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This instruction implements Air Force Policy Directive (AFPD) 10-2, Air Force Readiness. This document provides Air Force procedures for those areas listed in the Chairman of the Joint Chiefs of Staff Manual (CJCSM) 3150.01, Joint Reporting Structure General Instructions, and Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3401.02, Global Status of Resources and Training System, as requiring Service direction. This instruction applies to all Major Commands (MAJCOM), Air National Guard (ANG), field operating agencies (FOA), and direct reporting units (DRU). These organizations may supplement this instruction with prior approval of the Office of Primary Responsibility (OPR). Request waivers through Status of Resources and

Training System (SORTS) channels to the OPR. The reporting requirements under SORTS are exempt from licensing according to Air Force Instruction (AFI) 33-324, The Information Collections and Reports Management Program, Controlling Internal, Public, and Interagency Air Force Information Collections. Submit any recommended change or clarification request, and supplements to this instruction to the Headquarters United States Air Force Operational Readiness (HQ USAF/XOOA) office, 1480 Air Force Pentagon, Washington, DC 20330-1480. Waiver authority is HQ USAF/XOOA.

(USAFE) AFI 10-201, 13 Apr 2006, is supplemented as follows: The purpose of this supplement is to provide additional guidance on Major Command (MAJCOM) Status of Resources and Training System (SORTS) reporting procedures applicable to all United States Air Forces in Europe (USAFE) measured units, Air National Guard (ANG) United States Title 10 Status and Air Force Reserve Command (AFRC) - gained units after mobilization. It identifies unit-specific criteria used to measure the readiness status of resources listed on Designed Operational Capability (DOC) Statements and in supplemental guidance. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123, *Management of Records* and disposed of in accordance with the Air Force Records disposition Schedule (RDS) located at: **https://afrims.amc.af.mil**. Ensure that any local publications, instructions or supplements are created in accordance with Air Force Instruction (AFI) 33-360, *Publications and Forms Management.* Submit any recommended changes or clarification request to this publication using AF Form 847, *Recommendation for Change of Publication*, to HQ Aerospace Expeditionary Force (AEF) Branch (HQ USAFE/A3ZA), Unit 3050 Box 15, APO AE 09094-3050.

(INCIRLIKAB) Air Force Instruction (AFI) 10-201, 13 Apr 2006, is supplemented as follows. This supplement implements Air Force Policy Directive (AFPD) 10-2, *Readiness*. This document provides Air Force procedures for those areas listed in the Chairman of the Joint Chiefs of Staff Manual (CJCSM) 3150.01, Joint Reporting Structure General Instructions, and Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3401.02, Global Status of Resources and Training System, as requiring Service direction. AFI 10-201, *Status of Resources and Training System (SORTS)*, United States Air Forces in Europe (USAFE) supplement, is supplemented as follows: This publication incorporates reporting guidance from AFI 10-201 and clarifies reporting responsibilities for the 39th Air Base Wing (39 ABW). This instruction applies to all 39 ABW SORTS reporting units. This publication does not apply to the Air National Guard (ANG) and the Air Force Reserve Command (AFRC) and their units. All Incirlik Air Base tenant units and geographically separated units not assigned to the 39 ABW will report through their respective command channels. The reporting requirements under SORTS are exempt from licensing according to AFI 33-324, The Information Collections and Reports Management Program, Controlling Internal, Public, and Interagency Air Force Information Collections. Refer recommended changes regarding this publication to the Office of Primary Responsibility (OPR), 39 ABW/CP, using 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 AFMAN 33-363, *Management of Records* and disposed of in accordance with the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at **https://www.my.af.mil/gcss-af61a/afrims/afrims/rims.cfm**.

SUMMARY OF CHANGES

This revision incorporates IC 2006-1 and aligns this guidance with CJCSM 3105.02A, GLOBAL STATUS OF RESOURCES AND TRAINING SYSTEM (GSORTS). IC 2006-1 updates **paragraphs 1.2**, **1.4.3**, **1.6.4**, **2.7**, **2.7.1**, **2.7.3**, **4.3**, **4.3.1**, **4.3.1.1**, **4.3.1.2**, **4.3.1.3**, **4.3.1.4**, **4.3.1.5**, **A3.1.2**, **A3.4**, **A3.5.1**, and **Table 3.1**, **Table 4.1**, **Table 4.4**, **Table 4.11**, **Table 5.1**, **Table 5.4**, **Table 5.18**, **Table 5.27**, **Table 6.4**, **Table A2.3**, **Table A3.1**, **Table A3.2**, **Table A3.3**. IC 2006-1 inserts **paragraph 1.10.8.1.4** and deletes **Table 5.28** and **Table 6.13**. This change also clarifies the use of the Percent Effective Field. A bar (|) indicates a revision from the previous edition.

(USAFE) This document is substantially revised and must be completely reviewed. Extensive changes in policies and procedures required a complete revision of this publication.

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Chapter 1

SORTS GENERAL POLICY

1.1. SORTS. SORTS is an internal management tool for use by the Chairman of the Joint Chiefs of Staff (CJCS), Services, Unified Commands, and Combat Support Agencies. It is the single automated reporting system within the Department of Defense (DoD) functioning as the central registry of all operational units of the US Armed Forces and certain foreign organizations. SORTS has a threefold purpose: it provides data critical to crisis planning, provides for the deliberate or peacetime planning process, and is used by the Chief of Staff United States Air Force (CSAF) and subordinate commanders in assessing their effectiveness in meeting Title 10, *"United States Code*," responsibilities to organize, train, and equip forces for combatant commands. All units with a United States Air Force (USAF) Personnel Accounting Symbol (PAS) code will be registered in SORTS.

1.1.1. As a monitoring system of measured units and resources, SORTS indicates the C-level of selected resources and training status required to undertake the full mission set for which a unit was organized or designed. It also collects and distributes Service-unique information regarding a measured unit.

1.1.2. The Air Force (AF) uses SORTS status information in assessing readiness, determining budgetary allocation and management action impacts on unit level readiness, answering congressional inquiries, analyzing readiness trends, and supporting readiness decisions.

1.1.3. SORTS provides broad bands of information on selected unit status indicators which include the commander's assessment of the unit's ability to execute the mission set for which it is organized or designed. Measurement criteria is designed and developed by Functional Area Managers (FAM) to provide valid assessments regarding unit readiness. Commanders, or their designated alternates, assess measurements against their mission set to determine if they provide a realistic indication of the unit's readiness. It is critical that reporting commanders identify those areas that are rated less than desired in order to promote and justify corrective action (including funding, personnel and equipment allocations.).

1.1.3.1. SORTS *is not* designed to function as a detailed information management system objectively counting all conceivable variables regarding personnel, training, and logistics.

1.1.3.2. SORTS *is not* designed to be used as input for the performance appraisal of a unit or a unit commander.

1.1.3.2.1. SORTS indicates a unit's ability to undertake their full mission (Primary DOC Statement) or particular mission(s) (Secondary or Tertiary DOC Statements).

1.1.3.2.2. SORTS may also provide indications of the efficacy of resource allocation decisions and the impacts of budgetary constraints on resourcing unit requirements.

1.1.3.3. A fundamental premise of SORTS reporting is integrity. Commanders must "tell it like it is" (in accordance with (IAW) **paragraphs 1.10.7** and **1.10.8**) and not allow masking of deficiencies to affect their ability to provide capability or other readiness related information. Risk must be balanced with responsibility. Effective management of unit resources requires accurate information at all levels.

1.1.4. When deployed/employed in response to a crisis or operations order (OPORD), SORTS provides both an assessment of a unit's status based on ability to execute the mission set for which it was organized or designed and, when appropriate, the mission against which it is employed.

1.1.5. Records Maintenance. Records prescribed by this instruction will be maintained IAW Air Force Manual (AFMAN) 37-139, *Records Disposition Schedule.*

1.1.6. In the event of conflict between this AFI and MAJCOM Supplements or Unit DOCs, AFI guidance will take precedence. Concerned parties will contact the HQ USAF/XOOA office for resolution.

1.2. Measured Units Reporting Requirement. Measured units are all planned and actual (JTF) HQs, combat, combat support, combat services support units including Active, Air National Guard, AF Reserves and provisional units apportioned to or deployed in support of a CJCS or combatant command-directed OPLAN, Concept Plans, SIOP, Operations Plan 8044 Revision 03 or Volume 3 of the USAF War and Mobilization Plan (WMP-3), or assigned in the "Forces For Unified Commands" document. Measured units will be named on a DOC Statement (DOCS) and must report SORTS in accordance with their DOCS. One exception is training units that report only Major Equipment Location and Crew Information (MEQLOCN). Measured unit SORTS reporting begins as soon as possible after a unit activates and continues until the unit deactivates.

1.2.1. Provisional and task organized combat, combat support and combat service support units are also designated as measured units. The Service component or Combatant Commander (CC) directing the establishment of a measured unit will determine the organizational reporting structure of the unit.

1.2.2. Air Force measured units may include any units registered in SORTS. Registered units include PAS coded units, fragments of PAS coded units and composite units such as fleets (e.g., airlift, tanker, etc.). Composite reports are in addition to and do not replace normal measured unit SORTS reporting requirements.

1.2.3. SORTS measurement baseline. Regardless of the source of a unit's tasking or the extent of unit capability tasked in OPLANS, etc., SORTS measurement is based on the unit's full wartime requirement for which it was organized or designed. This baseline is reflected in the definition of C-1. This baseline can exceed the unit's OPLAN tasking(s). To fulfill this measurement requirement, the unit's primary DOC Statement must include the maximum tasking(s), including both in-place and mobility wartime missions, the unit can simultaneously support within its current resource authorizations. When properly updated with a unit's complete in-place and mobility tasking(s), the AFWUS is a single source reference for a unit's designed capability. Units are required to measure and report on all resources identified on their DOC Statement(s) even if the resources are not yet delivered (e.g., equipment for a newly assigned UTC) or if it is not possible to accomplish a task, such as small arms qualification. If required, waivers for SORTS reporting must to be coordinated through HQ USAF/ XOOA.

1.2.3.1. Personnel Measurement Baseline.

1.2.3.1.1. Primary, secondary and tertiary DOC Statement reports. The baseline for measuring personnel is the unit's *full wartime requirement* for personnel based on either Unit Manning Document (UMD) authorizations or UTC requirements. See **paragraph 3.1** Training is not measured in the personnel measured area.

1.2.3.1.2. CBDRT reports used in SORTS do not report the personnel measured area. See **Attachment 4**.

1.2.3.2. Equipment and Supplies O/H Measurement Baseline.

1.2.3.2.1. Primary, secondary and tertiary DOC Statement reports. The baseline for measuring equipment and supplies is the unit's *full wartime requirement* for the items being measured. The required numbers for the items are based on authorization documents such as Allowance Standards (AS), Air Staff-level functional area guidance, MRSP lists, equipment and supplies lists, or UTC requirements, depending on the unit's mission(s). See **Chapter 4**. Equipment condition is normally not to be measured in the Equipment and Supplies O/H measured area.

1.2.3.2.2. CBDRT reports used in SORTS will base the equipment and supplies O/H area on the unit's *full wartime requirement* for the equipment items and the condition of the items being measured. See **Attachment 4**.

1.2.3.3. Equipment Condition Measurement Baseline.

1.2.3.3.1. Primary, secondary and tertiary DOC Statement reports. The Equipment Condition measured area measures the condition of possessed equipment and supplies. See **Chapter 5**.

1.2.3.3.2. CBDRT reports used in SORTS include equipment condition measurements in the equipment and supplies O/H measured area. See **Attachment 4**.

1.2.3.4. Training Measurement Baseline.

1.2.3.4.1. Primary, secondary and tertiary DOC Statement reports. The baseline for measuring training is the personnel assigned to the unit that require the training event or category being measured. See **Chapter 6**.

1.2.3.4.2. CBDRT reports used in SORTS measure training in the training measured area. Measured training is based on the unit's *full wartime requirement* of personnel for the training event or category being measured. See **Attachment 4**.

1.2.4. **(Added-USAFE)** The following USAFE Forms will be used to compile measured unit readiness information. These forms replace the generic worksheets, currently in use. Altering or tailoring these forms is not authorized. Unit monitors are to discontinue use of the generic worksheets and begin using the following USAFE forms, as of this supplement's effective date.

1.2.4.1. **(Added-USAFE)** USAFE Form 215A, *Status of Resources and Training System Worksheet - Overall*. Used to gather and calculate data reflecting overall unit category-levels (C-levels) based on the unit's degree of readiness.

1.2.4.2. **(Added-USAFE)** USAFE Form 215B, *Status of Resources and Training System Worksheet - Personnel*. Used to gather data, calculate, and measure the unit's full wartime requirement for personnel based on the Unit Manning Document (UMD) authorizations and/or Unit Type Code (UTC), as identified on the unit DOC Statement.

1.2.4.2.1. **(Added-USAFE)** Total and critical personnel worksheets are required to be filled out.

1.2.4.3. **(Added-USAFE)** USAFE Form 215C, *Status of Resources and Training System Worksheet - Training*. Used to gather data and calculate the status of training needed to support the mission for which a unit is designed, as identified on the unit DOC Statement.

1.2.4.4. **(Added-USAFE)** USAFE Form 215D, *Status of Resources and Training System Worksheet - Equipment and Supplies on Hand*. Used to gather data and calculate the resource status of authorized equipment and supplies required to support the unit's wartime mission, as identified on the unit DOC Statement.

1.2.4.5. **(Added-USAFE)** USAFE Form 215E, *Status of Resources and Training System Worksheet - Equipment Condition*. Used to gather data and calculate the combat essential and support equipment that can be made ready within the unit's response time to undertake its wartime mission, as identified on the unit DOC Statement.

1.2.4.6. **(Added-USAFE)** USAFE Form 216, *Nuclear Chemical Biological Defense Report (CBDRT) Worksheet*. A separate report to be submitted concurrent with the unit's primary SORTS report. Information reflected in this report is based on the unit's ability to perform its wartime mission for up to 96 hours in a nuclear biological and chemical (NBC) environment. *Note:* The measured unit commander's signature is required on Forms 215A and 216 prior to submission to the Subordinate Reporting Organization (SRO).

1.3. Frequency of SORTS Reporting. All measured units (Active, Reserve, and Guard) will continuously monitor changes in the overall unit level, resource category levels, and unit location. Units must report no later than every 30 days (in order for messages to process by the mandated 31 day maximum) or when changes affect the unit's Overall C-level, the four measured area levels, associated reason codes, deployed reason codes, get well/get worse date changes, and when desired by the measured unit commander. See **Chapter 2**, **paragraph 2.4**, for further information.

1.3.1. Command Reporting Organizations (CRO) submit waiver requests for reporting requirements or changes to reporting frequency through HQ USAF/XOOA to the Joint Staff (JS). Units submit their waiver requests to their CRO.

1.3.2. Composite/aggregate unit reports must be received within 96 hours of the oldest individual unit's; Report Date of Change of Category Information (RICDA).

1.3.3. If unit status has not changed since the last report an OVERALL set must be submitted to reflect an updated RICDA date and any remarks in the database will be updated with the current date.

1.3.4. **(Added-USAFE)** Newly measured units must submit a SORTS report within 24 hours after the "Effective Date" of their DOC Statement in the Global Status of Resources and Training System (GSORTS).

1.3.4.1. **(Added-USAFE)** Waivers to reporting requirements outlined in AFI 10-201 and this supplement must be submitted to USAFE Readiness Measures for coordination and implementation.

1.3.5. **(Added-USAFE)** Command Reporting Organization (CRO) will notify SRO when to increase or decrease the frequency of reporting data elements. Whenever possible, increased reporting will be limited to selective interest items (i.e. by selected sets, labels, fields, or major equipment type).

1.4. SORTS Data Classification. Executive Order (EO) 12958, "*Classified National Security Information*," requires us to protect classified information while striking a balance between protection and the need to inform the American public of their governmental activities. Also, this EO increases and emphasizes personal responsibility for classification and declassification decisions. The procedures for classification and marking of classified documents are specified in

DoD 5200.1-R, *Information Security Program*, DoD 5200.1-PH, *DoD Guide to Marking Classified Documents;* and AFI 31-401, *Information Security Program Management*."

1.4.1. Derivative Classification. Derivative classification is the incorporating, paraphrasing, restating, or generating, in a new form, already classified information and marking newly developed material consistent with the classification that applies to the source information.

1.4.2. Derivative Classifier. Persons applying derivative classification markings must carry forward to any newly created document the classification markings from the original source.

1.4.3. **SORTS Readiness Data.** Measured area category levels, overall category levels, numbers used to compute percentages and the percentages (when associated with SORTS), reason codes associated with their remarks, and limiting factors for a single unit, are, at a minimum, classified CONFIDENTIAL. Products that contain data from two or more measured units is classified SECRET NOFORN. Additionally, individuals classifying SORTS reports must consider other classification guidance including OPLANS. The association of the unit with its OPLAN(s) tasking is classified at the level of classification of the OPLAN(s), usually SECRET. Information that is not SORTS based and does not show a deficiency may still require classification through channels other than SORTS. Unit and Wing Security Managers should be consulted in these events.

1.4.3.1. SORTS Worksheets/Briefing Slides reflecting measured unit data, as described above, will be given the same classification level as the material from which it was derived. Although sources (worksheets, e-mails, etc.) used to compile a unit's SORTS data may be unclassified, once compiled and associated with SORTS ratings, it becomes classified at the highest level associated with the data (see **Table 1.3**).

1.4.3.2. Aggregate SORTS data will be classified at the same or higher level as the highest classified component parts or segments of SORTS data. SORTS data converted to a new type information must be evaluated for its impact on national security if released. See **Table 1.3** for further guidance.

1.4.3.3. C-5 Authorization messages (giving that a unit is authorized to, not that they are reporting C-5) are Unclassified provided notification does not contain the unit's current C-level (C1-5) or specific information, e.g., limiting factors, operational plans, etc.

1.4.4. Classification Authority. The JS SORTS database is classified SECRET. Information extracted from this database is classified IAW CJCSM 3150.02, "*Global Status of Resources and Training System (GSORTS),*" and must contain derivative classification markings consistent with DoD 5200.1R, except where authorized otherwise. Derivative classification rules apply when extracts contain exempted data. If no classified source exists, use CJCSM 3150.02 as classification authority. Use "Derived From: CJCSM 3150.02, *Global Status of Resources and Training System* (GSORTS), Declassify On: (date)" to mark material when this reference is used as classification guidance. The date of declassification is four years from the date of the document for CONFIDENTIAL and eight years for SECRET. If other sources direct a classification higher or for a longer period, list the classification guidance as the authority and list the specific sources on the file copy.

1.4.4.1. **(Added-USAFE)** Deactivating units SORTS data will remain classified until the original date of declassification.

1.4.4.2. **(Added-USAFE)** All SORTS related documents and paperwork will be properly classified in accordance with AFI 10-201, paragraph 1.4.

1.4.4.2.1. **(Added-USAFE)** Mark/stamp all paperwork on front/back and top/bottom within classified binders. At an absolute minimum, the overall marking will contain the United States (U.S.) classification and the declassification date. Classification will be formatted as follows: SECRET//20230630

1.4.5. Downgrading Authority. Initial downgrading of SORTS data and aggregate information will be determined by CJCS. The HQ USAF Deputy Chief of Staff, Air and Space Operations (HQ USAF/ XO) is the authority to extend or accelerate downgrading classification of SORTS data following an initial determination by CJCS.

1.5. Releasing SORTS Data to Outside Agencies. CJCSI 5714.01, "*Release Procedures for Joint Staff and Joint Papers and Information*," sets the policy for release of SORTS data to agencies not on original distribution.

1.5.1. Policy: All holders of SORTS data must take action to protect against unauthorized disclosure and to preserve the statutory relationship of the CJCS, as principal military adviser, and the Joint Chiefs of Staff (JCS) as military advisors to the Secretary of Defense (SECDEF). Authorized holders of AF SORTS data can release it only to military components, or assigned or apportioned units, with a valid need-to-know and appropriate clearance. Exceptions to this policy must be coordinated through HQ USAF/XOOA.

1.5.2. Specific policies for auditors, the Congress, and the general public: Auditors and inspectors of the General Accounting Office (GAO) or the Office of the DoD Inspector General (IG) have legal authority under Public Laws 96-226 and 97-252 for access. Only the President and SecDef can deny final access. Refer denial proposals to HQ USAF/XOOA for submission to the JS.

1.5.2.1. Release data to Congress and its committees, staff, and investigators according to DoD Directive 5400.4, "*Provision of Information to the Congress*."

1.5.2.2. Responses to requests for SORTS data from the public under provisions of the Freedom of Information Act must be coordinated with HQ USAF SORTS, JS, and the Freedom of Information Act processing office.

1.5.2.3. **(Added-USAFE)** Upon notification of inspection/review from any outside agency, other than Air Force Audit Agency, Inspector General (HQ USAFE/IG), and HQ USAFE Readiness Measures Staff Assistance Visit (SAV), SRO's and unit monitors will submit a request for disclosure to USAFE Readiness Measures. The request will include: Name of inspection agency, date, time, and location of inspection. USAFE Readiness Measures will coordinate the request with Air Staff. Upon approval, USAFE Readiness Measures will submit a memorandum stating approval back to the requesting unit.

1.5.3. Preferred Methods for Release. Only the minimum amount of information will be released to satisfy a request. Preferred methods in rank order are:

1.5.3.1. Access to a specific part or parts of the database in a controlled environment.

1.5.3.2. Access to a major subset or the entire database in a controlled environment.

1.5.3.3. Release of a specific part or parts of the database or minor subset.

1.5.3.4. Release of a major subset of the entire database.

1.6. Information Reported in SORTS.

1.6.1. Reported Unit Identification Code (RPTDUIC) set. This set establishes the identity of each individual reporting unit by their Unit Identity Code (UIC).

1.6.2. Basic Identity Data Element (BIDE) set. Set applies to all registered units, includes the Unit Descriptor Code (UDC), unit abbreviated name (ANAME), UTC, Unit Level Code (ULC), Major Command (MJCOM for BIDE) under which the unit is organized, and unit Long Name (LNAME). *Only CROs* (MAJCOM SORTS office or equivalent) report this data.

1.6.3. Reporting Organization (RPTNORG), Losing Organization (LOSING), Gaining Organization (GAINING), and Transfer Status (TRANSFER) sets. The RPTNORG set includes each unit's CRO (Reporting Organization UIC (RPTOR) field) and Subordinate Reporting Unit (SBRPT). *Only CROs* report LOSING, GAINING, and TRANSFER sets to manage unit reporting organizations.

1.6.4. General Status Organization and Location (ORGLOCN). ORGLOCN applies to all registered units, includes codes for CC/Service Command (CSERV), commands with Operational Control (OPCON), Administrative Control (ADCON), unit's Home Geographical Location (HOGEO) and Present Geographical Location (PRGEO), Activity Code (ACTIV), and Percent Effective (PCTEF). Only CROs report this data with the exception of PCTEF, which is reported by the measured unit.

1.6.5. Reserve Component Organization Status (RESERVES) set. Includes duty location, activity, mobilization or call-up date, and gaining command for units mobilized. HQ Air Force Reserve Command (HQ AFRC) and the National Guard Bureau (NGB) report this data according to CJCSM 3150.02.

1.6.6. Personnel Strength Status (PERSTREN) set. The Air Force reports wartime authorized, assigned, possessed, deployable, and tasked deployable strengths. Unit *authorizations* are maintained by the MAJCOM and in the UMD. MAJCOMs will provide guidance for units to identify wartime personnel authorizations. In peacetime, the Air Force Personnel Center (AFPC) reports assigned and available data. When CJCS directs an increased reporting frequency, measured units report personnel strength status as directed.

1.6.7. Resources and Training Status (Type of Report (TREAD), OVERALL, PERSONNEL, Equipment Supplies O/H (EQSUPPLY), Equipment Condition (EQCONDN), TRAINING, FORECAST, Category Limit (CATLIM) and Remarks fields. Fields apply to all measured units that report status for one or more DOC Statements. SORTS DOC Statements (AF Form (AFF) 723 or approved facsimile) summarize and provide source information for the mission(s) for which the unit is organized or designed. All unit SORTS data is available to all authorized Global Command and Control System (GCCS) GSORTS customers. While there are exceptions, Unified Commanders and the JS primarily look to joint data elements (Overall C-level and reason code, the four measured area levels and reason codes, and the associated remarks). AF FAMs look at detailed data, analyze information for trends, and direct appropriate actions in response to lowered C-levels.

1.6.7.1. Plain language supplemental remarks can be reported for any SORTS data field that contains information. These remarks are a critical component of the SORTS report and are frequently used as a management tool.

1.6.7.2. Remarks are allowed in the database through 3 increments of 2000 + 2000 + 1000 characters for a maximum total of 5000 characters per remark. On rare occasions a remark may be limited to 2000 or less characters.

1.6.8. Major Equipment Location and Crew Status (MEQLOCN) set. MEQLOCN is reported in unit SORTS reports for those units possessing major equipment (aircraft, missiles, etc.). This set includes major equipment (MEQPT) and crew status at a unit's present and deployed locations. See **Attachment 5** for further guidance.

1.7. SORTS Designed Operational Capability (DOC) Statement (AFF 723) or approved facsimile). CJCS SORTS policy requires a unit's Overall C-level to be based on an assessment of those resources and training required to undertake a unit's wartime mission(s). The purpose for a SORTS DOC Statement is to provide units with a single source document of the information necessary and the location of the references specifying resources to measure and report in SORTS. They also provide a narrative description of the unit's wartime mission(s). All SORTS DOC Statements will be completed on a standard or computer generated AFF 723 or an XOOA approved facsimile.

1.7.1. There are three types of SORTS DOC Statements. The Primary Mission DOC Statement must reflect the unit's full wartime mission set (all unit wartime missions, i.e., in-place, mobility, Air Expeditionary Force (AEF), etc.) and is assigned DOC Number (DOCNR) one. Secondary Mission DOC Statements will reflect all resources necessary to undertake a major portion of the primary mission and are numbered sequentially using DOCNRs 2 through 9. Units with more than eight secondary missions will coordinate with HQ USAF SORTS for additional DOCNRs. Secondary DOC Statements are normally written for single missions such as mobility. Tertiary Mission DOC Statements will reflect all resources necessary to undertake ancillary missions. A Tertiary DOC Statement is normally given a DOC number from A-J (K-Z are reserved per HQ USAF SORTS).

1.7.2. SORTS DOC Statements are not used to establish, organize, design, equip, or task units. Need statements, ASs, UMDs, OPLANs, UTCs, AFWUS, etc., serve these functions.

1.7.3. In coordination with the CRO, FAMs must ensure SORTS DOC Statements are written to reflect the wartime capability units are committed to deliver at execution.

1.7.4. SORTS DOC Statements are approved by the MAJCOM SORTS DOC Statement Approval Authority (e.g., ANG SORTS DOC Statements are approved by the ANG SORTS office (ANG/ XOOX)). DOC Statements involving multiple MAJCOMs, such as gaining unit issues, must be approved by all MAJCOMs involved.

1.7.5. CROs *must* provide the following agencies with the SORTS DOC Statement *upon approval by the CRO*.

1.7.5.1. HQ USAF SORTS.

1.7.5.2. Interested MAJCOMs.

1.7.5.3. Initial gaining MAJCOMs.

1.7.5.4. Parent MAJCOM functional offices.

1.7.5.5. Parent MAJCOM manpower offices.

1.7.5.6. Subordinate reporting organizations.

1.7.6. HQ AFRC and the NGB will provide interested parties a copy of SORTS DOC Statement(s) within 45 days of approval.

1.7.7. Subordinate reporting organizations must make SORTS DOC Statements available to measured units, direct support units, and functional offices.

1.7.8. Recipients at all levels must review new SORTS DOC Statements and forward any comments to the FAM.

1.7.9. SORTS DOC Statements must be reviewed *annually* by the MAJCOM staff and the measured unit commander. Unit commanders must sign the unit DOC Statement upon assumption of command or after annual review has been completed. Signature does not acknowledge agreement/disagreement. Signature indicates the review has been accomplished and the commander and their designated alternates understand the SORTS reporting requirements in the DOC Statement. Current SORTS DOC Statements must be marked with the last review date and maintained for the duration of the initial DOC, i.e., if current DOC's effective date is 1 Jan 2001, and you have a SAV in Mar 2003, records must show the initial review and one annual. All unit commander documentation must be shown for the life of the DOC. The MAJCOM/ANG/DRU/FOA SORTS office is responsible for the tracking and initiation of annual reviews. When an annual review is conducted, notify HQ USAF SORTS of the review date via e-mail or the Automatic Digital Network (AUTODIN)/Defense Message System (DMS). When altered or outdated the impacted SORTS DOC Statement must be replaced or rescinded, as applicable. The applicable MAJCOM/ANG/DRU/FOA SORTS office will ensure that HQ USAF SORTS receives the current SORTS DOC Statement via electronic mail media; (e-mail or AUTODIN/DMS) or an automated DOC Statement system.

1.7.9.1. Unexpected changes to unit DOC Statements must be accomplished within 60 days of changes in unit data, i.e., Unit & Mission Identification, Measured Resource areas (personnel, equipment, training), or any item that would affect unit reporting requirements. Expected changes must be accomplished 30 days prior to the change.

1.7.9.2. DOC Statement pen and ink changes will only be completed for administrative purposes. Administrative changes include DOC effective date, spelling or grammatical errors, etc. All pen and ink changes will be originated by the OPR for the DOC Statement and submitted to all agencies that originally coordinated on the DOC undergoing the change. Any change to DOC content, such as Unit data, UTC identification, unit reporting instructions, or other material that effects the actual reporting of information requires a new/revised DOC Statement submitted through normal coordination channels.

1.7.9.3. For coordination timelines and detailed instructions on preparing DOC Statements, see **Attachment 2**.

1.8. Single and Multiple SORTS DOC Statement (AFF 723 or approved facsimile). Normally, a unit has a single SORTS DOC Statement, called the Primary Mission DOC, which reflects all the unit assigned/tasked wartime mission(s), including the most stringent contingency mission. The Primary DOC Statement Overall C-level for a unit is the primary readiness indicator available to the Joint/Air Staffs and component commanders, and is based on the capability of a unit to accomplish it's full wartime mission set(s). DOC Statements will not be written to only reflect an AEF steady state commitment; such commitments may be added in the Remarks section at MAJCOM option. See **Attachment 2** for details.

1.8.1. If a unit's total wartime mission is composed of significantly different component missions (mobility, generation, nuclear, conventional, etc.), the parent MAJCOM may elect

to produce multiple SORTS DOC Statements for that unit. Multiple SORTS DOC Statements will be organized as follows:

1.8.1.1. The primary mission SORTS DOC Statement will be assigned DOCNR 1 and will encompass all the missions assigned to a unit. There will be only one primary mission SORTS DOC Statement.

1.8.1.2. Any major portion of a unit's total wartime mission requiring assessment separate and apart from the primary mission SORTS DOC Statement is referenced in a secondary mission SORTS DOC Statement. Examples include conventional munitions delivery, Operations Plan 8044 Revision 03, nuclear munitions delivery, mobility, in-place generation, etc.

1.8.1.3. Ancillary portions of a unit's total wartime mission that require assessment separate and apart from the Primary or Secondary SORTS DOC Statement are referenced in a Tertiary Mission SORTS DOC Statement. Examples would be individual UTCs, force protection, operational risk management, etc.

1.8.1.4. Primary DOC Statements will only address a single set of resources listed on a unit's DOC and are limited to only resources authorized to that unit or Direct Support Unit (DSU). A unit's Primary DOC Statement (for SORTS C-level assessment purposes) must not reference resources already measured under another unit's DOC Statement. Two units cannot measure the same resources, however, a unit's Secondary or Tertiary DOC Statement(s) may reference the same Primary DOC resources for a secondary mission assessment. This does not constitute double counting of resources as this procedure is intended to provide a separate assessment of single missions or capabilities.

1.8.2. Overall C-level data for the Secondary or Tertiary SORTS DOC Statement is reported in the Subordinate Overall (SUBOVRAL) set.

1.9. Measuring Unit Resources using DOC Response Time. Air Force units must be ready for deployment and/or employment within a specified time, referred to as the unit's DOC response time. Measurement of unit resources is based on the measured resource areas expected to be mission ready by the DOC response time and the expected Overall C-level at the DOC response time.

1.9.1. Response Time. Resource status is a calculated forecast of a mission or alert response time of up to 72 hours (CJCSM 3150.02). Units with multiple missions and/or response times also apply these rules. Multiple response times should be applied accordingly to resources required by each response time. SORTS Primary DOC Statements list the shortest of multiple response times that all unit resources are expected to be ready or recalled.

1.9.2. Using Response Time. Air Force units project C-level status within their response time. When projecting resource status, units will count all resources (as available, *that are expected to be ready* by the response time). Consider the following factors, as a minimum, when projecting unit resource status:

1.9.2.1. The unit's actual deployment posture.

1.9.2.2. The unit can conduct emergency recall of personnel, curtail scheduled maintenance/routine training unrelated to deployed posture, and increase work shift length.

1.9.2.3. The delivery schedules for ordering items from outside agencies will not change from current projections.

1.9.2.4. Allocate resources to units under a parent organization based on the subordinate unit's place in the deployment sequence.

1.10. Category-Levels (C-levels) and Associated Remarks. C-levels reflect the degree to which unit resources meet prescribed levels of personnel, equipment, and training.

1.10.1. C-1. The unit possesses the required resources and is trained to undertake the *full wartime mission(s)* for which it is organized or designed. The resource and training area status will neither limit flexibility and methods for mission accomplishment nor increase vulnerability of unit personnel and equipment. The unit does not require any compensation for any deficiencies.

1.10.2. C-2. The unit possesses the required resources and is trained to undertake *most of the wartime mission(s)* for which it is organized or designed. The resource and training area status may cause isolated decreases in flexibility in methods for mission accomplishment, but will not increase the unit's vulnerability under most envisioned operational scenarios. The unit would require little, if any, compensation for deficiencies.

1.10.3. C-3. The unit possesses the required resources and is trained to undertake *many, but not all, portions of the wartime mission(s)* for which it is organized or designed. The resource and training area status will result in significant decrease in flexibility for mission accomplishment and will increase vulnerability of the unit under many, but not all, envisioned operational scenarios. The unit would require significant compensation for deficiencies.

1.10.4. C-4. The unit *requires additional resources or training to undertake its wartime mission(s),* but it may be directed to undertake portions of its wartime mission(s) with resources O/H.

1.10.5. C-5. The unit is *undergoing a Service-directed resource action* and is not prepared, at this time, to undertake the mission set for which it is organized or designed. *Within the CBDRT report*, units will use C-5 to indicate when they have no NBC defense equipment or training requirements, See **Attachment 4**.

1.10.6. C-6. The unit is *not required to measure assets in a specified area*. C-6 (not a rating) may not be used as an Overall C-level.

1.10.7. Overall C-level. Only the commander, or officially designated representative, of the measured unit is authorized to assign an Overall C-level. Commanders may not modify calculated resource area category levels, but are expected to use judgment in the commander's assessment and to raise or lower the overall category level when appropriate. Higher echelons of command may add remarks to a unit's SORTS report to further explain a situation or deficiency but may not change subordinate unit C-levels.

1.10.8. Assigning the Overall C-level. Based on unit readiness, unit commanders assign the Overall C-level each time it is reported. Normally, the lowest level of the four measured resource areas is reported as the Overall C-level provided it is a realistic indication of the unit's readiness (based on the C-level definitions). As a reminder, the measured area data cannot be arbitrarily changed from calculated values (must be reported per the specified formulas and tables). If the lowest measured area level is not a realistic indication of the unit's Overall C-level, commanders can assess the Overall C-level to a level that better indicates unit readiness. Commanders are expected to use their judgment during assessments and may raise or lower the overall C-level. At a minimum, commanders should consider the following factors when determining the overall unit C-level: inspection results, assistance team results, program readiness

reviews, and the number of critical personnel in support of Small Scale Contingencies (SSC) deployments. Units attaining an Operational Readiness Inspection (ORI) or Nuclear Surety Inspection (NSI) Marginal or Unsatisfactory inspection result will consider lowering the Overall C-level and providing remarks outlining deficiencies and resource improvement timetables. The remarks should reflect training requirements and/or resource actions necessary to satisfactorily accomplish the inspection and anticipated completion dates. The commander will provide rationale for any assessment in a remark using the Overall Reason Organization not C-1 (REASN) label. The following factors should also be considered:

1.10.8.1. Personnel subjective factors:

1.10.8.1.1. Availability of personnel who do not have the required Air Force specialty code (AFSC) or skill level but are able to accomplish mission tasks.

1.10.8.1.2. Unusually high/low formal education level, morale, or unit cohesion.

1.10.8.1.3. Personnel turnover rates that impact mission accomplishment.

1.10.8.1.4. Availability of contractors to provide services in support of generation mission.

1.10.8.2. Equipment and Supplies O/H subjective factors:

1.10.8.2.1. Item shortages having a larger effect than indicated by equipment fill rate.

1.10.8.2.2. Availability of older items able to substitute functionally and inter-operate with required items.

1.10.8.2.3. Status of plans to move resources from temporary peacetime locations, to wartime locations.

1.10.8.2.4. Differences between standard fill rates and various assessment tools.

1.10.8.2.5. Individual protective equipment items availability (e.g., mobility bags).

1.10.8.2.6. The availability of special equipment that may be used to increase the chance for success under adverse conditions or add flexibility to mission accomplishment.

1.10.8.3. Equipment Condition subjective factors:

1.10.8.3.1. Demonstrated maintenance surge capabilities during exercises, inspections, or operations.

1.10.8.3.2. Depot programmed and unscheduled maintenance status probability.

1.10.8.3.3. Status of modification programs and their impact on daily operations.

1.10.8.3.4. Mission Ready rates.

1.10.8.4. Training subjective factors:

1.10.8.4.1. Availability of qualified training personnel (rated and non-rated), of equipment and/or facilities, and of areas, ranges, and flying hours.

1.10.8.4.2. Major training event time lapses or a high turnover of key personnel.

1.10.8.4.3. Completion of any specialized training that increases the chances for mission accomplishment.

1.10.8.5. Other subjective factors:

1.10.8.5.1. The unit's ability to operate in a nuclear, biological, and chemical environment, see CBDRT.

1.10.8.5.2. Another unit's C-level when also required for a specific mission.

1.10.8.5.3. Host or tenant mission requirements.

1.10.8.5.4. Ability of contractors to provide contingency or wartime services.

1.10.8.5.5. Ability of unit assigned foreign nationals to perform assigned wartime tasks during contingencies or wartime.

1.10.9. Assigning C-5 as the Overall C-level. A parent MAJCOM may authorize use of C-5 for units undergoing a service-directed resource action and which are not prepared to undertake the mission set for which they are organized or designed. C-5 cannot be reported in any measured resource area and C-5 status will not exceed one year for Active Duty or three years for Guard/Reserve units from the designated start date of the conversion or transition. C-5 is only used when authorized by the parent MAJCOM and one of the following conditions exists:

1.10.9.1. Unit Transition. Unit transitions include modernization/conversion of major equipment (F-4s to F-16s), modernization/upgrade of software in major equipment (extensive equipment testing/personnel user training), a change in a unit's mission (which can be accomplished without changing the major equipment involved), and/or a change in a unit's home station location (higher headquarters approval may be required). When a unit is undergoing a transition and the first measured area C-level falls to C-4, C-5 may be authorized. Report C-5 as the Overall C-level and report the current measured area C-levels until the old DOC is rescinded and the new DOC is effective. Units will continue to report their Overall C-level as C-5 until all measured areas (except areas authorized to report C-6) have improved to C-3. SORTS reports and DOC Statements are based on the wartime mission(s) for which the unit is organized or designed. Unit transitions are not wartime missions. Therefore, separate DOC Statements will not be written for transitions.

1.10.9.2. Unit Activation or Re-activation. Activating units may be authorized to report C-5 as their Overall C-level until all measured areas have reached a maintainable C-3 (except measured areas authorized to be reported as Code 6) or the end of the designated activation period, whichever occurs first.

1.10.9.3. Unit Deactivation. Deactivating units will continue to report SORTS measured areas based on their current DOC Statement. Units may be authorized to report C-5 after the first measured area reaches C-4. Units must continue to report SORTS until unit deactivation is authorized by the publication of a command order (G-Series) at which time the SORTS DOC Statement(s) is/ are rescinded. Once a unit has deactivated, MAJCOMs will ensure all pertinent unit data is removed from the database. Necessary actions must also be undertaken to remove the unit from tasking documents (OPLANs, CONPLANS, service war planning documents such as the AFWUS, etc.).

1.10.9.4. Units not manned or equipped but required in wartime force structure. HQ USAF SORTS will determine what data will be reported for any units of this type.

1.10.9.5. Units authorized to report C-5 will continue to compute and report measured area C-levels at least monthly unless directed to do so more frequently by the parent MAJCOM.

1.10.10. Explaining the Overall C-level. Remarks will be used to explain and amplify data contained in a SORTS report. All remarks must be written in plain English and clearly explain why the unit is less than C-1, what actions are being taken to resolve the problem, what resources are needed, and when the C-level will change. Acronyms may only be used if previously defined in the remark in which that acronym is being used. See **Chapter 2** for further direction.

1.11. Air Force SORTS Agency Responsibilities.

1.11.1. HQ USAF SORTS (XOOA):

1.11.1.1. Maintains historical SORTS database and provides oversight of AF records in the GSORTS database.

1.11.1.2. Processes and distributes data in usable form to requesting Air Staff offices.

1.11.1.3. Maintains and updates the Air Force SORTS Data Entry Tool (AFSORTSDET) and the AFSORTSDET-BIDE computer software.

1.11.1.4. Develops and writes AFI 10-201 containing policies and procedures used to implement the Joint SORTS policy.

1.11.1.5. Coordinate on MAJCOM supplements, DOC Statements, and waiver requests between Air Staff FAMs and the JS (as required). HQ USAF SORTS must complete MAJCOM supplement coordination (AFF 673) within 30 days of supplement submission.

1.11.1.6. Maintains a file copy of all MAJCOM approved SORTS DOC Statements for those MAJCOMS that do not maintain web accessible DOCs or are reported in the Joint Quarterly Readiness Report (JQRR).

1.11.1.7. Acts as liaison with the JS, Office of the SecDef (OSD), Congress, and Air Staff FAMs for SORTS and related issues.

1.11.1.8. Assists FAMs and MAJCOMs with preparation of SORTS DOC Statements.

1.11.1.9. Serves as the leading authority for all Air Force SORTS Policy and Reporting procedures and guides all subordinate MAJCOM, DRU, FOA, number air force (NAF), Wing, and Unit SORTS offices in completion of specified duties.

1.11.1.9.1. Maintains a current roster of all Air Force MAJCOM SORTS personnel by submitting the current roster quarterly for MAJCOM verification.

1.11.1.9.2. Monitors and analyzes unit status reports, and, as a minimum, submits a monthly report to all MAJCOMS on the status of the GSORTS database.

1.11.1.9.3. Ensures identified deficiencies are corrected, to include facilitation of non-compliance problems to the level necessary for corrective action.

1.11.1.9.4. Conducts MAJCOM Staff Assistant Visits (SAV) and host HQ USAF SORTS Conference, as required, for all SORTS reporting MAJCOMs. Additionally, HQ USAF SORTS will, when invited by the hosting MAJCOM, send one or more SORTS representatives to each individual MAJCOM SORTS Conference provided funds are available and manning allows.

1.11.1.10. Coordinates and approves MAJCOM DOC Identifier Code (DOCID) requests.

1.11.1.11. Reviews the BIDE/PAS directory for currency.

1.11.1.12. Provides the Quarterly Readiness Report to Congress (QRRC) to the JS on a monthly and quarterly basis.

1.11.1.13. Maintain a file of MAJCOM C-5 authorizations.

1.11.1.14. Provides assistance to Air Force FAMs for the accomplishment of their SORTS responsibilities and duties.

1.11.2. Air Staff Functional Area Managers (FAM):

1.11.2.1. Develop measured area criteria and their associated tables and conversion charts, as applicable. Ensure tables and conversion charts are current and accurately reflect the functional area's mission.

1.11.2.2. Monitor functional area SORTS information to identify problems, determine causes, and provide solutions, analyze data for developing trends, and direct appropriate actions in response to degraded C-levels.

1.11.2.3. Coordinate changes affecting SORTS reporting through HQ USAF SORTS when developing plans and programs.

1.11.2.4. Ensure equipment and/or supplies identified in supported DOC-referenced UTCs are not selectively excluded from SORTS measurement.

1.11.2.5. Provide guidance to MAJCOM FAMs for construction and maintenance of unit capability (i.e. UTCs) and the associated SORTS DOC Statement.

1.11.2.5.1. Coordinate among UTC providers to ensure standardization of capability.

1.11.2.5.2. Monitor and anticipate changes in capability or wartime requirements and direct necessary modifications.

1.11.2.5.3. Resolve MAJCOM disputes concerning new UTC or special mission capability additions to the SORTS DOC Statement.

1.11.2.5.4. As reporting requirements change, request HQ USAF SORTS revise **Table 2.3**, "*Special Mission Capability Codes (SMCC) For SMCC 1-4 Field Use*."

1.11.2.6. Coordinate any required interim SORTS guidance with HQ USAF SORTS prior to release.

1.11.2.7. Identify initial operational capability (IOC) dates for new SORTS tasks.

1.11.2.8. Periodically (minimum, semi-annually) review **Table 1.1**, "*HQ USAF Functional Offices*," for accuracy.

1.11.3. Major Commands (MAJCOMs). The following responsibilities apply to MAJCOMs, FOAs, DRUs, and the NGB-Air Directorate:

1.11.3.1. Commander:

1.11.3.1.1. MAJCOM commanders ensure units under their control are properly trained in SORTS data handling procedures.

1.11.3.1.2. Commanders identify a SORTS DOC Statement Approval Authority, establish an adequately manned SORTS office, and assign functional area responsibilities for each measured unit type reporting in SORTS.

1.11.3.2. SORTS DOC Statement Approval Authority:

1.11.3.2.1. The MAJCOM SORTS DOC Statement Approval Authority ensures draft SORTS DOC Statements are coordinated and approved by all MAJCOM initial gaining commands, e.g., HQ AFRC and NGB Air Directorate.

1.11.3.2.1.1. **(Added-USAFE)** According to AFI 10-201, paragraph 1.11.3.2. and Headquarters United States Air Force Operational Readiness (HQ USAF/A3OOR) clarification message dated 24 Jun 04, the USAFE Functional Managers will coordinate the DOC Statement through their respective two-digit directorate. The two-digit coordination will be annotated in the "MAJCOM Coordination block". The "MAJCOM approval block" of the DOC Statement will be signed by the Director of Air and Space Operations, (HQ USAFE/A3).

1.11.3.2.2. Responds to AFRC and ANG proposed SORTS DOC Statements within 45 days of receipt (initial gaining command).

1.11.3.2.3. Reviews and comments on SORTS DOC Statements from other commands, if necessary.

1.11.3.2.4. Provide interested parties (gaining MAJCOM) a copy of the SORTS DOC Statement within 45 days after approval.

1.11.3.2.5. Authorizes units to report C-5 and ensures actions are underway to relieve authorized units of tasking when appropriate.

1.11.4. Command Reporting Organization (CRO) - MAJCOM SORTS Office: This agency is responsible for the timeliness and accuracy of subordinate units' SORTS data in the GSORTS database. Other responsibilities/functions include, but are not limited to, the following duties:

1.11.4.1. MAJCOM SORTS Offices will be responsive to HQ USAF SORTS direction.

1.11.4.1.1. **(Added-USAFE)** USAFE Readiness Measures is designated as USAFE CRO. All issues regarding SORTS policies or procedures, and the DOC Statement must be coordinated with the USAFE CRO.

1.11.4.2. Register new units.

1.11.4.3. Maintain the accuracy of unit SORTS registries.

1.11.4.4. Remove deactivated units from the database.

1.11.4.5. Unit transfer to other commands, ensure gaining command notification.

1.11.4.6. Notify authorized units to report C-5 when approved by the SORTS DOC Statement Approval Authority. Provide a copy of the authorization to HQ USAF SORTS.

1.11.4.7. Establish procedures to ensure unit reports are submitted, within 30 days of the last processed report (based on the current RICDA) and processed by the GSORTS database within the 31-day CJCS requirement.

1.11.4.7.1. Monitor SORTS information by reviewing the HQ USAF SORTS Classified Web Page (**http://c2www.af.pentagon.smil.mil/xooa**). Alternate method is to use the returned AUTODIN/DMS copy of their GSORTS database.

1.11.4.7.2. Sample, review, and assess adequacy of unit remarks. Inadequate remarks will be challenged and corrected.

1.11.4.7.3. Provide wing/unit technical assistance for correction of reporting problems. Unresolvable reporting problems forwarded to the USAF SORTS office must be accompanied by applicable reports, sequence numbers, date-time-groups, etc.

1.11.4.7.4. To confirm monitor cognizance and ensure Air Staff awareness of reporting delay issues, all MAJCOMS will submit a daily status report to the HQ USAF SORTS office on all units whose SORTS database has not been updated within 35 days. Reports will be sent to the HQ USAF SORTS classified (**mailto:SORTS@af.pentagon.smil.mil**) or unclassified (**mailto:SORTS@pentagon.af.mil**) group e-mail addresses. The 35th day will be based on the current RICDA date reflected in the GSORTS Database. Status reports will address why the unit's database has not been updated, and when the database is expected to update. Submit daily status reports using the following format ***Example:***

UIC #/REPORT DTG OF THE MSG THAT HAS NOT BEEN UPDATED & SEQUENCE # OF REPORTS SUBMITTED THUS FAR, IF ANY (ATTACH A COPY OF THE TRANSMITTED REPORT AND ANY REPORT AND MESSAGE PROCESSOR (RAMP) MESSAGES RECEIVED)/ GENTEXT REMARKS EXPLAINING WHY, WHAT, AND WHEN. I.E. FFXXX0/011200ZJAN01 OVRRD: 001Y/REPORT AND RAMP ATTACHED/REPORT SUBMISSION FAILED, MAJCOM RESEARCH IN PROGRESS, EXPECT UPDATE WITHIN 24 HOURS.

Report submission to HQ USAF SORTS will continue until the unit has been updated in the GSORTS database. Non-submission of status reports or reports exceeding 45 days may prompt commander notification.

1.11.4.7.5. **(Added-USAFE)** Readiness Measures pulls data from the HQ AF SORTS Portal every duty day. We check four different categories: Outdated Reports (30+ and 45+), Outdated Remarks (30+) and Inaccurate Forecast. When Readiness Measures finds expired remarks or old data errors in the database, the following actions will be taken. First day overdue: Readiness Measures personnel will follow-up with the SRO via voice or e-mail. Second day overdue: Noncommissioned Officer in Charge (NCOIC), Readiness Measures will follow-up with the Superintendent. Third day overdue: NCOIC, Readiness Measures will contact the Chief of the Command Post directly and an e-mail will be sent to the applicable measured unit monitor and the unit commander. Fourth day overdue: SROs will submit a report to the Readiness Measures Branch by close of business. This report will be prepared according to AFI 10-201, paragraph 1.11.4.7.4, and the applicable format, with the exception of the words "MAJCOM RESEARCH IN PROGRESS". In addition, HQ USAFE/A3 will be notified of units who fall in the category of four consecutive days overdue.

1.11.4.7.5.1. **(Added-USAFE)** The data that is pulled daily is averaged and weighted to equitably compare each wing. Readiness Measures compiles the data and builds the 6-month SORTS statistics. The program standings are sent to all Wing Commanders (Wing/CC). This data provides commanders a snapshot of

their wings standing amongst the rest of the command and provide a competitive benchmark for use in individual and unit awards programs and for personal recognition from wing leadership and MAJCOM staff.

1.11.4.8. Develop reporting procedures for units geographically separated from home station without transfer of Subordinate Reporting Organization (SRO) responsibility.

1.11.4.9. Ensure wing/base reporting units submit SORTS reports using required software. AFSORTSDET will be used until replacement is developed. Download the latest AFSORTSDET version and patch from either the classified (**http://c2www.af.pentagon.smil.mil/xooa**) or the unclassified (**http://www.xo.hq.af.mil/xoo/xooa**)web page.

1.11.4.10. Monitor the reporting status of deployed units. Provide assistance as required.

1.11.4.11. Assist in the preparation and coordination of SORTS DOC Statements ensuring the accuracy and currency of each individual statement.

1.11.4.12. Track SORTS DOC Statement annual review dates and notify FAMs when annual reviews are due.

1.11.4.12.1. **(Added-USAFE)** USAFE Readiness Measures will initiate an annual review of unit DOC Statements with the respective Functional Area Manager (FAM) 60 days prior to the 1-year anniversary date from the effective date.

1.11.4.13. Review DOC Statements for required information prior to publication and take appropriate action to correct deficiencies.

1.11.4.14. Maintain current SORTS DOC Statements and distribute them to the HQ USAF SORTS, FAM, SRO, and other appropriate agencies.

1.11.4.15. Supplement this instruction as required (see AFI 33-360V1, "*Publication Management Program*," for guidance). Provide HQ USAF SORTS a coordination copy prior to final drafting.

1.11.4.15.1. Send HQ USAF SORTS supplement copies via electronic media.

1.11.4.15.2. Send copy of all MAJCOM official SORTS policy letters to the HQ USAF SORTS office.

1.11.4.16. To prevent conflicts with Joint or Air Force SORTS policy or guidance, coordinate MAJCOM FAM interim guidance with HQ USAF SORTS.

1.11.4.17. Develop MAJCOM procedures for use of the AF BIDE Tool.

1.11.4.18. Develop a Command SORTS Training Program.

1.11.4.18.1. Training programs should include a block of instruction for commanders.

1.11.4.18.2. Ensure Wing SORTS managers conduct quarterly recurring training for subordinate unit SORTS monitors. Training must be documented and a record maintained at the wing/ base level.

1.11.4.19. MAJCOMS may request being added to RAMP messages as an info addressee through HQ USAF SORTS. MAJCOMS will ensure that the information in the MAJCOM Unit Identification Code (UICCOM) File in the GSORTS database is kept updated for both the MAJCOM and the wings to ensure timely receipt of RAMPS and reviews.

1.11.4.20. CROs establish administrative policy for maintaining copies of unit SORTS reports. In no case should copies be maintained for more than one year. Refer to AFMAN 37-139, *Records Disposition Schedule*, for additional guidance.

1.11.4.21. Conduct SAVs on Subordinate Wing/Unit SORTS programs, as appropriate.

1.11.4.21.1. **(Added-USAFE)** Conduct annual SORTS Staff Assistance Visits (SAV) to assist wing SORTS managers' and unit monitors' compliance with Chairman of the Joint Chief of Staff (CJCS), United States Air Force (USAF), and USAFE directives. Additional details on the SORTS SAV program can be found in Attachment 8 (Added).

1.11.4.22. **(Added-USAFE)** Appoint SRO for installations without a command post.

1.11.4.23. **(Added-USAFE)** Brief SORTS data and procedures to authorized agencies upon request.

1.11.4.24. **(Added-USAFE)** Conduct audits on USAFE units in the GSORTS database.

1.11.4.24.1. **(Added-USAFE)** Check content for currency, accuracy and compliance with established reporting guidance.

1.11.4.25. **(Added-USAFE)** Provide technical assistance to SROs.

1.11.4.26. **(Added-USAFE)** Provide initial and refresher training to FAMs (as required).

1.11.4.27. **(Added-USAFE)** Coordinate on wing or group supplements to AFI 10-201.

1.11.4.28. **(Added-USAFE)** Accomplish quarterly Personnel Accounting Symbol/ Basic Identity Data Element (PAS/BIDE) updates. USAFE Readiness Measures will work with HQ USAFE Deliberate Plans (HQ USAFE/A1M) to resolve discrepancies.

1.11.5. MAJCOM FAM: To ensure fidelity of SORTS reporting, FAMs will monitor functional area reporting. They also submit command level remarks, and coordinate with other staff agencies, as required. Additionally, FAM responsibilities include but are not limited to:

1.11.5.1. Resolving wartime requirements/authorization mismatches.

1.11.5.1.1. **(Added-USAFE)** Directorates will appoint a SORTS FAM in writing. Appointment letters will be signed by the Directorate or his/her designated alternate and must be updated whenever changes occur (A9.1 (Added)).

1.11.5.2. In coordination with the CRO, nominates units eligible for C-5 authorization to the SORTS DOC Statement Approval Authority.

1.11.5.3. Identifying training manuals listing training standards measured in SORTS.

1.11.5.4. Develop new DOC Statements and keep approved DOC Statements current. Refer to **paragraphs 1.2**, **1.7**, **1.8** and subparagraphs and **Attachment 2**.

1.11.5.4.1. **(Added-USAFE)** Coordinate with USAFE Readiness Measures to receive a DOC Statement Creation Checklist, a DOC Statement Coordination Checklist and to set suspense's for each level of coordination prior to developing or rewriting a DOC Statement.

1.11.5.4.2. **(Added-USAFE)** FAMs will utilize the Functional Management Tasking Letter (FMTL) in order to accomplish minor, administrative changes to DOC Statement and unit reporting criteria (A2.8.). The approval authority for FMTL must

be the same as the DOC Statement Approval Authority. FMTLs are valid until superseded or until a new DOC Statement becomes effective.

1.11.5.5. Ensure SORTS DOC Statements accurately reflect unit wartime mission(s) requirements and capabilities.

1.11.5.6. Ensure all units sourced in OPLANs, CONPLANs, Operations Plan 8044 Revision 03 or service tasking documents (WMP-3/AFWUS) have SORTS DOC Statements and report SORTS IAW this directive.

1.11.5.7. Ensure tasked portions of measured units that directly support another unit are listed in the supported unit's SORTS DOC Statement.

1.11.5.8. Coordinate interim SORTS guidance with MAJCOM SORTS office.

1.11.5.9. FAMs look at detail data, analyze information for trends, and direct appropriate actions in response to lowered C-levels.

1.11.5.9.1. Ensure accuracy of SORTS DOC Statement listed WMP factors, plans, and response times.

1.11.5.9.2. Resolve mismatches between unit UTC availability postured in the AFWUS and UTCs listed on unit assigned SORTS DOC Statements.

1.11.5.9.3. Ensure accuracy of the peacetime assigned CC statement (listed on combat unit SORTS DOC Statements), if required.

1.11.5.9.4. Provide inputs addressing disconnects between SORTS DOC Statements and plans, including the AFWUS.

1.11.5.9.5. Coordinates PRGEO change through the MAJCOM SORTS office when whole units deploy to a CC's area of responsibility (AOR) in support of joint tasking.

1.11.5.10. Identify SORTS-reportable UTCs that the unit has postured. See **A2.8.2.3**.

1.11.5.11. **(Added-USAFE)** Requests for a new Designed Operational Capability Statement Identifier (DOCID), for units not previously listed in AFI 10-201 Attachment 2 and this supplement, will be submitted to USAFE Readiness Measures.

1.11.5.12. **(Added-USAFE)** Coordinate changes affecting unit's SORTS reporting (i.e. changes to AF Form 723, *Sorts Doc Statement*, terminating or initiating unit SORTS reporting through USAFE headquarters agencies, to include USAFE Readiness Measures).

1.11.5.13. **(Added-USAFE)** Review respective unit SORTS reports to ensure accuracy and compliance with established guidance.

1.11.5.13.1. **(Added-USAFE)** Assist units with forecasting realistic Get Well/Worse Dates (GWD).

1.11.6. MAJCOM Manpower Office:

1.11.6.1. Notifies FAMs when a wartime manpower UTC requirement versus UMD authorization mismatch occurs and assists in developing a resolution.

1.11.6.2. Provides remarks to other staff agencies, as required.

1.11.6.3. Provides automated data products to FAMs that compare UTC requirements to UMD authorizations.

1.11.6.4. Provides UTC Mission Capability (MISCAP) Statement and manpower detail for tasked UTC.

1.11.6.5. Provides unit manpower authorization data from available manpower systems.

1.11.7. MAJCOM Personnel Office (DPXXX):

1.11.7.1. MAJCOM/DPXO function notifies MAJCOM/DP within one duty day when a unit's P-level is P-3/4 or C-3/4 due to Personnel shortages. MAJCOM/DP monitors the unit's P-level or C-level (when commander assessed due to personnel) until the unit returns above P-2 or C-2.

1.11.7.2. MAJCOM/DP provides FAMs, upon request, a personnel assessment of AFSC shortages to include validating manning levels (authorized, assigned, required, available).

1.11.7.3. Provides a Personnel assessment of each shortage AFSC to include validated manning levels (authorized, assigned, required, available), takes corrective actions to address the shortage, and recommends a get-well date (GWD).

1.11.7.4. Assists FAMs in resolving manning/distribution shortfalls.

1.11.7.5. As required, provides remarks to FAMs.

1.11.8. MAJCOM Employment/Deployment Planner: Planners must ensure accuracy of SORTS DOC Statement deliberate planning information.

1.11.8.1. Ensure accuracy of listed WMP-5 sortie factors, WMP-3, Pt 1 response times (i.e., availability date), UTCs and RSP authorizations for aviation forces and verify accuracy of section II E listed OPLANs/CONPLANs tasking(s) for all units.

1.11.8.2. Ensure the "UTCs Required to Support" section of DOC Statements includes all UTCs per **paragraph A2.8.2.3** and sub-paragraphs, as applicable, i.e., as a minimum, ensure applicable AFWUS UTC records are listed in section IIC.

1.11.9. Intermediate Headquarters Numbered Air Forces (NAF): Normally, organizations between MAJCOM and wing/base don't have a direct SORTS role unless acting as the AF component to a unified command. However, MAJCOMs may assign SORTS responsibilities to NAFs. As a component headquarters during contingencies NAFs will:

1.11.9.1. Ensure assigned units (those with OPCON) submit timely and accurate reports.

1.11.9.2. When gaining deploying units, assist the CRO with identifying SRO for the deployed units.

1.11.10. Wings/Bases (normally the SRO level): MAJCOMs may assign responsibilities for geographically separated units to a wing/base or to the measured unit itself.

1.11.10.1. Wing/Base Commander:

1.11.10.1.1. Wing leadership is expected to review SORTS reports to ensure they are accurate, timely, valid, and complete. This includes ensuring that remarks explain actions, circumstances, and/or situations impacting the measured resource areas.

1.11.10.1.2. Establish procedures to ensure the reports, that are required to reach the joint database within 24 hours, are not delayed. See **paragraph 2.4**. The 24 hour clock begins the moment the resource or training status changed and ends when the report is posted in the joint master SORTS database in the Pentagon.

1.11.10.1.3. Ensure appointment, SORTS data handling training, and training documentation of two or more Wing/Base SRO SORTS managers (normally 1C3X1 Command Post Journeymen, at least one 7-level is highly recommended) to ensure uninterrupted reporting during both peacetime and contingencies regardless of unit temporary duty (TDY) and leave activities.

1.11.10.2. Wing/Base SRO:

1.11.10.2. **(INCIRLIKAB)** 39 ABW SORTS Manager will:

1.11.10.2.1. Wing/Base SORTS Offices will be responsive to the direction of their MAJCOM SORTS Office and HQ USAF SORTS.

1.11.10.2.1.1. Normally, the Wing/Base Command Post is the OPR for SORTS.

1.11.10.2.1.2. To handle SORTS problems at the lowest possible level and prevent circumvention of command authority levels, Wing/Base SORTS Offices will solicit all contact with HQ USAF SORTS through their parent MAJCOM SORTS Office.

1.11.10.2.1.3. **(Added-USAFE)** Ensure the Wing Commander or (in the absence of the commander) the designated alternate official appoints SORTS managers in writing following the Letter of Appointment format (A9.1. (Added)) and provide a copy to USAFE Readiness Measures. SRO must update Letters of Appointment as changes occur and provide a copy to USAFE Readiness Measures Office.

1.11.10.2.1.4. **(Added-USAFE)** Wing SORTS managers are highly encouraged to attend the Air Education and Training Command (AETC) Mobile Training Team (MTT) SORTS Data Handler's Course prior to or as soon as possible after being appointed as a SORTS manager.

1.11.10.2.1.5. **(Added-USAFE)** Host the AETC MTT SORTS Data Handler's Course, when scheduled for their base, and schedule unit monitors to attend.

1.11.10.2.1.5.1. **(Added-USAFE)** Completed training must be documented and maintained by the wing SRO and maintained for the duration of appointment. Wing personnel, besides the wing SORTS managers and unit monitors involved in the SORTS process may attend the SORTS Data Handler's Course. However, Mobile Training Team (MTT) training does not replace or substitute for initial SRO training. SRO initial training will be conducted by the outgoing/departing SRO. SRO's will receive refresher training from USAFE Readiness Measures Personnel, as stated, in Attachment 8 (Added), paragraph A8.1.4. (Added).

1.11.10.2.1.5.2. **(Added-USAFE)** SROs will submit their scheduled MTT class roster to USAFE Readiness Measures, not later then (NLT) 60 days prior to class start date. To guarantee MTT course reservation, SROs must submit at least 10 attendees. The SRO must submit a finalized list of attendees NLT 30 days prior to course start date. There will be no deletions or additions to the class list within 30 days of course start date. Once an individual receives a Training Line Number (TLN), a commander's letter/e-mail providing justification is required to remove

the individual from the course. Submit all letters and rosters to USAFE Readiness Measures (**usafereadiness.measures@ramstein.af.mil**).

1.11.10.2.2. Enter into SORTS only that C-level data approved by the commander of the measured unit. This includes the RICDA date, which cannot be updated without a report from the measured unit commander. The RICDA date is the "as of" currency date for the entire measured unit's database.

1.11.10.2.3. Maintain a current record of each subordinate unit's GSORTS data.

1.11.10.2.4. Notify units and staff agencies of reporting requirements using approved SORTS DOC Statement(s).

1.11.10.2.4.1. Retain copies of signed current SORTS DOC Statements.

1.11.10.2.4.1.1. **(Added-USAFE)** Maintain the DOC Statement(s) with the original signature of the measured unit commander (except for Geographically Separated Units (GSU)). The measured unit will maintain a copy of each signed and dated DOC Statement and FMTL for which the unit is responsible.

1.11.10.2.4.2. Provide assistance in resolving SORTS DOC Statement discrepancies.

1.11.10.2.4.2.1. **(Added-USAFE)** Notify USAFE Readiness Measures if a discrepancy is found within a unit's DOC Statement.

1.11.10.2.4.3. **(Added-USAFE)** Distribute FMTL to all agencies requiring them within the wing, group, or squadron.

1.11.10.2.4.4. **(Added-USAFE)** Assist measured units with clarifying or eliminating discrepancies found in their reports or the GSORTS database. The SRO is responsible for communicating and distributing higher headquarters (HHQ) guidance to the units.

1.11.10.2.4.5. **(Added-USAFE)** Perform and document audits on unit USAFE Form 215A-E and 216 provided for submission. Repetitive errors/discrepancies should be covered during the quarterly training meeting.

1.11.10.2.5. Provide technical assistance to measured units.

1.11.10.2.6. As a minimum, conduct and document initial and quarterly recurring SORTS training for subordinate unit SORTS monitors. Documented training records must be maintained at the Wing/Base level.

1.11.10.2.6. **(INCIRLIKAB)** Conduct, document, and track all initial, quarterly, and semi-annual training. Scheduled training is a mandatory appointment. No shows will be forwarded to the unit commander.

1.11.10.2.6.1. **(Added-USAFE)** Conduct initial, quarterly and semi-annual training in a formal, classroom-type setting and document appropriately. Suggested topics include problem areas in unit reporting and changes in unit SORTS reporting guidance. If an individual is unavailable to attend the training, a Memorandum for Record (MFR) will be created and signed by the Wing SRO.

1.11.10.2.6.1. **(INCIRLIKAB)** Conduct initial SORTS training for newly

appointed SORTS monitors. Newly appointed SORTS monitors have 10 duty days from time of appointment to complete initial training with the Wing SORTS Manager. Training is conducted using the USAFE SORTS Master Training Plan (MTP). Unit monitors will contact the wing Subordinate Reporting Organization (SRO) to schedule initial training at or before individual being appointed.

1.11.10.2.6.2. **(Added-USAFE)** Conduct and document initial training for all personnel involved in the wing's SORTS reporting process (all commanders involved; i.e., Wing/base, Vice, group and squadron commanders, designated releasing officials, Director of Staff, Base Manpower, unit monitors, etc.) In addition, the alternate Wing SRO will be trained by the Primary SRO. The only approved SORTS Training Plan is the USAFE SORTS Master Training Plan (MTP) (Attachment 10 (Added)). No deletions to USAFE SORTS MTP are allowed; however, unit specific information can be added.

1.11.10.2.6.2.1. **(Added-USAFE)** Geographically Separated Units (GSU) are the exception and training via e-mail will be sufficient.

1.11.10.2.7. Conduct and document initial and recurring commander SORTS training.

1.11.10.2.7. **(INCIRLIKAB)** The unit monitor will schedule their unit commander or releasing official for training once notified by the SRO that they require training.

1.11.10.2.7.1. **(Added-USAFE)** Conduct semi-annual training for all applicable commanders and designated releasing officials in a formal, classroom-type setting and document appropriately. Training will be conducted prior to or within 30 days of assuming command.

1.11.10.2.7.1. **(INCIRLIKAB)** The SRO will notify the unit monitor when their releasing officials are due for semi-annual training.

1.11.10.2.7.2. **(Added-INCIRLIKAB)** Receive initial and semi-annual training from the SRO. Initial training is to be completed within in 30 days of assuming command or appointment as a releasing official.

1.11.10.2.8. Provide unit SORTS monitors with a copy of that unit's current SORTS database anytime an updated report is submitted. Only products that reflect the current GSORTS database will be used. AFSORTSDET Easy Reads do not reflect current GSORTS database information and will not be used as the unit's current database copy.

1.11.10.2.9. Remind unit SORTS monitors to validate unit data and notify the SRO immediately if discrepancies are found. Ensure monitors know that correction reports must be submitted and processed within 24 hours.

1.11.10.2.10. Notify, in writing, all designated DSU commanders of their appointment and responsibilities as a SORTS DSU unit.

1.11.10.2.11. **(Added-USAFE)** SRO must review the "EASY Read Readiness Assessment System Input Tool (RASIT) report" (GSORTS database printouts) for currency and accuracy and distribute to all unit monitors within 24 hours of receipt. Inaccurate data must be corrected within 24 hours of the Date Time Group (DTG) of

the Easy read RASIT report. The SRO will document and inform the respective unit commander concerning unit monitor's failure to retrieve their monthly Easy Read RASIT report.

1.11.10.2.12. **(Added-USAFE)** Notify the USAFE Readiness Measures Office via secure means when changes occur in a unit's readiness status (i.e.: GWD changes for primary overall reason organization is not C1 (REASN), 3/6/12 Month FORECAST changes, primary REASN remark changes, and etc.).

1.11.10.2.13. **(Added-USAFE)** Schedule appointments with unit monitors to prepare and submit respective reports through RASIT within established HHQ reporting timelines. Sufficient time should be allocated to each unit, in order to facilitate consolidation of data and submission. SRO must ensure the unit monitor concurs with the data entered into RASIT prior to submission.

1.11.10.2.13. **(INCIRLIKAB)** SRO will provide a monthly turn in schedule to all units monitors by the 28th of the month prior to SORTS turn in.

1.11.10.2.13.1. **(Added-USAFE)** Develop local written procedures outlining how to consolidate data, how to enter the data into RASIT and how to transmit data into GSORTS.

