down time will be provided (last landing to first scheduled takeoff for the following duty day).

4.5.4. Standard Turn Times.

4.5.4.1. Standard turn times are defined as the time required to prepare aircraft for next flight (time between scheduled landing and next takeoff). The turn time includes minor maintenance inspections, servicing, ARDS/P5 pod upload and/or download, and chaff/flare upload, if applicable, and “Crew Ready” status 50 minutes prior to takeoff. The standard turn time does not include munitions load/unload or major aircraft reconfigurations.

4.5.4.1.1. Three hours (2.5 hours minimum during surge operations):

4.5.4.1.1.1. F-16A-D
4.5.4.1.1.2. F-15C/D/E
4.5.4.1.1.3. A-10C
4.5.4.1.2. Two hours: UH-1

4.5.5. Night Flying

4.5.5.1. Night flying requirements will be planned and coordinated by 96 AMXS, 85 TES, 40 FLTS, and communicated to 96 OSS/OSO personnel as far in advance as practical, but not less than two months in advance. 96 OSS/OSO will brief first takeoff/last landing times of the night flying window at the Wednesday 96 OSS/OSO scheduling meeting at least two weeks prior to the night flying mission week.

4.5.6. Aircraft Deployments.

4.5.6.1. Aircraft Deployments, Cross-Country, and Out & Back missions will be coordinated at least one week in advance and preferably one month. Aircraft Deployments involve flights that take-off and land from the deployed location. Cross-Country missions involve a series of flights, each of which take-off and land at different locations. Out & Back missions are Cross-Country missions that depart from and arrive at the home station on the same duty day, no matter how many stops are made in between. Departures and returns will be scheduled on normal duty days unless pre-coordinated with 96 AMXS. Do not schedule aircraft for test/training missions on the first duty day following a Deployment or Cross-Country of three or more days without prior approval from 96 AMXS. Do not schedule aircraft for test/training missions the day prior to a deployment (depending on duration). Test and training missions may be scheduled the day prior to an Out & Back sortie.

4.5.7. 96 TW Training Days.

4.5.7.1.1. These are days designated for aircrew or maintenance personnel training. Operations and Maintenance training have equal priority. Required scheduled maintenance should not be accomplished to the maximum extent possible on these days. Quick Reaction Testing and tests granted Management Emphasis take precedence over all training activities on these days.

4.5.8.1. Aircraft Configuration (Munitions/Fuel/Software).

4.5.8.1.1. When scheduling missions, make every effort to minimize aircraft configuration changes between “Go’s” (coordinate requirements for next scheduled sortie with 96 AMXS Production Supervisors).

4.5.9. Do not accomplish major munitions and aircraft reconfigurations (e.g., external tanks, pods, Alternate Mission Equipment (AME) and software changes) between “Go’s” without prior 96 AMXS/MXA approval. Major aircraft reconfigurations will require sufficient aircraft down time to accomplish the reconfiguration.

4.5.10. Aircraft Scheduling Baseline (ASB).

4.5.10.1. 96 MXG ASB indicates the maximum number of aircraft (per Mission Design Series) that 96 MXG will schedule on a regular basis (includes flyers, spares, ground mounts, and XC or deployed aircraft). The ASB for F-16 and F-15 aircraft are included in Table 1 below and will be used by 96 OSS/OSO to build the upcoming schedule.
These numbers are based on historical sortie generation rates. The monthly sortie production contract will be the final document that addresses the contracted and scheduled sorties for each month.

Table 4.1. Aircraft Scheduling Baseline (ASB)

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<th>DT</th>
<th>OT</th>
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<tbody>
<tr>
<td>F-16</td>
<td>6</td>
<td>4</td>
<td>10</td>
</tr>
<tr>
<td>F-15</td>
<td>5</td>
<td>4</td>
<td>9</td>
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4.5.11. Due to the small number of A-10C and UH-1N aircraft they cannot be scheduled in the same manner as F-16 and F-15 aircraft. Each of these assets will be scheduled for a maximum of four fly days per week.

4.5.11.1. The monthly contracts will be developed per AFI 21-101, 7.7. and AFMCI 21-165, 7.7. 96 MXG P&S personnel, 96 AMXS AMU leadership, 40 FLTS schedulers, and 85 TES schedulers will produce a draft monthly contract that incorporates monthly contracted sorties and hours, UTE Goal, monthly scheduled sorties and hours, UTE scheduled, the ASD, as well as the attrition rate. The draft monthly contracts will be presented to the 96 AMXS/MXA, the 85 TES/DO and the 40 FLTS/DO NLT second week of the month. This provides one week’s time for operations and mx to agree on the contract prior to the Monthly Scheduling meeting.

4.5.12. Baselines are provided for the 96 TW and 53 WG portions of the overall baseline. During the weekly Wing Scheduling Meeting, the 96 MXG, 96 OG and 85 TES may reduce the ASB three weeks out, based on the predicted number of aircraft available. Aircraft considered not available are aircraft in depot status (such as DM or DO), aircraft in modification (BK status), awaiting major aircraft maintenance actions/decisions from AFMC (BT, BU, BR, BQ), time changes or other planned heavy maintenance/inspections (phase or TCTOs), or other factors which will keep an aircraft non mission capable for more than three weeks.

4.5.13. After the weekly Wing Scheduling Meeting, the ASB for the next three weeks will be established and any changes to this ASB will reference section 4.7 for 2407 guidance.


4.5.14.1. Deviations will be recorded and managed IAW AFMCI 21-165, paragraphs 3.3. through 3.7. Rather than score deviations from the previous day’s 96 TW Daily Operations Order, deviations will be scored based off of the signed 96 TW Aircraft Weekly Schedule. The 96 TW Daily Operations Order will still be the refinement of the Weekly Schedule and will be the final schedule for daily test, training, maintenance and flying activities.
4.6. Replacement Missions/Configurations

4.6.1. Minor changes may be made to the CSE Mission Request. 96 OSS/OSO schedulers have the option to require a new mission request be submitted if the change is of such an impact that a formal CSE replacement mission is necessary.

4.6.2. CSE replacement configurations will be submitted to 96 OSS/OSO schedulers for major configuration changes. Minor configuration changes include changing and/or adding serial numbers, fuel loads, or configuration remarks will not require replacement configurations to be submitted, 96 OSS/OSO aircraft schedulers will make the changes in CSE. The aircraft scheduler will make the determination on the replacement submittal requirement based on the complexity and number of changes being requested. AF FORM 2407 process rules, specified in paragraph 4.7, will apply.

4.7. AF FORM 2407 Process

4.7.1. Requests for changes to the published 96 TW/53 WG weekly/daily aircraft flying schedule may require submittal of a new aircraft configuration. These will require an AF FORM 2407 IAW paragraphs 4.7.5. and 4.7.6. The following paragraphs define roles, responsibilities, and procedures for the 96 TW AF FORM 2407 process.

4.7.2. The 96 TW AF FORM 2407 process begins when the 96 TW Aircraft Weekly Schedule is approved by the 96 TW/CC or designated representative (at the weekly Wing Scheduling Meeting.)

4.7.3. Pen and ink changes (minor changes) may be made to the signed 96 TW Aircraft Weekly Schedule. Pen and ink changes will be submitted on an AF FORM 2407. Personnel submitting AF FORM 2407s for pen and ink changes will follow the procedures in AFMCI 21-165, paragraph 2.6.2.1. Pen and ink changes are not to be used to re-write the schedule but to amend it due to minor errors. Some examples of minor errors may be correcting a missile serial number, matching fuel loads or software loads for the day or fixing configurations so a morning training line configuration matches the afternoon test configuration.

4.7.4. After 1600 on Friday, pen and ink changes can no longer be made. Changes made to the approved 96 TW Aircraft Weekly Schedule will follow the procedures outlined in paragraph 4.7.5.

4.7.5. The following reasons require an AF FORM 2407 to change the Weekly Schedule: Adding aircraft, increasing the number of sorties, increasing the flying window, or cancelling scheduled maintenance. For these four reasons only, the AF FORM 2407 needs to be approved by the 96 MXG/CC (or designated representative) and the 96 OG/CC (or designated representative) for 40 FLTS aircraft or 96 MXG/CC and 85 TES/CC (or designated representative) for 85 TES aircraft.

4.7.6. The Weekly Schedule covers Monday through Friday.

4.7.6.1. Some changes made to the Weekly Schedule outside of the 96 TW Daily Operations Order time period will require an AF FORM 2407, see paragraph 4.7.5. An example of this is on Monday a test engineer realizes another test sortie is needed on Thursday. Although this test sortie is outside the 72 hour 96 TW Daily Operations Order, it is adding a sortie, per paragraph 4.7.5, the test engineer must submit a 2407 to add the
sortie. Another example is the test engineer also realizes the required aircraft is not on the schedule for that day. The test engineer may submit one AF FORM 2407 to add the needed test sortie and request the needed aircraft added to the schedule as well. The CSE generated AF FORM 2407 allows for multiple changes on a single form.

4.7.7. Not every change to the Weekly Schedule outside of the 96 TW Daily Operations Order requires an AF FORM 2407. As an example, if the test engineer on Monday wants to make a simple configuration change (such as changing a CATM-120 to a specific CATM-120 serial number), or a software change or a fuel load change, to an aircraft already on the schedule, then a AF FORM 2407 is not needed. The test engineer only needs to annotate the changes in CSE and notify the proper agencies of the change.

4.7.8. All changes to the Weekly Schedule made within the 72 hour 96 TW Daily Operations Order require an AF FORM 2407. Paragraph 4.7.5. will be used to determine the level of approval of the AF FORM 2407. Some 2407s will be approved at the group level and others will be approved at the unit level.

4.7.9. Exception.

4.7.9.1. Changes to the original printed takeoff or landing time of 30 minutes or less or a change arising after the first crew ready time for the squadron's current day's scheduled flying window will not require an AF FORM 2407.

4.7.9.2. All AF FORM 2407 changes, not specified in paragraph 4.7.5., after the final 96 TW/53 WG daily aircraft flying schedule is published, which is after the 1430 daily aircraft maintenance meeting two duty days prior to mission execution will be approved by the affected squadron commander(s) (or designated representative).

4.7.10. The 96 OSS/OSO schedulers will confirm the changes with all support agencies, once the changes are posted in CSE.

4.7.11. The agency requesting the change initiates the AF FORM 2407 and coordinates it through the affected Pro Super, Operations Officers/MX SUPT, and required group staff agencies (e.g., 896 TSS, Munitions, Scheduling). The test engineer should also be included if he/she is not the initiator. All approval/coordination names, dates, times will be annotated on the AF FORM 2407.

4.7.12. Complete the AF FORM 2407 in CSE. CSE will disseminate the form to all appropriate agencies. Telephone coordination is still required.

4.7.13. 96 OSS/OSO schedulers will notify all support agencies listed on the CSE mission request of mission changes after the 96 TW Daily Operations Order has been published, regardless if a AF FORM 2407 is required or not. 96 OSS/OSO schedulers may use the completed AF FORM 2407 to meet some or all of the notification requirements in order to prevent duplicate coordination.

4.8. Scheduling Munitions Support

4.8.1. This section establishes procedures for obtaining 96 Maintenance Squadron (96 MXS) Munitions Flight support and munitions using the CSE Mission Request.

4.8.2. Test engineers and schedulers submitting CSE missions for munitions support must be familiar with and ensure compliance with the following directives:
4.8.2.1. AFI 21-201, Management and Maintenance of Non-Nuclear Munitions.
4.8.2.2. 96 TWI 21-101, Local Technical Order Writing Procedures.
4.8.2.3. 96 TWI 21-202, Munitions Technical Data.

4.8.3. CSE mission submitters must ensure the JON that missions are submitted against have an allocation for the desired munitions prior to mission submittal. Any allocation shortages must be resolved by the CSE Munitions Organization Manager.

4.8.4. CSE Organization Managers are responsible for accomplishing JON transfers in CSE. Organization Managers can only move allocations between JONs under their organization. To transfer from one organization to another requires coordination with the 96 MXS Munitions Accountability Element.

4.8.5. CSE Organization Managers coordinate with other Organization Managers to co-allocate non-expendable asset(s), such as captive carry missiles, inert General Purpose Bombs, etc. Organization Managers can only co-allocate assets that are issued to their organization/JON. Once the Organization Managers agree on the co-allocation, the owning Organization Manager accomplishes the co-allocation in CSE.

4.8.6. Munitions build missions must be submitted five duty days prior to a delivery mission.

4.8.7. Mission submitters must ensure munitions selected on CSE delivery missions have an on-hand quantity in CSE. Although the CSE software allows mission submitters to select munitions with zero (0) on-hand balances, the munitions assets are not available for use and will not be delivered. Any on-hand shortages will be resolved by the CSE Organization Manager.

4.8.8. Munitions Control is the focal point for all munitions support/mission issues.

4.9. **Scheduling Ambulance Support**

4.9.1. Missions requiring 96 MDG Emergency Department support (ambulance) will be coordinated with the 96 MDG Emergency Departments. The Emergency Departments will, on average, provide medical coverage for two range missions per day. These missions will be covered by level of priority. The Eglin Emergency Departments will work with 96 OSS/OSO range schedulers to try and ensure the missions are covered to prevent any cancellations. Missions should be scheduled as far in advance as possible to allow the movement of staff schedules to coincide with the mission coverage.

4.10. **Shared Range Space Utilization (SRSU)**

4.10.1. The following procedure describes the process to schedule and utilize shared air and/or ground space for separate but compatible missions. These procedures are applicable to all Eglin range users conducting test and/or training missions.

4.10.1.1. Missions that may qualify for shared range space use will be identified by 96 OSS/OSO schedulers during the scheduling process. 96 OSS/OSO schedulers will notify the mission requester of the lower priority mission that shared range space is a possibility and will place the mission on “range space alert.” Every effort will be made to de-conflict by time, space, and/or altitude prior to generating any SRSU.
4.10.1.2. 96 OSS/OSO, after a management review, will send the SRSU agreement template, via CSE, to the lower priority mission POC, who is responsible for ensuring the coordination is completed and submitted to the CAMMP for Air Traffic Control (ATC) approval. Every effort should be made to complete the process by COB, two duty days prior to mission execution. However, if the agreement is not reached prior to 1200L on the duty day prior to mission execution day, the lower priority mission will be non-scheduled. In order to cut down on the overall number of SRSUs in the system, 96 OSS/OSO may elect to send the SRSU to a higher priority mission POC if warranted. An example would be a higher priority mission sharing with five lower priority missions, instead of five separate SRSUs being generated, a single SRSU would be sent to the higher priority mission. The higher priority mission would still have the priority when generating the sharing agreements.

4.10.1.3. The coordination/analysis should be conducted face-to-face between both mission POCs and aircrews if feasible, otherwise telephone and e-mail is acceptable. Regardless of how coordination is accomplished, mission POCs are responsible for ensuring aircrews and ground personnel are fully briefed on how the missions will safely operate concurrently. Priority is not to be used as a determining factor as to feasibility of shared airspace use. Safety considerations may require a review by the appropriate safety personnel.

4.10.1.4. Mission information for affected missions will be generated by CSE. Each mission POC will indicate that they have discussed the de-confliction procedures signing off in the appropriate area on the CSE SRSU.

4.10.1.5. The large block at the bottom of the form will be used by the mission POC to describe specific details concerning how the missions have been de-conflicted (e.g., mission #1 will remain south of range road ###, mission #2 will remain below XXX AGL). A detailed and complete description of all agreements must be entered. Generalized statements such as “de-confliction will be made real-time” or simply “will avoid each other” are not acceptable; you must state specifically how de-confliction will occur.

4.10.1.6. After all coordination is properly accomplished with the higher priority missions, the lowest priority POC will submit the completed SRSU to the CAMMP, 96 OSS/OSAA. The CAMMP (i.e., ATC), will review the SRSU and either approve or disapprove.

4.10.1.7. During the mission pre-briefs, the respective TE/Project Officer (PO)/Mission Officer In Charge (OIC) and aircrew will cover all aspects of the SRSU agreement. If questions arise as to the ability to safely conduct either mission, an attempt will be made to resolve the conflicts. If there is not sufficient time or the conflicts cannot be resolved by 30 minutes prior to take-off time, the lower priority mission will be canceled for airspace conflict.

4.10.1.8. 96 OSS/OSO will ensure O&M range personnel on manned ranges have access to SRSU information. For ground test and training on O&M Contractor manned ranges, the appropriate mission POC should brief O&M Contractor personnel.
4.10.1.9. The ERCF/EMC is not responsible to ensure aircrews entering shared airspace understand the SRSU agreement.

4.10.2. In order to avoid having to process recurring agreements over and over, programs/units may elect to participate in the SRSU Pre-Agreement program where they can identify agreements for specific range air and/or ground space conflicts in advance. For all approved pre-agreements, 96 OSS/OSO will generate, sign off, and approve the SRSU without each mission POC having to go into CSE and individually sign and/or submit to ATC review/approval. Mission POCs will receive an email showing that the SRSU has been generated and approved. Mission POCs will still be required to ensure all aircrews and/or appropriate ground support personal are briefed on the agreement. Contact 96 OSS/OSO Scheduling Office to participate.

4.11. **Scheduling Supersonic Flights Over Land Ranges**

4.11.1. To minimize the adverse effects of sonic booms on the civilian populace, the following procedures will be followed:

4.11.1.1. Only B-70 is approved for supersonic flight tests over land below FL300. Supersonic flights will be flown IAW EAFBI 11-201.

4.11.1.2. All supersonic missions over B-70 will be scheduled using the normal CSE scheduling cycle. NO BLACKBOARDS unless approved by 96 OSS/CC.

4.11.1.3. On the CSE Mission Request, a supersonic flight mission request must be clearly indicated. Request a supersonic flight mission only if it is truly needed.

4.11.1.4. The mission requester will request two communication vans (VANCOMM) in the CSE Mission Request, Range Support, and one hand-held sound level meter for each van. One van will be stationed at the intersection of Highway 87 and Wells Rd (5.7 miles North of Highway 98). The other van will be placed at the fire station on Beal Parkway in Wright. Each van must have radio communications directly to B-75 Control or be able to have information relayed to the Central Control Facility (CCF).

4.11.1.5. The mission requester, or his alternate, must plan to be on site to check radio communications with the communication vans well ahead of scheduled take-off time. The van located at the intersection of Highway 87 and Wells Rd is the more important of the two and is a go-no-go item. The van located at the fire station on Beal Parkway in Wright, while highly desirable, is not a no-go resource.

4.11.1.6. Prior to the mission, during the communications check, the procedures must be checked with the personnel in the vans. These procedures call for the personnel in each van to radio the dB reading from the sound meter and subjective evaluation of the effects of the sonic boom to the mission requester immediately after each pass.

4.11.1.7. Supersonic flights over the Warning/Water ranges will be flown IAW EAFBI 11-201, *Air Operations*.

4.12. **Quiet Period**

4.12.1. Request for quiet periods on the Eglin flightline requires coordination with the 96 OSS/DO. Requests should be made IAW EAFBI 11-201.
4.13. Road Closures

4.13.1. Road closures on the Eglin Reservation occur on a daily basis. In an effort to prevent an accident or serious injury, individuals should not attempt to go around closed gates or roadblocks. Contact the JTTOCC or Range Supervisor prior to going through ANY closed gate.

4.13.2. The 96 SFS will ensure traffic is blocked to those portions of state and county roads that fall within an active safety profile or as deemed necessary by 96 TW Range Safety. If a state/county road is required to be closed for a mission, 96 OSS/OSO will notify Public Affairs (96 TW/PA), Fire Department (96 CEG/CEF), and 96 SFS prior to the day of the test/training event.

4.13.3. 96 OSS/OSO will distribute a road closure schedule and update as changes occur. Contact 96 OSS/OSO to be added to the road closure notice distribution list.

4.13.4. The test area supervisor is responsible for blocking range roads impacted by safety profiles. This will be done by closing and securing road gates and/or setting up temporary roadblocks. The test area supervisor will ensure the test area is clear of all unauthorized personnel.

4.13.5. Blocking of roads by training units is prohibited. If temporary roadblocks are required during a mission an approval request must be submitted through 96 OSS/OSPJ.

4.13.6. There may be times where missions will be delayed to allow school buses to transit back and forth to the 6 RTB Ranger Camp. Contact 96 OSS/OSOS for normal school bus times to/from the 6 RTB Ranger Camp.


4.14.1. Open Skies Treaty Missions, when approved, are authorized to over fly test ranges in the US on coordinated dates/times and are controlled from Washington, D.C. Typically, the initial notification will be received at Eglin will vary from NLT 72 hours to one month prior to the planned over flight dates. At that time, an electronic message will be sent to the Open Skies POCs in the organizations. The organization POCs have approximately 23 hours from the time of the initial message to identify high-value activities and send an impact statement to 96 OSS/OSO for forwarding to the Eglin Open Skies POC. On Execution Day, terms of the treaty stipulate airspace must be cleared of mission aircraft 50KM either side of Open Skies aircraft track, 15 minutes before and after entry into Eglin airspace.

4.14.2. Definition of High-Value Activity:

4.14.2.1. Any activity that will incur substantial monetary cost if postponed or cancelled.

4.14.2.2. Cannot be concealed and reveals national security information, if observed.

4.14.2.3. Takes advantage of a unique set of chronological or meteorological circumstances which cannot be duplicated.

4.14.2.4. The installation Open Skies POC believes special circumstances apply.

4.14.3. If the activity is determined by the organization Open Skies POC to be a high-value activity, the following information must be included in the Open Skies impact statement:

4.14.3.1. Point of Contact.
4.14.3.2. Office Symbol/Address.
4.14.3.3. DSN/Commercial Phone Number.
4.14.3.4. What the activity is.
4.14.3.5. When (Date/time of the activity).
4.14.3.6. Where (Coordination required).
4.14.3.7. Why it cannot be postponed.
Chapter 5

MISSION COORDINATION

5.1. 96 TW Daily Operations Order

5.1.1. 96 OSS/OSO schedulers will publish the 96 TW Daily Operations Order three duty days prior to execution day. The cutoff is 1500L for changes prior to the 96 TW Daily Operations Order being published at 1600L. All changes after 1500L may not be published but will be reflected in CSE. All changes coordinated through 96 OSS/OSO schedulers after the 96 TW Daily Operations Order publishing will be confirmed via telephone with the appropriate support agency. Mission changes occurring after 1600L on the duty day prior to mission execution may not be confirmed until the following duty day. Saturday and Sunday missions are included with the Friday schedule.

5.1.2. 96 TW Daily Operations Order Quality Review. All requesting and support organizations will conduct a quality review of the upcoming 96 TW Daily Operations Order that will be published. The review will include specific aircraft configurations and munitions requested. The review must be completed NLT 1100 hours on the day the 96 TW Daily Operations Order is published. Every effort will be made to confirm the resources scheduled will meet the individual mission requirements and that all support agencies can support those requirements. As a minimum, the following requesting and support agencies are required to conduct the organizational quality review:

5.1.2.1. Requesting Agencies are 40 FLTS, 413 FLTS, 780 TS, 46 TS, 96 OSS/OSPA, 96 OSS/OSPJ, OFP/CTF, 85 TES, 28 TES, 53 WEG, 33 FW, 1 SOW, 24 SOW, 325 FW, 6 RTB, Naval EOD School, 18 FLTS, AFRL, and 7SFG(A).

5.1.2.2. Supporting Agencies are 96 AMXS Blue, 96 AMXS Red, O&M Contractor, Munitions Control, 896 TSS, LSC, EOD, Ambulance Support, ATC/CAMMP, 96 RNCS (CCF), FCA, and Eglin Fire Department.

5.1.3. Mission changes after the 96 TW Daily Operations Order is published require significantly more coordination and manpower, thus it is vital that a thorough quality review is conducted prior to publishing and that required changes are passed to schedulers with enough time to complete prior to publishing.

5.2. Mission Profiles

5.2.1. A properly coordinated and approved profile for the specified project must be in CSE before scheduling a mission using land ranges. Airborne missions that cannot conform to the approved profile will be terminated by the JTTOCC MMS if the deviation cannot be approved real-time. Procedures for submitting and obtaining approval of profiles are in Chapter 7.

5.3. Operational Requirements

5.3.1. Operating on/in Eglin Land/Water Ranges and Test Areas. Air Traffic Control and flying operations within the Eglin range/test areas will be IAW EAFBI 11-201. Range operations and planning will be IAW EAFBI 13-212.
5.3.2. Ordnance Expenditure/Laser Operations/Hazardous Activity Criteria. No ordnance expenditure, laser operations, or other hazardous activity will commence on any test area/range without clearance through two-way radio contact from the Range Control Authority. No ground mission will go hot on any range until the appropriate Range Control Authority has received approval from the JTTOCC/MMS. The Range Control Authority will also notify the JTTOCC/MMS upon completion of activity. EMC is not a Range Control Authority for the purpose of approving ordnance expenditures.

5.4. Unmanned Test Areas/Ranges

5.4.1. Ground Missions.

5.4.1.1. Ground missions expending ordnance, conducting laser operations, or other hazardous activities on unmanned test areas/ranges (A-77, A-78, A-73, A-79, and B-7), will contact Wolfcall (JTTOCC) via Radio/LMR or telephone (secondary) and obtain clearance prior to expenditure of ordnance or going "hot.” The appointed Range Safety officer for the training operation will ensure the area is clear and conditions established by 96 TW/SE in the Test Directive Safety Appendix have been complied with before requesting a clearance.

5.4.1.2. For hot ground missions on unmanned ranges, the test engineer or designated representative must maintain two-way contact with the JTTOCC/MMS at all times, and must advise the JTTOCC/MMS prior to going hot and when the area is cold.