1.11.10.2.14. **(Added-USAFE)** Develop supplemental guidance to AFI 10-201. The supplemental guidance must be coordinated with USAFE Readiness Measures prior to distribution. SROs supporting measured units of multiple commands must note any differences or exceptions in reporting guidance or procedures in their supplement.

1.11.10.2.15. **(Added-USAFE)** Conduct and document SAVs annually on all measured units (including GSUs) that they are responsible for, using the USAFECL 10-3, *Unit Compliance Inspection Checklists- Status of Resources and Training System*. SROs should add local procedures to the checklists to cover the wing's/units unique requirements.

1.11.10.2.15. **(INCIRLIKAB)** Accomplish a self-inspection to ensure their SORTS program is ready for inspection prior to SRO Staff Assistance Visit (SAV). The USAFE SORTS self-inspection checklists are available on the SORTS Community of Practice (CoP).

1.11.10.2.15.1. **(Added-USAFE)** SROs must maintain the most current Unit Compliance Inspection (UCI) checklist for use during unit/GSU SAVs. In addition, the same UCI checklist will be utilized by HQ USAFE/IG and USAFE Readiness Measures during higher headquarters inspections and SAV.

1.11.10.2.15.2. **(Added-USAFE)** SROs must also maintain the results of the last HQ USAFE/IG and SAV until the next inspection/visit is conducted. Self-Inspection checklists (use AF Form 2519, *All Purpose Checklist*, for local checklist design) must be completed every 6 months and, not earlier than (NET) 60 days and not later than (NLT) 30 days prior to any scheduled HHQ inspection and/or SAV.

1.11.10.2.15.2.1. **(Added-USAFE)** SROs must have the following items readily available:

1.11.10.2.15.2.2. **(Added-USAFE)** Electronic or hard copies of the most current AFPD 10-2, *Readiness*, CJCSM 3150.02A, *Global Status of Resources and Training System (GSORTS)*, CJCSI 3401.02A, *Global Status of Resources and Training System (GSORTS)*, AFI 10-201, *Status of Resources and Training Systems*, the USAFE Supplement to AFI 10-201 and the wing supplemental guidance to AFI 10-201. If electronic copies are kept, SROs must create an MFR/cross reference that includes the name, location, and date of publication.

1.11.10.2.16. **(Added-USAFE)** Ensure that any change affecting unit readiness is reported in GSORTS within 24 hours.

1.11.10.2.17. **(Added-USAFE)** SRO's Wing SORTS Continuity Binder. Wing SRO's must establish a binder/folder to ensure continuity of the wing SORTS program. This binder/folder must be set up in a minimum of four sections as described below. Additional parts may be added as necessary.

1.11.10.2.17.1. **(Added-USAFE)** Part I will contain the wing SORTS appointment letter (i.e. SORTS managers).

1.11.10.2.17.2. **(Added-USAFE)** Part II will contain copies of USAFE Readiness Measures reporting guidance messages. These messages should be maintained until they are rescinded, superseded, or incorporated into the supplement.

1.11.10.2.17.3. **(Added-USAFE)** Part III will contain a copy of the most current HQ USAFE Readiness Measures SAV report, HQ USAFE/IG report (SORTS portion), latest self inspection conducted by the SRO, and locally developed SORTS checklists.

1.11.10.2.17.4. **(Added-USAFE)** Part IV will contain all documented training outlines for SRO.

1.11.10.2.18. **(Added-USAFE)** SRO's Unit SORTS Binders. Wing SRO's must maintain a binder/folder for each reporting unit including all GSU's as applicable. This binder/folder must be set up in a minimum of six sections as described below. Additional parts may be added as necessary.

1.11.10.2.18.1. **(Added-USAFE)** Part I will contain all unit SORTS appointment letters (i.e. Unit SORTS monitors, Commanders and alternate releasing officials).

1.11.10.2.18.2. **(Added-USAFE)** Part II will contain all documented initial, quarterly, and/or semiannual training outlines for unit monitors and commanders. SROs must maintain a list of attendees and a memorandum addressing actions taken to accomplish missed training with monitors whom were not able to attend.

1.11.10.2.18.3. **(Added-USAFE)** Part III will contain the unit's original DOC statement with the original signature of the unit commander along with all required FMTLs.

1.11.10.2.18.4. **(Added-USAFE)** Part IV will contain all USAFE Form 215A-E and 216, and associated paperwork used to consolidate the units' SORTS report with the unit commanders' original signature. SRO will maintain the most

current USAFE Forms 215A-E and 216 for 30 days (duty and non-duty days) and destroy in accordance with the Air Force Records Disposition Schedule (RDS), located at: **https://afrims.amc.af.mil**.

1.11.10.2.18.5. **(Added-USAFE)** Part V will contain the unit's current months signed Easy Read RAS IT report.

1.11.10.2.18.6. **(Added-USAFE)** Part VI will contain the most current SRO SORTS SAV results conducted on each measured unit. Maintain until the following annual SAV has been performed.

1.11.10.3. Supporting Wing/Base Manpower Office:

1.11.10.3.1. Produces automated data products that show current deployment planning UTC tasking (e.g., Manpower Force Package (MANFOR) UTC Detail Report), in-place wartime requirements (e.g., in-place plan), manpower authorization data from the Manpower Data System, and requirements to authorizations comparison.

1.11.10.3.2. Notifies measured units, direct support units, and local personnel office as changes to requirements and authorizations occur.

1.11.10.3.3. Identifies wartime requirement and/or authorization discrepancies to the MAJCOM Manpower Office to assist MAJCOM FAM and/or measured unit resolution.

1.11.10.3.4. Upon request, provides automated data products that compare UTC requirements to UMD authorizations to measured units, direct support units, and local personnel offices.

1.11.10.3.5. **(Added-USAFE)** Provides the technical expertise on all SORTS manpower products to the SRO, unit SORTS monitors, and direct supporting units (DSU).

1.11.10.3.6. **(Added-USAFE)** Coordinates on unit SORTS reports (by initialing the unit's Primary Reason Measured Resource Area Level For Personnel Not C-1 Remark (PRRAT) on the USAFE Form 215A), identify Unit Type Code/Unit Manning Document (UTC/UMD) mismatches and assist measured units in preparing appropriate remarks. The coordination is required regardless of protection (P)-level.

1.11.10.4. Supporting Wing/Base Personnel Office:

1.11.10.4.1. Produces the SORTS Personnel Availability Roster, or similar document, listing assigned personnel, current official duty status, current Deployment Availability Codes, and provides personnel expertise to measured and direct support units, as required. The roster will be provided on a monthly basis in sufficient time for commanders to use the product in finalizing their monthly SORTS report.

1.11.10.4.2. Notifies measured and direct support units of projected inbound personnel to fill current and projected vacancies.

1.11.10.5. Wing/Base Civilian Personnel Office: Provides civilian personnel rosters to the personnel office or measured units, as required.

1.11.11. Measured Unit (those named on SORTS DOC Statements):

1.11.11.1. Measured Unit Commander:

1.11.11.1. **(INCIRLIKAB)** 39 ABW Unit Commanders:

1.11.11.1.1. Designate, in writing, alternates who are capable of completing all SORTS reporting actions in absence of the commander.

1.11.11.1.2. Appoint and ensure that two or more SORTS monitors are adequately trained to perform SORTS duties emphasizing the need for accuracy and attention-to-detail. Units must maintain the ability to deploy one SORTS trained monitor, and allow for peacetime leave and TDYs without disrupting normal reporting requirements. *Reports will not be delayed due to unavailability of SORTS monitors*.

1.11.11.1.2. **(INCIRLIKAB)** Appoint a new monitor at least 60 days prior to the present Monitor's departure or relief from SORTS duties. **Note**: Reports will not be delayed due to unavailability of SORTS Monitors.

1.11.11.1.2.1. **(Added-USAFE)** The Unit Commander or a designated alternate releasing official, in the absence of the commander, must appoint the unit SORTS monitors in writing. The Letter of Appointment must contain the names, Date Eligible for Return from Overseas (DEROS), unit/office symbols, Defense Switched Network (DSN) and Secure Telephone Unit (STU) III/Secure Telephone Equipment (STE) telephone numbers, e-mail addresses of appointees, and appointee signature (A9.1. (Added)). Units must continually maintain an up-to-date Letter of Appointment and provide this letter with the original signature of the unit commander to the SRO. Letters of Appointment will be compared against the respective unit's Point of Contact (POC) Remark in the SORTS report for accuracy. If the entire unit is scheduled to deploy, contact USAFE Readiness Measures through the SRO immediately upon notification of the deployment.

1.11.11.1.3. Ensure report submissions meet established time lines (see **paragraph 2.4**).

1.11.11.1.4. Ensure data reflected in the SORTS report adequately reflects the unit's ability to undertake the missions for which the unit was organized or designed.

1.11.11.1.5. Review remarks monthly for additions, changes, or deletions. Ensure remarks are updated each time a full report or a partial report containing remarks is submitted. Remark dates will not exceed 31 days since their last update. Review data and remarks for quality and assign an Overall C-level based on assessment of measured data and SORTS DOC Statement mission(s).

1.11.11.1.5.1. When reporting less than C-1, whether commander assessed or not, describe in a REASN remark what mission(s) or portions of the mission(s) the unit is not performing, capable of performing, or the reason for an assessment.

1.11.11.1.5.2. Explain deficiencies in layman's terms, addressing planned corrective actions and a realistic resolution date.

1.11.11.1.6. Each time a new report is processed, commanders will signify their review of their current database by signing an SRO provided SORTS product that reflects the current data in the GSORTS database.

1.11.11.1.6. **(INCIRLIKAB)** Ensure you are available for review and approval (signature release) of all SORTS reports and documents, as needed. Each time a new report is processed, commanders will signify their review of their current database by signing a SRO provided SORTS "EASY Read" (EZ Read) Readiness Assessment System Input Tool (RASIT) report that reflects the current information in the Global Status of Resources and Training System (GSORTS) database.

1.11.11.1.6.1. **(Added-INCIRLIKAB)** Monitors and commanders or releasing officials review and sign EZ Reads verifying database accuracy. Signed EZ Reads are returned to the SRO within 5 duty days or within 24 hours of report date if corrections are needed. Out cycle EZ Reads are returned to the SRO within 24 hours or when designated.

1.11.11.1.7. Recommend changes to unit SORTS DOC Statement to the MAJCOM FAM and provide an information copy to the CRO.

1.11.11.1.8. Must review, sign, and date SORTS DOC Statement(s) as soon as possible after assuming command, receiving a new statement, upon a change to an existing statement, and annually thereafter.

1.11.11.1.8.1. Signing and dating a DOC Statement signifies that the commander has reviewed and understands implications for SORTS reporting required by their DOC. It is not coordination for, nor does it signify agreement with, the DOC Statement.

1.11.11.1.8.2. SORTS DOC Statements are directive in nature and SORTS reporting, per a SORTS DOC Statement, must continue even when resolving DOC issues.

1.11.11.1.8.3. **(Added-USAFE)** Measured Unit Commanders must sign the unit DOC Statement within 30 days of assumption of command or activation of a new DOC Statement. In addition, he/she will accomplish an annual (one year from the initial review date and each year thereafter) review of the DOC Statement, complete with signature and date, for the life of the DOC Statement. If the Unit Commander is unavailable for annual review, the SRO will create an MFR stating the reason for no annual review.

1.11.11.1.9. Ensure personnel duty status (medical, leave, TDY, administrative action, etc.) is monitored daily by the Commander's Support Staff (CSS). As duty status changes occur, the CSS must immediately update effected Personnel Data Systems. Refer to AFI 36-2134, Air Force Duty Status Program, for duty status reporting and program management guidance.

1.11.11.1.9. **(INCIRLIKAB)** Ensure monitors have full, unlimited, and lone access to all SORTS material and equipment.

1.11.11.1.10. Ensure that a process is established for the availability tracking of DoD civilians reported in the unit's SORTS reports.

1.11.11.2. Measured Unit SORTS Monitors:

1.11.11.2. **(INCIRLIKAB)** 39 ABW Unit SORTS Monitors:

1.11.11.2.1. Unit SORTS Monitors will be responsive to the direction of their Wing, MAJCOM SORTS Offices, and HQ USAF SORTS. To handle SORTS problems at the lowest possible level and prevent circumvention of command authority levels, Unit SORTS Offices will initiate all contact with HQ USAF SORTS through their parent Wing, MAJCOM FAM and MAJCOM SORTS Offices.

1.11.11.2.2. Prepare unit SORTS report after collecting information, extracting data from existing records, calculating percentages and measured area levels, assigning reason codes, and preparing remarks.

1.11.11.2.3. Advise the commander regarding SORTS DOC Statement discrepancies.

1.11.11.2.4. Unit SORTS Monitors will ensure that:

1.11.11.2.4.1. Reports are prepared at least every 30 days or sooner in order to meet the NLT 31-day mandate.

1.11.11.2.4.1.1. Validate unit data each time data is processed into the SORTS database. Use a SORTS product, provided by the SRO or downloaded from the HQ USAF SORTS Classified Web Page, that reflects the current GSORTS database status. Notify the SRO immediately if discrepancies are found.

1.11.11.2.4.1.2. Track discrepancies in subsequent reports to ensure they have been corrected.

1.11.11.2.4.1.3. Ensure remarks contain all appropriate details such as AFSCs, part numbers, projected improvement or degradation dates, defined acronyms, etc. The reporting unit is responsible for deleting remarks that are no longer required or ensuring that remarks requiring deletion are reported to their SRO.

1.11.11.2.4.1.4. Verify personnel duty status accuracy with the CSS. Refer to AFI 36-2134, Air Force Duty Status Program, for duty status reporting and program management guidance.

1.11.11.2.4.2. The unit commander is thoroughly briefed prior to obtaining his/her signature on the unit SORTS report for release authority, advising of any discrepancies noted in previous reports and actions being taken to correct them.

1.11.11.2.4.3. Commander authorized reports are submitted through the Wing SORTS manager, or submitted through necessary electronic media and accurately processed by the GSORTS database, NLT than the 31-day currency requirement.

1.11.11.2.4.4. An error-free SORTS report is submitted when all unit coordination has been accomplished.

1.11.11.2.4.5. **(Added-USAFE)** Measured Unit Monitors will maintain the following:

1.11.11.2.4.5.1. **(Added-USAFE)** Copy of current unit DOC Statement(s)

with the signature of the unit commander along with all required FMTLs.

1.11.11.2.4.5.2. **(Added-USAFE)** Copies of the most current months signed Easy Read RASIT report.

1.11.11.2.4.5.3. **(Added-USAFE)** Copies of all USAFE Forms 215A-E and 216s and associated paperwork used to consolidate the unit's SORTS report. Unit monitors must maintain the most current forms. (Refer to paragraph 1.11.10.2.18.4. for disposition information). All forms will be computer filled in or hand filled in ink (no pencil). Changes to the forms previously signed by the unit commander or designated alternate releasing official that affect the overall C-level, measured resource area levels, unit location, or any of the associated reason codes must be initialed and dated by the unit commander or a designated alternate releasing official.

1.11.11.2.4.5.4. **(Added-USAFE)** Electronic or hard copies of the most current AFPD 10-2, *Readiness*, CJCSM 3150.02A, *Global Status of Resources and Training System (GSORTS)*, CJCSI 3401.02A, *Global Status of Resources and Training System (GSORTS)*, AFI 10-201, *Status of Resources and Training Systems*, USAFE Supplement to AFI 10-201 and the wing supplement to AFI 10-201. If electronic copies are kept, monitors must create an MFR/cross reference that includes the name, location, and date of publication.

1.11.11.2.4.6. **(Added-USAFE)** Unit monitors (primary and alternates) will receive initial training within 10 duty days of appointment. If a unit monitor or alternate is unable to attend quarterly training, an MFR must be accomplished addressing the reason for the absence and an expected date to make up the training.

1.11.11.2.4.6. **(INCIRLIKAB)** Notify the SRO within 24 hours of monitor, commander and/or releasing official change and provide the signed appointment letter (using **Attachment 9**) within one week. Initial training will be scheduled with the SRO within 10 duty days of appointment.

1.11.11.2.4.6.1. **(Added-INCIRLIKAB)** Update appointment letters annually or whenever changes occur. Note: Reports will not be delayed due to unavailability of SORTS Monitors.

1.11.11.2.4.7. **(Added-INCIRLIKAB)** Use the SRO NIPRNET address: **39abw.reports.nco@incirlik.af.mil**; SIRPNET: **39abw.reports.nco@incirlik.af.smil.mil** addresses for all SORTS e-mail traffic. Monitor SIPRNET e-mail daily for SORTS guidance and tasks. The SRO will not always be able to send NIPRNET message informing of SIPRNET message(s).

1.11.11.2.5. **(Added-USAFE)** Measured Unit Monitors will:

1.11.11.2.5.1. **(Added-USAFE)** Ensure unit personnel USAFE Form 215A and remarks are coordinated with Base Manpower when a UTC/UMD mismatch occurs.

1.11.11.2.5.2. **(Added-USAFE)** Monitor the readiness status of unit resources and ensure that any change affecting their unit's readiness is reported in GSORTS within 24 hours. Following review of the monthly SORTS data and remarks, ensure the commander or his/her alternate releasing official assigns the overall C-level and signs the unit's USAFE Form 215A-E and 216s to indicate approval for data release.

1.11.11.2.5.2.1. **(Added-INCIRLIKAB)** Report changes in unit C-level, measured area reason code, and overall reason code. The hard copy report is due to the command post for transmission within 15 hours of the change.

1.11.11.2.5.3. **(Added-USAFE)** Establish written procedures ensuring continual review of unit data for possible changes in unit's C-level.

1.11.11.2.5.4. **(Added-USAFE)** Unit monitors are required to attend the AETC MTT SORTS Data Handler's Course prior to or as soon as possible after being appointed as a unit SORTS monitor to supplement unit-level training. Unit monitors must maintain proof of attendance (MTT Certificate of Completion) in their SORTS Continuity Binder.

1.11.11.2.5.5. **(Added-USAFE)** Complete quarterly training with the SRO. If unable to complete the quarterly training, the absent unit monitor must make-up the missed training within 30 days upon return to duty.

1.11.11.2.5.6. **(Added-USAFE)** Ensures the Commander reviews, signs, and dates the unit DOC Statement within 30 days of assuming command. Units must also maintain a copy of all FMTLs with the affected DOC Statement.

1.11.11.2.5.7. **(Added-USAFE)** Provide a letter designating alternate releasing officials who can assign the overall C-Level on the unit's reports and release SORTS reports in the absence of the commander. A sample of each designated alternate releasing official's signature must be provided to the SRO for validation purposes. The unit commander or designated acting commander must sign the original letter.

1.11.11.2.5.8. **(Added-USAFE)** Maintain the most current USAFE Forms 215A-E and 216, along with supporting documentation (UMD, Logistical Details (LOGDET), Personal Computer - Aircraft Sustainability Model (PC-ASM), UTC Mission Capability (MISCAP), etc.). (Refer to paragraph 1.11.10.2.18.4. for disposition information).

1.11.11.2.5.9. **(Added-USAFE)** Turn in USAFE Form 215A-E and 216 at a time scheduled by the SRO. Unit monitors within the local area of the SRO must be present during preparation of the unit's report in RASIT and are responsible for reviewing the data prior to submission. Unit monitors at GSUs outside the local area of the SRO are not required to be physically present during the preparation and submission process. However, the SRO must distribute the Easy Read RASIT report to the unit monitor for review within 24 hours of the DTG of the message. Discrepancies will be corrected within 24 hours of Easy Read RASIT report receipt.

1.11.11.2.5.9. **(INCIRLIKAB)** At monthly SORTS appointment the unit monitor and Wing SORTS Manager will review the worksheets; ensuring worksheets are complete and accurate. The unit monitor may correct any minor errors or discrepancies with the SRO. The unit monitor will be required to correct any major errors or discrepancies (i.e., affecting C-levels, adding or deleting remarks, etc.) back at their office and re-brief the releasing official and have the worksheets re-signed.

1.11.11.2.5.9.1. **(Added-INCIRLIKAB)** Schedule an appointment with their unit commander or releasing official to thoroughly brief him/her on the current SORTS report and release approval.

1.11.11.2.5.10. **(Added-USAFE)** Upon notification that your Easy Read RASIT report is available, unit monitors will pick up and review the information for accuracy and currency. Discrepancies will be corrected within 24 hours of Easy Read RASIT report receipt. (Refer to paragraph 1.11.10.2.18.4. for disposition information).

1.11.11.2.5.11. **(Added-USAFE)** Unit monitors will develop for continuity procedures as they pertain to all SORTS reporting procedures to include written procedures for 24 hour change.

1.11.11.2.5.12. **(Added-USAFE)** Unit Monitor's SORTS Binder. Unit SORTS monitors must establish a binder to ensure continuity of the unit SORTS program. This binder must be set up in a minimum of five sections as described below. Additional parts may be added as necessary.

1.11.11.2.5.13. **(Added-USAFE)** Part I will contain all SORTS appointment letters (i.e., Wing SORTS managers, Unit SORTS monitors, Commanders and alternate releasing officials).

1.11.11.2.5.14. **(Added-USAFE)** Part II will contain copies of USAFE Readiness Measures reporting guidance messages. These messages should be maintained until they are rescinded, superseded, or incorporated into the supplement.

1.11.11.2.5.15. **(Added-USAFE)** Part III will contain copy of the most current HQ USAFE Readiness Measures SAV report, HQ USAFE/IG report (SORTS portion), and latest self inspection conducted by the SRO.

1.11.11.2.5.16. **(Added-USAFE)** Part IV will contain all documented initial, quarterly, and/or semiannual training outlines for unit monitors and commanders.

1.11.11.2.5.17. **(Added-USAFE)** Part V will contain locally developed SORTS checklists and/or wing supplements/operating Instructions (OI).

1.11.11.3. Measured Unit Commander's Support Staff (CSS) will:

1.11.11.3.1. Monitor the duty status of all assigned personnel daily and ensure changes are updated immediately upon notification. Refer to AFI 36-2134, Air Force Duty Status Program, for duty status reporting and program management guidance.

1.11.11.3.2. Ensure supervisors, individuals and the medical treatment facilities provide documents and information (TDY, quarters, pregnancy, medical profiles, etc.) affecting individual duty status.

1.11.11.3.3. Provide unit SORTS monitor(s) a duty status listing of all personnel assigned, at least monthly for the end of month SORTS report.

1.11.11.3.4. Notify the SORTS monitor when a number of significant changes occur during the month as another SORTS report may need to be submitted.

1.11.11.3.5. Track the duty status of assigned DoD civilians that are included in the unit's SORTS reports.

1.11.12. Direct Support Units (DSU): DSUs are identified on measured unit DOC Statements with their unit resources measured and reported as part of another unit. The measured unit responsible for the mission will report on DSU resources. DSUs are required to submit SORTS-related information to the measured unit(s) to provide the status of the resources they support and manage for the measured unit(s). If resources are allocated to several units under a single parent unit (e.g., squadrons in a wing, or flights in a squadron) and there is a deployment sequence, distribute resources based on a measured unit’s share and its place in the planned sequence.

1.11.12.1. DSU Commander:

1.11.12.1.1. Designates, in writing, alternates who are capable of completing all SORTS reporting actions in absence of the commander.

1.11.12.1.2. Appoints and trains two or more SORTS monitors to allow continuous SORTS coverage by a trained monitor while others are on leave, TDY, or deployed.

1.11.12.1.3. Ensures timely and accurate resource data (personnel, maintenance, etc.) is given to the measured units.

1.11.12.1.4. Allocates and maintains documentation on those resources that the DSU manages for measured units.

1.11.12.1.5. Ensures personnel duty status (medical, leave, TDY, administrative action, etc.) is monitored daily by the CSS. As duty status changes occur, the CSS must immediately update the change in the Personnel Data System. Refer to AFI 36-2134, Air Force Duty Status Program, for duty status reporting and program management guidance.

1.11.12.1.6. Ensures that a process is established for the availability tracking of DoD civilians reported in the unit's SORTS reports.

1.11.12.2. DSU SORTS Monitor:

1.11.12.2.1. Assists the measured unit SORTS monitors in preparing SORTS data.

1.11.12.2.2. Provides the measured unit with status of allocated resources and ensures those resources are counted in only one unit’s SORTS reports.

1.11.12.2.2.1. **(Added-INCIRLIKAB)** The 39th Logistics Readiness Squadron, Readiness Section will e-mail mobility bag status to all 39 ABW unit monitors and total number of C-bags and fill percentage no later than the 18th of each

month. The SRO will provide 39th Logistics Readiness Squadron with a unit monitor distribution list once a quarter or any time there is an update to the unit monitors.

1.11.12.2.3. Validates unit data on a monthly basis using monthly SRO-provided SORTS products that reflect the current data in the GSORTS database. Notify the SRO immediately if any discrepancies are found. Track discrepancies in subsequent reports to ensure they have been corrected.

1.11.12.2.4. Verifies personnel duty status is accurate with the CSS. Refer to AFI 36-2134, Air Force Duty Status Program, for duty status reporting and program management guidance.

1.11.12.2.5. Thoroughly briefs the unit commander prior to obtaining his/her signature on the unit SORTS input to the measured unit for release authority, advising of any discrepancies noted in previous inputs and actions being taken to correct them.

1.11.13. 334 TRS (SORTS) Mobile Training Team (MTT):

1.11.13.1. Provide SORTS Data Handlers Course to any base, as requested by MAJCOM on a fiscal year basis (ten student minimum). Upon request of the unit hosting the Data Handlers Course the MTT can provide a Commanders Briefing (one hour) "*SORTS from a Commanders Perspective*". The commander's course will only be conducted at unit request and will be accomplished on the last day of the Data Handlers Course.

1.11.13.1.1. Units desiring the MTT to teach at their base should coordinate their requests through their CRO.

1.11.13.1.2. Data Handlers Course is mandatory for all new SORTS monitors at the earliest opportunity and should be attended by all SORTS monitors anytime that AFI 10-201 has been completely revised.

1.11.13.2. When requested by the CRO, the MTT will provide a one-day course at the MAJCOM location for FAMs.

1.11.14. **(Added-USAFE)** Geographically Separated Unit (GSU): USAFE Readiness Measures will designate an SRO. Only designated SRO is authorized use of Readiness Assessment System Input Tool (RASIT) to compose unit SORTS reports.

1.11.14.1. **(Added-USAFE)** Unit monitors are subject to the same policies and procedures contained in AFI 10-201 and this supplement. The GSU measured unit monitor will:

1.11.14.2. **(Added-USAFE)** Obtain and maintain the original signed DOC Statement and USAFE Forms 215A-E/216 and forward a copy to the wing SRO.

1.11.14.3. **(Added-USAFE)** Forward copies of the DOC Statement initial/annual reviews to the wing SRO via FAX, including appropriate "signature(s)", or electronically signed via e-mail.

1.11.14.4. **(Added-USAFE)** Submit USAFE Form 215A-E and 216 to the wing SRO via FAX, including appropriate "signature(s)", or electronically signed via e-mail.

1.12. SORTS Report Error Messages and Troubleshooting Actions. Errors detected in a unit's SORTS report or the headquarters database must be corrected and resubmitted within 24 hours of receipt of a RAMP reporting errors or upon discovery that an error exists in the database.

1.12.1. *If a reporting unit fails to receive a RAMP message within 72 hours of report, notify the parent MAJCOM* as soon as possible seeking resolution. HQ USAF will assist in difficult or confusing cases.

1.12.2. Reference **Table 1.2**, "*SORTS Joint Report AF (SORTSREPAF) Trouble-shooting*," for possible corrective actions to format and logical edit errors. Table contains information on common errors but is not all-inclusive.

1.13. SORTS Message Sequence Counter Number.

1.13.1. Unit SORTS and/or CBDRT reports will be sequentially numbered 001-999. Although transcribed in AFSORTSDET as a seemingly singular report, SORTS and CBDRT reports are counted separately. Counters will not be restarted for fiscal or calendar years.

1.13.1.1. When SROs are transmitting single, multiple-part, SORTS messages, the counter should be bumped forward to allow the next report in the series to process to avoid unnecessary delays.

1.13.1.2. Only Air Staff or MAJCOM SORTS agencies may request Defense Information Systems Agency (DISA) bump the GSORTS message processor counter. DISA will coordinate with appropriate headquarters prior to making the change. Any additional notifications will be made, as required.

1.13.2. When units are experiencing difficulties with their message sequence numbers, CROs, may use the GSORTS OVERRIDE feature to override the normal sequencing of message traffic. Users are responsible for the consequences of overriding.

1.13.2.1. OVERRIDE message numbering will be sequential (e.g., 001Y, 002Y, 003Y). Non-sequential OVERRIDE reporting is not authorized under any circumstance.

1.13.2.2. Units choosing to use OVERRIDE message sequencing will take immediate corrective action on any errors that occur as a result of out of sequence message processing.

Chapter 1 Reference Tables (see top of next page).

Table 1.1. HQ USAF FUNCTIONAL OFFICES (See Note).

No.	Office	Office Symbol
1	Acquisition	**SAF/AQXA**
2	Aerial Ports	HQ USAF/ILGD
3	Airborne Warning And Control System Units	HQ USAF/XOOY
4	Airfield Operations Flights	HQ AFFSA/XAF
5	Air Force Reserve (Central Point of Contact)	HQ USAF/REOO
6	Airlift Units	HQ USAF/XOXW
7	Air Mobility	HQ AMC/DOOM
8	Air National Guard (Air Traffic Control)	ANG/C4A
9	Air National Guard (Central Point of Contact)	ANG/XOOX
10	Air Traffic Control Flights	HQ AFFSA/XAF
11	Aviation	HQ USAF/XOXW
12	BEAR Base Systems	HQ USAF/ILGD
13	Bomber Units	HQ USAF/XONO
14	Chaplain	HQ USAF/HCP
15	Chemical Biological Defense Equipment (requirements) Chemical Biological Defense Equipment (distribution)	HQ USAF/ILEX HQ USAF/ILGD
16	Civil Engineer (CE) (Rapid Engineers Deployable Heavy Operators Repair Squadron Engineers (RED HORSE), PRIME Base Engineering Emergency Force (PRIME BEEF))	HQ USAF/ILEX
17	CE Units	HQ USAF/ILEXR
18	Combat Camera Units	AF/ILCO
19	Combat Communications Units	AF/ILCO
20	Combat Control Units	HQ USAF/XOOS
21	Combat Logistics Support Units	HQ USAF/ILGP
22	Communications Units	AF/ILCO
23	Comptroller	SAF/FMP
24	Contracting Units	SAF/AQC
25	Counterintelligence (CI)/Special Investigations (SpI) (Total Force Assessment (TFA), WMP-3, Pt2)	HQ AFOSI/XOO
26	Electronic Systems Security Assessment Units	HQ USAF/XOIIF
27	Electronic Warfare Aircraft Units	HQ USAF/XORS
28	Engineering and Installation Units	HQ USAF/ILCO
29	Engines	HQ USAF/ILMY

No.	Office	Office Symbol
30	Fighter or Attack Units	HQ USAF/XOXW
31	Fuels	HQ USAF/ILGP
32	Ground Theater Air Control System (GTACS) Units (air operations center (AOC), air support operations center (ASOC), control and reporting center (CRC), (tactical air control party (TACP))	HQ USAF/XOOY
33	History	HQ USAF/HO
34	Information Warfare Unit	HQ USAF/XOIW
35	Intelligence Units	HQ USAF/XOIIF
36	Joint Surveillance and Target Attack Radar System (JSTARS)	HQ USAF/XOOY
37	Judge Advocate General (JAG)	HQ USAF/JAX
38	Life Support	HQ USAF/XOOP
39	Logistics Readiness Squadron (LRS)	HQ USAF/ILGX
40	Logistics Support (Technology Forecasting and Assessment (TFA), AFWUS)	HQ USAF/ILGX
41	Maintenance	HQ USAF/ILMM
42	Medical Units	HQ USAF/SGXX
43	Missile (Intercontinental Ballistic Missile (ICBM)) Units	HQ USAF/XONO
44	Mission Support Units (Personnel Support for Contingency Operations (PERSCO))	HQ USAF/DPXJ
45	Munitions	HQ USAF/ILMW
46	Operations Support Squadrons (OSS)	HQ USAF/XPMR
47	Postal Units	HQ USAF/ILCO
48	Public Affairs (PA)	SAF/PAR
49	Ready Aircrew Program (RAP) Training	HQ USAF/XOOT
50	Reconnaissance Aircraft Units	HQ USAF/XOIRC
51	Reconnaissance Unmanned Aerial Vehicles (UAV)	HQ USAF/XOIRC
52	Rescue Coordination Centers (RCC)	HQ USAF/XPMR
53	Rescue Units (Combat Rescue Organization (CRO)/ Pararescue Specialist (PJ))	HQ USAF/XOOP
54	Safety	HQ USAF/SER
55	Security Forces (SF) Units	HQ USAF/XOF
56	Services Units	HQ USAF/ILVR

No.	Office	Office Symbol
57	Space Control/Surveillance Units	HQ USAF/XOSC
58	Space Functional Area Manager	HQ USAF/XOSI
59	Space Launch/Range Vehicles	HQ USAF/XOSR
60	Space Operations/Warning/Satellite Control Units	HQ USAF/XOSO
61	Space Weather Units	HQ USAF/XOWX
62	Special Operations Units	HQ USAF/XOOS
63	Special Tactics Units	HQ USAF/XOOS
64	Strategic Air Defense Command and Control Units (Air Data System (ADS), Air Control and Warning (AC&W), Iceland Air Defense System (IADS))	HQ USAF/XOCE
65	Supply Units	HQ USAF/ILGP
66	Surface-to-Air Missile (SAM) Units	HQ USAF/XOSI
67	Tanker Units	HQ USAF/XOXW
68	Transportation Units	HQ USAF/ILGP
69	Visual Information	HQ USAF/ILCO
70	War Reserve Materiel (WRM)	HQ USAF/ILGD
71	Weather Units	HQ USAF/XOWP

NOTE: When working with HQ USAF Functional Area offices on a SORTS related question, ensure HQ USAF SORTS is kept informed. Courtesy copy XOOA on all applicable e-mails.

Table 1.2. Sorts Joint Report Af (Sortsrepaf) Troubleshooting.

Rule	A	B
	If the unit has received	**then the unit should**
1	*no* RAMP message within 72 hours of transmitting SORTS report	coordinate with MAJCOM to determine status of SORTS report and corrective actions, as required, and check RAMP files on the AF SORTS web page
2	an ERROR MSG of *IN MSG, COUNTER = (three digit number), DUP MSG: *SEQNO** means same number was used twice	coordinate with MAJCOM to determine status of SORTS report sequence number and corrective actions, as required
3	an ERROR MSG of *IN MSG, COUNTER = (three digit number) NEED MISSING REPORTS*	coordinate with MAJCOM to determine status of SORTS report sequence number and corrective actions, as required
4	notification of DUPLICATE REPORTS means that a report with an invalid or changed TREAD was submitted	coordinate with MAJCOM to determine status of *TREAD(s)* and corrective actions, as required, also delete the duplicate TREAD's Overall set
5	an ERROR MSG of *SET HAS ILLEGAL CONTENT, I.E TRAILING SLASH TOO MANY FIELDS*	reference current Joint User Handbook - Message Text Formats (JUH-MTF) for correct *set and field conditions*
6	an ERROR MSG of *SET NAME ILLEGAL, MIS SPELLED, OR OUT OF ORDER: AMPN:*	reference current JUH-MTF for correct *set and field conditions* and
		reference AFI 10-201, **Attachment 3**, *AF BIDE Element Reporting*
7	an ERROR MSG of *BAD LITERAL (Set/Field Name) OR (Set/Field Name): OR MAY BE BAD UIC:*	reference current JUH-MTF for correct *set and field conditions* and
		coordinate with MAJCOM for additional *UIC* corrective actions, as required
8	an ERROR MSG of *NOT A VALID OVRRD CHARACTER:*	reference current JUH-MTF for correct *set and field conditions*
9	an ERROR MSG of *SET HAS ILLEGAL CONTENT, INVALID HOUR (24) IN DTG.*	Reference CJCSM 3150.02 for correct *set and field conditions* and verify using *correct time, date and month* and coordinate with MAJCOM for additional corrective actions, as required
10	an ERROR MSG of *SET CONTAINS LESS THAN 12 CHARACTERS*	accomplish same actions for Rule 3a
11	an ERROR MSG of *DTG MISSPELLED, MISSING, OR OUT OF ORDER: *SEQNO**	accomplish same actions for Rule 3a

Rule	A	B
	If the unit has received	**then the unit should**
12	an ERROR MSG of *NON-NUMERIC MINUTE (:#), IN DTG (ddhhmmZmmmyy): *SEQNO** or *DAY* or *HOUR.*	accomplish same actions for Rule 3a
13	an ERROR MSG of *DATE NOT IN 30 DAY RANGE*	accomplish same actions for Rule 3a
14	an ERROR MSG of *(Listed UIC) NOT FOUND IN UICCOM FILE*	reference JUH-MTF for correct *set and field Conditions* and AFI 10-201, **Attachment 3**, *AF BIDE Element Reporting*
15	an ERROR MSG of *LABEL UIC IS MISSPELLED OR OUT OF ORDER: *SEQNO**	accomplish same actions for Rule 3a
16	an ERROR MSG of *IS NOT A VALID UIC OR BAD UIC*	accomplish same actions for Rule 3a

Table 1.3. Classification Guidance.

TYPE OF SET INFORMATION	SINGLE UNIT	SQUADRON	TWO OR MORE UNITS
BIDE	U	U	U
RPTNORG	U	U	U
Lose/Gain and Transfer	U	U	U
ORGLOCN	U	U	U
MEQLOCN	U	U	U
MEQPT	U	U	U
Reserve	U	C	S
PERSTREN	U (See **Note 2**)	U (See **Note 2**)	U (See **Note 2**)
Crew Data	U	U	U
PLANSTATUS	IAW OPLAN	IAW OPLAN	IAW OPLAN
Service Unique	C (See **Note 3**)	C (See **Note 3**)	S (See **Note 3**)
Overall	C	C	S

NOTES:

1. The above guidance applies if no other classification authority requires a higher classification.

2. Unit identification information considered classified may require same classification for personnel data.

3. Entries constitute Air Force classification guidance.

Chapter 2

REPORTING CATEGORY LEVEL (C-LEVEL) DATA ELEMENTS

Section 2A—Measured Categories and General Rules

2.1. General Resource Relationship to Unit Combat Preparedness. C-levels are developed by the JS and derived through quantitative criteria to define in qualitative terms, the degree to which a measured unit is capable of performing the wartime mission(s) for which it was organized and designed. C-levels provide clarity of resource status to advise the Secretary of Defense, unified commands, and the Services on current force readiness.

2.1.1. C-levels collectively represent, via a five point scale, the degree to which a unit meets standards established within four measured resource areas: 1) personnel, 2) training, 3) equipment and supplies O/H, and 4) equipment condition, plus an Overall C-level assigned by the measured unit commander.

2.1.2. While the JCS require only the Overall and measured area C-levels, the AF requires units to report actual raw data percentages in each measured area. This gives a crisis decision-maker and resource or training manager more detailed status than the C-levels alone indicate.

2.2. When To Use This Chapter. Command echelons, above measured units, use this chapter to ensure C-level data is relayed without change or delay and to comment on its content when appropriate. Measured units and below will use chapter sections as follows:

2.2.1. **Section 2A**. Used to calculate values for C-level data elements and gather data for the preparation/transmission of properly formatted SORTS reports.

2.2.2. **Section 2B**. Used to gather source document data (see **paragraph 2.9** and **Table 2.2**), identify Limiting Factor(s) (LIMFAC), formulate detailed narratives and forecast changes in Overall C-levels, and verify correct reporting of narrative remarks.

2.2.3. **Section 2C**. Used to report AF SPECAP data.

2.3. General Policy for C-level Calculations.

2.3.1. CJCS policy requires all Active, ANG, and AF Reserve operating force and provisional combat, combat support, and combat service support units apportioned to or deployed in support of an OPLAN, CONPLAN, OPERATIONS PLAN 8044 REVISION 03, or service war planning documents, e.g. WMP and AFWUS, be designated as SORTS reporting measured units. Unit types listed in **Attachment 2**, **Table A2.1** through **A2.4**, are required to report SORTS. Additional unit types identified are necessary for crisis planning whether or not those units are currently tasked in plans. The following policy guidelines apply to all reporting units:

2.3.1.1. Two units will not count the same resource as available.

2.3.1.2. A unit's Overall C-level will be based only on the resources and training organic (assigned, allocated, or direct support) to it or its parent unit. Mobile or transportable communications units may include those resources on loan that can be re-deployed within the reported unit's SORTS DOC Statement response time.

2.3.1.3. Units calculate and report area levels (P, S, R, and T) for all four measured resource areas unless exempted by **Table 2.1** Use only published objective criteria for measurement. Do not subjectively raise or lower measured resource area levels.

2.3.1.4. Only measured unit commanders, or their designated alternates, can assign the unit's Overall C-level. Unless factors like those listed in **Chapter 4**, **paragraph 1.10.8**, warrant a level change, report the lowest of the four measured levels as the Overall C-level.

2.3.1.5. Command echelons, above the measured unit, will not change any reported levels or delay the submission of a report. The command echelon may submit additional remarks to comment on reported levels or describe assistance actions.

2.3.1.6. Units not reporting a C-1 in all areas must clearly indicate the reason(s). Refer to **Section 2B**, **paragraph 2.11**, for specific remark content requirements.

2.4. Frequency of Reporting C-level Data Elements. CJCS policy requires unit C-level changes to reach the National Military Command Center (NMCC) *within 24 hours* after a reportable event or upon direction of the CJCS, the Services, or CRO. GSORTS is the readiness reporting system for the NMCC. AF units will report C-level changes *within 24 hours* of the change for each SORTS DOC Statement. Report when there are changes in the Overall C-level, Overall Reason Code, measured area levels, measured area reason codes, PCTEF, D, E, F, and G reason codes (DEFG), GWD updates, forecast dates, or when directed by the measured unit commander. If a unit is committed to combat operations (i.e., located in a combat zone), report C-level data as described above or at the frequency and level of detail as directed by the CJCS.

2.4.1. SORTS measured units will verify and update data elements listed in this chapter *every 28-30 days* or more frequently if specifically directed. Unless otherwise authorized by HQ USAF SORTS, databases will *never be older than 31 days* from the last report based on the RICDA date. Units and/ or their designated SROs must ensure that submitted reports process. Units will verify GSORTS database accuracy via receiving error-free RAMP and subsequent SORTS Database Review messages. Units will compare reports submitted against their database reviews (or equivalent products), and ensure that non-receipt of a RAMP or review within 72 hours (since time of report transmittal) is reported to the CRO for assistance. Units and/or SROs failing to meet listed timing criteria are in direct violation of AFI 10-201 and CJCSM 3150.02.

2.4.1.1. Units will continue to report SORTS when TDY for training, when deployed (e.g., Red Flag, natural disaster, crisis, OPORD, Deployment Order (DEPORD), Expeditionary Aerospace Force/Air Expeditionary Force (EAF/AEF), etc.), or when involved in local training (base phase exercises, inspections, etc.).

2.4.1.2. Secondary and Tertiary Mission data will be reported using the same timelines as Primary Mission data.

2.4.1.3. **(Added-USAFE)** Frequency of Reporting C-level Data Elements. The unit commander is responsible for meeting the reporting timelines. Reports must also be sent, updating the GSORTS database within 24 hours, when the 3/6/12-month forecast changes, data expires, to include GWD or upon direction from USAFE Readiness Measures. Reports must not be held up in order to submit within the monthly USAFE reporting window or until a scheduled brief to wing/group commanders is conducted.

2.4.1.4. **(Added-USAFE)** Measured units will submit monthly SORTS reports updating all required unit data beginning on the 20th at 0001Z, with all reports updated in the GSORTS database not later than 25th at 2359Z of each month. SRO must request a waiver from the USAFE Readiness Measures Office prior to 2359Z if they cannot submit reports within the established timeline.

2.4.2. Submit data to the appropriate labels in AFSORTSDET and a new report date in the RICDA field (Primary Mission) or Date of Change of Subarea Category Information (RICDF) (Secondary or Tertiary Missions). Composite/aggregate unit reports must be received within 96 hours of the oldest individual unit report RICDA.

2.4.3. Report major equipment relocation(s) using the MEQLOCN set upon partial unit deployment or unit relocation. The reporting of all fields of the MEQLOCN set pertaining to operational ready status of aircraft and mission-ready status of crews will reflect the resources available within the applicable response times. See **Attachment 5** for further guidance.

2.4.4. CROs will report changes in unit location.

2.4.5. CROs will submit waiver requests for reporting requirements or changes to reporting frequency through HQ USAF SORTS to the JS. Units submit their waiver requests through their respective MAJCOM FAM to the CRO.

2.4.6. If there is no change to a unit's status since their last report and a new report is due, show that data has been reviewed and is current by submitting a report consisting of the unit's AFSORTSDET Overall Page with the RICDA and all remarks reflecting an updated date.

2.4.7. INFO address all AUTODIN/DMS reports to "HQ USAF SORTS REPORTS WASHINGTON DC//." There is no requirement to submit an info copy when using File Transfer Protocol (FTP) to deliver messages to the GSORTS processor.

2.4.8. CJCS policy allows assignment of overall status as of the report time or projection of status within the response time of up to 72 hours. Air Force units will report expected C-level status within the SORTS DOC Statement response time. The SORTS report will reflect the resources that are expected to be available within the DOC response time. Units can assume the following:

2.4.8.1. The unit is in its actual deployed posture as dictated by current situation and existing JCS tasking orders. If committed to a smaller scale contingency, units may be released to refit and re-deploy to fill their full wartime mission set. Generally, units consider deployed resources to be available for their full wartime mission set (see **para 2.8**).

2.4.8.2. The unit can conduct emergency recall of personnel, curtail scheduled maintenance/routine training unrelated to deployed posture, and increase work shift length.

2.4.8.3. The delivery schedules for ordering items from outside agencies will not change from current projections.

2.5. Forecasting Overall C-level Changes. Use this set whenever the Overall C-level is not a "1", is an assessed Overall C-level (C-1X), a C-level change is predicted, or when the Forecast Date of Change (CADAT) expires. If concrete indications of an impending change in the unit's Overall C-level exist, forecast what C-level the unit will change to (up or down) and the date the unit will change C-levels. Units coordinate with their MAJCOMS for any assistance needed.

2.5.1. When a unit forecasts a change in its C-level, the unit must report both the Forecast Change Rating (CARAT) for Primary DOCs and the Forecast Subarea Change Rating (CARAF) for Secondary or Tertiary DOCs. Units must also report the estimated CADAT (Primary) and the Forecast Subarea Date of Change (CADAF) (Secondary or Tertiary). When a unit reports degraded C-levels and it is unable to forecast a change date, the responsible MAJCOM must provide the unit assistance to determine a best estimate forecast for insertion into the SORTS report. Forecasts are not required for units reporting C-1 that expect no change. If the reporting unit commander assesses the Overall C-level up to C-1X, the reporting unit must also report a CARAT and CADAT. The CARAT and CADAT fields must be updated every time a SORTS report is submitted.

2.5.1.1. **(Added-USAFE)** When unit commanders are unable to obtain a Forecast Date of Change (CADAT) or determine a GWD, they will ensure the responsible USAFE FAMs is contacted for assistance. *Note:* To Be Determined (TBD) and Unknown (UNK) are not to be used as substitutes for GWD.

2.5.2. Forecast Remark. In addition to the CARAT and CADAT field information, a *minimum of once every 30 days,* unit commanders will provide a C-level forecast at 3, 6, and 12 months in a remark under the CADAT label. The remark will forecast the C-level at 3, 6, and 12-month points in time reflecting same number of forecasted days added to the RICDA date of the report. Fill in the AFSORTSDET Overall SORTS page following the example format below:

2.5.2.1. Format the C-level forecasts as:

(date) 3 MONTH FORECAST/2/P/P06/PERSONNEL PERMANENT
CHANGE OF
STATION (PCS) WITH NO REPLACEMENTS TRAINED
6 MONTH FORECAST/1/NO EXPECTED PROBLEMS
12 MONTH FORECAST/1/NO EXPECTED PROBLEMS

2.5.2.2. Units desiring to report additional dates or information concerning forecasts may do so using a free-text remark. Remarks of this type are in addition to forecast comments and may be added immediately following the 12-month CADAT remark or by selecting the CADAT label from the remarks listing.

2.5.2.3. **(Added-USAFE)** Commander's Assessments will not be used in the Forecast Change Rating (CARAT) or in the CADAT Remark. The CARAT and the 3/6/12-month forecast levels need to reflect what the unit's actual overall C-Level will be, given the current measured area levels and their corresponding GWDs. Forecasts must be based on concrete indications of an impending change in the unit's C-level such as actual arrival and departure dates of personnel, or actual dates when equipment items are scheduled for maintenance. An explanation addressing expected shortfalls must accompany the 3/6/12-month forecasts. See Table 2.4. for an example of how to format the CADAT Remark.

2.5.2.4. **(Added-USAFE)** When a unit is an overall C-1 and is forecasting less than a C-1 in any of the 3/6/12-month forecast, a corresponding remark is required to be submitted using the appropriate Primary Reason Measured Resource Area Level For Personnel Not C-1 (PRRES), Primary Reason Equipment and Supplies On Hand Not C-1 (ESRES), Primary Reason Equipment Condition Category Level Not C-1 (ERRES), or Primary Reason Training Resource Area Not C-1 (TRRES) label.

2.6. Limiting Factor(s) (LIMFAC). Within the scope of SORTS reporting, remarks must be created to address any LIMFAC (unit problem) that affects the unit's ability to accomplish its wartime mission. A LIMFAC is a problem, deficiency, or condition that decreases or prevents a unit from accomplishing its wartime mission, and which usually requires assistance from higher headquarters to resolve. Issues of LIMFAC will be reported under the Current Overall Category Level (READY) label. In addition to the READY remark, some LIMFAC may require that they be reported using a remark label for the SORTS area affected and considered when assigning unit C-levels (SORTS LIMFAC). SORTS LIMFAC may be reflected in the four measured resource area C-levels, but may be reported throughout a unit's SORTS report. Examples of SORTS LIMFAC include; critical AFSC and equipment shortages, problems with aircrew training, personnel experience levels, Mobility Readiness Spares Package (MRSP) and In-Place Readiness Spares Package (IRSP) pacing item shortages, etc.

2.6.1. Units experiencing a LIMFAC that they feel is not reportable in SORTS but requires higher headquarters direction will report in accordance with MAJCOM directives.

2.6.2. LIMFAC impacting the unit's ability to accomplish its mission(s) are classified at the level of the information contained per applicable directives. If no other directive governs the classification, the SORTS classification guidance applies.

2.7. Use of the Percent Effective (PCTEF) Field. PCTEF provides a subjective assessment of the unit's ability to execute its currently assigned nontraditional mission. When employed in support of a nontraditional mission, commanders will report PCTEF. PCTEF reporting is required upon receipt of an order to execute any of the following missions: Homeland Defense or Homeland Security missions in support of USNORTHCOM and USPACOM (including quick reaction force and/or ready reaction force missions), peacekeeeping or peace enforcement operations, humanitarian assistance, consequence management, counterdrug operations, civil distrubance operations, and natural disaster relief operations (including wildfire fighting missions). In some cases, a unit executing assigned nontraditional operation will be executing its wartime tasks in support of that nontraditional mission (e.g., a Civil Engineering unit providing support to a natural disaster relief operation). In those cases, commanders will use their discretion to determine if PCTEF reporting is required.

2.7.1. PCTEF will not necessarily correlate with a unit's Overall C-level. For example, if the unit is currently assigned a nontraditional mission, PCTEF will capture the commander's assessment against this nontraditional mission while the Overall C-level will continue to assess the unit's ability to execute its full wartime tasking(s). To report the impact on a unit's C-level from deployed resources, commanders needs to use DEFG (see **paragraph 2.8**).

2.7.2. When conditions for reporting PCTEF exist, home station units (SORTS reporting units only), who own the deployed resource(s) will begin reporting PCTEF upon assignment of a mission and issuance of a deployment warning order. Regardless of order receipt, PCTEF reporting commences no later than the deployment date and continues until unit mission requirements are changed or no longer exist.

2.7.2.1. Units with multiple tasked or assigned deployment missions will reflect PCTEF ratings of the lowest assessed mission accompanied by the unit commander's remarks.

2.7.2.2. Units will not report individual (single person) deployment tasking in PCTEF.

2.7.2.3. Use the following definitions to report the commander's estimate of unit ability to undertake one or more assigned missions for which the unit must deploy:

2.7.2.3.1. Report a PCTEF level of 1 ('1' in PCTEF field) if the unit possesses the required resources and is trained to *undertake the full* mission(s) assigned.

2.7.2.3.2. Report a PCTEF level of 2 ('2' in PCTEF field) if the unit possesses the required resources and is trained to *undertake most* of the mission(s) assigned.

2.7.2.3.3. Report a PCTEF level of 3 ('3' in PCTEF field) if the unit possesses the required resources and is trained to *undertake many, but not all portions* of the mission(s) assigned mission.

2.7.2.3.4. Report a PCTEF level of 4 ('4' in PCTEF field) if the unit requires additional resources or training to *undertake the current* mission(s) assigned. It may be directed to undertake portions of the current assigned mission with resources O/H.

2.7.2.3.5. When no other requirement exists to report data in this field enter a question mark "?" to completely remove a previously reported entry.

2.7.2.3.6. **(Added-USAFE)** If a unit is reporting Effectiveness Percentage (PCTEF) (1), see Table 2.4.1. (Added) for an example of how to format the remark.

2.7.3. Commander's remarks are mandatory when reporting in the PCTEF field. Using plain text under the PCTEF label, identify the mission assigned (e.g., Tsunami Relief Operations.) current status, and/or any action underway or planned to remedy a current reduced readiness condition for assigned missions. Format the PCTEF remark according to the example below:

Percent Effective (2), Tsunami Relief Operations, status reflects reduced/increased effectiveness due to reason(s), e.g., Tsunami Relief Operations deployment tasking cannot be fully supported due to shortage of (personnel, equipment and supplies o/h, equipment condition, and/or training). To alleviate the situation on (area), the unit will (action). Get well date (gwd) is estimated to be (date). Estimated departure/return date is (date).

2.8. Policy for Units with Deployed Resources. When assets of a measured unit are deployed (partially deployed), the parent unit will normally report status on these resources in its C-level.

2.8.1. When part of a unit is deployed in support of an operation you may count resources as available under the following conditions:

2.8.1.1. For *units with mobility only or a dual, in-place generation and mobility mission(s):* if they are capable of being ready to redeploy from their current location within the DOC response time.

2.8.1.2. For *units with an in-place generation mission:* if they are capable of redeploying to their home station and generating within response time. Generally units with in-place generation missions will not be able to redeploy to home station and generate within their response time.

2.8.1.3. Regardless of gaining or losing resources, if the unit reports less than C-1, enter the reason under the SECRN label and use remarks to emphasize increase or reduction in required and assigned resources because of deployment to build up or augment resources. When resources partially deployed are counted as available (could be redeployed within response time), see the expanded reason codes in **Table 2.6**.

2.8.1.4. Expanded reason codes D, E, F, or G (DEFG) will be used to reflect the commander's assessment of the percent of unit deployable capability that is currently

deployed. This information is used to assess risk of resources not being made available to redeploy. Refer to **Table 2.6** for an explanation of these expanded reason codes.

2.8.1.5. Supported CCs require readiness information specific to a unit's ability to meet employment tasking. Therefore, MAJCOMs must ensure their deployed units meet the supported commanders' information needs through utilization of unit commander assessments of PCTEF.

2.8.2. HQ USAF/XOOA, in coordination with the JS, will decide, on a case-by-case basis, the extent of reporting for units deployed to operate; in a stand-alone capacity; as a temporary or provisional unit; and units which transfer, loan, or supplement personnel or supplies (e.g., resources turned in to personnel or supply system) from several units to form a temporary or provisional unit.

Section 2B—Overall C-level Data Elements and Remarks Information

2.9. What Is Needed to Prepare C-level Data. Effective calculation of C-level data in SORTS must be calculated and validated by commander appointed managers/monitors and be promoted through the use of the following information:

2.9.1. Record of current C-level data in SORTS.

2.9.2. SORTS DOC Statement.

2.9.3. UTC MISCAP for each tasked UTC on the SORTS DOC Statement.

2.9.4. UMD if the SORTS DOC Statement says to use the UMD (Section IIIA).

2.9.5. UTC manpower details for each tasked UTC on the SORTS DOC Statement.

2.9.6. Minimum Essential Manning List (MEML) if an intelligence unit with a SORTS DOC Statement says to use MEML (Section IIIA).

2.9.7. Air Force Personnel Desire List (AFPDL), including Program Element Code (PEC) positions, or similar document from the supporting personnel function.

2.9.8. AS information, listed in the SORTS DOC Statement or this instruction.

2.9.9. UTC Logistics Details (LOGDET) for each tasked UTC on the SORTS DOC Statement.

2.9.10. ASM or WSMIS-SAM data products, if the SORTS DOC Statement says to use ASM or WSMIS-SAM.

2.9.11. MRSP listing if the unit measures MRSP without ASM or WSMIS-SAM.

2.9.12. IRSP listing if the unit measures IRSP without ASM or WSMIS-SAM.

2.9.13. Air Force Instructions listed in **Table 2.2**, as applicable.

2.9.14. Full system list or basic systems list if an aircraft unit.

2.9.15. Medical Stock List (MSL), WRM Stock Status Report, Medical Resource Letter (MRL), or WRM Stock Status Checklist for medical units.

2.9.16. Master Vehicle List, Custodian Authorization Custody Receipt Listing (CA/CRL), or some other MAJCOM Vehicle Authorization List (VAL) for Aerial Port, LRS, or RED HORSE units.

2.9.17. Equipment and Supplies Listing (ESL) used by CE units.

2.9.18. Current Duty Status listing/data of all assigned personnel from the supporting CSS.

2.9.19. Current listing of all DoD Civilians assigned to the measured unit from the supporting Civilian Personnel Office.

2.10. Preparing Measured Area-Level Data Elements.

2.10.1. **Chapter 2**, use to check the Overall C-level data elements and remarks:

2.10.1.1. Overall C-level/Primary Reason Code in the READY/REASN fields.

2.10.1.2. SECRN, when the primary reason is X.

2.10.1.3. Tertiary Reason Organization Not C-1 (TERRN) (always optional).

2.10.1.4. Forecast data in the CARAT and CADAT fields.

2.10.1.5. PCTEF reporting.

2.10.1.6. Deployed resources reporting.

2.10.1.7. Proper use and formulation of remarks.

2.10.2. **Chapter 3**, use to check the Personnel Category Level (P-level) data elements:

2.10.2.1. P-Level and its reason code in the Measured Resource Area Level for Personnel (PRRAT) and Primary Reason Measured Resource Area Level for Personnel Not C-1 (PRRES) fields.

2.10.2.2. Total/Critical Personnel Percentages in the Personnel Measured Areas Total Personnel Percentage (PERTP) and Critical Personnel Percentage (PERTC) fields.

2.10.2.3. Total Personnel Required/Authorized (TPAUTH), Assigned (TPASG), and Available (TPAVL) fields, respectively.

2.10.2.4. Critical Personnel Required/Authorized (CPAUR), Assigned (CPASG), and Available (CPAVL) fields, respectively.

2.10.3. **Chapter 4**, also AFMAN 23-110, "*USAF Supply Manual*," Volume II, Part Two, Chapter 26 (WRM information), use for SORTS procedures to check the Equipment and Supplies O/H Category Level (S-level) data elements:

2.10.3.1. S-Level and its reason code in the Measured Resource Area Level for Equipment/Supplies O/H (ESRAT) and Primary Reason Measured Resource Area Level for Equipment/Supplies O/H Not C-1 (ESRES) fields.

2.10.3.2. Combat essential and support equipment O/H percentages in the Equipment and Supplies O/H Measured Area Combat Essential Equipment Percentage (EQSEE) and Support Equipment Percentage (EQSSE) fields.

2.10.3.3. Any of the 1 through 9 subarea fields in the individual ESSA percentages.

2.10.3.4. Aircraft units, report the Major Equipment Authorized/Required under (MEARD), Assigned (MEASG), and Possessed (MEPOS) fields, respectively.

2.10.4. **Chapter 5**, use to check Equipment Condition Category Level (R-level) data elements:

2.10.4.1. R-Level and its reason code in the Measured Resource Area Level for Equipment Condition (ERRAT) and Primary Reason Measured Resource Area Level for Equipment Condition Not C-1 (ERRES) fields.

2.10.4.2. Equipment Condition Measured Area Combat Essential Equipment Percentage (EQREE) and Support Equipment Percentage (EQRED) fields.

2.10.4.3. Any of the 1 through 9 subarea fields in the individual ERSA percentage.

2.10.4.4. For aircraft units, the number of Major Equipment Mission Ready and Available (MEMRA) and MEPOS fields.

2.10.5. **Chapter 6**, use to check the Training Category Level (T-level) data elements:

2.10.5.1. Report T-Level training percentage and its reason code in the Measured Resource Area for Training (TRRAT) and Primary Reason Measured Resource Area Level for Training Not C-1 (TRRES) fields.

2.10.5.2. Training Measured Area Percentage (TRUTC) field overall training percentage.

2.10.5.3. Computation used in the Training Method Option in the (TMTHD) field.

2.10.5.4. The number of trained personnel (aircrew, non-aircrew) authorized or required (TCARQ), assigned (TCRAS), and available (TCRAV), respectively or Training Subarea (TRSA) percentages 1 through 5 fields, as per **Chapter 6**.

2.11. Preparing Narrative Remarks. Remarks are a critical component of SORTS and are required whenever a measured resource subarea percentage drives a measured area level less than 1, i.e., P-1 (Personnel), S-1 (Equipment), R-1 (Equipment Condition) or T-1 (Training)/(See **Table 2.4**, Remarks Guidance Matrix). Remarks will progressively highlight problem areas for each individual label regardless of whether the reported percentage is the actual driver of the measured area level, e.g., a unit has equipment and supplies problems in ESSA3 and equipment condition problems reported in ERSA2 and ERSA4. First an individual remark will be written for each one of these labels. Then a remark, in some cases the same, will be listed in the next higher label of both areas. IAW the above that would be the ESRES and ERRES labels. For the ESRES the same ESSA3 remark will be used. For the ERRES a combination of the ERSA2 and ERSA4 labels will be added. Lastly, a compilation of all the labels remarked on (ESSA3, ERSA2, ERSA4, ESRES, and ERRES) will be given in the REASN label. Remarks will be written in conjunction with the following:

2.11.1. Use remarks to give supplemental information concerning unit Overall C-level, or measured area level, and SORTS LIMFAC. Remarks must be checked and verified for accuracy each time any portion of a report is submitted. Revise content and remark date as necessary to maintain validity. Remove remarks that no longer apply. If no change in content, revise the remark date to prevent it from exceeding 30 days from the last revision or when a full report or a partial report that contains remarks is submitted. Remarks will *never be more than 31 days* old.

2.11.1.1. **(Added-USAFE)** Remarks will be used to explain deficiencies and corrective actions. Generic entries are not authorized. Remarks will be directly related to deficiencies in the UTCs and mission narrative listed in the unit's DOC Statement. The overall purpose of remarks is to highlight DOC Statement capability deficiencies as well as explicit description of what portions of the DOC Statement mission, which the unit can accomplish, to include a narrative and extent of the missions able to be accomplished. Remarks considered by the SRO, Command Reporting Organization (CRO), or FAM as inadequate,

ambiguous, or not in compliance with AFI 10-201 and USAFE guidance will be corrected by the reporting unit and resubmitted into the GSORTS database within 24 hours of notification.

2.11.1.2. **(Added-USAFE)** Remarks may be used at any time to provide supplemental information. Do not refer to previous messages or remarks under other labels. Each GWD must specifically state what level that GWD is for (i.e. GWD to C-2 is 20 Jun 06, or GWD to P-3 is 01 Dec 06). All GWD must be in the "DDMMMYY" format. All acronyms must be spelled out when they are first used within each remark. Abbreviations may not be used at anytime throughout the SORTS reports. Air Force Specialty Code (AFSC) listings must contain the job title of each AFSC. Remarks considered inadequate or ambiguous will be corrected by the reporting unit and resubmitted into the database within 24 hours.

2.11.2. As previously described, progressively report on each label requiring a remark. SORTS customers often selectively retrieve specific pieces of data from the database and need to know the location of the remark that explains the data they retrieve. Write remarks in plain English. Acronyms must be defined in each remark area in which it is used. Additional uses of a defined acronym in the same remark may reflect only the acronym. As SORTS is dynamic and remarks may change from report to report, do not refer to previous message numbers. Do not submit remarks referencing other remarks (e.g. See REASN remark), each remark must stand on its own content or it will defeat the specific data retrieval programs. In general, list resource types with their problems. State numbers required, assigned, and available, explain the cause of the problem, if known, identify previously requested assistance and remedial actions in progress, highlight further actions required, and supply a date of expected change for better or worse (see **2.11.5** for GWD specifics).

2.11.3. Remarks must contain a layperson's explanation of the problem and its mission impact for customers to understand the unit's situation. Remarks must also contain a detailed functional explanation of the situation to provide details needed for functional management.

2.11.3.1. **(Added-USAFE)** Use the Critical Personnel - Available (CPAVL) Remark to submit information concerning AFSC substitutions. See Table 2.4.1. (Added) for an example of how to format the remark.

2.11.3.2. **(Added-USAFE)** Use the Aircrews Formed (CREWF) Remark to submit information concerning aircrew assigned but not formed. See Table 2.4.1. (Added) for an example of how to format the remark.

2.11.4. Explain unit and wing actions taken to resolve shortcomings. State if, and what kind of, higher headquarters action is needed.

2.11.5. Provide a realistic GWD for each shortfall or problem in each remark. Use the day, month and year (DDMMMYY) date format, i.e. 01JAN02. If GWD is Unknown, contact the applicable MAJCOM FAM for assistance in establishing a GWD.

2.11.5.1. **(Added-USAFE)** Remarks must be used to detail any GWD that change from the previous month. Remarks will accompany the current remarks GWD and include rational why the GWD changed. Examples of rational are "shipment delayed a month", "forecasted inbound cancelled, no new inbound scheduled until 2004", or "small arms training cancelled this month, awaiting rescheduling".

2.11.6. Remarks should be clear and concise, but not at the expense of the details needed. Each remark can be up to 5000 characters long.

2.11.6.1. **(Added-USAFE)** Use Table 2.4. (Added) to format remarks. This table is not all-inclusive. Other remarks may be required to clarify specific deficiencies (see AFI 10-201, local supplement to AFI 10-201, and related guidance messages for further formatting instructions).

2.11.6.2. **(Added-USAFE)** Before addressing an outside organization in remarks, be sure to coordinate the specific remark with that organization to ensure accuracy and currency of the remark. For example, before submitting a remark stating you are waiting for supplies on order or waiting for delivery of a vehicle from transportation, check with the Logistics Readiness Squadron (LRS) for current status.

2.11.7. For the Personnel area, explain the following areas:

2.11.7.1. Write a remark using the PRRES label (Primary Reason Measured Resource Subarea Level for Personnel Not C-1 (PRREF) for Secondary or Tertiary Missions) to discuss the personnel area when less then P-1.

2.11.7.2. When directed to include DoD civilian employees (contractors will not be measured) in P-level measurements, report total and critical numbers authorized, assigned, and available in a remark using the PRRES label. When commander-assessing the Overall C-level, if the availability of any non-measured contract personnel or assigned DoD personnel are used to support that assessment, factor in the non-availability of those who are obligated to the reserve components during crisis or wartime. Describe the services they would have provided in a remark using the PRRES label. Contract employee availability due to labor action or failure to perform impacting mission should also be explained in detail.

2.11.7.3. UTC/UMD mismatches exist when one or more of the following conditions occur: UTC requirements exceed UMD authorizations or UTC skill and/or grades cannot be matched after all authorized substitutions have been considered. When UTC/UMD mismatches reflect a shortage in any AFSC, identify shortfalls in a remark in the PRRAT label by listing each involved; UTC, AFSC, number of personnel required by UTC, and number of personnel authorized by UMD. To identify shortfalls, compare the most current UTC as indicated on the SORTS DOC Statement with the most current UMD authorizations. Compare these documents for mismatches. A comparison report is available through the Wing Manpower Office upon request. In the event of UTC/ UMD mismatches, see **paragraph 3.6.1** for measurement calculation requirements.

2.11.7.4. *Regardless of P-level*, if personnel shortages exist, identify them in a remark using the PERTP label by listing each involved; AFSC, number of personnel authorized or required, assigned, available, in upgrade training (UGT), the identifying personnel reason code (PRC), corrective actions, and a GWD for each; "AFSC/REQ/ASGN/AVAIL /UGT/PRC." Include a discussion of action(s) taken to resolve the problem. Use **Chapter 3**, **Table 3.5**, to indicate applicable PRCs.

2.11.7.4.1. **(Added-USAFE)** When the Total Personnel Percentage (PERTP) label is used, do not completely re-list the same information under the PRRES label. The purpose of the PERTP Remark is to sufficiently characterize AFSC shortage numbers along with individual AFSC GWD.

2.11.8. For the Equipment and Supplies O/H area, explain the following:

2.11.8.1. Write a remark using the ESRES label (Primary Reason Measured Resource Subarea Level for Equipment and Supplies Not C-1 (ESREF) for Secondary or Tertiary Missions) when equipment and supplies O/H is less than S-1. Ensure each subarea field, reflecting a percentage of "less than 90%," is described in the associated remark label; e.g., ESSA4. Ensure remarks accurately reflect the specified reason code (**Table 4.5**) and contain all pertinent details such as readiness driver national stock number (NSN), item data, get-well date, kit serial number (as applicable), on-hand versus authorized quantities, POC, etc. Remarks for each allowance standard equipment shortage resulting in a LIMFAC must contain the NSN, quantity short, allowance source code (ASC), equipment account number, and an account custodian POC.

2.11.8.1.1. If Electronic Countermeasure (ECM) pods O/H and mission ready are less than 90 percent, provide a remark on ECM pod status using the ESSA4 label.

2.11.8.1.2. The status of medical WRM project codes not reported in subareas are provided using the ESRES label. No remarks are required other than the project code and percent filled from the Stock Status Report (i.e., BA: 67%).

2.11.8.2. Write a remark using the Major Equipment Possessed (MEPSD) label to account for a flying unit's aircraft assigned but not possessed. Report the number of assigned backup aircraft inventory (BAI) aircraft total, the tail number and location of aircraft in programmed depot maintenance (PDM), on loan to or from another unit, and estimated return date(s).

2.11.8.2.1. Using AFSORTSDET, format the aircraft summary narrative according to the *example* below:

(date) AIRCRAFT SUMMARY

AUTHORIZED 16, ASSIGNED 10, POSSESSED 7

TAIL	LOCATION	REASON	ESTIMATED RETURN DATE
00452	MBPB	PDM	23JAN03
80217	MBPB	SPEEDLINE	23SEP02

2.11.8.2.2. In the aircraft summary, UAV units will report the number of systems authorized, assigned and possessed.

2.11.8.3. In a RICDA remark, report mobility A-bags (general use) and B-bags (cold weather), see AFMAN 23-110 for a list of minimum compositions. Remark will be formatted as follows:

(Date) MOBILITY BAGS

TYPE	AUTH/REQ	ONHAND
A-BAG	10	10

2.11.8.3.1. **(Added-USAFE)** In Date of Change of Category Information (RICDA) Remarks, report mobility A-Bags (general-use) and B-bags (cold weather) according

to Table 2.4.1. (Added) and indicate the status of shortages. If bags are centrally stored in one location (i.e. LRS), then include remarks.