5.4.2. Air Missions.

5.4.2.1. Aircraft will contact EMC for clearance into the restricted area prior to entry. Restricted area clearance is not permission to expend ordnance on the test area. All aircraft expending ordnance, conducting laser operations or other hazardous activities on unmanned test areas/ranges (A-77, A-78, A-73, A-79, and B-7) will check in/out for clearance with Wolfcall (JTTOCC). Initial clearance to expend ordnance will be given by Wolfcall (JTTOCC). After initial clearance is received, aircraft will return to mission frequency and advise mission control on termination of ordnance delivery. Aircraft will notify JTTOCC/MMS when ordnance delivery is complete. Air missions dispensing ordnance during instrument conditions (visual contact with the target not possible or required) on land ranges must be coordinated with the Chief of Safety (96 TW/SE) before the mission can be conducted.

5.4.2.2. Scheduled UAV activity should contact the JTTOCC/MMS for activation of scheduled airspace and notify the JTTOCC/MMS when mission is complete.

5.5. Manned Test Area/Ranges

5.5.1. Aircraft will contact EMC for clearance into the restricted area prior to entry. Restricted area clearance is not permission to expend ordnance on the test area. Air missions expending ordnance, conducting laser operations or other hazardous activities on any manned test area/range will establish and maintain positive radio contact with the Test Area Controller and obtain clearance prior to commencing any hot activity. In the event positive contact with the Test Area Controller cannot be established and/or maintained, air missions will contact Wolfcall (JTTOCC/MMS) for assistance. EMC does not have approval authority for hazardous activity.
5.5.2. For ground detonations, laser operations, or other hazardous activity, the test area supervisor must obtain clearance from the JTTOCC/MMS. The JTTOCC/MMS will coordinate with EMC to sterilize the required vertical airspace. If air missions are being conducted within the requested vertical airspace, final decision on priority will be made by the JTTOCC Supervisor. The test area supervisor will:

5.5.2.1. Ensure the area is clear and conditions established by 96 TW/SE in the Test Directive Safety Appendix have been complied with before requesting a clearance.

5.5.2.2. Notify the JTTOCC/MMS when the detonation, laser operations, or other hazardous activity is complete. JTTOCC/MMS will in turn notify EMC.

5.5.3. Any person or group not officially assigned duty at a land test area, or not supporting a scheduled mission, must have a “Z clearance” before entering a closed area or unmanned range. Procedures for obtaining Z clearances are in Chapter 9.

5.5.4. Ground parties scheduled at Test Area B-6 will check with 6 RTB operations prior to conducting test/training activity.

5.6. Changes in Mission Status/Alerts

5.6.1. The JTTOCC (RCS and MMS) is the coordinating agency for changes to the 96 TW Daily Operations Order after 1600L, the duty day prior to mission execution. The final determination concerning holds, mission extensions, test area usage, test area times, separation criteria, test area restrictions, altitudes, support changes, alerts, overtime, and cancellations will be coordinated by the JTTOCC (RCS and MMS). All changes will be coordinated with the TE/Project Officer (PO)/Mission OIC involved, but the 96 OSS/OSO has final authority to alter, cancel, add, hold, delay, or otherwise change the 96 TW Daily Operations Order.

5.6.2. Missions on alert status are missions that have not been finalized because one or more of the following conditions exist. The mission alert condition, in most cases, must be resolved by 1200L one duty day prior to mission execution. The mission will not be allowed to execute while in a mission alert status.

5.6.2.1. Briefing Alert (O&M Contractor Briefing Alert (CBA), EOD, 96 CEG, 96 OSS/OSO, etc.) is activated by the O&M Contractor Plans Office, or requesting support agency, when mission information such as range altitude, corridor altitude, and aircraft call sign/tail number has not been included on CSE Mission Request, or a 96 TW activity (or O&M contractor) has not received the required briefing on mission requirements.

5.6.2.2. O&M Contractor Resources Alert. Activated by the O&M Contractor Plans Office when the appropriate resources are not available to support the mission or the TD has not authorized the required resources.

5.6.2.3. Maintenance Alert (Aircraft MX Alert) is activated by the O&M aircraft scheduler or the Maintenance Operations Center (MOC) when an aircraft is out of commission and may not meet the scheduled take-off time/mission time. The aircraft estimated time of completion (ETIC) will be included when placing the mission on alert.

5.6.2.4. Frequency Control and Analysis Alert (FCA Alert) is activated by 96 OSS/OSOQ when a briefing has not been received on missions requiring FCA facilities, a
RFA has not been issued or unauthorized interference would occur based on analysis of a mission's electromagnetic environment.

5.6.2.5. Setup Alert is activated by any support agency/activity when pre-mission setup requirements have not been completed (e.g., O&M contractor high-speed camera setup delayed due to weather).

5.6.2.6. Allocations Alert (Munitions) is activated by 96 MXS/LGMW when required munitions have not been received or allocated to a specific project or for working invalid munitions requests.

5.6.2.7. Safety Alert is activated by 96 TW/SE or any other responsible activity/agency when a valid safety solution has not been issued or received or when any other unsafe condition exists. 96 TW/SE or the activating activity/agency with concurrence from 96 TW/SE resolves the alert when conditions causing the alert have been eliminated.

5.6.2.8. EOD Alert is activated by Explosive Ordnance Disposal Flight (96 CEG/CED) when the necessary test directive, manufacturer's technical data, or technical order is not available in sufficient time to train and brief personnel on test munitions, when written changes to support requirements have not been coordinated or received, when changes in mission support requirements necessitate writing or rewriting an operating instruction, or when required checklists are not complete or suspected of being in error.

5.6.2.9. Technical Data Alert is activated by the 96 MXS/LGMW when current munitions data has not been supplied or activated by 96 OG/OGVW when proper munitions/stores loading procedures have not been established.

5.6.2.10. Test/Training Directive Alert. O&M scheduler activates Test/Training Directive Alert when the directive has not been properly coordinated or signed.

5.6.2.11. Range Space Alert. O&M scheduler activates airspace Alert when missions have not yet completed SRSU checklists approved by ATC.

5.6.3. Preventing Alerts. The test engineer can prevent most alerts by ensuring the following:

5.6.3.1. The 96 TW test directive and changes to support requirements are in the hands of all support activities/agencies concerned.

5.6.3.2. The appropriate O&M Contractor Plans Office representative, 96 CEG, and EOD personnel are briefed no later than 1000L hours the day before mission execution.

5.6.3.3. The profile is on file with the O&M Contractor.

5.6.3.4. Requested munitions have been allocated, built-up, and are in CSE prior to mission submittal.

5.6.3.5. Approved checklists are developed, coordinated and available to squadron weapons loading, maintenance personnel and aircrews.

5.6.4. 96 OSS/OSO schedulers will consider mission change requests only from the person designated on the CSE Mission Request, the list of responsible POC’s for a specific JON listed in CSE under Mission Support/JONs/Mission Submitters, or from designated liaison offices or control activities/agencies within an organization. Mission submitters will make
every effort to accurately preplan their mission before submitting requests and ensure accurate POC information is reflected on the CSE mission request.

5.6.5. All requests for mission changes are accepted on a tentative basis subject to confirmation that all agencies involved can support the proposed mission change. Under certain conditions, 96 OSS/OSO schedulers may request a replacement mission. Replacement missions may be required when there are changes to munitions federal stock numbers, changes too numerous to annotate on the present form, or a change is made from a cold to a hot mission after the 96 TW Daily Operations Order is published.

5.6.6. The CSE Mission Request is a historical documentation of the mission. 96 OSS/OSO schedulers will make the following notations regarding mission changes on the CSE Mission Request form (after 96 TW Daily Operations Order publishing):

5.6.6.1. Type or nature of change.
5.6.6.2. Name of individual requesting the change.
5.6.6.3. Date and time change was made.
5.6.6.4. Personnel/agencies notified of change.

5.6.7. If a mission is ground aborted or canceled, a failure or cancellation code will be assigned and noted on the CSE Mission Request. In the event of disagreements over the failure/cancellation codes, the test engineer, in concert with 96 OSS/OSO, will make the final determination. The authorized codes and reasons for failure or cancellation will be entered on the CSE PMR (see Attachment 2). Up to three codes may be assigned with the sum of the percentages totaling 100%.

5.7. **Fire Danger Conditions**

5.7.1. The following are mission restrictions and suppression considerations based on the Fire Danger:

5.7.1.1. **Fire Danger Low.** No restrictions on missions. No difficulty in control or mop-up expected.

5.7.1.2. **Fire Danger Moderate.** No restrictions on pyrotechnics. A fire watch is required to be posted for a minimum of 20 minutes after use of pyrotechnics has been completed. Little difficulty in control or mop-up expected.

5.7.1.3. **Fire Danger High.** Use caution with pyrotechnics and post a fire watch for a minimum of 30 minutes after use of pyrotechnics has been completed. Extra precautions required for campfires. Control of wildfires through direct attack may be difficult, and mop up efforts become more time consuming.

5.7.1.4. **Fire Danger Very High.** Restrict pyrotechnics to hand-thrown simulators or smoke grenades, no tracers authorized. **NO FLARES below 1000 AGL.** Use simulators or grenades only on roads or in pits. Cleared areas for pyrotechnics should be a minimum of 1.5 times the blast radius. No campfires on Eglin. High intensity burning will make control significantly more difficult. Fires can spread rapidly and require significant resources for control and mop up. Aircraft are more likely to be used in suppression efforts, interfering with airspace and/or mission activity.
5.7.1.5. **Fire Danger Extreme.** NO PYROTECHNICS allowed without prior approval from the Wildland Fire Program Manager or their designee at the AF Wildland Fire Center located at Jackson Guard. Expect extreme, erratic fire behavior. 100% commitment of AF Wildland Fire Center Firefighters and presence of outside agencies, including various fire suppression aircraft is likely. Air space restrictions are likely to be in place at fire scene(s).

5.7.2. 96 OSS/OSO will review all overland hot mission activity with Jackson Guard the duty day prior and place the appropriate missions Safety Alert. If the mission activity is deemed unsafe and the risk of starting a fire cannot be mitigated, the mission will be cancelled on execution day by the JTTOCC/RCS.

5.7.3. Mission personnel must report all mission caused wildfires to the JTTOCC as soon as possible so that the JTTOCC can notify the Jackson Guard AF Wildland Fire Center. Wildfires on known UXO contaminated ranges, A-77/A-78/A-79/B-7, C52N/W, C-62, and C-72 will be reported to the JTTOCC. The JTTOCC will coordinate with EOD and Jackson Guard to close the range and ensure evacuation of all personnel for max fragmentation distances. The JTTOCC will place all appropriate missions on alert and not allow any mission activity until cleared to do so by EOD and Jackson Guard.

5.8. **Transient Aircraft Parking Areas**

5.8.1. The test engineer/project office will coordinate any special aircraft parking needs with 96 OSS/OSA Eglin Airfield Manager and 96 OSS/OSX (Operations Plans Flight). This coordination must be effected for any missions requiring parking in areas other than the 96 TW ramp or Gunline 1 or 3.

5.9. **Business Effort Tanker Program**

5.9.1. The 96 OSS/OSO is the central point of contact for tanker crews TDY to Eglin AFB in support of Eglin test missions.

5.9.1.1. Occasionally, tankers may be TDY to Eglin to support organizations other than the 96 TW (e.g., 33 FW, 53 WG, etc.). Use of these tankers must be coordinated with the appropriate organization's scheduling office.

5.10. **Coordination with 20 SPCS to Penetrate R2917/SPADATS Airspace**

5.10.1. Mission re-distribution coordination can take up to several weeks, and if approved, remains subject to real-time cancellation by US Strategic Command Mission Directors. To acquire permission to penetrate R-2917 and avoid inadvertent Electrical Explosive Device (EED) activation, potential loss of life, and critical flight resources, the following actions must be completed:

5.10.1.1. NLT forty-five days before planned mission, the test engineer will advise 20 SPCS/DO of intention to penetrate R-2917. Include date, time, and duration of each penetration.

5.10.1.2. The 20 SPCS/DO will review scheduled radar activity and request downtime from the controlling agency to support the mission.

5.10.1.3. Upon controlling agency response, 20 SPCS/DO will inform 96 OSS/OSO of the unit’s support posture and limiting factors that may exist.
5.10.1.4. On Execution Day, the CCF will establish a real-time command and control link with the 20 SPCS Mission Operations Center (MOC) to ensure positive control and coordination of aircraft movement and radar status. The real-time C2 link with 20 SPCS will be established NLT 45 minutes prior to penetration of R-2917 airspace.

5.11. Frequency Control and Analysis

5.11.1. The 96th Range Support Squadron (RANSS) FCA facilities (TS A-6 & TS D-3) and mobile van are established to monitor and record those signals identified as critical to the conduct of a mission and to detect, analyze, locate, and record extraneous signals that may interfere with the mission IAW AFI 33-580 and EAFB Supp 1. The 96 RANSS fixed and mobile FCA facilities monitor the frequency bands between 20 MHz and 18 GHz with limited capability up to 40 GHz.

5.11.2. The systems provide 96 TW with a quick-reaction capability to locate unauthorized radiation that may have adverse effects on test missions or other electromagnetic operations. Results of mission frequency monitoring are delivered to the 96 RANSS FCA Range Engineer, 96 OSS FCA office, and the GAFC Office upon request for review and cataloging. Unauthorized signals can be identified, located, and appropriate action initiated for elimination.

5.11.3. Radio frequency interference (RFI) will be investigated to the maximum extent possible in real-time, with the intent of eliminating the interfering source. All investigations and attempts to identify and eliminate the RFI to scheduled test missions will be coordinated with the GAFC Office as soon as possible. However, real-time investigation and elimination of the RFI source by 96 OSS FCA personnel will continue and not be delayed while awaiting contact with GAFC Office. In the event that RFI is suspected or identified from an off Eglin source, a commercial/civilian system, or a system other than a 96 TW resource, the GAFC Office shall be contacted immediately and the investigation will proceed with the GAFC Office as lead.

5.11.4. All chaff and ECM conducted in Eglin AFB airspace will be according to EAFBI 11-201 and the applicable project RFA.

5.12. Natural Resources Section (Jackson Guard) (96 CEG/CEV)

5.12.1. For missions with the potential to negatively impact threatened and endangered species, protected by federal law, Jackson Guard will brief personnel and their contractor(s) on all legally binding terms and conditions. Jackson Guard will ensure conditions and restrictions regarding biological resources are available to key personnel in verbal or written form and will provide maps when necessary. The appropriate mission personnel will be given an environmental guidebook identifying all protected species and sensitive habitats along with their associated compliance requirements. If impacts to protected species or sightings of very rare species are documented mission personnel will call Jackson Guard as soon as possible to report the sighting or incident (882-4164, 883-1153, or 882-8421).
Chapter 6

MISSION CONTROL

6.1. Joint Test and Training Operations Control Center (JTTOCC)/Radio Call Sign "Wolfcall"

6.1.1. The JTTOCC (RCS and MMS) is the single point of contact for execution day air and ground mission management and coordination to include all scheduled mission changes. Test engineers and/or training mission POCs are required to report mission status changes to the JTTOCC RCS as soon as possible. The JTTOCC consists of two sections: 1) Mission Management Section (MMS), and 2) Resource Coordination Section (RCS). MMS “Wolfcall” may be contacted on UHF 276.0.

6.2. Central Control Facility (CCF)

6.2.1. The CCF (Radio Call Sign “Chamber”) provides real-time mission, test execution management, telemetry conversion, data collection, and data processing for specific missions that require its services. The test engineer, safety representative, mission director, and mission controller operate in this location when required.

6.2.2. The 96 RNCS houses the CCF and provides mathematical, engineering, and analysis of test data from aircraft weapons, and C2 systems. Included in this is the development of software for target and drone control as well as modeling, simulation, and analysis expertise for surface to air threat systems.

6.3. Eglin Radar Control Facility (ERCF)

6.3.1. The ERCF is divided into two co-located functions:

6.3.1.1. Eglin Radar Approach Control (RAPCON). The RAPCON is responsible for providing terminal ATC services within designated airspace.

6.3.1.2. EMC.

6.3.1.2.1. EMC is responsible for the operational management and monitoring of mission aircraft/ground assets. EMC provides ATC services during ingress (prior to entering mission airspace) and egress (after exiting mission assigned airspace). Once established within mission airspace, EMC maintains airspace integrity for all non-participating aircraft.

6.4. EMC Operations

6.4.1. The 96 OSS/OSO will provide EMC the schedule of mission activity for Eglin AFB restricted or warning area airspace.

6.4.2. EMC will monitor mission aircraft operating within the confines of R-2914 A/B, R-2915 A/B/C, R-2918, R-2919 A/B, W-151, W-470, and airspace delegated/released by the ERCF.

6.4.3. EMC will monitor all mission traffic, within equipment limitations, to support the Eglin range mission schedule, except when the pilot has been advised to maintain visual flight rules (VFR) while operating outside the limits of the special use airspace. It is the
pilot's responsibility to maintain VFR while operating outside the limits of airspace delegated to EMC and comply with FAA requirements.

6.5. Airspace Requirements

6.5.1. Special Use Airspace (SUA) is the airspace controlled by the Federal Aviation Administration (FAA) and used by 96 TW. Specifically, Eglin SUA is R-2914 A/B, R-2915 A/B/C, R-2918, R-2919 A/B, W-151, and W-470. Eglin SUA is requested and released by ERCF/EMC according to the Letter of Agreement (LOA) between the FAA and 96 TW.

6.5.2. When Eglin SUA airspace is released to EMC, all aircraft must contact EMC prior to entering the airspace. Aircraft control procedures are outlined in EAFBI 11-201, Air Operations. When Eglin SUA is no longer needed by EMC for the purpose intended, it will be released to Eglin Radar Approach Control or to the FAA, whichever applies.

6.5.3. The US Navy, Pensacola FL, schedules and controls Warning Area W-155. For 96 TW missions requiring this airspace, 96 OSS/OSO schedulers will obtain approval from the Fleet Area Control and Surveillance Facility (FACSFAC), Pensacola Naval Air Station.

6.5.4. Shoreline S3, S4, S5, S6, S7, and B1 water ranges are separately scheduled areas. Shoreline airspace S5, S6, and S7 are unique in that they are the only water ranges that also have associated approach control airspace within them. Scheduling these particular areas greatly affects the operational capabilities of the ERCF. Shoreline areas must be scheduled in conjunction with restricted areas and/or appropriate portions of W-151, unless otherwise coordinated through the CAMMP. These areas, below eleven thousand feet, will not normally be scheduled for training missions other than transient from land to water or water to land. W-151B1 is released to Tyndall RAPCON surface to flight level two three zero, but may be scheduled by 96 OSS/OSO or recalled by the JTTOCC/MMS for mission requirements. There may be times when all or part of requested Shoreline airspace is denied due to ATC and/or other mission constraints.

6.5.5. Within the limits of its radar coverage and communications capability, EMC will provide radar advisories to mission aircraft. Mission aircraft will respond to overriding control instructions from EMC, regardless of which activity/agency may be controlling the mission.

6.5.6. EMC has no authority with respect to airspace outside of designated restricted or warning areas that have not been made available to EMC for the purpose of conducting missions. When operating outside of 96 TW delegated airspace, restricted, and warning areas, mission pilots are responsible for proper flight planning IAW AFI 11-202V3, General Flight Rules, and compliance with Federal Aviation Regulations (FARs).

6.6. Missile Launches and Weapon Releases

6.6.1. EAFBI 11-201 and the Test/Training Directive Safety Appendix outlines detailed responsibilities for 96 TW missile launches and weapon releases. EMC is responsible for airspace surveillance of warning areas designated by the safety officer during the time specified. The position, direction of travel, and approximate speed of any non-participating aircraft detected within the designated warning or controlled training areas will be immediately reported to the safety officer and/or the controlling agency.
6.6.2. EMC will not make a judgment on the potential hazard of non-participating aircraft detected within areas. All detected non-participating aircraft will be reported to the controlling agency for evaluation.

6.6.3. For hot missions within the warning areas, personnel involved will obtain clearance from the appropriate aircraft control authority (generally CCF or military radar unit (MRU) but may be delegated to the flight lead) prior to expending ordnance, dropping objects, conducting laser operations, or reeling out tow targets. Clearance will not indicate the status of the water surface and impact area. This status must be verified as cleared by visual observation or suitable airborne radar.

6.6.4. 96 TW Range Safety will notify the US Coast Guard of the requirement for a Notice to Mariners (NOTMARs). The US Coast Guard will, in turn, issue the NOTMARs. The current requirements for public notification of surface waters that will be closed due to mission activity are contained in the NOAA Coastal Pilot.

6.7. **Execution Day Airspace/Resource Coordination**

6.7.1. The JTTOCC (RCS and MMS) is the single point of contact for mission management and coordination on day of mission execution to include all scheduled mission changes (except for “Scammed Airspace” see below). The following procedures apply to requesting, coordinating, and approving execution day changes to the 96 TW Daily Operations Order.

6.7.2. The mission test engineer (TE) or POC will notify the JTTOCC/RCS as soon as practical when there is a mission status change to include any anticipated delays in scheduled start time. This will allow JTTOCC/RCS personnel to research possible mission extensions and release airspace and/or resources that would otherwise go unused due to a mission starting late, or after the scheduled mission start time. No airspace and/or resource will be released without prior coordination with the mission TE or POC.

6.7.3. The mission TE or POC will release any airspace and/or resources not required back to the JTTOCC prior to mission start time or at the earliest opportunity.

6.7.4. When requesting mission add-ons, extensions, or requesting additional airspace/resources, the mission TE or POC will make every effort to determine the availability of airspace/resources prior to contacting the JTTOCC/RCS. This information can be obtained in CSE.

6.7.5. The 96th Maintenance Operations Center (MOC) will notify the JTTOCC/RCS if a scheduled 96 TW or 53 WG aircraft will not make the scheduled crew ready time. The normal crew ready time is 50 minutes prior to the aircraft scheduled takeoff time. The nature of the problem and an estimated time in completion (ETIC) should accompany the notification. The JTTOCC/RCS will then place the mission on aircraft maintenance alert and notify the TE and support agencies of the expected delay. The JTTOCC/RCS, after coordinating with the effected TE or POC, will release any airspace or resources that will not be utilized to other users upon request.

6.7.6. Ground test and training mission TEs and/or POCs will notify the JTTOCC/MMS of mission start and stop times, or when reaching/vacating the range, whichever is applicable. **Exception:** This does not apply to Major Ground Test facility (GWEF, MCL, or JPRIMES)
missions, missions conducted on A22 or A24, or task related missions such as munitions deliveries, range clean ups, PMF, etc..

6.8. “Scammed” Airspace Procedures

6.8.1. Scammed airspace is defined as airspace assigned to an airborne mission by EMC and will not be scheduled in CSE. Normally, scammed airspace is assigned to missions due to other scheduled mission activity not currently using the airspace, or no scheduled activity in the assigned airspace. Requests include real-time mission extensions and/or changes in assigned airspace. The following procedures and clarifications apply to scammed airspace.

6.8.1.1. Scammed airspace applies to Warning Area W-151. Scammed airspace in the restricted areas are not authorized due to requirement to abide by shared airspace agreements and/or agreeing to avoid any active ground mission activity and any request from aircrew must be forwarded to JTTOCC/MMS.

6.8.1.2. Scammed airspace may be requested by mission aircrews, or the controlling agency such as an MRU for 33 FW or 325 FW training missions. Requests for real-time extensions should be made at least 10 minutes prior to the end of the scheduled range time.

6.8.1.3. Scammed airspace requests will normally not be used for test missions. Exception: Test missions utilizing only airspace and communication frequencies as scheduled range resources.

6.8.1.4. Test and/or training mission utilizing other range resources such as CCF, radars, telemetry, threats, jamming pods, Combat Training System pods (e.g., P5 pod), etc., must contact the JTTOCC/RCS for mission extensions and airspace changes (airspace change requests may be relayed to the JTTOCC/MMS from EMC controllers).

6.8.1.5. Scheduled airspace will have priority over scammed airspace. Mission aircrews utilizing scammed airspace will exit the airspace upon the EMC controller request due to in-bound scheduled mission activity. Scammed airspace will be assigned at the discretion of the EMC controllers based on airspace availability.

6.9. Eglin East/West and North/South Corridor

6.9.1. Eglin corridor operating procedures are defined in Federal Air Regulation 14 CFR Part 93, Special Air Traffic Rules, and letters of agreement with the FAA.

6.9.2. The North/South corridor airspace is from surface up to but not including FL180, bordered on the west by R2915A/B; on the east by R2918, R2914A, and R2919A; on the north by the southern-most boundary of V-198 and on the south by latitude 30-25-01N. While operating in the north-south corridor, an aircraft must have clearance from ERCF and maintain two-way radio communications while within the corridor. This area is designated as a part of the Eglin Land Flying Area to facilitate aircraft movement to/from Eglin Main/Eglin Auxiliary Field 3 (Duke Field), Destin Airport and the various flying areas identified above. This area is also used in conjunction with the range complexes to support special mission requirements and can only be closed to other users for short periods of time and/or specific altitudes.

6.9.3. The East/West corridor is the airspace from surface up to but not including 8,500 feet under R-2914B and R-2919B; surface up to but not including FL 180 between R-2919B and
R-2915C; and surface up to but not including 8,500 feet under R-2915C. Unless otherwise authorized by ERCF, persons will not operate an aircraft in flight within the east-west corridor without establishing two-way radio communications with ERCF receiving an ATC advisory concerning activities being conducted therein, and maintaining two-way radio communications while within the corridor.