2.11.8.3.2. **(Added-USAFE)** USAFE ground crew bags will contain the assets and quantities specified in AFI 10-2501, Table 8.1., *Full Spectrum Threat Response (FSTR) Planning and Operations*.

2.11.9. For the Equipment Condition area, explain the following:

2.11.9.1. Write a remark using the ERRES label (Primary Reason Measured Resource Area Level for Equipment Condition Not C-1 (ERREF) for Secondary or Tertiary Missions) when equipment and supplies condition is less than R-1. Ensure each subarea field reflecting a percentage "less than 90% " status is described in the associated remark label; e.g., ERSA4.

2.11.9.2. Additionally, aircraft units will provide explanatory remarks for conditions less than 75 percent in the ERRES label.

2.11.10. For the Training area, identify the primary cause of training program limitations.

2.11.10.1. Write a remark using the TRRES label (Primary Reason Measured Resource Subarea Level for Training Not C-1 (TRREF) for Secondary or Tertiary Missions) when the training condition is less than T-1. Write remarks for each subarea reported as less than 85%; e.g., TRSA1 for units using Method C, Option 1 or 2.

2.11.10.2. Regardless of training method and option, when multiple subareas are less than T-1, summarize problems in a remark using the TRRES and/or TRREF labels. Ensure each subarea field reflecting a "less than T-1" status is described in an individual label remark, also regardless of method used.

2.11.10.3. When current or forecast Air Education and Training Command (AETC) formal training school allocation deficiencies exist, write a remark using the TRRAT label. Begin the narrative remark with "AETC:" followed by the deficiency short title, and continue with a detailed summary of current or future deficiency, the current status or action taken to resolve the deficiency, additional actions required, and the impact on the unit's ability to undertake its wartime mission. Using AFSORTSDET, format the AETC formal training school allocation deficiency narrative according to the *example* below:

(date) AETC: (list short title deficiency or future requirement)

CURRENT STATUS/ACTION

ADDITIONAL ACTIONS

IMPACT ON UNIT

FUTURE REQUIREMENT(S)

2.11.10.4. When required, CE units report the last date the unit attended Silver Flag Training using the TRSA3 remark label.

2.11.11. Overall C-level data must be explained in a REASN label remark (Overall Reason Unit Subarea is Not C-1 (REASF) for Secondary or Tertiary Missions). The remark should summarize problems in sufficient detail to ascertain unit readiness and prompt review of specific measured area remarks. The following situational examples would require a remark:

2.11.11.1. Which mission(s) the unit cannot fully support or undertake when its Overall C-level is less than C-1.

2.11.11.2. The commander's rationale, supporting a subjectively assessed C-level and area(s) where the commander disagrees with the measured area C-level.

2.11.11.3. The programmed or estimated date the unit will again be able to undertake its major wartime mission if less than C-1 or after undergoing a major equipment conversion or transition.

2.11.11.4. The deactivation date planned for the unit. If within one year of deactivation, do not list personnel shortages unless specifically instructed to do so by the MAJCOM.

2.11.11.5. When a unit fails an ORI or NSI, consider a commander assessed downgrade to the unit's Overall C-level until the deficiency causing the unsatisfactory rating is resolved. Units may assume successful re-inspection; when it is required and the inspection team provides applicable dates. Provide remarks to explain the condition in the REASN and/or REASF labels.

2.11.12. Using the RICDA label, all SORTS reporting units will include a written remark in each Primary, Secondary, and/or Tertiary database supplying the full rank and name of their primary and alternate SORTS monitors. Minimum entry will include contact telephone number(s) and e-mail address(s). Current DOC Statement date will be included as the final line of text. ***EXAMPLE:*** SORTS MONITORS FOR THE 123XFW ARE PRIMARY TSGT JOHN DOE. ALTERNATES SSGT JANE DOE AND A1C MAY JUNE. DSN 999-8888/ 7777. E-MAIL 123XFW@EXAMPLE.AF.MIL. Current DOC Statement date: DDMMMYY.

2.12. Overall Reason Codes.

2.12.1. Assigning a Primary Reason Code (PRC). Units must report a reason code against the Overall C-level using the reason codes in **Table 2.5**, unless reporting C-1. When partially deployed, use DEFG (See **Table 2.7** for additional clarification on use of PRCs).

2.12.2. Reporting a PRC. The PRC will be entered in the REASN and/or REASF fields.

2.12.2.1. When the Overall C-Level is less than C-1, pick that resource area most affecting the lowered C-Level. Use P for personnel, S for equipment and supplies O/H, R for equipment condition, and T for training.

2.12.2.2. If the Overall C-Level (14) is changed by commander assessment the X reason code will be used. See **paragraph 2.13** for supporting reason codes.

2.12.2.2.1. If the Overall C-level is based on commander assessment of partial deployment capability, up or down, the X reason code will be used under the REASN remark label and the DEFG will be placed in the SECRN field. Detailed deployment remarks under the REASN remark label will be included to reflect DEFG, the percentage of the unit's deployable capability that is currently deployed, and the rationale for the commander's change to the calculated C-Level.

2.12.2.2.2. If the Overall C-level is based solely on measured area calculations (REASN not X and not C-1) and the unit is partially deployed P, S, R, or T will be placed in REASN and the DEFG as described below will be placed in the SECRN field. A detailed explanation will be included under the REASN remark label. Using AFSORTSDET, format the reason summary narrative according the *example* below:

(date) PARTIAL UNIT DEPLOYMENT
REASON CODE (E)/6 F-16 DEPLOYED TO BASE X FOR OPERATION ABC; 1 60K
AIRCRAFT LOADER AND 2 10K ALL-TERRAIN FORKLIFTS DEPLOYED TO BASE Y
FOR HUMANITARIAN SUPPORT OPERATIONS; 16 SECURITY PERSONNEL DEPLOYED TO BASE Z FOR HUMANITARIAN SUPPORT OPERATIONS.

2.12.2.3. If the Overall C-Level is C-1, there is no partial deployment reflected (no DEFG needed), and one or more of the resource areas are not measured (reported as code 6), the 6 reason code will be used. No remarks are required for a 6 reason code.

2.12.2.4. If the Overall C-Level is capped by AF FAMs, (i.e., due to resource allocation) below C-1, enter the maximum level possible in the Category Level Limitation (LIM) label for primary missions (Category Level Subarea Limitation (LIMF) for secondary or tertiary missions) in the CATLIM set. Enter a P, S, R, or T in the Reason for Category Level Limitation (RLIM) label for the area most affected by the resource allocation (Reason for Category Level Subarea Limitation (RLIMF) label for secondary or tertiary missions).

2.13. Assigning a Secondary or Tertiary Reason Code. The Overall C-Level is changed by the commander, enter X in REASN field and assign a secondary code to explain the primary reason for the decision to change the C-level (See **Table 2.7** for additional clarification on use of secondary and tertiary reason codes).

2.13.1. When upgrading, use the codes: PUP for personnel, SUP for equipment and supplies O/H, RUP for equipment condition, and TUP for training.

2.13.2. When downgrading, use the applicable reason code in **Chapter 3**, **Chapter 4**, **Chapter 5**, and **Chapter 6**. Do not use PUP, SUP, RUP, or TUP when downgrading.

2.13.3. SECRN is mandatory if REASN equals X or if Overall is less than 1 and DEFG is reported in REASN and/or REASF fields.

2.13.4. TERRN will be used if REASN equals X and SECRN equals DEFG when READY is less than 1 (Tertiary Reason Unit is Not C-1 (TERRF) field for Secondary or Tertiary Missions).

Section 2C—Air Force Unique Data

2.14. Special Mission Capability Data. Special mission capabilities are tasks, equipment, and missions listed in **Table 2.3** Generally, they add flexibility to mission accomplishment and require specialized equipment or training. The SORTS DOC Statement will state which special mission capabilities to include in C-Level calculations. It will also state where to report data on up to four specific capabilities. For each special mission capability:

2.14.1. Determine the SMCC by using **Table 2.3** Enter the code under the SMCC 1 through 4 fields, as applicable.

2.14.2. Determine the number of aircraft required to have the capability. Use the SORTS DOC Statement to find the number required to have the specialized equipment. Enter the number under Special Mission Required Aircraft (SMRA) 1 through 4 fields, as applicable.

2.14.3. Count the number of aircraft mission ready and available with the special capability. Count only those aircraft mission ready and available and have the required specialized equipment mission ready and available according to **paragraph 5.7**. Enter the number under the Special Mission Aircraft Available (SMAA) 1 through 4 fields, as applicable.

2.14.4. Determine the number of crews required to have the specialized training. Use the SORTS DOC Statement to determine the number required and enter the number under the Special Mission Required Crews (SMRC) 1 through 4 fields, as applicable.

2.14.5. Count the number of mission ready and available crews with specialized training. Count only those crews with specialized training which are mission ready and available according to **paragraph 6.2.3**. Enter the number under the Special Mission Available Crews (SMAC) 1 thorough 4 fields, as applicable.

2.15. CBDRT Reporting. To report the status of unit required/authorized CBDRT equipment and training, see **Attachment 4**. All measured units will complete a CBDRT report concurrent with the unit's primary SORTS report

Chapter 2 Reference Tables (see top of next page)

Table 2.1. Units Authorized to Report C-6 in a Measured Resource Area.

Rule	A	B	C
	If the unit is a(n)	**and the unit situation is that it**	**then it will report C-6 in fields**
1	aerial port units (reserve)	does not have equipment that is reported	ESRAT & ERRAT
2	AF Office of Special Investigations (AFOSI) unit (CI)/ (SpI))	is not tasked under a specific OPLAN or AFOSI WMP-III	
3	air intelligence squadron	has only personnel tasking	
4	AOC unit	MANFOR only	
5	associate unit (active or reserve)	is not authorized any aircraft or SORTS measured equipment of its own	
6a	base transportation unit	does not have vehicle requirement	
6b		is tasked with a personnel only UTC that does not require any vehicle operators or hazardous cargo certifiers	TRRAT
7	CE unit (Prime BEEF or Red Horse)	reports as available only those items that are O/H and mission ready.	ERRAT
8	combat camera team	has only personnel tasking	ESRAT & ERRAT
9	combat control unit	reports as available only those equipment items that are mission ready and O/H	ERRAT
10	combat logistics support squadron (CLSS)	has no SORTS measured organic combat essential requirements (i.e., all equipment is support equipment whose condition is already considered in the equipment and supplies O/ H area since for these units, these items must be mission ready to be counted as O/H)	
11	communications or combat communications unit	has only personnel tasking	ESRAT & ERRAT
12	information warfare unit		
13	intelligence unit		
14a	LRS unit	is tasked with a personnel only UTC and/or has no vehicle requirement	
14b		has no training requirement	TRRAT
15a	medical and aeromedical unit	is not authorized any of the SORTS measured WRM project codes identified in **Table 4.4.**, Rule 29	ESRAT & ERRAT

Rule	A	B	C
	If the unit is a(n)	**and the unit situation is that it**	**then it will report C-6 in fields**
15b		has no SORTS measured organic equipment requirements or has WRM project codes identified in **Table 4.4.**, Rule 29 (condition is already considered in the EQSUPPLY area since for these units, these items must be mission ready to be counted O/H)	ERRAT
15c		is a prepositioned equipment asset and has no SORTS measured personnel or training requirements	PRRAT & TRRAT
16	Prime Readiness in Base Support (PRIME RIBS) unit	has no SORTS measured organic equipment requirements (i.e., unit uses only non-organic WRM or fixed facilities owned by another unit) (See **Note 3**)	ESRAT & ERRAT
17a	SAM or Short-Range Air Defense (SHORAD) unit	none, personnel are not reported	PRRAT
17b	SAM unit	is operated, manned, and maintained, by a foreign military unit with the equipment owned by the US	PRRAT & TRRAT
18	special tactics unit	reports as available only those equipment items that are mission ready and O/H	ERRAT
19a	supply unit	is tasked with a personnel only UTC	ESRAT & ERRAT
19b		has no training requirement	TRRAT
20	weather unit	has no equipment requirements	ESRAT & ERRAT

NOTES:

1. FAMs may not exclude anything required for wartime mission in a measured area.

2. Rules 1, 5b, 13a, 16a and 18a-b are not applicable to the ANG.

3. Starting in October 2003, Services units will be required to report on the status of DOC-tasked deployable equipment, listed in **Table 4.1**, *Reporting Combat Essential and Support Equipment O/H Percentages* and **Table 5.1**, *Which Equipment to Measure in Equipment Condition Sub Areas*, of this document and not be authorized to report C-6.

Table 2.2. Air Force Instruction References For C-level Data.

AFI 10-210, *Prime Base Engineer Emergency Force (BEEF) Program*
AFI 10-214, *Air Force Prime RIBS Program*
AFI 10-209, *RED HORSE Program* AS 429, and AS 012
AFJMAN 24-204(I), *Preparing Hazardous Materials for Military Air Shipments*
AFI 24-301, *Vehicle Operations*
AFI 32-3001, *Explosive Ordnance Disposal* (EOD*) Program*
AFM 37-139, *Records Disposition Schedule*
AFI 41-106, *Medical Readiness Planning and Training*
AFI 65-503, *US Air Force Cost and Planning Factors* (aircraft)
NOTE: This list is not all-inclusive.

Table 2.3. Special Mission Capability Codes for SMCC 1-4 Field Use.

Code	Capability	Code	Capability
1	LITENING Pod	**33**	Helicopter Air Refueling
2	Forward Air Controller Air	**34**	High Altitude Low Opening (HALO)
3	Maverick	**35**	Low Altitude Parachute Extraction
4	Combat Search and Rescue (CSAR) System (LAPES)	**36**	AWADS (lead only)
5	Strike Control and Reconnaissance	**37**	Special Ops Low Level (SOLL) II
6	Side Looking Airborne Radar (SLAR)	**38**	Vacant, available for future use
7	Tactical Electronic Reconnaissance (TERREC)	**39**	Vacant, available for future use
8	Long Range Navigation (LORAN)	**40**	GBU-27
9	PAVE PENNY tracker pad	**41**	MC-1
10	Guided Bomb Unit (GBU) -15	**42**	Night Toss
11	Weather Reconnaissance	**43**	TMU-28
12	Liaison Officer (LNO)	**44**	Joint Maritime Operations (JMO) (Air)
13	Conventional Delivery	**45**	High-speed Anti-radiation Missile (HARM)
14	Sea Reconnaissance/surveillance	**46**	Non-AWADS lead
15	Low-Altitude Navigation (LANA)	**47**	Leaflet Drop
16	Low-Altitude Navigation Targeting Infrared for Night (LANTIRN)	**48**	Flare Launch
17	Joint Air Attack Team (JAAT)	**49**	Boat Drop
18	Mine Laying)	**50**	Killer Scout
19	Imaging Infrared (IIR) Maverick	**51**	Air-to-Ground Missile (AGM) -130
20	IIR GBU-15	**52**	AGM-142
21	Other (till better code is available)	**53**	Global Positioning System (GPS) Aided

Code	Capability	Code	Capability
			Munition (GAM)
22	HARPOON	**54**	Joint Direct Attack Munition (JDAM)
23	Conventional Air Launched Cruise Missile (CALCM)	**55**	Flight Lead
24	GBU-28 (Adverse Weather Aerial Delivery System (AWADS))	**56**	Primary Nuclear Airlift (PNAF)
		57	HARM Targeting System
25	Night Vision Goggles (NVG)	**58**	UST 105
26	Forward Arm and Refuel Point (FARP)	**59**	Tactical Intelligence Broadcast System (TIBS) (Block 20 only)
27	Shipboard Operations		
28	Special Operations Tactics Code	**60**	Enhanced Jukebox (EJB)
29	Hot Refueling	**61**	Vacant – available for future use
30	Fixed Wing Air Refueling (Air Mobility Command (AMC) & Air Force Special Operations Command (AFSOC) only)	**62**	Special Emitter Array (SPEAR) pod (Block 30 Only)
		63	Theater Airborne Reconnaissance System (ATARS)
31	AWADS	**64**	Vacant available for future use
32	Airdrop (AMC & AFSOC only)		

NOTE: MAJCOMs may add to this Table when approved by HQ USAF Operational Training (HQ USAF/XOOT).

Table 2.4. Remarks Guidance Matrix.

Label	AFI Reference/Requirement Definitions
READY	**2.6 -** when reporting LIMFACS
REASN/ REASF	**1.10.8 -** when the commander changes the overall C-level **1.11.11.1.5.1 -** less than C-1, regardless of assessment **2.8.1.2 -** commander assessment factors **2.11.11 -** remark explanations **2.11.11.5 -** inspection failures **2.12.2.2.1 -** partial deployments with overall less than C-1 **2.12.2.2.2 -** partial deployments with overall changed
CADAT	**2.5.1 -** anytime a unit forecasts a C-level change **2.5.2.1 -** 3, 6, and 12-month forecast (specific format) **2.5.2.2 -** additional free text forecasting remarks.
PCTEF	**2.7.3 -** mandatory remark when PCTEF is reported
PRRES/ PRREF	**2.11.7.2 -** when P-level is less than P-1 **2.11.7.3 -** when including civilian personnel and services provided
PRRAT	**2.11.7.4 -** UMD/UTC mismatched AFCS'S (specific format)

PERTP	2.11.7.5 - regardless of C-level, list AFSC shortages
ESRES/ ESREF	**2.11.8.1 -** when equipment and supplies O/H S-level is less than S-1. **2.11.8.1.2 -** WRM not reported in subareas (Medical Units ONLY)
ESSA 1-9	**2.11 -** subarea remarks requirement **2.11.8.1 -** subareas below S-1 status **2.11.8.1.1 -** ECM pods less than 90 percent (ESSA4 only)
MEPSD	2.11.8.1.3 - to account for a flying Unit's Aircraft Assigned but not possessed 2.11.8.1.3.1 - remark example 2.11.8.1.3.2 - UAV reporting
RICDA	**2.11.8.3 -** A and B mobility bags **2.11.12 -** unit SORTS monitor/DOC currency identification (specific format)
ERRES/ ERREF	**2.11.9.1 -** when equipment condition R-level is less than R-1, multiple subarea summation, and aircraft (75%) reporting
ERSA1 – ERSA9	**2.11 -** subarea remarks requirement **2.11.9.1 -** subareas below R-1 status **2.11.9.1 -** account for subareas less than 90 percent, not R-1 (support units only)
TRRES/ TRREF	**2.11.10.1 -** when less than T-1 in Training **2.11.10.2 -** multiple subareas limiting the T-level
Label	**AFI Reference/Requirement Definitions**
TRSA1 – TRSA5	**2.11 -** subarea remarks requirement **2.11.10.2 -** subareas below T-1 status **2.11.10.4 -** CE Silver Flag training (TRSA3 only) 6.4.2.3.1.1 - Option 1: a. Detail BMC changes 6.4.2.3.1.2.3 - b. Detail CMR changes 6.4.2.3.1.3 - c. Detail SPECAP changes. 6.4.2.4.1.2 - BMC remark 6.4.2.4.1.3.3 - CMR 6.4.2.4.1.4 - PECAP **6.5.6 -** training range limitation
TRRAT	**2.11.10.3 -** AETC formal training school allocation deficiencies. **6.5.6 -** training range limitation

NOTES:

1. This list is not all-inclusive.
2. Abbreviations should not be used in remarks.
3. Illegal characters not to be used in remarks as follows:
   ! = Exclamation point **$** = dollar sign **;** = semicolon
   & = and sign **"** = quotation or ditto marks * = asterisk
   @ = at sign + = plus sign **#** = number or pound sign
   = = equal sign **%** = percent sign.
4. Do not use symbols spell them out.
5. Acronyms must be spelled out once in each remark.

Table 2.4. (Added-(USAFE)) Remarks Guide Matrix (Sample remark format).

LABEL	REMARKS/FORMAT MATRIX
CADAT	LABEL/(classification)/A/LABEL:CADAT//GENTEXT/RMK/(date) 3 MONTH FORECAST/2/P/P06/PERSONNEL PERMANENT CHANGE OF STATION (PCS) WITH NO REPLACEMENTS TRAINED 6 MONTH FORECAST/1/NO EXPECTED PROBLEMS 12 MONTH FORECAST/1/NO EXPECTED PROBLEMS
CPAVL	LABEL/(classification)/A/LABEL:CPAVL// GENTEXT/RMK/(date) AFSC SUBSTITUTION AND CROSS UTILIZATION AFSC REQ/PAY GRADE REQ/DUTY AFSC OF INDIVIDUAL ASGN/PAY GRADE OF INDIVIDUAL ASGN/UTC INDIVIDUAL ASSIGNED IN/PERCENT OF AFSC SUSTITUTE WITHIN THE UTC: 041A3/O5/4A091/CMSGT/FFGK5/TWO PERCENT//
CREWF	USE TO PROVIDE FREE-TEXT AMPLIFYING REMARKS WHEN THE NUMBER OF AIRCREWS FORMED (CREWF) IS LESS THAN THE NUMBER OF AIRCREWS AUTHORIZED (CREWA).
EQSEE	LABEL/(classification)/A/LABEL:EQSEE// GENTEXT/RMK/(date) NUMBER OF ITEMS / NAME OF RESOURCE / UTC THE ITEM BELONGS TO / FIX ACTION//
ERRES/ERREF	IF THE MEASURED AREA IS LESS THAN R-1, UNIT MUST INCLUDE A SUMMARIZED DESCRIPTION OF ALL EQUIPMENT CONDITION SHORTFALLS AND PROJECTED GWD FOR REMAINING R-LEVELS UNTIL REACHING R-1.
ESRES/ESREF	IF THE MEASURED AREA IS LESS THAN S-1, UNIT MUST INCLUDE A SUMMARIZED DESCRIPTION OF ALL EQUIPMENT SHORTFALLS AND PROJECTED GWD FOR REMAINING S-LEVELS UNTIL REACHING S-1.
MEASG	LABEL/(classification)/A/LABEL:MEASG// GENTEXT/RMK/(date) ACTUAL AIRCRAFT NUMBERS: TYPE/AUTH/ASGN/AVAIL/ C-130E/18/19/17//
MEMRA	LABEL/(classification)/A/LABEL:MEMRA// GENTEXT/RMK/(date) AIRCRAFT NONMISSION CAPABLE: TYPE/TAIL/DISCREPANCY/LOC/ETIC/ F-16CJ/0987/RADAR INOP/RAF LAKENHEATH, UK/24 APR 04//

MEPOS	LABEL/(classification)/A/LABEL:MEPOS// GENTEXT/RMK/(date) AIRCRAFT LOCATION: TYPE/TAIL/LOC/REASN/ERD/ C-130E/1234/ROBINS AFB, GA/UNSCHEDULED DEPOT MX/18 NOV 2004/ C-130E/2345/RAF MILDENHALL/UK/-/-/ C-130E/3456/ RAF MILDENHALL/UK/-/-/ C-130E/4567/ RAF MILDENHALL/UK/-/-//
PCTEF	LABEL/(classification)/A/LABEL:PCTEF// GENTEXT/RMK/(date) PERCENT EFFECTIVE 1/HURRICANE KATRINA/NO PROBLEMS/GWD/ESTIMATED DEPARTURE DATE or RETURN DATE//
PERTP	LABEL/(classification)/A/LABEL:PERTP// GENTEXT/RMK/(date) PERSONNEL SHORTAGES: AFSC/REQ/ASGN/AVAIL/UGT/ PERSONNEL REASON CODE/ 1C351 (COMMAND POST)/5/4/2/0/P86/ ONE 1C351 INBOUND, NO ACTION REQUIRED.//
PRRAT	LABEL/(classification)/A/LABEL:PRRAT// GENTEXT/RMK/(date) UTC AND UMD MISMATCHES: UTC/AFSC/NBR REQ BY UTC/NBR AFSC AUTH BY UMD/EXPLANATION WITH GWD/ XWQA1/1C391/1/0/WE ARE TASKED BY UTC WITH SUPPLYING A 1C391 AND WE ARE NOT AUTHORIZED ANY ON OUR UMD. WE ARE WORKING WITH BASE MANPOWER TO OBTAIN A 1C391 ON OUR UMD. GWD 01 Dec 03// *Note:* Base manpower must initial the remark on the unit's USAFE Form 215B regardless of P-level.
PRRES/PRREF	IF THE MEASURED AREA IS LESS THAN P-1, UNIT MUST INCLUDE A SUMMARIZED DESCRIPTION OF ALL PERSONNEL SHORTFALLS AND PROJECTED GWDS FOR REMAINING P-LEVELS UNTIL REACHING P-1.
REASN/REASF	IF ONE MEASURED AREA IS LESS THAN C-1, UNIT MUST INCLUDE A SUMMARIZED DESCRIPTION OF ALL MEASURED AREA SHORTFALLS IN SUFFICIENT DETAIL TO ASCERTAIN UNIT READINESS AND PROJECTED GWDS FOR REMAINING C-LEVELS UNTIL REACHING C-1. THE REMARK SHOULD ALSO INCLUDE WHICH MISSION(S) THE UNIT CANNOT FULLY SUPPORT AND THE COMMANDER'S RATIONALE SUPPORTING A SUBJECTIVELY-ASSESSED C-LEVEL.
TRRES/TRREF	IF THE MEASURED AREA IS LESS THAN T-1, UNIT MUST INCLUDE A SUMMARIZED DESCRIPTION OF ALL TRAINING SHORTFALLS AND PROJECTED GWDS FOR REMAINING T-LEVELS UNTIL REACHING T-1.

Table 2.5. Standard Reason Codes for Air Force Units.

Rule	A	B
	If the Overall C-Level is	**then the REASN code is**
1	less than C-1 and the area most affecting the C-Level is personnel,	P
2	less than C-1 and the area most affecting the C-Level is equipment and supplies O/H,	S
3	less than C-1 and the area most affecting the C-Level is equipment condition,	R
4	less than C-1 and the area most affecting the C-Level is training,	T
5	subjectively changed by the commander	X
6	C-5 and a resource area is C-4 for service-directed resource action	N
7	C-1 and one or more of the resource areas are not measured	6

Table 2.6. Expanded Reason Codes for Partially Deployed Units.

Rule	A	B
	If the Commander's Assessment of the Unit Deployable Capability deployed is in the range	**then the REASN code reflecting potential risk if resources are not released to re-deploy is**
1	less than 5%	not applicable
2	5 to 15%	D
3	16 to 25%	E
4	26 to 35%	F
5	36 to 75%	G
6	76 to 100%	not applicable

Table 2.7. Use of Primary, Secondary, and Tertiary Reason Codes.

Rule	When Overall C-level (READY) is	and Primary Reason Code (REASN) is	Then report Secondary Reason Code (SECRN) as	and report Tertiary Reason Code (TERRN) as
1	C-1	not used		
2	C-1	X	D, E, F, G when assets are deployed	PUP, SUP, RUP, or TUP
			applicable reason code when assets are not deployed	optional
3	C-1	D, E, F, G for deployment assessment	optional	not used
4	C-1	6	not used	
5	less than C-1	P, S, R, or T	D, E, F, G when assets are deployed	applicable reason code
			optional when assets are not deployed	optional
6	less than C-1	X	D, E, F, G when assets are deployed	applicable reason code
			applicable reason code when assets are not deployed	optional
7	C-5	N	not used	

Chapter 3

PERSONNEL MEASURED AREA DATA

3.1. Personnel. A critical part of SORTS readiness reporting is the status of the unit's personnel resources. Units compute the personnel P-level based on the percentages of total and critical personnel available to accomplish the unit's required wartime mission. For units with an in-place or dual (in place and mobility) wartime mission, personnel wartime requirements are based on authorized funded positions in their UMDs. For units with mobility only missions, the requirements are the manpower details of their UTC(s). The following documents are used as sources for the personnel measured area: MEML, UMD, SORTS Personnel Availability Roster, and the MANFOR UTC Detail Report from the Manpower Personnel Module Base-Level (MANPER-B) system. Personnel measurement is limited to US military and specified DoD civilian personnel. Foreign national military, foreign national civilian, and contractor personnel are not counted in the measured personnel area. Active duty units will not count ANG and Reserve personnel unless gained by the unit as a result of mobilization.

3.1.1. Total Personnel.

3.1.1.1. TPAUTH for all units is based on the unit's UMD and/or its DOC required UTCs.

3.1.1.1.1. For units with an in-place generation mission or an in-place generation and mobility mission (see unit DOC Statement), the source document for TPAUTH is the unit's UMD. MAJCOMs must provide instructions to their units on how to identify wartime-required and funded positions, i.e. a DOC instruction of "Measure and report the availability of unit personnel to fill all funded military positions in your UMD."

3.1.1.1.2. For units with a mobility only mission (see unit DOC Statement), TPAUTH is the total of the manpower requirements identified in the deployment UTC(s) the unit is required to support. Contact the local manpower office for a UTC Manpower Detail Report for each UTC.

3.1.1.2. TPASG is determined by counting all personnel in a unit from the time they arrive at the unit until they depart on a PCS, permanent change of assignment (PCA), or separate from the Air Force. All personnel are counted for TPASG regardless of AFSC, skill level, or grade and may exceed the TPAUTH number. Units will use a unit manpower personnel roster (UMPR) or similar product provided by their CSS or Military Personnel Flight (MPF) to determine total assigned personnel. Before preparing the SORTS report, the unit SORTS monitor should coordinate with the unit CSS to ensure records in the Personnel System are updated and reflect the true status of unit personnel.

3.1.1.3. TPAVL is determined by calculating the number of TPASG that are available to the unit within the DOC response time and are able to perform the assigned mission (see **paragraph 3.2** for specific availability guidance). TPAVL are counted regardless of AFSC, skill level, or grade and may exceed the TPAUTH number.

3.1.1.4. DoD Civilian Personnel can be included in personnel counts when they occupy wartime-required positions. Only Emergency Essential (EE) (IAW AFI 10-231, "*Federal Civilian Deployment Guide"*) and "Key" DoD civilians (IAW AFI 36-507, "*Mobilization*

of the Civilian Workforce") are included in calculations in the SORTS personnel area. Other DoD civilian and general contractor personnel impacting a unit's readiness may be reported on as part of the commander's assessment.

3.1.1.4.1. Do not count civilian personnel in SORTS if they have Reserve or Guard commitments during crisis or wartime that can make them subject to recall.

3.1.1.4.2. MAJCOMs must mark SORTS DOC Statements to include United States (US) DoD civilian personnel in the personnel measurement area when they are part of the unit's wartime requirement (either by occupying wartime required authorizations and/or as part of the unit's deployment UTCs). A remark on SORTS DOC Statements should indicate if and how a civilian occupation code converts to a military AFSC.

3.1.1.5. Foreign Local Nationals will not be counted in SORTS due to questionable availability during wartime contingencies.

3.1.2. Critical Personnel.

3.1.2.1. The reporting of critical personnel is based on the AFSC's identified by the HQ USAF functional area manager as detailed in **Table 3.1** Personnel with particular AFSCs are considered "critical" if they meet the following criteria:

3.1.2.1.1. Personnel with AFSC(s) that are essential to fulfilling the unit's wartime mission tasks.

3.1.2.1.2. Absence of personnel possessing AFSC(s) that would render the unit severely deficient or totally unable to execute its wartime mission.

3.1.2.1.3. AFSC is part of a critically manned career field subject to special monitoring.

3.1.2.2. Officers who have a critical AFSC as their duty or primary AFSC, or enlisted who have a critical AFSC as their primary or control AFSC are considered critical.

3.1.2.3. Enlisted members who are cross training and hold a 3-level control AFSC in their new career field present a special circumstance. Those personnel can be counted against critical requirements in their former career field so long as they hold the correct primary or control AFSC and skill level, their grade meets or exceeds the UMD requirement, and their commander determines they are qualified to perform the job.

3.1.2.4. CPAUR is determined by counting the number of TPAUTH positions that also match the AFSC/skill levels listed in **Table 3.1**.

3.1.2.5. CPASG is determined by counting the number of critical personnel authorized positions that can be filled by a qualified person. To count as qualified, the person must have the required AFSC and meet or exceed the required skill level. An officer must have the correct duty AFSC and grade and enlisted personnel must have the correct control or primary AFSC/skill level compared to the critical position requirement. Critical Personnel who are surplus to the unit's critical personnel requirement in an AFSC will not be counted as part of the critical personnel assignment unless they can be used to fill a requirement shortage IAW authorized substitutions as defined below:

3.1.2.5.1. AFSC substitution: AFSC Substitution of critical personnel is only allowed when authorized by UTC MISCAP, WMP-1 Functional Annexes, or Functional AFIs.

3.1.2.5.2. Skill-level substitution: The UTC MISCAP, functional AFIs, or the USAF WMP-1 annexes govern authorized skill-level substitutions. Substitutions will only be made when authorized! IAW CJCSM 3150.02, critical personnel substitutions must have the required AFSC and meet or exceed the skill level required. Commanders should review the qualifications of any substitutes to ensure the UTC requirement is not degraded. Once review is made, substitutes may be included in critical calculations.

3.1.2.6. CPAVL is determined by calculating the number of CPASG that are available to the unit within the DOC response time and are able to perform the assigned mission (see **paragraph 3.2** for specific availability guidance).

3.1.2.7. Critical Personnel overages will not be reported in the CPASG and CPAVL data fields but may be reported using a remark under the applicable label (CPASG or CPAVL).

3.1.3. Special Provisions for Personnel Counting.

3.1.3.1. The SORTS DOC Statement must indicate whether DSU personnel must be included in the count.

3.1.3.2. Units with multiple weapon systems will allocate resources to meet the wartime requirements of each system.

3.1.3.3. Personnel TDY or temporarily attached to a measured unit will not be included in the gaining unit's assigned and available numbers.

3.1.3.4. Total force organizations or units with a joint mission that have multiple service personnel assigned, attached or a combination of active duty and reserve component personnel will use their respective service or component unit UMD to determine total personnel requirements, e.g., a total force wing requires support from the Army, Navy, and Air National Guard. The Army operating location (OL) has a UMD of 20 personnel, the Navy OL 20 personnel, the ANG unit 100 personnel and the Active Duty unit 150 personnel, the total requirement is 290. Critical personnel will be assessed using the same guidelines based on specific AFSC/MOS requirements listed in the UMD or UTCs required to support.

3.1.3.5. AFRC and NGB personnel attached to an active duty unit, for training purposes, will not be included in personnel numbers.

3.1.3.6. If a unit is assigned a fragmented portion of a UTC (split-tasking), report the UTC portion that has been assigned on the unit DOC Statement. Split-tasking will be reflected by using a minus sign (-) immediately after the UTC. {***example:*** FFGK5(-)}. The portion of the UTC that is assigned, or is not assigned, is then spelled out within the Remarks section of the DOC Statement (See **Attachment 2** for further DOC Statement guidance).

3.1.3.7. Individual Mobility Augmentees (IMAs) will only be counted when assigned as part of a mobilization or Reserve Call-up. Unit's reporting IMA numbers in their personnel area will explain how the IMAs are used under a PRRES label remark.

3.2. Determining Personnel Availability. Unit personnel may be considered available if they are assigned to the unit and meet one of the following requirements:

3.2.1. Are present at home station or can be present within the prescribed unit response time.

3.2.2. Are at a deployed location and can be ready to redeploy within the unit response time.

3.2.3. Are not restricted from deploying or employing with the unit (this is for units with a mobility mission).

3.2.4. Are counted if their duty status/availability code(s), on a SORTS Personnel Availability Roster and the Duty Status Roster, match those from AFI 10-403, and the commander determines them available where appropriate. Personnel having a duty status/availability code restricting them from deployment (IAW AFI 10-403) may be considered available for in-place missions as determined by the commander.

3.2.5. Use the following SORTS rules to determine personnel availability according to a unit's DOC Statement Mission Title (Section 2).

3.2.5.1. For in-place generation, alert, OPERATIONS PLAN 8044 REVISION 03, or surveillance missions, count personnel available if they can be expected to return to their assigned duty location within response time.

3.2.5.2. For mobility missions, count personnel available if they are expected to be ready to deploy from their present location within DOC response time.

3.2.5.3. For combined in-place generation and mobility missions, allocate personnel to each mission and then apply the rules for each type mission.

3.2.5.4. For security forces combined in-place generation and mobility missions DOC Statements, allocate all personnel required for UTC or mobility deployment and apply all remaining available personnel towards home station force protection.

3.2.6. When a unit temporarily transfers (lends) personnel to another unit, the supplying measured unit will continue to measure and report the personnel in its SORTS unless otherwise directed by the MAJCOM(s) involved. Likewise a unit receiving personnel from another unit will not measure or count those personnel unless otherwise directed. Temporary assignment of personnel will not justify improved SORTS C-levels. However, support from other units may be factored into a commander's assessment for the Overall C-level.

3.2.7. MAJCOMs should provide additional guidance to assist unit commanders to consistently and accurately determine whether members are available and ready to deploy within the response time.

3.3. Total and Critical Personnel Percentage Calculation. The lower P-level from total or critical personnel is used to determine the personnel resource area P-level.

3.3.1. Total Personnel Percentage. Total personnel are calculated using the following rules:

3.3.1.1. If 10 or more people are calculated, divide total personnel available by the total number of personnel authorized, multiply by 100 and round off to a whole number.

3.3.1.2. If nine or less people are calculated, use **Table 3.2** to derive the percentage.

3.3.1.3. Enter the percent in the PERTP field.

3.3.2. Critical Personnel Percentage. Units use one of two methods for computing critical personnel percentages; the single percentage computation method or the multiple percentage

computation method. The method used is derived from **Table 3.1** for each unit type. If the entries in **Table 3.1**, columns B and/or C are separated by commas only, the single percentage computation method is used. If the entries in **Table 3.1**, columns B and C include semicolons, the multiple percentage computation method is used. Calculate critical personnel using the following rules:

3.3.2.1. For support, non-combat air forces (CAF) units, space, and missile units, if 10 or more personnel are calculated, divide the number of critical personnel available by the number of critical personnel authorized (UMD) or required (UTC). Multiply the result by 100 and round off to a whole number.

3.3.2.2. Single percentage computation method. Total the number of personnel positions from TPAUTH that contain the AFSCs and skill levels identified in **Table 3.1** as critical. This number becomes the denominator in the percentage equation.

3.3.2.3. Multiple percentage computation method. Compute a separate percentage for each packet of critical personnel. See **paragraph 3.5** for an explanation of packets. Report the lowest percentage of all of the packets in the PERTC data field.

3.3.2.4. Percentage computations. The following applies regardless of the method used.

3.3.2.4.1. Availability of personnel is determined using **paragraph 3.2**

3.3.2.4.2. If the number in the denominator of the percentage equation is nine or less personnel, use **Table 3.2** to derive percentage.

3.3.2.4.3. If the personnel calculation baseline (denominator in the percentage equation) is 10 or more personnel , divide the number of critical personnel available by the number of critical personnel authorized (UMD) or required (UTC). Multiply the result by 100 and round off to a whole number.

3.3.2.4.4. Enter the percentage in the PERTC data field.

3.3.2.5. CAF aviation units will calculate their personnel numbers using the following:

3.3.2.5.1. See **paragraph 3.3.2.3** to calculate CAF multiple percentages.

3.3.2.5.2. Find the number of personnel available for each crew position (i.e., pilot, co-pilot, navigator, etc.). Calculate critical maintenance personnel as you would for non-combat aircraft units using **paragraph 3.3.2.1** guidance.

3.3.2.5.3. If 10 or more aircrew are calculated, divide the number aircrew available by the number of aircrew required for each crew position. Multiply the result by 100 and round off to the whole number.

3.3.2.5.4. If nine or less aircrew are calculated, find the percent using the number available by crew position (Reference **Table 3.2**).

3.3.2.5.5. Enter the lowest percentage between aircrew personnel positions and the Critical Maintenance AFSCs in the PERTC field.

3.3.2.6. Non-CAF aircraft units may elect to use CAF criteria for measuring critical personnel including when GTACS CAF units report via aircrew duty position method.

3.4. Personnel Reason Codes.

3.4.1. Select the most specific reason code from **Table 3.5**, when P-level is less than P-1.

3.4.2. If the reason code has changed from the last reported, enter the new reason code in the PRRES or PRREF data fields.

3.5. Critical Personnel Packet Formulation.

3.5.1. When a unit's personnel resources are sufficiently diverse, measuring certain critical personnel by the single percentage computation method may mask shortages in critical AFSCs and skill levels. In these cases, HQ USAF FAMs may arrange critical AFSCs listed in **Table 3.1**, into groups called *packets* and separate the packets by semicolons (;). Packets will be reflected in the unit's DOC Statement. Alternatively, UTCs may be substituted for AFSC packets when they have manpower details assigned. (***Examples:*** 1C37X, 1C35X; 3C072, 3C052 or UTC-QFEBA; QFEBB;). The critical personnel packets will be reported using the multiple percentage computation method.

3.5.2. When packets are used, units will calculate a separate percentage for each designated packet listed in **Table 3.1** using the procedures in **paragraph 3.3.2**. The lowest percentage of all packets will be reported in the PERTC field.

3.5.3. MAJCOM CAF FAMs may designate non-aircrew personnel packet(s) using **Table 3.1**.

3.6. Commander Assessment and Remarks. Commanders should address the following personnel issues when submitting a unit assessment, if applicable:

3.6.1. In the event of UMD/UTC mismatches (**paragraph 2.11.7.3**), personnel measurement calculations will be made based on the UMD requirement for the mismatched position(s). Commanders with UTC requirements not on the UMD (not authorized) should assess the Overall C-level downward to reflect the impact of the "missing" manpower authorizations and remarks should illuminate the specific manpower authorization mismatches with the UTC tasked to support. See **paragraph 2.11.7.4** for remark requirement.

3.6.1.1. **(Added-USAFE)** Upon initial discovery of a UTC and UMD mismatch, unit monitors will notify the local Manpower Office and the SRO. Unit monitor will coordinate UTC and UMD mismatches with the local Manpower Office prior to turn in to the SRO for submission. A representative from the Manpower Office, who has been trained in SORTS reporting procedures, must initial the SORTS report next to the PRRAT Remark to validate and indicate notification of the UTC and UMD mismatch.

3.6.2. Resource capabilities provided by overseas host nation or by foreign national contract personnel should be considered in the commander's assessment when relevant.

3.6.3. When non-aircrew personnel are not included in the personnel measurement, flying unit commanders must assess these required capabilities when assigning an Overall C-Level. Chapter 3 Reference Tables (see top of next page).

Table 3.1. Critical Personnel by Unit Type.

Rule	A	B	C
	If your unit is a(n),	**then the following officer positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**	**then the following enlisted positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**
1	aerial port unit	21RX	1A2XX, 2T1XX, 2T2XX, 2T3XX, 2T0XX, (AFSC 1A2XX may fill 2T2X1 positions but not the reverse)
2	aeromedical unit	41A3, 46FX, X46FX, 48G3 (see **note 3**), 48GX, and 48RX	3C1X1, 4A0X1, 4N0X1, 4A1X1 and X4N0X1 (do not include AFSCs with skill levels of 1, 3, or 00) (**note 3**)
3	AFOSI (CI)/(SpI) unit	71SX	3A0X1 and 7S0X1
4	aircraft maintenance unit	21AX* and 21BX	2AXXX*, 2E0XXX*, 2E1X1*, 2E2XX*, 2RXXX, 2S0XX*, and 2W1X1
5a	aircraft operations unit with extra mission crew requirements (used if intel/ medical crews etc., are part of flying crews)	11XX*, 12XX*, 13XX*, 14NX*, 21XX*, 48GX*, 48RX*, and all AFSCs with X prefixes;	1AXXX*, 1C3XX*, 1NXXX*, 1TXXX*, 2AXXX*, 2E1X4*, 2RXXX 3V0XX*, 4N0XX*; (do not include loadmasters assigned to an aerial port unit)
5b	aircraft operations unit without extra mission crew requirements	11XX*, 12XX*, 13XX*, 21XX*, 48GX*, 48RX*, and all AFSCs with X prefix;	1AXXX*, 1N0XX, 1TXXX*, 2RXXX, 2AXXX*, 4N0XX*, and all AFSCs with X and J prefixes (do not include loadmasters assigned to an aerial port unit)
5c	aircraft reconnaissance UAV unit	11GXX, 12GXX, 14NX, and 15WX*	1N0XX, 1N1XX, 1W0XX except for 1W031 and 1W031A
6a	air defense sector (ADS)/air defense region (ADR)	each AFSC within the required UMD	
6b	TACS unit (CRC)	each AFSC within the tasked UTC(s)	
7	air intelligence squadron	reference MAJCOM supplement	
8	air logistics center (ALC) engineer element	62EXG, 62EXH, and 63EXA	none

Rule	A	B	C
	If your unit is a(n),	**then the following officer positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**	**then the following enlisted positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**
9a	air mobility control unit (airlift control facility (ALCF))	11XX, 12XX, 13XX, and 86PX	1AXXX, 1C0XX, 1C3XXX, 2AXXX, 2E1XX, 2RXXX, 2S0XX,2T2XX and 3E0XX
9b	air mobility control unit (air mobility squadron (AMS))	reference MAJCOM supplement	
9c	air mobility operations squadron (AMOS)	11A3X*, 11T3X*, 12A3X, 12T3X*, 13XX, 14N3X*, 15W3X, 21R3, 31P3*,	1AXXX*, 1CXXX, 1N0XX, 1S0XX, 1T1XX, 2AXXX, 2G0XX, 2S0XX, 2T2XX*, 3A0XX, 3C0XX, 3EXXX, 3S0XX, 6F1XX, and 8F000
9d	airlift mobility support unit	11BX, 13BX, 21AX, 21RX	1AXXX, 1C0XX, 1C3XX, 2AXXX, 2E0XX, 2E3XX, 2E4XX, 2EXXX, 2S0XX, 2T0XX, 2T2XX, 3CXXX, 11A1X, 11A3X, 11T2X, 11T3X, and 12A3X
9e	contingency response wing (CRW)	Report critical AFSCs grouped by UTC packet using UTC manpower detail and UTC MISCAP statement. All AFSCs within the following UTC packets are critical: 7E1AB; 7E1AE; 7E1AF; 7E1AJ; 7E1AM; 7E1AP; 7E1AQ; 7E1AW; 7E1CA; 9LRCG; HFHC1/HFHC2; JFA7M; JFBFM; PFFPT; QFEPF; UFBBR/UFBBS; UFBJA; UFBJE; UFBVP; UFMXC; XFFA2; XFFK7	
10	air traffic control unit	13MX	1C1X1; 2EXXX; 3EXXX*
11	AOC unit	All officer AFSCs* in 7FVX1 and 7FVX5	All enlisted AFSCs in 7FVX1 and 7FVX5
12	ASOC unit	1XXXX, 33XX	1XXXX, 2EXXX, 2SXXX, 2TXXX, 3CXXX, and 3EXXX
13a and 13b	BEAR unit	none	XFBJ1-3E051, 3E072, 3E151, 3E451 (**note 6**), XFBPF-2S0X1 (**note 5**), 2S051 FBKB/JFBBS-2S0X1 (**note 7**) (**note 9**), XFBYC-3E051 (2 each), 3E051, 3E052 (**note 8**),

Rule	A	B	C
	If your unit is a(n),	**then the following officer positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**	**then the following enlisted positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**
14	reserved for future use		
15a	CAF aircraft operations unit with extra mission crew requirements (used if intel/ medical crews etc., are part of flying crews)	11XX*; 12XX*; 13XX*; 14NX*; 21AX*, 21XX*; 48GX*, 48RX, and all AFSCs with X or flying prefixes	1A0XX*; 1A1XX*; 1A2XX; 1A3XX*; 1A4XX*; 1A5XX*; 1C3XX*; 1N0XX*, 1N1XX*; 1TXXX*, 2AXXX*;, 2E1X1, 2E1X4*; 2E2XX, 2RXXX, 2S0XX, 2W1XX, 3CXXX, 3V0XX*, and 4N0XX*; (do not include loadmasters assigned to an aerial port unit)
15b	CAF aircraft operations unit without extra mission crew requirements	11XX*; 12XX*; 13XX*; 14NX*; 21XX*; 48GX*, 48RX, and all AFSCs with X prefix	1A0XX*; 1A1XX*; 1A2XX; 1A3XX*; 1A4XX*; 1A5XX*; 1N0XX*, 1TXXX*, 2AXXX*, 2RXXX; 2W1XX, 4N0XX*, and all AFSCs with X or J prefixes; (do not include loadmasters assigned to an aerial port unit)
16a and 16b	CE unit (MAJCOM specific and Prime BEEF)	32EX (include all shred outs)	2S0XX, 3A0XX, 3EXXX, 3S0XX, 3S2XX, 8F000, do not include skill levels of 1 or 3
16c	CE unit (RED HORSE)	32EX, 21LX, 36PX (include all shred outs)	1S0XX, 2A7XX, 2E1XX, 2G0XX, 2S0XX, 2TXXX, 3A0XX, 3EXXX, 3M0XX, 3P0XX, 3S0XX, 3S2XX, 4N0XX, 6C0XX, 6F0XX, 8F000, do not include skill levels of 1 or 3
17	CLSS unit	21AX, 21BX, and 21RX*	2AXXX*, 2G0X1, 2RXXX, 2S0XX*, and 2T0XX*,
18	combat aviation advisory unit	K/Q11S3, K/Q11S3V, K/ Q11S3W, and K/Q12S3	K/Q1A71B/C, K/Q1A271, and K2W171
19	combat camera unit	33SX	2EXXX; 3VXXX*; X3VXXX

Rule	A	B	C
	If your unit is a(n),	**then the following officer positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**	**then the following enlisted positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**
20	combat communications unit	13MX and 33SX*	1C1X1, 2EXXX;, 3A0X1, 3CXXX;, 3EXXX*, 3V0XX*;, emergency essential DOD civilians
21	contracting unit (**note 4**)	64P3	6C051, 6C071, and 6C091
22	engineering and installation unit	13MX and 33SX*	1C1X1, 2EXXX;, 2S0X1, 2TXXX, 3A0X1, 3CXXX;, 3EXXX*, 3V0XX*;, emergency essential DOD civilians
23	financial management & comptroller unit	65F3, 65F4	6F051, 6F071 and 6F091
24	wing communications unit (DOCID SG22, SG24, SD33, SM23)	33SX*	2EXXX; 3AOX1, 3CXXX; 3V0XX; emergency essential and key DoD civilians (**note 11**)
24a	DELETE		
24b	DELETE		
25	reserved for future use		
26	information warfare unit	12A4W, 12B4W, 12E4W, 12F4W, 12R4W, 12S4W, 14NX, 30C0, 33S3A, 33S3B, 33S4, 62EXX, and any of these AFSC with an X prefix	1A8X, 1N0XX, 1N1XX, 1N2XX, 1N3XX*, 1N4XX, 1N5XX, 1N6XX, 2AXXX, 2E0XX, 2E1XX, 2E2X1, 2E3X1, 2E6XX, 2S0XX, 3A0XX, 3C0XX, 3C2XX, 3E1XX, 8D000, 9L000, 9S000, and any above AFSCs with X prefixes
27	intelligence unit	12A4W, 12B4W, 12E4W, 12F4W, 12R4W, 12S4W, 14NX, 30C0, 33S3A, 33S3B, 33S4, 62EXX, and any of these AFSC with an X prefix	1A8X, 1N0XX, 1N1XX, 1N2XX, 1N3XX*, 1N4XX, 1N5XX, 1N6XX, 2AXXX, 2E0XX, 2E1XX, 2E2X1, 2E6XX, 2S0XX, 3A0XX, 3C0XX, 3C2XX, 3E1XX, 8D000, 9L000, 9S000, & any above AFSCs with X prefixes

Rule	A	B	C
	If your unit is a(n),	**then the following officer positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**	**then the following enlisted positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**
28	LRS unit	21RX	2GXXX, 2F0XX, 2S0X1, 2T0XX, 2T1X1, 2T3XX, 2T3X2A, and 2T3X2B
29	medical unit (non-aeromedical)	44DX, 44EX, 44FX, 44MX, 44NX, 44RX, 44YX, 45AX, 45BX, 45EX, 45GX, 45SX, 45NX, 45UX, 46MX, 46NX, 46PX, 46SX, 47SX, 48GX, 48RX (include all shred outs)	4A1X1, 4A2X1, 4A0X1, 4H0X1, 4N0X1, 4N1X1, (do not include AFSCs with skill levels of 1, 3, or 00)
30	missile unit (ICBM)	reference Air Force Space Command (AFSPC) Supplement One to AFI 10-201 for appropriate guidance	
31	mission support unit (PERSCO)	36PX	3S0X1
32a and 32b	munitions squadron / flight (**note 10**)	21AX*, 21BX, and 21MX*	2M0XX*, 2W0XX*, 2W1XX*, and 2W2XX*
33	reserved for future use		
34a	OSS (airfield operations)	13M3, 13M4, and 15WX* Civilian: 2150, 2152	1C0X1, 1C1X1 (no 3-lvls due to training status), 1W051A, 1W071A, and 1W091
34b	OSS (intelligence flight)	8D000, 12A4W, 12B4W, 12E4W, 12F4W, 12R4W, 12S4W, 14NX, 30C0, 33S3A, 33S3B, 33S4, 62EXX, and any of these AFSC with an X prefix	1A8X, 1N0XX, 1N1XX, 1N2XX, 1N3XX*, 1N4XX, 1N5XX, 1N6XX, 2AXXX, 2E0XX, 2E1XX, 2E2X1, 2E3X1, 2E6XX, 2S0XX, 3A0XX, 3C0XX, 3C2XX, 3E1XX, 8D000, 9L000, 9S000, and any above AFSCs with X prefixes

Rule	A	B	C
	If your unit is a(n),	**then the following officer positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**	**then the following enlisted positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**
35	prime RIBS unit	those critical or core positions identified in the Prime RIBS Manager's Guide, Tab 8, UTCs	those critical or core positions identified in the Prime RIBS Manager's Guide, Tab 8, UTCs
36	rescue unit (CRO/PJ)	13DXA	1T2X1, 2A7X4
37	SAM and SHORAD unit	none	
38a or 38b	SF unit	31PX*, 42G3, (71S40 applicable to UTC QFFPG)	1NXXX, 2SXXX, 3AXXX, (3CXXX applicable to UTC QFFPG), 3P0XX*, 3SXXX, 4NXXX, 7SXXX, 8FXXX, and EXXX (3E9XX, 2E1XX, & 2T3XX are applicable to UTC QFFPL only)
39a	unified: mobile consolidated command center (MCCC)	none	2EXXX, 2TXXX, 3CXXX, 3EXXX, 3PXXX
39b thru 39m	space: AOC, control, command and control, communications, launch, missile OSSs, mobile command and control, operations, OSSs, range management, surveillance, warning units	each AFSC within the UTC tasked or contact the Functional Office Area or Space FAM for each specific unit	
40	special operations communications unit/flight	13MX and 33SX*	1C1X1, 2EXXX;, 3A0X1, 3CXXX;, 3EXXX*, 3V0XX*;, 3CXXX; emergency essential DOD civilians
41a	special tactics team (STT)	J13DX	J1C2XX
41b	special tactics unit	J13DX	J1C2XX and J1T2XX

Rule	A	B	C
	If your unit is a(n),	**then the following officer positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**	**then the following enlisted positions by AFSC and DoD civilian equivalent are critical (see note where applicable)**
42	supply unit	21RX	2E1X1, 2F0XX, and 2S0XX
43	TACP unit	1XXXX, 33XX	1XXXX, 2EXXX, 2SXXX, 2TXXX, 3AXXX, 3EXXX, and 3SXXX
44a	weather flights, operating locations (OL), detachments (DET), and weather squadrons with a SOF support mission	15WX*	1W0XX
44b	weather flights, OLs, DETs, and weather squadrons with AF support mission (non-special operations forces (SOF))	15WX*	1W0XX
44c	weather flights, OLs, DETs, and weather squadrons with an Army support mission (non-SOF)	15WX*	1W0XX
44d	weather operational squadron and AF weather agency	15WX*	1W0XX except for 1W031 and 1W031A

NOTES:

1. X means all AFSCs in source that match remaining characters are critical AFSCs. * means all suffixed and non-suffixed AFSCs in the source document that match remaining characters are critical. Consider AFSCs that convert as critical.
2. HQ AF/A3OR, as authorized may augment this table by message. MAJCOM SORTS offices will disseminate the supplemented message to subordinate units.
3. Rule 2 Aeromedical units use “X” as a prefix to identify flight qualification. In this case, “X” does not have the same significance as in **note 1** above.
4. Rule 21 AFSC 6C091 may be substituted for a 64P3.

5. Rule 13 Number of personnel tasked under UTC is listed on unit DOC Statement. Two mobility positions for AFSC 2S0X1 fall under UTC XFBPF, however, the second position is non-critical.
6. Rule 13 Four of the 13 mobility positions per XFBJ1 UTC are critical. The remaining nine positions, regardless of AFSC, are non-critical.
7. Rule 13 The mobility position per XFBKB UTC is critical.
8. Rule 13 Both of the mobility positions per XFBYC UTC are critical and will not be substituted.
9. Rule 13 One of the three mobility positions per JFBBS UTC. Remaining two positions are not critical.
10. Rule 32 Aircraft operations support, theater hub (non-aircraft), depot munitions activity (STAMP/TARRP), and units providing nuclear capabilities.
11. Rule 24 Emergency essential and key DOD civilians must be identified and coded as such in their position description.

Table 3.1. (Added-(USAFE)) Critical Personnel By Unit Type.

	A	B	C
R U L E	If your unit is a(n),	then the following are critical officer positions by AFSC. See note where applicable,	then the following are critical enlisted positions by AFSC. See note where applicable.
9b	air mobility control unit (Air Mobility Squadron (AMS))	011A3Y and 011T3Y	1A271, 1A251, 1A071, 1C371, 1C351, 1C071, 1C051, 3A051, 2A573A, 2A553A, 2A672, 2A652, 2A590, 2A571, 2A551J, 2T251, 2T271, 2T231, 2T351, 6C051, 6F051
Notes: For Air Mobility Squadron: 1.) According to AMCI 10-202, Volume 4, Section 2.2.2, *Contingency and Wartime Mobility Airfield Operations Management*, unit assigned personnel with AFSC's C021XX/B021XX are interchangeable with some 11XXX/12XXX duty positions in the 7E1XX UTCs. 2.) Per UTC manpower detail 21XX, 11XX, 12XX are interchangeable regardless of suffix; 2A5X3A and 2E1X1/3 are interchangeable; 2A6X2 and 3E0X2 interchangeable. 3.) According to AFI 10-201 (Para 3.1.2.5.1. and 3.1.2.5.2.) all AFSC's are authorized an increase in skill level, not a decrease.			

Table 3.2. Personnel Available Percentage Matrix for Nine or Less People.

Rule	A	B	C	D	E	F	G	H	I	J
	Find # available	find column with number authorized or required								
		9	8	7	6	5	4	3	2	1
1	9	100								
2	8	90	100							
3	7	86	90	100						
4	6	80	86	86	100					
5	5	76	80	80	86	100				
6	4	70	76	76	80	80	100			
7	3	44	70	70	70	70	80	100		
8	2	33	45	55	59	60	70	80	100	
9	1	22	27	33	37	40	50	60	70	100
10	0	0	0	0	0	0	0	0	0	0

Table 3.3. Changing Total Personnel Percent into a P-Level.

Rule	A	B
	If the total personnel percentage is in the range of	then the total personnel P-level is
1	90 to 100	P-1
2	80 to 89	P-2
3	70 to 79	P-3
4	0 to 69	P-4

Table 3.4. Changing Critical Personnel into a P-Level.

Rule	A	B
	If critical personnel percentage is in the range of	then the critical personnel P-level is
1	85 to 100	P-1
2	75 to 84	P-2
3	65 to 74	P-3
4	0 to 64	P-4

Table 3.5. Reporting Personnel Reason Codes.

RULE	A	B
	If the primary reason that the personnel measured resource area is not P-1, is	then in the field PRRES report
1	casualties	P01
2	organization activating	P05
3	organization deactivating	P06
4	organization in rotational deployment	P07

RULE	A If the primary reason that the personnel measured resource area is not P-1, is	B then in the field PRRES report
5	organization recently activated/reorganized	P08
6	personnel shortage deployable personnel	P17
7	personnel shortage enlisted	P19
8	personnel shortage maintenance	P26
9	personnel shortage navigator/observer	P27
10	personnel shortage officer	P32
11	personnel shortage pilot	P36
12	subordinate organization detached	P40
13	personnel shortage vehicle maintenance	P42
14	personnel shortage aircraft systems maintenance	P43
15	personnel shortage avionics systems maintenance	P44
16	personnel shortage comm/electronics maintenance	P45
17	skill shortage weapon system conversion	P48
18	personnel shortage aerial port	P49
19	personnel shortage fire fighters	P50
20	personnel shortage civil engineer	P51
21	personnel shortage medical	P52
22	personnel shortage civilian	P53
23	personnel shortage enlisted aircrew	P54
24	personnel shortage weapon system officer	P55
25	personnel shortage electronic warfare officer	P56
26	personnel shortage loadmaster	P57
27	personnel shortage controllers	P58
28	personnel shortage missile maintenance	P59
29	personnel shortage aircraft maintenance	P60
30	personnel shortage computer operator	P61
31	personnel shortage munitions support	P62
32	personnel shortage fuels support	P63
33	personnel shortage supply support	P79
34	personnel shortage supply and fuels support	P80
35	personnel shortage forwarded to MPF for action	P82
36	personnel shortage forwarded to MAJCOM for action	P83
37	personnel shortage forwarded to AFPC service center for action	P84
38	personnel shortage security forces	P85
39	personnel shortage no action required	P86
40	area not measured by parent service direction	PNM
41	use for commander upgrade in the SECRN/SECRF field	PUP

Chapter 4

EQUIPMENT AND SUPPLIES ON HAND (O/H) MEASURED AREA DATA

4.1. Equipment and Supplies O/H Reporting. Equipment and supplies O/H measurement is used to indicate the resource status of authorized equipment and supplies required to support the unit's wartime mission(s), as identified in the unit SORTS DOC Statement. This measurement may indicate budget and supply problems when details are known. Resources measured in this area are reported in the EQSUPPLY set.

4.1.1. Equipment and supplies O/H reporting is based on a unit's wartime requirement.

4.1.1.1. Units with *an in-place generation or combined in-place generation and mobility mission*, use the applicable documents (AS, Air Staff-level functional area guidance, UTC LOGDET, etc.) as the base line for equipment and supplies measurement as supplemented by **Table 4.4** subareas. These subareas will normally reflect those items on the applicable documents that are critical to mission accomplishment.

4.1.1.2. Units with a *mobility-only mission*, use LOGDET, plus any applicable Air Staff-level functional area guidance, as the baseline for equipment and supplies measurement as supplemented by **Table 4.4** subareas for each UTC it is required to support.

4.1.1.3. Units compute the equipment and supplies S-level, for combat essential and support equipment and supplies, based on the availability of wartime required equipment and supplies. Equipment and supplies items are considered available if they are assigned to the unit and are physically present or can be present within prescribed unit response times.

4.1.1.4. For equipment and supplies deployed in support of Small Scale Contingencies (SSC), equipment and supply items may be considered available to *units with mobility missions* if unit personnel can make the equipment and supplies ready to redeploy within the DOC response time.

4.1.1.5. For *in-place (generation), in-place and mobility, or mobility-only missions*, the full wartime requirement of equipment and supplies is determined by the applicable authorizing or requirements documents.

4.1.1.6. **(Added-USAFE)** Aircraft Units (Generation and Mobility mission). Supplement reported UTCs as required with critical in-place assets. Units will e-mail a consolidated listing of the equipment used to measure each equipment subarea to Aircraft Airframe (HQ USAFE/A4MA), (AEF Branch (HQ USAFE/A3ZA) Readiness Measures), and the SRO upon receipt of a new/updated DOC Statement and when changes occur. Count only "XF" "XD" "NF" or "ND" coded items to avoid skewing results with large number of easily procured expendable items. Include nomenclature, national stock number (NSN), total authorized, and quantity required to support the DOC Statement. Submit listings within 30 days of receiving this supplement and when changes are made to the listing.

4.1.1.7. **(Added-USAFE)** Aircraft Units (Mobility mission only). Units will submit a consolidated listing of the equipment used to measure each equipment subarea to HQ USAFE/A4MA, HQ USAFE /A3ZA Readiness Measures, and the SRO upon receipt of a new/updated DOC Statement and when changes occur. Count only "XF" "XD" "NF" or "ND" coded items to avoid skewing results with large number of easily procured expendable items. Include nomenclature, national stock number (NSN), total authorized,

and quantity required to support the DOC Statement. Submit listings within 30 days of receiving this supplement and when changes are made to the listing.

4.1.2. The formula for equipment and supplies computations is the number of equipment and supplies available divided by the wartime requirement multiplied by 100.

4.2. Equipment and Supplies Subareas (ESSAs). This measured area allows measurement of up to nine subareas. Consider the following:

4.2.1. In-place/Generation or Generation and Mobility Missions. Use the SORTS DOC Statement, LOGDET, IRSP, ASs, and Air Staff-level functional area guidance, as necessary, to determine equipment types and numbers authorized/required.

4.2.1.1. For IRSP, count only XD-coded repairable items to avoid tainting results with large numbers of expendable items that current assessment tools cannot model their mission impact (BEAR base squadrons excluded).

4.2.1.2. MAJCOMs report strategic airlift aircraft spare engines under a fleet status report.

4.2.2. Mobility Missions. Use DOC Statement to determine the types of equipment and supplies to measure and use UTC LOGDET and applicable Air Staff-level functional area guidance to determine specific equipment and supply items required.

4.2.2.1. If more than one UTC is measured, add their individual requirements together.

4.2.2.2. For MRSP, count only XD-coded repairable items to avoid skewing the count with large numbers of expendable items whose mission impact cannot be modeled using current assessment tools (BEAR base squadrons excluded).

4.2.3. Item Possession. To determine the number of items a unit will possess within it's response time, the unit must have actual responsibility for the items according to applicable supply regulations. The following items are not considered possessed:

4.2.3.1. Additional or BAI in excess of the number authorized or required. Include backup aircraft if MEASG does not exceed MEARD.

4.2.3.2. Items in PDM or Time Compliance Technical Order (TCTO) depot modification.

4.2.3.3. Items temporarily in the hands of another unit due to long term maintenance (lasting more than seven days or for crash or battle damage repair) are not considered possessed by the receiving unit. If the unit has items on loan from another unit, the items from the other unit will not be counted.

4.2.3.4. Items loaned to another unit to augment their resources will be considered possessed by the owning unit. Receiving unit will not use these resources for SORTS reporting. Items will not be double-counted. Units receiving equipment on loan should consider a commander's assessment of the Overall C-level based on support.

4.2.3.5. **(Added-USAFE)** Use Major Equipment - Possessed (MEPSD) Remark to submit information identifying aircraft assigned, but not possessed by the owning unit. Include the number of backup aircraft inventory (BAI), number and location of aircraft in programmed depot maintenance (PDM), aircraft on loan to or from another unit, and estimated return date. Use the MEPSD example format in Table 2.4.

4.2.4. MRSP and IRSP:

4.2.4.1. Include XD-coded repairable items, but not XB/XF-coded expendable items. Large numbers of XB may mask problems with higher value XD items (BEAR base squadrons excluded). Include only items serviceable/repairable within the response time.

4.2.4.2. Include the possessed primary operating stock (POS).

4.2.4.3. Add the items O/H for each measured subarea to obtain a subarea total.

4.2.5. Electronic Attack (EA) Pods. If Pods are O/H and mission ready, but are less than 90 percent mission capable, provide a remark on EA Pod status using the ESSA4 label.

4.3. Basic Expeditionary Airfield Resources (BEAR) General Policy. BEAR units report SORT S data against stated SORTS DOC Statement mission. Each unit must determine and report their status on the basis of critical BEAR equipment and supplies (support) assigned. Report using only the assets the unit is authorized. Specific equipment allowances are included in AFI 25-101, Chap 7 "*USAF Bear Base Systems*," and in AS 157, 158 and 159.

4.3.1. The following measured units report on the designated BEAR systems:

4.3.1.1. 49 Material Maintenance Group (MMG) Holloman AFB, NM for assigned ACC BEAR assets.

4.3.1.2. 609 Air Support Squadron (ASUS) Shaw AFB, SC for assigned USCENTAF BEAR and Harvest Falcon assets.

4.3.1.3. 607 ASUS Osan AB, Korea for assigned PACAF Harvest Eagle, T-550, and BEAR assets.

4.3.1.4. 435 Materiel Maintenance Squadron (MMS) Sembach, Germany for assigned USAFE BEAR assets.

4.3.1.5. 60 Logistics Readiness Squadron (LRS), Travis AFB, CA and 305 LRS, McGuire AFB, NJ for assigned AMC Swift BEAR assets.

4.3.2. BEAR base equipment is grouped by UTC and is designed to provide a functional capability. UTCs also include support MRSPs that are required to make UTC end items functional. When determining UTC capability support, MRSPs must be considered along with equipment items. Spare MRSPs provide repair parts and are considered separately. Spare MRSP will provide for 30 days of operations without re-supply. See Air Force Handbook (AFH) 10-222 for breakdown of BEAR Base sets and packages.

4.4. MRSP and IRSP Authorizations. New MRSP/IRSP authorizations loaded into a unit's Standard Base Supply System (SBSS) and requisitioned 90 days prior to authorization/activation date are assessed beginning on the authorization date. New MRSP/IRSP authorizations start at the same time as the unit's specific tasking date for its wartime requirement.

4.4.1. Revised MRSP or IRSP authorizations are provided a minimum of 30 days and a maximum of 60 days grace period for reporting S-levels. This includes annual MRSP reviews or major RSP reconfiguration changes.

4.4.2. Report new authorizations starting 30/60 days after they are loaded into the SBSS, or as soon as the sorties/aircraft (for ASM or WSMIS-SAM assessed units) or the RSP percent filled (where ASM or WSMIS-SAM are not assessed) of revised authorizations equal or

exceed that of outdated authorizations, whichever occurs first. Continue to report the assessment of the outdated authorizations until the conditions are met for the new authorizations, but comment on the status of the new authorizations in the remarks, e.g. new MRSP authorization loaded (date).

4.4.3. Assets available in POS to fill MRSP shortages are counted as O/H in MRSP when computing fill percentages in SORTS.

4.4.3.1. The MRSP percent fill is based on total authorized units, excluding Expendability, Recoverability, Reparability Code (ERRC) XB and XF items. The MRSP fill percent is computed as follows: O/H (XD) MRSP divided by (XD) MRSP authorization multiplied by 100 = (XD) MRSP percent fill rate.

4.4.3.2. Assets due in from maintenance (DIFM) within DOC response time and not awaiting parts (AWP) are also counted as O/H. The O/H MRSP quantity is computed as follows: serviceable MRSP + applicable POS + Forward Supply Points (FSP) + (DIFM AWP) = O/H MRSP.

4.4.4. Units with an in-place DOC have specific IRSP guidance. Each unit with an in-place DOC is provided a total wartime requirement.

4.4.4.1. The total wartime requirement is computed as follows: IRSP + POS O&STQ (Order And Ship Time Quantities).

4.4.4.2. The O/H IRSP quantity is computed as follows: serviceable IRSP + serviceable POS + O/ H repairable assets O/H repairable assets coded AWP = authorized units, excluding ERRC XB and XF items.

4.4.4.3. The IRSP fill percent is computed as follows: O/H IRSP quantity divided by total wartime requirement multiplied by 100.