6.9.4. In addition to these special rules, the following mission scheduling procedures apply:

6.9.4.1. A maximum of two cardinal altitudes separated by 1,000 feet can be requested, except when the north-south corridor is to be closed by NOTAM for testing of long range air-delivered weapons and missiles. Requests for additional altitude in Eglin corridors will be addressed on an individual basis. Altitude blocks within the North/South Corridor below 4,000 feet must be coordinated through the CAMMP to prevent unnecessarily restricting Eglin and Duke Field flight operations.

6.9.4.2. Project officers are required to brief EMC at least 40 minutes prior to mission start time for all corridor operations. This allows sufficient time to coordinate corridor altitudes with adjacent air traffic facilities.

6.9.4.3. Corridor operations, which have not been coordinated with EMC, may result in mission start time being delayed a minimum of 30 minutes.

6.10. Fixed Wing Air-To-Ground Gunnery Safety Profile Altitudes

6.10.1. EMC controllers may adjust safety profile altitudes for fixed wing air-to-ground gunnery mission aircraft operating at a fixed altitude within a scheduled Safety Profile, that are not utilizing the full extend (altitude-wise) of the Safety Profile airspace. EMC controllers may allow other aircraft (military or civilian) to traverse through or use the airspace above the mission aircraft as long as these aircraft are separated vertically by at least 1,000 feet and the operating gunship is at an altitude of 6,000 feet or higher. Both aircraft (mission and itinerate) should be aware of each other's altitudes and be directed to remain at their respective altitudes when "sharing" the airspace. This only applies to fixed wing (not rotary) air-to-ground "gunnery" mission aircraft.

6.11. Marine Radio Procedures

6.11.1. To ensure maximum safety and to enhance community relations, JTTOCC/MMS will broadcast marine advisories to vessels concerning hazardous testing activity conducted over the Gulf of Mexico.

6.12. Eglin Water Test Areas (EWTA) Procedures

6.12.1. The Eglin Water Test Areas (EWTAs), shown in Figure 6.1, are the schedulable areas south of W-151, W-155, and W-470. These areas are not Warning Areas and are scheduled by NOTAM only. When missile, probe or drone launch hazard areas cannot be confined to warning airspace, the EWTAs may be scheduled with the FAA in accordance with an existing letter of agreement. 96 OSS/OSO is responsible for review and coordination of required NOTAMs.
Figure 6.1. Eglin Water Test Areas
Chapter 7

MISSION PROFILES

7.1. General

7.1.1. Mission profiles are used to depict the airspace and/or ground space required for a mission conducted within the Eglin reservation in restricted airspace, the Eglin MOAs, the warning areas, and associated areas. A profile is just the right amount of airspace volume or surface area to meet the requirements of the test or training mission. Profiles are either standard or non-standard and may be either Hot or Cold. The nomenclature or identity of a profile is “Mission-Area.Alpha identifier with sequence number”, e.g., B75.L02. The Mission Area is usually the center point of a range test or training area or, if a larger area is required, the airspace identifier, e.g., R2915A. The Alpha identifier is “L” for an air profile over the land; “G” for ground activities; and “S” for safety. Water profiles, “W,” are different and will be explained in a later paragraph in this chapter. When approved, profiles are stored in the CSE data base and are available to use as a resource during mission scheduling.

7.1.2. Profile altitudes in CSE are Mean Sea Level (MSL). Air traffic controllers will treat all altitudes as MSL. Program Managers should ensure minimum and maximum altitudes are based on MSL when requesting new CSE profiles.

7.1.2.1. Ensure the minimum profile altitude is at or above the terrain elevation. Either use “surface” or the actual MSL altitude that is above the terrain elevation.

7.2. Profile Descriptions


7.2.1.1. Standard profiles have been established by the Airspace Management Office for use by any test or training program and are available in the CSE data base. A limited number of standard land and ground profiles are available for use over the land range, usually around range test areas. Standard water profiles are three-dimensional blocks of airspace. Warning areas W-151 and W-470 have been sub-divided to make scheduling and use more efficient. Figure 7.1 depicts the divisions of the warning areas. These profiles are not aircraft specific so the test engineer/coordinator needs to ensure the aircraft can operate within the profile.

7.2.2. Nonstandard Profiles.

7.2.2.1. Nonstandard profiles are designed for specific areas, either for ground tracks, areas, or three-dimensional blocks of airspace that meet mission requirements. These profiles must be approved for an authorized test directive and will only be scheduled for that JON. Nonstandard profiles are created by the test engineer/coordinator, entered into the CSE, and coordinated with the profile approving offices. The profile creation process is discussed in a later paragraph in this chapter.

7.2.3. Air Profiles Over the Land.
7.2.3.1. These profiles will be identified with an “L” and will use EAFB Form 111A/B/C, *Land Range Profile*, to depict the ground track of the aircraft and/or the airspace required for the mission. The “L” profiles do not include the actual ground.

7.2.4. Ground Profiles.

7.2.4.1. “G” profiles are for scheduled mission activities on the ground within the land range and use the EAFB Form 111B, *Land Range Profile (West)* or EAFB 111C, *Land Range Profile (East)*. Ground profiles may include the airspace above for activities such as ground explosions, tethered balloons, or for gun fire.

7.2.5. Safety Profiles.

7.2.5.1. “S” profiles depict the land area and altitude that will contain the hazardous activity. These profiles will generally exceed the boundaries of a specific test area, but must be contained within the Eglin land reservation boundaries. Safety profiles will identify highways and range roads that must be closed. In addition there may be specific requirements for ground spotters and procedures for communications with the appropriate control facilities. Safety profiles are initiated by 96 TW/SEU.

7.2.6. Water Profiles.

7.2.6.1. “W” profiles are all standard profiles. The nomenclature for a water profile is “Warning Area. Warning Sub-area,” e.g., W-151A1. There are three warning areas; W-151, W-470 and W-155. The sub-areas are further defined in the Flight Information Planning (FLIP) documents or in EAFBI 11-201. Figure 7.1 depicts the divisions of the W-151/W-470 warning areas. W-151B1, W-151E, W-151F, W-151S3, W-151S4, W-151S5, W-151S6, and W-151S7 must be specifically requested. These areas are not part of any schedulable group. Use the EAFB Forms 112A/B/C/D to depict the required volume of airspace over the water.

7.2.7. The shoreline water profiles of W-151 will not normally be scheduled as stand-alone. These areas should only be scheduled for a specific reason (e.g., required transition between water and land ranges, close proximity to Santa Rosa Island sites). Approval for Shoreline stand-alone use/scheduling must be provided by OG/CC, normally at the ATR/SB.
7.2.8. When land, ground, or water profiles are being used to fire, launch, release ordnance, fire a laser or other directed energy, release chaff or flares, or other activity defined as hazardous by Range Safety, they must be designated as a HOT profile. All hot profiles must be contained within the appropriate test area boundaries (e.g., test area B-75) or have an associated safety profile when test area boundaries are exceeded, and include minimum/maximum altitudes.

7.2.9. Land, ground, and water profiles that are not hazardous as described in the previous paragraph are designated COLD profiles. They may encompass any land area, test areas and/or portions of the Eglin reservation.

7.3. Mission Profile Development

7.3.1. Profile Transfer.

7.3.1.1. If an existing profile satisfies the mission requirements, note the JON and profile number. Use existing CSE EAFB Form 111 transferring from or complete an electronic EAFB Form 111, with the profile attributes desired but do not put the drawing on the form. Add in red to the top of the form next to the form title, “PROFILE TRANSFER FROM JON: (JON transfer from).” Change attributes such as min/max altitude, HOT/COLD, aircraft, etc. and remarks to meet mission requirements. Submit the form using the Livelink “Enterprise Workspace: 96TW Range Profiles.” Make sure the attributes are selected including the “YES” block for the “Profile Transfer” attribute.
the comments section list the Range Safety point of contact and any other pertinent information the Airspace Management Office needs to know.

7.3.2. Do not transfer a profile that is not the “right size” for your mission requirements. Instead, start a new profile, as discussed in the paragraph below.

7.3.3. New Profiles.

7.3.3.1. If existing profiles will not meet the mission requirements, then a new profile must be developed which will include a new drawing. The test engineer or project officer is encouraged to contact the Airspace Management Office for assistance prior to initiating the process for developing a new profile. The profile development process requires both input into CSE so that it can be scheduled, and an electronic copy of the EAFB Form 111A/B/C, Land Range Profile, and EAFB Forms 112A/B/C/D, Water Range Profile, submitted through Livelink for coordination and approval. Organizations not having access to Livelink should contact 96 OSS/OSP for assistance.

7.3.4. EAFB Form 111A depicts the entire land range, EAFB Form 111B depicts the west side of the land range, and EAFB Form 111C depicts the east side of the land range. The EAFB Form 111A will be used for all flying missions unless EAFB Form 111B or C would be more appropriate. EAFB Forms 111B and C are usually used for ground profiles as the range road detail is better. The form can be found in the EAFB electronic forms library. When the test area or closest test area has been determined to meet the mission requirements, draw the profile on the electronic EAFB Form 111A/B/C. Then enter CSE and go to Mission Resources/Profiles/Profile Info/Add Profile. As the information is entered, write the same information down since it will have to be entered into the electronic EAFB Form 111A/B/C. During the CSE profile development process, the computer will generate a profile number for the new profile. It may be the last time it is viewed during the profile development process. Enter the following information into the profile template. Once finished, select Save, the profile will go into Temp (or temporary) status.

7.3.4.1. Air/Range Area. This is a menu of all the range areas and airspace. Select the one that is the mission test area or closest to it. For example B-70 or C-52N or R2915A.

7.3.4.2. Standard. This is a yes or no menu. All newly designed profiles will be nonstandard and have an association with a JON.

7.3.4.3. JON. Enter the JON for the project or mission.

7.3.4.4. Type. Enter “G” for ground profile or “L” for air profile over the land. “S” and “W” are utilized by the Airspace Management and Range Safety Offices.

7.3.4.5. Status. “Temp” or temporary status which is the initial status submitted by the test engineers/coordinators. “Submit” status is accomplished by the Scheduling Office prior to the profile going to the O&M Mission Information System Contractor.

7.3.4.6. Start/End/Pre/Post Times. Disregard and ensure zeros are entered.

7.3.4.7. Min/Max Altitude. Enter the profile minimum and maximum altitude. Remember altitudes in CSE are MSL so take into account the terrain for low missions.

7.3.4.8. Hot. Enter yes or no based on the profile descriptions above.
7.3.4.9. Supersonic. Enter yes or no based on the mission requirements. Review EAFBI 11-201, Air Operations, for those areas where supersonic flight may occur.

7.3.4.10. De-conflict Flag. Check the box.

7.3.4.11. Control. Enter the controlling agency for the mission when using the profile. EMC, Central Control Facility (CCF), Joint Test and Training Operations Control Center (JTTOCC), or the appropriate manned range control (B-75, C-62, etc.).

7.3.4.12. Activated Areas. This is a menu driven entry. Enter all the airspace and test areas that would be impacted by operations in the profile.

7.3.4.13. Approved Aircraft. This is a menu driven entry. Enter all the aircraft that will fly in the profile. If the aircraft is not listed, contact the CSE Aircraft Resource Manager posted on the CSE Home Page and provide the appropriate information. Try to be as specific as possible. For unmanned air systems (UAS), try to find the military nomenclature and have it entered, e.g., MQ9 Reaper UAV. Use UAV as the aircraft and list the types of UAVs in the remarks section.

7.3.4.14. Approval Area/Date. For later use when profiles are coordinated in CSE.

7.3.4.15. Standard Remarks. Select all standard remarks that apply to this profile.

7.3.4.16. Custom Remarks. Enter custom remarks which convey information to controlling and other agencies that can be used during the mission. Remarks may refer to weather, munitions, safety profiles, etc. Include remarks of the profile description. For example a circle description remark would be “A 4 NM radius circle around center point N30°22′45″/W086°35′03″”. Use latitude, longitude, and landmarks such as roads or rivers or airspace/range boundaries. This will assist the 96 TW O&M Contractor/MIS to draw the profile in GeoMedia which is the system used by CSE.

7.4. Profile Coordination and Approval

7.4.1. When the profile has been saved to CSE, the next step is to ensure the drawing on the EAFB Form 111A/B/C is correct and the other information is typed into the electronic form. Click on the drawing and then use the WORD drawing tools under Autoshapes/Lines/Freeform. The initial shape can be edited by right clicking the perimeter of the drawing and selecting edit points when the initial drawing is selected. The drawing does not have to be perfect, just close if the description in the remarks is accurate. Save the form as “PROFILE-JON.” Now the profile is ready for coordination and approval using Livelink “Enterprise Workspace: 96TW Range Profiles.” Make sure the attributes are selected including the “NO” block for the “Profile Transfer” attribute. In the comments section list the Range Safety point of contact and any other pertinent information the Airspace Management Office needs to know.

7.4.2. Profile Approving Offices in Livelink.

7.4.2.1. Airspace Management Office (96 OSS/OSXA). This office provides policies, procedures, and requirements governing local air operations within the Eglin complex, and is the office for coordinating on the development of land, ground, and security profiles.
7.4.2.2. Airfield Operations Flight (96 OSS/OSA). The Chief, Airspace Management and Mission Planning (96 OSS/OSAA) is located in this flight and is the air traffic control representative who coordinates mission airspace requirements with the Air Traffic Control System.

7.4.2.3. Range Safety (96 TW/SEU). This office reviews profiles to ensure any necessary safety criteria are included, the hot/cold mission criteria are met, and the correct controlling agency is included.

7.4.2.4. Flight Safety (96 TW/SEF). This office reviews profiles for safety of flight procedures regarding aircraft operations.

7.4.2.5. 40 FLTS/DO. This is a rated aircrew member who is current in high performance aircraft and will ensure the profile conforms to the operational capability of the aircraft.

7.4.2.6. 96 OSS/OSO. This office provides CSE technical assistance and ensures scheduling compatibility.

7.5. Changes to Approved Profiles.

7.5.1. Any changes to approved profiles (e.g., add aircraft) must be coordinated through the Airspace Management Office for all but safety profiles which will be the 96 TW Range Safety (96 TW/SEU). If the change involves the profile drawing, this constitutes a new profile and the process described above applies.
Chapter 8
CSE POST MISSION REPORT (PMR)

8.1. Purpose

8.1.1. The CSE PMR provides 96 TW with mission results and is one of the source documents for the computerized historical file. Any organization using 96 TW schedulable range resources through CSE may submit a PMR. Training missions are not required to submit a CSE PMR. The following mission types are required to submit a PMR: 96 TW test missions (not including the major ground test facilities); 96 TW task or test task missions using 96 TW/53 WG aircraft.

8.2. Submitting a PMR

8.2.1. The test engineer/project officer will submit an automated CSE PMR upon completion of each mission. Classified information will not be included on the form. All CSE PMRs are due COB of following duty day of mission completion. For missions off base, test engineers should call/e-mail in the results to their organizations for submittal into CSE.

8.2.2. Revised reports will be submitted when previously submitted reports are found to be in error or incomplete. For example, a mission reported as productive is later determined to be nonproductive, or a mission reported as a 1.0 data mission, is later determined to be a 0.5 data mission. Revised reports should contain sufficient information to completely replace the original report.

8.3. Explanation of Terms in Post Mission Reports

8.3.1. Number of Data Work Packages (DWPs)—No longer required.

8.3.2. Remaining DWP—No longer required.

8.3.3. Reduce DWPs—No longer required.

8.3.4. Completion Status. Self-explanatory.

8.3.5. MOT mission. Were you utilizing your method of test?

8.3.6. Wing PROD. Wing productivity in generating aircraft for airborne missions and 96 TW controlled assets for ground missions.

8.3.7. Data Productivity.

8.3.7.1. This is a percentage of data collected versus what was planned to be collected on a mission. For example, a test engineer had planned on completing ten passes on the mission but only five were accomplished. A data productivity of 50% might be assigned. Also, if ten passes were planned and fifteen were accomplished, a data productivity of 150% might be assigned. Data productivity may be reported up to 999%.


8.3.8.1. Up to three different cancellation codes may be used to explain why the mission was canceled. Each code is assigned a percentage. The total percentage must add up to 100%. (See Attachment 2 for a list of approved cancellation codes.) If the mission is conducted, but is less than 100% productive versus what was planned, the same codes are
used to explain the data productivity loss. For example, ten passes were planned but only seven accomplished due to radar failure. The code for data productivity loss would be UD with 100% of the loss attributed to this reason. Another example, the aircraft was late in taking off because of a fuel system malfunction, resulting in a loss of mission time and ultimately in data productivity loss. In addition to this problem, one of the cinetheodolites failed midway through the mission. The two codes for productivity loss would be EB for fuel system malfunction and UF for cinetheodolites failure. A percentage of the loss will be assigned to each code. There could possibly be a third code. The test engineer will decide what codes and percentages apply. The individual data productivity loss codes percentage must always add up to 100% of data loss.

8.3.9. O&M Rating.

8.3.9.1. Test engineers will rate the quality of support the O&M contractor provided on the mission. If O&M contractor support was provided for planning or execution of the mission, enter “YES”, in the block provided. If O&M contractor support was used (even if the mission was scheduled and cancelled), rate the performance in terms of planning and preparation for the mission, organization, and execution of the mission, skill of personnel, and adequacy of facility and equipment operations. Any score below “80” requires explanatory remarks. Remarks are always encouraged to highlight exceptional performance or problem areas. The scoring evaluation ratings, criteria, and scores are contained in the Range O&M Award Fee Plan.

8.3.10. Remarks: Ground mount missions using 96 TW/53 WG aircraft must include the actual time used for the aircraft.

8.4. PMR Reporting Program

8.4.1. 96 TW/XP is the overall manager of the mission results reporting program. 96 TW/XP will ensure that data collected by the PMR are appropriate and consistent with the needs of 96 TW; compile the data necessary to keep the 96 TW/CC informed of the impact on 96 TW operations and 96 TW facilities; monitor and control the submission of CSE PMR; update the Historical File Maintenance and Reports Systems, as appropriate; and retain the reports for 3 years or until action is completed.
Chapter 9

EGLIN LAND RANGE ACCESS PROCEDURES

9.1. Access to Open Areas of the Land Range

9.1.1. Open Areas are the areas identified as non-closed areas depicted in EAFBI 13-212 and the TW Range Operations Map (contact 96 TW/XPE to obtain hard copies). Personnel are allowed to enter these areas without prior approval if they are on official business and the area is not scheduled for mission use. You should contact the JTTOCC for daily mission schedules.

9.1.2. All personnel must have a range familiarization hazards briefing to include UXO hazards.

9.1.3. Individuals accessing the reservation for recreation purposes must have in their possession a recreation permit issued by Environmental Directorate Natural Resources Section (Jackson Guard Station). They must also comply with all rules provided in the Eglin AFB outdoor activities map. The public safety range hazards orientation briefing is included when getting this permit.

9.1.4. Jackson Guard will provide a copy of Eglin's Outdoor Recreation Map and any publications showing both closed and open areas to each person receiving an Eglin recreation permit, and organizational dispatch and control centers as requested.

9.1.5. Even open areas of the land range are subject to closure in order to enforce a safety profile and/or schedule military ground training missions that may present a hazard to non-participating personnel.

9.1.6. During short term or daily closures of open areas, the 96 RANSS O&M contractor is responsible for controlling access and clearing untracked users to support military operations.

9.2. Access to Closed Areas of the Land Range

9.2.1. Closed Areas are the areas depicted in EAFBI 13-212 and the TW Range Operations Map (contact 96 TW/XPE to obtain hard copies) and are closed to all unauthorized activities.

9.2.2. All personnel entering a closed area of the range must either routinely work in that area, be assigned to support a scheduled mission, or have a “Z” clearance. For unmanned Test Areas A-77, A-78, and B-7, all personnel are required to obtain a “Z” clearance for access to include direct support of a scheduled mission.

9.2.3. A “Z" Clearance is verbal approval by the JTTOCC/MMS to allow a one-time entry into a closed area for a specific time, not to be given more than one hour prior to start time. This is for people on official business but not assigned to a scheduled mission (see exception listed in paragraph 9.2.2.). The JTTOCC/MMS can be contacted at (850)882-5800.

9.2.4. Personnel requesting a "Z" clearance must provide the following information to the JTTOCC before entering the closed area:

9.2.4.1. Exact clearance location.

9.2.4.2. Reason clearance is needed.
9.2.4.3. Proposed routes to access the location.
9.2.4.4. Time on location.
9.2.4.5. Number and type of personnel (government, contractor, etc.).
9.2.4.6. Number of vehicles.

9.2.5. When leaving the closed area, personnel must contact the JTTOCC/MMS to terminate their “Z” clearance.

9.2.6. For unmanned Test Areas A-77, A-78, and B-7, individuals must maintain two-way mobile communications with the JTTOCC/MMS in addition to obtaining a “Z” clearance. Cellular telephones are not acceptable as the primary means of communication.

9.2.7. EOD escorts are required for "Z" clearances onto the Dedicated Impact Areas of Test Areas A-77, A-78, B-82 (fenced area), B-7, C-52N, C-52E, and portions of C-52C. The JTTOCC/MMS will verify that EOD escorts are accompanying the requesting personnel. In some cases EOD may determine that escorts are not required. Only EOD personnel may make this determination and must notify the JTTOCC/MMS when escorts are not required. For C-52C and C-52N, the JTTOCC/MMS will notify the Range Supervisor that EOD escort is not required.

9.2.8. After issuance of "Z" clearances and during normal duty working hours, personnel must check-in with the test area supervisor before entering any manned test area. If the test area supervisor cannot be reached (e.g., after duty hours), contact the JTTOCC/MMS. On all unmanned ranges, call the JTTOCC before entering the test area. Personnel with a "Z" clearance will notify JTTOCC immediately after clearing the specified area.

9.2.9. All personnel must have a range hazards orientation briefing to include UXO hazards.

9.3. Exceptions to "Z" Clearance Requirements

9.3.1. The following do not require a “Z” Clearance:

9.3.1.1. Eglin (Main) Base, Auxiliary Field 3 (Duke Field), Auxiliary Field 6 cantonment area (Biancur Field), Site C-3 (BISS site), Site C-6, or on Okaloosa Island. For access to these areas requester shall contact the test area/facility manager. A “Z” clearance is still required for access to the Auxiliary Field 6 runway, taxiway and DZs.

DAVID A. HARRIS, Brigadier General, USAF
Commander
Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References
AFMAN 33-363, Management of Records, March 1, 2008
DoDD 3200.11, Major Range and Test Facility Base (MRTFB), December 27, 2007
AFI 21-201, Management and Maintenance of Non-Nuclear Munitions, March 7, 2012
AFI 11-202V3, General Flight Rules, October 22, 2010

Prescribed Forms
EAFB Form 111A, Land Range Profile, December 2006
EAFB Form 111B, Land Range Profile (West), December 2006
EAFB Form 111C, Land Range Profile (East), December 2006
EAFB Form 773, Special Scheduling Consideration Request, December 2005

Adopted Forms
AF Form 847, Recommendation for Change of Publication, September 2009
AF Form 2407, Weekly/Daily Flying Schedule Coordination, June 1972

Terms
96 TW Daily Operations Order—The published mission schedule serves as the official 96 TW tasking for range support agencies. The schedule is produced 3 duty days prior to mission execution.

Active Test Area—The designated surface area and associated airspace where a specific mission or test is being conducted. The test area will be declared ACTIVE (HOT) or ACTIVE (COLD) whichever is appropriate.

Air Mission—An airborne activity including rocket launches, balloon flights, remote pilot vehicle (RPV) flights, Unmanned Aerial Vehicles (UAV) and missions for which any aircraft flies.

Aircraft Operational/Mission/Ground Support Requirements Report—The printed maintenance schedule that outlines specific operational requirements, mission tasking, and ground support requirements involving maintenance and the use of aircraft.

Alternate Mission—A mission submitted on the same day as the primary mission requesting nearly the same or similar resources. For example, you may submit a HOT primary mission with a COLD mission as an alternate, but, you cannot submit a cold primary and a hot alternate, since more resources are normally needed to support a HOT mission (e.g., safety profile, different freq/TM, different range support, etc.). If a water profile is submitted with a HOT mission and
an alternate with a land profile it is not likely that the land mission would be able to be plugged in, if the primary is nonscheduled/cancelled.

**Backup Mission** — An identical mission submitted to ensure that if a primary mission cancels, a mission is already in the scheduling cycle to replace it. Consecutive day backup missions may need approval by 96 OSS/CC for 96 TW missions. Normally, a backup mission is not requested for the day following the primary mission.

**Blackboard Missions** — Any CSE Mission Request that did not make the final submittal /cut-off time for the two week scheduling cycle (two weeks prior). These missions may need special approval and are scheduled if the resources are available. The requestor must include the specific reason code identifying why the blackboard mission is required.

**Business Effort (BE) Tanker** — An AMC refueling tanker assigned to Eglin on a TDY rotating basis. POC is 96 OSS/OSO tanker scheduler. Normally two BE tankers support Eglin each week from various tanker units around the country.

**Cancelled Mission** — A scheduled mission no longer needed and pulled from the schedule after the Operation Order is printed. Only those persons listed on the mission request, a representative of the mission requesters scheduling unit/liaison or 96 OSS/OSO may cancel a mission.

**Central Control Facility (CCF)** — The facility where control of mission activities is conducted by the TE, Safety, aircraft control and other members of the execution team.

**Chief Airspace Management and Mission Planning (CAMMP)** — The ATC office responsible for coordinating airspace requirements listed on mission request and EMC.

**Cold Mission** — A scheduled mission activity determined to be non-hazardous to the extent that work party activities or other simultaneous and joint operations can be safely conducted within the same test area or airspace.