4.4.5. **(Added-USAFE)** Logistics Readiness Squadron (LRS) will use Personal Computer - Aircraft Sustainability Model (PC-ASM) assessments for In place Readiness Package (IRSP)/ Mobility Readiness Spares Package (MRSP) assessment.

4.5. Subarea Percentage Calculations.

4.5.1. Calculate the subarea percentages. If ten or more items are authorized or required divide the number of items possessed within the DOC response time by the number of items authorized or required. The number of items counted as possessed is not to exceed the number of items authorized. Multiply the result by 100 to derive a percentage and round off to the nearest whole number. This whole number is the subarea percentage.

4.5.2. If nine or less items are authorized or required select appropriate percentage from **Table 4.2**, unless **Table 4.4** directs otherwise. Note the derived percentages. If a percentage has changed since the last report, enter the new percentage under the appropriate subarea label from **Table 4.4**.

4.6. Combat Essential and Support Equipment O/H Percentage Calculations.

4.6.1. Determine unit combat essential versus support specification using **Table 4.1**, Column A (unit type), Column B (combat essential equipment) and Column C (support equipment).

4.6.2. To calculate the combat essential and support equipment percentage for each area use the following rules:

4.6.2.1. If the entry lists subarea labels, use the lowest percentage found for those subareas.

4.6.2.2. If the entry lists equipment or another document, calculate that percentage with the same procedure used for the subarea calculations.

4.6.3. Note the derived percentage. If the percentage has changed since the last report, enter the new percentage in the EQSEE label for combat essential equipment and the EQSSE label for support equipment.

4.6.4. Note the *derived* combat essential/supporting item counts. For aircraft units, if the item counts have changed since the last report, enter them in the following labels:

4.6.4.1. The number authorized in the label MEARD.

4.6.4.2. The number assigned in the label MEASG.

4.6.4.2.1. **(Added-USAFE)** Use the Major Equipment - Assigned (MEASG) Remark to submit information concerning the actual number of aircraft assigned. See Table 2.4.1. (Added) for an example of how to format the remark.

4.6.4.3. The number possessed in the label MEPOS.

4.6.4.3.1. **(Added-USAFE)** Use the Major Equipment - Possessed (MEPOS) Remark to submit information concerning the actual number of aircraft possessed. See Table 2.4.1. (Added) for an example of how to format the remark.

4.6.4.4. If MRSP fill rate was used in spares assessment, enter it in the RSP field and enter an X in the Spares Assessment Driver (ARUSD) field.

4.6.4.5. **(Added-USAFE)** Use the Major Equipment - Mission Ready and Available (MEMRA) remark to submit information concerning the status of major equipment possessed, but cannot be made mission ready within the unit's DOC Response Time.

4.6.5. **(Added-USAFE)** For weather units with Army-provided vehicles and equipment, do not report status of Army-provided vehicles and equipment if these items are reported through SORTS via Army channels. Instead, in the "Remarks Section", identify Modification Table of Organizational Equipment (MTOE) for each supported customer and provide percentage filled per paragraph 4.6.2.

4.7. Equipment and Supplies O/H S-Level Calculations. To convert area percentages into an S-level use the following rules:

4.7.1. Aircraft units:

4.7.1.1. Convert EQSEE field to an S-level by using **Table 4.6**.

4.7.1.2. Convert EQSSE field to an S-level by using **Table 4.7**.

4.7.1.3. Select the lower of EQSEE and EQSSE S-levels.

4.7.2. Non-aircraft units:

4.7.2.1. Select the lowest percentage value from EQSEE and EQSSE percentages.

4.7.2.2. Convert percentage into an equipment and supplies O/H S-level using **Table 4.3**.

4.7.3. Note the derived equipment and supplies O/H S-level. If the S-level has changed since the last report, enter it in the ESRAT label. Use the Measured Resource Subarea Level for Equipment/Supplies O/H (ESRAF) for secondary or tertiary missions.

4.7.4. If **Table 4.1** lists *nothing to report* for the combat essential and support equipment O/H percentages, report S-6 in ESRAT and SNM in ESRES.

4.8. Equipment and Supplies O/H Reason Codes. Select the most specific reason code from **Table 4.5** when the equipment and supplies O/H S-level is less than S-1. Note the selected reason code. If the reason code has changed since the last report, enter the new reason code in the label ESRES. Use the label ESREF for secondary or tertiary missions.

4.9. Aircraft Sustainability Model (ASM) and Weapon System Management Information System Sustainability Assessment Module (WSMIS-SAM). When the SORTS DOC Statement references ASM or WSMIS-SAM units must use **Table 4.9** to find the spares subarea percentage. MAJCOMs may waive this requirement if there is a major problem with the ASM assessments. When there is a validated problem with ASM, MAJCOMs may direct the use of WSMIS-SAM as a secondary or tertiary means of providing an assessment of capability attributed to spare parts. The following rules apply for ASM and WSMIS-SAM:

4.9.1. No ASM or WSMIS-SAM available. If ASM or WSMIS-SAM is not available, and when authorized by MAJCOM, use the RSP (XD2 only) fill rate to report, using **Table 4.9**, rules 1-4. Report percentages in the RSP and ESSA1 fields. Enter an X in the ARUSD field.

4.9.2. For units with strategic airlift aircraft (C-17, C-5, C-141), use *percent* SORTIES *achieved over 30 days* (reference **Table 4.9**).

4.9.2.1. Enter Y in the ARUSD field.

4.9.2.2. Report spares assessment percentage in ESSA1 field (reference **Table 4.9**).

4.9.2.3. Use fill rates to determine MRSP/IRSP and report in the RSP field.

4.9.3. All other aircraft units (non-strategic airlift) use the aircraft availability spares assessment method (reference **Table 4.9**).

4.9.3.1. Enter Z in the ARUSD field.

4.9.3.2. Report spares assessment percentage in ESSA1 field (reference **Table 4.9**).

4.9.3.3. Use fill rates to determine MRSP/IRSP and report in the RSP field.

4.9.4. Guidance for specific aircraft availability (ACFTA) options to be used for each aircraft type is included in the notes to **Table 4.9**. Units will contact their MAJCOM office with any questions as to which ACFTA Option is appropriate.

4.9.5. MAJCOMs will promptly notify HQ AFMC Logistics (HQ AFMC/LGXX) of specific modeling disconnects with ASM. Notifications should be made within 48 hours of discovery, but not later than 72 hours.

4.9.6. When ASM is used spare engine assessments will be made using **Table 4.8** reporting the percentage in the ESSA2 field. The ASM assessment does not include spare engines.

4.10. Non-Returnable Deployed Resources. Occasionally, a unit may own equipment that is required to be left in the contingency AOR after unit personnel redeploy to their home station. Equipment defined as non-deployable/non-returnable because of use in a particular AOR will be immediately reported as non-available in the units SORTS report. Unit S-level will reflect the computations derived from lack of specified equipment.

4.10.1. MRSPs. MRSPs having SBSS MRSP details that are partially or totally transferred to either a MAJCOM Regional Supply Squadron (RSS) or to the deployed SBSS account are still the responsibility of the owning base for SORTS reporting.

4.10.2. The owning LRS will contact the RSS or deployed account to obtain an R26 for the transferred items and calculate these assets as available, if they can be redeployed within the response time.

4.10.3. ASM will be used in conjunction with R26 merge program to assess the deployed unit's MRSP (or mission support kit, MRSK, if partially deployed) along with the MRSPs at the home base for SORTS.

4.10.4. **(Added-USAFE)** When making these assessments include all available resources, to include deployed assets (Readiness Spares Package (RSP) and Minimum Spares Kit (MSK)) located within the theater that could be redeployed within unit DOC response time. Ensure your parameter input images for R26 processing are correctly formatted to select satellite and home station data. Personal Computer - Aircraft Sustainability Model (PC-ASM) assessments are accomplished by LRS. Material Management (HQ USAFE/A4RMW) offers training in preparing PC-ASM assessments.

4.11. BEAR Base Equipment and Supplies O/H Measured Area. Required equipment and supplies S-levels are based on critical equipment and MRSP authorized for items identified in the BEAR Base SORTS Critical Item List, as applicable. Authorized suitable substitutes may be used. The BEAR Base Critical Item List is produced by HQ Air Combat Command (ACC) Logistics and should be used to calculate these levels.

4.12. Aircraft Engine Computations. These procedures are outlined in AFI 21-104, "*Selective Management of Selected Gas Turbine Engines*" and must be used to determine required war readiness engines. Authorized additives, justified on the basis of wartime requirement, must be included in computations. All aircraft with engine holes will have serviceable engines allocated. The number of net serviceable spare engines will then be compared to the WRE requirement and the reported percentage is the factor to be entered on the S-level checklist. Engines installed in or obligated to BAI, cannibalized (CANN), and unserviceable assigned aircraft, that are available within response time, may be considered by the unit commander to subjectively upgrade the S-level. This can include engines projected available through the pipeline, jet engine intermediate maintenance, or logistics support center provided that serviceability and Ready For Issue (RFI) requirements are met.

4.12.1. **(Added-USAFE)** All Primary Aircraft Inventory (PAI) aircraft with engine holes will have serviceable/projected serviceable engines allocated. All engines (including those installed in or allocated to Backup Aircraft Inventory (BAI), or, hangered, long-term-broke assigned aircraft that will be available and ready for installation within DOC Response Time, will be counted as serviceable spare engines for S-level computations. Use Table 4.8. of the

basic publication to determine appropriate percentage and S-level. War Reserve Material (WRM) and required engines are synonymous.

Table 4.1. Reporting Combat Essential and Support Equipment O/H Percentages.

Rule	A	B	C
	If your unit is a(n)	**then the combat essential equipment O/H percentage in the label EQSEE report**	**and for the support equipment O/H percentage in the label EQSSE report**
1	aerial port unit	percent from subarea ESSA1	lowest percent from subareas ESSA2 through ESSA9
2	aeromedical unit	nothing to report	lowest percent from subareas ESSA1 through ESSA9
3	AFOSI CI/SpI unit	lowest percent from subareas ESSA1 through ESSA6	lowest percent from subareas ESSA7 through ESSA9
4	aircraft maintenance unit	TBD	
5a thru 5n	aircraft unit	percent of possessed aircraft (UAVs report lowest percent of possessed systems)	lowest percent from subareas ESSA1 through ESSA9
6a	air defense sector (ADS)/ air defense region (ADR)	lowest percent from subareas ESSA1through ESSA8	nothing to report
6b	TACS unit (CRC)	lowest percent from subareas ESSA1 through ESSA4	lowest percent from subareas ESSA5 through ESSA9
7	air intelligence squadron	percent from subarea ESSA2	lowest percent from subareas ESSA6 through ESSA9
8	air logistics center (ALC) engineer element	nothing to report	percent from subarea ESSA1
9a	air mobility control unit (ALCF)	percent of MARCs or MARC 2000s O/H	lowest percent from subareas ESSA1 through ESSA9
9b	air mobility control unit (AMS)	refer to DOC statement and MAJCOM supplement for guidance	
9c	air mobility operations squadron (AMOS)	lowest percent from subareas ESSA1 through ESSA4	lowest percent from subareas ESSA5 through ESSA9
9d	air mobility support unit	percent from subarea ESSA1	percent from subarea ESSA3
9e	contingency response wing	lowest percent from subareas ESSA1 through ESSA4	lowest percent from subareas ESSA5 through ESSA9

Rule	A	B	C
	If your unit is a(n)	**then the combat essential equipment O/H percentage in the label EQSEE report**	**and for the support equipment O/H percentage in the label EQSSE report**
	(CRW)		
10	air traffic control squadron	lowest percent of required Major Systems O/H., count each as one item. Report each in subareas ESSA1 through ESSA3	lowest percent from subareas ESSA4 through ESSA7
11	AOC unit	lowest percent from subareas ESSA1 through ESSA4	lowest percent from subareas ESSA5 through ESSA9
12	ASOC unit	lowest percent from subareas ESSA2 through ESSA5	lowest percent from subareas ESSA7 through ESSA9
13a and 13b	BEAR unit	lowest percent from subareas ESSA1 through ESSA9	nothing to report
14	reserved for future use		
15	CAF unit	reference applicable unit rule information	
16a	CE unit (MAJCOM specific)	follow MAJCOM instructions	
16b	CE unit (Prime BEEF)	lowest percent from subareas ESSA1 through ESSA4	lowest percent from subareas ESSA5 through ESSA9
16c	CE unit (RED HORSE)	lowest percent from subareas ESSA1 through ESSA3	lowest percent from subareas ESSA4 through ESSA7 and ESSA9
17	CLSS unit	nothing to report	lowest percent from subareas ESSA4 through ESSA6
18	combat aviation advisory unit	lowest percent from subareas ESSA1 through ESSA6	lowest percent from subareas ESSA7 through ESSA9
19	combat camera unit	lowest percent from subareas ESSA1 through ESSA4	lowest percent from subareas ESSA5 through ESSA8
20	combat communications unit	lowest percent from subareas ESSA1 through ESSA3	lowest percent from subareas ESSA5 through ESSA9
21	contracting unit	lowest percent from subareas ESSA1 and ESSA2	nothing to report
22	engineering and installation unit	percent of special purpose vehicles O/H	lowest percent from subareas ESSA5 through 7
23	financial management &	lowest percent from subareas ESSA1 and ESSA2	nothing to report

Rule	A	B	C
	If your unit is a(n)	**then the combat essential equipment O/H percentage in the label EQSEE report**	**and for the support equipment O/H percentage in the label EQSSE report**
	comptroller unit		
24	wing communications unit (DOCID SG22, SG24, SD33, SM23)	lowest percent from subareas ESSA1 through ESSA5	lowest percent from subareas ESSA6 through ESSA9
24a	DELETE		
24b	DELETE		
25	reserved for future use		
26	information warfare unit	percent from subarea ESSA2	lowest percent from subareas ESSA6 through ESSA9
27	intelligence unit	lowest percent from subareas ESSA1 through ESSA9	percent of support equipment listed in DOC statement that is O/H for each entry in DOC statement, calculate an O/H percentage, use the lowest as the support equipment percent
28	LRS unit	lowest percent from subareas ESSA1 through ESSA 6	lowest percent from subareas ESSA7 through ESSA 9
29	medical unit (non-aeromedical)	nothing to report	lowest percent from subareas ESSA1 through ESSA9
30	missile unit (ICBM)	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance	
31	mission support unit (PERSCO)	percent from subarea ESSA1	lowest percent from subareas ESSA2 through ESSA6
32a	munitions squadron / flight (**note 1**)	lowest percent from subareas ESSA1 through ESSA6	nothing to report
32b	munitions squadron / flight (**note 2**)	nothing to report	lowest percent from subareas ESSA1 through ESSA7
33	reserved for future use		
34a	OSS (airfield operations)	lowest percent from subareas ESSA1 through ESSA9	percent of support equipment listed in DOC statement that is O/H for each entry in DOC statement, calculate an O/H percentage, use the lowest as the support equipment percent
34b	OSS (intelligence flight)	TBD	
35	prime RIBS unit	nothing to report	lowest percent from subareas ESSA1 through ESSA3

Rule	A	B	C
	If your unit is a(n)	**then the combat essential equipment O/H percentage in the label EQSEE report**	**and for the support equipment O/H percentage in the label EQSSE report**
36	rescue unit (CRO/PJ)	lowest percent from subareas ESSA1 through ESSA7	nothing to report
37	SAM and SHORAD unit	lowest percent from subareas ESSA1 through ESSA5	lowest percent from subareas ESSA6 through ESSA9
38a	SF unit (in-place/ force protection)	lowest percent from subareas ESSA1 through ESSA7	lowest percent from subareas ESSA8 and ESSA9
38b	SF unit (mobility)	lowest percent from subareas ESSA1 through ESSA7	lowest percent from subareas ESSA8 and ESSA9
39b thru 39g	space: AOC, control, command & control, communication, launch units, missile OSS, units	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance	
39h	space mobile warning unit	lowest percent from subareas ESSA1 and ESSA2	lowest percent from subareas ESSA3 through ESSA9
39i thru 39m	space: operations, OSS/ unit, range management, surveillance, warning, units	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance	
40	special operations communications unit/ flight	lowest percent from subareas ESSA1 through ESSA2	lowest percent from subareas ESSA6 through ESSA8
41a	special tactics team (STT)	nothing to report	lowest percent from subareas ESSA1 through ESSA 5
41b	special tactics unit	lowest percent from subareas ESSA1 through ESSA6	nothing to report
42	supply unit	lowest percent from subareas ESSA1 through ESSA4	lowest percent from subareas ESSA5throuh ESSA9
43	TACP unit	lowest percent from subareas ESSA1 through ESSA6	lowest percent from subareas ESSA7 through ESSA9
44a	weather flights, Ols, DETs, and weather squadrons with a SOF support mission	lowest percent from subareas ESSA1 through ESSA9	percent of support equipment listed in DOC statement that is O/H for each entry in DOC statement, calculate an O/H percentage, use the lowest as the support equipment percent
44b	weather flights, Ols, DETs, and weather	lowest percent from subareas ESSA1 through ESSA9	percent of support equipment listed in DOC statement that is

Rule	**A**	**B**	**C**
	If your unit is a(n)	**then the combat essential equipment O/H percentage in the label EQSEE report**	**and for the support equipment O/H percentage in the label EQSSE report**
	squadrons with AF support mission (non-SOF)		O/H for each entry in DOC statement, calculate an O/H percentage, use the lowest as the support equipment percent
44c	weather flights, Ols, DETs, and weather squadrons with an Army support mission (non-SOF)	lowest percent from subareas ESSA1 through ESSA9	percent of support equipment listed in DOC statement that is O/H for each entry in DOC statement, calculate an O/H percentage, use the lowest as the support equipment percent
44d	weather operational squadron and AF weather agency	lowest percent from subareas ESSA1 through ESSA9	percent of support equipment listed in DOC statement that is O/H for each entry in DOC statement, calculate an O/H percentage, use the lowest as the support equipment percent

NOTES:

1. Rule 32a Aircraft assigned and directly support aircraft operations; excludes nuclear support equipment.
2. Rule 32b Munitions service-level and theater swing-stock support activity (non-aircraft; even if stocks support aircraft; theater hubs, STAMP, TARRP).

Table 4.1. (Added-(USAFE)) Reporting Combat Essential and Support Equipment on hand (O/H) Percentages.

Rule	A	B	C
	If your unit is a(n)	then the combat essential equipment O/H percentage in the label EQSEE report	and for the support equipment O/H percentage in the label EQSSE report
9b	air mobility control unit (AMS)	lowest percent from subareas ESSA2 and ESSA8	lowest percent from subareas ESSA1 thru ESSA7

Table 4.2. Percentage O/H Matrix for Nine or Less Items.

RULE	A	B	C	D	E	F	G	H	I	J
	Find row with number of items available	**Find column with number authorized or required**								
		9	**8**	**7**	**6**	**5**	**4**	**3**	**2**	**1**
1	**9**	100								
2	**8**	90	100							
3	**7**	86	90	100						
4	**6**	80	86	86	100					
5	**5**	76	80	80	86	100				
6	**4**	70	76	76	80	80	100			
7	**3**	44	70	70	70	70	80	100		
8	**2**	33	45	55	59	60	70	80	100	
9	**1**	22	27	33	37	40	50	60	70	100
10	**0**	0	0	0	0	0	0	0	0	0

Table 4.3. Non-aircraft Units-Changing O/H Percentage into an S-Level.

RULE	A	B
	If the lower of the combat essential equipment and support equipment O/H percentages is in the range from	**then for the equipment and supplies O/H S-level in the label ESRAT report**
1	90 to 100	S-1
2	80 to 89	S-2
3	65 to 79	S-3
4	0 to 64	S-4

Table 4.4. Which Equipment to Measure in Equipment and Supplies O/H Subareas

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
1	aerial port unit	percent of 463L O/H material handling equipment (MHE) listed in DOC statement (add in war reserve MHE except when it will be used at another location in war time)	percent of support equipment listed in DOC statement that is O/H	Reserved for future use	percent of 463L RSP that is O/H	reserved for future use				
2	aeromedical unit	see rule 29								
3	AFOSI CI/ SpI unit	percent of M-9/M-11s O/H	percent of M-16s O/H	percent of serviceable 9MM and 5.56 MM ammunition O/H	percent of equipment (by line item) O/H for LOGDET #1	reserved for future use				
4	aircraft maintenance unit	TBD								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
5a	aircraft bomber unit reporting against non-Operations Plan 8044 Revision 03 DOC statement	percent of spares O/H, use ASM if directed by DOC statement, otherwise, use WSMIS-SAM, if WSMIS-SAM is not on line, use RSP fill rate	percent of war readiness engines O/H and serviceable, if you use WSMIS-SAM for ESSA1, report nothing	Reserved for future use	percent of electronic counter-measures and electronic surveillance measure O/H and mission ready (MR)	percent of mobility and support equipment O/H of the type the DOC statement says to measure in this subarea, if none, report nothing				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
5b	aircraft bomber unit reporting against Operations Plan 8044 Revision 03 DOC statement	reserved for future use	percent of spare engines O/H and MR	Reserved for future use	percent of ECM and electronic surveillance measures (ESM) listed in DOC	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing				
5c	aircraft ECM unit	percent of spares on hand, use ASM if directed by DOC statement otherwise, use WSMIS-SA M, if WSMIS-SA M is not on line, use RSP fill rate	percent of war readiness engines O/H and service able, if you use, WSMISSA M for ESSA1, report nothing	Reserved for future use	percent of ECM and ESM O/H and MR	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
5d	aircraft fighter unit	percent of spares O/H, use ASM if directed by DOC statement, otherwise, use WSMIS-SAM, if WSMIS-SAM is not on line, use RSP fill rate	percent of WRE O/H and serviceable if you use WSMIS-SAM for ESSA1, report nothing	reservedfor future use	percent of ECM and ESM O/H and MR	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing				
5e	aircraft reconnaissance unit	percent of spares O/H, use ASM if directed by DOC statement, otherwise, use WSMIS-SAM, if WSMIS-SAM is not on line use RSP fill rate	percent of WRE O/H and serviceable, if you use WSMIS-SAM for ESSA1, report nothing	Reserved for future use	percent of electronic attack measures and ESM O/H and MRA	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
5f	aircraft reconnaissance UAV unit	see **note 1**	see **note 1**	percent of long-haul satellite communi-cations (SAT COM) equipment O/H and MR	percent of ECM and ESM O/H and MR	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing				
5g	aircraft rescue unit	percent of spares O/H, use ASM if directed by DOC statement, otherwise, use WSMIS-SAM, if WSMISSAM is not on line	percent of spare engines O/H and MR, if you use WSMIS-SAM for ESSA1, report nothing	reserved for future use		percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
5h	aircraft special operations unit	percent of spares O/H, use ASM if directed by DOC statement, otherwise, use WSMIS-SAM, if WSMIS-SAM is not on line, use RSP fill rate	percent of WRE O/H and service-able, if you use WSMIS-SAM for ESSA1, report nothing	percent of night vision devices (NVDs) O/H and MR	percent of ECM and ESM O/H and mission ready	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing				
5i	aircraft strategic airlift unit	percent of night vision devices (NVDs) O/H and MR	percent of electronic attack and electronic warfare support equipment O/ H and MR	Reserved for future use	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing					

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
5j	aircraft tactical air control unit	percent of spares O/H, use ASM if directed by DOC statement, otherwise, use WSMIS-SAM, if WSMISSAM is not on line, use RSP fill rate SAM is not on line, use RSP fill rate	percent of WRE O/H and serviceable, if you use WSMIS-SAM for ESSA1, report nothing	percent of night vision devices (NVDs) O/H and MR	percent of EA and electronic warfare (EW) support equipment O/ H and MR	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
5k	aircraft tactical airlift unit	percent of spares O/H, use ASM if directed by DOC statement, otherwise, use WSMIS-SAM, if WSMIS-SAM is not on line, use RSP fill rate	percent of WRE O/H and serviceable, if you use WSMIS-SAM for ESSA1, report nothing	percent of night vision devices (NVDs) O/H and MR	percent of electronic attack measures and ESM O/H and MR	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
5l	aircraft tanker unit reporting against non-Operations Plan 8044 Revision 03 DOC statement	percent of spares O/H, use ASM if directed by DOC statement, otherwise, use WSMIS-SAM, if WSMIS-SAM is not on line, use RSP fill rate	percent of WRE O/H and serviceable, if you use WSMIS-SAM for ESSA1, report nothing	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing						
5m	aircraft tanker unit reporting against Operations Plan 8044 Revision 03	percent of night vision devices (NVDs) O/H and MR	percent of spare engines O/H and MR	Reserved for future use	percent of ECM and ESM required	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
5n	aircraft warning and control unit	percent of spares O/H, use ASM if directed by DOC statement, otherwise, use WSMIS-SAM, if WSMIS-SAM is not on line use RSP fill rate	percent of spare engines O/H and MR, if you use WSMISSAM for ESSA1, report nothing	percent of mobility and support equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none, report nothing						
6a	air defense sector (ADS)/ air defense region (ADR)	percent of required radar sensor data sources on-hand	percent of required radar/ track processing and display equipment on-hand	percent of required secure C3 network systems on-hand	percentage of required radios (ground-to-air, high frequency (HF) data/ voice, and ultra high frequency (UHF SATCOM) O/H	percent of required track data link processing equipment O/ H	percent of required telephone switches, critical telephone trunks and circuits O/H	percent of required critical generators, uninter-ruptible power sources, and Heating, Ventilation, and Air Conditioning (HVAC) equipment O/H	percent of identification data systems on-hand (count each physical location from which interrogations are made as one system)	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
6b	TACS unit (CRC)	percent of radar systems O/H and tasked by UTC	percent of operations modules O/H tasked by UTC	percent of serviceable weapons O/ H	percent of COMM equipment O/ H count each major equipment item that makes up a mission UTC, count individual equipment UTC as one	percent of communications centrals O/ H tasked by UTC	percent of mobilizers and towed vehicles O/H tasked by UTC	percent of serviceable MSRP O/H tasked by UTC	percent of vehicles O/H tasked by UTC	percent of generators O/ H tasked by UTC
7	air intelligence squadron	reserved for future use	percent of control or operations systems O/H	reserved for future use			percent of intelli-gence com-puters and equipment O/ H and mission ready and available (MRA)	percent of serviceable IRSP or MRSP O/H	percent of self-powered and towed vehicles O/H and MRA	percent of generators O/ H and MR

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
8	air logistics center (ALC) enginee r element	percent of individual engineer kits O/H and MR	reserved for future use							

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
9a	air mobility control unit (ALCF)	percent of vehicles (including trailers) O/H	percent of LOGDET required communic ation s equipment O/ H and MR, including SATCOM, HF/ UHF/ very high frequency (VHF) radios, secure telephone units (STUs), special test equipment (STE), secure faxes, and portable computers (PCs)	percent of defensive equipment O/H and MR includes weapons, serviceabl e ammunitio n, and body armor	percent of scales O/H	percent of generators (not to include TSC-114 0r TSC-159 generators) on hand	reserved for future use	percent of land mobile radios (LMRs) O/ H	percent of TSC-114 mobile airlift control element (ALCE) reactions comm (MARC) or TSC-159 MARC 2000 serviceabl e MRSP O/H	reserved forfuture use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
9b	air mobility control unit (AMS)	percent of vehicles (including trailers) O/H	percent of LOGDET required communica tion s equipment O/ H and MR, including SATCOM, HF/ UHF/ VHF radios, STUs, STE, secure faxes, PCs, and LMRs	percent of defensive equipment O/H and mission ready includes weapons, ammuniti on, and body armor	percent of pad scales O/ H	percent of aerospace ground equipment (AGE) equipment O/ H and MR (including generators and NF-2 light carts)	percent of BEAR base support O/H	percent of tools/kits O/H	reserved for future use	
9c	air mobility operatio ns squadro n (AMOS)	percent of required major TDC BII systems	percent of required major TDC radio systems	percent of required major TDC SHF SATCOM systems	percent of required major AMD support systems	percent of required TDC BOS equipment include generators	percent of required TDC TMDE	percent of required AMD shelter system equipment including: ECUs, generators, & mobilizers	percen t of requir ed AMD support vehicles	percent of serviceabl e MSRP

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
9d	air mobility support unit	percent of combat essential equipment from **Table 4.11.**	reserved for future use	percent of combat support equipment from **Table 4.11.**	reserved for future use					
9e	contingency response wing (CRW)	percent of LOGDET required Material Handling Equipment (MHE) O/H; includes all forklifts and Halvorsen Loaders/ NGSLs	percent of TSC-159 MARC 2000 systems O/H; includes power production and climate control systems	percent of defensive equipment O/H; includes weapons, ammunition, body armor, and NVGs	percent of LOGDET required UHF/VHF and MILSATCOM radio sets O/H; includes AN/PSC-5D and all equivalents (do not count embedded TSC-159 assets)	percent of LOGDET required communications equipment O/ H; includes all radio sets, commercial SATCOM assets, LMRs, Secure telephones, Facsimile machines, and ADPE not already counted in ESSA2, ESSA4, and ESSA8	percent of LOGDET required vehicles (including trailers) O/ H; do not include assets reported under ESSA1	percent of bare base support O/ H; includes power generation and climate control systems not already counted in ESSA2	percent of tools/kits O/ H; includes Contracting and Intel DISK	percent of Mission Ready Spares Packages (MRSPs) O/H and filled IAW AFI 10-201, **Chapter 4**

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
10	air traffic control squadron	percent of Tower equipment O/ H required to support each UTC	percent of TACAN equipment O/ H required to support each UTC	percent of ATC Radar equipment O/H required to support each UTC	percent of generators O/ H to support each UTC, report Tower/ TACAN/ Radar percentages	percent of test equipment O/ H to support each UTC. report Tower/ TACAN/ Radar percentages	percent of MRSP O/H to support each UTC. Report Tower/ TACAN/ Radar percentages	percent of special purpose vehicles (trailers) O/ H required to support each UTC. report Tower/ TACAN/ Radar percentages	reserved for future use	
11	AOC unit	percent of intelligence control/ operations equipment O/ H and MRA	percent of operations modules O/H	percent of AOC weapon system computers/ equipment O/H and MRA	percent of communications equipment O/ H and MR	percent of weather equipment O/ H and MR	percent of PCs/ printers O/H	percent of serviceable IRSP/ MRSP O/H tasked by UTC	percent of vehicles on tasked by UTC	percent of generators O/ H tasked by UTC

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
12	ASOC unit	reserved for future use	percent of operations modules TBMCS computers/ equipment O/ H tasked by UTC	percent of weapons O/ H tasked by UTC	percent of communications systems including super high frequency (SHF) SATCOM, troposheric scatter (TROPO) satellite support radio(TSSR), and switch-board O/ H tasked by UTC	percent of communi-cations centrals O/ H tasked by UTC	reserved for future use	percent of self-powere d and towed vehicles O/ H tasked by UTC	percent of generators O/ H for primary power and tasked by UTC	percent of MSRP O/H tasked by UTC

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
13a	BEAR unit ACC	Swift BEAR; Cold Weather	BEAR 550 Initial; Water Distro/Freeze protection and Harvest Eagle/T-550/ Falcon; Cold Weather	BEAR 550 Follow-on; Water Distro/ Freeze protection; Cold Weather	BEAR Industrial Operations; Water Distro; Freeze Protection; Cold Weather	BEAR Initial Flightline; Cold weather	BEAR Flightline Follow-on; Cold weather	BEAR WRM Vehicles	MAAS	EALS
13b	BEAR unit PACAF and USAFE	Swift BEAR	BEAR 550 Initial; Water Distro/Freeze protection and Harvest Eagle/T-550/ Falcon	BEAR 550 Follow-on; Water Distro/ Freeze protection	reserved for future use		EALS	BEAR WRM Vehicles	MAAS	cold Weather
14	reserved for future use									
15	CAF unit	reference applicable unit rule information								
16a	CE unit (MAJCOM specific)	see **note 5** for MAJCOM instructions								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
16 b	CE unit (Prime BEEF)	percent of beddown equipment and supplies (essential) required by the CE ESL that are O/H and MR	percent of EOD equipment and supplies (essential) required by the CE ESL that are O/H and MR	percent of fire fighting equipment and supplies (essential) required by the CE ESL that are O/ H and MR	percent of nuclear, biological, chemical (NBC) defense equipment and supplies (essential) required by the CE ESL that are O/H and MR	percent of beddown equipment and supplies (support) required by the CE ESL that are O/H and MR	percent of EOD equipmen t and supplies (support) required by the CE ESL that are O/H and MR	percent of fire-fightin g equipment and supplies (support) required by the CE ESL that are O/ H and MR	percent of NBC defense equipment and supplies (support) required by the CE ESL that are O/H and MR	percent of force protection items required by the CE ESL that are O/H and MR
16 c	CE unit (RED HORSE)	percent of team equipment and supplies (essential) required by the CE ESL that are O/H and MR	percent of essential vehicles required by the CE ESL that are O/H and MR	percent of special capabilities equipment and supplies (essential) required by the CE ESL that are O/ H and MR	reserved for future use	percent of team equipme nt and supplies (support) required by the CE ESL that are O/H and MR	percent of support vehicles required by the CE ESL that are O/H and MR	percent of special capabilitie s equipment and supplies (support) required by the CE ESL that are O/ H and MR	reserved for future use	percent of force protection items required by the CE ESL that are O/H and MR

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
17	CLSS unit	reserved for future use			percent of air battle damage repair trailers with at least 90 percent of required items O/H and MR	percent of individual tool kits which have at least 90 percent of required items O/H and MR	percent of laptop computers O/ H required to support tasked UTCs	reserved for future use		
18	combat aviation advisory unit	percent of HF radios O/H	percent of SATCOM radios O/H	percent of VHF/ UHF radios O/H	percent of CRYPTO equipment O/ H	percent of weapons O/H	percent of ammunition O/H	INMARSAT O/H	NVGs O/H	percent of generators O/ H

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
19	combat camera unit	percent of communication equipment: STUs, beepers, computers, modems, etc., if none listed, report nothing	percent of theater facility armament delivery recording (ADR), editing and image processing equipment O/ H and MR, if none listed, report nothing	percent of camera systems O/ H, if none listed, report nothing	percent of satellite trans-mission and reception equipment O/ H and MR, if none listed, report nothing	percent of generators MRA, if none listed, report nothing	percent of weapons MRA	percent of test equipment O/H and MR, if none listed, report nothing	percent of camera night vision devices O/H, if none tasked, report nothing	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
20	combat communications unit	percent of trans-mission system UTCs O/H required for TSSR, C2 comm, SATCOM, TROPO, etc., count each UTC as one item	percent of required telephone, data, message, and net control system UTCs O/H required to support UTC(s), count each UTC as one item	percent of mission support equipment O/H, required to support management element, personnel augmentation, etc., count each UTC as one item	reserved for future use	percent of general purpose vehicles O/H required for air mobility	percent of generators O/ H required to support tasked UTCs	percent of serviceable test equipment O/H required to support tasked UTCs	percent of serviceable MRSP O/H required to support each UTC	percent of mobilizers O/ H required for air mobility
21	contracting unit	percent of unit serviceable equipment kits (XFFK4 and/or XFFKT) O/H	percent of laptop computers O/ H	reserved for future use						

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
22	engineering and installation unit	reserved for future use				percent of team support tools O/H required to support UTCs	percent of generators O/ H required to support UTCs	percent of serviceable test equipment O/H required to support UTCs	reserved for future use	

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
23	financial management and comptroller unit	percent of laptops (with software loaded) as required for UTC XFFAG that are MRA as identified on the Combat Essential Equipment and Supplies List (CEESL) at the SAF/ FMPW portal website	percent of all other equipment (Field Safe) required for UTC XFFAG, as identified in the CEESL	reserved for future use						

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
24	wing communications unit (DOCID SG22, SG24, SD33, SM23)	percent of required TDC modules O/H, if none tasked, report nothing	percent of required Joint Electronics Type Designator (JETD) expeditionary communications systems O/H, if none tasked, report nothing	percent of required network management, information protection, and core services hardware and software O/H (**Notes 2, 3**)	percent of required primary and secondary information transfer nodes O/H	percent of required ADR, camera, editing, image processing, presentation, and graphics, equipment O/ H, if none tasked, report nothing	percent of generators and environmental control units required for expeditionary missions O/H, if none tasked, report nothing	percent of serviceable, required test equipment O/H	percent of serviceable IRSP or MRSP O/H, if none tasked, report nothing	percent of vehicles and mobilizers required for expeditionary missions O/ H, if none tasked, report nothing
24a	DELETED									
24b	DELETED									
25	reserved for future use									

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
26	information warfare unit	reserved for future use	percent of major equipment O/ H and MR of the type the DOC statement says to measure in this subarea, if none are listed, report nothing	reserved for future use			percent of major equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none are listed, report nothing			
27	intelligence unit	percent of major equipment O/H and MR of the type the DOC statement says to measure in this subarea, if none are listed, report nothing								
28	LRS unit	percent of combat essential vehicles listed in **Table 4.13.** that are O/H	percent of mission essential fuel vehicles and dispensing equipment O/ H	percent of mission essential materiel handling equipment O/H	reserved for future use	percent of serviceable computers in each of UTCs JFBHD, JFBSA, & aviation RSP UTCs	Swift BEAR	percent of support equipment O/H of the type the DOC statement says to measure in this subarea, if none, report nothing		

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
29	medical or AE unit (**note 4**)	lowest of total material readiness percentages for EMEDS Basic/ SPEARR -UTCs; FFEE1, FFEPE, FFGRL, FFMF1, FFPM4, FFQEC, FFQEM, FFQEP, FFQES and FFWDS	lowest of total material readiness percentages for EMEDS+ 10 -UTCs; FFEE2, FFPM5, FFQEA, FFQEL and FFQEN	lowest of total material readiness percentages for EMEDS+25 -UTCs; FFEE3 and FFQEF	lowest of total material readiness percentages for AFTH -UTCs; FFAN1, FFCC1, FFEES, FFEEW and FFRA5	lowest of material readiness percentages for blood, NBC and PAT DECON -UTCs; FFBA1, FFBAA, FFBD1,FFBE 1, FFGL7, FFGLA FFLGC, FFRA1, FFRA2, FFRA3 and FFRA4	lowest of total material readiness percentages for medical Collective Protection -UTCs; FFCPA, FFCPB, FFCPC, FFCPD, FFCPE, FFCPF and FFCPW, See page 262 (**paragraph A4.2.5.1.6**.)	lowest of total material readiness percentages for ground AE, and air transportab le clinic (ATC) -UTCs; FFLGE, FFDX2, FFPLS, FFQC1, FFQC2, FFQL1, FFQN1 and FFQS1	average of total material readiness percentages for AE Inflight kits and CCATT -UTCs; FFCCA, FFCCS and FFQDM	lowest of total material readiness percentages for AE staging facilities mobile and contingency -UTCs; FFQM1, FFQM2, FFVC1, FFVN1, FFVN2 and FFVS1
30	missile unit (ICBM)	reference AFSPC Supplement 1 to Air Force Instruction 10-201, Table 4.15, for appropriate guidance								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
31	mission support unit (PERSCO)	percent complete MANPER-B systems that are O/H	percent of all assigned STE devices O/H	percent of deployable laptops O/ H	percent of deployable laser printers O/H	percent of deployable field safes O/ H	percent of deployable shredders O/ H	reserved for future use		
32a	munitions squadron / flight (**note 8**)	percent of Munitions Trailers by tasked UTC LOGDET or WPAAR	percent of vehicles identified on tasked UTC LOGDET, WPAAR, or Vehicle Authorization Listing (VAL)	percent of Land Mobile (Radio) Equipment identified in AS660	percent of Missile/ Precision Guided Munitions Test Equipment O/ H against applicable UTC LOGDET and/or AS	percent of dedicated munitions Aerospace Ground Equipment (AGE) by tasked UTC LOGDET, AS or WPAAR	percent of Munitions Material Handling Equipment (MMHE) other than trailers and test sets by tasked UTC LOGDET, AS or WPAAR (i.e., MAC)	reserved for future use		

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
32b	munitions squadron / flight (**note 9**)	percent of chains & binders by tasked HHZ series UTC requirement	percent of vehicles identified on tasked UTC LOGDET, WPAAR, or Vehicle Authorization Listing (VAL)	percent of inter-modal shipping containers or aircraft pallets O/H against OPLAN tasked shipment or out-load requirements (as applicable)	percent of Missile/ Precision Guided Munitions Test Equipment O/ H against applicable UTC LOGDET and/or AS	percent of dedicated munitions Aerospace Ground Equipment (AGE) by tasked UTC LOGDET, AS or WPAAR	percent of top net, side net & tie-down straps by tasked HHZ series UTC requirement	percent of CADS handling equipment O/H against applicable UTC LOGDET and/or AS or WPAAR	reserved for future use	
33	reserved for future use									
34a	OSS (airfield operations)	TBD								
34b	OSS (intel flight)	TBD								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
35	prime RIBS Unit (**note 6**)	percent of tasked critical equipment O/H for UTC LWRRF. If not tasked report nothing	percent of tasked critical equipment O/ H for UTC LWRRG. If not tasked report nothing	percent of tasked critical equipment O/H for UTC LWRRE. If not tasked report nothing	reserved for future use					
36	rescue unit (CRO/PJ)	percent of RAMZ pallets O/H	percent of weapons O/H	percent of communication systems O/H (ground-toair, percent of SATCOM, point-to-point)	percent of NVGs O/H	percent of parachutes (free-fall and static line) O/ H	percent of medical kits O/H	percent of quad airdrop pallets O/H	reserved for future use	
37	SAM and SHORAD unit	percent of missiles O/H	percent of tracker and surveillance radar O/H	percent of launchers O/H	percent of transporter vehicles O/H	percent of generators O/ H	percent of repair vehicles O/H	percent of forward repair teams O/H	percent of spare missile transporters O/H	percent of other O/H dispersal equipment required

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
38a	SF unit(in-place/ force protection)	percent of M-16s/M-4s, M-9s, and shotguns as required by the installation security plan	percent of M203, M60/ M240B, MK19, M2, and M29/ M252 and M249 as required by the installation security plan	percent of individual weapons munitions for ESSA1 weapons required by AF catalog (AFCAT)21-209.	percent of individual weapons munitions for ESSA2 weapons and clay more mines and fragmentation grenades required by AFCAT 21-209, ***Note:*** for M203, only count high explosives (HE) and HE/deep penetration(DP) rounds M203, M60/M240B, MK19, M2, and M29/M252 and M249 as required by the installation security plan	percent of vehicles required by unit master vehicle list (VAL)	(OCONUS): percent of tactical communications, intra-base radios, and night vision equipment required by UTC LOGDET or Installation Security Plan and authorized by AS 538/ 660(CONUS): percent of intra-base radios and night vision equipment required by Installation Security Plan and authorized in AS 538/660	percent of military working dogs (MWDs) authorized and reflected on CA/ CRL	percent of serviceable components of tactical sensor kits required by Installation Security Plan and authorized by AS 538	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
38b	SF unit (mobility)	percent of M-16s/M-4s, M9s, and shotguns required by UTC LOGDET	percent of M203, M60/ M240B, MK19, M2, M29/M252 and M249 required by UTC LOGDET	percent of individual weapons munitions for ESSA1 weapons required by UTC LOGDET	percent of individual weapons munitions for ESSA2 weapons, claymore mines, and fragmentation grenades required by UTC LOGDET, ***NOTE:*** for M203, count HE/DP rounds	percent of vehicles required by UTC LOGDET, if not tasked for QFEB3, QFEB5, or QFEB8, QFFPF, QFFPG, QFFPR, QFFPL, report nothing	percent of tactical communications and night vision equipment required by UTC LOGDET or Installation Security Plan and authorized by AS 538/660	percent of category 1 explosive detector dogs (edds) required by UTC LOGDET	percent of serviceable components of tactical sensor kits required by UTC LOGDET	percent of combat arms (CA) weapons repair modules required by UTC LOGDET, if not tasked for QFEBA or QFEBL, report

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
39a	unified: mobile consolidated command center (MCCC)	percent of required prime mission equipment (DSCS 1/2, MARS 1/2, military strategic and tactical relay system (MILSTAR) GM-2, HF/ UHF, GNT, CM 1/2 and BM 1/2/3) O/H and available	percent of required communication systems (MILSTAR extremely high frequency (EHF)(3) and UHF(2), DSCS(2), AF SATCOM (2), and HF/UHF/ VHF) O/H and available	percent of required message distribution systems (CSP 1/2, Spooler 1/2, DRSN 1/2, DDS 1/2) O/H and available	percent of required backside processing systems (NPES 1/2, DMFE 1/2, user terminal elements (UTEs) (all as one system), and GCCS 1/2) O/H and available	percent of required power generation systems (four power generation units and two fuel transporters) O/H and available	percent of required mission sustainment systems (rations, one water transporter, MKT, wrecker and two SSFMs) O/H and available	percent of required critical spares O/H and available within the DOC response time, as defined in the Initial Spares Support List (ISSL) and the MRSP.	percent of required weapons (M16 rifles, M9 pistols, M60 machine guns, M203 grenade launchers, M249 squad automatic weapons, , as directed by TA 538) O/H and available	percent of required generation support (munitions) O/H and available within the DOC response time.

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
39b thru 39g	space: AOC, control, command and control, communication, launch unit, missile OSS, units	percentage of equipment and supplies O/H as directed by DOC statement or contact the Functional Office or Space FAM for each specific unit								
39h	space mobile warning unit	percent of system designator (s) O/H	percent of comm system(s) O/ H	percent of CQV and CSV system(s) O/H	percent of frequency selective voltmeter and tanker system(s) O/ H	percent of utility vehicles O/H	percent of test equipment/ peculiar tolls on hand	percent of critical spares including serviceable RSP O/H	percent of weapons O/H	percent of serviceable O/H
39i thru 39m	space: operations, OSS/unit, range management, surveillance, warning units	percentage of equipment and supplies O/H as directed by DOC statement or contact the Functional Office or Space FAM for each specific unit								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
40	special operations communications unit/ flight	percent of comm UTCs O/H	percent of visual information UTCs O/H	reserved for future use			percent of generators O/ H required to support tasked UTCs	percent of serviceable test equipment required O/ H to support tasked UTCs	percent of serviceable MRSP O/H	reserved for future use
41a	special tactics team (STT)	lowest percent of NAVAIDS (TRN-41S, TPN-27S, or SST-181S) O/H	lowest percent of weapons: (GAU-5 or M-9) O/H	reserved for future use	percent of assault zone lighting kits O/H	percent of serviceable radios: (SATCOM, Point to Point, HF, Communications Central, & Ground to Air) O/H	reserved for future use			

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
41b	special tactics unit	percent of serviceable navigational aids (NAV AIDs) O/H: TRN-41 &45, TPN-27, PSN-11, SMP2000 Transponder	percent of serviceable weapons O/ H: M4A1, M9, M249, & MP5	percent of serviceable comm systems O/ H: MBMMR, MBITR, SMRS, Survival Radio Central, Ground-toAir SATCOM, HF, Point-to-Point)	percent of serviceable NVG O/H: PVS-14 & 15	percent of serviceable assault zone marker light kits O/H	reserved for future use			
42	supply unit	percent of base supply mission essential material handling equipment O/ H	percent of base supply mission essential vehicles O/H	Reserved for future use	percent of mission essential fuel vehicles and dispensing equipment O/ H	percent of serviceable NBC kits O/H	percent of support equipment O/H of the type the DOC statement says to measure in this sub area, if none, report nothing			

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
43	TACP unit	TACP Terminal Attack Controller Kit tasked by UTC (**note 7**)	percent of NVG O/H tasked by UTC	percent of weapons O/H tasked by UTC	percent of portable and handheld radios O/H tasked by UTC	percent of comm. Centrals O/H tasked by UTC	laser target designators tasked by UTC	percent of self-powered and towed vehicles O/ H tasked by UTC	percent of generators O/ H for primary power and tasked by UTC	percent of MSRP O/H tasked by UTC
44a	weather flights, Ols, DETs, and weather squadrons – with a SOF support mission	percent of observing equipment tactical O/H tasked by UTC	percent of observing equipment, tactical upper-air, per O/H tasked by UTC	percent of forecasting equipment, tactical O/H tasked by UTC	weapons, chem warfare equipment, radios, and vehicles, and other combat essential equipment as listed in modified table of organization and equipment (MTOE) as provided by US Army if applicable	reserved for future use				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
44b	weather flights, Ols, DETs, and weather squadrons – with AF support mission (non-SOF)	percent of observing equipment tactical O/H tasked by UTC	percent of observing equipment, tactical upper-air, per O/H tasked by UTC	percent of forecasting equipment, tactical O/ H tasked by UTC	reserved for future use					
44c	weather flights, Ols, DETs, and weather squadrons – with an Army support mission (non-SOF)	percent of observing equipment tactical O/H tasked by UTC	percent of observing equipment, tactical upper-air, per O/H tasked by UTC	percent of forecasting equipment, tactical O/ H tasked by UTC	weapons, Chem warfare equipment, radios, and vehicles, and other combat essential equipment as listed in modified table of organization and equipment (MTOE) as provided by US Army	reserved for future use				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment and supplies O/H percentage**								
		ESSA1 report	**ESSA2 report**	**ESSA3 report**	**ESSA4 report**	**ESSA5 report**	**ESSA6 report**	**ESSA7 report**	**ESSA8 report**	**ESSA9 report**
44d	weather operational squadron and AF weather agency	reserved for future use								

NOTES:

1. Rule 5f Reconnaissance UAV units using CLS are excluded from reporting these subareas.
2. Rule 24 NCCs should report only hardware and software items from Table 5.27 required to provide minimum base-wide capability. NOSCs should report only hardware and software items from Table 5.27 required to operate their portion of the enterprise.
3. Rule 24 NCCs will not report hardware and software items from **Table 5.27** for services provided by supporting Network Operations and Security Center.
4. Rule 29 Taken from monthly Stock Status Reports and the material availability percentage instruction in AFI 41-209 Chap 13, if none of these codes are listed on DOC statement, report nothing.
5. Rule 16a To use this rule, a MAJCOM must coordinate specific instructions with HQ USAF/A7CX and HQ AFCESA/CEX.
6. Rule 35 Refer to LOGDET in Logistics Module (LOGMOD).
7. Rule 43 For reporting purposes, a TAC kit consists of: TACP Close Air Support System, laser range finder, thermal imager/laser spot viewer, GPC receiver, Microponder and laser target marker (infrared). TAC kit requirements are 1 per DOC tasked 7FVVC, 2 per 7FVVD, and 1 per 7FVVF.
8. Rule 32a Aircraft assigned and directly support aircraft operations; excludes nuclear support equipment.
9. Rule 32b Munitions service-level and theater swing-stock support activity (non-aircraft; even if stocks support aircraft; theater hubs, STAMP, TARRP).

Table 4.4. (Added-USAFE) Which Equipment To Measure in Equipment and Supplies On-Hand Subareas.

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	then for the equipment and supplies on hand percentage								
		ESSA1 report	ESSA2 report	ESSA3 report	ESSA4 report	ESSA5 report	ESSA6 report	ESSA7 report	ESSA8 report	ESSA9 report
9b	air mobility control unit (AMS)	Per AFI 10-201	Per AFI 10-201	Per AFI 10-201	Per AFI 10-201	Per AFI 10-201	Per AFI 10-201	Per AFI 10-201	percent of 10K All Terrain Forklifts and NGSLs on hand	reserved for future use

Table 4.5. Reporting Equipment and Supplies O/H Reason Codes.

Rule	A	B
	If the primary reason that the equipment and supplies O/H measured area is not S-1 is	**then in the field ESRES report**
1	aircraft in storage	S03
2	aircraft not fully equipped	S04
3	aircraft on loan	S05
4	aircraft operational loss	S06
5	allowed equipment away for repairs	S07
6	allowed equipment away on loan	S08
7	allowed equipment never received	S09
8	awaiting critical modification	S11
9	equipment removed	S14
10	missiles inoperative	S15
11	obsolete equipment	S16
12	organization decommissioning/deactivating	S17
13	organization recently activated/reorganized	S18
14	radar equipment unavailable	S19
15	subordinate organization detached	S21

Rule	A	B
	If the primary reason that the equipment and supplies O/H measured area is not S-1 is	**then in the field ESRES report**
16	shortage ammunition	S22
17	shortage attached element	S24
18	shortage communications equipment	S25
19	shortage major end item	S27
20	shortage engineering equipment	S28
21	shortage repair parts, spares (allowance list items)	S31
22	shortage repair parts, spares (not allowance list items)	S32
23	shortage special supply equipment	S36
24	shortage stock supply	S37
25	shortage supporting equipment	S40
26	shortage test equipment	S41
27	shortage authorized equipment	S42
28	shortage vehicle(s)	S43
29	shortage war readiness spares kit	S44
30	shortage off-loaded aircraft	S45
31	shortage off-loaded anti-submarine warfare weapons	S49
32	shortage off-loaded fuel	S50
33	shortage off-loaded missile (SAM)	S51
34	aircraft combat loss	S54
35	missiles unserviceable	S55
36	insufficient fuel	S56
37	shortage support equipment	S57
38	shortage spare engines	S58
39	insufficient funds	S66
40	aircraft deployed separate tasking	S67
41	shortage individual tool kit	S68
42	shortage mobility bag	S69
43	shortage fire fighter protective clothing	S70
44	shortage 463L material handling equipment	S71
45	shortage material handling equipment, other	S72
46	shortage mobility gear (except material handling equipment)	S73

Rule	A	B
	If the primary reason that the equipment and supplies O/H measured area is not S-1 is	**then in the field ESRES report**
47	shortage A/E kits	S74
48	shortage shelters	S75
49	shortage operating room equipment	S76
50	shortage generators	S77
51	shortage laboratory equipment	S78
52	shortage hospital beds	S79
53	shortage weapons	S80
54	shortage protective equipment	S81
55	shortage intrusion protection equipment	S82
56	shortage equipment on loan	S83
57	equipment deployed (mission support)	S84
58	major equipment in depot modification	S85
59	major equipment in local modification	S86
60	shortage base-level self-sufficiency spares	S87
61	major equipment in programmed depot maintenance	S88
62	shortage refueling vehicles	S96
63	shortage refueling dispensing equipment	S97
64	shortage cryogenic production equipment	S98
65	area not measured by parent Service direction	SNM
66	SECRN/SECRF field only for commander upgrade	SUP
*********The following Reason Codes are for CBDRT reporting only*********		
67	area not measured by parent service direction	SNM
68	shortage Category 1 individual protective equipment (IPE)	SRA
69	shortage Category 2 detection equipment (DET)	SRB
70	shortage Category 3 decontamination equipment (DEC)	SRC
71	shortage Category 4 radiac equipment (RAD)	SRD
72	shortage Category 5 chemical-biological medical supplies (MED)	SRE
73	shortage Category 6 collective protection systems (CPS)	SRF
74	unserviceable/expired Category 1 IPE	SRG
75	unserviceable/expired Category 2 DET	SRH
76	unserviceable/expired Category 3 DEC	SRI

Rule	A	B
	If the primary reason that the equipment and supplies O/H measured area is not S-1 is	**then in the field ESRES report**
77	unserviceable/expired Category 4 RAD	SRJ
78	unserviceable/expired Category 5 MED	SRK
79	unserviceable/expired Category 6 CPS	SRL
80	equipment/supplies awaiting critical modification	SRM
81	shortage of support equipment (DECON site support material)	SRN
82	shortage of general supply equipment	SRO
83	shortage of repair parts	SRP
84	NBC equipment incomplete or obsolete	SRQ
85	non-mission capable during recent NBC exercise/evaluation	SRS

Table 4.6. Aircraft Units-Changing Combat Equipment O/H Percentage into an S-Level.

RULE	A	B
	If the combat essential equipment O/H percentage is in the range from	**then the combat essential equipment O/H S-level is**
1	90 to 100	S-1
2	80 to 89	S-2
3	60 to 79	S-3
4	0 to 59	S-4

Table 4.7. Aircraft Units-Changing Support Equipment O/H Percentage into an SLevel.

RULE	A	B
	If the support equipment O/H percentage is in the range from	**then the support equipment O/H S-level is**
1	90 to 100	S-1
2	80 to 89	S-2
3	65 to 79	S-3
4	0 to 64	S-4

Table 4.8. War Readiness Engine (WRE) Computation (See Note).

RULE	A	B	C	D
	If the number of serviceable spare engines required is:	**and the number of spare engines serviceable is:**	**then the reported percentage is:**	**and the engine S-level is:**
1	10	10	100	S-1
2		9	90	
3		8	89	S-2
4		7	85	
5		6	79	S-3
6		5	72	
7		4	65	
8		3	64	S-4
9		2	32	
10		1	0	
11	9	9	100	S-1
12		8	90	
13		7	85	S-2
14		6	80	
15		5	79	S-3
16		4	72	
17		3	65	
18		2	64	S-4
19		1	32	
20	8	8	100	S-1
21		7	90	
22		6	85	S-2
23		5	80	
24		4	79	S-3
25		3	72	
26		2	65	
27		1	32	S-4
28	7	7	100	S-1
29		6	90	
30		5	89	S-2
31		4	85	

RULE	A	B	C	D
	If the number of serviceable spare engines required is:	**and the number of spare engines serviceable is:**	**then the reported percentage is:**	**and the engine S-level is:**
32		3	79	S-3
33		2	65	
34		1	32	S-4
35	6	6	100	S-1
36		5	90	
37		4	85	S-2
38		3	80	
39		2	65	S-3
40		1	32	S-4
41	5	5	100	S-1
42		4	90	
43		3	80	S-2
44		2	72	S-3
45		1	64	S-4
46		0	32	
47	4	4	100	S-1
48		3	90	
49		2	85	S-2
50		1	72	S-3
51		0	32	S-4
52	3	3	100	S-1
53		2	90	
54		1	80	S-2
55		0	65	S-3
56	2	2	100	S-1
57		1	80	S-2
58		0	65	S-3

RULE	A	B	C	D
	If the number of serviceable spare engines required is:	**and the number of spare engines serviceable is:**	**then the reported percentage is:**	**and the engine S-level is:**
59	1	1	100	S-1
60		0	80	S-2

NOTE: If 11 or more engines are required, compute and report the actual percentage available. This table is used in conjunction with **Table 4.7.** Units reporting at squadron level, use the number of engines required for the squadron. Units reporting at wing level, use the number of engines required for the wing. These procedures are outlined in AFI 21-104 and must be used to determine required war readiness engines. Authorized additives, justified on the basis of wartime requirement, must be included in computations. All aircraft with engine holes will have serviceable engines allocated. The number of net serviceable spare engines will then be compared to the WRE requirement and the reported percentage is the factor to be entered on the Aircraft and Equipment and Supplies O/H S-level checklist. Engines installed in or obligated to BAI, CANN, and unserviceable assigned aircraft, that are available within the response time, may be considered by the unit commander to subjectively upgrade the S-level. This can include engines projected available through the pipeline, jet engine intermediate maintenance, or a logistic support center provided that serviceability and RFI requirements are met.

Table 4.9. Spares Assessment.

RULE	A	B	C	D
	If the method used is	**and the calculated percentage range is**	**then the reported spares assessment percentage is**	**then the reported category level is**
1	MRSP/IRSP fill rate (Weapon System Management Information System(WSMIS) info not available) Method X, RSP	90-100	90-100	1
2		80-89	80-89	2
3		65-79	65-79	3
4		0-64	0-64	4
5	sortie generation capability Method Y, SORTE (strategic airlift only)	95-100	100	1
6		87-94	89	2
7		80-86	79	3
8		0-79	64	4
9	aircraft availability Method Z, ACFTA (Option #1, Direct Support Objective (DSO) = 83%, PAA ≥ 6) (**NOTES 1, 2**)	80-100	100	1
10		65-79	89	2
11		49-64	79	3

RULE	A	B	C	D
	If the method used is	**and the calculated percentage range is**	**then the reported spares assessment percentage is**	**then the reported category level is**
12		0-48	64	4
13	aircraft availability Method Z, ACFTA (Option #2, DSO = 83%, PAA < 6) (**NOTES 1, 3**)	70-100	100	1
14		50-69	89	2
15		30-49	79	3
16		0-29	64	4
17	aircraft availability Method Z, ACFTA (Option #3, DSO = 75%) (**NOTES 1, 4**)	72-100	100	1
18		63-71	89	2
19		54-62	79	3
20		0-53	64	4
21	aircraft availability Method Z, ACFTA (Option #4, Fighters = 63%) (**NOTES 1, 5**)	60-100	100	1
22		51-59	89	2
23		42-50	79	3
24		0-41	64	4

NOTES:

1: DSO refers to the 'sustained' DSO. Applicable DSOs by aircraft type are identified in AFMAN 23-110, Volume I, Part One, Chapter 14.

2: Applies to all aircraft types, except strategic airlift and fighters. General categories are bombers (including F-117), special operations, tactical airlift, tankers, helicopters, and special mission aircraft.

3: Generally applies to Low Density, High Demand (LD/HD) aircraft of the same aircraft types listed for Method Z, Option #1.

4: Applies to F-16C (LANTIRN/suppression of enemy air defense (SEAD) only), F-15C, A-10 and F-15E in FY03; applies to all fighters in FY04.

5: Applies to F-15A and Non-LANTIRN/SEAD F-16 only in FY03; phased out entirely FY04.

Table 4.10. Aerial Port Units-Combat Essential/Support Equipment and Supplies.

Combat Essential Equipment (mission relevant, see Note 1)	Combat Support Equipment (non-mission relevant, See Note 2)
A	**B**
25K Aircraft Loaders	Latrine Service Trucks
25K Aircraft Loaders (Halverson)	Potable Water Trucks
40K Aircraft Loaders	Wide-body Aircraft Passenger Staircase
60 K Aircraft Loaders	Wollard Truck Staircase
40-foot Rollerized Trailers	C-5 Truck Staircase
4K Forklifts	M-Series Vehicles
10K Standard Forklifts	Truck, UT M-1009
10K All-Terrain Forklifts	Truck, 2-1/2 ton, M-35
13K All-Terrain Forklifts	Truck Tractor, 5-ton, M-932
Wide Body Elevated Loader	Truck, 1-1/4 ton, M-416
Not Used	Truck Tractor (5-ton and over)

NOTES:

1. Include on SORTS DOC Statement (AF Form 723) new mission relevant combat essential equipment outlined in allowance standards (AS) 019-034 and reflected on the custodian authorization/ custody receipt list (CA/CRL).

2. Include on SORTS DOC Statement (AFF 723) any new combat support equipment outlined in AS 019-034, not designated as mission relevant, and reflected on the CA/CRL.

Table 4.11. Air Mobility Support Units-Combat Essential/Support Equipment and Supplies.

Combat Essential Equipment (463L MHE) Only includes "E" reg. Numbers	Combat Support Equipment
A	**B**
60K Aircraft Loader	Wide-body Aircraft Passenger Staircase
40K Aircraft Loader	Wollard Truck, Staircase
25K Aircraft Loader	C-5 Truck, Staircase
Wide-body Elevator Loader	Truck, Tractor (5 ton and over)
40 Ft Rollerized Trailer	M-Series Vehicles
4K Forklift	Truck, UT M-1009
10K Standard Forklift	Truck, 2-1/2 ton, M-35
10K All-terrain Forklift	Truck Tractor, 5 ton, M-932

13K All-terrain Forklift	Truck, 1-1/4 ton, M-416
	Truck, M-1008
	Latrine Servicing Truck
	Potable Water Trucks

NOTES:

1. Include on SORTS DOC statement (AFF 723) any new equipment outlined in AS 019-034, not designated as mission relevant, and reflected on the CA/CRL.
2. Use VAL List in determining the number of required vehicles.
3. Report the percentage from column A in EQSEE. Report the percentage from column B in EQSSE.
4. Compare the percentages of critical and support areas. Use the lower of these two percentages and convert this percentage to a S-level using **Table 4.3**.

Table 4.12. Mission Support Units-Combat Essential Equipment.

MANPER-B system(s) to include spare parts and documentation for systems and software, both deployable and in-place.
MANPER-B equipment and spares must be counted (including systems located with the management engineering team).
MANPER-B system(s) to include all parts and software, both deployable and in-place, to include the system(s) assigned to Manpower office

Table 4.13. Logistics Readiness Squadrons -Combat Essential Equipment (See Note 1).

60K Aircraft Loader (see **Note 2**)	22K Forklift Vehicle (see **Note 2**)
40K Aircraft Loader (see **Note 2**)	13K All-terrain Forklifts (see **Note 2**)
25K Aircraft Loader (see **Note 2**)	10K All-terrain Forklifts (see **Note 2**)
25K Tactical Loader	6K All-terrain Forklifts (see **Note 2**)
Wide-body Elevated Loaders (see **Note 2**)	15K Forklifts (see **Note 2**))
Rollerized Flatbed Trailers	10K Standard Forklifts (see **Note 2**)
Tractors, 5-ton and over	6K Standard Forklifts (see **Note 2**)
Buses, 29 passenger or larger	4K Forklifts (see **Note 2**)
25 Ft Flatbed Trailer	Highlift Trucks, 9-ton
40 Ft Flatbed Trailer	Highlift Trucks, 3-ton
Refuelers (R-11/R-9, C300, R-12/R-14)	Mobile Maintenance Truck
Wrecker/Recovery Vehicle	All assigned trailers
Aircrew Transportation Vehicle (multistops, carry-alls, 16-pax bus, etc.)	WRM vehicles (all Class D vehicle authorizations)
Pickup and delivery vehicles	Combat mobility vehicles (M-series)

NOTES:

1. Include on SORTS DOC Statement any new mission relevant equipment outlined in AS 012 and reflected on the custodian authorization/custody receipt lists (CA/CRL). Notify HQ USAF/ XOOA to update this table.
2. Do not include MHE on SORTS DOC Statement of LRSs co-located with an aerial port unit that also measures MHE. Do not include MHE on SORTS DOC Statement for Guard units without vehicles assigned to user codes OA, OB, and OC on their command VAL listing.

Chapter 5

EQUIPMENT CONDITION MEASURED AREA DATA

5.1. Equipment Condition Reporting. The equipment condition measured area is used to measure the combat essential and support equipment that can be made ready within the unit's response time to undertake the unit's assigned wartime mission. This measure is also used to indicate maintenance and equipment reliability, serviceability and operational status of assets. Units compute the equipment condition R-level for combat essential and support equipment based on the availability of wartime required equipment. Equipment items are considered available if they are possessed by the unit and are, or can be, made mission ready within the prescribed unit response time. The formula for equipment condition computation is: the number of equipment items mission ready and available divided by the number possessed (not to exceed the wartime requirement number) multiplied by 100.

5.2. Equipment Condition Subareas (ERSAs). The equipment condition measured area allows units to measure up to nine subareas. Consider the following for all missions:

5.2.1. Use SORTS DOC Statements, equipment lists, Air Staff-level functional area guidance, LOGDET, AS's, etc., as necessary, to determine equipment types; then measure the number possessed.

5.2.2. Add number of items possessed for each subarea to obtain a subarea total.

5.3. Subarea Percentage Calculations. Determine the number of items mission ready and available for each subarea. Accomplish the following:

5.3.1. Add number of items MRA for each subarea to obtain a subarea total.

5.3.2. Forecast the number of items that could be MRA by response time.

5.3.3. Calculate the subarea percentages:

5.3.3.1. If there are ten or more items possessed accomplish the following:

5.3.3.1.1. Divide the number of items MRA by the number of items possessed.

5.3.3.1.2. The number of items counted as possessed is not to exceed the number of items authorized.

5.3.3.1.3. Multiply the result by 100 to derive a percentage.

5.3.3.1.4. Round percentage to nearest whole number (this is the subarea percentage.).

5.3.3.2. If there are nine or less items possessed select the appropriate percentage from **Table 5.2**, unless **Table 5.4** contains other instructions. Note the derived percentages. If a percentage has changed since the last report, enter the new percentage in the appropriate subarea label from **Table 5.4**.

5.4. Combat Essential and Support Equipment Condition Percentage Calculations:

5.4.1. Find the unit type in **Table 5.1**, Column A. Use Column B for combat essential equipment and Column C for support equipment.

5.4.2. To calculate the combat essential and support equipment condition percentage for each area accomplish the following:

5.4.2.1. If the entry lists subarea labels, select the lowest percentage for those subareas.

5.4.2.2. If the entry lists equipment or another document, calculate the percentage with the same procedure used for subarea calculations.

5.4.3. Note the derived percentage. If the percentage has changed, enter the new percentage in the EQREE label for combat essential equipment or EQRED label for support equipment.

5.4.4. Note the derived number of combat essential items. For aircraft units, determine the number of aircraft that are mission ready and available.

5.4.4.1. If the number of aircraft that are mission ready and available has changed since the last report enter the new number in the label MEMRA.

5.4.4.2. The number of aircraft reported in the labels MEASG, MEPOS, and MEMRA fields will not be greater than the number reported in the label MEARD.

5.4.4.3. The actual number of aircraft authorized, possessed, and mission-ready and available is reported in the MEQLOCN set.

5.4.4.3.1. **(Added-USAFE)** When submitting major equipment location and crew information (MEQLOCN) data, use a separate MEQLOCN set to report on aircraft and aircrews that are deployed away from home station for longer than 72 hours in the temporary location code (TEGEO) field. The MEQLOCN set containing the temporary location data must be updated or deleted within 24 hours when crews and aircraft return to home station.

5.5. Equipment Condition R-Level Calculations.

5.5.1. To convert area percentages into an R-level use the following rules:

5.5.1.1. Select the lowest percentage value from the combat essential and support equipment condition area percentages.

5.5.1.2. Aircraft units use **Table 5.3** to convert the combat essential equipment condition percentage into an R-level.

5.5.1.3. Non-aircraft units use **Table 5.6** to convert the equipment condition area percentage into an R-level.

5.5.2. Note the derived equipment condition R-level. If the R-level has changed since the last report, enter the new R-level in the ERRAT label (Equipment Condition Measured Resource Area Category Subarea (ERRAF) label for secondary or tertiary missions).

5.5.3. When an AF directed resource change depletes mission ready and available equipment, reference **paragraph 1.10.9**.

5.5.4. If **Table 5.1** lists *nothing* to report for the combat essential equipment condition and support equipment condition percentages, report R-6 in ERRAT and RNM in ERRES (see **paragraph 4.7.4**).

5.6. Equipment Condition Reason Codes.

5.6.1. Select the most specific reason code from **Table 5.5**, when the equipment condition R-level is less than R-1.

5.6.2. Note the selected reason code. If the reason code has changed since the last report, enter the new reason code in the ERRES or ERREF label.

5.7. Equipment Considered Mission Ready and Available (MRA). Most equipment is considered mission ready if the equipment is safe to use and in the condition to perform the functions for which it was designed.

5.7.1. *Aircraft, missiles, and major weapons systems* must comply with the following:

5.7.1.1. Have a full or basic system list of items for the stated working mission (MAJCOMs are the authority on which system to use).

5.7.1.1.1. **(Added-USAFE)** Ensure required systems or subsystems are operational using the basic systems list (BSL) of the DOC's mission essential subsystems list (MESL). Those units whose MESL is listed in the work unit code (WUC) format will use the BSLs to determine mission capable status.

5.7.1.1.2. **(Added-USAFE)** Units assigned a conventional DOC must use any one of the tasked BSLs (as shown in the DOC). Units assigned a nuclear and conventional DOC must use any one of the tasked conventional BSLs plus nuclear BSL.

5.7.1.2. Be configured with suspension equipment (i.e., dash 21 items and alternate mission equipment) that is required by the MAJCOM.