**Completed Mission/Sortie** — Once a mission or sortie is begun, it will be considered complete at the end of the scheduled range period unless appropriate authority advises JTTOCC that the mission/sortie (ground to air) has been aborted or canceled. Reference to mission or sortie completion is not related to the success or productivity of the mission/sortie.

**Configuration** — The various ways a resource can be configured for scheduling. Normally once a resource is scheduled with any type of configuration, it is unavailable during the same time slot to be scheduled by other missions, unless simultaneous operations are approved.

**Consecutive Day** — Test missions approved by 96 OSS/CC for back-to-back daily scheduling, where the previous day's mission should not affect the next day's missions. 96 TW Form 773 is required when requesting consecutive day. Any 96 TW test programs requiring three or more consecutive days must request approval.

**Crew Ready** — Aircraft must be properly configured and ready for flight with the exceptional release signed off no later than 50 minutes prior to scheduled take-off.

**Dependent Missions** — Missions that are dependent on each other to accomplish a particular objective. They may be scheduled on the same day or the next.

**Drop Dead Time** — At 1200L day prior to mission execution, when the decision must be made to either schedule or non-schedule a mission that had been on scheduled hold. If an extension is needed, 96 OSS/OSO must approve.
Early Turn-on—The process that allows the scheduling of test task/task ground mission without a signed test directive. The Program Engineer (PE) for the project initiates the early turn-on process. There is no early turn-on provision for test missions; a signed TD must be in place prior to execution of any test mission.

Eglin East-West Corridor—Airspace from surface up to but not including 8,500 feet under R-2914B and R-2919B; surface up to but not including FL 180 between R-2919B and R-2915C; and surface up to but not including 8,500 feet under R-2915C. Unless otherwise authorized by ERCF, persons will not operate an aircraft in flight within the east-west corridor without establishing two-way radio communications with ERCF receiving an ATC advisory concerning activities being conducted therein, and maintaining two-way radio communications while within the corridor.

Eglin North-South Corridor—Airspace from surface up to but not including FL180, bordered on the west by R2915A/B; on the east by R2918, R2914A, and R2919A; on the north by the southern-most boundary of V-198 and on the south by latitude 30-25-01N. While operating in the north-south corridor, an aircraft must have clearance from ERCF and maintain two-way radio communications while within the corridor. This area is designated as a part of the Eglin Land Flying Area to facilitate aircraft movement to/from Eglin Main/Eglin Auxiliary Field 3 (Duke Field), and the various flying areas identified above. This area is also used in conjunction with the range complexes to support special mission requirements and can only be closed to other users for short periods of time and/or specific altitudes.

Eglin "E" MOA/Air Traffic Control Assigned Airspace (ATCAA)—Use of the Eglin "E" MOA/ATCAA is applicable only to missions under control of ERCF that under present procedures are not classified as hazardous, but because of airspeed and altitude, must be accommodated in the MOA/ATCAA. Available altitudes are from surface to FL230. The Eglin "E" includes the airspace encompassed by R2914A/B, R2915A/B/C, R2918, R2919A/B, (does not include R2917) from surface to FL 180. The Eglin E ATCCA overlies the north-south corridor from FL 180 to FL 600.

Eglin Mission Control (EMC)— Provides monitoring services along with controlling mission activity over the test and training range complex. Provides limited terminal services.

Eglin Radar Control Facility (ERCF)— The ERCF is divided into two collocated functions: Eglin Radar Approach Control (RAPCON) which is responsible for providing terminal ATC services and EMC which is responsible for providing ATC services and monitoring aircraft operating in Eglin’s special use airspace (SUA).

Eglin Water Test Areas—Airspace (outside controlled, restricted, or warning airspace) in the Gulf of Mexico which has been given geographical dimensions and designed as Eglin Water Test Areas (EWTA 1, 2, 3, 4, 5, and 6) for purpose of hazardous activity. FAA vice 96 TW controls these areas.

Estimated Time In Commission (ETIC)—The time when an aircraft or other equipment is estimated to be operationally ready. ETIC does not include preflight, prestart, basic postflight, or load time requirements as applicable for any specific mission.

Flight Profile—A three dimensional description of aircraft movement. The flight profile includes ground track, altitude, airspeed limits, etc.
Ground Mission—An event conducted entirely on the ground. Examples of ground missions are munitions detonations, range cleanup, aircraft ground tests, and missions on water surfaces.

Gulf Area Frequency Coordinator—The Department of Defense, in accordance with the Joint Chiefs of Staff, the MCEB, and the military departments, established the DOD Area Frequency Coordinator (AFC) system to ensure successful operation of the extensive communication-electronics equipment on the national and service test and training ranges.

Higher Priority Mission (HPM)—This term is used to indicate that resources requested for a specific mission are assigned to another mission with a higher priority.

High Value Event—An event that may occur during the overflight of an Open Skies treaty aircraft. The definition of a high value event is; any activity that will incur substantial monetary cost if postponed or canceled; cannot be canceled and reveals national security information, if observed; takes advantage of a unique set of chronological or meteorological circumstances, which cannot be duplicated; the installation believes special circumstances apply.

Hold Time—A delay in mission progress due to mission conflict for maintenance or weather delays. Based on missions existing at the time, a hold time may extend as long as required mission support resources can be retained.

Hot Mission—Any ground or air mission during which a weapon is fired or released which can cause injury or damage to include laser operations and supersonic flight. For airborne missions, this includes drop of any object from an aircraft. All missions releasing flares are hot; however, depending on the type, certain restrictions may be lifted (see EAFBI 11-201).

Inactive Test Area—A test area not being used for a scheduled test, training mission, or other authorized activity.

Independent Missions—A mission that does not depend upon the scheduling of another mission and is not a substitute/backup for another mission.

Instrumentation Checkout—tasks conducted to checkout or calibrate data collecting test support instrumentation that is not normally a part of the test item or system.

Job Order Number (JON)—An eight-digit alphanumeric code that identifies a specific workload effort (e.g., test or training). It is composed of a four-digit system/project number, a one-digit financial manager code, a one-digit customer code, and a two-digit serial number, per paragraph 3.3, 96 TWI 65-601, Job Order Cost Accounting Operations.

JON Date—The date on which a JON is assigned to a specific workload.

JON Phase—A term used to designate the status (phase) of a JON, e.g., Planning, Active, closeout, or suspended.

JON Start Date—The date the Initial Contract (IC) is signed. The JON is entered into the computerized database and the planning phase begins.

JON Title—The title assigned to the workload effort, e.g., AMRAAM, Hellfire.

Live Mission—Any mission involving the carriage, drop, release, launch, or ground detonation of a weapon/projectile/warhead with primary explosive fills. These mission conditions are set by the test or training requester and automatically included on the 96 TW Daily Operations Order
and the daily Aircraft Operational/Mission/Ground Support Requirements report (maintenance schedule).

**Management Emphasis (ME)**—Missions approved by 96 OSS/CC that will be scheduled over other higher priority missions because of a more efficient use of Eglin resources, higher headquarter request, meeting a short suspense milestone, or other reasons deemed sufficient to warrant an increased emphasis. ME requests must be sent to 96 OSS/OSO prior to the normal on-time mission submittal deadline using the Special Scheduling Consideration Request 96 TW Form 773. The ME request must be endorsed by the requester’s squadron CC/CV/DO. 96 OSS/OSO will review the request for impacts to other Eglin programs and forward to 96 OSS/CC.

**Mission**—Any test, task, exercise, or training activity (air or ground) submitted through CSE to accomplish a specific objective.

**Mission Aborted**—A mission that utilizes part of its scheduled range time or support but terminates before its objective is accomplished.

**Mission Alert**—Some portion of a mission is in conflict with another scheduled mission of higher priority; some requirements that must be completed prior to mission time have not been fulfilled; or some resource or facilities are unable to support a mission as originally scheduled.

**Mission Number**—The 4 digit number generated by CSE. The number is used to reference the mission by all Eglin support organizations.

**Mission Request**—The CSE generated form listing resource requirements and aircraft/munitions requirements for a given day. If the mission time extends beyond midnight, a second CSE Mission Request is required. A resource can only be listed once. Multiple start/stop times cannot be scheduled.

**Nonscheduled Mission**—A CSE Mission Request that is not scheduled when the 96 TW Daily Operations Order is published because of non-availability of requested resources.

**Off Base Mission**—A mission originating at a base other than Eglin or one of the Auxiliary Fields. These test missions will require a mission request submitted through CSE normally NLT one-duty day prior to execution; however, they will not require AF FORM 2407 approval.

**Operations and Maintenance (O&M) Contractor**—The firm or organization under contract to 96 TW which is responsible for the operation and maintenance of government-furnished equipment and instrumentation at those 96 TW test sites and test areas designated in the contract performance work statement.

**Operations & Maintenance (O&M) Remarks**—The block on the CSE Mission Request that explains how the resource indicated in the resource block is to be utilized, configured, delivered, or any other special instructions. The remark block is not used to schedule resources, only relay information pertaining to the requested resources.

**Ordnance or Munitions**—Any munitions device, or agent that can be intentionally launched, fired, released, expended, or activated. This includes ammunitions of all types, rockets, probes, missiles, bombs, flares, targets (including drones), a tow cable, droppable tanks, shapes, chaff, spheres, and any other live or inert item that can be expended. Also includes laser operations and sonic booms when related to test and training projects.
**Piggyback Mission**—Two missions being conducted or a support agency/facility/aircraft supporting two different, yet compatible missions simultaneously or consecutively.

**Plan 70 Missions**—Mission or series of missions deemed critical by Higher Headquarters and selected for accelerated testing and higher priority due to events requiring immediate data/verification.

**Plug-in Mission**—Any mission requested in the scheduling cycle that is non-scheduled but later added to the schedule when resources become available. May require AF FORM 2407 approval if plugged in after 96 TW Daily Operations Order has been published.

**Post Test/Training (POST TIME)**—A post mission requirement for checkout or recheck of test/training item or aircraft systems, recovery of test/training item or munitions, range cleanup, target cleanup, etc., in direct association with the mission accomplished. Post test/training requirements will be identified and requested on the CSE Mission Request.

**Prestart (PRE TIME)**—A pre-mission requirement for special checkout of test/training item, aircraft systems, target setups, equipment checkouts, etc., in direct association with the mission to be accomplished. Pre-time requirements will be identified and requested on the CSE Mission Request. Pre-time must be completed no later than 2 hours before takeoff if the aircraft is located on the flight line and 2.5 hours if the aircraft is located in a hangar. This time is necessary for maintenance to perform necessary pre-arm checks and other inspections to ensure aircraft is crew ready on time.

**Previously Complied with (PCW) Missions**—A mission whose aircraft configuration requirements will not change from a previous mission, either the same day or next day, these missions do not normally require AF FORM 2407 approval, since there is no change to the status of the aircraft.

**Profile**—Mission profiles are used to depict the airspace and/or ground space required for a mission conducted within the Eglin reservation in restricted airspace, the Eglin MOAs, the warning areas, and associated areas. A profile is just the right amount of airspace volume or surface area to meet the requirements of the test or training mission.

**Program Engineer**—The 96 TW person responsible for managing all phases of the test program(s).

**Program Engineers Guide (96TWP 99-102)**—The document used to assist PE’s in accomplishing the programming functions associated with the test mission of 96 TW.

**Quick Reaction Test (QRT)**—A Program with a mission or series of missions directed by HHQ to be completed in minimum time, similar to Plan 70 missions. These missions may be granted the highest priority.

**Quiet Period**—A specific time during the duty day when no takeoff/landing may occur due to scheduled activities requiring reduced noise. May also require no vehicle, taxi or engine operations in the vicinity of the activity. Coordination must be according to EAFBI 11-201, *Flying Operations*.

**Radio Frequency Authorization (RFA)**—Frequency authorization issued to programs, by job order numbers during planning stage of the program. RFAs used to schedule the program frequency requirements are issued by 96 CS/SCXF, and the assets are scheduled through 96 OSS/OSOS.
Range Cleanup—A mission conducted for the sake of range up-keep and may not be directly associated with any particular test or training project.

Range Control Authority—

a. The JTTOCC is the appropriate Range Control Authority for unmanned areas/ranges and will monitor UHF frequency 276.0 and FM frequency 140.0875 to approve ordnance delivery on unmanned areas/ranges and to act as a backup point of contact for manned areas/ranges.

b. The Range Controller is the appropriate Range Control Authority for manned areas/ranges and is the only approval authority for the expenditure of ordnance in these areas.

Range Control Officer (RCO)—USAF officer who is directly responsible for the conduct and safety of ordnance delivery missions on Class A ranges. The RCO is responsible for complying with and implementing the range safety criteria contained in the Test directive Safety Appendix, AFI 13-212, EAFBI 11-201, EAFBI 13-212, and this instruction.

Replacement Configuration—Any change, addition, or deletion to the aircraft/munitions configuration request on a previously submitted CSE Mission Request.

Resource—Any support facility, equipment, vehicle, unit, or location that may be necessary for proper accomplishment of a mission.