5.7.1.3. Have all peacetime inspections or time compliance technical order actions completed or waived for wartime use.

5.7.2. *In-Place Generation, Alert, or Surveillance Missions.* Consider items available if the items will be ready at their duty location within response time.

5.7.2.1. Consider strategic air defense aircraft available when these aircraft are within the United States or Canada.

5.7.2.2. Consider strategic airlift aircraft on operational missions available regardless of their location.

5.7.2.3. Consider strategic tankers on operational missions available if the aircraft will be ready to deploy within the response time.

5.7.3. *Mobility Missions*. Consider items available, regardless of location, if the items are expected to be ready within response time. Equipment items left in a contingency AOR, while personnel reconstitute or redeploy, will be reported as non-available if equipment condition cannot be ascertained.

5.7.4. *Combined In-place Generation and Mobility Mission*. Allocate equipment to each mission type and apply the guidelines for each specific mission type.

5.7.5. *Operations Plan 8044 Revision 03 Mission*. Consider items available if the items are expected to be ready within response time.

5.7.6. *Equipment items loaned to another unit to augment their resources*. Will be considered possessed by the owning unit. Items will not be double counted. Receiving unit will not use these resources for SORTS reporting.

5.8. BEAR Base Equipment Condition Measured Area. Equipment condition R-levels are based on fully mission capable critical equipment authorized for items identified in the BEAR Base Critical Item List produced by HQ Air Combat Command (ACC) Logistics. Use the standard command checklists to calculate this area.

5.9. Required Remarks for Aircraft Units. If referencing aircraft grounded for mission capable (MICAP) parts, provide the National Stock Number (NSN), part nomenclature, and the name of the system which needs the part. If the aircraft is unavailable due to scheduled or unscheduled maintenance, provide the Estimated Time in Commission (ETIC). Also provide the estimated delivery dates for aircraft undergoing programmed depot maintenance. Labels for the remarks will be provided via MAJCOM supplement.

5.9.1. **(Added-USAFE)** Use the MEMRA remark to submit information concerning the number of aircraft not mission ready available. See Table 2.4.1. (Added) for an example of how to format the remark.
Chapter 5 Reference Tables (see top of next page).

Table 5.1. Reporting Combat Essential/Support Equipment Condition Percentages.

Rule	**A**	**B**	**C**
	If your unit is a(n)	**then the combat essential equipment condition percentage in the label EQREE report**	**and for the support equipment condition percentage in the label EQRED report**
1	aerial port unit	percent from subarea ERSA1	percent from subarea ERSA3
2	aeromedical unit	nothing to report	
3	AFOSI CI/SpI unit	lowest percent from subareas ERSA1 through ERSA4	nothing to report
4	aircraft maintenance unit	TBD	
5a thru 5n	aircraft unit (including UAVs)	percent from aircraft mission ready and available (UAVs report systems)	nothing to report
6a	air defense sector (ADS)/ air defense region (ADR)	lowest percent from ERSA1 through ERSA9	nothing to report
6b	TACS unit (CRC)	lowest percent from subareas ERSA1 through ERSA4	lowest percent from subareas ERSA5 through ERSA8
7	air intelligence squadron	percent from subarea ERSA2	percent from subarea ERSA4

Rule	A	B	C
	If your unit is a(n)	**then the combat essential equipment condition percentage in the label EQREE report**	**and for the support equipment condition percentage in the label EQRED report**
8	air logistics center (ALC) engineer element	refer to DOC statement and MAJCOM supplement for guidance	
9a	air mobility control unit (ALCF)	percent of MARCs or MARC 2000's MRA	lowest percent from subareas ERSA1 through ERSA9
9b	air mobility control unit (AMS)	refer to DOC statement and MAJCOM supplement for guidance	
9c	air mobility operations unit (AMOS)	lowest percent from subareas ERSA1 through ERSA4	lowest percent of subareas ERSA5 through ERSA9
9d	air mobility support unit	lowest percent from subareas ERSA1 and ERSA2	lowest percent from subareas ERSA3 through ERSA9
9e	contingency response wing (CRW)	lowest percent from subareas ERSA1 through ERSA4	lowest percent from subareas ERSA5 through ERSA8
10	air traffic control unit	lowest percent from subareas ERSA1 through ERSA3	lowest percent from subareas ERSA4 through ERSA6
11	AOC unit	lowest percent from subareas ERSA1 through ERSA4	lowest percent from subareas ERSA5 through ERSA9
12	ASOC unit	lowest percent from subareas ERSA2 through ERSA5	lowest percent from subareas ERSA6 through ERSA8
13a and 13b	BEAR unit	lowest percent from subareas ERSA1 through ERSA9	nothing to report
14	reserved for future use		
15	CAF unit	reference applicable unit rule information	
16a	CE unit (MAJCOM specific)	nothing to report	
16b	CE unit (Prime BEEF)	nothing to report	
16c	CE unit (RED HORSE)	nothing to report	
17	CLSS unit	nothing to report	
18	combat aviation advisory unit	lowest percent from subareas ERSA1 through ERSA5	lowest percent from subareas ERSA7 through ERSA9
19	combat camera unit	lowest percent from subareas ERSA1 through ERSA3	percent from subarea ERSA6
20	combat	lowest percent from subareas	lowest percent from subareas

Rule	A	B	C
	If your unit is a(n)	**then the combat essential equipment condition percentage in the label EQREE report**	**and for the support equipment condition percentage in the label EQRED report**
	communications unit	ERSA1 through ERSA3	ERSA5 through ERSA7
21	contracting unit	percent from subarea ERSA2	nothing to report
22	engineering and installation unit	percent from subarea ERSA1	lowest percent from subareas ERSA6 and ERSA7
23	financial management & comptroller unit	percent from subarea ERSA1	nothing to report
24	wing communications unit (DOCID SG22, SG24, SD33, SM23)	lowest percent from subareas ERSA1 through ERSA6	lowest percent from subareas ERSA8 through ERSA9
24a	DELETED		
24b	DELETED		
25	reserved for future use		
26	information warfare unit	percent of combat essential equipment listed in DOC statement that is MRA, calculate a percent for each entry, use lowest as EQREE	nothing to report
27	intelligence unit	percent of combat essential equipment listed in DOC statement that is MRA, calculate a percent for each entry, use lowest as EQREE	nothing to report
28	LRS unit	lowest percent from subareas ERSA1 through ERSA6	lowest percent from subareas ERSA7 through ERSA9
29	medical unit (non-aeromedical)	nothing to report	
30	missile unit (ICBM)	reference AFSPC Supplement 1 to AFI 10-201, Table 5.28. for appropriate guidance	
31	mission support unit (PERSCO)	percent of MRA combat essential equipment listed in DOC statement, count only those whose equipment and software is 100% operational, if none, report nothing	lowest percent from subareas ERSA2 through ERSA9
32a	munitions squadron / flight	lowest percent from subareas ERSA1 through ERSA 6	nothing to report

Rule	A	B	C
	If your unit is a(n)	**then the combat essential equipment condition percentage in the label EQREE report**	**and for the support equipment condition percentage in the label EQRED report**
	(note 1)		
32b	munitions squadron / flight (**Note 2**)	nothing to report	lowest percent from subareas ERSA1 through ERSA7
33	reserved for future use		
34a	OSS (airfield operations)	lowest percent from subareas ERSA1 through ERSA9	percent of support equipment listed in DOC statement that is MRA for each DOC entry, calculate condition percentage, use the lowest as the EQRED
34b	OSS (intelligence flight)	nothing to report	
35	prime RIBS unit	nothing to report	lowest percent from subareas ERSA1 through ERSA3
36	rescue unit (CPO/PJ)	lowest percent from subareas ERSA1 through ERSA7	nothing to report
37	SAM and SHORAD unit	lowest percent from subareas ERSA1 through ERSA4	nothing to report
38a	SF unit (in-place/force protection)	lowest percent from subareas ERSA1 through ERSA7	lowest percent from subareas ERSA8 and ERSA9
38b	SF unit (mobility)	lowest percent from subareas ERSA1 through ERSA7	lowest percent from subareas ERSA8 and ERSA9
39a	space: combat mobile command and control unit	lowest percentage from subareas ERSA1 through ERSA5	lowest percent from subareas ERSA6 through ERSA8
39b thru 39g	space: AOC, control, command and control, communications, launch unit, missile OSS, units	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance	
39h	space: mobile warning unit	lowest percent from subareas ERSA1 and ERSA2	lowest percent from subareas ERSA3 through ERSA7
39i thru 39m	space: operations, OSS/ unit, range management, surveillance, warning	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance	

Rule	A	B	C
	If your unit is a(n)	**then the combat essential equipment condition percentage in the label EQREE report**	**and for the support equipment condition percentage in the label EQRED report**
	units		
40	special operations communications unit/flight	lowest percent from subareas ERSA1 through ERSA2	lowest percent from subareas ERSA7 through ERSA8
41a	special tactics team (STT)	nothing to report	
41b	special tactics unit	nothing to report	
42	supply unit	lowest percent from subareas ERSA1 through ERSA3	lowest percent from subareas ERSA6 through ERSA8
43	TACP unit	lowest percent from subareas ERSA1 through ERSA6	lowest percent from subareas ERSA7 through ERSA8
44a	weather flights, Ols, DETs, and weather squadrons with a SOF support mission	lowest percent from subareas ERSA1 through ERSA9	percent of support equipment listed in DOC statement that is MRA for each DOC entry, calculate condition percentage, use the lowest as the EQRED
44b	weather flights, Ols, DETs, and weather squadrons with AF support mission (non-SOF)	lowest percent from subareas ERSA1 through ERSA9	percent of support equipment listed in DOC statement that is MRA for each DOC entry, calculate condition percentage, use the lowest as the EQRED
44c	weather flights, Ols, DETs, and weather squadrons with an Army support mission (non-SOF)	lowest percent from subareas ERSA1 through ERSA9	percent of support equipment listed in DOC statement that is MRA for each DOC entry, calculate condition percentage, use the lowest as the EQRED
44d	weather operational squadron and AF weather agency	lowest percent from subareas ERSA1 through ERSA9	percent of support equipment listed in DOC statement that is MRA for each DOC entry, calculate condition percentage, use the lowest as the EQRED

NOTES:

1. Rule 32a Aircraft assigned and directly support aircraft operations; excludes nuclear support equipment.
2. Rule 32b Munitions service-level and theater swing-stock support activity (non-aircraft; even if stocks support aircraft; theater hubs, STAMP, TARRP).

Table 5.1. ((Added)-(USAFE)) Reporting Combat Essential and Support Equipment Condition Percentages.

Rule	A	B	C
	If your unit is a(n)	then the combat essential equipment condition percentage in the label EQREE report	and for the support equipment condition percentage in the label EQRED report
9b	air mobility control unit (AMS)	lowest percentage from subareas ERSA2 and ERSA8	lowest percentage from subareas ERSA1 thru ERSA5

Table 5.2. Percentage Mission Ready and Available Matrix for Nine or Less Items.

RULE	**A**	**B**	**C**	**D**	**E**	**F**	**G**	**H**	**I**	**J**
	Find row with number of items mission ready and available	**find column with number possessed**								
		9	**8**	**7**	**6**	**5**	**4**	**3**	**2**	**1**
1	9	100								
2	8	90	100							
3	7	86	90	100						
4	6	80	86	86	100					
5	5	76	80	80	86	100				
6	4	70	76	76	80	80	100			
7	3	44	70	70	70	70	80	100		
8	2	33	45	55	59	60	70	80	100	
9	1	22	27	33	37	40	50	60	70	100
10	0	0	0	0	0	0	0	0	0	0

Table 5.3. Aircraft Units-Changing Combat Essential Equipment Condition Percentage into an R-Level.

RULE	**A**	**B**
	If the combat essential equipment condition percentage is in the range from	**then for the equipment condition R-level**
1	75 to 100	R
2	60 to 74	R
3	50 to 59	R

RULE	A	B
	If the combat essential equipment condition percentage is in the range from	**then for the equipment condition R-level**
4	0 to	R

Table 5.4. Which Equipment to Measure in Equipment Condition Subareas.

Rule	**A**	**B**	**C**	**D**	**E**	**F**	**G**	**H**	**I**	**J**
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
1	aerial port unit	percent of MRA 463L MHE required	reserved for future use	percent of MRA support equipment required	reserved for future use					
2	aeromedical unit	nothing to report								
3	AFOSI CI/SpI unit	percent of MRA M-9/ M-11s	percent of MRA M-16s	reserved for future use	percent of MRA equipment O/H for LOGDET #1	reserved for future use				
4	aircraft maintenance unit	TBD								
5a thru 5e	aircraft (bomber, ecm, fighter, recon) unit	reserved for future use								

Rule	**A**	**B**	**C**	**D**	**E**	**F**	**G**	**H**	**I**	**J**
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
5f	aircraft reconnaissance (UAV) unit	reserved for future use		percent of long-haul SATCOM equipment MRA	reserved for future use					
5g thru 5n	aircraft (rescue, special ops, strat airlift, tac air control, tac airlift, tanker, warning and control) unit	reserved for future use								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
6a	air defense sector (ADS)/ air defense region (ADR)	percent of radar sensor data sources MRA	percent of possessed radar/track processing and display equipment MRA	percent of possessed secure C3 network systems MRA	percentag e of possessed radios MRA (ground-to-air, HF data/ voice, and UHF SATCOM)	percent of possessed track data link processing equipment MRA	percent of possessed telephone switches, critical telephone trunks and circuits MRA	percent of possessed critical generators, uninterrupt able power sources, and HVAC equipment MRA	percent of possessed identification data systems MRA (count each physical location from which interrogations are made as one system	reserved for future use
6b	TACS unit (CRC)	percent of UTC radar systems MRA & O/ H (see **Table 5.11.**)	percent of UTC operation modules MRA, & O/ H (see **Table 5.12.** (CRC))	percent of communications equipment MRA count each major equipment item O/H on tasked by UTC (see **Table 5.13.** (CRC))	percent of UTC towed mobilizers and towed equipment MRA, & O/H	reserved for future use		percent of vehicles MRA tasked by UTC	percent of generators MRA	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
7	air intelligence squadron	reserved for future use	percent of control or operations systems MRA, use **Table 5.7.** to find it	reserved for future use	percent of intelligence computers and equipment MRA, use **Table 5.8.** to find it	reserved for future use				
8	air logistics center (ALC) engineer element	refer to DOC statement and MAJCOM supplement for guidance								
9a	air mobility control unit (ALCF)	percent of vehicles MRA	percent of LOGDET required communications equipment MRA includes: HF, UHF, VHF, radios, STUs or STEs, FAX, and computers	percent of defensive equipment (weapons) MRA	percent of pad scales MRA	percent of are base/ living quarters support MRA	reserved for future use			

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
9b	air mobility control unit (AMS)	percent of vehicles MRA	percent of LOGDET required communications equipment MRA includes: HF, UHF, VHF, radios, STUs or STEs, FAX, and computers	percent of defensive equipment (weapons) MRA	percent of pad scales MRA	percent of are base/ living quarters support MRA	reserved for future use			
9c	air mobility operations squadron (AMOS)	percent of calculated for TDC combat essential equipment on hand in first TDC package (**Table 5.22.**)	percent calculated for TDC combat essential equipment on hand in second TDC package (**Table 5.22.**)	percent calculated for TDC combat essential equipment on hand in third TDC package (**Table 5.22.**)	percent of serviceable AMD combat essential equipment on hand	percent of serviceable TDC BOS equipment on hand	percent of possessed telephone switches, Digi-switches, critical telephone trunks and circuits MRA	percent of serviceable TDC TMDE on hand	percent of serviceable AMD shelter system equipment on hand	percent of serviceable AMD support vehicles on hand

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
9d	air mobility support unit	percent of combat essential equipment MRA from **Table 5.18.**	reserved for future use	percent of combat support equipment MRA from **Table 5.18.**	reserved for future use					
9e	contingency response wing (CRW)	percent of LOGDET required Material Handling Equipment (MHE) MRA; includes all forklifts and Halvorsen Loaders/ NGSLs	percent of TSC-159 MARC 2000 systems MRA as defined by MAJCOM provided basic system list for major weapon system	percent of defensive equipment MRA includes weapons, ammunition, body armor, and NVGs	percent of LOGDET required UHF/ VHF and MILSAT COM radio sets MRA; includes AN/ PSC-5D and all equivalent s (do not count embedded TSC-159 assets)	percent of LOGDET required communications equipment MRA; includes all radio sets commercial SATCOM assets, LMRs, Secure phones, Fax machines, and ADPE not already measured	percent of LOGDET required vehicles (including trailers) MRA; do not include assets reported under ERSA1	percent of bare base support MRA; includes power generation and climate control systems not already counted in ERSA 2	percent of tools/kits MRA; includes Contracting and Intel DISK	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
10	air traffic control squadron	to calculate Tower equipment condition percentage s see **Table 5.23.**	to calculate TACAN equipment condition percentages see **Table 5.24.**	to calculate ATC Radar equipment condition percentage s see **Table 5.25.**	percent of generators MRA, by UTC, report Tower/ TACAN/ Radar, see note 4	percent of test equipment MRA, by UTC, report Tower/ TACAN/ Radar, see note 4	percent of vehicles (trailers) MRA, by UTC, report Tower/ TACAN/ Radar, see note 4	reserved for future use		
11	AOC unit	percent of intelligence control/ operations equipment MRA	percent of operations modules/ operations systems MRA	percent of AOC weapon system computers/ equipment MRA	percent of communications equipment MRA	percent of weather equipment MRA	percent of PCs/ printers MRA	reserved for future use	percent of vehicles MRA	reserved for future use
12	ASOC unit	reserved for future use	percent of operations modules MRA, (see **Table 5.9.**)	percent of weapons MRA	percent of communication s systems MRA available, (see **Table 5.10.**)	percent of communications centrals MRA available, see note 6	reserved for future use	percent of self-powered and towed vehicles MRA	percent of generators MRA	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
13a	BEAR unit ACC	Swift BEAR; Cold Weather	BEAR 550 Initial; Water Distro/ Freeze protection and Harvest Eagle/ T-550/ Falcon; Cold Weather	BEAR 550 Follow-on; Water Distro/ Freeze protection; Cold Weather	BEAR Industrial Operations; Water Distro; Freeze Protection; Cold Weather	BEAR Initial Flightline; Cold weather	BEAR Flightline Follow-on; Cold weather	BEAR WRM Vehicles	MAAS	EALS
13b	BEAR unit PACAF and USAFE	Swift BEAR	BEAR 550 Initial; Water Distro/ Freeze protection and Harvest Eagle/ T-550/ Falcon	BEAR 550 Follow-on; Water Distro/ Freeze protection	reserved for future use	EALS	BEAR WRM Vehicles	MAAS	cold Weather	13b
14	reserved for future use									
15	CAF unit	reference applicable unit rule information								
16a	CE unit (MAJCOM specific)	TBD								
16b	CE unit (Prime BEEF)	reserved for future use								
16c	CE unit (RED HORSE)	reserved for future use								
17	CLSS unit	reserved for future use								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
18	combat aviation advisory unit	percent of HF radios MRA	percent of SATCOM radios MRA	percent of VHF/UHF radios MRA	percent of CRYPTO equipment MRA	percent of weapons MRA	reserved for future use	percent IN-MARSAT MRA	percent of NVGs MRA	percent of generators MRA
19	combat camera unit	percent of required ADR editing, and image processing equipment that is MRA	percent of required camera systems that are MRA	percent of satellite transmission and reception systems that are MRA	reserved for future use		percent of generators required to support tasked UTCs that are MRA	reserved for future use		
20	combat communications unit	percent of possessed transmission system UTCs that are MRA, i.e. TSSR, C2 COMM, SATCOM, TROPO, etc.	percent of possessed telephone, data, message, and net control system UTCs that are MRA	percent of possessed mission support equipment that is MRA to support management element, personnel augmentation, etc., UTCs	reserved for future use	percent of general purpose vehicles required for air mobility that are MRA	percent of possessed generators to support required UTCs that are MRA	percent of mobilizers required for air mobility that are MRA	reserved for future use	

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
21	contracting unit	reserved for future use	percent of laptop computers MRA	reserved for future use						
22	engineering and installation unit	percent of required special purpose vehicles required that are MRA	reserved for future use				percent of support tools that are MRA	percent of generators required to support tasked UTCs that are MRA	percent of test equipment that is MRA	reserved for future use
23	financial management and comptroller unit	percent of laptops (with software loaded) that are MRA	reserved for future use							

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
24	wing communications unit (DOCID SG22, SG24, SD33, SM23)	percent calculated for base information infrastructure using **Table 5.27.**	average percent calculated for assigned TDC UTCs using **Table 5.21.** If none tasked, report nothing	percent calculated for assigned Fly-Away kit using **Table 5.26.** If none tasked, report nothing	percent calculated for assigned SART/DRT UTCs using **Table 5.19.** If none tasked, report nothing	percent of additional tasked UTCs that are MRA. If no additional UTCs tasked, report nothing	percent of required WSV, camera, editing, image processing, presentation, and graphics equipment that is MRA. If none tasked, report nothing	reserved for future use	percent of generators and ECUs required to support tasked UTCs that are MRA. If none tasked, report nothing	percent of vehicles and mobilizers required to support tasked UTCs that are MRA. If none tasked, report nothing
24a	DELETED									
24b	DELETED									
25	reserved for future use									
26	information warfare unit	reserved for future use								
27	intelligence unit	reserved for future use								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
28	LRS unit	percent of combat essential vehicles listed in **Table 5.15.** that are MRA	percent mission essential vehicles MRA	percent of fuel support MRA, divide dispensing capability by max-one-day requirement provided by parent MAJCOM IAW AFI 23-201	reserved for future use	Swift BEAR	percent of serviceable support equipment of the type the DOC statement says to measure in these subarea, if none, report nothing			
29	medical unit (non aeromedical)	reserved for future use								
30	missile unit (ICBM)	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance								
31	mission support unit (PERSCO)	reserved for future use								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
32a	munitions squadron / flight (note 4)	percent of munitions Trailers by tasked UTC LOGDET or WPAAR	percent of vehicles identified on tasked UTC LOGDET, WPAAR, or Vehicle Authorization Listing (VAL)	percent of Land Mobile (Radio) Equipment identified in AS660	percent of Missile / Precision Guided Munitions Test Equipment MRA against applicable UTC LOGDET and/or AS.	percent of dedicated munitions Aerospace Ground Equipment (AGE) by tasked UTC LOGDET, AS or WPAAR	percent of Munitions Material Handling Equipment (MMHE) other than trailers and test sets by tasked UTC LOGDET, AS or WPAAR (i.e., MAC)	reserved for future use		

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
32b	munitions squadron / flight (note 5)	percent of chains & binders MRA against tasked UTC, OPLAN, shipment or out-load requirements	percent of vehicles identified on tasked UTC LOGDET, WPAAR, or Vehicle Authorization Listing (VAL)	percent of inter-modal shipping containers or aircraft pallets MRA against OPLAN tasked shipment or out-load requirements	percent of Missile / Precision Guided Munitions Test Equipment MRA against applicable UTC LOGDET and/or AS	percent of dedicated munitions Aerospace Ground Equipment (AGE) by tasked UTC LOGDET, AS or WPAAR	percent of top net, side net & tie-down straps MRA against tasked UTC, OPLAN, or shipment or out-load requirements	percent of CADS handling equipment MRA against applicable UTC LOGDET and/or AS or WPAAR	reserved for future use	
33	reserved for future use									
34a	OSS (airfield operations)	TBD								
34b	OSS (intelligence flight)	TBD								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
35	prime RIBS unit	percent of tasked critical equipment MRA for UTC LWRRF. If not tasked report nothing	percent of tasked critical equipment MRA for UTC LWRRG. If not tasked report nothing	percent of tasked critical equipment MRA for UTC LWRRE. If not tasked report nothing	reserved for future use					
36	rescue unit (CRO/PJ)	percent of RAMZ pallets MRA	percent of weapons MRA	percent of serviceable communication systems MRA	percent of serviceable NVGs MRA	percent of serviceable parachutes (free-fall and static line) MRA	percent of serviceable medical kits MRA	percent of quad airdrop pallets MRA	reserved for future use	
37	SAM and SHORAD unit	percent of missiles MRA	percent of tracker and surveillance radar MRA	percent of launchers MRA	percent of transporter vehicles MRA	reserved for future use				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
38a	SF unit (in-place force protection)	percent of M-16s/ M-4s, M9s, and shotguns required by the Installation Security Plan	percent of M203, M60/ M240B, MK19, M2, M29/M 252 and M249 as required by the Installation Security Plan	reserved for future use	percent of individual weapons munitions for ERSA2 weapons and claymore mines and fragmentation grenades required by AFCAT 21-209, ***NOTE:*** for M203, only count HE/ DP rounds	percent of MRA vehicles O/H required by MEL/ VAL	(OCONUS): percent of tactical communications, intra-base radios, and night vision equipment required by UTC LOGDET or Installation Security Plan and authorized in AS 538/660 (CONUS): percent of intra-base radios and night vision equipment required by Installation Security Plan and authorized in AS 538/660	percent of authorized MWDs required by Installation Security Plan	percent of MRA tactical sensor kits required by UTC LOGDET or Installation Security Plan and authorized by AS 538	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
38b	security forces unit (mobility)	percent of M-16s/ M-4s, M9s, and shotguns required by UTC LOGDET	percent of M203, M60/ M240B, MK19, M2, and M29/ M252 and M249 required by UTC LOGDET	reserved for future use		percent of vehicles required by UTC LOGDE T	percent of mission ready tactical communications systems and night vision equipment required by UTC LOGDET or Installation Security Plan and authorized by AS 538 or 660	percent of Category 1 EDDs required by UTC LOGDET	percent of mission ready tactical sensor kits required by UTC LOGDET authorize d by AS 538	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
39a	unified: mobile consolidated command center (MCCC)	percent of possessed prime mission equipment (MILSTA RGM-2, DSCS 1/2, HF/UHF, MARS 1/2, GNT, CM 1/2, BM 1/2/3) that are mission ready and available	percent of possessed communication systems (MILSTAR EHF (3) and UHF(2), DSCS (2), AFSATCO M (2), and HF/UHF/VHF) O/ H and available	percent of possessed message distribution systems (CSP 1/2, Spooler 1/2, , DRSN 1/2, DDS 1/2) O/H and available	percent of possessed backside processing systems (NPES 1/2, DMFE 1/2, , UTEs (all as one system) and GCCS 1/2) that are MRA	percent of possessed power generation systems (power generation units and fuel transporters) that are MRA	percent of possessed mission sustainment systems (rations, water transporter, MKT, wrecker, and SSFMs) that are MRA	percent of possessed critical spares O/ H as defined in the ISSL and MRSP that are MRA	percent of possessed weapons (M16 rifles, M9 pistols, M60 machine percent of guns, M203 grenade launchers , and M249 squad automatic weapons) that are MRA	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
39b thru 39g	space: AOC, control, command & control, communications, launch units, missile OSS, units	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance								
39h	space mobile warning unit	percent of system designator (s) MRA	percent of communications system(s) MRA	percent of CQV and CSV system(s) MRA	percent of FSV and 6K tanker system(s) MRA	percent of utilities vehicles MRA	percent of test equipment/ peculiar tools MRA	percent of weapons MRA	reserved for future use	
39i thru 39m	space: operations, OSS/ unit, range management, surveillance, warning units	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
40	special operations communi catio ns unit/ flight	percent of comm UTCs that are MRA	percent of visual informa tion UTCs that are MRA	reserved for future use				percent of generat or s O/H require d to suppor t tasked UTCs that are MRA	percen t of service able test equip ment O/H require d to suppor t tasked UTCs that are MRA	reserved for future use
41a	special tactics team (STT)	reserved for future use								
41b	special tactics unit	reserved for future use								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
42	supply unit	percent of base supply mission essential material handling equipment MRA	percent of base supply mission essential vehicles MRA	percent of fuel support MRA, divide dispensing capability by max-one-day requirement provided by parent MAJCOM IAW AFI 23-201	reserved for future use		percent of serviceable support equipment of the type the DOC statement says to measure in these subarea, if none, report nothing			reserved for future use
43	TACP unit	percent of TAC kits MRA (**Note 2**)	percent of NVG MRA	percent of weapons MRA	lowest percent of portable and handheld radios MRA	percent of communications centrals MRA (note 1)	percent of laser target designators MRA	percent of self-powered and towed vehicles MRA	percent of generators used for primary and tasked by UTC that are MRA	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
44a	weather flights, OLS, DETs, and weather squadrons with a SOF support mission	percent of observing equipment, tactical, available tasked by UTC	percent of observing equipment, tactical, upper-air, available tasked by UTC	percent of forecasting equipment, tactical available tasked by UTC	weapons, chem. warfare equipment, radios, and vehicles, and other combat essential equipment as listed in the MTOE as provided by US Army if applicable	reserved for future use				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	then for the equipment condition percentage								
		ERSA1 report	ERSA2 report	ERSA3 report	ERSA4 report	ERSA5 report	ERSA6 report	ERSA7 report	ERSA8 report	ERSA9 report

NOTES:

1. Rule 43 To be mission ready, a communications central must have the capability to transmit and receive secure communications on HF/ Single Side Band (SSB), UHF/AM HAVE QUICK, and VHF/frequency modulation (FM) high-power pallet mounted radios and be mounted in a mission ready and available tactical vehicle.
2. Rule 43 A TAC kit is MRA when the following items are MRA: TACP Close Air Support System, laser range finder, thermal imager/laser spot viewer, and GPS receiver.
3. To compute percentage divide the quantity MRA by the quantity authorized and multiply the result by 100. This must be done for each UTC, use the lowest percentage to determine the support equipment condition.
4. Rule 32a Aircraft assigned and directly support aircraft operations; excludes nuclear support equipment.
5. Rule 32b Munitions service-level and theater swing-stock support activity (non-aircraft; even if stocks support aircraft; theater hubs, STAMP, TARP).
6. Rule 12 To be mission ready, a communications central must have the capability to transmit and receive secure communications on HF/ Single Side Band (SSB), UHF/AM HAVE QUICK, and VHF/frequency modulation (FM) high-power pallet mounted radios and be mounted in a mission ready and available tactical vehicle.

Table 5.4. Which Equipment to Measure in Equipment Condition Subareas.

Rule	**A**	**B**	**C**	**D**	**E**	**F**	**G**	**H**	**I**	**J**
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
1	aerial port unit	percent of MRA 463L MHE required	reserved for future use	percent of MRA support equipment required	reserved for future use					
2	aeromedical unit	nothing to report								
3	AFOSI CI/SpI unit	percent of MRA M-9/ M-11s	percent of MRA M-16s	reserved for future use	percent of MRA equipment O/H for LOGDET #1	reserved for future use				
4	aircraft maintenance unit	TBD								

Rule	**A**	**B**	**C**	**D**	**E**	**F**	**G**	**H**	**I**	**J**
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
5a thru 5e	aircraft (bomber, ecm, fighter, recon) unit	reserved for future use								
5f	aircraft reconnaissance (UAV) unit	reserved for future use		percent of long-haul SATCOM equipment MRA	reserved for future use					

Rule	**A**	**B**	**C**	**D**	**E**	**F**	**G**	**H**	**I**	**J**
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
5g thru 5n	aircraft (rescue, special ops, strat airlift, tac air control, tac airlift, tanker, warning and control) unit	reserved for future use								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
6a	air defense sector (ADS)/ air defense region (ADR)	percent of radar sensor data sources MRA	percent of possessed radar/track processing and display equipment MRA	percent of possessed secure C3 network systems MRA	percentag e of possessed radios MRA (ground-to-air, HF data/ voice, and UHF SATCOM)	percent of possessed track data link processing equipment MRA	percent of possessed telephone switches, critical telephone trunks and circuits MRA	percent of possessed critical generators, uninterrupt able power sources, and HVAC equipment MRA	percent of possessed identification data systems MRA (count each physical location from which interrogations are made as one system	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
6b	TACS unit (CRC)	percent of UTC radar systems MRA & O/ H (see **Table 5.11.**)	percent of UTC operation modules MRA, & O/ H (see **Table 5.12.** (CRC))	percent of communications equipment MRA count each major equipment item O/H on tasked by UTC (see **Table 5.13.** (CRC))	percent of UTC towed mobilizers and towed equipment MRA, & O/H	reserved for future use		percent of vehicles MRA tasked by UTC	percent of generators MRA	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
7	air intelligence squadron	reserved for future use	percent of control or operations systems MRA, use **Table 5.7.** to find it	reserved for future use	percent of intelligence computers and equipment MRA, use **Table 5.8.** to find it	reserved for future use				
8	air logistics center (ALC) engineer element	refer to DOC statement and MAJCOM supplement for guidance								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
9a	air mobility control unit (ALCF)	percent of vehicles MRA	percent of LOGDET required communications equipment MRA includes: HF, UHF, VHF, radios, STUs or STEs, FAX, and computers	percent of defensive equipment (weapons) MRA	percent of pad scales MRA	percent of are base/ living quarters support MRA	reserved for future use			

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
9b	air mobility control unit (AMS)	percent of vehicles MRA	percent of LOGDET required communications equipment MRA includes: HF, UHF, VHF, radios, STUs or STEs, FAX, and computers	percent of defensive equipment (weapons) MRA	percent of pad scales MRA	percent of are base/ living quarters support MRA	reserved for future use			

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
9c	air mobility operations squadron (AMOS)	percent of calculated for TDC combat essential equipment on hand in first TDC package (**Table 5.22.**)	percent calculated for TDC combat essential equipment on hand in second TDC package (**Table 5.22.**)	percent calculated for TDC combat essential equipment on hand in third TDC package (**Table 5.22.**)	percent of serviceable AMD combat essential equipment on hand	percent of serviceable TDC BOS equipment on hand	percent of possessed telephone switches, Digi-switches, critical telephone trunks and circuits MRA	percent of serviceable TDC TMDE on hand	percent of serviceable AMD shelter system equipment on hand	percent of serviceable AMD support vehicles on hand
9d	air mobility support unit	percent of combat essential equipment MRA from **Table 5.18.**	reserved for future use	percent of combat support equipment MRA from **Table 5.18.**	reserved for future use					

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
9e	contingency response wing (CRW)	percent of LOGDET required Material Handling Equipment (MHE) MRA; includes all forklifts and Halvorsen Loaders/ NGSLs	percent of TSC-159 MARC 2000 systems MRA as defined by MAJCOM provided basic system list for major weapon system	percent of defensive equipment MRA includes weapons, ammunition, body armor, and NVGs	percent of LOGDET required UHF/ VHF and MILSAT COM radio sets MRA; includes AN/ PSC-5D and all equivalent s (do not count embedded TSC-159 assets)	percent of LOGDET required communications equipment MRA; includes all radio sets commercial SATCOM assets, LMRs, Secure phones, Fax machines, and ADPE not already measured	percent of LOGDET required vehicles (including trailers) MRA; do not include assets reported under ERSA1	percent of bare base support MRA; includes power generation and climate control systems not already counted in ERSA 2	percent of tools/kits MRA; includes Contracting and Intel DISK	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
10	air traffic control squadron	to calculate Tower equipment condition percentages see **Table 5.23.**	to calculate TACAN equipment condition percentages see **Table 5.24.**	to calculate ATC Radar equipment condition percentages see **Table 5.25.**	percent of generators MRA, by UTC, report Tower/ TACAN/ Radar, see note 4	percent of test equipment MRA, by UTC, report Tower/ TACAN/ Radar, see note 4	percent of vehicles (trailers) MRA, by UTC, report Tower/ TACAN/ Radar, see note 4	reserved for future use		
11	AOC unit	percent of intelligence control/ operations equipment MRA	percent of operations modules/ operations systems MRA	percent of AOC weapon system computers/ equipment MRA	percent of communications equipment MRA	percent of weather equipment MRA	percent of PCs/ printers MRA	reserved for future use	percent of vehicles MRA	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
12	ASOC unit	reserved for future use	percent of operations modules MRA, (see **Table 5.9.**)	percent of weapons MRA	percent of communications systems MRA available, (see **Table 5.10.**)	percent of communications centrals MRA available, see note 6	reserved for future use	percent of self-powered and towed vehicles MRA	percent of generators MRA	reserved for future use
13a	BEAR unit ACC	Swift BEAR; Cold Weather	BEAR 550 Initial; Water Distro/ Freeze protection and Harvest Eagle/ T-550/ Falcon; Cold Weather	BEAR 550 Follow-on; Water Distro/ Freeze protection; Cold Weather	BEAR Industrial Operations; Water Distro; Freeze Protection; Cold Weather	BEAR Initial Flightline; Cold weather	BEAR Flightline Follow-on; Cold weather	BEAR WRM Vehicles	MAAS	EALS

Rule	**A**	**B**	**C**	**D**	**E**	**F**	**G**	**H**	**I**	**J**
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
13b	BEAR unit PACAF and USAFE	Swift BEAR	BEAR 550 Initial; Water Distro/ Freeze protection and Harvest Eagle/ T-550/ Falcon	BEAR 550 Follow-on; Water Distro/ Freeze protection	reserved for future use	EALS	BEAR WRM Vehicles	MAAS	cold Weather	13b
14	reserved for future use									
15	CAF unit	reference applicable unit rule information								
16a	CE unit (MAJCOM specific)	TBD								
16b	CE unit (Prime BEEF)	reserved for future use								
16c	CE unit (RED HORSE)	reserved for future use								
17	CLSS unit	reserved for future use								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
18	combat aviation advisory unit	percent of HF radios MRA	percent of SATCOM radios MRA	percent of VHF/UHF radios MRA	percent of CRYPTO equipment MRA	percent of weapons MRA	reserved for future use	percent IN-MARSAT MRA	percent of NVGs MRA	percent of generators MRA
19	combat camera unit	percent of required ADR editing, and image processing equipment that is MRA	percent of required camera systems that are MRA	percent of satellite transmission and reception systems that are MRA	reserved for future use		percent of generators required to support tasked UTCs that are MRA	reserved for future use		

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
20	combat communications unit	percent of possessed transmission system UTCs that are MRA, i.e. TSSR, C2 COMM, SATCOM, TROPO, etc.	percent of possessed telephone, data, message, and net control system UTCs that are MRA	percent of possessed mission support equipment that is MRA to support management element, personnel augmentation, etc., UTCs	reserved for future use	percent of general purpose vehicles required for air mobility that are MRA	percent of possessed generators to support required UTCs that are MRA	percent of mobilizers required for air mobility that are MRA	reserved for future use	
21	contracting unit	reserved for future use	percent of laptop computers MRA	reserved for future use						

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
22	engineering and installation unit	percent of required special purpose vehicles required that are MRA	reserved for future use				percent of support tools that are MRA	percent of generators required to support tasked UTCs that are MRA	percent of test equipment that is MRA	reserved for future use
23	financial management and comptroller unit	percent of laptops (with software loaded) that are MRA	reserved for future use							

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
24	wing communications unit (DOCID SG22, SG24, SD33, SM23)	percent calculated for base information infrastructure using **Table 5.27.**	average percent calculated for assigned TDC UTCs using **Table 5.21.** If none tasked, report nothing	percent calculated for assigned Fly-Away kit using **Table 5.26.** If none tasked, report nothing	percent calculated for assigned SART/DRT UTCs using **Table 5.19.** If none tasked, report nothing	percent of additional tasked UTCs that are MRA. If no additional UTCs tasked, report nothing	percent of required WSV, camera, editing, image processing, presentation, and graphics equipment that is MRA. If none tasked, report nothing	reserved for future use	percent of generators and ECUs required to support tasked UTCs that are MRA. If none tasked, report nothing	percent of vehicles and mobilizers required to support tasked UTCs that are MRA. If none tasked, report nothing
24a	DELETED									
24b	DELETED									
25	reserved for future use									

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
26	information warfare unit	reserved for future use								
27	intelligence unit	reserved for future use								
28	LRS unit	percent of combat essential vehicles listed in **Table 5.15.** that are MRA	percent mission essential vehicles MRA	percent of fuel support MRA, divide dispensing capability by max-one-day requirement provided by parent MAJCOM IAW AFI 23-201	reserved for future use	Swift BEAR	percent of serviceable support equipment of the type the DOC statement says to measure in these subarea, if none, report nothing			

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
29	medical unit (non aeromedical)	reserved for future use								
30	missile unit (ICBM)	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance								
31	mission support unit (PERSCO)	reserved for future use								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
32a	munitions squadron / flight (note 4)	percent of munitions Trailers by tasked UTC LOGDET or WPAAR	percent of vehicles identified on tasked UTC LOGDET, WPAAR, or Vehicle Authorization Listing (VAL)	percent of Land Mobile (Radio) Equipment identified in AS660	percent of Missile / Precision Guided Munitions Test Equipment MRA against applicable UTC LOGDET and/or AS.	percent of dedicated munitions Aerospace Ground Equipment (AGE) by tasked UTC LOGDET, AS or WPAAR	percent of Munitions Material Handling Equipment (MMHE) other than trailers and test sets by tasked UTC LOGDET, AS or WPAAR (i.e., MAC)	reserved for future use		

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
32b	munitions squadron / flight (note 5)	percent of chains & binders MRA against tasked UTC, OPLAN, shipment or out-load requirements	percent of vehicles identified on tasked UTC LOGDET, WPAAR, or Vehicle Authorization Listing (VAL)	percent of inter-modal shipping containers or aircraft pallets MRA against OPLAN tasked shipment or out-load requirements	percent of Missile / Precision Guided Munitions Test Equipment MRA against applicable UTC LOGDET and/or AS	percent of dedicated munitions Aerospace Ground Equipment (AGE) by tasked UTC LOGDET, AS or WPAAR	percent of top net, side net & tie-down straps MRA against tasked UTC, OPLAN, or shipment or out-load requirements	percent of CADS handling equipment MRA against applicable UTC LOGDET and/or AS or WPAAR	reserved for future use	
33	reserved for future use									
34a	OSS (airfield operations)	TBD								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
34b	OSS (intelligence flight)	TBD								
35	prime RIBS unit	percent of tasked critical equipment MRA for UTC LWRRF. If not tasked report nothing	percent of tasked critical equipment MRA for UTC LWRRG. If not tasked report nothing	percent of tasked critical equipment MRA for UTC LWRRE. If not tasked report nothing	reserved for future use					

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
36	rescue unit (CRO/PJ)	percent of RAMZ pallets MRA	percent of weapons MRA	percent of serviceable communication systems MRA	percent of serviceable NVGs MRA	percent of serviceable parachutes (free-fall and static line) MRA	percent of serviceable medical kits MRA	percent of quad airdrop pallets MRA	reserved for future use	
37	SAM and SHORAD unit	percent of missiles MRA	percent of tracker and surveillance radar MRA	percent of launchers MRA	percent of transporter vehicles MRA	reserved for future use				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
38a	SF unit (in-place force protection)	percent of M-16s/ M-4s, M9s, and shotguns required by the Installation Security Plan	percent of M203, M60/ M240B, MK19, M2, M29/M252 and M249 as required by the Installation Security Plan	reserved for future use	percent of individual weapons munitions for ERSA2 weapons and claymore mines and fragmentation grenades required by AFCAT 21-209, ***NOTE:*** for M203, only count HE/ DP rounds	percent of MRA vehicles O/H required by MEL/ VAL	(OCONUS): percent of tactical communications, intra-base radios, and night vision equipment required by UTC LOGDET or Installation Security Plan and authorized in AS 538/660 (CONUS): percent of intra-base radios and night vision equipment	percent of authorized MWDs required by Installation Security Plan	percent of MRA tactical sensor kits required by UTC LOGDET or Installation Security Plan and authorized by AS 538	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
38b	security forces unit (mobility)	percent of M-16s/ M-4s, M9s, and shotguns required by UTC LOGDET	percent of M203, M60/ M240B, MK19, M2, and M29/ M252 and M249 required by UTC LOGDET	reserved for future use		percent of vehicles required by UTC LOGDET	percent of mission ready tactical communications systems and night vision equipment required by UTC LOGDET or Installation Security Plan and authorized by AS 538 or 660	percent of Category 1 EDDs required by UTC LOGDET	percent of mission ready tactical sensor kits required by UTC LOGDET authorized by AS 538	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
39a	unified: mobile consolidated command center (MCCC)	percent of possessed prime mission equipment (MILSTA RGM-2, DSCS 1/2, HF/UHF, MARS 1/2, GNT, CM 1/2, BM 1/2/3) that are mission ready and available	percent of possessed communication systems (MILSTAR EHF (3) and UHF(2), DSCS (2), AFSATCO M (2), and HF/UHF/VHF) O/ H and available	percent of possessed message distribution systems (CSP 1/2, Spooler 1/2, , DRSN 1/2, DDS 1/2) O/H and available	percent of possessed backside processing systems (NPES 1/2, DMFE 1/2, , UTEs (all as one system) and GCCS 1/2) that are MRA	percent of possessed power generation systems (power generation units and fuel transporters) that are MRA	percent of possessed mission sustainment systems (rations, water transporter, MKT, wrecker, and SSFMs) that are MRA	percent of possessed critical spares O/ H as defined in the ISSL and MRSP that are MRA	percent of possessed weapons (M16 rifles, M9 pistols, M60 machine percent of guns, M203 grenade launchers , and M249 squad automatic weapons) that are MRA	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
39b thru 39g	space: AOC, control, command & control, communications, launch units, missile OSS, units	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance								
39h	space mobile warning unit	percent of system designator (s) MRA	percent of communications system(s) MRA	percent of CQV and CSV system(s) MRA	percent of FSV and 6K tanker system(s) MRA	percent of utilities vehicles MRA	percent of test equipment/ peculiar tools MRA	percent of weapons MRA	reserved for future use	

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
39i thru 39m	space: operations, OSS/ unit, range management, surveillance, warning units	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance								
40	special operations communications unit/ flight	percent of comm UTCs that are MRA	percent of visual information UTCs that are MRA	reserved for future use				percent of generator s O/H required to support tasked UTCs that are MRA	percent of serviceable test equipment O/H required to support tasked UTCs that are MRA	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
41a	special tactics team (STT)	reserved for future use								
41b	special tactics unit	reserved for future use								

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
42	supply unit	percent of base supply mission essential material handling equipment MRA	percent of base supply mission essential vehicles MRA	percent of fuel support MRA, divide dispensing capability by max-one-day requirement provided by parent MAJCOM IAW AFI 23-201	reserved for future use		percent of serviceable support equipment of the type the DOC statement says to measure in these subarea, if none, report nothing			reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
43	TACP unit	percent of TAC kits MRA (**Note 2**)	percent of NVG MRA	percent of weapons MRA	lowest percent of portable and handheld radios MRA	percent of communications centrals MRA (note 1)	percent of laser target designators MRA	percent of self-powered and towed vehicles MRA	percent of generators used for primary and tasked by UTC that are MRA	reserved for future use

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**
44a	weather flights, OLS, DETs, and weather squadrons with a SOF support mission	percent of observing equipment, tactical, available tasked by UTC	percent of observing equipment, tactical, upper-air, available tasked by UTC	percent of forecasting equipment, tactical available tasked by UTC	weapons, chem. warfare equipment, radios, and vehicles, and other combat essential equipment as listed in the MTOE as provided by US Army if applicable	reserved for future use				

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	**then for the equipment condition percentage**								
		ERSA1 report	**ERSA2 report**	**ERSA3 report**	**ERSA4 report**	**ERSA5 report**	**ERSA6 report**	**ERSA7 report**	**ERSA8 report**	**ERSA9 report**

NOTES:

1. Rule 43 To be mission ready, a communications central must have the capability to transmit and receive secure communications on HF/ Single Side Band (SSB), UHF/AM HAVE QUICK, and VHF/frequency modulation (FM) high-power pallet mounted radios and be mounted in a mission ready and available tactical vehicle.
2. Rule 43 A TAC kit is MRA when the following items are MRA: TACP Close Air Support System, laser range finder, thermal imager/laser spot viewer, and GPS receiver.
3. To compute percentage divide the quantity MRA by the quantity authorized and multiply the result by 100. This must be done for each UTC, use the lowest percentage to determine the support equipment condition.
4. Rule 32a Aircraft assigned and directly support aircraft operations; excludes nuclear support equipment.
5. Rule 32b Munitions service-level and theater swing-stock support activity (non-aircraft; even if stocks support aircraft; theater hubs, STAMP, TARP).
6. Rule 12 To be mission ready, a communications central must have the capability to transmit and receive secure communications on HF/ Single Side Band (SSB), UHF/AM HAVE QUICK, and VHF/frequency modulation (FM) high-power pallet mounted radios and be mounted in a mission ready and available tactical vehicle.

Table 5.4. ((Added)-(USAFE)) Which Equipment to Measure in Equipment Condition Subareas.

Rule	A	B	C	D	E	F	G	H	I	J
	If your unit is a(n)	then for the equipment condition percentage:								
		ERSA1 report	ERSA2 report	ERSA3 report	ERSA4 report	ERSA5 report	ERSA6 report	ERSA7 report	ERSA8 report	ERSA9 report
9b	air mobility control unit (AMS)	Per AFI 10-201	Per AFI 10-201	Per AFI 10-201	Per AFI 10-201	Per AFI 10-201	reserved for future use	reserved for future use	percent of 10K All Terrain Forklifts and NGSLs on hand	reserved for future use

Table 5.5. Reporting Equipment Condition Reason Codes.

RULE	A If the primary reason that the equipment condition measured area is not R-1, is	B then in the field ERRES report
1	equipment condition degradation fuel shortage	R00
2	aircraft grounded flight safety	R01
3	aircraft do not meet mobilization requirement	R02
4	not mission capable depot rapid area maintenance	R04
5	not mission capable depot programmed depot maintenance	R05
6	conversion	R07
7	damage battle/combat	R09
8	damaged/inoperative aircraft	R11
9	damaged/inoperative countermeasures (electrical/mechanical)	R17
10	damaged/inoperative electronic countermeasures	R18
11	damaged/inoperative electrical power, auxiliary	R19
12	damaged/inoperative electrical power, primary	R20
13	damaged/inoperative equipment	R21
14	damaged/inoperative equipment, communications	R22
15	damaged/inoperative equipment, electrical power or generators	R23
16	damaged/inoperative equipment, engineering	R24
17	damaged/inoperative equipment, fire control	R25
18	damaged/inoperative radar	R31
19	damaged/inoperative system, navigation	R40
20	damaged/inoperative vehicle(s)	R45
21	damaged/inoperative weapon(s)	R46
22	damaged/inoperative UAV ground control system	R47
23	equipment, inspection or checkout	R48
24	equipment, obsolete	R51
25	equipment removal	R52
26	unit re-equipping	R53
27	equipment shortage	R54
28	inspect and repair as necessary aircraft	R55
29	inspection, failed	R56
30	damaged/inoperative UAV long-haul SATCOM	R57
31	insufficient funding	R58
32	maintenance scheduled	R62
33	maintenance unscheduled	R63
34	modification aircraft	R64
35	organization decommissioning/deactivation	R80
36	organization in rotational deployment	R81
37	repair electrical power generating equipment	R88
38	repair lack of tools	R92
39	repair weapons	R94

RULE	A If the primary reason that the equipment condition measured area is not R-1, is	B then in the field ERRES report
40	NBC equipment incomplete or obsolete	R95
41	inspect and repair as necessary missile	R96
42	modification missile	R97
43	not mission capable supply missile	R98
44	overhaul missile	R99
45	not mission capable maintenance or supply unscheduled	RAA
46	not mission capable maintenance or supply scheduled	RAB
47	not mission capable maintenance, unscheduled	RAC
48	not mission capable maintenance, scheduled	RAD
49	not mission capable supply	RAE
50	partial mission capable maintenance or supply	RAF
51	partial mission capable maintenance	RAG
52	partial mission capable supply	RAH
53	shortage suspension equipment	RAL
54	shortage aircraft loaned/bailed	RAN
55	aircraft in storage	RAP
56	aircraft operational loss	RAQ
57	aircraft combat loss	RAR
58	aircraft unable to meet required turnarounds	RAS
59	not mission capable depot major modifications required	RAT
60	shortage aircraft deployed	RAU
61	shortage aircraft possessed versa authorized use	RAV
62	operating below designed specifications	RAW
63	shortage spare engines	RAX
64	aircraft deployed separate Tasking	RAY
65	maintenance in progress, ETIC less than 24 hours	RBA
66	maintenance in progress, ETIC more than 24 hours	RBB
67	awaiting parts ETIC less than 48 hours	RBC
68	awaiting parts ETIC more than 48 hours	RBD
69	area not measured by parent Service direction	RNM
70	SECRN/SECRF field only for commander upgrade	RUP

Table 5.6. Non-aircraft Units-Changing Equipment Condition Area Percentage into an R Level.

RULE	A	B
	If the lowest of the combat essential and Support equipment condition percentage is in the range from	**then for the equipment condition R-level in label ERRAT report**
1	90 to 100	R-1
2	70 to 89	R-2
3	60 to 69	R-3
4	0 to 59	R-4

Table 5.7. Air Intelligence Squadrons/Information Warfare Units Calculating Operations System Condition Percentage.

RULE	A	B	C
	If the number of mission ready and available environmental control units is at least	**and the number of mission ready and available CC&S shelters is at least**	**then for the control or operations system condition percentage in label ERSA2 report**
1	12 and up	1	100
2	9 to 11		90
3	8		89
4	7		70
5	4 to 6		69
6	0 to 3	0	60

Table 5.8. Air Intelligence Squadrons/Information Warfare Units Calculating Computer Condition Percentage.

Rule	If the number of mission ready and available	A	B	C	D	E	F	G
1	UYK-7 computers is at least	1	1	1	1	0	0	0
2	portable control unit analysts is at least	3	3	2	2	1	1	0
3	PCU advanced data processors (ADP) are at least	1	1	1	1	0	0	0
4	PCU communication is at least	1	1	1	1	0	0	0
5	random access memory (RAM) disk drives is at least	6	5	4	4	2	1	0
6	magnetic tape units is at least	3	2	1	1	0	0	0
7	magnetic tape control electronics is at least	1	1	1	1	0	0	0
8	multiple access sequential selection (MASS) memory control electronics is at	1	1	¾	1/2	0	0	0

Rule	If the number of mission ready and available	A	B	C	D	E	F	G
	least							
9	query response units is at least	13	10	9	4	4	3	0
10	data RAM is at least	1	1	1	1	0	0	0
11	printers is at least	2	2	1	1	0	0	0
12	digital data links is at least	5	4	3	2	1	0	0
13	teletypewriter circuits is at least	5	4	3	2	1	0	0
14	AUTODIN is at least	1	1	1	1	0	0	0
15	then for the computer condition percentage in label ERSA5 report	100	90	89	70	69	60	0

Table 5.9. Air Support Operations Centers-Calculating Operations System Condition Percentage.

RULE	A	B
	If the number of Operations Modules with required TBMCS computers equipment is at least	**then the operations system condition percent age in label ERSA2 report**
1	2	100
2	1	89
3	0	0

Table 5.10. Air Support Operations Center-Calculating Communications (comm) Condition Percentage (See Notes).

RULE	A	B	C	D	E	F	G	H	I
	If the equipment supports the following communications nets, at a								**then for the communications percentage in label ERSA3 report**
	AFARN HF	**UHF / AM**	**VHF / AM**	**VHF / FM**	**SHF SATCOM**	**Tel Switch**	**TROPO**	**TSSR Pair**	
1	6	6	2	4	2	2	2	2	100
2	5	5	2	4	2	2	2	2	90
3	4	4	2	4	1	1	1	1	89
4	3	3	2	3	1	1	1	1	69
5	2	2	2	2	0	0	0	0	59

NOTES:

1. SHF SATCOM requires capability to receive incoming data, multiplex, modulate, up-link, down-link, demodulate, demultiplex, and transmit outgoing data using GMF SHF SATCOM.
2. TROPO requires capability to receive incoming data, multiplex, modulate, transmit, receive, demodulate, demultiplex, and transmit outgoing data using TRC-170.
3. Operating TSSR pair requires a transmit and receive capability at both ends of TSSR link.
4. Tactical radio nets must have the capability to transmit and receive secure communications using high powered radios.
5. Each SHF SATCOM and TROPO must be capable of one message circuit (AUTODIN or equivalent) and one Transmission Control Protocol/Information Processing Code (TCP/IPC) circuit.

Table 5.11. Control and Reporting Centers (CRC) Calculating Radar Condition Percentage (See Notes).

RULE	A	B
	If the radar system (see Note 1) has	**then for the radar condition percentage in label ERSA1 report**
1	all subsystems mission ready and available	100
2	MTI or weather not mission ready and available (See **Note 2**)	89
3	IFF SIF Mode IV ECCM not mission ready ar available	69
4	search not mission ready and available	59

NOTES:

1. If multiple subsystems are not mission ready, use lowest applicable rule to determine percentage.
2. For CRCs, compute ERSA1 percentage by selecting the lowest radar condition percentage, (Col B) of both radars.

Table 5.12. Control and Reporting Center (CRC)-Calculating Operations System Condition Percentage.

RULE	A	B	C	D	E
	If the number of mission ready and available				then for the control or operations system condition percentage in label ERSA2 report
	OMS is at least	OCUs is at least	TADIL A links is at least	TADIL B links is at least	
1	4	16	1	18	100
2		14		16	90
3	3	12		14	89
4		10		10	70
5					69
6	2	8		8	60
7		7	0	7	59
8	1	5		6	50
9		4		5	49
10		1		1	40
11		0			0

Table 5.13. Control and Reporting Center (CRC) (4 OM Config.) Calculating Comm Condition Percentage (See Notes).

RULE	if the equipment supports the following, at a minimum:											then the condition percentage in label ERSA4 report (Note 11)
	Base Comm		C2 Comm			Theater Comm						
	Tele (Note 2)	Msg Traffic (Note 3)	HF (Note 4)	UHF (Note 4)	VHF (Note 4)	SHF SATCOM		TROPO (Note 7)	TSSR (Note 8)	NET Control (Note 9)	MUX Package (Note 10)	
	# of CUST		#CHAN	#CHAN	#CHAN	CARRIER (NOTE 5)	CARRIER (NOTE 6)	OPER Radios	OPER Pairs			
1	>59	OPER	7-8	>12	>7	3	1	>4 (>3)	>2	80% FUNC	90% FUNC	90
2	30-58	INOP	5-6	8-12	4-7	2		2-4 (1-3)	2 or less	50% FUNC	< 90% FUNC	70
3	<30		3-4	4-7	2-3	1		<2 (0)		Manual Only		60
4			<2	<4	<2	0	0					59

NOTES:

1. Where different, values for US Air Forces in Europe (USAFE) CRCs are enclosed in parentheses.
2. Compute maximum number of customers that could be supported by assigned telephone switch(es); considering available instruments, cable, j-boxes, termination units, switch capacity, central processing unit (CPU) function, and any other factor impacting service availability.
3. Consider ability to terminate one AUTODIN circuit (UGC-144, etc.)

4. C2 channels require transmit and receive capability over radios in 4 OMs and external radios.
5. SHF SATCOM requires capability to receive incoming data, multiplex, modulate, up-link, down-link, demodulate, demultiplex, and transmit outgoing data using TSC-100A GMF SHF SATCOM hub. Numbers of carriers are TSC-100A available.
6. SHF SATCOM requires capability to receive incoming data, multiplex, modulate, up-link, down-link, demodulate, demultiplex, and transmit outgoing data using TSC-94A GMF SHF SATCOM.
7. TROPO requires capability to receive incoming data, multiplex, modulate, transmit, receive, demodulate, demultiplex, and transmit outgoing data using TRC-170.
8. Operating TSSR pair requires a transmit and receive capability at both ends of TSSR link.
9. Net control requires capability to automatically configure, monitor, test, and control circuits and trunks transitioning the facility using TSQ-111 or TSQ-188.
10. To compute multiplexing package capability divide available capability of assigned multiplexers (TSQ-146, FCC-100, RMC, etc.) by designed capability and multiply by 100.
11. Compute ERSA4 percentage by selecting lowest score of all areas measured herein. Where a rating crosses two scores, assume higher score unless driven lower by another rating (e.g. 1 TSC-100A Carrier). Where no criteria exists for an area, failure to meet minimum criteria will drive score no lower than minimum criteria noted (e.g. no message traffic capability = 70 percent).

Table 5.14. Aerial Port Units Combat Essential Equipment (See Note).

40K Aircraft Loaders	4K Forklifts
25K Aircraft Loaders	10K Standard Forklifts
60K Aircraft Loaders	10K All-Terrain Forklifts
40-foot Rollerized Trailers	13K All-Terrain Forklifts
Wide Body Elevated Loader	

NOTE: Include on SORTS DOC Statement new mission relevant equipment outlined in Allowance ID 019 or applicable aid for MAJCOM.

Table 5.15. Logistics Readiness Squadrons Combat Essential Equipment (See Note).

60K Aircraft Loader	4K Forklifts (see **Note 2**)
40K Aircraft Loaders (see **Note 2**)	6K Standard Forklifts (see **Note 2**)
25K Aircraft Loaders (see **Note 2**)	6K All-Terrain Forklifts (see **Note 2**)
25K Tactical Loaders (see **Note 2**)	10K Standard Forklifts (see **Note 2**)
Wide-body Elevated Loaders (see **Note 2**)	10K All-Terrain Forklifts (see **Note 2**)
Rollerized Flatbed Trailers	13K All-Terrain Forklifts (see **Note 2**)
Tractors, 5-ton and over	15K Forklifts (see **Note 2**)
Buses, 28 passenger or larger	22K Forklift Vehicles (see **Note 2**)
25 ft Flatbed Trailer	Highlift Truck, 3-ton
40 ft Flatbed Trailer	Highlift Truck, 9-ton
Refuelers (R-11/R-9, C300, R-12/R-14)	Mobile Maintenance Truck
Wrecker/Recovery Vehicle	All assigned trailers
Aircrew Transportation Vehicle (multistops, carry-alls, 16-pax bus, etc.)	WRM vehicles (Use Code D vehicle authorizations)
Pickup and delivery vehicles	Combat mobility vehicles (M-series)

NOTES:

1. Include on SORTS DOC Statement any new mission relevant equipment outlined in Allowance ID 019 or applicable AID for MAJCOM. Notify the HQ USAF SORTS office to update this table.
2. Do not include MHE on SORTS DOC Statement of logistics readiness squadrons co-located with an aerial port unit that also measures MHE. Do not include MHE on SORTS DOC Statement for Guard units without vehicles assigned to user codes AB, AC, and AE on their command vehicle authorization listing.

Table 5.16. Mission Support Units Combat Essential Equipment.

MANPER-B system(s) to include spare parts and documentation for systems and software, both deployable and in-garrison.
MANPER-B equipment and spares must be counted (including systems located with the management engineering team).
MANPER-B system(s) to include spare parts and documentation for systems and software, both deployable and in-garrison.
MANPER-B equipment and spares must be counted (including systems located with the management engineering team).

Table 5.17. Aerial Port Units Support Equipment and Supplies (See Note).

Latrine Service Trucks	M-Series Vehicles
Potable Water Trucks	Truck, UT M-1009
Wide-body Aircraft Passenger Staircase	Truck, 2-1/2 ton, M-35
Wollard Truck Staircase	Truck Tractor, 5-ton, M-932
C-5 Truck Staircase	Truck, 1-1/4 ton, M-416
Truck Tractor (5-ton and over)	

NOTE: Include on SORTS DOC Statement any new equipment outlined in Allowance ID 019 or applicable AID for MAJCOM.

Table 5.18. Air Mobility Support Units – Combat Essential/Support Equipment Condition (See Notes).

Combat Essential Equipment (463L MHE) **Only includes "E" reg. Numbers**	**Combat Support Equipment**
A	**B**
60K Aircraft Loader	Wollard Truck Staircase
40K Aircraft Loader	Potable Water Truck
25K Aircraft Loader	Latrine Servicing Truck
Wide-body Elevator Loader	Wide-body Aircraft Passenger Staircase
40 Ft Rollerized Trailer	M-Series Vehicles
4K Forklift	Truck, UT M-1009
10K Standard Forklift	Truck, 2-1/2 ton, M-35
10K All-terrain Forklift	Truck Tractor, 5-ton, M-932
13K All-terrain Forklift	Truck, 1-1/4 ton, M-416
	Truck, UT M-1008
	C-5 Truck Staircase
	Truck Tractor (5-ton and over)

NOTES:

1. Include on SORTS DOC Statement any new mission relevant equipment outlined in Allowance

ID 019 or applicable AID for MAJCOM.

2. Use VAL in determining the number of required vehicles.
3. Report the percentage of field one in EQREE.
4. Report the percentage from field three in EQRED.
5. Compare the percentages of EQREE and EQRED areas. Use the lower of these two percentages and convert this percentage to an R-level using **Table 5.6**.

Table 5.19. Strategic Aircraft Reconstitution Team (SART), Dispersal Team Calculating Condition Percentage.

RULE	If the SART systems provide the following , at a minimum:			then for the condition percentage under label ERSA2 report: (Note 4)
	SCAMP (SART/DRT) (Note 1)	HF/SSB (SART only) (note 3)	VHF/UHF (SART only) (Note 2)	
1	Two Operational Terminals (one on-line, one spare)	Operational	Operational	90
2	One Operational Terminal	Non-Operational		70
3			Non-Operational	60
4	No Operational SCAMP			59

NOTES:

1. SCAMP requires operational terminal and ancillaries to provide secure data services.
2. VHF/UHF requires functional transmit and receive capability using TRC-176, PRC-113 or similar radio.
3. HF requires functional secure voice transmit and receive capability using URC-119 or similar radio set.

Table 5.20. 6KTDC/6KTDD Initial Comm Package Calculating Condition Percentage (See Notes).

RULE	if the equipment supports the following, at a minimum:												then for the condition percentage in label ERSA1 report (Note 13)
	Service Delivery Point		Network Control Center				Infrastructure			C2 Systems (6KTDC only)			
	Trunk side	User side	NMS	BIP	Core Service	Voice Service	Red Data	Black Data	Intrasit Links	Wireles Voice	Ground Air Voic	C2 VOICI	
	# of trunks (Note 1)	Services available (Note 2)	Services available (Note 3)	Tools available (Note 4)	Services available (Note 5)	Ports available (Note 6)	SIPRNET ITNs (Note 7)	NIPRNET ITNs (Note 8)	RF Links (Note 9)	LMR, PCS, or Cellular (Note 10)	OPER Radios (Note 11)	OPER Radios (Note 12)	
1	2	one SIPRNET, one NIPR-NET, 12 voice trunks	all available	all available	all primary and secondary	>90%	6 or more	6 or more	3 or more	70 instruments. base-wide coverage	3 or more	1 UHF	90
2	1		loss of any service	Proxy Server & Fire wall	loss of any primary or secondary	>85%	4-5	3-5	0-2	less than 70 Instruments or no base-wide	2		70

										cov era ge			
3		SIPR NET ONL Y	loss of all servic es	Fire wall only	loss of primar y and secon dary NIPR NET	>75 %	2 - 3	0 - 2			1	HF Only	6 0
4	0	NON E		non e	loss of prima ry and secon dary SIPR NET	74 % o r le s s	0 - 1				0	NON E	5 9

NOTES:

1. Consider availability of appropriate Promina port cards (S/A and TRK-3), logic modules (PLM), and CRYPTO module timing and encryption.
2. Consider availability of appropriate Promina user cards (data and voice processing).
3. Measure availability of critical classified and unclassified network management tools: HP Openview, Cisco Works, NES Platform Server 2000, ODS Net Manager.
4. Measure availability of critical classified and unclassified information protection tools: Firewall, Proxy server, Internal control tools (such as ISS/Axent).
5. Measure availability of critical classified and unclassified core services: Exchange, Windows Internet Naming Service (WINS), Domain Name Servers (DNS), Domain Controllers (PDC/BDC), Dynamic Host Control Protocol (DHCP) server, Local Directory Service Agent (LDSA).
6. Compute based on capacity of assigned switches (24 ports per Redcom switch shelf).
7. Compute based on number of available SIPRNET information transfer nodes (e.g.

RHM).

8. Compute based on number of available NIPRNET information transfer nodes (e.g. BAM).

9. Compute based on number of operable pairs of TSSR or microwave modules with data and RF transmit and receive capability.

10. 6KTDC Only. Consider availability of wireless voice infrastructure to provide services for expected base customers at deployment locations specified in OPLANS tasked to support (see DOC Statement part II.E. -Worldwide if not specified).

11. 6KTDC Only. Requires functional UHF and VHF transmit and receive capability using TRC-176 or similar radios.

12. 6KTDC Only. Requires functional transmit and receive capability over UHF SATCOM using PSC-5 or similar radios and HF using URC-119 or similar radio.

13. Compute ERSA1 percentage by selecting lowest score of all areas measured herein. Where a rating crosses two scores (e.g. 1 SDP Trunk), assume higher score unless driven lower by another rating.

Table 5.21. UTCs 6KTEB-E Expeditionary BII Calculating Condition Percentage (See Notes).

RULE	if the equipment of each UTC supports the following, at a minimum:												then for the condition percentage under label ERSA1 report (Note 13)
	Service Delivery Point		Network Control Center				Infrastructure			C2 Systems			
	Trunk side	User side	NMS	BIP	Core Services	Voice Services	Red Data	Black Data	Intrasite Links	Wireless Voice	Ground Air Voice	C2 VOICE	
	# of trunks (Note 1)	Services available (Note 2)	Services available (Note 3)	Tools available (Note 4)	Services available (Note 5)	Ports available (Note 6)	SIPRNET ITNs (Note 7)	NIPRNET ITNs (Note 8)	RF Links (Note 9)	LMR or PCS (Note 10)	6KTEB & 6KTEC (Note 11)	6KTEB only (Note 12)	
1	1	One SIPR-NET, One NIPR-NET, 12 Voice Trunks	All Available	All Available	All Primary and Secondary	>90%	6KTEC:2 6KTED:1 6KTEE:1	6KTEC:2 6KTED:1 6KTEE:1	1 or more	15 (6KTEC:30) instruments, base-wide coverage	go	go	90
2			Loss of any service	Proxy Server & Firewall	Loss of any Primary or Secon	>85%	6KTEC:1 6KTED:1 6KTE	6KTEC:1 6KTED:1 6KTE	0	less than above or no base-			70

					dar y		E:1	E:1		wide coverag e			
3		SIP RN E T ONL Y	Loss of all servic es	Firewal l only	loss of prima ry and secon dary NIPR NE T	>75%			n/a	n/a			60
4	0	none	n/a	n/a	loss of prima ry and secon dary SIPR NET	74% or less	no SPIR NET ITNs	n/a	n/a	n/a	no-go	no-go	59

NOTES:

1. Consider availability of appropriate Promina port cards (S/A and TRK-3), logic modules (PLM), and CRYPTO module timing and encryption.
2. Consider availability of appropriate Promina user cards (data and voice processing).
3. Measure availability of critical network management tools.
4. Measure availability of critical information protection tools: Firewall, Proxy server, Internal control tools (such as ISS/Axent).
5. Measure availability of critical core services: Exchange, Windows Internet Naming Service (WINS), Domain Name Servers (DNS), Domain Controllers (PDC/BDC), Dynamic Host Control Protocol (DHCP) server, Local Directory Service Agent (LDSA), Defense Message System (DMS).
6. Compute based on capacity of assigned switches (24 ports per Redcom switch shelf).
7. Compute based on number of available SIPRNET information transfer nodes (e.g. RDM). Not

applicable for 6KTEB.