Resource Down Time Request—A request that takes down a resource for a period of time for required maintenance, upgrade, change out, etc. These notices will be coordinated through e-mail.

Restricted Mission—A scheduled test, training mission, or other activity, which, by reason of hazards involved, may preclude any other simultaneous operation within the same area or airspace and requires special considerations.

Road Closure Procedure—96 OSS/OSO notifies Public Affairs, 96th Security Forces Squadron, and Eglin Fire Department NLT COB Tuesday, the week prior to Execution and issues updates as required.

Safety Hold—A suspension or termination of mission activity initiated by 96 TW/SE, Range Scheduling and Control, O&M contractor office, or any other responsible activity/agency when a valid safety solution or mission profile has not been issued or received, or when any other unsafe condition exists. This can be resolved only by 96 TW/SE or activating agency with concurrence from 96 TW/SE when conditions causing the hold to be activated have been eliminated.

Safety Profile—A profile created by the 96 TW Safety office that must be scheduled for all hot missions requested by a specific program.

Scheduled Mission—Any mission that appears in the 96 TW Daily Operations Order.

Scheduled Hold Mission—A mission that cannot be scheduled due to a HPM but has been placed on scheduled/hold status to this mission in order to access these resources if this mission is non-scheduled or cancelled. If the required resources do not become available by the established drop-dead time of 1200L day prior, the schedule hold mission will revert to non-scheduled status due to the original reasons not permitting it to get scheduled.

Shared Range Space—CSE automated procedures used to maximize use of air and ground space. When a lower priority mission may be able to share required range space with other
higher priority missions. CSE generated checklist is required and must be completed and returned to central scheduling NLT 1200L one duty day prior to mission execution. In the event the completed form is not returned on time, the affected mission may be non-scheduled.

**Standard Ground Profile**—A profile created for ranges/areas where all mission activity is confined to the specific range/area and normally does not exceed the range/area boundaries. Standard ground profiles are available for all users to request and/or schedule.

**Standard Land Profile**—An air over the land profile created for areas and ranges that have common requirements. A standard HOT profile that would exceed the range area boundaries must have a safety profile assigned to the specific JON. Standard land profiles are available for all users to request and/or schedule.

**Standard Turn Times For Equipment**—The time required to shutdown and setup for the next mission. Standard turn times will automatically be taken care of by scheduling and do not need to be included on the CSE mission request. If additional contractor time is required, it must be indicated on the CSE mission request.

**Standard Water Range Profiles**—A common flight profile over the Eglin water ranges that can be used to satisfy various test/training requirements. Standard water profiles are available for all users to request and/or schedule.

**Supersonic Mission**—Any mission that may exceed the sound barrier. Land missions are restricted to range B70 with monitoring equipment in place to record the impact at altitudes of FL 300 and below.

**Task Missions**—Missions that do not support a specific test program but have a general application. These missions generally have a non-reimbursable JON and include activities such as ground and airborne instrumentation checkout (not associated with a specific test), range maintenance, range clean up, and range modernization.

**Test Area Controller**—An individual assigned by the test area supervisor to direct mission activities or test execution via voice communication with mission principals.

**Test Area Surveillance**—Close continuous visual or radar observation of the surface area and airspace associated with a specific mission to detect intruding non-mission traffic or personnel.

**Test Area Supervisor**—An individual designated by the O & M contractor who has overall responsibility for mission activity and operations for an assigned area.

**Test/Training Directive (TD)**—The document authorizing the conduct of each program using 96 TW resources.

**Test/Training Directive Alert (TD Alert)**—The CSE generated alert to indicate a JON is in other then ACTIVE phase. This alert will require action by the TE/PE to request an early turn on of the program through the 96 OSS/CC.

**Test Engineer (TE)**—The individual usually responsible for managing activities associated with accomplishment of the active and reporting phase of a test project. Activities include preparing or assisting in the preparation of the method of conducting test; preparing/coordinating flight profiles; submitting mission requirements to the 96 TW scheduling activity; supervising day-to-day project activities; executing test missions; data analysis; and preparing technical reports.
**Test Engineer Guide (TWP 99-103)**—The document, providing guidance for test engineers and establishes responsibilities and procedures to assist the TE in accomplishing the execution function associated with the test mission of 96 TW.

**Test Mission**—A mission conducted as part of a current test in the active phase and involving actual testing of a test item or system. Objectives of each test mission are outlined in the test directive. Other missions such as essential test-related training missions may be required during the active phase, but unless actual testing of the item or system is a mission objective, it is not a test mission.

**Test Priority System**—The priority assigned by 96 TW to each program utilizing resources of the 96 TW test complex. A 5 Tiered system, numbered 0-4 is used with specific criteria for each tier.

**Test Task Missions**—Flight or ground missions that require use of 96 TW resources and are conducted in support of an approved test program but, not necessarily in support of specific test objectives. If the test task mission is a flying mission, it must have a signed test directive to execute. If the Test Directive is not signed the ground test task missions must have early turn-on approved by 96 OSS/CC prior to execution.

**Training Mission**—A mission conducted to enable personnel to gain or maintain various essential skills or currencies not necessarily in support of a test program.

**“Z” Clearance**—A specific one-time approval of a request for an individual or a party to enter a test area for a specified period of time. Range access and Z clearance requirements are defined in chapter 9, Eglin AFB Range Access Procedures.
## MISSION CANCELLATION AND DATA PRODUCTIVITY LOSS CODES

### Figure A2.1. Mission Cancellation and Data Productivity Loss Codes

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<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
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<td>A</td>
<td>WEATHER</td>
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<td>B</td>
<td>TEST ITEM NOT AVAILABLE</td>
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<td>C</td>
<td>TEST ITEM MALFUNCTION</td>
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<tr>
<td>D</td>
<td>DATA STUDY REDUCTION</td>
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<td>E</td>
<td>BACKUP/ALTERNATE</td>
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<td>F</td>
<td>FOLLOW ON – NOT REQUIRED</td>
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<td>G</td>
<td>AIRCRAFT NOT AVAILABLE SUPPLY</td>
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<tr>
<td>H</td>
<td>AIRCRAFT SYSTEM MALFUNCTION CAUSING GROUND ABORT</td>
</tr>
<tr>
<td>I</td>
<td>AIRCRAFT NOT AVAILABLE MAINTENANCE</td>
</tr>
<tr>
<td>J</td>
<td>CCF NOT AVAILABLE</td>
</tr>
<tr>
<td>K</td>
<td>OTHER COMMAND AIRCRAFT/AIRCREW NOT AVAILABLE</td>
</tr>
<tr>
<td>L</td>
<td>AIR REFUELING TANKER NOT AVAILABLE</td>
</tr>
<tr>
<td>M</td>
<td>MUNITIONS SUPPORT NOT AVAILABLE</td>
</tr>
<tr>
<td>N</td>
<td>WEG SUPPORT NOT AVAILABLE/MALFUNCTION</td>
</tr>
<tr>
<td>O</td>
<td>OTHER REASON</td>
</tr>
<tr>
<td>P</td>
<td>AIRSPACE/RANGE NOT AVAILABLE</td>
</tr>
<tr>
<td>Q</td>
<td>EOD SUPPORT NOT AVAILABLE</td>
</tr>
<tr>
<td>R</td>
<td>WING DOWN DAY</td>
</tr>
<tr>
<td>S</td>
<td>SAFETY</td>
</tr>
<tr>
<td>T</td>
<td>AIRBORNE INSTRUMENTATION SUPPORT/RESOURCE</td>
</tr>
<tr>
<td>U</td>
<td>O&amp;M SUPPORT NOT AVAILABLE/RESOURCE MALFUNCTION</td>
</tr>
<tr>
<td>V</td>
<td>96 TW/53 WG AIRCREW NOT AVAILABLE</td>
</tr>
<tr>
<td>W</td>
<td>TEST SUSPENDED/TERMINATED</td>
</tr>
<tr>
<td>X</td>
<td>PROJECT REQUIREMENTS CHANGE/TRAINING MISSION NOT REQUIRED</td>
</tr>
<tr>
<td>Y</td>
<td>PERSONNEL ERROR</td>
</tr>
<tr>
<td>Z</td>
<td>MANAGEMENT EMPHASIS/HIGHER PRIORITY MISSION</td>
</tr>
</tbody>
</table>
### Mission Nonscheduled Codes

**Figure A3.1. Mission Nonscheduled Codes**

<table>
<thead>
<tr>
<th>Code</th>
<th>Description</th>
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<tbody>
<tr>
<td>A</td>
<td>Weather</td>
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<tr>
<td>B</td>
<td>Test Item Not Available</td>
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<tr>
<td>C</td>
<td>Test Item Malfunction</td>
</tr>
<tr>
<td>D</td>
<td>Data Study Reduction</td>
</tr>
<tr>
<td>E</td>
<td>Backup/Alternate</td>
</tr>
<tr>
<td>F</td>
<td>Follow On – Not Required</td>
</tr>
<tr>
<td>G</td>
<td>Aircraft Not Available Maintenance/Supply</td>
</tr>
<tr>
<td>H</td>
<td>Freq/Fca Code Not Available HPM</td>
</tr>
<tr>
<td>I</td>
<td>Aircraft Not Available HPM</td>
</tr>
<tr>
<td>J</td>
<td>Ccf Not Available HPM</td>
</tr>
<tr>
<td>K</td>
<td>Other Command Aircraft/Aircrew Not Available</td>
</tr>
<tr>
<td>L</td>
<td>Air Refueling Tanker Not Available</td>
</tr>
<tr>
<td>M</td>
<td>Munitions Support Not Available</td>
</tr>
<tr>
<td>N</td>
<td>Weg Support Not Available HPM</td>
</tr>
<tr>
<td>O</td>
<td>Other Reason</td>
</tr>
<tr>
<td>P</td>
<td>Airspace/Range Not Available HPM</td>
</tr>
<tr>
<td>Q</td>
<td>Eod Support Not Available HPM/Training Day</td>
</tr>
<tr>
<td>R</td>
<td>Wing Down Day</td>
</tr>
<tr>
<td>S</td>
<td>Safety</td>
</tr>
<tr>
<td>T</td>
<td>Airborne Instrumentation Support/Resource</td>
</tr>
<tr>
<td>U</td>
<td>O&amp;m Support/Resource Not Available HPM</td>
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<tr>
<td>V</td>
<td>96 Tw/53 Wg Aircrew Not Available</td>
</tr>
<tr>
<td>W</td>
<td>Test Suspended/Terminated</td>
</tr>
<tr>
<td>X</td>
<td>Project Requirements Change/Training Mission Not Required</td>
</tr>
<tr>
<td>Y</td>
<td>Personnel Error</td>
</tr>
<tr>
<td>Z</td>
<td>Management Emphasis/Higher Priority Mission</td>
</tr>
</tbody>
</table>
Attachment 4

BLACKBOARD SUBMITTAL REASONS CODES

Figure A4.1. Blackboard Submittal Reasons Codes

<table>
<thead>
<tr>
<th>BLACKBOARD SUBMITTAL REASONS CODES</th>
</tr>
</thead>
<tbody>
<tr>
<td>AA PRIMARY MISSION CANCELLED DUE TO WEATHER</td>
</tr>
<tr>
<td>AB MISSION IS WEATHER SENSITIVE AND FORECAST IS GOOD</td>
</tr>
<tr>
<td>AR AIRSPACE RESERVATION</td>
</tr>
<tr>
<td>BA TEAM TDY TO EGLIN TO CONDUCT MISSION</td>
</tr>
<tr>
<td>BB TROUBLE SHOOTING TO SAVE SCHEDULED MISSION</td>
</tr>
<tr>
<td>BC NOW AVAILABLE</td>
</tr>
<tr>
<td>CA VIP SUPPORTS</td>
</tr>
<tr>
<td>CB CUSTOMER EMPHASIS (DEADLINES/MILESTONES)</td>
</tr>
<tr>
<td>CC SCHEDULING EMPHASIS</td>
</tr>
<tr>
<td>CD LATE SUBMISSION</td>
</tr>
<tr>
<td>DA AIRCRAFT NOW AVAILABLE</td>
</tr>
<tr>
<td>DB AIRSPACE NOW AVAILABLE</td>
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<tr>
<td>DC RANGE NOW AVAILABLE</td>
</tr>
<tr>
<td>DD RANGE INSTRUMENTATION NOW AVAILABLE</td>
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<tr>
<td>DE AIRCREW/PERSOONEL NOW AVAILABLE</td>
</tr>
<tr>
<td>DF OTHER NOW AVAILABLE</td>
</tr>
<tr>
<td>DT 40TH FTS TRAINING MISSION</td>
</tr>
<tr>
<td>EA TROUBLE SHOOTING TO SAVE MISSION</td>
</tr>
<tr>
<td>FA CLEAN UP TO SAVE SCHEDULED MISSION</td>
</tr>
<tr>
<td>OT 85TH TES TRAINING MISSION</td>
</tr>
</tbody>
</table>