8. Compute based on number of available NIPRNET information transfer nodes (e.g. BAM).
9. Compute based on number of operable pairs of TSSR or microwave modules with data and RF transmit and receive capability. Not applicable to 6KTEB.
10. Consider availability of LNR or PCS wireless voice infrastructure to provide services for expected base customers.
11. Requires functional UHF and VHF transmit and receive capability using TRC-176 or similar radios. Applies to UTCs 6KTEB and 6KETC only.
12. Requires functional transmit and receive capability over UHF SATCOM using PSC-5 or similar radios. Applies to UTC 6KTEB only.
13. Compute ERSA1 percentage by selecting lowest score of all areas measured herein. Where a rating crosses two scores (e.g. 1 SDP Trunk), assume higher score unless driven lower by another area. Where multiple UTCs report in ERSA1, report average of all scores.

Table 5.22. 6KAG1 6KAG5 Theater Deployable Communications Calculating Condition Percentage.

RULE	if the equipment supports the following, at a minimum:							then for the condition percentage report: (Note 6)
	Base Communications			HF/UHF/VHF		SHF SATCOM (Note 4)	Net Control (Note 5)	
	TELE, # of phones (Note 1)	DATA & MSG traffic (Note 2)	RF links - # of pairs (Note 3)	C2 Links (#of CHAN)	LMR (# of LMRs)	LMST, USC-60A or DDT		
1	>175	2 DMS circuits & 2 TCP/IP Nets	3	2 UHF (data & voice), 2 VHF, 2 HF	> 50	> 658 KBPS	see Note 5a	90
2	125 - 175	1 DMS circuits & 2 TCP/IP Nets	2 or less	1 UHF (data & voice) or 1 VHF and 1 HF	25 - 50	512 - 658 KBPS	see Note 5b	70
3	75 - 125	1 DMS circuits & 1 TCP/IP Net	n/a	1 UHF (data & voice), or 1 VHF	> 25	> 256-512 KBPS	see Note 5c	70
4	< 75	1 TCD/IP Net	n/a	n/a	n/a	< 256 KPS	none	50

NOTES:

1. Compute maximum number of telephones that could be supported by assigned equipment; considering available instruments, cable, j-boxes, termination units, switch capacity, CPU

function, and any other factors impacting service availability.

2. Consider ability to terminate two DMS circuits (primary and alternate) at a record communications facility and two TCP.IP nets (NIPRNET or SIPRNET).

3. Operating RF Links requires a transmit and receive capability at both ends of the link.

4. SHF SATCOM requires capability to receive incoming data, multiplex, modulate, uplink, downlink, demodulate, demultiplex, and transmit outgoing data using LMST, USC-60A, or DDT.

5. Need to control requires the capability to automatically configure, monitor, test, and control circuits and trunks:

   a. Systems under Note 5b fully operational and sufficient other components to support TDC communication equipment as identified in the MISCAP.

   b. Facilities, processor, patch and test, timing subsystems, and automatic digital test (ADT) fully operational. c. Ability to manually configure, monitor, test, and control circuits and trunks using other facility.

6. Compute ERSA1, ERSA2, and ERSA3 percentage by selecting lowest score of all areas measured herein. Where no criteria exists for an area, failure to meet minimum criteria will drive the score no lower than the minimum criteria notes (e.g., no RF link capability =70%) unless driven lower by another area.

Table 5.23. Calculating Combat Essential Equipment Condition Percentages for ATC Tower.

RULE	If the Air Traffic Control systems provides (at a minimum) the following:	then for the condition percentage under ERSA1 report:
1	Three fully functional controller positions with radio and landline capability	100
2	Two fully functional controller positions with radio and landline capability	80
3	Less than two fully functional controller positions with radio and landline capability	60

Table 5.24. Calculating Combat Essential Equipment Condition Percentages for Mobile TACAN.

RULE	If the Mobile TACAN system provides (at a minimum) the following:	then for the condition per centage under ERSA2 report:
1	Dual transponders and monitors capable of passing flight check.	100%
2	Single transponder and monitor capable of passing flight check	70%
3	Less than a single transponder and monitor **or** system not capable of passing flight check.	50%

Table 5.25. Calculating Combat Essential Equipment Condition Percentages for ATC Radar.

RULE	If the ATC Radar system provides (at a minimum) the following:	then for the condition per centage under ERSA3 report:
1	ASR positions with two operational transmitters, three operational scopes, PAR position with two operational transmitters and one operational scope, and 100% 302 COMM. system capability	100%
2	ASR positions with two operational transmitters, two operational scopes, PAR position with two operational transmitters and one operational scope, and 100% 302 comm. system capability	90%
3	ASR positions with one operational transmitter and two operational scopes, PAR position with one operational transmitter and one operational scope and/or 50% 302 comm. system capability	80%
4	Any combination of positions or capabilities that would provide less service than that stated in RULE 3 (above).	60%

Table 5.26. 6KTEA Comm Fly-Away Kit--Calculating Condition Percentage.

RULE	If the Equipment Supports the following, at a minimum		then for the condition percentage under label ERSA3 report
	Voice	**Secure Data**	
1	Secure voice via INMARSAT and two Iridium	Secure data via INMARSAT	90
2	Secure voice via INMARSAT or Iridium		70
3		No Secure Data	60
4	No Secure Voice		59

Table 5.27. Base Information Infrastructure (BII) – Calculating Condition Percentage.

Rule	**A**	**B**	**C**	**D**	**E**	**F**	**G**	**H**	**I**
	If the BII supports the following functions and services at a minimum:								**then for the condition percentage under label ERSA 1 report (Note 9)**
	Service Delivery Point		Network Control Center/ Network Operations and Security Center						
	Trunk Side	User Side	Network Operations	Info Assurance	Data Services	Voice Services	Info Transfer	Intrasite Links	
	# of Trunks (Note 1)	Services Available (**Note 2**)	Services Available (**Note 3**)	Tools Available (**Note 4**)	Services Available (**Note 5**)	Ports Available (**Note 6**)	ITNs Available (**Note 7**)	Facilities Served (**Note 8**)	
1	1	One SIPRNET, One NIPRNET, >90% of DSN Trunks	All Available	All Available	All Primary and Secondary	>90%	>90%	100% Key Facilities, >90% other	90%
2	1	One SIPRNET, One NIPRNET, 70%-90% of DSN Trunks	Loss of AF Network Manage-ment tool service	Proxy Server & Firewall	Loss of any Primary or Secondary	>85%	>85%	100% Key Facilities, 75%-90% of other	70%
3	1	One SIPRNET, NO NIPRNET or <70% DSN Trunks	Loss of Remote Internet-working Device Management tool	Firewall only	Loss of Primary and Secondary NIPRNET	>75%	> 75%	<100 % key facilities or 75%-90% of other	60%

4	0	NO SIPRNET, NONIPRNET or <70% DSN Trunks	Loss of all Network Operations services	Loss of all Info Assurance tools	Loss of Primary and Secondary SIPRNET	74% or less	74 % or Less	<90% key facilities or <75% other	59%

NOTES:

1. Consider availability of appropriate Promina trunk cards (S/A and TRK-3) and logic modules (PLM), network timing, encryption.
2. Consider availability of appropriate Promina user cards (Data and voice processing) and external routers.
3. Measure availability of critical network management tools: Air Force Network Management tool (e.g. HP Open View, Smarts-In-Charge, Cisco Works, Foundry Iron View, etc.), Remote Internetworking Device Management tool (e.g. Systems Management Server, Remote Access Terminal Services [RATS], etc.)
4. Measure availability of critical information protection tools: Firewall, Proxy server, Internal control tools, intrusion detection tools.
5. Measure availability of critical core services: Messaging, E-mail, Domain Name System (DNS), Active Directory Domain Controllers, Dynamic Host Control, Protocol (DHCP) server, E-mail relays, storage devices, backups, Web Server.
6. Compute based on total capacity (in-use and spare) of assigned switches.
7. Compute based on number of available information transfer nodes.
8. Compute based on number of facilities served by base cable and fiber plant.
9. Compute ERSA1 percentage by selecting lowest score of all areas measured herein. Where a rating crosses two scores (e.g. 1 SDP trunk), assume higher score unless driven lower by another area.

Table 5.28. (DELETED)

5.9.1. **(Added-USAFE)** Use the MEMRA remark to submit information concerning the number of aircraft not mission ready available. See **Table 2.4.** for an example of how to format the remark.

Chapter 6

TRAINING MEASURED AREA DATA

6.1. Training. Training measurement is used to indicate the status of training needed to support the mission for which a unit is designed, as identified in the unit SORTS DOC Statement. Measured units will calculate a training measured area T-level using either Training Method B (Crew Training) or Training Method C, Option 1 (Unit Training) or Option 2 (CAF Aviation Unit Training).

6.1.1. Option 1 is used to provide fidelity, flexibility, and a macro view of the unit's training.

6.1.2. Option 2 is used by CAF aviation units, command and control reporting units, and those assigned to a wing (89AA UTC - active duty only) with Aircrew Position Indicator (API) codes 1 (pilot), 2 (navigator, observer or air battle manager), and A (career enlisted advisor (CEA)) plus 6, or B for CEA, (attached flyer at wing level and below) and 8, or D for CEA, (attached flyer above wing level) used to achieve WMP-5 sortie rates (e.g. Wing Safety, Tactics, STANEVAL, IG, etc.).

6.1.2.1. Wing crews with RPI 6 and 8 attached to a squadron for training and wartime service are normally measured in the organization of assignment when tasked against that unit's requirements. Personnel resources *cannot* be counted against requirements in more than one unit.

6.1.2.2. Weapons load crews (AFSC 2W1X1) are unique among maintenance personnel, in that they perform their duties as formed and certified crews with specialized certification requirements for each crew position. T-levels for 2W1X1 personnel, assigned to a weapons load crew, may be determined using Training Method B if and when it is allowed by current reporting structure and guidance.

6.2. Using Training Method B: Crew Training.

6.2.1. Find the number of crews authorized or required.

6.2.1.1. Aircraft units reporting against a mobility, SIOP, or combined in-place/generation and mobility mission:

6.2.1.1.1. Check the MISCAP of the UTC listed in the SORTS DOC Statement for crew ratio or use crew ratio listed in AFI 65-503, *US Air Force Cost and Planning* Factors, Attachment 36-1, separated by aircraft type.

6.2.1.1.2. For each UTC, multiply the crew ratio by the primary mission aircraft inventory (PMAI) authorization on the SORTS DOC Statement to get the number of crews required. Add the separate UTC amounts together to get the total number of crews required.

6.2.1.2. Aircraft units reporting against an in-place/generation or alert mission:

6.2.1.2.1. Check AFI 65-503 to determine the crew ratio associated with the unit's aircraft type.

6.2.1.2.2. Multiply the crew ratio by the PMAI authorization on the SORTS DOC Statement to get the number of crews authorized.

6.2.1.3. The AF Space Training manager in coordination with the AF Space FAM will ensure space operations unit crew requirements are set and based on unit DOCs.

6.2.1.4. Aeromedical evacuation unit crew requirements are determined by adding together the number of crew UTCs tasked to the unit.

6.2.1.5. If the number of crews has changed since the last report, enter the change under the TCARQ label.

6.2.1.6. Weapons load crew requirements are determined by adding the number of crews tasked by aviation UTCs or for SIOP generation (if applicable).

6.2.2. Find the number of crews assigned.

6.2.2.1. For aircraft units, use AFI 65-503 for crew composition unless modified by the MAJCOM because of unique mission requirements.

6.2.2.2. All other units, use **Table 6.1** for crew composition.

6.2.2.3. Weapons load crew composition is determined IAW AFI 21-101.

6.2.2.4. To count a crew as assigned, each position must have an assigned crewmember. Do not limit this to by-name formed crews such as those required by AFI 65-503. Count crewmembers as assigned from when they sign in on a permanent change of station until they sign out.

6.2.2.5. If the number of crews has changed since the last report, enter the change under the TCRAS label. Total crews assigned may not exceed total crews authorized or required.

6.2.2.5.1. Count weapons load crew members as assigned once they are designated to a position and have entered initial weapons load crew training.

6.2.2.5.2. Standardized load crews (SLC), assigned to weapons standardization, will be apportioned equally to flying squadrons for determining assigned load crews.

6.2.3. Count the number of crews mission ready and available.

6.2.3.1. Count a crew mission ready and available (MRA) when all positions are filled with MRA crewmembers.

6.2.3.1.1. If they meet the mission ready criteria in the training directive listed in the SORTS DOC Statement.

6.2.3.1.2. Determine crewmember availability case-by-case according to **paragraph 3.2**.

6.2.3.1.3. Do not count overhead crewmembers (e.g., wing training officers, etc.).

6.2.3.2. Enter the total of crews MRA under the TCRAV label.

6.2.3.3. Count weapons load crews as mission ready and available when all positions are filled with position-certified weapons loaders IAW AFI 21-101 and the Unit Committed Munitions List.

6.2.4. Calculate the training percentage.

6.2.4.1. If ten or more crews are assigned, divide crews MRA by crews assigned. Multiply the result by 100 and round off to the nearest whole number.

6.2.4.2. **Table 6.3** will be used to determine the overall T-level.

6.2.4.3. If nine or less crews are assigned use **Table 6.2**.

6.2.4.4. Enter the percentage under the TRUTC label.

6.3. Using Training Method C, Option 1 - Unit Training. Use this training method to report subareas specified on the SORTS DOC Statement for the unit types in **Table 6.4**.

6.3.1. Determine the number of personnel required to have the training specified in each subarea. Some units may have more personnel assigned than are authorized by UMD or required by UTC. All individuals must be trained, but not all may be measured in the training measured area. Using Method C, Option 1, the number you establish as assigned requiring training may not exceed UMD-authorized or UTC-required total personnel.

6.3.1.1. If a single type of training is listed, determine if everyone is required to have it.

6.3.1.1.1. If everyone is required to have the training, use the number of total personnel assigned as the number required to be trained.

6.3.1.1.2. If everyone is not required to have the training, use the number of total personnel assigned that require the training, (e.g. 25K/40K aerial port training).

6.3.1.2. If there is more than one type of training listed, (e.g. chemical warfare and weapons), determine if everyone is required to have the training.

6.3.1.2.1. If everyone is required to have the training, use the total personnel assigned as the number required to be trained. (Consider limitations in **paragraph 6.3.1**).

6.3.1.2.2. If less than all assigned personnel are required to have each type of training, add together the number required for each type of training. This number could be more than the number of personnel requiring training.

6.3.2. Count the personnel who have the training specified in each subarea.

6.3.2.1. Personnel are counted as trained if they have completed, or are expected to complete, the required training within the response time.

6.3.2.2. If everyone is required to have all training, count only those personnel who have all the training.

6.3.2.3. If personnel are required to have each type of training, count those personnel who have received each type of training. In this method, you can count the same individual more than once. To determine the T-level, continue with **paragraph 6.5**.

6.3.3. **Table 6.3** will be used to determine the overall T-level.

6.4. Using Training Method C, Option 2: CAF Aviation Unit Training.

6.4.1. Calculations by type of training and crew composition will be compared against the percentage conversion **Table 6.6**, **Table 6.7**, and **Table 6.8** to derive the percentages reported in the specific TRSAs. The lowest of the resulting TRSAs will drive the T-level reported in the TRRAT label in the OVERALL set.

6.4.2. As a minimum, the following three training events will be measured. All five subareas may be used depending on MAJCOM requirements. If TRSA 4 and 5 are used, enter as in **paragraph 6.5.4**.

6.4.2.1. TRSA1 - Basic Mission Capable (BMC).

6.4.2.2. TRSA2 - Combat Mission Ready (CMR).

6.4.2.3. TRSA3 - Special Capability (SPECAP).

6.4.3. To count a crew as assigned, each position must have an assigned crewmember. However, don't limit this to by-name formed crews such as those required by appropriate training directives for the weapon system. Count crewmembers as assigned from when they sign in on a permanent change of station or become attached on temporary duty until they sign out.

6.4.4. Single Position Crews:

6.4.4.1. Assess crews for training subareas the unit is required to report.

6.4.4.1.1. Determine the number of required BMC/Mission Capable (MC) designated crewmembers, assigned and attached to the unit, and the minimum crew required based on non-CMR flying positions within the wing and its subordinate units. If the BMC changes, detail the changes in a TRSA1 remark.

6.4.4.1.2. Determine the number of required CMR/Mission Ready (MR) designated crew members, assigned and attached to the unit, and the minimum crew required based on the PMAI specified by the SORTS DOC Statement.

6.4.4.1.2.1. Multiply the PMAI by the crew ratio.

6.4.4.1.2.2. Add the Squadron Commander and Director of Operations (DO) (ANG/ AFRC only).

6.4.4.1.2.3. If the CMR changes, detail the changes in a TRSA2 remark.

6.4.4.1.3. Determine the number of required SPECAP designated crew members, assigned and attached to the unit, and the minimum crew required based on all positions identified in the SORTS DOC Statement, applicable training directives, and ready aircrew program tasking messages that specify special capability-trained aircrews. Calculations will be made only on those SPECAP requirements that match those listed in **Table 2.3**. MAJCOMs may add to this table when approved by HQ USAF/XOOT. Commanders may assess other SPECAP shortfalls when they affect his ability to undertake his DOC mission. If the SPECAP changes, detail the changes in a TRSA3 remark.

6.4.5. Multi-Position Crews:

6.4.5.1. Assess crews for training subareas the unit is required to report.

6.4.5.1.1. Units with multi-position crews will perform calculations similar to single position crews except against each crew position individually. This is required before TRSA, TRUTC, and T-level percentages can be determined.

6.4.5.1.2. Determine the number of required BMC designated crewmembers, assigned or attached to the unit, in each duty position, based on the non-CMR flying positions within the wing and its subordinate units. If the BMC changes, detail the changes in a TRSA1 remark.

6.4.5.1.3. Determine the number of required CMR/MR designated crewmembers, assigned and attached to the unit, in each duty position, based on the PMAI specified by the SORTS DOC Statement.

6.4.5.1.3.1. Multiply the PMAI by the crew ratio.

6.4.5.1.3.2. Add the Squadron Commander and DO (ANG/AFRC only).

6.4.5.1.3.3. If the CMR changes, detail the changes in a TRSA2 remark.

6.4.5.1.3.4. For Air Control Squadrons, determine the number of required CMR/MR designated crewmembers, assigned and attached to the unit, in each position, based on the UTC manpower requirements.

6.4.5.1.4. Determine the number of required SPECAP designated crewmembers, assigned and attached to the unit, in each duty position, based on all positions identified in the SORTS DOC Statement, applicable training directives, and tasking messages that specify special capability-trained aircrews. Calculations will be made only on those SPECAP requirements that match those listed in **Table 2.3**. MAJCOMs may add to this table when approved by HQ USAF/XOOT. Commanders may assess other SPECAP shortfalls when they affect his ability to undertake his DOC mission. If the SPECAP changes, detail the changes in a TRSA3 remark.

6.5. Calculating and Explaining the Training T-Level.

6.5.1. Training Method C, Option 1: Unit Training, determine T-level using the following:

6.5.1.1. Calculate the subarea percentage using applicable tables, as required. Otherwise:

6.5.1.1.1. If ten or more personnel are required to have the training, divide the number of trained personnel by the number of assigned personnel required to have the training (not to exceed the wartime required number).

6.5.1.1.2. Multiply the result by 100 to derive a percentage.

6.5.1.1.3. Round the percent to the nearest whole number.

6.5.1.1.4. If nine or less personnel are required to have the training, use **Table 6.2** to determine the percentage.

6.5.1.2. Calculate the training percentage. Determine the unit type in **Table 6.4** in column A. Across from the unit type in column B, determine whether the entry lists subarea labels.

6.5.1.2.1. If the entry lists subarea labels, choose the lowest subarea percentage as the area percentage.

6.5.1.2.2. If the entry lists types of training or another document, calculate an area percentage using the same procedure as for a subarea.

6.5.1.2.3. If changed since the last report, enter the percentage in the TRUTC label.

6.5.1.3. Use the TRUTC percentage in conjunction with **Table 6.3** to determine the T-level to be reported in the TRRAT field. Use the Measured Resource Area Level for Training (TRRAF) for Secondary or Tertiary Missions.

6.5.2. *Training Method B: Crew Training*, determine T-level using the following:

6.5.2.1. If ten or more assigned, divide the number of crews mission ready and available by the number of assigned (not to exceed the wartime required number). Multiply the result by 100 and round off to a whole number.

6.5.2.2. If nine or less assigned, use **Table 6.1**.

6.5.2.3. If the percentage of crews changed since the last report, enter the change in the TRUTC label.

6.5.3. *Training Method C, Option 2: Single Position Crews*, use the following to determine the T-level:

6.5.3.1. Calculate the percentage trained for each subarea required to be reported.

6.5.3.1.1. For nine or less crews assigned, use **Table 6.2** to derive percentage trained.

6.5.3.1.2. For ten or more crews assigned, divide number trained by number assigned.

6.5.3.2. Apply each resulting percentage against column A of the corresponding training table (BMC/**Table 6.6**, CMR/ **Table 6.7**, and SPECAP/**Table 6.8**).

6.5.3.3. Convert the column A percentage into the column B reported percentage.

6.5.3.4. Enter percentage in the related TRSA label: BMC in TRSA1; CMR in TRSA2; and SPECAP in TRSA3. If TRSA 4 and 5 are used, enter as in **paragraph 6.5.1**.

6.5.3.5. Choose the lowest TRSA reported and enter the percentage in the TRUTC label.

6.5.3.6. Use the TRUTC percentage in conjunction with **Table 6.6**, **Table 6.7**, and **Table 6.8** to determine the T-level to be reported in the TRRAT label. Use TRRAF for Secondary or Tertiary Missions.

6.5.4. For *Training Method C, Option 2: Multi-position crews*, use the following to determine the T-level:

6.5.4.1. Calculate the percentage trained for each subarea required to be reported.

6.5.4.1.1. For nine or less crews assigned, use **Table 6.2** to derive percentage trained.

6.5.4.1.2. For ten or more crews assigned, divide number trained by number assigned.

6.5.4.2. Apply each resulting percentage against column A of the corresponding training table (BMC/**Table 6.3**, CMR/**Table 6.4**, and SPECAP/**Table 6.5**).

6.5.4.3. Convert the corresponding percentage in column B.

6.5.4.4. Enter the percentage in the related TRSA label: BMC in TRSA1; CMR in TRSA2; and SPECAP in TRSA3. If TRSA 4 and 5 are used, enter as in **6.5.1**.

6.5.4.5. Choose the lowest TRSA reported and enter the percentage in the TRUTC label.

6.5.4.6. Use the TRUTC percentage in conjunction with **Table 6.6**, **Table 6.7**, and **Table 6.8** to determine the T-level to be reported in the TRRAT label. Use TRRAF for Secondary or Tertiary Missions.

6.5.5. Regardless of option used, assign training reason codes when the training T-level is less than T-1. Select the most specific reason code from **Table 6.5** to explain it. If changed, enter it in label TRRES. Use TRREF for Secondary or Tertiary Missions.

6.5.6. For units that conduct required training and must use alternate workaround facilities or methods due to environmental restrictions on normal exercise or major training range areas, commanders should note this limitation through a TRRAT or TRSA remark and indicate an appropriate reason code from **Table 6.5**.

6.6. Forms Prescribed: The following prescribed form may be obtained through normal distribution channels or through a facsimile computer-generated version. Air Force Form 723, *SORTS DOC Statement*.

6.6.1. **(Added-USAFE)** Forms Prescribed. USAFE Form 215A, *Status of Resources and Training System Worksheet - Overall*; USAFE Form 215B, *Status of Resources and Training System Worksheet - Personnel*; USAFE Form 215C, *Status of Resources and Training System Worksheet - Training*; USAFE Form 215D, *Status of Resources and Training System Worksheet - Equipment and Supplies on Hand*; USAFE Form 215E, *Status of Resources and Training System Worksheet - Equipment Condition*; USAFE Form 216, *Nuclear Chemical Biological Defense Report (CBDRT) Worksheet*.

6.6.2. **(Added-USAFE)** Forms Adopted: Refer to the listed prescribing directive (PD) for guidance on the completion of the form. AF Form 847, *Recommendation for Change of Publication*, PD: AFI 11-215*;* AF Form 2519, *All Purpose Checklist*, PD: AFMAN 33-361. Chapter 6 Reference Tables (see top of next page).

Table 6.1. Crew Composition and Training Option Use.

Rule	A	B	C	D	E
			Method B	Method C Option	
	If the unit is a(n)	**then for SORTS purposes, a crew will consist of**		1	2
1	aeromedical unit	crew composition will be according to MAJCOM direction	X		
2a	aircraft (CAF) unit	See AFI 65-503			X
2b	aircraft (Non-CAF) unit		X		
2c	aircraft reconnaissance (UAV) unit	six air vehicle operators and 12 sensor operators			X
3	air defense sector (ADS)/air defense region (ADR)	AFI 13-1 AD VOL 3		X	
4a	AOC/Air Force forces (AFFOR)	all personnel assigned against a position in the SORTS DOC Statement UTC			X

Rule	A	B	C	D	E
			Method B	Method C Option	
	If the unit is a(n)	then for SORTS purposes, a crew will consist of		1	2
4b	ASOC unit	all personnel assigned against a UTC position		X	
5	GTACS unit (CRC)	all mission crew personnel assigned (IAW AFI 13-1 MCS, Vol 3) assigned against a UTC position			X
6	missile unit (ICBM)	missile combat crew commander and deputy missile combat crew commander	X		
7a thru 7b	space: command and control, launch unit	contact the Functional Office Area for each unit or the AF Space Functional Area Manager for guidance			
7c	space: operations, unit	crew composition will be according to MAJCOM direction	X		
7d	space: surveillance, warning unit	contact the Functional Office Area for each unit or the AF Space Functional Area Manager for guidance			
8	TACP unit	all personnel assigned against a UTC position		X	
10	weapons load crew	IAW AFI 21-101	X		
11	XXXX (all other types of units)			X	

NOTE: FAMs for non-aviation/non-CAF units may select either Training Method B or Training Method C, Option 2 as the training method on the unit's SORTS DOC Statement. Weapons load crews may do likewise provided there is reporting guidance to support Method B reporting.

Table 6.2. Percent Trained Matrix for Nine or Less People or Crews.

RULE	A	B	C	D	E	F	G	H	I	J
	Find row with number of mission ready and available or trained	**find column with number assigned**								
		9	**8**	**7**	**6**	**5**	**4**	**3**	**2**	**1**
1	9	100								
2	**8**	90	100							
3	**7**	86	90	100						
4	**6**	80	86	86	100					
5	**5**	76	80	80	86	100				

RULE	A	B	C	D	E	F	G	H	I	J
	Find row with number of mission ready and available or trained	**find column with number assigned**								
		9	**8**	**7**	**6**	**5**	**4**	**3**	**2**	**1**
6	**4**	70	76	76	80	80	100			
7	**3**	44	70	70	70	70	80	100		
8	**2**	33	45	55	59	60	70	80	100	
9	**1**	22	27	33	37	40	50	60	70	100
10	**0**	0	0	0	0	0	0	0	0	0

NOTE: Corresponding ranges are to be read as vertical columns. Values may be misinterpreted if read as horizontal columns.

Table 6.3. Training Percentage T-level (Method B or C, Option 1 only).

RULE	A	B
	If the training percentage is in the range from	**then the training T-level is**
1	85 to 100	T-1
2	70 to 84	T-2
3	55 to 69	T-3
4	0 to 54	T-4

Table 6.4. Units Using Method C – Training Totals and Subareas to Measure.

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
1	aerial port squadron	lowest percent from subareas TRSA1 through	percent of AFSC 2T2X1 personnel trained	percent of AFSC 2T2X1 personnel trained	percent of personnel trained to assemble and operate	reserved for future use	

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
		TRSA3	on 10K and/or 10K all-terrain fork lifts, use **Table 6.9.**	on 25K, 40K and/or 60K aircraft loader, use **Table 6.10.**	widebody loaders, use **Table 6.11.**		
2	aeromedical unit	lowest percent from subareas TRSA1 and TRSA2	percent of medical personnel trained IAW AFI 41-106	percent of MRA air crews, calculate IAW **paragraph 6.2**, if no aircrews assigned, report nothing	reserved for future use		
3	AFOSI CI/SpI unit	lowest percent from subareas TRSA1 through TRSA4	lowest percent of and converted percentage of special agents who have completed the CIF POC course	percent of personnel qualified in all required weapons	percent of total personnel subject to deploy fully trained according to AFI 10-403	percent of total personnel identified to deploy fully trained according to AFI 10-403	reserved for future use
4	aircraft maintenance unit	TBD					
5a thru 5n	aircraft unit (Non-CAF)	lowest percent mission ready and available	reserved for future use				

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
		crews					
6a	air defense sector (ADS)/ control and reporting center (CRC) communicati o ns and support/ aggregated data from CRC Direct Reporting unit (DRU)	lowest percent from TRSA1 through TRSA2	percent of CMR personne l	percent of personnel (i.e. 2E000, 2E2X1, 2E1X3, 2E190) supportin g UTCs trained for their duty	reserved for future use		
6b	TACS unit (CRC)	percent of authorized operations crews as defined by AFI13-1ADV3 1 APRIL 2000 para 5.4., and AFI13-1MCSV3 1 APRIL 2000, para. 3.4., respectively. Specifically, 013BXX, 1C5XX, 1C5X1D personnel from organic resources and supporting DRU(s)	reserved for future use				
7	air intelligence squadron	refer to DOC statement and MAJCOM supplement for guidance					
8	air logistics center (ALC)	percent of required	reserved for future use				

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
	engineer element	ABDR training					
9a	air mobility control unit (ALCF)	lowest percent from subareas TRSA1 through TRSA4	percent of qualified personnel IAW AMCI 10-202	percent of qualified personnel IAW AMCI 10-202, Vol 4	percent of personnel trained in chemical warfare	percent of 1AX71 MST qualified	reserved for future use
9b	air mobility control unit (AMS)	lowest percent of subareas TRSA1 through TRSA5	percent of personnel duty position qualified	percent of qualified personnel in all weapons, if qualified in only one, count as half	percent of personnel trained in chemical warfare	percent of personnel aerial port qualified	percent of personnel maintenance qualified
9c	air mobility operations squadron (AMOS)	lowest percent of subareas TRSA1 through TRSA5	percent of mobility trained personnel IAW AFI 10-403	percent of TDC comm., personnel duty position qualified	percent of AMD personnel duty position qualified	reserved for future use	
9d	air mobility support unit	lowest percent of subareas TRSA1 through TRSA5	percent of AFSC 2T2X1 personnel trained on, 10K and/or 10K all-terrain fork lifts,	percent of AFSC 2T2X1 personnel trained to assemble, operate, and disassemble wide-body	percent trained TALCE CADRE personnel, according to AMCI 10-201, Vol 4, commander may upgrade	percent of CADRE personnel MST qualified	percent of SEI qualified maintenance personnel

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
			use **Table 6.9.**, next calculate percent of AFSC 2T2X1 personnel trained on 25K, 40K, and/or 60K aircraft loaders, use **Table 6.10.**, report the lowest of the two in TRSA1	aircraft loaders, use **Table 6.11.**	T-level if personnel in training meet minimum requirements but have not been upgraded due to unusual circumstances		
9e	contingency response wing (CRW)	lowest percent from subareas TRSA1 through TRSA5	percent of personnel duty position qualified in the UTC they are reported against IAW **Table 3.1.**	percent of personnel that meet minimum deployment/ mobility training requirements IAW AFI 10-403 Chapter 1	percent of personnel trained to perform UTC duties using NVGs	reserved for future use	
10	air traffic control squadron	lowest percent from subareas TRSA1 and TRSA3	percent of assigned 1C1X1 personnel proficient in assigned	percent of assigned equipment qualifi	percent of assigned personnel qualified and mobility trained IAW	percent of ANG personnel that have deployed (i.e.,	Percentage of ANG personnel having worked live

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
			ATC operations IAW AFI 13-203	ed 2EXXX / 3EXXX personnel equipment qualified IAW AF Career Field Education and Training Plan (CFETP)	AFI 10-403	field conditions) within the last year	traffic in the last six months, and percentage of personnel having accumulated minimum of 5 hours os controller simulation, FORMAT: tower/radar/ sim
11	AOC unit	lowest percent from subareas TRSA1, TRSA4 and TRSA5	percent of personnel fully trained and mission capable in their duty position and assigned against a DOC statement UTC	reserved for future use		percent of personnel with chemical warfare defense (CWD) training, weapons qualification and self-aid/ buddy	percent of personnel (based on their commander requirements) trained in deployment readiness

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
						care (SABC)	
12	ASOC unit	lowest percent from subareas TRSA1 through TRSA3 (see note 5)	percent of operations personnel (AFSC 1XXXX) CMR	percent of support personnel CMR	percent of UTC tasked and certified terminal attack controllers	reserved for future use	
13	BEAR base unit	refer to DOC statement and MAJCOM supplement for guidance					
14	reserved for future use						
15	CAF unit (see Note 3)	lowest percent from subareas TRSA1 through TRSA3	percent of BMC crew members from **Table 6.6.**	percent of CMR crew members from **Table 6.7.**	percent of SPECAP crew members from **Table 6.8.**	reserved for future use	
16a	CE unit (MAJCOM specific)	lowest percent from subareas TRSA1 through TRSA3	percent of personnel Category I trained as specified in AFI 10-210	percent of personnel Category II trained as specified in AFI 10-210	percent of personnel Category III trained as specified in AFI 10-210	reserved for future use	
16b	CE unit (Prime BEEF)	lowest percent from subareas TRSA1 through TRSA3	percent of personnel Category I trained as specified in AFI 10-210	percent of personnel Category II trained	percent of personnel Category III trained	reserved for future use	

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
				as specified in AFI 10-210	as specified in AFI 10-210		
16c	CE unit (RED HORSE)	lowest percent from subareas TRSA1 through TRSA5	percent of weapons qualified personnel	percent of CWD trained personnel	percent of personnel field trained, use AFI 10-209 to find the sub categories in this category, add together number of people required that have this training, and divide by the total assigned	percent of personnel contingency trained, use AFI 10-209 to find subcategories in this category, don't include expedient training methods, add together number of people required having this training, divide this total by total assigned	percent of personnel SPECAP trained, use AFI 10-209 to find the subcategorie s in this category, add together number of people required that have this training and divide this total by the total assigned
17	CLSS unit	lowest percent from subareas TRSA1 through TRSA4	percent of assigned maintenance personnel who have completed ABDR training, aircraft	percent of transportation personnel who have completed formal hazardous cargo	percent of assigned personnel who have completed CWD training	percent of maintenance personnel who have completed assessor training, to find number required,	reserved for future use

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
			maintenance personnel with a critical AFSC at the 5 skill level or higher are required to complete ABDR technician course	certifier (basic in residence course) training course, to find number required, calculate 50 percent of packaging specialists on packaging augmentation teams, count personnel as trained when basic in residence course is completed, personnel retain their trained status provided certification is maintained through biennial		multiply (basic in residence course) training course, to find number required, calculate 50 percent of packaging specialists on packaging augmentation teams, count personnel as trained when basic in residence course is completed, personnel retain their trained status provided certification is maintained through biennial correspondence course	

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
				correspon den ce course			
18	combat aviation advisory unit	lowest percent from TRSA1 through TRSA3	percent of total personnel level 3 qualified in Professiona l Developme n t Ground Training	percent of MR aircrews available	percen t of assign ed person nel weapo n qualifi ed	reserved for future use	
19	combat camera unit	lowest percent of subareas TRSA1 through TRSA3	percent of personnel mobility trained, to include small arms, chemical warfare, SABC, palletizatio n , vehicle orientation (if required) , etc (see note 4)	percent of personne l job proficien t	percent of personnel trained to perform aerial duties required by UTCs	reserved for future use	
20	combat communicati o ns unit	lowest percent from subareas TRSA1 and TRSA2	percent of personnel who have completed all of the training for their duty positions	percent of personnel who have complete d and are current on all deployme nt	reserved for future use		

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
				training requirements (ref AFI 10-403, Attach 5)			
21	contracting unit	percent of contingency contracting personnel trained IAW AF federal acquisition regulation supplement (AFFARS) appendix CC, attachment CC-2	reserved for future use				
22	engineering installation unit	percentage of personnel who have completed and are current on all deployment training requirements	reserved for future use				
23	financial management & comptroller unit	percent of personnel mobility trained, to include small arms, chemical warfare, SABC	reserved for future use				

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
24	wing communicati o ns unit (DOCID SG22, SG24, SD33, SM23)	lowest percentage from subareas TRSA1 through TRSA4	percent of personnel supporting tasked garrison NCC crew position UTCs trained for their duty position (note 1), if none tasked, report nothing	percent of personne l supportin g tasked garrison NOSC crew position UTCs trained for their duty position (**Note 2**), if none tasked, report nothing	percent of personnel supporting other tasked UTCs who have completed UTC training required for their duty position	percent of personne l supportin g other tasked UTCs who are current on required ancillary training	reserved for future use
24a	DELETE						
24b	DELETE						
25	resesrved for future use						
26	informatio n warfare unit	percent of personnel certified by respective functional area training section as qualified to satisfactorily perform in their assigned duty positions	reserved for future use				
27	intelligenc e unit						
28	LRS unit	lowest percent from subareas TRSA1	percent of fuels deploymen t personnel	percent of combat system	percent of personnel deployed in aviation	percent of personnel combat essential	percenta ge of personne l

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
		through TRSA5	with required SEI	operator qualified personnel, 25 percent of personnel deployed in aviation UTCs, AMC MRSP UTCs and UTCs JFBCC, JFBCS, JFBSA, and JFBPS will be trained and qualified on WIN MASS	UTCs, AMC RSP UTCs and UTCs JFBCC, JFBCS, and JFBSA will be qualified in operation of 10K-AT fork lift	vehicle certified, MAJCOMs will specify number required, count personnel as trained if they meet requirements in AFI 24-301, vehicles as listed in **Table 5.15.**	hazardous cargo certifier trained, MAJCOMs will specify number required, count personnel as trained if they received initial or refresher training within authorized time limit
29	medical unit (non aeromedical)	lowest percent from subarea TRSA1	percent of medical personnel trained IAW AFI 41-106	reserved for future use			
30	missile unit (ICBM)	reference AFSPC Supplement 1 to AFI 10-201 for appropriate guidance					
31	mission support unit (PERSCO)	lowest percent from subareas TRSA1	percent job proficiency trained, divide	percent mobility trained, divide	percent of trained MANPER-B Operators,	reserved for future use	

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
		through TRSA3	number with all training required for their duty position by total personnel required to be trained	number with CWD training and weapons qualification by number required to be trained	divide number trained by number required to be trained		
32a	munitions squadron / flight (note 8)	lowest percentage from TRSA1 through TRSA3	percent of qualified Munitions Inspectors against number of UMD coded SEI 836 authorizati o ns	percent of personnel CFETP task qualified on greater than 70 percent of duty position contingency tasks identified in the units Master Task Listing against total personnel authorized	reserved for future use		

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
32b	munitions squadron / flight (note 9)	lowest percentage from TRSA1 through TRSA4	percent of qualified munitions inspectors against number of UMD coded SEI 836 authorizati o ns	percent of personnel trained on contingen cy build-up and preparati on of STAMP/ TARRP munition s UTCs	percent of personnel Hazardou s Cargo Trained/ Certified	percen t of person nel traine d on specia l purpos e equip ment requir ed by appro priate UTC MISCAP (as applicabl e)	reserved for future use
32c	nuclear capable munitions squadrons, munitions support squadrons, and munitions flights	lowest percentage of TRSA1 (as applicable)	percent of personnel (2W*) task certified to support nuclear operations against criteria outlined in MAJCOM Maintenan c e Capability Letters (MCL)	reserved for future use			
33	reserved for future use						
34a	OSS (airfield operations)	TBD					

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
34b	OSS (intelligence flight)	TBD					
35	prime RIBS unit	lowest percent from subareas TRSA1 through TRSA5	percent of personnel assigned to Tier 1 who have completed HST as specified in AFI 10-214, paragraph 3.2.1, table 3.1 and 3.3	percent of personnel assigned to Tier 2 who have completed HST as specified in AFI 10-214, paragraph 3.2.1, table 3.1 and 3.3	percent of personnel who have completed SCT as specified in AFI 10-214, paragraph 3.2 and 3.3	lowest percent of CBRNE trained personnel or weapons qualified personnel	percent of personnel trained on vehicles as specified in AFI 10-214, paragraph 3.2.5
36	rescue unit (CRO/ PJ)	lowest percent from sub area TRSA1 through TRSA2	percent of PJs CMR for rescue recovery and evacuation operations	percent of CROs CMR for resource recovery and evacuation operations	reserved for future use		
37	SAM or SHORAD unit	reserved for future use					
38a	SF unit (in-place/	lowest percent from	percent of	percent of personnel	reserved for future use		

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
	force protection)	subareas TRSA1 and TRSA2	weapons qualified personne l	who have complete d all training required by positions (see AFI 362225 and CFETPs for specific guidance)			
38b	SF unit (mobility)	lowest percent from subareas TRSA1 and TRSA2	percent of weapons qualified personne l	percent of personnel who have complete d all training for their UTC duty positions (See AFI 36-2225, AFI 31-301, and CFETP s for specific guidanc e)	reserved for future use		
39a	space: combatant mobile command and control unit	lowest percentage from TRSA1 through TRSA5.	percent of assigned communica tions operators who have completed	percent of assigned communi catio ns maintena nce personnel	percent of assigned support systems personnel certified who have	percent of assigned unit personne l required	percent of assigned personne l who have accompli

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
			all of the required training for their duty position	who have completed all of the training required for their duty position	completed all of the training required for their duty position	to complete government and/or civilian vehicle operations Training, who have completed all required drivers training standards	she d all required cardiopulmonary resuscitation (CPR), SABC, and primary duty weapons qualification
39b thru 39g	space: AOC, control, command & control, communication, launch units, missile OSS, units	contact the Functional Office Area for each unit or the AF Space Functional Area Manager for guidance					
39h	space mobile warning unit	lowest percent MRA crews	reserved for future use				
39i thru 39m	space: operations, OSS/unit, range management, surveillance, warning, units	contact the Functional Office Area for each unit or the AF Space Functional Area Manager for guidance					
40	special operations	lowest percent from	percent of personnel	percent of personnel	reserved for future use		

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
	communications unit/flight	subareas TRSA1 and TRSA2	who have completed all of the training for their duty positions	who have completed and are current on all deployment training requirements (ref AFI 10-403, Attach 5)			
41a	special tactics team (STT)	lowest percent from subarea TRSA1 through TRSA5	percent of personnel current in assault zone operations	percent of personnel current in employment operation	percent of personnel current in weapons qualification	percent of personnel in air traffic control operations	percent of personnel in command, control, and communication (C3) operations
41b	special tactics unit	lowest percent of subareas TRSA1 through TRSA4	percent of personnel current in austere airfield operations	percent of personnel current in SAR/CSAR personnel recovery and evacuation	percent of personnel current in employed operations	lowest percent of personnel current in fire control skills/ special operations terminal attack controller (SOTAC) qualificat	reserved for future use

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
						ion	
42	supply unit	lowest percent from subareas TRSA1 through TRSA3	percent of fuels deployment personnel with required SEI, see **Table 6.13.**	25 percent of personnel deployed in UTCs JFRMS, JFRSC, JFBCS, and JFBPS will be trained and qualified on WINMASS	25 percent of personnel deployed in aviation UTCs and AMC UTCs JFBMH and JFBMS will be trained and qualified to operate a 10K-AT forklift	reserved for future use	reserved for future use
43	TACP unit	lowest percent from subareas TRSA1 through TRSA3 (note 7)	percent of operations personnel (AFSC 1XXXX) CMR	percent of support personnel CMR if not applicable report nothing	percent of UTC tasked and certified terminal attack controllers (note 6)	reserved for future use	
44a	weather flight, for OLs or DETs and weather squadrons with a SOF support mission	lowest percent of subareas TRSA1 through TRSA2	percent of weather equipment trained personnel as required by the DOC statement (including training on	percent of weather mission trained personnel as required by the DOC statemen	reserved for future use		

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
			all UTC deployable equipment providing unique mission capability, e.g., upper-air observing)	t (including training in all unique mission capabilities, e.g., upperair observing)			
44b	weather flight, for OLs or DETs and weather squadrons with AF support mission (non-SOF)	lowest percent of subareas TRSA1 through TRSA2	percent of weather equipment trained personnel as required by the DOC statement (including training on all UTC deployable equipment providing unique mission capability, e.g., upper-air observing)	percent of weather mission trained personnel as required by the DOC statement (including training in all unique mission capabilities, e.g., upper-air observ	reserved for future use		

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
				ing)			
44c	weather flight, for OLs or DETs and weather squadrons with an Army support mission (non-SOF)	lowest percent of subareas TRSA1 through TRSA2	percent of weather equipment trained personnel as required by the DOC statement (including training on all UTC deployable equipment providing unique mission capability, e.g., upper-air observing)	percent of weather mission trained personnel as required by the DOC statement (including training in all unique mission capabilities, e.g., upper-air observing)	reserved for future use		
44d	weather operational squadron and AF weather agency	lowest percent of subareas TRSA1 through TRSA2	percent of weather equipment trained personnel as required by the DOC statement	percent of weather mission trained personnel as required by	reserved for future use		

Rule	A	B	C	D	E	F	G
	If the unit is a(n)	**then calculate and report these percentages:**					
		TRUTC	**TRSA1**	**TRSA2**	**TRSA3**	**TRSA4**	**TRSA5**
				the DOC statement (including training in all unique mission capabilities			

NOTES:

1. Rule 24 Report based on the combined total percentage of UTC-tasked NCC personnel who've completed the training as specified. However, if any of the following six categories are more than one T-level different from the combined average, report the lowest level of those categories.
   a. Crew Commander
   b. Operations Controller
   c. HelpDesk Technician
   d. Network Management (includes Network Services Technician and Infrastructure Technician crew positions).
   e. Network Administration (includes Messaging Technician, Application Services Technician, and Configuration Management Technician crew positions).
   f. Information Protection (includes Boundary Protection Specialist, Intrusion Detection Specialist, and Vulnerability Assessment Specialist crew positions).
2. Rule 24 Report based on the combined total percentage of UTC-tasked NOSC personnel who've completed the training as specified. However, if any of the following nine categories are more than one T-level different from the combined average, report the lowest level of those categories.
   a. Crew Commander
   b. Operations Controller
   c. Event Manager

d. Network Defender

e. Information Protection (includes Boundary Protection Specialist, Intrusion Detection Specialist, and Vulnerability Assessment Specialist crew positions)

f. Enterprise Controller

g. Network Administration (includes Messaging Technician, Application Services Technician, and Configuration Management Technican crew positions)

h. Network Management (includes Network Services Technician and Infrastructure Technician crew positions)

i. Voice Controller

3. Rule 15 BMC, CMR and SPECAP subcategories apply only to Rule 15, Combat Air Forces.
4. Rule 19 For those units with a Combat Camera (COMCAM) or Visual Information (VI) mobility mission, members must complete the COMCAM Contingency Support course at least once. Such training is considered valid as long as the member is assigned to subsequent COMCAM or VI units. Assignment outside such a mobility environment not including extended TDYs, short tours or specialized training under one year nullifies currency of this training, requiring the member to re-accomplish. COMCAM and/or VI unit commanders may, at their discretion, choose to send members to the training beyond the minimum requirement as readiness dictates. Air Force Aircrew Survival Training (for appropriately qualified aircrew personnel) may substitute for the COMCAM Contingency Support course, consistent with the rules described above.
5. Rule 12 Training must include a command approved ABDR; engineer, general assessor, technical course, and support at least one CLSS field exercise (Hardstand) as an engineer.
6. Rule 43 TACS will be considered current if they meet all air-strike control currency requirements to include Night, Live, Laser, and basic TAC requisites (IAW AFI 13-112, Vol 1).
7. Rule 43 Units will include TRUTC remark to report the total number of combat mission ready JTACS broken out by officer and enlisted numbers.
8. Rule 32a Aircraft assigned and directly support aircraft operations; excludes nuclear support equipment.
9. Rule 32b Munitions service-level and theater swing-stock support activity (non-aircraft; even if stocks support aircraft; theater hubs, STAMP, TARP)

Table 6.4. (Added-USAFE) Units Using Method C-Which Training Totals and Subareas to Measure.

Rule	A	B	C	D	E	F	G
	If your unit is a(n)	then calculate and report these percentages:					
		TRUTC	TRSA1	TRSA2	TRSA3	TRSA4	TRSA5
9e	Contingency Response Wing (CRW)	lowest percent from subareas TRSA 1 through TRSA 5	percent of personnel duty position qualified in the UTC they are reported against IAW Table 3.1.	percent of personnel that meet minimum deployment/ mobility training requirements IAW AFI 10-403 Chapter 1	percent of personnel trained to perform UTC duties using NVGs	percent of personnel that are aerial port qualified	percent of personnel that are maintenance qualified
15a	CAF unit – aircraft and PJ/CRO rescue unit (see Note 3)	lowest percent from subareas TRSA1 Through TRSA5	percent of BMC crew members from Table 6.6.	percent of CMR crew members from Table 6.7.	percent of SPECAP crew members from Table 6.8.	percent of PJs CMR for rescue recovery and evacuation operations	percent of CROs CMR for resource recovery and evacuation operations
15b	CAF unit – A/OA-10 (see Note 3)	lowest percent from subareas TRSA1 Through TRSA4	percent of BMC crew members from Table 6.6.	percent of CMR crew members from Table 6.7.	percent of SPECAP crew members from Table 6.8.	percentage of certified weapons load crews (AFSC 2W1X1)	reserved for future use

Table 6.5. Reporting Training Reason Codes.

Rule	A	B
	If the primary reason that the training measured resource area is not T-1 is	**then in the field TRRES report**
1	inadequate - school quotas	T05
2	inadequate - training ammunition	T07
3	inadequate - training areas	T08
4	incomplete - exercise/inspections	T09
5	incomplete firing /proficiency tests	T10
6	insufficient - crews not category 1	T11
7	insufficient - funding	T15
8	insufficient - pilots not category 1	T17
9	insufficient - type training time	T18
10	inspection - failed initial certification	T19
11	inspection - failed re-certification	T20
12	operational commitments	T23
13	organization activating	T24
14	organization decommissioning/deactivating	T25
15	organization in rotational deployment	T26
16	personnel turnover excessive	T28
17	shortage - equipment	T31
18	shortage - instructor	T32
19	shortage - instructor pilot/aircrew	T33
20	shortage - personnel	T37
21	tests - unsatisfactory C-level	T40
22	training incomplete	T41
23	training incomplete - mobility	T50
24	training incomplete - teams	T56
25	training incomplete - fuel shortage	T57
26	insufficient - flight hours	T68
27	crews deployed separate tasking	T69
28	training incomplete - lack of aerial combat tactics	T70
29	insufficient crews not category 1: enlisted aircrew members, loadmasters, flight engineers	T71
30	degraded on-the-job training progression	T72

Rule	A	B
	If the primary reason that the training measured resource area is not T-1 is	**then in the field TRRES report**
31	training incomplete - hazardous cargo certifiers	T73
32	training incomplete - materiel handling equipment operators	T74
33	shortage - forward air controllers on aircrew duty	T75
34	shortage - terminal attack controllers on tactical air control party	T76
35	shortage - weapons controllers	T77
36	shortage - weapons technicians	T78
37	training degraded - inadequate special use airspace, warning areas	T79
38	training degraded - inadequate special use airspace, restricted areas	T80
39	training degraded - inadequate military training routes	T81
40	training degraded - inadequate special use airspace, military operations	T82
41	training degraded - inadequate supersonic airspace	T83
42	area not measured by parent Service direction	TNM
43	SECRN/ SECRF fields only for commanders upgrade	TUP
*********The following Reason Codes are for CBDRT reporting only*********		
44	insufficient individual protective/survival measures training	TNA
45	insufficient unit mission oriented task training	TNB
46	insufficient NBC team training	TNC
47	insufficient NBC officer/specialist training	TND
48	insufficient MOPP condition training	TNE
49	insufficient personnel completing the mask confidence exercise	TNF
50	shortage of training devices/assets	TNG
51	shortage of trained NBC team members	TNH
52	personnel shortage - NBC defense officer	TNI
53	personnel shortage - NBC defense specialist	TNJ
54	non-mission capable during recent NBC exercise/evaluation	TNK
55	environmental restrictions on training	TNL
56	area not measured by parent service direction	TNM
57	high temperature training restrictions	TNN
58	inadequate training ammunition - CS capsules/grenades	TNO
59	inadequate school quotas	TNP
60	new equipment - training not received	TNQ
61	NBCC defense training not received	TNR

Rule	A	B
	If the primary reason that the training measured resource area is not T-1 is	**then in the field TRRES report**
62	NBCC Defense task qualification training (TQT) not received	TNS

Table 6.6. Crew Basic Mission Capable (BMC) Training Percentage T-Level (Method C, Option 2 Only).

RULE	A	B	C
	If the percentage of BMC trained crew members* trained to BMC is in the range:	**then the TRSA1 percentage is:**	**and the crews BMC training T-Level is:**
1	85 to 100	85	T-1
2	50-84	75	T-2
3	Less than 50	65	T-3

NOTE: * includes all assigned and attached BMC aircrew at the wing level and below. Each crew position is measured separately.

Table 6.7. Crew Combat Mission Ready (CMR) Training Percentage T-Level (Method C, Option 2 Only).

Rule	A	B	C
	If the percentage of CMR crew members (trained to CMR) is in	**then the TRSA2 percentage is:**	**and the crews CMR training T-Level is:**
1	90 to 100	85	T-1
2	75-89	75	T-2
3	60-74	65	T-3
4	Less than 60	54	T-4

NOTE: * includes all assigned and attached CMR aircrew as per MAJCOM guidance. Each crew position is measured separately.

Table 6.8. Crew Special Capabilities (SPECAP) Training Percentage T-Level (Method C, Option 2 Only).

RULE	A	B	C
	If the percentage of SPECAP crew members, (trained to CMR) is in the	**then the TRSA3 percentage is:**	**and the crews SPECAP training T-Level is:**

1	100	85	T-1
2	33-99	75	T-2
3	0-32	65	T-3

NOTE: * includes all required SPECAP aircrew at the wing level and below. Each crew position is measured separately.

Table 6.9. Aerial Port Squadrons, Aerial Port Flights, Aerial Port Mobility Flights, Air Mobility Support Squadrons, Military Airlift Support Squadrons, AFMC Air Terminals-Converting Calculated Percentage of Forklift Qualified Personnel into a Reported Training Percentage (See Notes).

RULE	**A**	**B**
	If dividing the number of 10K and/or 10K all-terrain forklift qualified AFSC 2T2X1 personnel trained by number of AFSC 2T2X1 personnel assigned gives a percentage in the range from	**then for the reported training percentage for these personnel (see note 1) in label TRSA1 report**
1	100	100
2	88 to 99	98
3	76 to 87	93
4	64 to 75	88
5	52 to 63	87
6	38 to 51	85
7	36 to 37	84
8	35	80
9	34	73
10	33	70
11	31 to 32	69
12	29 to 30	63
13	26 to 28	55
14	25	54
15	19 to 24	44
16	14 to 18	34
17	9 to 13	24
18	4 to 8	14
19	0 to 3	0

RULE	A	B
	If dividing the number of 10K and/or 10K all-terrain forklift qualified AFSC 2T2X1 personnel trained by number of AFSC 2T2X1 personnel assigned gives a percentage in the range from	**then for the reported training percentage for these personnel (see note 1) in label TRSA1 report**

NOTE: For units with aerial delivery support branches besides aerial port squadron branches, calculate separate training percentages for each branch. Separate personnel into aerial support squadron and aerial delivery support squadrons, then select the lowest percentage as the training percentage (TRSA1).

Table 6.10. Aerial Port Squadrons, Aerial Port Flights, Aerial Port Mobility Flights, Air Mobility Support Squadrons, Military Airlift Support Squadrons, AFMC Air Terminals-Converting Calculated Percentage of Loader Qualified Personnel into a Reported Training Percentage (See Note).

RULE	A	B
	If dividing the number of 25K and 40K and/ or 60K aircraft loader qualified AFSC 2T2X1 personnel trained by number of AFSC 2T2X1 personnel assigned gives a percentage in the range from	**then for the reported training percentage for these personnel (see note 1) in label TRSA1 report**
1	100	100
2	86 to 99	98
3	72 to 85	93
4	58 to 71	88
5	44 to 57	87
6	28 to 43	85
7	26 to 27	84
8	25	80
9	24	73
10	23	70
11	21 to 22	69
12	19 to 20	63
13	16 to 18	55
14	15	54
15	12 to 14	44
16	9 to 11	34
17	6 to 8	24
18	1 to 5	14
19	0	0

RULE	A	B
	If dividing the number of 25K and 40K and/ or 60K aircraft loader qualified AFSC 2T2X1 personnel trained by number of AFSC 2T2X1 personnel assigned gives a percentage in the range from	**then for the reported training percentage for these personnel (see note 1) in label TRSA1 report**

NOTE: For units with both aerial delivery support branches and aerial port squadron branches, calculate separate training percentages for each branch. Separate personnel into aerial support squadron and aerial delivery support branch portions and count them for only one portion. Use **Table 6.4.** to calculate the percentage for aerial delivery support squadrons, then select the lowest percentage as the training percentage (TRSA2).

Table 6.11. Aerial Port Squadrons, Flights, and Mobility Flights, Air Mobility Support Squadrons, Military Airlift Support Squadrons, AFMC Air Terminals - Converting Calculated Percentage of Loader Qualified Personnel into a Reported Training Percentage (See Notes).

RULE	A	B	C
	If the number of types of wide-body loaders assigned to the unit is at least	**and the number of personnel qualified (see Note 1) to operate, assemble, and disassemble each loader is at least**	**then for the reported training percentage for these personnel (see Note 2) in TRSA3 report**
1	2	11	100
2		10	98
3		9	93
4		8	88
5		7	87
6		6	85
7		5	84
8		4	70
9		3	69
10		2	54
11		1	34
12		0	0
13	1	6	100
14		5	93
15		4	87

RULE	A	B	C
	If the number of types of wide-body loaders assigned to the unit is at least	**and the number of personnel qualified (see Note 1) to operate, assemble, and disassemble each loader is at least**	**then for the reported training percentage for these personnel (see Note 2) in TRSA3 report**
16		3	84
17		2	69
18		1	34
19		0	0

NOTES:

1. Count personnel as trained if they are qualified to assemble, operate, and disassemble each type of loader assigned to their home station as required by MAJCOM technical data.
2. Air Force Reserve component units do not calculate or report this percentage.

Table 6.12. Maintenance Systems Engineering and Integration (SEI) Qualified Personnel-Calculating Training Percentage.

Rule	A	B
	Maintenance SEI Qualified Percentage	**SEI Training T-level**
1	42-100	T-1
2	37-41	T-2
3	32-36	T-3
4	0-31	T-4

Table 6.13. (DELETED)

6.6.1. (Added)(USAFE) Forms Prescribed. USAFE Form 215A, *Status of Resources and Training System Worksheet - Overall*; USAFE Form 215B, *Status of Resources and Training System Worksheet - Personnel*; USAFE Form 215C, *Status of Resources and Training System Worksheet - Training*; USAFE Form 215D, *Status of Resources and Training System Worksheet - Equipment and Supplies on Hand*; USAFE Form 215E, *Status of Resources and Training System Worksheet - Equipment Condition*; USAFE Form 216, *Nuclear Chemical Biological Defense Report (CBDRT) Worksheet*.

6.6.2. (Added)(USAFE) Forms Adopted: Refer to the listed prescribing directive (PD) for guidance on the completion of the form. AF Form 847, *Recommendation for Change of Publication*, PD: AFI 11-215*;* AF Form 2519, *All Purpose Checklist*, PD: AFMAN 33-361.

Chapter 6 Reference Tables (see top of next page).

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Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

EO 12958, *Classified National Security Information*

DoD Directive 5400.4, *Provision of Information to the Congress*

CJCSI 3401.02, *Global Status of Resources and Training System*

CJCSM 3150.02, *Global Status of Resources and Training System (GSORTS)*

CJCSI 5714.01, *Release Procedures for Joint Staff and Joint Papers and Information*

AFJMAN 24-204, *Preparing Hazardous Materials for Military Air Shipments*

AFPD 10-2, *Readiness*

AFPD 38-5, *Unit Designations*

AFI 10-101, *Format and Content of Mission Directives*

AFI 10-209, *RED HORSE Program*

AFI 10-210, *Prime Base Engineer Emergency Force (BEEF) Program*

AFI 10-214, *Air Force Prime RIBS Program*. AFI 10-403, *Deployment Planning*

AFI 10-2501*Full Spectrum Threat Response (FSTR) Planning and Operations*

AFI 13-1, AOC Volume 3, *Operational Procedures - Aerospace Operations Center*

AFI 21-101, *Aerospace Equipment Maintenance Management*

AFI 21-104, *Selective Management of Selected Gas Turbine Engines*

AFI 23-226, *Chemical War Defense Equipment (CWDE) Consolidated Mobility Bag Management*

AFI 24-301, *Vehicle Operations*.

AFI 31-115V2, *Licensing Network Users and Certifying Network Professionals*

AFI 31-301, *Air Base Defense*

AFI 32-3001, *Explosive Ordnance Disposal Program*

AFI 33-115 V1, *Network Management*

AFI 34-242, *Mortuary Affairs Program*

AFI 36-2134, Air Force Duty Status Program

AFI 36-2225, *Security Forces Training and Standardization Evaluation Programs*

AFI 38-101, *Air Force Organization*

AFI 41-106, *Medical Readiness Planning and Training.*

AFI 65-503, *US Air Force Cost and Planning Factors*

AFMAN 33-326, *Preparing Official Communications* AFMAN 37-139, *Records Disposition Schedule* AFMAN 23-110, *USAF Supply Manual*

AFDD *1-1, Air Force Task List*

AF*FARS Appendix CC*

Abbreviations and Acronyms

ACC—Air Combat Command

ACFTA—aircraft availability

ACM—advisory compliance message

ACTIV—activity code

ADCON—administrative control

ADP—advanced data processor

ADR—air defense region and armament delivery recording

ADS—air data system and air defense sector

AE—aeromedical evacuation

AEF—Aerospace Expeditionary Force

AETC—Air Education and Training Command

AF—Air Force

AF/XOS—USAF Space Operations and Integration Division

AF/XOXW—USAF War and Mobilization Plans Division

AFCAT—Air Force Catalog

AFCERT—Air Force Computer Emergency Response Team

AFDD—Air Force Doctrine Document

AFF—Air Force Form

AFFARS—Air Force Federal Acquisition Regulation Supplement

AFFOR—Air Force forces

AFH—Air Force Handbook

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFMC—Air Force Materiel Command

AFOSI—Air Force Office of Special Investigations

AFPC—Air Force Personnel Center

AFPD—Air Force Policy Directive

AFPDL—Air Force Personnel Desire List

AFSC—Air Force specialty code

AFSORTSDET—Air Force Data Entry Tool

AFSPC—Air Force Space Command

AFWUS—Air Force Wide Unit Type Code Availability System

AGE—aerospace ground equipment

AGM—air-to-ground missile

ALC—air logistics center

ALCE—airlift control element

ALCF—air launch control facility

ALS—aircrew life support

AMC—Air Mobility Command

AMOS—air mobility operations squadron

AMS—air mobility squadron

ANAME—abbreviated name

ANG—Air National Guard

ANG/DOOX—Air National Guard SORTS office

AOC—air operations center

AOCTRP—air operations center theater response package

AOR—area of responsibility

API—aircrew position identifier

ARUSD—spares assessment driver

AS—allowance standard

ASM—aircraft sustainability model

ASOC—air support operations center

ASUS—air support squadron

ATARS—theater airborne reconnaissance system

ATC—air transportable clinic and air traffic control

ATO—air tasking order

AUTODIN—Automatic Digital Network

AWADS—adverse weather aerial delivery system

AWP—awaiting parts

AWS—associate MTW and peacetime steady state code

AWX—associate MTW/contingency deployment code

BAI—backup aircraft inventory

BAM—basic access module

BEAR—basic expeditionary airfield resources

BEDAL—Baseline Equipment Data List

BIDE—Basic Identity Data Element

BII—Base Information Infrastructure

BMC—basic mission capable

BW/CW—biological and chemical warfare

C-1X—assessed overall C-level

C2—command and control

CA/CRL—Custodian Authorization and Custody Receipt Listing

CADAF—Forecast Subarea Date of Change

CADAT—Forecast Date of Change

CAF—Combat Air Force

CALCM—conventional air launched cruise missile

CAM—chemical agent monitor

CANN—cannibalized

CARAF—Forecast Subarea Change Rating

CARAT—Forecast Change Rating

CATLIM—category limit

CBD—chemical biological defense

CBDRT—nuclear chemical biological defense report

CC—combatant commander

CCT—combat crew training

CE—civil engineer

CFETP—Career Field Education and Training Plan

CI—counter intelligence

CIM—CRYPTO Interface Module

CJCS—Chairman of the Joint Chiefs of Staff

CJCSI—Chairman of the Joint Chiefs of Staff Instruction

CJCSM—Chairman Joint Chiefs of Staff Manual

C-Level—category level

CLSS—combat logistics support squadron

CMR—crew mission ready and combat mission ready

COAF—country of international affiliation

COMM—communications

COMCAM—combat camera

COMSEC—communications security

CONPLAN—concept plan

CONUS—continental United States

CPASG—critical personnel assigned

CPAUR—critical personnel required/authorized

CPAVL—critical personnel available

CPR—cardiopulmonary resuscitation

CPU—central processing unit

CRC—control and reporting center

CRO—command reporting organization or combat rescue officer

CRTCD—country code

CRYPTO—cryptographic

CSAF—Chief of Staff, United States Air Force

CSAR—combat search and rescue

CSERV—combatant commander/service command

CSS—commander's support staff

CWD—chemical warfare defense

CWDE—chemical warfare defense equipment

DCAPES—deliberate and crisis action planning and execution segment

DCN—deployment control number

DCNDY—deployment control number (USAF)

DDMMMYY—day, month and year

DECON—decontamination

DEFCON—Defense Readiness Condition

DEFG—D, E, F, & G (deployed) reason codes

DEPID—deployment indicator code

DEPORD—deployment order

DET—detachment

DHCP—dynamic host control protocol

DIFM—due-in from maintenance

DISA—Defense Information Systems Agency

DMLSS—defense medical logistics standard support

DMS—defense message system

DNS—domain name service

DO—director operations

DOC—designed operational capability

DOCID—designed operational capability statement identifier

DOCNR—designed operational capability statement number

DoD—Department of Defense

DP—deep penetration

DRU—direct reporting unit

DSO—direct support objective

DSU—direct support unit

DWS—MTW and peacetime steady state code

DWX—MTW/contingency deployment code

EA—electronic attack

EAF/AEF—expeditionary aerospace force/air expeditionary forces

EAP—emergency action plan

ECM—electronic countermeasure

ECU—environmental control unit

EDD—electronic data display

EE—emergency essential

EJB—enhanced jukebox

EO—executive order

EOD—explosive ordnance disposal

EOM—end-of-month

EQCONDN—equipment condition

EQRED—equipment condition support equipment percentage

EQREE—equipment condition combat essential equipment percentage

EQRET—equipment return date

EQSEE—equipment and supplies O/H resource area for combat essential equipment percentage

EQSSE—equipment and supplies O/H resource area for support equipment percentage

EQSUPPLY—equipment and supplies O/H

ERRAF—equipment condition resource area category subarea level

ERRAT—equipment condition resource area category level

ERRC—expendability, recoverability, reparability code

ERREF—primary reason equipment condition category subarea not C-1

ERRES—primary reason equipment condition category level not C-1

ERSA—equipment condition subarea

ESL—equipment and supplies listing

ESM—electronic surveillance measures

ESRAF—equipment and supplies O/H resource area subarea category level

ESRAT—equipment and supplies O/H resource area category level

ESREF—primary reason equipment and supplies o/h subarea notC-1

ESRES—primary reason equipment and supplies o/h not C-1

ESSA—equipment and supplies subarea percentages

ETIC—estimated time in commission

EW—electronic warfare

EXDAC—expected availability category

FAM—Functional Area Manager

FARP—forward arming and refueling point

FM—frequency modulation

FOA—field operating agency

FRN—force requirement number

FSP—forward supply points

FSTR—full spectrum threat response

FSV—frequency selective voltmeter

FTP—file transfer protocol

GAINING—gaining organization

GAL—global access list

GAM—global positioning system aided munition

GAO—General Accounting Office

GBU—guided bomb unit

GCCS—global command and control system

GDSS—global decision support system

GEODSS—ground based electro-optical surveillance system

GEOFILE—geographical location file code

GEOGR—geographical location of equipment

GEOLOC—geographical location code

GEONA—geographic name

GMF—ground mobile forces

GMFP—global military force policy

GPS—global positioning system

G-Series—command order

GSORTS—Global Status of Resources and Training System

GTACS—ground theater air control squadron

GWD—get-well date

HALO—high altitude low opening parachute technique

HARM—high-speed anti-radiation missile

HE—high explosive

HF—high frequency

HOGEO—home geographical location

HQ AFMC/LGXX—Headquarters Air Force Materiel Command Logistics

HQ AFRC—Headquarters Air Force Reserve Command

HQ USAF/XO—Headquarters United States Air Force Deputy Chief of Staff, Air and Space Operations

HQ USAF/XOOA—Headquarters United States Air Force Operational Readiness

HQ USAF/XOOT—Headquarters United States Air Force Operational Training

HTA—high threat area

HVAC—heating ventilation and air conditioning

IADS—integrated air defense system

IAW—in accordance with

ICAM—improved chemical agent monitor

ICBM—intercontinental ballistic missile

ICR—information collections and reporting reports

IDNX—integrated digital network exchange

IFR—instrument flight rules

IG—Inspector General

IIR—imaging infrared

IMA—individual mobilization augmentee

INMARSAT—international maritime satellite

IP—internet protocol

IPE—individual protective equipment

IPS—information processing system

IRSP—in-place readiness spares package

ISSL—initial spares support list

ITN—information transfer nodes

IWB—inquire war reserve material balance

JAAT—joint air attack team

JAG—Judge Advocate General

JCS—Joint Chiefs of Staff

JDAM—joint direct attack munition

JMO—joint maritime operation

JOPES—joint operational planning and execution system

JQRR—joint quarterly readiness report

JS—Joint Staff

JUH-MTF—Joint User Handbook Message Text Formats

LANA—low altitude navigation

LANTIRN—low altitude navigation and targeting infrared for night

LAPES—low altitude parachute extraction system

LD/HD—low density high demand

LDSA—local directory service agent

LIM—category level limitation

LIMF—category level limitation

LIMFAC—limiting factor

LMR—land mobile radio

LNAME—long name

LNO—liaison officer

LOGDET—logistics details

LOGFOR—logistics force packaging system

LORAN—long range aid to navigation

LOSING—losing organization

LRS—logistics readiness squadron

LTA—low threat area

MAJCOM—major command

MANFOR—manpower force packaging system

MANPER-B—manpower personnel module base-level

MAP—material availability percentage

MARC—mobile ALCE reaction communications

MASS—multiple access sequential selection

MC—mission capable

MDS—mission-design-series

MDT—message display terminal

MEARD—major equipment authorized/required

MEASG—major equipment assigned

MEDLOG—medical logistics

MEL—minimum equipment list

MEML—minimum essential manning list

MEMRA—major equipment mission ready and available

MEPOS—major equipment possessed

MEPSD—major equipment possessed

MEQLOCN—major equipment location and crew information

MEQPT—major equipment

MESEN—designated item serial number

MHE—materials handling equipment

MICAP—mission capable

MILSTAR—military strategic and tactical relay system

MISCAP—mission capability

MJCOM—major command (database identifier)

MMG—military maintenance group

MMS—military maintenance squadron

MODEM—modulator-demodulator

MPF—Military Personnel Flight

MR—mission ready

MRA—mission ready and available

MRL—medical resource letter

MRSK—mobility spares readiness kit

MRSP—mobility readiness spares package

MS—mobile surgical

MSL—medical stock list

MTA—medium threat area

MTF—medical treatment facility

MTOE—modified table of organization and equipment

MTT—mobile training team

MTW—major theater war

MVL—master vehicle list

MWD—military working dog

NAF—Numbered Air Force

NAVAIDS—navigational aids

NBC—nuclear, biological, and chemical

NBCC—nuclear, biological, chemical and conventional

NFDN—EAF foundation

NGB—National Guard Bureau

NIPRNET—Non-Secure Internet Protocol Router Network

NMCC—National Military Command Center

NMCS—not mission capable status

NMOB—EAF Mobility

NMS—Network Management System

NOSC—Network Operations and Security Center

NPRM—AEF Prime

NSI—Nuclear Surety Inspection

NSN—National Stock Number

NSUTC—Nonsourced Unit Type Code

NVG—night vision goggle

O/H—on hand

O&STQ—Order and Ship Time Quantities

OCONUS—outside the continental United States

OL—operating location

ONW—Operation NORTHERN WATCH

OPCON—operational control

OPLAN—operation plan

OPORD—operation order

OPR—office of primary responsibility

OPSEC—operations security

ORGLOCN—general status organization and location

ORI—operational readiness inspection

OSD—Office of the Secretary of Defense

OSS—operations support squadron

PA—public affairs

PACAF—Pacific Air Forces

PAS—personnel accounting symbol

PBAS—Portable Biological Aerosol Sample Kit

PC—personnel computer

PCA—permanent change of assignment

PCS—Permanent Change of Station

PCTEF—Effectiveness Percentage

PDM—programmed depot maintenance

PEC—program element code

PEQS—primary equipment operational status

PERSTREN—personnel strength status

PERTP—total personnel percentage

P-level—personnel category level

PERSCO—Personnel Support For Contingency Operations

PERTC—critical personnel percentage

PJ—pararescue specialist

PMAI—Primary Mission Aircraft Inventory

PMCS—Partially Mission Capable Status

PNAF—primary nuclear airlift

POS—primary operating stock

PRC—primary reason code or personnel reason code

PRGEO—present geographical location

Prime BEEF—Prime Base Engineering Emergency Force

Prime RIBS—prime readiness in base support

PRP—personnel reliability program

PRRAT—primary reason measured resource area level for personnel not C-1

PRREF—primary reason measured resource subarea level for personnel not C-1

PRRES—primary reason measured resource area level for personnel not C-1

PUIC—parent unit identification code

QRRC—quarterly readiness report to congress

RADIAC—radiation, detection, indication and computation

RAM—random access memory

RAMP—report and message processor

RAP—ready aircrew program

RAS—readiness assessment system

RCC—rescue coordination center

READY—current overall category level

REASF—overall reason unit subarea is not C-1

REASN—overall reason organization is not C-1

RED HORSE—Rapid Engineers Deployable Heavy Operations Repair Squadron Engineers

RSS—Regional Supply Squadron

REMS—registered equipment management system

RESERVES—reserve component organizational status

RFI—ready for issue

RICDA—date of change of category information

RICDF—date of change of subarea category information

R-level—equipment condition level

RLIM—reason for category level limitation

RLIMF—reason for category level subarea limitation

RPI—rated position identifier

RPTDUIC—reported unit identification code

RPTNORG—reporting organization

RPTOR—reporting organization unit identification code

RSP—readiness spares package

RTU—replacement training unit

SABC—Self Aide and Buddy Care

SAM—surface-to-air missile

SAR—search and rescue

SARAH-LITE—systems analysis and resource accounting for Honeywell – legal information through electronics

SATCOM—satellite communication

SAV—Staff Assistance Visit

SBRPT—subordinate reporting organization

SBSS—standard base supply system

SCPS—survivable collective protection system

SEAD—suppression of enemy air defense

SecDef—Secretary of Defense

SECRN—secondary reason organization not C-1

SEDY—support equipment status

SEI—system engineering and integration

SEQFR—support equipment forecast ready date

SF—security forces

SHF—super high frequency

SHORAD—short range air defense

SIPRNET—SECRET Internet Protocol Router Network

SLAR—side looking airborne radar

SLC—standardized load crew

S-level—equipment and supplies O/H category level

SMAA—special mission aircraft available

SMAC—special mission crews available

SMCC—special mission capability code

SMRA—special mission required aircraft

SMRC—special mission required crews

SOF—special operations forces

SOLL—special operations low-level

SORTS—Status of Resources and Training System

SORTS-LIMFAC—SORTS limiting factor

SORTS-REPAF—SORTS Joint Report AF

SOTAC—Special Operations Terminal Attack Controller

SPEAR—Special Emitter Array

SPECAP—Special Mission Capability

SpI—special investigative

SRO—subordinate reporting organization

SSB—single side band

SSC—smaller scale contingencies

SST—Special Tactics Team

STANEVAL—Standardization and Evaluation

STE—secure telephone equipment

STU—Secure Terminal Unit

SUBOVRAL—Subordinate Overall C-level

TAB—tactical air base

TACAN—tactical air navigation

TACP—tactical air control party

TACS—tactical air control system

TASDAC—tactical secure data communications

TBMCS—theater battle management core system

TCARQ—trained personnel authorized or required

TCP/IPC—transmission control protocol information processing code

TCRAS—trained personnel assigned

TCRAV—trained personnel available

TCTO—time compliance technical order

TDY—temporary duty

TEAFR—team status satisfactory forecast date

TEDY—assigned team status

TERREC—tactical electronic reconnaissance

TERRF—tertiary reason unit is not C-1

TERRN—tertiary reason organization not C-1

TFA—technology forecasting and assessment

TIBS—tactical Information broadcast service

T-level—training category level

TMTHD—training method

TPASG—Total Personnel Assigned

TPAUTH—Total Personnel Required/Authorized

TPAVL—Total Personnel Available

TPFDD—Time Phased Force and Deployment Data

TQT—task qualification training

TRANSFER—transfer status

TREAD—type of report

TROPO—tropospheric scatter

TRRAF—training measured resource subarea

TRRAT—training measured resource area

TRREF—Primary Reason Training Resources subarea not C-1

TRRES—Primary Reason Training Resource Area not C-1

TRSA—training subarea

TRUTC—Training Measured Area Percentage

TSSR—tropospheric scatter (TROPO) satellite support radio

UAV—Unmanned Aerial Vehicle

UDC—Unit Descriptor Code

UGT—upgrade training

UHF—ultra high frequency

UIC—Unit Identification Code

UICCOM—Major Command Unit Identification Code

ULC—Unit Level Code

UMD—Unit Manning Document

UMPR—Unit Manpower Personnel Record

US—United States

USAF—United States Air Force

USAFE—United States Air Forces in Europe

USCENTAF—United States Central Command Air Forces

USCOMEUR—United States Commander European Command

USERID—user identification

UTC—unit type code

UTCFR—unit type code forecast ready date

UTE—user terminal element

VAL—vehicle authorization list

VHF—very high frequency

VFR—visual flight rules

VI—visual information

VSS—voice switched services

WINS—Windows Internet Naming Service

WMD—weapons of mass destruction

WMP—War and Mobilization Plan

WRE—war readiness engine

WRM—war reserve material

WSMIS—Weapon System Management Information System

WSMIS-SAM—Weapon System Management Information System Sustainability Assessment Module

Terms

Administrative Control (ADCON)—Direction or exercise of authority over subordinate or other organizations in respect to administrative matters such as personnel management, supply, services, and other matters not included in operational missions of the subordinate or other organizations.

Alert Mission—The mission wherein trained operational crews maintain a combat-ready mission or weapon system in readiness to perform the unit's mission(s) within designated reaction time in conjunction with planned application of other forces.

Allocation—The process to identify the applicable resources a direct support unit provides to one or more measured units.

Allowance Standard (AS)—An equipment allowance document that prescribes basic allowances for organizational equipment, and provides the control to develop, revise, or change equipment authorization inventory data.

Apportion (Planning)—The resource made available to the commander of a unified command for deliberate planning. Apportioned resources are used in the development of operations plans and may be more or less than those allocated for execution planning or actual execution.

Apportionment (Air)—The determination and assignment of the total expected effort by percentage and/ or by priority that should be devoted to the various air operations and/or geographic areas for a given period of time.

Assigned Aircraft—Aircraft allocated to a unit by serial number on an assignment order according to aerospace vehicle distribution directives.

Assigned Crews—The number of personnel who have signed into the measured unit and who are or who will become part of a primary duty crew. The squadron commander and operations officer can be counted as assigned for C-level reporting but not for crews formed as reported in the MEQLOCN set.

Assigned Personnel—All US military and Emergency Essential DOD civilian personnel are considered available to a unit regardless of AFSC, skill level or grade as long as they are not in excess to the requirements of AFSC, skill level, grade, or authorized personnel restrictions.

Authorized Personnel—Those personnel authorized to a measured unit based on wartime requirements, this information is derived from UTC listings, Minimum Essential Manning Lists (MEML), or Program Element Code (PEC). Limitations of AFSC, skill level, and grade may exist.

Available Equipment—Equipment availability depends on unit mission according to the following:

1. Units with a generation mission may count possessed equipment on temporary deployment as available if the equipment can be returned to the measured unit and prepared for employment within the unit's response time.

2. Units with a mobility mission may count possessed equipment as available regardless of location if it can be configured and packaged for deployment within the unit's response time.

Available Personnel—Those personnel who are physically present at home station and can be present within the prescribed unit response time or are located at a deployed location and can re-deploy within response time. Additionally, if unit availability code(s) on an Air Force Personnel Desire List or PC-III listing matches those of AFI 10-403, *Deployment Planning* and the unit commander determines them available to the unit.

Backup Aircraft Inventory (BAI)—Aircraft over and above the primary mission aircraft inventory (PMAI) to permit scheduled and unscheduled maintenance, modifications, and inspections and repair without reduction of aircraft available for the operational mission.

Basic Mission Capable (BMC)—The status of a crew who has satisfactorily completed Initial Qualification Training (IQT) prescribed to be fully qualified to perform the basic unit operational missions but does not maintain CMR status.

Basic Expeditionary Airfield Resources (BEAR)—Harvest Eagle and Harvest Falcon equipment and supplies for housekeeping, industrial operations, initial flight line, and flight line follow-on support.

Category Levels (C-Levels)—A five-point scale showing the degree to which a unit meets standards within the four measured areas.

Combat Air Forces (CAF)—Air Force units designed to and usually tasked to employ ordinance on targets. These units include: Fighter, Bomber, and Missile (ICBM), and Special Operations. Commands that are members of the CAF are ACC, AETC, AFRC, AFSOC, AFSPC, ANG, PACAF, and USAFE.

Combat Essential Equipment—Combat essential equipment is one of two major categories of equipment in SORTS. It includes the primary weapon systems or service-designated items of equipment assigned to a unit to undertake its specified wartime mission.

Combat Forces—Those forces whose primary mission(s) are to participate in combat.

Combat Mission Ready (CMR)—The status of a crewmember who has satisfactorily completed MQT prescribed to be fully qualified to perform the basic unit operational missions and maintains qualification and proficiency in these missions.

Combat Service Support Elements—Those forces whose primary missions are to provide service support to the combat forces and that are a part or prepared to become a part, of a theater, command, or task force formed for combat operations e.g., chaplain, contracting, etc.).

Combat Support Elements—Those forces whose primary missions are to provide combat support to the combat forces and that are a part or prepared to become a part, of a theater, command, or task force formed for combat operations (e.g., munitions, maintenance, intelligence, weather, medical, communications, etc.).

Combat Units—Those military forces that are expected to be offensively employed to fire weapons, conduct reconnaissance, or engage in other operational activity directly related to combat and are likely to receive hostile fire.

Commander's Assessment—Unit commander 's evaluation of data (obtained through SORT S measurement and/or information available to the commander outside the measurement system that impacts the unit's ability to undertake the designed mission) and judgment on which C-level best represents the actual readiness of the unit's ability to undertake the mission for which it was organized or designed.

Command Reporting Organization (CRO)—The MAJCOM agency that has direct responsibility for SORTS.

Command, Control, Communications, Computer and Intelligence Systems (C4I)—Integrated systems of doctrine, procedures, organizational structures, personnel, equipment,

facilities, and communications designed to support a commander's exercise of command and control, through all phases of the operational continuum.

Composite reports—SORTS reports constructed from data collected and reported by subordinate units in their individual unit SORTS reports. While not allowed for units when reporting at an Overall C-level(double counting), secondary and tertiary mission SORTS reports (suboverall C-levels) may be composite reports using data reported on at least an Overall C-level by subordinate units.

Control Air Force Specialty Code (CAFSC)—This code is used as a management tool to make airman assignments, to assist in determining training requirements, and to consider individuals for promotion.

Critical Air Force Specialty Code—An AFSC identified as essential to the launch, recovery, or turn around of a unit's weapon system, or the direct accomplishment of the unit's specified wartime mission.

Critical Personnel—Officers who have a critical Air Force specialty code (AFSC) as their duty or primary AFSC and airmen who have a critical AFSC as their control or primary AFSC.

Deliberate and Crisis Action Planning and Execution Segment (DCAPES)—The Air Force standard automated data processing subsystem of the Joint Operation Planning and Execution System (JOPES), which is used by operations, logistics, and manpower/personnel planners at all command levels, to develop and maintain force packages and task requirements for operation plan Time-Phased Force and Deployment Data.

Deployable—Resources sourced to an OPLAN, CONPLAN, OPERATIONS PLAN 8044 REVISION 03, or WMP in a SORTS DOC Statement.

Deploy/Deployment— To relocate a unit, or an element thereof, to a desired area of operations or to a staging area. Deployment will be accomplished with all required personnel and equipment. Deployment begins when the first aircraft, personnel, or item of equipment leaves the home base. The force is deployed when the last component of the unit has arrived.

Deployed (for SORTS Assessment)—These resources are not currently at home station by reason of execution of a properly authorized movement order or Joint deployment order. Additionally, not recallable by a commander 's Leave and TDY recall message. Normally, deployment in support of training exercises or Joint exercises would not preclude recall or release of forces by the exercising commander.

Designed Operational Capability (DOC)—A summary of a units mission and resources for which it has been organized, designed, and equipped.

Desire List—An inquiry product run by the Military Personnel Flight (MPF) to reflect a listing of levies tasked to a unit, and the unit personnel currently eligible to fill the requirements. The Desire List is a flexible product in that various personnel aspects can be queried.

Direct Support Objective (DSO)—The supply support parameter used in both the Dyna-METRIC and Aircraft Sustainability Models to indicate the minimum number of mission capable aircraft necessary to generate a unit's required wartime sorties. The DSO is used in the computation and assessment of Readiness Spares Packages.

Direct Support Unit (DSU)—Military organization whose resources are measured in SORTS but are reported under the unit identification code (UIC) of another unit (e.g., aircraft maintenance, pararescue, etc.). They are also called resource units.

Detachment—1) A part of a unit separated from its main organization for duty elsewhere and 2) A temporary military unit formed from other units or parts of units.

Dyna-METRIC Microcomputer Analysis System (DMAS)—DMAS is a PC based spares capability assessment program similar to WSMIS-SAM. O/H spare parts data is gathered at the unit level and the assessment process is done locally vice central processing provided by WSMIS-SAM.

Element—The nomenclature used to account for manpower authorizations and to identify Air Force personnel on duty with agencies outside the Air Force. Although not a unit for organizational purposes, an element may function as a unit if so designated and a commissioned officer eligible to command either assumes command or is appointed on orders as commander.

Employment—Employment involves the tactical use of aircraft in a desired area of operation. In airlift operations it is the movement of forces into or within a combat zone or objective area, usually in the assault phase. Also, it is the strategic, operational, or tactical use of forces and materiel in an area or theater of operations.

Equipment—In logistics, all non-expendable items needed to outfit or equip an individual or organization.

Equipment and Supplies On-Hand—Equipment that is possessed by the unit. When equipment is measured in the equipment and supplies on-hand measured resource area and equipment condition is not measured for that asset, it must be operationally ready to deploy/employ for the unit assigned mission.

Equipment Condition—The status of an item of equipment in the possession of an operating unit that indicates it is capable of fulfilling its intended mission and in a system configuration that offers a high assurance of an effective, reliable, and safe performance.

Extended Active Duty (EAD)—A tour of active duty (normally more than 90 days) by a member of the Air Reserve Components (ARC). Strength accountability for persons on EAD changes from ARC to the active forces. Members do not receive credit for active duty training and active duty in a service academy or armed forces preparatory school.

Force Protection—Security programs designed to protect Service members, civilian employees, family members, facilities, information, and equipment, in all locations and situations, accomplished through planned and integrated application of combating terrorism, physical security, operations security, personal protective services, and supported by intelligence, counterintelligence, and security programs.

Full Mission Capable—Material condition of an aircraft or training device indicating that it can perform all of its missions.

Functional Area Manager (FAM)—The FAM is the individual responsible for the management and planning of all personnel and equipment within a specific functional area to support wartime and peacetime contingencies.

Generation Mission—Wartime mission for which the measured unit will normally generate and employ from its peacetime home station. Does not include the OPERATIONS PLAN 8044 REVISION 03 mission.

GSORTS—Global Status of Resources and Training System is the Joint version of the SORTS system. For most Air Force purposes, it is synonymous with SORTS. GSORTS is also used to refer to the Global Command and Control System tools for manipulation and retrieval of SORTS data in the database.

Inp-lace Generation—Performing all mission functions (employment) from the Home location, including aircraft generation and launch, and security forces units. Does not include the OPERATIONS PLAN 8044 REVISION 03 mission.

In-place Readiness Spares Package (IRSP)—Spares and repair parts intended for use as base support for units that plan to operate in-place during wartime considering the available maintenance capability. IRSP represents the difference between the primary operating stock levels expected to be available to the unit in wartime and its total wartime requirement.

Logistics Detail (LOGDET)—The specific material identified for deployment within the UTC.

Logistic Force Packaging Subsystem (LOGFOR)—This MEFPAK component which contains UTC LOGDET data and serves as a database for OPLAN development and execution.

Major Equipment—Combat essential equipment that is key to a unit's capabilities as defined in its authorization documents and central to its ability to undertake its mission (e.g. an F-16 to an F-16 squadron or transportable communications equipment to a combat communications squadron).

Manpower and Equipment Force Packaging System (MEFPAK)—A data system designed to support contingency and general war planning with predefined standardized manpower and equipment force packages. MEFPAK, which operates in the command and control environment, is composed of two subsystems: the Manpower Force Packaging System (MANFOR) and the Logistics Force Packaging System (LOGFOR).

Manpower Force Packaging System (MANFOR)—The MEFPAK component which provides: The title of the unit or force element and its unique Joint Chiefs of Staff unit type code. The capability statement containing the definition of unit capability. The manpower detail by function, grade (officers only) and Air Force specialty code required to meet the defined capability.

Measured Units—Air Force active duty, Reserve, and Air National Guard units that are registered in SORTS with a unit descriptor code (UDC) which identifies the unit as combat, combat support, or combat service support.

Measured Units (Reporting Units)—All planned and actual JTF HQs, combat, combat support and combat service support units of the operating forces, including Active duty, AF Reserve, and Air National Guard, and provisional units apportioned to or deployed in support of a CJCS or combatant command-directed OPLAN, CONPLAN, SIOP, Service war planning document or assigned in the “Forces For Unified Commands” document are designated as measured units (units that report SORTS).

Mission Capability Statement (MISCAP)—A short paragraph associated with each UTC that describes significant employment information. The MISCAP briefly explains mission capability,

and states the types of bases to which a unit can be deployed (i.e., BEAR base, standby deployment base, or limited operating base).

Mission Qualification Training (MQT)—Training required to achieve a basic level of competence in a unit's primary tasked mission; a prerequisite for CMR and BMC status.

Mission Ready and Available (MRA) Aircraft—MRA aircraft have operational full system list (FSL) or basic system list (BSL) items for the stated mission and are available within the response time. The aircraft are configured with required suspension equipment, weapons are uploaded, servicing is completed, and pre-flights are done. The major command determines which list will be used, which items are required, and the aircraft configuration.

Mission Ready and Available Crews—Primary duty crews who are mission ready and available to undertake the unit's specified wartime tasking. The measured unit commander determines crew availability.

Mission Ready and Available Equipment—Equipment that is available and in condition to perform the functions for which designed within the response time.

Mission Set—Any grouping of missions (***EXAMPLE***: All missions for which an organization is organized or designed; chemical biological defense; conventional, nuclear; engagement, peace-keeping/ peace-making; etc.).

Mobility Mission—A wartime mission for which the measured unit will normally mobilize and deploy to another area of operation prior to employment.

Mobility Readiness Spares Package (MRSP)—An air transportable package of war reserve materiel spares, repair parts, and related maintenance supplies required to support planned wartime or contingency operations of a weapon or support system for a specified period of time pending re-supply. MRSP may support aircraft, vehicles, communications systems, and other systems as appropriate.

Notional Tasking—The condition of being prepared to execute a mission set against a planned requirement that is in fact not tasked, but representative of a probable task in contingency or deliberate planning actions. Units sourced to the Air Force War and Mobilization Plan against apportioned requirements that are not currently tasked to any OPLAN, CONPLAN, or OPERATIONS PLAN 8044 REVISION 03 are notionally tasked to be able to deliver their Designed Operational Capability within their response time if allocated to a crisis or sourced to a TPFDD.

Operational Control (OPCON)—Transferable command authority that may be exercised by commanders at any echelon at or below the level of combatant command. Operational control is inherent in Combatant Command (command authority) and is the authority to perform those functions of command over subordinate forces involving organizing and employing commands and forces, assigning tasks, designating objectives, and giving authoritative direction necessary to accomplish the mission.

Operating Location (OL)—Part of a unit that is geographically separated from its parent unit. It is used to account for personnel by location. Personnel remain assigned to the parent unit so the command supervision or other features provided by a detachment are not needed. An OL has none of the administrative attributes of a unit.

Operation Plan—A plan for a single or series of connected operations to be carried out simultaneously or in succession. It is usually based upon stated assumptions and is in the form of directive employed by higher authority to permit subordinate commanders to prepare supporting plans and orders. The designation "plan" is usually used instead of "order" in preparing for operations well in advance. An operation plan may be put into effect at a prescribed time, or on signal, and then becomes and operation order (CJCSM 3150.02, Global Status of Resources and Training System (GSORTS)). Any plan, except for the Single Integrated Operational Plan (OPERATIONS PLAN 8044 REVISION 03), for the conduct of military operations. Plans are prepared by Combatant Commanders in response to requirements established by the Chairman, Joint Chiefs of Staff and by commanders of subordinate commands in response to requirements tasked by the establishing unified commander. Operation plans (OPLANs) are prepared in either complete format of an OPLAN, or as a concept plan (CONPLAN).

OPLAN is an operation plan for the conduct of joint operations that can be used as a basis for developing an OPORD. An OPLAN identifies the forces and supplies required to execute the combatant commander's Strategic Concept and a movement schedule of these resources to the theater of operations. The forces and supplies are identified in time-phased force and deployment data (TPFDD) files. OPLANs will include all phases of the tasked operation. The plan is prepared with the appropriate annexes, appendixes, and TPFDD files as described in the JOPES manuals containing planning policies, procedures, and formats. CONPLAN is an operation plan in an abbreviated format that would require considerable expansion or alteration to convert it into an OPLAN or OPORD. A CONPLAN contains the combatant commander's strategic concept and those annexes and appendixes deemed necessary by the combatant commander to complete planning. Generally, detailed support requirements are not calculated and TPFDD files are not prepared. Operational control includes authoritative direction over all aspects of military operations and joint training necessary to accomplish missions assigned to the command. Operational control should be exercised through the commanders of subordinate organizations; normally this authority is exercised through the Service component commanders. Operational control normally provides full authority to organize commands and forces and to employ those forces as the commander in operational control considers necessary to accomplish assigned missions. Operational control does not, in and of itself, include authoritative direction for logistics or matters of administration, discipline, internal organization, or unit training.

Organic Equipment—Equipment authorized, required, and under the direct control of the unit.

Overhead Crew—A person or a group of people assigned or attached to the organization in a status other than that of primary duty crew (e.g., wing training officers, safety officers, maintenance officers, etc.) who maintain mission ready status. Overhead crewmembers WILL NOT be counted in the personnel or training C-level calculations. They may be assessed subjectively in the unit's.

Overall C-level—Commanders of measured units and operations officers who maintain mission ready status may be counted in the personnel and training C-level calculations.

Pacing Item—An individual line item whose shortage more closely reflects support capability rather than overall fill rates.

Possessed Aircraft—Aircraft for which actual responsibility has been given to a measured unit for operational use. Aircraft temporarily absent but remaining under the operational control

(OPCON) of the measured unit are considered possessed aircraft. This includes aircraft possessed by a unit's supporting maintenance facilities until the aircraft are lost from the unit according to AFI 21-103, Equipment Inventory, Status and Utilization Reporting.

Possessed Equipment—Equipment for which the measured unit has been given actual responsibility according to applicable supply regulations for operational use.

Primary Air Force Specialty Code—The awarded AFSC in which an airman is most highly qualified to perform duty.

Primary Aircraft Authorization Aircraft—authorized to a unit for performance of its operational mission. The primary authorization forms the basis for the allocation of operating resources to include manpower, support equipment, and flying hour funds (CJCSM 3150.02, Global Status of Resources and Training System (GSORTS)).

Primary Duty Crewmember—A person assigned or attached to a measured unit for the explicit purposes of operating that unit's primary mission weapon system.

Primary Mission—The wartime mission that is most resource demanding. The only exception is when a unit has a less resource demanding mission of higher priority (e.g., OPERATIONS PLAN 8044 REVISION 03).

Registered Units—Units that have the potential to support, by deployment or otherwise, a CJCS or combatant command-directed operations plan, contingency plan, Single Integrated Operations Plan , or contingency operation. These units (which do not report SORTS) are registered in GSORTS through the BIDE and ORGLOCN sets.

Reporting Units—All combat, combat support, and combat service support units, including Active, National Guard or Reserve units sourced to an operations plan (OPLAN), contingency plan (CONPLAN), the Single Integrated Operations Plan (OPERATIONS PLAN 8044 REVISION 03), or a Service war planning document, are designated as measured (reporting) units and are required to report SORTS.

RICDA—The "as of date" of the unit GSORTS report.

Secondary Mission—Wartime mission that is less resource demanding than the primary mission and is not a subordinate mission to the primary.

OPERATIONS PLAN 8044 REVISION 03 Mission—Wartime mission for which the measured unit will normally generate and employ from its peacetime home station in support of the Single Integrated Operational Plan. Can include both aircraft sortie generation and deployable support/recovery teams.

SORTSREPAF—A unit GSORTS report submitted by Air Force units.

Special Mission Capability—An enhancement to mission accomplishment. It provides opportunities for accomplishment in various situational scenarios, adds tactical flexibility to mission accomplishment, and normally requires additional training and or specialized equipment.

Status of Resources and Training System (SORTS)—A JCS controlled, automated data system primarily created to provide to NCA and JCS with authoritative identification, location, and resource information. It is used throughout the chain of command to measure the daily resource status of operating forces.

Subarea—A class of equipment or supply within a SORTS major category of equipment. The major categories are combat essential equipment and support equipment and supplies.

Subordinate Mission—Those missions, which stand by themselves as directed sub-elements within the primary mission. Subordinate missions are not secondary missions but integral elements of the primary mission.

Subordinate Reporting Organization (SRO)—The wing or base-level agency that is designated to enter data into SORTS for the combat, combat support, and combat services support units at that location. Often it is the reports cell of the unit command post.

Supplies—In logistics, all material and items used in the equipment, support and maintenance of military forces (CJCSM 3150.02, Global Status of Resources and Training System (GSORTS)).

Support Equipment—All equipment required to perform the support function except that which is an integral part of the mission equipment. Does not include any equipment required to perform mission operation functions (AFDD 1.2, Air Force Glossary).

Suspension Equipment—All aircraft devices such as racks, adapters, missile launchers, and pylons used for carriage, employment and jettison of aircraft stores. (CJCSM 3150.02, Global Status of Resources and Training System (GSORTS)).

Tarble of Allowance (TA)—An equipment allowance document which prescribes basic allowances of organizational equipment, and provides the control to develop, revise, or change equipment authorization inventory data (CJCSM 3150.02,Global Status of Resources and Training System (GSORTS)).

Tasked—Assignment to perform a specific mission or task allotted by higher component.

Total Personnel—The total number of personnel authorized or required by the measured unit.

Unit Descriptor Code (UDC)—A one character, alphanumeric code indicating the component, general status, and primary mission for which the organization was established. Stored in the Joint SORTS database as a 3 character code.

Unit Identification Code (UIC)—A six-character, alpha-numeric code that uniquely identifies each Active, Reserve, and National Guard unit of the Armed Forces (CJCSM 3150.02,Global Status of Resources and Training System (GSORTS)).

Unit in Cadre Status—A unit is in cadre status when it deploys assets to support a task force or rotational unit, and the assets of the original unit are depleted to the extent that it cannot undertake its wartime mission.

Unit Manning Document (UMD)—A detailed manpower listing reflecting the distribution of manpower allocation into a finite structure of authorizations (by work center) (AFI 38-205, Manpower and Quality Readiness and Contingency Management).

Unit Type Code (UTC)—A five-character, alpha-numeric code that uniquely identifies each type of unit in the Armed Forces (CJCSM 3150.02,) Global Status of Resources and Training System (GSORTS)).

War and Mobilization Plan (WMP)—The Air Force supporting plan to the Joint Strategic Capabilities Plan. The six volumes of the WMP extends through the Six Year Defense Program to provide continuity in short and mid-range war and mobilization planning. It provides current

planning cycle policies and planning factors for the conduct and support of wartime operations. It establishes requirements for development of mobilization and production-planning programs to support sustained contingency operations of the programmed forces. The WMP encompasses all functions necessary to match facilities, manpower, and material with planned wartime activity (AFDD 1-2, Air Force Glossary).

War Reserve Material (WRM)—Material required, in addition to mobility equipment, RSP, and primary operating stocks needed to support wartime activities reflected in the US Air Force War and Mobilization Plan until the industrial base has generated sufficient deliveries to equal planned wartime consumption (AFDD 1-2, Air Force Glossary).

Wartime Mission—A task or group of tasks assigned to a unit in an approved operations plan and expected to be executed during some level of armed conflict whether incident, limited war, or general war.

Wartime Resources—Personnel, equipment, and organic supply assets required to accomplish a unit's wartime mission.

Weapon System Management Information System- Sustainability Assessment Module (WSMIS-SAM)—AFMC/LGI managed module of WSMIS that provides aircraft spare parts capability assessments using the USAF War and Mobilization Plan Volume 5 (WMP-5) as the source for standard operational scenarios. WSMIS-SAM combines O/H and authorized spare parts data, applies a given flying scenario, then determines aircraft availability and or sortie generation capability for a given unit(s).

Attachment 1 (USAFE)

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 33-360, *Publications and Forms Management*, 18 May 2006

AFMAN 33-361, *Publishing Processes and Procedures*, 28 July 2006

AFMAN 37-123, *Management of Records*, 31 August 1994

AFI 90-201, *Inspector General Activities*, 22 November 2006 and the USAFE Supplement , 5 January 2006

USAFECL 10-3, *Unit Compliance Inspection Checklist - Status of Resources and Training System*, 15 February 2006.

AMCI 10-202 Volume 4, *Contingency and Wartime Mobility Airfield Operations Management*

Headquarters United States Air Force Operational Readiness (HQ USAF/A3OOR) clarification message dated 24 Jun 04

User's manual for the RAS Interactive Processor (RASITP)

Abbreviations and Acronyms

AFSC--Air Force Specialty Code

BSL--Basic Systems List

C-Level--Category Level

CAF--Combat Aviation Forces

CP--Command Post

CRO--Command Reporting Organization

DTG--Date Time Group

FMTL--Functional Manager Tasking Letter

GSU--Geographically Separated Unit

HHQ--Higher Headquarters

MESL--Mission Essential Subsystem List

MFR--Memorandum for Record

MTP--Master Training Plan

NCOIC--Noncommissioned Officer in Charge

NGSL--Next Generation Static Loader

NLT--Not Later Than

NSN--National Stock Number

OJT--On the Job Training

PC-ASM--Personal Computer-Aircraft Sustainability Model

RASIT--Readiness Assessment System Input Tool

RASITP-- RAS Interactive Transaction Processor

RDS--Records Disposition Schedule

UCI--Unit Compliance Inspection

Attachment 1 (INCIRLIKAB)

REFERENCES

AFI 33-324, *The Information Collections and Reports Management Program: Controlling Internal, Public and Interagency Air Force Information Collections*, 01 June 2000

Abbreviations and Acronyms

39 ABW – 39th Air Base Wing

AFRC – Air Force Reserve Command

AFRIMS – Air Force Records Information Management System

EZ Read – Easy Read

SORTS CoP – Status Of Resources Training System Community of Practice

Terms

SORTS CoP – Air Force Knowledge Know site USAFE Readiness Measures (SORTS) (https://afkm.wpafb.af.mil/ASPs/CoP/EntryCoP.asp?Filter=OO-OP-FE-01)

Attachment 2

DESIGNED OPERATIONAL CAPABILITY (DOC) STATEMENT (AF FORM 723 OR APPROVED FACSIMILE) DEVELOPMENT

A2.1. Designed Operational Capability Statements. A SORTS DOC Statement identifies a measured unit and references the unit's wartime mission(s). Its purpose is to provide a summary of the mission for which a unit is organized or designed (or equipped, when tasked). The SORTS DOC Statement is a *hard copy* management tool used to describe a unit's mission and provides details for its SORTS measurement criteria. SORTS DOC Statements are not used as a tasking source. SORTS DOC Statements list resources and training requirements based on WMP-1, 3, and 5, command instructions, OPLANS, CONPLANS, and other AF or MAJCOM directives. All reporting units are provided a primary SORTS DOC Statement that is designed to assist them to report C-level status to satisfy JCS SORTS requirements. Additionally, units may be provided other subordinate missions on their DOC Statement, by the MAJCOM, to satisfy unique requirements. See **Chapter 1** for policy on writing SORTS DOC Statements.

A2.1.1. DOC Statements will be developed using an AFF 723 or an approved computer generated facsimile.

A2.1.2. Sections of the SORTS DOC Statement (AF Form 723). A unit SORTS DOC Statement is divided into six sections: Unit Identification, Mission Identification, Measured Resources Areas (MSRA), Amplifying Notes, Gaining Command list, and Coordination/Review.

A2.1.2.1. Section I, *Unit Identification*, includes the measured unit ANAME, HOGEO, a representative UTC of the unit type named on the DOC, and the six-character UIC. This section also includes the DOC Mission Title, DOCID, and Geographic Location Code (GEOLOC).

A2.1.2.2. Section II, *Mission Identification*, includes a mission tasking narrative and mission specifics (i.e., response time and source, aircraft and missile mission-design-series (MDS), planning UTCs the unit is required to support for the unit's mission(s), direct support units' UICs, ANAME, and OPLAN(s) to which the unit is sourced to support). For weapon systems with a range of sortie rates and duration listed in the WMP-5, specify the single sortie rate and duration highlighted for planning purposes as the wartime flying scenario for SORTS in a unit SORTS DOC Statement, Section II, Part B.

A2.1.2.3. Section III, *MSRAs*, will include the required measured resource areas.

A2.1.2.3.1. Section IIIA, Personnel. MAJCOM FAMs will determine if the Total Personnel MSRA is determined using the UMD or only UTCs IAW **paragraph 3.1** Additionally, they provide packets for packet methodology of measuring Critical Personnel (included in **Table 3.1**). Use of the packet methodology can allow shortfalls to be more visible within SORTS.

A2.1.2.3.2. Section IIIB, Equipment and Supplies O/H. The Equipment and Supplies O/H MSRA section lists the combat essential and/or support equipment and supplies that the unit is required to measure in SORTS. MAJCOM FAMs may use a packet methodology for measuring equipment and supplies O/H when included as subarea

measurements (ESSAs) in tables listed in **Chapter 4**. Use of the packet methodology allows shortfalls to be more visible within SORTS. This section also includes space for additional remarks.

A2.1.2.3.3. Section IIIC, Equipment Condition. The Equipment Condition MSRA section lists the combat and/or support equipment the unit is required to measure and report in SORTS. MAJCOM FAMs may use a packet methodology to measure equipment condition when included as subarea measurements (ERSAs) in **Chapter 5** tables. Use of the packet methodology allows shortfalls to be more visible within SORTS. This section also includes space for additional remarks.

A2.1.2.3.4. Section IIID, Training. Air Force units use either Training Method B or C. Training Method C is comprised of two options, Option 1 and 2. Option 1 is used to report unit training. All Active, Reserve, and National Guard units with a CAF mission will use Option 2 to support the Ready Aircrew Program (RAP). Method B is used by aviation units outside CAFs. This section also includes space for additional remarks.

A2.1.2.4. Section IV of the SORTS DOC Statement (AFF 723) provides space for amplifying notes. Amplifying notes further guide unit SORTS monitors and commanders in understanding the scope of the desired SORTS report and additional details required accomplishing the report.

A2.1.2.5. Section V, Gaining Commands. Lists initial AF gaining commands if the unit is to be under OPCON of another command after mobilization.

A2.1.2.6. Section VI, Coordination and Review. Coordination blocks will be used for initial SORTS DOC Statement issue to capture interested parties' concurrence and the review blocks for annual review.

A2.2. Units Required To Have A SORTS DOC Statement (AFF 723 or approved facsimile). Not every unit in the Air Force is required to have a SORTS DOC Statement. Units tasked against an OPLAN, Concept Plans, Operations Plan 8044 Revision 03, or have standard UTCs coded as simultaneously available for deployment under war time surge conditions (DWS or DWX), or other tasking documents, are required to have SORTS DOC Statements. Applicable units will report SORTS regardless of whether currently in plans or available to be included in these plans. Provisional or task organized units will be provided a SORTS DOC Statement when they are required to report. Aircraft/Non-Aircraft-Combat units or separately deployable DETs, Aircraft-Combat Support Elements, Non-aircraft-Combat Support Elements, and Combat Service Support Elements listed in **Table A2.1** must possess a valid SORTS DOC Statement.

A2.2.1. Permanently separated DETs planning to be geographically separated from their parent unit will act as measured units and report their own C-level data. These units will have an independent PAS code. OLs A, B, etc. will be included in the SORTS DOC Statement and SORTS report of their parent unit, when appropriate.

A2.2.2. DOC Statements must be provided to units as soon as possible after the unit is activated by the publication of G-series orders. Units must start reporting in conjunction with the effective date of the DOC Statement. The DOC Statement remains in force until the unit is inactivated by the publication of a G-Series order.

A2.3. Single and Multiple SORTS DOC Statements (AFF 723 or approved facsimile). Most units will have only one SORTS DOC Statement called the Primary Mission SORTS DOC Statement. The Primary Mission SORTS DOC Statement encompasses all missions for which the unit is organized or designed (primary mission). MAJCOMs may elect to have a unit report on parts of the overall mission set. If the parts of a unit's total wartime mission are significantly distinct, the parent MAJCOM may elect to produce multiple SORTS DOC Statements for that unit. Any major part of the overall mission (mobility, generation, nuclear, conventional, etc.) will be a secondary mission and be described on a Secondary Mission SORTS DOC Statement. Any subordinate portion (UTC, section, flight, etc.) will be a tertiary mission and be described on a Tertiary Mission SORTS DOC Statement. Units should not use the SORTS mission rank ordering to prioritize training or resource allocation requirements. Do this only when directed by the MAJCOM through the planning process.

A2.3.1. Procedures for Secondary or Tertiary Mission SORTS DOC Statement development and approval are the same as the unit's Primary Wartime Mission SORTS DOC Statement.

A2.3.2. Some resource area P, S, R or T-levels may be the same for secondary or tertiary missions as for primary mission resource area Levels. SORTS DOC Statements must include enough information on how to measure resources that it is clearly understood.

A2.3.3. Some units have several missions (survive to operate, Operation Security (OPSEC)/Communication Security (COMSEC), SABC, etc.) contained within the primary mission. The capability exists to measure these as elements of the primary mission. These ancillary missions of the primary mission are not secondary or tertiary wartime missions. SORTS DOC Statements are not normally required for these ancillary missions.

A2.4. Source References for SORTS DOC Statement (AFF 723 or approved facsimile). Thefollowing are examples of references, information, data, and source documents for SORTS DOC Statements:

A2.4.1. SORTS Files are record files for units and contain the following information:

A2.4.1.1. The Unit BIDE. Several fields in the SORTS BIDE set contain information which must be used to update the unit SORTS DOC Statement. If the unit data in the SORTS BIDE is incorrect, MAJCOM SORTS offices are responsible for immediate correction.

A2.4.1.2. The Unit's UIC is the six-character code that identifies the unit. It is created by adding the letter F to the front and the number zero to the end of the last four characters of a unit's PAS code. Subordinate organizations to the PAS code holding unit may be registered in SORTS using the "parent" unit's PAS. Adding F to the front and a unique letter or number at the end (A, B, 1, 2, etc.). Provisional units may be registered by replacing the second F with an H and the character following that reflects it relationship to the parent.

A2.4.1.3. The UTC in Section I of the SORTS DOC Statement is the five-character code from the unit's registration BIDE. This UTC is the unit's Deployment Indicator (DEPID) Code 9 non-deployable UTC.

A2.4.1.4. The Unit ANAME is the standardized unit abbreviation from AFPD 38-5, *Unit Designations*, if available and a unit designation (number).

A2.4.2. Air Staff and MAJCOM FAM Tasking Documents may be used to obtain specific information on tasks and UTC configurations.

A2.4.3. USAF WMP-3 is divided into three parts and contains information on Combat Forces and the AFWUS. WMP-3, Part 1 identifies AF General Purpose Combat Deployable Forces, Part 2 identifies Combat Support Deployable Forces (LRS, medical, chaplain, comm., etc.), and Part 3 is a list of USAF UTCs approved for use in planning and is the catalog of capabilities the AF offers to the supported CCs to build OPLAN taskings. The AFWUS is the system of record to record the UTC taskings of wings/units and to provide AF planners with a list of USAF UTCs available for tasking. MAJCOMs must disseminate this UTC availability information to their wings/units to ensure the units know what UTCs they are tasked to support. The AFWUS lists which units will provide UTCs, DOC Statements define what UTCs units are designated to support, and the MISCAP defines what specific capability the UTCs can provide.

A2.4.4. USAF WMP-5 describes basic planning factors and data used for aircraft sortie and flying hour data.

A2.4.5. A current manpower detail listing (MP-4 report) from a standard MANFOR retrieval may be used to determine current manpower and critical AFSC configurations for tasked UTCs.

A2.4.6. A current Time-Phased Force and Deployment Data (TPFDD) extract can be used to list tasks in various plans.

A2.4.7. Refer to **Table A2.2** for AFI references for SORTS DOC Statements.

A2.4.8. USAF WMP I, Annex F, lists medical unit response times.

A2.5. SORTS DOC Statement Preparation.

A2.5.1. HQ USAF SORTS Office will:

A2.5.1.1. Forward copies of initial SORTS DOC Statements to air staff-level functional offices of primary responsibility, as required, for review and coordination.

A2.5.1.2. Keep a master file of all initial and reviewed SORTS DOC Statements.

A2.5.1.3. HQ USAF/XOO reserves the right to challenge any SORTS DOC Statement.

A2.5.2. MAJCOMs, ANG, and FOA/DRU will:

A2.5.2.1. Develop, coordinate, and approve unit SORTS DOC Statements. All MAJCOMs, ANG, and FOA/DRU will develop, coordinate, and approve unit SORTS DOC Statements using prepared system software, Microsoft Word Template, JetFlow, or MS Access. If an AF Form 723 is not used, coordinate with HQ USAF SORTS and ensure alternate methods provide all information on the AFF 723, Sections I through VI.

A2.5.2.1.1. AFRC and NGB must coordinate proposed SORTS DOC Statements with the initial gaining command (e.g., ACC, AMC, PACAF, etc.).

A2.5.2.1.2. AFRC and ANG will suspense gaining MAJCOM DOs/XOs with a date 45 days after gaining MAJCOM receipt of the draft SORTS DOC Statement. If no response is received by the suspense date, then AFRC or ANG will assume MAJCOM concurrence on the SORTS DOC Statement as written.

A2.5.2.1.3. **(Added-USAFE)** AF Form 723, *SORTS DOC Statement*, are developed, managed, reviewed and revised by the responsible USAFE SORTS FAMs. The USAFE Readiness Measures Office provides guidance and oversight of the SORTS DOC Statement process. DOC Statement Creation and DOC Statement Coordination Checklists are provided by the USAFE Readiness Measures office to assist FAMs in creating and publishing DOC Statements. DOC Statements must be completed using DOC Statement Checklist's within established timelines. The AEF Policy and Joint Exercise Division (HQ USAFE/A3Z) will send out annual DOC Statement review notifications to all FAMs.

A2.5.2.2. Provide HQ USAF SORTS with copies of all DOC Statements. MAJCOMs, who provide DOCs via web pages, must send an electronic mail (e-mail) to HQ USAF SORTS informing of new or updated DOCs. MAJCOMs that do not provide access to DOC Statements via web page must send an e-mail with the current DOC Statements attached. DOCs briefed in the Air Staff JQRR will be e-mailed regardless of availability.

A2.5.2.3. The CRO will send the approved DOC Statement to the SRO.

A2.5.2.3.1. **(Added-USAFE)** SROs are notified by an official e-mail message when a new DOC Statement or FMTL is available or when an annual review has been accomplished.

A2.5.2.4. Submit requests for new DOCIDs, not listed in **Table A2.3**, to HQ SORTS at least 30 calendar days prior to the programmed effective date. This will provide adequate time to update computer programs.

A2.5.2.5. Maintain a copy of all unit SORTS DOC Statements under their command.

A2.5.3. Measured units and subordinate reporting organizations will:

A2.5.3.1. Maintain a copy of each unit's SORTS DOC Statement (AFF 723).

A2.5.3.2. Make sure the unit commander reviews the SORTS DOC Statement (AFF 723) as required per **paragraph 1.11.11.1.8**.

A2.6. SORTS DOC Statement Annual Review. MAJCOM FAMs will review their respective SORTS DOC Statements on an annual basis and prior to the statement anniversary date. If there are any changes, FAMs must submit a new SORTS DOC Statement (AFF 723) to the local SORTS office for processing IAW **paragraph A2.5** Each MAJCOM, ANG, FOA and DRU will ensure HQ SORTS, all interested MAJCOMs, and reporting units receive a SORTS DOC Statement annual review document that lists the unit UIC, ANAME, location, and DOCID. Discrepancies should be addressed to the SORTS office that initiated the review. All SORTS DOC Statements, other than initial statements, must have a current review date (less than one year old). Each MAJCOM, ANG, FOA and DRU SORTS office will be responsible for tracking annual reviews and notifying FAMs when an annual review is due.

A2.6.1. **(Added-USAFE)** SORTS DOC Statement Annual Review. Upon completion of the annual review, if the responsible FAM determines that no changes are required to the existing DOC Statement, the FAM will accomplish a letter, signed by the DOC Statement Approval Authority, indicating completion of the annual review for the DOC Statement (Figure A9.4. (Added)). If changes are required and/or an FMTL is in place for the unit's DOC Statement, the FAMs must contact USAFE Readiness Measures to receive the DOC

Statement Creation and DOC Statement Coordination Checklists. At that time, USAFE Readiness Measures, along with the FAM will establish a timeline for publishing the DOC Statement. FAMs must return the DOC Statement signed by the DOC Statement Approval Authority for distribution.

A2.7. SORTS DOC Statement Unit Tasking Changes. As a norm, SORTS DOC Statements must be revised at least 30 days prior to any significant expected change(s) in unit tasking to include, but not be limited to, changes in types of major equipment, unit mission, or unit response time. Unexpected changes that may require DOC revision must be made no later than 60 days after changes are known.

A2.7.1. MAJCOMs, ANG, FOA, and DRU develop and coordinate changes to unit SORTS DOC Statements. All MAJCOMs, ANG, and FOA/DRU will complete an AF Form 723. If the AF Form 723 is not used, coordinate with HQ USAF SORTS and provide all information from the AFF 723, Sections I through IV. AFRC and NGB must coordinate proposed changes to SORTS DOC Statements with initial gaining command (e.g., ACC, AMC, PACAF, etc.) IAW **A2.5.2.1.2**.

A2.7.1.1. **(Added-USAFE)** All correspondence affecting a unit's DOC Statement must be kept with the affected DOC Statement. FAMs must coordinate required changes to a unit's SORTS DOC Statement with USAFE Readiness Measures. All changes affecting a unit's SORTS DOC Statement must be drafted in the format specified in AFI 10-201 paragraph A2.8.

A2.7.2. Submit one copy of each unit's changed SORTS DOC Statement to HQ USAF SORTS as an attachment to e-mail or DMS message. Coordinate with HQ USAF SORTS for points of contact and addresses (if e-mail is not possible, coordinate for an alternate means to submit a unit's changed SORTS DOC Statement(s).

A2.7.3. Accomplish actions listed from **paragraph A2.5.2.3** through **A2.5.3.2**.

A2.8. SORTS DOC Statement (AF Form 723) Instructions. Reference **Figure A2.1** through **Figure A2.8** for samples of SORTS DOC Statements. SORTS DOC Statements will normally be classified according to derivative classification guidance.

A2.8.1. Part I, Unit Identification.

A2.8.1.1. Measured Unit. Use the abbreviated name from SORTS BIDE set, ANAME field, that is paired to the UIC entry.

A2.8.1.2. Home Location. Use the home geographic name and country or state code from the GEONA (geographic name) and CRTCD (country code) fields in the GEOFILE (geographic location file).

A2.8.1.3. To establish a UTC use one of the following methods: 1) Use the DEPID Code 9 UTC from the UTC label in SORTS. This is a non-deployable, in-place UTC, assigned by HQ USAF and used by the JCS for categorization of the unit type or 2) use a UTC from the tasked set that is most representative of the unit mission.

A2.8.1.4. UIC. Use the code from SORTS BIDE set, UIC field.

A2.8.1.5. DOC Mission Title. Select a long mission title from **Table A2.3** that best describes the unit mission. If no available long mission title adequately describes the unit, recommend a new one to HQ USAF SORTS.

A2.8.1.5.1. **(Added-USAFE)** DOC Statements are written in all uppercase. When creating a SORTS DOC Statement for a unit which previously did not exist, FAMs must coordinate with USAFE Readiness Measures to obtain a DOC Mission Title which best describes the unit.

A2.8.1.6. GEOLOC. Use the code from SORTS in the label HOGEO.

A2.8.1.7. DOCID. Paired with the mission title entry, select the DOCID from **Table A2.3** that was chosen for the DOC mission title.

A2.8.1.7.1. For new titles, use the area letter and XX99 (e.g., SX99) as an interim DOCID. Request a new DOCID from HQ USAF SORTS using the format in **Figure A2.9**. Interim DOCIDs are valid for 90 days.

A2.8.1.7.2. Submit request for changes to DOCIDs not listed in **Table A2.3**. to HQ USAF SORTS at least 30 calendar days prior to the programmed effective date to provide adequate time to update computer programs. Tables in this instruction will follow with the next update cycle.

A2.8.1.7.3. **(Added-USAFE)** When creating a SORTS DOC Statement for a unit which previously did not exist, and no Designed Operational Capability Statement Identifier (DOCID) exist in Table A2.3. FAMs must contact USAFE Readiness Measures to obtain a DOCID, if no DOCID exist in Table A2.3. of the basic publication, which best describes the unit.

A2.8.1.8. DOCNR. Only the primary mission SORTS DOC Statement will use DOCNR 1. Major portions of the unit's mission, listed in secondary mission SORTS DOC Statements, will use DOCNR 2 through 9. Subordinate portions of the unit's mission, listed in tertiary mission SORTS DOC Statements will use DOCNR A through J.

A2.8.1.9. Mission Rank. Select primary, secondary or tertiary via **paragraph A2.3**.

A2.8.2. Part II, Mission Identification.

A2.8.2.1. A. Mission Tasking Narrative. Describe the unit's wartime mission in plain text using missions in AF Doctrine Document (AFDD) 1-1, *Air Force Task List*. This is a summary of the mission capabilities the unit brings to the tasks for which it is designed. List major tasks and their purposes (e.g., provide rapid intra-theater mobility for all military forces) for each mission (JCS/ AF) and any special mission capabilities the unit is organized or designed to provide. Special mission capabilities are included when they are essential for mission success.

A2.8.2.1.1. The most resource demanding OPLAN or set of UTC(s) mission capabilities should be referenced if it is used as the basis for unit reporting.

A2.8.2.1.2. Address secondary missions, tertiary missions, additional, or special capabilities separately in the SORTS DOC Statement Section IV.

A2.8.2.2. B. Mission Specifics.

A2.8.2.2.1. Response Time. Enter the response time that upon which the C-level is based (from OPLAN, WMP-3, UTC, etc.). Enter the shortest time in hours (01 - 72 hours) by which all unit resources are to be generated or prepared for deployment. Aircraft units response time source is the WMP-3, Part 1 availability date.

A2.8.2.2.1.1. For units with alert, generation, Operations Plan 8044 Revision 03, or surveillance missions, use the *time required to employ* all tasked forces. For aircraft units, the response time source is WMP-3, Part 1 availability date.

A2.8.2.2.1.2. Units with a mobility mission will use *the time to begin loading* of common user or organic lift before deployment (i.e., ready-to-load date at origin).

A2.8.2.2.1.3. Active duty and specifically identified *Reserve and Guard* SF *units must be able to deploy within 24 hours* after notification per WMP 1, Annex T.

A2.8.2.2.1.4. Reserve and Guard units not specifically identified must be able to deploy within 72 hours of notification.

A2.8.2.2.1.5. Ensure response time for Reserve and Guard units includes 24 hours for mobilization or call-up plus time allocated for preparation once mobilized. SF units will comply with **Attachment 2**, **paragraphs A2.8.2.2.1.3** and **A2.8.2.2.1.4**.

A2.8.2.2.1.6. When response times exceed 72 hours or a source reference does not exist, use the default time of 72 hours IAW JCS policy. Do not use this default time for other than SORTS reporting.

A2.8.2.2.2. Source. List the source for the response time. When the source reference does not exist, exceeds the default time, or if the default time was used, list “AFI 10-201”. Indicate the paragraph number of the source used within the provided brackets, e.g., [3.2.1.]. When "AFI 10-201" is listed as the source, reference the source document and paragraph number for the response time in part IV Amplifying Notes.

A2.8.2.2.3. MDS. Use the WMP-3, Part 1 or USAF Program Document to enter the number and type of major equipment and PMAI. Do not include BAI. List the MDS for missiles (e.g., ICBMs).

A2.8.2.2.4. Sorties/Flying Hours (aircraft units only). Use sortie factors in WMP-5 to enter sortie rates and sortie duration, and rates the unit is required to perform for its wartime mission(s).

A2.8.2.3. UTCs Required to Support. Enter the UTCs for force packages that the unit is expected to be able to simultaneously support. These UTCs are the AFWUS UTCs with a Nonsourced Unit Type Code (NSUTC) of “DWS”, “DWX” (the total number of standard UTCs coded as “DW_” (DWS and DWX) represent the maximum number of standard UTCs the unit can deploy simultaneously during wartime surge and any UTCs associated with the unit's in-place wartime mission(s). All of these UTCs must be included in Part II of the DOC Statement and reported in the unit's SORTS C-Level.

A2.8.2.3.1. For alert, generation, Operations Plan 8044 Revision 03, and surveillance missions, use the unit’s in-place UTC (coded as “non-deployable” in AFWUS), or other deployable UTCs required for home station support during wartime.

A2.8.2.3.1.1. **(Added-USAFE)** FAMs will input "Refer to UTC Availability (UTA)" in Section IIC of the SORTS DOC Statement versus listing each UTC separately. At the bottom of Section IIC FAMs will input in parenthesis "(see section IV for a list of UTCs)".

A2.8.2.3.2. For mobility missions, list standard, deployable UTCs (AFWUS NSUTC codes of "DWS" and "DWX" as a minimum). Since UTC detail is used for measuring/reporting SORTS, ensure UTC detail is complete.

A2.8.2.3.3. Use a combination of both deployable and in-place generation UTCs for combined in-place generation and mobility missions. Functional managers are responsible for de-conflicting the UTCs and providing guidance on which UTCs a unit can be expected to simultaneously support. Use remarks sections to illuminate how each tasking should be considered in light of others that may conflict (i.e., assumptions in planning may exclude one or the other tasking like Operations Plan 8044 Revision 03 and conventional mobility).

A2.8.2.3.3.1. Units may be resourced to be able to provide combinations of UTCs that would in aggregate exceed their total assets, (i.e. parent-child UTCs) but they must not be postured/tasked in the AFWUS or plans beyond their authorized resource levels. UTC combinations that cannot be de-conflicted (i.e. Operations Plan 8044 Revision 03/mobility) should be delineated on the AF Form 723, Section IV, Amplifying Notes. The assumptions on which a *dual* tasking lies must be provided or referenced.

A2.8.2.3.3.2. If a unit shares a UTC tasking with another unit (split tasking), or is not required to support the entire UTC, place a hyphen (-) after the applicable UTC, and note the details in Part IIIA, Additional Notes. All units supporting the tasking will list the UTC in their SORTS DOC Statement. Each SORTS DOC Statement will list all of the units supporting the split UTC tasking.

A2.8.2.3.3.3. Commander assessments will be based on providing either/or combinations of resources, not all simultaneously in these cases. When the unit commander must assess specific resource combinations, they should be listed. All instances of Parent-Child UTCs must first be approved by the USAF War and Mobilization Plans Division (AF/XOXW).

A2.8.2.4. Direct Support Units UICs. Enter direct support unit UICs and ANAMEs.

A2.8.2.5. OPLANs (Optional). List those OPLANs and other documents that the unit is tasked to support. Identify plans by command and number (e.g., United States Commander European Command (USCOMEUR) OPLAN 4102). This will classify the SORTS DOC Statement IAW the OPLAN classification guidance. If no specific OPLAN is identified, enter Command Directed.

A2.8.3. Part III, Measured Resource Area.

A2.8.3.1. Personnel Measured Area. Check the applicable box(s).

A2.8.3.1.1. Total. Place an X in this box to indicate total personnel is to be reported, regardless of UMD or UTC, along with critical personnel listed in **Table 3.1** and emergency essential and Key DOD civilians.

A2.8.3.1.2. UMD and UTC. FAMs with alert, generation, combined in-place generation and mobility, or surveillance units will place an X in the UMD box to tell the unit to use the wartime requirements described in the UMD. Missions with mobility only taskings will have an X placed in the UTC box to tell the unit to use manpower details of UTCs listed in Section IIC of the SORTS DOC Statement. Units with a combined generation and mobility mission will list the UMD as the source document. Intelligence units may use MEMLs when matched by the UMD. The "civilians" block will be marked with an X when US emergency essential or Key DOD civilians are part of the unit's wartime requirement. Add additional notes as required.

A2.8.3.1.3. Critical. Place an X in this box if the unit has critical AFSCs or packets listed in **Chapter 3**, **Table 3.1** Critical personnel are those identified as essential to the launch, recovery, or turn around of a unit's weapon system, or the direct accomplishment of the unit's specified wartime mission. They are critical because their absence would materially effect the mission.

A2.8.3.1.3.1. **(Added-USAFE)** If critical personnel are to be measured, FAMs must include the rule number in Section IIIA of the SORTS DOC Statement next to the Critical Box. SROs will mark an "X" in the box, upon receipt from USAFE Readiness Measures.

A2.8.3.1.4. Civilians. Place an X in this box when the unit has emergency essential or Key DoD civilian requirements on UTC manpower details or coded emergency essential positions on the UMD. This directs units to include DoD emergency essential and Key civilian personnel requirements in C-level reporting but not personnel hired by host nation or contractors. Host nation or contractor personnel resources should be considered in commander assessment when relevant.

A2.8.3.1.5. Additional Notes. Use this area to amplify other personnel measured area entries.

A2.8.3.1.5.1. **(Added-USAFE)** FAMs must ensure that each note listed in the Additional Notes sections of the SORTS DOC Statement are numbered appropriately. FAMs should include information such as split UTC tasking details, authorization or exemption of skill level substitutions, whether or not critical personnel are measured, and if Emergency Essential civilian personnel are measured.

A2.8.3.1.6. Split UTC tasking details (i.e. UIC, AFSCs, number of requirements, etc.). Include adequate details for the unit known to have resources it provides for the split UTC tasking and which it measures in SORTS. Also include the names and locations of the other unit(s) supporting the split UTC taskings.

A2.8.3.2. Equipment and Supplies O/H Measured Area. This area of the SORTS DOC Statement lists general types of combat essential (major) equipment and general categories of support equipment and supplies to be measured. For each subarea in a category, list equipment followed by the subarea label (e.g., vehicles (ESSA4). If no subareas are used, use the EQSEE label for combat essential equipment and EQSSE for

support equipment. Source document names can replace long lists. Add additional notes as needed.

A2.8.3.2.1. Combat Essential Equipment. Enter all equipment subareas from **Table 4.1**, Column B and subarea equipment types from **Table 4.4** for which the unit has equipment authorizations. Aerial port, LRS, and mission support units will also use **Table 4.8**, **Table 4.10**, and **Table 4.11**.

A2.8.3.2.1.1. **(Added-USAFE)** The first line in Section IIIB, Combat Essential, should read "EQSEE EQUALS THE LOWEST PERCENT OF ESSA# - ESSA#." Equipment must be listed in the following format: ESSA#: Equipment type (i.e. ESSA1: VEHICLES).

A2.8.3.2.2. Support Equipment and Supplies. Enter all equipment subareas in **Table 4.1**, Column C and subarea equipment types in **Table 4.4** for which the unit has equipment and supplies authorizations. Aerial port units will also use **Table 4.10**.

A2.8.3.2.2.1. Spare engines and MRSP/IRSP for Strategic airlift units will be reported by MAJCOM in their fleet report and will not be reported at the unit level. Units report nothing in fields ESSA1 and ESSA2.

A2.8.3.2.2.2. Units will ensure engine requirements in their DOC reflect the most recent WRE requirements.

A2.8.3.2.2.3. **(Added-USAFE)** The first line in Section IIIB, Support Equipment, should read "EQSSE EQUALS THE LOWEST PERCENT OF ESSA# - ESSA#." Equipment must be listed in the following format: ESSA#: Equipment type (i.e. ESSA6: Global Command and Control System (GCCS) COMPUTERS).

A2.8.3.2.3. Additional Notes. Use this area to explain equipment and supplies O/H area entries to include:

A2.8.3.2.3.1. Spares assessment driver for aircraft units. Indicate ASM, WSMIS-SAM, or RSP fill rates. Continue to use ASM unless your MAJCOM has authorized use of the WSMIS-SAM as an interim measure for reporting the spares subarea percentage. ASM is the primary means of determining the spares subarea percentage followed by the WSMIS-SAM (if approved by MAJCOM and HQ USAF/XOOA), then RSP fill rate when directed by parent MAJCOM.

A2.8.3.2.3.1.1. **(Added-USAFE)** PC-ASM assessments will be provided to units by the local base LRS.

A2.8.3.2.3.2. All units with aircraft using ASM derived percentages for spare assessment will report IAW **Table 4.9** Use the ASM as a commander's tool to assess the unit's overall C-level (if appropriate) and then report the ASM sortie percentage, ASM problem parts, and parts status in the ESSA1 remark.

A2.8.3.3. Equipment Condition Measured Area. This area of the SORTS DOC Statement lists general types of combat essential (major) equipment and general categories of support equipment to be measured. Add additional notes as needed.

A2.8.3.3.1. Combat Essential Equipment. Enter all equipment subareas from **Table 5.1**, Column B and subarea equipment types from **Table 5.4** for which the unit has equipment and supplies authorizations. Aerial port, LRS, and mission support units will also use **Table 5.14** through **Table 5.16**.

A2.8.3.3.1.1. **(Added-USAFE)** The first line in Section IIIC, Combat Essential, should read "EQREE EQUALS THE LOWEST PERCENT OF ERSA# - ERSA#." Equipment must be listed in the following format: ERSA#: Equipment type (i.e. ERSA5: 10K FORKLIFTS).

A2.8.3.3.2. Support Equipment. Enter all equipment subareas from **Table 5.1**, Column C and subarea equipment types from **Table 5.4** for which the unit has equipment and supplies authorizations. Aerial port units will also use **Table 5.17**.

A2.8.3.3.2.1. **(Added-USAFE)** The first line in Section IIIC, Support Equipment, should read "EQRED EQUALS THE LOWEST PERCENT OF ERSA# - ERSA#." Equipment must be listed in the following format: ERSA#: Equipment type (i.e. ERSA7: 10K FORKLIFTS).

A2.8.3.3.3. Additional Notes. Use this area to explain equipment condition area entries to include long-term non-reportable items (e.g., excluded subsystems), sources for numbers required, and directions for special mission capabilities equipment if part of the unit's full wartime requirement.

A2.8.3.4. Training Measured Resource Area.

A2.8.3.4.1. Training Method Used. The Air Force uses two training methods. Place an X in the appropriate Training Method block. (Training Method B and Training Method C, Option 1 or 2).

A2.8.3.4.2. List the source document(s) for the training standard. If standards are not listed in a single document, list the most significant source in the area provided, and the other source documents in the additional notes area.

A2.8.3.4.3. Additional Notes. Include additional training directives used, directions for special mission capability, equipment, and the types of training for each subarea from **Table 6.4** followed by the subarea label. If there are no subareas, use TRUTC. Source document names can replace long lists.

A2.8.3.4.3.1. **(Added-USAFE)** The first line in Section IIID, Additional Notes, should read "TRUTC EQUALS THE LOWEST PERCENT OF TRSA# - TRSA#." Training requirements listed in this section must be in the following format: TRSA#: Training requirement (i.e. TRSA1: PERCENT OF WEAPONS QUALIFIED PERSONNEL).

A2.8.4. Part IV, Amplifying Notes. Use this part of the SORTS DOC Statement to include the following:

A2.8.4.1. For flying units, list capabilities being measured. Also, list special capabilities being reported but not measured. FAMs will select these special capabilities only from **Table 2.3**.

A2.8.4.2. Any requirement for special capabilities reported in the TRSA2 field and the AFSPECAP set.

A2.8.4.3. Overflow from additional note entries or descriptions of assumptions used for units with overlapping taskings between two or more OPLANS.

A2.8.4.4. Any requirement for subordinate mission reporting in SUBOVRAL transactions.

A2.8.4.5. Explanations for any use of the hyphen (-) in Part IIC of the SORTS DOC Statement (AF Form 723) (**paragraph A2.8.2.3.3.2.**). The hyphen indicator in Part IIC indicates the unit shares a tasking with another unit or is not required to support the entire UTC.

A2.8.4.5.1. **(Added-USAFE)** FAMs must add the following coordination statement in this section of SORTS DOC Statement:

MINIMUM BASE LEVEL DISTRIBUTION:

COMMAND POST

BASE MANPOWER OFFICE

PERSONNEL READINESS UNIT

MEASURED UNIT

A2.8.4.6. **(Added-USAFE)** List all UTCs required to report on in Section IV Amplifying Notes in the following format: Number of times the unit is tasked to fill the UTC requirements/the UTC/and a hyphen (-) following the UTC if it is split with another unit. *Example*: (2) 4FTOSP (-)

A2.8.5. Part V, Gaining Commands. As a minimum, list the unified command and Air Force components of the unified command, for which the unit has a current operations plan tasking.

A2.8.5.1. **(Added-USAFE)** Include the Unit Identification Code (UIC) and A-name of the gaining command for which the unit has a current operations plan tasking.

A2.8.6. Part VI, Coordination/Review. Use this section of the SORTS DOC Statement (AF Form 723) as required to coordinate initial statements and annual review(s) of SORTS DOC Statements.

A2.8.6.1. **(Added-USAFE)** FAMs must fill in the coordination blocks in Section VI after completion of each level of coordination. FAMs must include the following information in each coordination block: name of individual who provided coordination for their office, their office symbol, and the DDMMMYY the individual completed coordination.

A2.8.7. Additional space requirements may be met by attaching typewritten pages. The continuation should be noted in the appropriate box by placing "(see attached page)" in the lower right corner of the block continued from the AF Form 723.

Attachment 2 Reference Tables (see top of next page).

Table A2.1. Units Required to have a DOC Statement (See Notes).

Aircraft/Non-Aircraft-COMBAT Units	
Air Defense	Missile Squadrons
Air Support (e.g., OA-10)	Reconnaissance
Bomber	Reconnaissance UAV
Bombardment Task Forces	Reconnaissance Task Forces
Fighter or Attack	Special Operations
Fighter Task Forces	Special Tactics
Fighter Task Forces	Combat Crew Training (CCT) *
Fighter-Interceptor	Replacement Training Unit (RTU)*
Fighter-Interceptor Task Forces	Rescue Units (CRO/PJ)
Aircraft-COMBAT SUPPORT Elements	
Aeromedical Airlift	Command and Control
Airborne Command and Control	Control & Reporting Center
Airborne Warning and Control	Defense System Evaluation
Air Refueling	ECM
Air Rescue	Electronic Combat
Airlift Forces (Strategic/Theater)	Facility Checking
AOC/AFFOR	ICBM/Space Launch Helicopter Support
C-5, C-17, and C-141 Fleets	Radio Relay
CCT or RTU Units *	Regional Air Control Squadrons
Sector Air Control Squadrons	Tanker (Operations Plan 8044 Revision 03 or Non-Operations Plan 8044 Revision 03) Unit
Tactical Airlift Unit	Tanker Task Forces
Tactical Air Control Aircraft Unit	Warning & Control Aircraft Unit
TACP/ASOC	Weather Reconnaissance
Non-aircraft-COMBAT SUPPORT Elements	
Aerial or Mobile Aerial Port Squadrons or Flights (i.e. functional account code 4230)	Logistics Readiness Squadrons
Air Communications Squadrons	medical units with in-place/generation missions to provide medical support for combat and combat support units including augmentation forces
Air Control	
Airfield Operations Flight (Active Duty)	
Air Force Information Warfare Center	
Air Intelligence Squadrons	medical units with missions to deploy one or more AF series UTC packages (i.e. FFXXXseries)
Air Mobility Control Unit	
Air Mobility Support Unit	
Air Support Squadrons	medical units with combined in-place/ generation and mobility missions
Air Support Operations Center	
Air Traffic Control Flights (ANG)	Military Airlift Support
ALC Engineer Element	Missile Warning
ARC Communications Flights	Mission Support Units (PERSCO)
BEAR Base Systems Groups and Squadrons	National Air Intelligence Center SAMs (USAF) OPS & MX by
Base Transportation Units	

Aircraft/Non-Aircraft-COMBAT Units	
	foreign countries
CE Prime BEEF and RED HORSE Unit/Team which may include engineer, fire protection, EOD, or CE Readiness personnel	Satellite Command & Control
	Sector & Regional OPS Centers
	SF Squadrons (Active Duty)
Combat Camera Squadrons	SF Squadrons/Flights (AFRC & ANG)
Combat Communications Squadrons	Space Command Range (USAF) Units
Combat Logistics Support Squadrons	Space Communications Units
Communications Squadrons	Space Launch Squadrons
Contracting Units	Special Operations Communications Units
Counterintelligence/Special Investigations (CI/SPI)	Space Operations Units
	Space Surveillance Active Units
Engineering and Installation Squadrons	Space Surveillance Passive Squadrons
Guard Control & Warning (when directed by NGB)	Space Units Tasked in OPLANS
	Space Warning Squadrons
Guard Weather Flights (when directed by NGB) /Ground Based Elec tro-optical Surveillance System (GEODSS) Units	Special Tactics Team
	Supply Units
	Tanker Airlift Control Elements
Ground Tactical Air Control Squadron (TACS)	Theater Air Control Center
Financial Management & Comptroller Unit Information Warfare Units	Weather flights, DETs, Ols, weather squadrons, and Air Force Weather Agency assigned to a squadron or squadrons with taskings to deploy and/or in-place wartime missions
Intelligence Groups, Squadrons, or DETs	
Joint Communications Support Squadrons	
COMBAT SERVICE SUPPORT Elements	
Base Contracting Squadrons with missions to deploy one or more XFFKX-series UTCs.	Mission Support Squadrons with in-place/ generation missions to provide personnel mission support for Combat units or Combat Support Elements including augmentation forces
Logistics Readiness Squadrons, Flights, or Elements, depending on tasking, with in-place/ generation missions to provide logistics readiness for combat units or combat support elements, including augmentation forces	
	Mission Support Squadrons with missions to deploy one or more MANPER-B systems, PERSCO
LRSs, Flights/Elements depending on taskings with combined in-place/generation and mobility missions.	Prime RIBS Teams.
	Services Squadrons, Flights or Elements with an in place or mobility mission as tasked by OPLANs, CONPLANs, etc.
LRSs, Flights/Elements, depending on taskings, with missions to deploy one or more UTCs	
Mission Support Squadrons with combined in-place/generation and mobility missions (including PERSCO).	Wing/Group Headquarters with missions to deploy Manpower, Comptrollers, Chaplains, Safety, Historians, Command Post, or Headquarter UTCs

NOTES:

1. * = Wartime Tasked CCT or RTU.

Aircraft/Non-Aircraft-COMBAT Units
2. This list is not all inclusive.

Table A2.2. Air Force Instructions References for SORTS DOC Statement (AF Form 723).

AFI 10-101, *Format and Content of Mission Directives*: Use to find purposes for which a unit was organized	AFI 31-301, *Air Base Defense.*
AFI 10-209, *RED HORSE Program*	AFI 32-3001, *Explosive Ordnance Disposal Program, and Prime BEEF EOD ESLs*.
AFI 10-210, Prime Base Engineer Emergency Force (BEEF*) Program*	AFI 33-series policy directives and instructions with MAJCOM supplements. Use for communications unit
AFI 10-214, *Air Force Prime RIBS Program*	AFI 34-242, *Mortuary Affairs Program* and 34-500 series regulations with MAJCOM supplements.
AFI 23-110 Volume II, Part 3, *Supply/Fuels Wartime Planning*	AFI 36-2225, *Security Forces Training and Standardization Evaluation Programs*
AFI 23-201 *Fuels Management*	AFI 38-101, *Air Force Organization*. Use for transportation/LRS unit functional statements
AFJMAN 24-204 *Preparing Hazardous Materials for Military Air Shipments*	AF Mission Directive 39, *Organization and Mission - FOA, Air Force Office of Special Investigations (AFOSI)*
AFI 24-301 *Vehicle Operations*	Air Force Federal Acquisition Regulation Supplement attachment CC. Use for contracting unit training requirements.

Table A2.3. DOC Identifier Codes and Mission Titles.

DOCID	Short Mission Title	Long Mission Title
Aircraft Units		
A AIR SUPERIORITY		
AM22	A/A Mob	Air-to-Air Mobility
AG23	A/A Gen	Air-to-Air Generation
AM24	A/A Res	Air-to-Air Resource
AD25	A/A Gen/Mob	Air-to-Air Generation and Mobility
AG26	A/A Gen M/T Ops	Air-to-Air Maritime Operations-Generation
B AIR DEFENSE		
BM22	A/D Mob	Air Defense-Mobility
BG23	A/D Gen	Air Defense-Generation
BD28	A/D Gen/Mob	Air Defense-Generation and Mobility

C AIR-TO-SURFACE		
CM22	A/S Conv-Mob	Air-to-Surface Conventional-Mobility
CG23	A/S Conv-Gen	Air-to-Surface Conventional-Generation
CM24	A/S Dual-Mob	Air-to Surface Conventional and Nuclear-Mobility
CG25	A/S Dual-Gen	Air-to-Surface Conventional and Nuclear-Generation
CD26	A/S Nuc-Alert	Air-to-Surface Nuclear-Alert and Generation
CD27	A/S Conv-Gen/Mob	Air-to-Surface Conventional-Generation and Mobility
CM28	A/S Conv-Res	Air-to-Surface Conventional-Resource
CD28	A/S Nuc-Dual/Con-Gen	Air-to-Surface Nuclear-Alert/Generation and Conventional
CM29	A/S Dual-Res	Air-to-Surface Conventional and Nuclear-Resource
CM32	A/S Nuc-Mob	Air-to-Surface Nuclear-Mobility
CG33	A/S Nuc-Gen	Air-to-Surface Nuclear-Generation
D Airlift		
DG23	A/L Evac-Gen	Airlift Evacuation-Generation
DM22	A/L Evac-Mob	Airlift Evacuation-Mobility
DM24	A/L Log-Mob	Airlift Logistics-Mobility
DG25	A/L Log-Gen	Airlift Logistics-Generation
DM26	A/L Nuc-Mob	Airlift Nuclear-Mobility
DG27	A/L Nuc-Gen	Airlift Nuclear-Generation
DM28	A/L Tac-Mob	Airlift Tactical-Mobility
DG29	A/L Tac-Gen	Airlift Tactical-Generation
DM32	A/L R-Mob	Airlift Rescue-Mobility
DG33	A/L R-Gen	Airlift Rescue-Generation
DM34	A/L Spec-Mob	Airlift Special-Mobility
DG35	A/L Spec-Gen	Airlift Special-Generation
DG36	A/L Med Evac-Gen	Airlift Aeromedical Evacuation-Generation
DM37	A/L Med Evac-Mob	Airlift Aeromedical Evacuation-Mobility
DD38	A/L Gen/Mob	Airlift-Generation and Mobility
DG39	A/L Gen	Airlift-Generation
DM42	A/L Mob	Airlift-Mobility
DM43	Air Spray-Mob	Aerial Spray-Mobility
DG44	Air Spray-Gen	Aerial Spray-Generation
DG45	Ops Sup-Gen	Operations Support-Generation
DM46	Ops Sup-Mob	Operations Support-Mobility
DD47	Ops Sup-Gen/Mob	Operations Support Generation and Mobility

E Air Refueling		
EM22	A/R Operations Plan 8044 Revision 03-Mob	Air Refueling Operations Plan 8044 Revision 03-Mobility
EG23	A/R Operations Plan 8044 Revision 03-Gen	Air Refueling Operations Plan 8044 Revision 03-Generation
EM24	A/R Tac-Mob	Air Refueling Tactical-Mobility
EG25	A/R Tac-Gen	Air Refueling Tactical-Generation
EM26	A/R Dual-Mob	Air Refueling Operations Plan 8044 Revision 03 and Tactical-Mobility
EG27	A/R Dual-Gen	Air Refueling Operations Plan 8044 Revision 03 and Tactical-Generation
ED28	A/R Recon-Gen/Mob	Air Refueling Reconnaissance-Generation and Mobility
ED29	A/R Conv-Gen/Mob	Air Refueling Conventional-Generation and Mobility
EM30	A/R Tac Operations Plan	Air Refueling Tactical and Operations Plan 8044 Revision
F AIRBORNE COMMAND AND CONTROL		
FM22	ABNCP-Mob	Airborne Command Post-Mobility
FG23	ABNCP-Gen	Airborne Command Post-Generation
FD24	ABNCP-Gen/Mob	Airborne Command Post-Generation and Mobility
FM25	AEW/Cont-Mob	Airborne Early Warning and Control-Mobility
FD25	ABNCP-Alert/Gen/	Airborne Command Post-Alert-Generation and Mobility
FG26	AEW/Cont-Gen	Airborne Early Warning and Control-Generation
FD26	ABN SURV/Cont-Gen/ Mob	Airborne Command Post-Generation and Mobility
FM27	ABN Tac Cont-Mob	Airborne Command Post-Alert-Generation and
FG28	ABN Tac Cont-Gen	Airborne Tactical Control-Generation
FM29	ABN FAC-Mob	Airborne Forward Air Control-Mobility
FG33	ABN FAC-Gen	Airborne Forward Air Control-Generation
FM34	ABN R/R-Mob	Airborne Radio Relay-Mobility
FG35	ABN R/R Gen	Airborne Radio Relay-Generation
FM36	ABN LCC-Mob	Airborne Launch Control-Mobility
FG37	ABN LCC-Gen	Airborne Launch Control-Generation
FD38	AEW/Cont-Gen/Mob	Airborne Early Warning and Control-Generation and Mobility
FD39	ABN FAC-Gen/Mob	Airborne Forward Air Control-Generation and Mobility
G Defense Suppression and Electronic Countermeasures and Counterinformation		
GM22	D/S-Mob	Defense Suppression-Mobility

GG23	D/S-Gen	Defense Suppression-Generation
GD24	D/S-Gen/Mob	Defense Suppression-Generation and Mobility
GG25	D/S Conv/Nuc-Gen	Defense Suppression Conventional and Nuclear-Generation
GG26	EA Act-Gen	Electronic Countermeasures Active-Generation
GM27	EA Act-Mob	Electronic Countermeasures Active-Mobility
GG28	EA Pas-Gen	Electronic Countermeasures Passive-Generation
GM29	EA Pas-Mob	Electronic Countermeasures Passive-Mobility
GG32	EA A/P-Gen	Electronic Countermeasures Active and Passive-Generation
GM33	EA A/P-Mob	Electronic Countermeasures Active and Passive-
GM34	OCI Act-Mob	Offensive Counterinformation Active-Mobility
GM35	CI Act-Mob	Counterinformation Active-Mobility
H MISCELLANEOUS FLYING		
HD20	TACP/WX -GEN/	Combined TACP and Weather - Generation and
HD22	Cmd/Ctrl-TACP/ AFAC-Gen/Mob	Command and Control TACP/ AFAC-Generation and Mobility
HG23	Comps-Gen	Composite Wing-Generation
HM24	Comps-Mob	Composite Wing-Mobility
HD28	Comps-Gen/Mob	Composite Wing-Generation and Mobility
HM29	Flt-Inspection	Worldwide Combat/Contingency Flight Inspection
J RECONNAISSANCE		
JM22	Man Recon-Mob	Manned Reconnaissance-Mobility
JG23	Man Recon-Gen	Manned Reconnaissance-Generation
JM24	UAV Recon-Mob	Unmanned Aerial Vehicle Reconnaissance-Mobility
JG25	UAV Recon-Gen	Unmanned Aerial Vehicle Reconnaissance-Generation
JM26	Man Air Sample-Mob	Manned Air Sampling-Mobility
JG27	UAV Air Sample-Gen	Unmanned Air Sampling-Generation
JD28	Man Recon-Gen/Mob	Manned Reconnaissance-Generation and Mobility
JD29	UAV Recon-Gen/Mob	Unmanned Aerial Reconnaissance- Generation and Mobility
K Search and Rescue and Combat Rescue		
KM22	SAR-Mob	Search and Rescue-Mobility
KG23	SAR-Gen	Search and Rescue-Generation
KD24	SAR-Gen/Mob	Search and Rescue-Generation and Mobility
KM25	Cmbt Rescue-Mob	Combat Rescue-Mobility

KG26	Cmbt Rescue-Gen	Combat Rescue-Generation
KD27	Cmbt Rescue-	Combat Rescue-Generation and Mobility
L Special Operations		
LM24	Psy War-Mob	Special Operations Psychological War fare-Mobility
LG25	Psy War-Gen	Special Operations Psychological War fare-Generation
LM26	SO U/W-Mob	Special Operations Unconventional Warfare-Mobility
LG27	SO U/W-Gen	Special Operations Unconventional Warfare-Generation
LM28	SO Other-Mob	Special Operations Other-Mobility
LG29	SO Other-Gen	Special Operations Other-Generation
LM30	SO CAA-Mob	Special Operations Combat Aviation Advisory-Mobility
Non-Aircraft Units		
M AERIAL PORT		
MM22	MAPS-Mob	Aerial Port Unit-Mobility
MG23	APS-Gen	Strategic Aerial Port Unit-Generation
MM24	APS-Mob	Strategic Aerial Port Unit-Mobility
MD34	APS-Gen/Mob	Strategic Aerial Port Unit-Generation and Mobility
N CIVIL ENGINEER		
NM22	CE PB-Mob	Prime BEEF-Mobility
NG23	CE PB-Gen	Prime BEEF-Generation
NM24	CE RRR-Mob	Rapid Runway Repair-Mobility
NG25	CE RRR-Gen	Rapid Runway Repair-Generation
NM26	CE RH-Mob	RED HORSE-Mobility
NG27	CE RH-Gen	RED HORSE-Generation
ND28	CE PB-Gen/Mob	Prime BEEF-Generation and Mobility
ND29	CE RH-Gen/Mob	RED HORSE-Generation and Mobility
O Ground-To-Ground and Ground-To-Air Missile		
OD31	ICBM NUC ALRT Gen	ICBM Nuclear Alert - Generation and Mobility
OG32	ICBM NUC ALRT	ICBM Nuclear Alert Generation
OM34	G/A Conv-Mob	SAM/SHORAD-Mobility
P Medical		
PM22	Med Evac-Mob	Aeromedical Evacuation-Mobility
PG23	Med Evac-Gen	Aeromedical Evacuation-Generation
PM24	Med Serv-Mob	Medical Services-Mobility
PG25	Med Serv-Gen	Medical Services-Generation
PD26	Med Serv-Gen/Mob	Medical Services-Generation and Mobility

PD27	Med Evac-Gen/Mob	Aeromedical Evacuation-Generation and Mobility
Q Security Forces and Counterintelligence/Special Investigation (CI/SpI)		
QM22	SF Mob (Dependent)	Security Forces-Mobility (Requiring Sup port)
QG23	SF -IP Gen	Security Forces-In-Place Generation
QD25	SF -IP Gen/Mob	Security Forces-In-Place Generation and Mobility
QM26	Cont Resp - Mob	Contingency Response Squadron Mobility
QM32	CI/SpI-Mob	CI/SpI-Mobility (requiring support)
QG33	CI/SpI-Gen	CI/SpI-Generation (In-Place)
QD35	CI/SpI-Gen/Mob	CI/SpI-Generation (In-Place) and Mobility (requiring support)
R Ground Command and Control		
RD21	AFFOR/AOC TF Mob/ Gen	Air Force Forces/Air Operations Center-Mobility/Task Force Generation
RM22	TV-Gen	Test and Validation-Generation
RG23	AOC Comm-Gen	Air Operations Center Communication-Generation
RM24	AOC-Mob	Air Operations Center-Mobility
RM25	AIS-Mob	Air Intelligence Squadron-Mobility
RG26	AIS -Gen	Air Intelligence Squadron-Generation
RM29	CRC-Mob	Control and Reporting Center-Mobility
RD30	MCCC-Gen/Mob	Mobile Consolidated Command Center-Generation/ Mobility
RM30	MCCC-Mob	Mobile Command and Control Center-Mobility
RG31	GMAOC-Gen	Global Mobility Air and Space Operations Center-Generation
RG32	SOC-GEN	Space Operations Center Generation
RM32	ASOC-Mob	Air Support Operations Center-Mobility
RM33	TACP-Mob	Tactical Air Control Party-Mobility
RG34	CRE-Mob	Control and Reporting Element-Mobility
RG35	TACP-Gen	Tactical Air Control Party-Generation
RM36	TACP/W-Mob	Tactical Air Control Party/ Weather-Mobility
RD37	CRC-Gen/Mob	Control and Reporting Center-Generation and Mobility
RG38	AC&W-Gen	Aircraft Control and Warning-Generation
RG39	ADS-Gen	Air Defense Surveillance-Generation
RG41	C/C Surv-Gen	Command and Control Surveillance-Generation
RG42	C/C Wrng-Gen	Command and Control Warning-Generation
RM42	TCG Aug-Mob	Control Group Augmentation-Mobility

RD43	AC&W-Gen/Mob	Aircraft Control and Warning-Generation and Mobility
RG43	C2 Surveillance-Gen	Command and Control Surveillance Generation
RM44	AOC Comm-Mob	Air Operations Center Communications-Mobility
RG45	WCE-Gen	Weapons Control Element-Generation
RM46	WCE-Mob	Weapons Control Element-Mobility
RG47	TCOT-Gen	Control Operations Team-Generation
RM48	TCOT-Mob	Control Operations Team-Mobility
RM49	C4 Base Supt-Mob	C4 and Base Support Mobility
RD49	ASOC-Gen/Mob	Air Support Operations Center-Generation and Mobility
RM50	ASOC/TACP-Mob	Air Support Operations Center/Tactical Control Party-Mobility
RD52	TACP-Gen/Mob	Tactical Air Control Party-Generation and Mobility
RD56	AFFOR Forward	Air Force Forces Forward- Generation and Mobility
RM53	ACS-Mob	Air Control Squadron-Mobility
RM54	Air Ops-Mob	Airfield Operations-Mobility
RG55	Air Ops-Gen	Airfield Operations-Generation
S Communications		
SG22	Space COM-Gen	Space Communications-Generation and Mobility
SM22	Cmbt Comm-Mob	Combat Communications-Mobility
SM23	Comm-Mob	Communications-Mobility
SG24	Comm-Gen	Communications-Generation
SM25	JCS-Mob	Joint Communications Support-Mobility
SM26	E/I-Mob	Engineering Installation-Mobility
SG27	E/I-Gen	Engineering Installation-Generation
SM28	Comm Aug-Mob	Communications Augmentation-Mobility
SD33	Comm-Gen/Mob	Communications-Generation and Mobility
SG34	Comm Eval-Gen	Communications Evaluation-Generation
SM34	ATC-MOB	Air Traffic Control-Mobility
SM35	COMCAM-Mob	Combat Camera-Mobility
SG37	ATC-Gen	Air Traffic Control-Generation
SD40	ATC-Gen/Mob	ATC-Generation and Mobility
T Weather		
TG22	SPC ENV-Gen	Space Environment Generation
TM22	WX-Mob	Weather-Mobility
TG23	WX-Gen	Weather-Generation
TD24	WX-Gen/Mob	Weather-Generation and Mobility

U Base Support		
UG22	Base Trans-Gen	Base Transportation-Generation
UD23	Base Trans-Gen/Mob	Base Transportation-Generation and Mobility
UG24	Supply-Gen	Supply-Generation
UM25	Supply-Mob	Supply-Mobility
UD26	Supply-Gen/Mob	Supply-Generation and Mobility
UM27	Prime RIBS-Mob	Services Prime RIBS-Mobility
UD28	Prime RIBS-Gen/Mob	Services Prime RIBS-Generation and Mobility
UM29	Base Trans-Mob	Base Transportation-Mobility
UD30	BEAR Base Systems Set/ Packages	HARVEST FALCON and HARVEST EAGLE Sets/ Packages
UD31	LOG SUP DIV-Gen/ Mob	Logistics Support Division-Generation and Mobility
UG31	Log Sup Div-Gen	Logistics Support Division-Generation
UM31	Log Sup Div-Mob	Logistics Support Division-Mobility
UG32	Prime RIBS-Gen	Services Prime RIBS-Generation
UF32	Petro Tech Team	Petroleum Technical Team-QC
UD33	MSSQ-Gen/Mob	Mission Support Squadron-Generation and Mobility
UM34	MSSQ-Mob	Mission Support Squadron-Mobility
UG35	MSSQ-Gen	Mission Support Squadron-Generation
UD36	Contract-Gen/Mob	Contract-Generation and Mobility
UG36	Contract-Gen	Contract-Generation
UM36	Contracting-Mob	Contingency Contracting Support Mobility
UD37	OSS-Gen/Mob	Operations Support squadron-Generation/ Mobility
UG37	OSS-Gen	Operations Support squadron-Generation
UM37	OSS-Mob	Operations Support squadron-Mobility
UD38	FM-Mob/Gen	Financial Management and Comptroller-Mobility and Generation
UG38	FM-Gen	Financial Management and Comptroller-Generation
UM38	Fm-Mob	Financial Management and Comptroller-Mobility
UD39	LRS - Gen/Mob	Logistics Readiness Squadron - Generation/Mobility
UG39	LRS - Gen	Logistics Readiness Squadron - Generation
UM39	LRS - Mob	Logistics Readiness Squadron - Mobility
UG40	Munitions Supply -	Theater WRM Munitions Distribution - Generation
UM40	MO-Mob	Manpower - Mobility
UM41	PLSE-Mob	Prepositioned Logistics Support Element-Mobility

V Intelligence		
VD22	Intel Sup-Gen	Intelligence Support-Generation
VG22	Intl Supt-Gen	Intelligence Support-Generation
VG23	ESSA-Gen	Electronic Systems Security Assessment-Generation
VG24	ABN Intl Supt-Gen	Airborne Intelligence Support-Generation
VG25	Tac Recon Sys Supt-	Tactical Reconnaissance System Support-Generation
VG26	Tac Recon Intl Supt-	Tactical Reconnaissance Intelligence Support-
VG27	Intl Prod - Gen	Intelligence Production - Generation
VM27	ESSA-Mob	Electronic Systems Security Assessment-Mobility
VG28	SO Intl Supt - Gen	Special Operations Intelligence Support - Generation
VM28	Intl Supt/Comm-Mob	Intelligence Support and Communications-Mobility
VD29	ESSA-Gen/Mob	Electronic Systems Security Assessment- Generation and
VM31	Intl Frgn Mtrl Explt -Mob	Intelligence Foreign Material Exploitation -Mobility
VD32	ABN Intl Supt-Gen/ Mob	Airborne Intelligence Support-Generation and Mobility
VD33	Recon Intl Supt-Gen/ Mob	Reconnaissance Intelligence Support- Generation and Mobility
VM34	Info War Supt-Mob	Information Warfare Support-Mobility
VD34	Info War Supt-Gen/	Information Warfare Support-Generation and Mobility
VM35	Intl Supt/Comm Aug-Mob	Intelligence Support and Communications Augmentation- Mobility
VM36	Intl Supt/ Comm-Mob	Intelligence Support and Communication-Mobility
VM37	ABN Intl Supt-Mob	Airborne Intelligence Support-Mobility
VM38	SO Intl Supt -Mob	Special Operations Intelligence Support - Mobility
VM39	SCI/Tech Intl Supt-	Scientific and Technical Intelligence Support- Mobility
VD39	SCI/Tech Intl Supt- Gen/ Mob	Scientific and Technical Intelligence Support- Generation and Mobility
VM41	TSCT-Mob	Tactical Cryptologic Services Team (TSCT) Mobility
VM42	Space Crypto-Mob	Space Cryptological-Mobility
W Space Units		
WD20	Space LR-Gen/Mob	Space Launch Range-Generation and Mobility
WD22	GBMW-Gen	Ground Based Missile Warning-Generation
WG22	Ground MW-Gen	Ground Based Missile Warning-Generation
WM23	Space Based EW-Mob	Spaced Based Early Warning-Mobility
WG24	Space Sur-Gen	Space Surveillance-Generation

WM24	SPC Surv - Mob	Space Surveillance - Mobility
WG25	SCC-Gen	Satellite Command and Control-Generation
WM25	Space LR-Gen	Space Launch Range-Generation
WG26	SPC Intl-Gen	Space Intelligence-Generation
WG27	Theater MW-Gen	Theater Ballistic Missile Warning-Generation
WG28	Space Based EW-Gen	Space Based Early Warning-Generation
WG29	Space Lift-Gen	Space Lift-Generation
WG30	Space LR-Mob	Space Launch Range-Mobilty
WM30	SPC Supt - Mob	Space Support - Mobility
Z OTHER		
ZG20	WRM/TARP Outload-Gen	WRM Munition/Tactical Air Munitions Response Package-Generation
ZG20	WRM/TARP Outload-Gen	WRM Munition/Tactical Air Munitions Response Package-Generation
ZG21	WRM/APF Distr-Mob	WRM Munitions/Afloat Prepositioned Fleet Distribution-Mobility
ZG22	WRM TARRP/APF Distr-Gen/Mob	WRM Munitions/Tactical Air Response Package and Afloat Prepositioned Fleet Distribution - Gen/Mob
ZG23	RTS-Gen	Reconnaissance Technical Squadron-Generation
ZM23	ABDR-Mob	ABDR Engineer Unit-Mobility
ZM24	CLSS-Mob	Combat Logistics Support Squadron-Mobility
ZM26	RTS-Mob	Reconnaissance Technical Squadron-Mobility
ZM27	Air Mob Supt Sq-Mob	Air Mobility Support Squadron-Mobility
ZM28	Cmbt Cntl Ops-Mob	Combat Control Operations-Mobility
ZM29	ALCE-Mob	Airlift Control Element-Mobility
ZM30	Spec Tac Ops-Mob	Special Tactics Operations-Mobility
ZG31	Air Mob Supt Sq-Gen	Air Mobility Support Squadron-Generation
ZD31	Air Mob Supt - Mob	Air Mobility Support Squadron-Generation and
ZM32	Air Mob Cntl Sq-Mob	Air Mobility Squadron-Mobility
ZM33	Air Mob Ops Sq- Mob	Air Mobility Operations Squadron - Mobility
ZM34	Air Mob Mx Sq- Mob	Air Mobility Maintenance Squadron - Mobility
ZM35	DEP-SPT	Arena Depot Support Augmentation
ZM36	HG-Mob	Honor Guard-Mobility
ZM37	CRW-Mob	Contingency Response Wing-Mobility

Table A2.4. Unit Descriptor Codes Definitions.

A	B	C	D
UDC Code	**Definition**	**UDC Code**	**Definition**
Regular Component			
A	Active--Combat	U	Planned-- Combat Service Support
B	Planned--Combat	V	Inactive-- Combat Service Support
C	Inactive--Combat	W	Active--Combat, Combat Service, or Combat Service Support Resource unit
D	Active--Combat Support		
E	Planned--Combat Support	X	Active--Other
F	Inactive--Combat Support	Y	Planned-- Other
T	Active--Combat Service Support	Z	Inactive-- Other
Reserve (Component on Extended Active Duty)			
1	Active--Combat	7	Active--Combat, Combat Service, or Combat Service Support Resource unit
3	Active--Combat Support		
5	Active--Combat Service Support	9	Active--Other
National Guard (Component on Extended Active Duty)			
2	Active--Combat	8	Active--Combat, Combat Service, or Combat Service Support Resource unit
4	Active--Combat Support		
6	Active--Combat Service Support	0	Active--Other
Reserve or National Guard (Component Not on Extended Active Duty)			
G	Active--Combat	P	Active--Combat, Combat Service, or Combat Service Support Resource unit
H	Planned--Combat		
L	Active--Combat Support	Q	Active--Other
N	Planned--Combat Support	R	Planned--Other
J	Active--Combat Service Support	S	Inactive--All Categories
K	Planned--Combat Service Support		

Figure A2.1. Sample AF Form 723, SORTS DOC Statement, Sample One-Page 1, Front.

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SECURITY CLASSIFICATION

SORTS DOC STATEMENT

EFFECTIVE DATE	SUPERSEDES	MAJCOM/OPR *(Office Symbol and Phone No.)*
1998 04 01	1997 04 01	HQ AETC/SVX DSN 487-3410

I. ( ) UNIT IDENTIFICATION

MEASURED UNIT	HOME LOCATION	UNIT UTC	UIC
0325 SVS	TYNDALL AFB, FL	LWRRZ	FF300C

DOC MISSION TITLE	GEO LOC
SERVICES-PRIME RIBS-MOBILITY	XLWU

DOCID	DOCNR	X PRIMARY MISSION	SECONDARY MISSION	TERTIARY MISSION
UM27	1			

II. (U) MISSION IDENTIFICATION

A. (U) MISSION TASKING NARRATIVE. THIS UNIT HAS A WARTIME MISSION TO:
DEPLOY PRIME RIBS WORLDWIDE TO PROVIDE DIRECT COMBAT SUPPORT TO AF OPERATIONAL FORCES IN THE AREAS OF FOOD SERVICES, BILLETING, WARTIME MORTUARY OPERATIONS, FIELD LAUNDRY SERVICES, TACTICAL FIELD EXCHANGE, AND FITNESS AND RECREATION.

B. (U) MISSION SPECIFICS	C. (U) UTCs REQUIRED TO SUPPORT	D. (U) DIRECT SUPPORT UNITS UICS
RESPONSE TIME XX HOURS	LWRR2 (2)	N/A
SOURCE (para)		
AIRCRAFT / MISSILE UNITS ONLY		
MDS AND SERIES: ( )		
SORTIES/FLYING HRS (*WMP*): N/A		

E. (U) (*Optional*) OPLANS TASKED TO SUPPORT:

REF AETC WMP-3

III. (U) MEASURED RESOURCE AREA

A. PERSONNEL

X TOTAL UMD (*OR*) X UTC	X CRITICAL (*AFSCs from AFI 10-201 Table 3.1. RULE 19*)	DOD CIVILIANS INCLUDED

(U) ADDITIONAL NOTES:
REPORT PERSONNEL P-LEVEL IAW AFI 10-201 AND AETC SUP 1, **Chapter 3**, **Chapter 2** para 2.15.3, AND PERSONNEL CHECKLISTS. LIST CRITICAL AFSC'S BY SKILL LEVEL ON CRITICAL PERSONNEL CHECKLIST(S) BY AFSC, AUTH, ASGN, AVAIL. DO NOT COUNT OVERAGES IN ASGN OR AVAIL CALCULATIONS.

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SECURITY CLASSIFICATION **DECLASSIFIED ON:**

Figure A2.2. Sample AF Form 723, SORTS DOC Statement, Sample One-Page 1, Reverse.

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SECURITY CLASSIFICATION

III. (U) MEASURED RESOURCE AREA *(Continued)*

B. (U) EQUIPMENT AND SUPPLIES O/H

COMBAT ESSENTIAL	SUPPORT EQUIPMENT AND SUPPLIES
NOT MEASURED	NOT MEASURED

(U) ADDITIONAL NOTES:

REPORT S-6 FOR EQUIP AND SUPPLIES S-LEVEL IAW AFI 10-201, **Chapter 2**, **Table 2.1.**, RULE 19, AND **Chapter 4**, **Table 4.1.**, RULE 7.

REPORT WEAPONS, BODY ARMOR, AMMUNITION, AND TEAM KITS IN A REMARK USING THE ESRAT LABEL.

IDENTIFY BY TYPE/NUMBER REQUIRED/NUMBER O/H/PERCENT.

C. (U) EQUIPMENT CONDITION

COMBAT ESSENTIAL	SUPPORT EQUIPMENT AND SUPPLIES
NOT MEASURED	NOT MEASURED

(U) ADDITIONAL NOTES:

REPORT R-6 FOR EQUIP CONDITION R-LEVEL IAW AFI 10-201, **Chapter 2**, **Table 2.1.**, RULE 19, AND **Chapter 5**, **Table 5.1.**, RULE 7.

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Figure A2.3. Sample AF Form 723, SORTS DOC Statement, Sample One-Page 2, Front.

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SECURITY CLASSIFICATION

III. (U) MEASURED RESOURCE AREA *(Continued)*

D. (U) TRAINING

METHOD B : CREW TRAINING

METHOD C: OPTION 1 X UNIT TRAINING OPTION 2
COMBAT AIR FORCES

AVIATION TRAINING

(U) ADDITIONAL NOTES:

REPORT TRAINING T-LEVEL IAW AFI 10-201, **Chapter 6**, **Table 6.3.**, RULE 7, AND TRAINING CHECKLIST.

IV. (U) AMPLIFYING NOTES *(As required)*:

REPORT ALL REQUIRED REMARKS IAW AFI 10-201 AND AETC SUP 1.

MINIMUM BASE LEVEL COORDINATION FOR THIS DOC STATEMENT:

OFFICE:	DATE:	SIGNATURE:
MANPOWER	( )	
PRU	( )	
IDO	( )	
CMP POST	( )	

CMP POST SORTS MANAGER ARU DOC TO AETC AOS/AOC, DSN 487-2947.

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Figure A2.4. Sample AF Form 723, SORTS DOC Statement, Sample One -Page 2, Reverse.

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SECURITY CLASSIFICATION

V. GAINING COMMAND(s)					
A.		B.		C.	
D.		E.		F.	
VI. COORDINATION/REVIEW					
MAJCOM COORDINATION					
MAJCOM COORDINATION					
MAJCOM COORDINATION					
MAJCOM COORDINATION					
MAJCOM COORDINATION					
MAJCOM APPROVAL				MAJCOM APPROVAL DATE	
UNIT CC REVIEW					
MAJCOM ANNUAL REVIEW					
MAJCOM ANNUAL REVIEW					
GAINING COMMAND(s)					

AF FORM 723, OCT 98 *(REVERSE) (EF-V1)*
(PerFORM PRO)

UNCLASSIFIED (When filled in)
SECURITY CLASSIFICATION

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Figure A2.5. Sample AF Form 723, SORTS DOC Statement, Sample Two-Page 1, Front. THIS IS ONLY AN EXAMPLE

UNCLASSIFIED (When filled in)
SECURITY CLASSIFICATION

SORTS DOC STATEMENT

EFFECTIVE DATE	SUPERSEDES	MAJCOM/OPR *(Office Symbol and Phone No.)*
1998 04 01	1997 04 01	HQ ACC/DOTO DSN 574-4099

I. ( ) UNIT IDENTIFICATION

MEASURED UNIT	HOME LOCATION	UNIT UTC	UIC
55 FS	SHAW AFB, SC	3FKA1	FFWHCC

DOC MISSION TITLE
AIR-TO-SURFACE - CONVENTIONAL - MOBILITY - TO-GROUND

GEO LOC
LCPU

DOCID	DOCNR	X PRIMARY MISSION	SECONDARY MISSION	TERTIARY MISSION
CM22	1			

II. (U) MISSION IDENTIFICATION

A. (U) MISSION TASKING NARRATIVE. THIS UNIT HAS A WARTIME MISSION TO:
1. (U) MOBILIZE AND DEPLOY IAW USAF WAR AND MOBILIZATION PLAN.
2. (U) PREFORM: DEFENSIVE COUNTER AIR (DCA), OFFENSIVE COUNTER AIR, AIR-TO-AIR (OCA-A), OFFENSIVE COUNTER AIR, AIR-TO- SURFACE (OCA-S), STRATEGIC ATTACK (SA), AIR INTERDICTION (AI), SUPRESSION OF ENEMY AIR DEFENSES - CONVENTIONAL (SEAD-C), AND CLOSE AIR SUPORT (CAS).

B. (U) MISSION SPECIFICS

RESPONSE TIME XX HOURS

SOURCE (para.)

AIRCRAFT / MISSILE UNITS ONLY
MDS AND SERIES: F-16C/D
SORTIES/FLYING HRS (*WMP*): N/A
(Sample format is Hours/Day/Aircraft)

C. (U) UTCs REQUIRED TO SUPPORT

AVIATION	3FKME
INTER MAINT	HFAME
MUN MAINT	**HGHAW**
FUEL TANK BU	HFBZR

D. (U) DIRECT SUPPORT UNITS UICS

FFFDXO	20 FW
FFFWMZO	**20 CRS**
FFF5GO	20 EMS

E. (U) (*Optional*) OPLANS TASKED TO SUPPORT:
REF AETC WMP-3

III. (U) MEASURED RESOURCE AREA

A. PERSONNEL

X TOTAL UMD (*OR*) X UTC	X CRITICAL (*AFSCs from AFI 10-201 Table 3.1. RULE 19*)	DOD CIVILIANS INCLUDED

(U) ADDITIONAL NOTES: NONE

AF FORM 723, OCT 98 *(EF-V1)*
(PerFORM PRO)

UNCLASSIFIED (When filled in)
SECURITY CLASSIFICATION

DERIVED FROM: _____
DECLASSIFIED ON: _____

Figure A2.6. Sample AF Form 723, SORTS DOC Statement, Sample Two-Page 1, Reverse.

THIS IS ONLY AN EXAMPLE

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SECURITY CLASSIFICATION

III. (U) MEASURED RESOURCE AREA *(Continued)*

B. (U) EQUIPMENT AND SUPPLIES O/H

COMBAT ESSENTIAL	SUPPORT EQUIPMENT AND SUPPLIES
AIRCRAFT POSSESSED (EQSEE)	MOBILITY BAGS (RICDA REMARK ONLY)
	MRSP (ESSA1 AND REMARKS)
	ECM PODS (ESSA4)
	MOBILITY EQUIP (ESSA5)
	SPARE ENGINES (ESSA2 REMARK ONLY)

(U) ADDITIONAL NOTES:

AUTHORIZED 30 DAY DEPENDENT MRSP (18 PMAI).

SEE SECTION IV, AMPLYFYING NOTES

C. (U) EQUIPMENT CONDITION

COMBAT ESSENTIAL	SUPPORT EQUIPMENT AND SUPPLIES
AIRCRAFT MRA	NOT MEASURED

(U) ADDITIONAL NOTES:

AIRCRAFT WILL BE CONSIDERED MISSION READY AND AVAILABLE IAW ACC SUPPLEMENT TO AFI 21-103.

AF FORM 723, OCT 98 *(EF-V1)*
(PerFORM PRO)

UNCLASSIFIED (When filled in)

SECURITY CLASSIFICATION

THIS IS ONLY AN EXAMPLE

Figure A2.7. Sample AF Form 723, SORTS DOC Statement, Sample Two-Page 2, Front.

THIS IS ONLY AN EXAMPLE

UNCLASSIFIED (When filled in)

SECURITY CLASSIFICATION

III. (U) **MEASURED RESOURCE AREA** ***(Continued)***

D. (U) TRAINING

METHOD B : q CREW TRAINING	METHOD C: OPTION 1 q UNIT TRAINING q OPTION 2 X COMBAT AIR FORCES AVIATION TRAINING

(U) ADDITIONAL NOTES:

C-LEVELS WILL BE DETERMINED IAW AFI 10-201, **Table 6.3.**, METHOD C, OPTION 2. MISSIONS LISTED IN SECTION II ARE THE BASIS FOR THE TRAINING MEASURED AREA C-LEVEL. TO MEET MISSION REQUIREMENTS, SOME PILOTS REQUIRE ADDITIONAL QUALIFICATIONS/ TRAINING TO BE COUNTED MRA.

(In this sample, the unit is tasked to report training of Combat Air Forces and Support Units.)

IV. (U) **AMPLIFYING NOTES** ***(As required)***:

A. (U) MISSION CAPABILITIES LISTED IN SECTION II ARE MEASURED IN THE OVERALL C-LEVEL. ADDITIONALLY, SPECIAL CAPABILITIES, WHICH REQUIRE LESS THAN ALL AIRCREWS TO BE TRAINED, WILL BE REPORTED IAW AFI 10-201.

B. (U) UTCS WILL BE TAILORED UNTIL SEPARATE 18 PMAI BK 50 DEP GP UTCS ARE DEVELOPED FOR THE 55 FS.

C. (U) NO ADDITIONAL EQUIPMENT IS AUTHORIZED FOR HTS TRAINING. SQUADRON WILL UTILIZE EXISTING ASSETS TO TRAIN PILOTS IN THE USE OF HTS.

* * * (CONTINUED SECTION III B.) * * *

USE WSMIS DERIVED PERCENTAGES FOR SPARE ASSESSMENT (SORTIE GENERATION, DRIVER CODE Y UNDER LABEL ARUSD) UNLESS WSMIS ISNOT AVAILABLE, OR INACCURATE, THEN USE ASM (ALSO DRIVER CODE Y). IF ASM IS NOT AVAILABLE, USE FILL RATES (DRIVER CODE X UNDER THE LABEL ARUSD). IF WSMIS IS AVAILABLE AND ACCURATE BUT ASSESSES LESS THAN C-1, REPORT WSMIS RATE IN LABEL ARUSD THEN USE ASM AS A COMMANDER'S ASSESSMENT TOOL TO SUBJECTIVELY ASSESS THE UNIT'S OVERALL C-LEVEL (IF APPROPRIATE) AND THEN REPORT THE ASM SORTIE PERCENTAGE AND ASM PROBLEM PARTS IN THE ESSA1 REMARK.

AF FORM 723, OCT 98 ***(EF-V1)*** **UNCLASSIFIED** (When filled in)
(PerFORM PRO)

SECURITY CLASSIFICATION

THIS IS ONLY AN EXAMPLE

Figure A2.8. Sample AF Form 723, SORTS DOC Statement, Sample Two-Page 2, Reverse.

THIS IS ONLY AN EXAMPLE

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SECURITY CLASSIFICATION

V. GAINING COMMAND(s)					
A.	B.			C.	
(list commands in order)					
D.	E.			F.	
VI. COORDINATION/REVIEW					
MAJCOM COORDINATION	AOCR	XPJ	XPM	LGQ	LGF
MAJCOM COORDINATION	DOTO	DON	DO		
MAJCOM COORDINATION					
MAJCOM COORDINATION					
MAJCOM COORDINATION					
MAJCOM APPROVAL				MAJCOM APPROVAL DATE	
UNIT CC REVIEW					
MAJCOM ANNUAL REVIEW					
MAJCOM ANNUAL REVIEW					
GAINING COMMAND(s)					

AF FORM 723, OCT 98 *(REVERSE) (EF-V1)*
(PerFORM PRO)

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SECURITY CLASSIFICATION

THIS IS ONLY AN EXAMPLE

Figure A2.9. Sample Memorandum, Request for New DOCID and Mission Titles.

MEMORANDUM FOR HQ USAF/XOOA 1 December 2001

FROM: HQ ACC/LGX
1480 Air Force Pentagon
Langley AFB, VA 20330-1480

SUBJECT: Establishing a DOC Identifier and Mission Title for BEAR Base Systems

1. There is currently no DOC Identifier (DOCID) or Mission Titles on record for any BEAR Base system tasking. In the past, we have had to use an interim DOCID (SX99), as identified in **Attachment 2**, paragraph **A2.8.1.7.** of AFI 10-201. Request a DOCID and Mission Titles (Short and Long) for use in all BEAR Base system SORTS DOC Statement (AF Form 723) to be included in AFI 10-201 for SORTS reporting.

2. The Unit Type Code for BEAR Base systems SORTS DOC Statement (AF Form 723) are as follows:

XFFWT	XFBYD	XFBR3	XFFLT	XFBR3
XFFLT	XFBS1	XFBJ1	XFBS2	XFBJ2
XFBKA	XFBR4	XFBL4	XFFLU	XFBKB
XFBYC	XFBCW	XFFLW	XFBRB	JFABS

3. Request adding BEAR Base Systems to **Attachment 2**, **Table A2.3.** , DOC Identification Code and Mission Titles, Section U - Base Support:

DOCID	Short Mission Title	Long Mission Title
UD30	BEAR Base Systems Set/Packs	Harvest Falcon and Harvest Eagle Sets/Packages

4. BEAR Base Systems are a growing and vital part of the Air Force's war fighting capability. They are an important part of the wartime mission and a key part of the rapidly mobile Air Expeditionary Force. Establishment of both a DOCID and Mission Titles will help clarify BEAR Base as a viable system and ensure our SORTS DOC Statement (AF Form 723) support their purpose to provide specific measurement standards for unit C-level reporting.

//SIGNED//

JOHN J. DOE, Colonel, USAF
Chief, Logistics Plans and Programs

Directorate of Logistics

cc:
HQ ACC/AOCR

A2.9. ((Added)-USAFE) SORTS DOC Statement Coordination Procedures. Each individual FAM maintains responsibility for their respective functional area SORTS DOC Statements. As a minimum, the following offices must coordinate on each SORTS DOC Statement, accomplishing the following action. During the annual DOC review, or anytime there are significant changes to the DOC, FAMs will request a UTC and UMD comparison for the unit from Manpower and Organization (HQ USAFE/A1M). The FAM should coordinate with HQ USAFE/A1M to determine the necessary action to resolve UTC and UMD mismatches.

A2.9.1. **(Added-USAFE)** Manpower and Personnel (HQ USAFE/A1M) will:

A2.9.1.1. **(Added-USAFE)** Identify UTC and UMD mismatch.

A2.9.1.2. **(Added-USAFE)** Review organizational data elements.

A2.9.1.3. **(Added-USAFE)** Review contingency manpower requirements (i.e. special personnel requirements within each UTC) for all SORTS DOC Statements.

A2.9.1.4. **(Added-USAFE)** Review and update Personnel Support for Contingency Operations (PERSCO) SORTS DOC Statements.

A2.9.2. **(Added-USAFE)** Aircraft Maintenance Division (HQ USAFE/A4M):

A2.9.2.1. **(Added-USAFE)** Validate spare engines and pods requirements.

A2.9.3. **(Added-USAFE)** Munitions Division (HQ USAFE/A4W):

A2.9.3.1. **(Added-USAFE)** Reviews DOC Statements with nuclear missions.

A2.9.4. **(Added-USAFE)** Plans, Policy and Resource Division (HQ USAFE/A6X):

A2.9.4.1. **(Added-USAFE)** Validate posturing of all 3AXXX personnel.

A2.9.5. **(Added-USAFE)** Adaptive Plans (3 AF/A5X):

A2.9.5.1. **(Added-USAFE)** Reviews OPLANS the unit is tasked to support (current and valid).

A2.10. (Added-USAFE) SORT DOC Statement changes. SORTS DOC Statement procedures for units being reassigned, change of unit designation, or activation/deactivation.

Attachment 3

BASIC IDENTITY DATA ELEMENT (BIDE) REPORTING

A3.1. Basic Identity Data Element Purpose. Data entered through the BIDE set into the SORTS database provides users with authoritative unit identity information. The BIDE set data enables SORTS to fill its role as the central registry for all military units of the DoD. All AF units with a PAS will be registered in SORTS.

A3.1.1. Units with classified PAS codes (up to an including SECRET) will be registered. If the unit has a PAS code, the UIC will end with a zero "0". In special cases, if the unit does not have a PAS code, the unit is formed from the parent unit. Use the parent UIC and substitute the 0 with a letter (A through Z). Units cannot reuse a previously registered unique UIC. If a subordinate unit merges with the parent UIC, then subsequently separates from the parent UIC again, the previous UIC should not be used for at least two years.

A3.1.2. Provisional units will be registered. The Provisional Unit will register with its UIC first two digits of FH (FHXXXX). Provisional units formed from active units (FFXXXX) will use the third through fifth character of the parent UIC, an H in the second, and a sixth character that best indicates the provisional unit's relationship to the parent. ***Examples:*** 41 FW (FFABC0) to 41 FW Provisional [just the headquarters element] (FHABCA) or 66 AS (FFSSS0) to 66 AS Provisional [whole unit deployed] (FHSSS0). Provisional units with a unique PAS code will be registered using the last four of that PAS for the second through fifth characters of the UIC. When the unit is registered, the ORGLOCN sets must be entered in addition to BIDE set.

A3.2. BIDE Set Usage. The BIDE set is used in the following four specific instances for SORTS message processing:

A3.2.1. Used by the RPTOR to initially register an organization in SORTS.

A3.2.2. Used to change previously reported data.

A3.2.3. Used to delete data on a unit that inactivates/deactivates or was registered in error.

A3.2.4. Used to validate unit registration.

A3.3. HQ USAF Responsibilities.

A3.3.1. In concert with the JS and other Services, perform a semi-annual UIC validation.

A3.3.2. Notify RPTOR of any known database discrepancies for immediate corrective action.

A3.3.3. Maintain an updated version of the AFSORTSDET-BIDE Entry Tool.

A3.4. Command Reporting Organizations (RPTOR) Responsibilities. All CROs prepare and submit BIDE reports (including RPTNORG and ORGLOCN sets) on all Active, AF Reserve, and Air National Guard units, including DETs assigned a PAS code.

A3.4.1. RPTORs will register their units when they are listed in the PAS directory or G-Series orders, unless permission is granted by HQ USAF/XOOA to register them before they are listed. RPTORs must ensure unit registration data is kept current and available in the joint

database. This includes adding or deleting missing or outdated information. Periodic comparisons will be undertaken to align PAS and BIDE records.

A3.4.2. Individual measured units and SROs will not be responsible for BIDE reporting.

A3.4.3. BIDE Data Validation to JCS. Use of the AFSORTSDET-BIDE Entry Tool will suffice as HQ USAF initial validation of BIDE data to the JS.

A3.5. Unit Registration.

A3.5.1. Establishing Unit Identity. Identity is established in SORTS using the BIDE set. To initially register a unit, report all mandatory fields in the BIDE, RPTNORG, and ORGLOCN sets (according to **Table A3.1**, **Table A3.2**, and **Table A3.3**) using the ADD transaction code.

A3.5.2. Changing Unit Registration Data. Using the CHANGE transaction code, report all mandatory and conditional fields that have changed since the unit's initial registration.

A3.5.2.1. After an initial BIDE report has been submitted use the TRANSFER set to change the RPTOR.

A3.5.2.2. To delete existing data on a unit or when a unit has been registered in error, submit the BIDE report using the DELETE transaction code.

A3.6. AFSORTSDET-BIDE Entry Tool.

A3.6.1. Reports and Checklists. The AFSORTSDET-BIDE Entry Tool contains three reports and their associated checklists: BIDE, RPTNORG, and ORGLOCN. Associated checklists allow plain language to be entered and then automatically converted into the appropriate codes/formats to be transmitted to the GSORTS processor.

A3.6.1.1. The BIDE checklist contains all the necessary data to build a complete BIDE set for a specific UIC. With some fields requiring entered data or selecting the correct data from a list, and some data being derived.

A3.6.1.1.1. The Basic Identity Status screen displays the current UIC in the upper left portion of the checklist.

A3.6.1.1.2. Enter the appropriate data into the Basic Identity Status checklist and select the ACCEPT button.

A3.6.1.2. The RPTNORG checklist contains all the necessary elements to build a complete RPTNORG set for a specific UIC. With some fields requiring entered data or selecting the correct data from a list.

A3.6.1.2.1. The currently selected UIC is displayed in the upper left portion of the RPTNORG checklist.

A3.6.1.2.2. The unit name is displayed in the upper middle portion of the checklist.

A3.6.1.2.3. Enter all appropriate data into the checklist and select the ACCEPT button.

A3.6.1.3. The ORGLOCN checklist contains all the necessary elements to build a complete ORGLOCN set for a specific UIC. With some fields requiring entered data or selecting the correct data from a list.

A3.6.1.3.1. The currently selected UIC is displayed in the upper left portion of the ORGLOCN checklist.

A3.6.1.3.2. The unit name is displayed in the upper middle portion of the checklist.

A3.6.1.3.3. Enter all appropriate data into the checklist and select the ACCEPT button.

A3.7. BIDE Message Preparation. Use the AFSORTSDET-BIDE Entry tool to compose the BIDE message text.

A3.7.1. Select *Compose BIDE message* from the File Menu.

A3.7.1.1. Select the MSG HEADER button from the Select UIC window.

A3.7.1.2. Enter the sending unit name, UIC, and ZULU time difference from its location.

A3.7.1.3. Select the ACCEPT button.

A3.7.2. The Select UIC window uses three UIC sets: BIDE, RPTNORG, and ORGLOCN.

A3.7.2.1. Select the appropriate UIC from each set type that you want to appear on the message. Multiple UICs may be selected from each set type.

A3.7.2.2. Select the ACCEPT button and this will build your message in USMTF format.

A3.8. BIDE Message Verification. Verify a correct sequence number on the BIDE message.

A3.8.1. In the Message window select SEQUENCE button to display the Sequence window.

A3.8.2. Select the appropriate sequence number or override.

A3.8.2.1. SORTSREPAFs must arrive at the GSORTS processor in sequential order.

A3.8.2.2. When using the label SEQNO, the sequence number is always a three-digit number. Make appropriate changes if the sequence number is not correct.

A3.8.2.3. When using the label OVRRD, the GSORTS processor will ignore sequential processing and process the message in the order that it was received.

A3.8.2.4. The override function may be used at the discretion of the MAJCOM SORTS Office provided, if involved, the MAJCOM, Wing and Unit assume responsibility for correction of any errors that may occur and take the necessary action to correct them.

A3.8.2.5. In all cases use a sequential three-digit number followed by the letter Y (i.e., 001Y, 002Y, 003Y).

A3.9. Exporting BIDE Message Text.

A3.9.1. BIDE message text is in ASCII format and is delivered by AUTODIN or FTP.

A3.9.1.1. Select the Export Message button from the Message window and the File Name box is displayed.

A3.9.1.1.1. Select the OK button.

A3.9.1.1.2. The Select Export Option window is displayed with three export destination options: Floppy And Hard Drive, Floppy Only, and Hard Drive Only.

A3.9.1.2. For AUTODIN procedures:

A3.9.1.2.1. Select the Floppy And Hard Drive or the Floppy Only button.

A3.9.1.2.2. Enter "export destination drive A:"

A3.9.1.2.3. Insert a diskette into the export destination A: drive.

A3.9.1.2.4. Select the Export Text File button and the BIDE text file will be exported to the diskette in drive A.

A3.9.1.2.5. For AUTODIN procedures, the BIDE text file is exported to be imported into a System Analysis and Resource Accounting for Honeywell - Legal Information Through Electronics (SARAH-LITE) message format. Follow SARAH-LITE procedures to construct and send the message.

A3.9.1.3. For FTP delivery:

A3.9.1.3.1. Select the Floppy And Hard Drive or the Hard Drive Only button.

A3.9.1.3.2. The BIDE text file is automatically exported to the hard drive.

A3.9.1.3.3. The File Transfer Message window is displayed.

A3.9.1.3.4. Enter remote system user identification (USERID).

A3.9.1.3.5. Enter remote system PASSWORD (call HQ USAF/XOOA for information).

A3.9.1.3.6. Enter IP address of remote system.

A3.9.1.3.7. Enter file path of where the transferred file will reside on the remote.

A3.9.1.3.8. Select file to transfer from the display list (more than one may be selected).

A3.9.1.3.9. Select the SEND button. ***Note:*** normal completion occurs within seconds.

A3.9.1.3.10. The FTP transmission is complete.

A3.9.2. Reference AFSORTSDET-BIDE Entry Tool Help file for more instructions on exporting BIDE message text.

A3.10. BIDE Report Source Documents.

A3.10.1. AFSORTSDET-BIDE Tool. This tool is mandatory for BIDE message preparation and submission. Use the associated Help Menu for instructions on how to enter tool data.

A3.10.2. AF PAS Directory.

A3.10.3. JUH-MTF SORTSREPAF.

A3.10.4. AFPD 38-5, Unit Designations.

A3.10.5. AFMAN 36-2621, VOL 4, *PAS Systems Users Manual*.

A3.10.6. AFI 38-101, *Air Force Organization*.

A3.11. Attachment 3 Reference Tables (see top of next page).

Table A3.1. BIDE Field.

N	Field Name	Explanation	Use	Format
1	SECUR	Classification of BIDE set	M	1 A
2	--	Transaction code of BIDE set	M	1 A
3	COAFF	Country or International Affiliation	M	2 A
4	UDC	Unit Descriptor Code	M	1 AN
5	ANAME	Abbreviated unit name	M	1-30 ANS
6	UTC	Unit Type Code DEPID 9	M	5 AN
7	ULC	Unit Level Code See Note 1	M	1-3 A
8	MJCOM	Major Command UIC	M	6 AN
9	MONOR	Monitoring Organization	C	6AN
10	MAJOR	Major Unit Indicator See **Note 2**	M	1A
11	REVAL	Select the appropriate Registration Validation Code. The proper code will be derived from this selection.	M	1A
12	LNAME	Organization Name	M	1-55ANS
13	SCLAS		M	1A

NOTES:

1. If the unit is a DET or an OL with a PAS code, you must enter the DET or OL short name. DET names must be numeric and four characters in length. OL names are alphanumeric and must also be four characters in length.

2. This indicates if the unit is SORTS reporting or not (Y or N).

Table A3.2. RPTNORG Field.

N	Field Name	Explanation	U	Forma
1	SECUR	Classification of RPTNORG set	M	1 A
2	--	Transaction code of RPTNORG set	M	1 A
3	ARRDT	Activation date (YYMMDD)	C	8 A
4	RPTOR	Reporting Organization UIC	C	6 AN
5	SBRPT	Subordinate Reporting Organization	C	6 AN
6	INTR1	Interested Command UIC	C	6 AN
7	INTR2	Interested Command UIC	C	6 AN
8	INTR3	Interested Command UIC	C	6 AN
9	INTR4	Interested Command UIC	C	6 AN

NOTE: The destination arrival date is normally the activation date of new units.

Table A3.3. ORGLOCN Field.

No.	Field Name	Explaination	Use	Format
1	SECUR	Classification of RPTNORG set	M	1 A
2	--	Transaction code of RPTNORG set	M	1 A
3	CSERV	CBTCOM or Service Command Code	M	1 AN
4	OPCON	UIC of organization exercising Operational Control	M	6 AN
5	ADCON	UIC of organization exercising Administrative Control	M	6 AN
6	HOGEO	Permanent home location code	M	4 AN
7	PRGEO	Present location code	M	4 AN
8	EMBRK	Used by US Navy	C	6 AN
9	ACTIV	Current Status and Activity Code	M	2-10 AN
10	DFCON	Defense Condition Status	C	1 AN
11	PCTEF	Effectiveness Percentage	C	1-3 N
12	PUIC	Parent Organization UIC	M	6 AN
13	FLAG	Organic Unit Established	M	1 AS
14	CBCOM	Combined Command Code	C	1 AS
15	NUCIN	Nuclear Capability Indicator	C	1 AS

NOTES:

1. PCTEF is a subjective evaluation of unit capability by the unit commander.

2. If the current Defense Readiness Condition (DEFCON) is not 5, checklists and reports may not be classified as Unclassified. Use classification guidance contained in CC and MAJCOM Emergency Action Procedures (EAP).

Attachment 4

NUCLEAR CHEMICAL BIOLOGICAL DEFENSE REPORT (CBDRT)

A4.1. Reporting CBDRT C-Level. An inherent part of every unit's mission is the ability to survive and operate in a nuclear, biological or chemical (NBC) contaminated environment. IAW CJCSM 3150.02, *Global Status of Resource and Training Systems (GSORTS)*, all SORTS measured units are required to provide a separate readiness assessment in a CBDRT based on the unit's ability to perform its wartime mission for up to 96 hours IAW AFMAN 10-2602, *Nuclear, Biological, Chemical, Conventional (NBCC) Defense Operations and Standards*, in a NBC environment. This assessment is based on measurements of MRA NBC defense equipment and the status of individual and unit level NBCC defense training.

A4.1.1. The separate CBDRT report will be submitted concurrent with the unit's primary SORTS report. The CBDRT includes an overall C-level rating, measured area level ratings for (1) NBC defense equipment and supplies and (2) NBCC defense training, and accompanying remarks to report a unit's capability to perform its wartime mission in NBC conditions. These measured area ratings are specific to the unit's NBC defense requirements and are to be reported in the CBDRT TREAD report. The CBDRT report may be a factor in the commander's assessment of the unit's primary overall SORTS C-level; however, CBDRT-specified calculation/measurements will not be reported in the regular SORTS reports. Units shall use AFSORTSDET version 1.3.8.9 or later to create the CBDRT SORTS report.

A4.1.2. Measured units with no NBC defense equipment or training requirements must still submit a CBDRT report. They should report an overall C-5 with a S-6 in the equipment and a T-6 in the training areas with a REASON code of "N" IAW AFI 10-201, **Table A4.5** Also see **paragraphs A4.2.2** and **A4.3.1**.

A4.2. NBC Defense Equipment and Supplies On-Hand Rating (ESRAT). The ESRAT is based on the percentage of wartime NBC defense equipment that is MRA divided by the quantity of NBC equipment required. The Equipment and Supplies area of the CBDRT report is broken down into six categories of equipment (most units will report only Category 1) as shown in **Table A4.1** Report the ESRAT IAW **Table A4.3** and enter the appropriate rating (S-level), based on the lowest calculated equipment category that applies to the unit. For a CBDRT S-level below S-1, state the reasons in the ESRES remark field of the CBDRT. Include the applicable supply reason code (**Table 4.5**). If a unit does not have a requirement for a specific category of NBC defense equipment, then enter a "0" in that CBDRT equipment category.

A4.2.1. Reporting ESRAT Percentages. All applicable units will list percentages for each category listed on the AFSORTSDET CBDRT page. Once information is filled in, and percentages are computed and accepted, a CBDRT ESRAT Remark is automatically formatted. Example of an automatic ESRAT Remark follows:

LABEL/U/A/LABEL:ESRAT// GENTEXT/RMK/YYMMDD ESRAT CBDRT

/IPE-MRA/8/IPE-REQ/9/IPE-PCT/89 (IPE = individual protective equipment)

/DET-MRA/0/DET-REQ/0/DET-PCT/NA (MRA = mission ready and available)

/DEC-MRA/0/DEC-REQ/0/DEC-PCT/NA (REQ = required)

/RAD-MRA/0/RAD-REQ/0/RAD-PCT/NA (PCT = percentage of required that is MRA)

/MED-MRA/0/MED-REQ/0/MED-PCT/NA (DET = detection equipment)

/CPS-MRA/1/CPS-REQ/1/CPS-PCT/100 (DEC = decontamination equipment)

/S07-MRA/0/S07-REQ/0/S07-PCT/NA (RAD = radiological detection equipment)

/S08-MRA/0/S08-REQ/0/S08-PCT/NA (MED = medical countermeasures)

/S09-MRA/0/S09-REQ/0/S09-PCT/NA (CPS = collective protection system)

/S10-MRA/0/S10-REQ/0/S10-PCT/NA//

A4.2.1.1. For the detection category, enter only the data for the detection group with the lowest percentage MRA.

A4.2.1.2. Do not enter data in S07 through S10. These entries area generated by the AFSORTSDET program, but are NOT used.

A4.2.2. Enter plain text remarks identifying deficiencies and get well actions under the CBDRT ESRES remark field. The following is an unclassified example of an AFSORTSDET formatted ESRES remark:

LABEL/U/A/LABEL:ESRES//

GENTEXT/RMK/YYMMDD CATEGORY 1 SHORTAGE OF 27 C-1 MOBILITY

BAGS.

ADDRESSED TO MAJCOM FOR FURTHER ACTION.

Estimated get-well date: DDMMMYY//

A4.2.3. No Equipment Requirements. Units in a nuclear, biological, chemical, and conventional (NBCC) low threat area (LTA) (NBCC threat areas are explained in AFI 10-2501, *Full Spectrum Threat Response (FSTR) Planning and Operations)* with only an in-place mission, as identified by their DOC Statement or tasking system, have no NBC defense equipment requirements, unless otherwise specified by their MAJCOM. In this case, the unit should report a “6” for the Equipment and Supplies subarea in the CBDRT report and “SNM “ in ESRES.

A4.2.4. Reportable NBC Equipment. (**Table A4.1** can be used by MAJCOM FAMs to determine what categories their units should measure and report. The FAMs should identify which categories units are to measure and report within the add/ remark section of the unit’s DOC Statement.) The specific equipment items to measure in each category are listed in **Table A4.2**. Requirements vary based on unit mission and location. For units with both an in-place (generation) and a mobility mission, combine the requirements for reporting. Baseline Equipment Data Assessment List (BEDAL) equipment for first responders to weapons of mass destruction (WMD) incidents is not included in the CBDRT. The six equipment categories and applicable clarifications follow.

A4.2.4.1. Category 1 Individual Protective Equipment (IPE). Count the number of C-1 and D/ D-1 bags that are MRA, divided by the number required. AFI 10-2501, Table 8.1 lists the required contents of C-1 bags. AFI 11-301V1, *Aircrew Life Support (ALS) Program*, lists the required contents of D/D-1 bags. To be MRA, a bag must contain 100 percent of required items and each item must be serviceable IAW the applicable technical guidance. This 100 percent availability criteria is only for SORTS reporting. Unit commanders should follow guidance in AFI 10-403 and other MAJCOM guidance in determining risk of deploying individuals with partial IPE. **Paragraphs A4.2.4.1.1** through **A4.2.4.1.4** identify unit IPE requirements by location. **Paragraphs A4.2.4.1.5** and **A4.2.4.1.7** provide specific measurement and reporting instructions.

A4.2.4.1.1. Continental United States (CONUS) units with a mobility mission or dual in-place and mobility mission: unit C-1 mobility bag requirements are established by AFI 10-2501 and MAJCOM guidance and should provide for every person assigned to a deployable UTC listed in Part IIc of the DOC Statement. When directed by the MAJCOM, flying units must have one D-bag equivalent for each aircrew member assigned to UTCs listed in the unit DOC Statement.

A4.2.4.1.2. Outside CONUS (OCONUS) units in LTAs:

A4.2.4.1.2.1. For a mobility mission, the unit must have the equivalent of one C-1 bag for every person assigned to a deployable UTC listed in Part IIC of the unit's DOC Statement. As directed by MAJCOM, flying units must also have one D-1 and one D-bag equivalent for each assigned aircrew member IAW AFI 11-301, Vol 1.

A4.2.4.1.2.2. For an in-place (generation) mission, there are no requirements.

A4.2.4.1.3. OCONUS units in medium threat areas (MTAs):

A4.2.4.1.3.1. For the mobility mission, the unit has a requirement of one C-1 bag equivalent for every person assigned to a deployable UTC listed in Part IIC of the unit DOC Statement.

A4.2.4.1.3.2. For an in-place (generation) mission, a unit has a requirement of a C-1 mobility bag equivalent for all military and emergency essential civilian personnel assigned to the unit IAW AFI 10-2501.

A4.2.4.1.3.3. As directed by the MAJCOM, flying units require one D-bag equivalent for each assigned aircrew member IAW AFI 11-301, Vol 1.

A4.2.4.1.4. OCONUS units in high threat areas (HTAs):

A4.2.4.1.4.1. Units have a requirement of a C-1 bag equivalent for all military and emergency essential civilian personnel assigned to the unit IAW AFI 10-2501.

A4.2.4.1.4.2. As directed by the MAJCOM, flying units require one D-bag equivalent for each assigned aircrew member IAW AFI 11-301, Vol 1.

A4.2.4.1.5. Instructions for units that get their C-1 mobility bags from an LRS: MAJCOMs will provide guidance to their reporting units on how to count and report on centrally stored bags. Use these criteria when preparing that guidance:

A4.2.4.1.5.1. To provide consistency in reporting, the supporting LRS should calculate a base wide IPE availability percentage for centrally managed bags. This is calculated by dividing total MRA bags and bag equivalents by the total required (see **paragraph A4.2.3.1.5.3** to establish the total centrally managed requirement). This percentage should be provided to all appropriate units to use in their CBDRT SORTS report. The supporting LRS must count the number of MRA tariff and individually sized bags that are or could be built up with resources O/H.

A4.2.4.1.5.2. Units should report their unit IPE requirement (percentage of bags available) based on the LRS-provided percentage of available IPE. Units multiply the LRS-provided percentage by the number of bags required to determine the number of "unit bags" to report as available/O/H.

A4.2.4.1.5.3. Centrally managed requirements will be a sum of all unit requirements (as outlined in **paragraphs A4.2.3.1** through **A4.2.3.4**) minus requirements for units that manage their own bags. All OCONUS units in MTAs and HTAs have C-1 bag requirements, but some of those units are not required to submit SORTS reports. Be sure to include the C-1 bag requirements for those units in this centrally managed total, unless those units manage their own bags. Per AFI 10-2501, the Installation Readiness Working Group will provide the total IPE requirements to the supporting LRS.

A4.2.4.1.5.4. One bag or bag equivalent can be used to satisfy no more than one requirement. The total number of centrally stored bags reported available for all units, cannot exceed the number of complete bags (or bag equivalents) that are available in central storage plus the number of bags that have been issued to currently deployed personnel.

A4.2.4.1.5.5. Count bags issued for real world deployments as available.

A4.2.4.1.5.6. MAJCOMs can provide additional procedures in cases where C-1 bag allocation is applied to priority units on a base.

A4.2.4.1.6. Flying units must report IPE requirements for all required aircrew, ground crew and direct support unit personnel—not just on aircrew.

A4.2.4.1.7. See **paragraph A4.2.1** on reporting percentage information.

A4.2.4.2. Category 2 Detection Equipment. Count the detection and monitoring equipment listed in **Table A4.2**, Column B, for UTCs listed in the unit DOC Statement and for in-place base support in MTAs and HTAs (do not include C-1 bag detection items (i.e., M8 and M9 paper) in this category). To count as MRA, category 2 equipment must have enough serviceable batteries and support equipment O/H to support operations for up to 96 hours IAW AFMAN 10-2602. Divide MRA equipment by total number required for each detection group in this category. Report the category status based on the detection group with the lowest percent available. UTC requirements are listed in LOGFOR, AS, and/or HQ USAF functional area guidance.

A4.2.4.2.1. MAJCOMs must specify in-place base support requirements for units in MTAs and HTAs.

A4.2.4.2.2. See **paragraph A4.2.1** on reporting percentage information.

A4.2.4.3. Category 3 Decontamination Equipment. Count decontamination equipment listed in **Table A4.2**, column B, for UTCs listed in the unit DOC Statement and for in-place base support in MTAs and HTAs (do not include C-1 mobility bag detection items, i.e., M291 and M295 decontamination kits in this category). Divide MRA equipment by total number required. UTC requirements are listed in LOGFORs, ASs, and/or HQ USAF functional area guidance.

A4.2.4.3.1. MAJCOMs must specify in-place base support decontamination equipment requirements for units in MTAs and HTAs.

A4.2.4.3.2. See **paragraph A4.2.1** on reporting percentage information.

A4.2.4.4. Category 4 Radiation, Detection, Indication, and Computation (RADIAC) equipment. Count RADIAC equipment listed in **Table A4.2**, column B, for UTCs listed in the unit DOC Statement and for in-place base support in MTAs and HTAs. Divide MRA by total number required. To count as available, Category 4 equipment must have the required serviceable batteries and support equipment O/H. UTC requirements are listed in LOGFORs, ASs, and/or HQ USAF functional area guidance.

A4.2.4.4.1. MAJCOMs must specify in-place base support equipment requirements for units in MTAs and HTAs.

A4.2.4.4.2. See **paragraph A4.2.1** on reporting percentage information.

A4.2.4.5. Category 5 Medical Countermeasures. See **paragraph A4.2.5.1.5**.

A4.2.4.6. Category 6 Collective Protection. Count the number of transportable collective protection systems, in **Table A4.2**, column B, that are MRA. Divide by total number required. To count as MRA, a collective protection system must have 100 percent of the critical components (those that are needed to make the system fully operational). All critical components must be serviceable in accordance with technical data on the report date. UTC requirements are listed in LOGFORs, ASs, and/or HQ USAF functional area guidance. See **paragraph A4.2.1** on reporting percentage information.

A4.2.5. Reportable Medical NBC Equipment. Medical units will report their equipment UTCs as follows:

A4.2.5.1. In cases of more than one item for a given field, enter the lowest percentage. Report only on equipment and supplies the unit is required to maintain. For units that possess no CBDRT material, as described below, report codes S-6 in ESRAT and SNM in ESRES. For categories two and three, do not report those items contained in C-1 bags. If the medical logistics (MEDLOG)/ defense medical logistics standard support (DMLSS) end-of-month (EOM) Stock Status Report reflects WRM project at zero percent, it represents a requirement with no material O/H and should be reported as such. UTCs that contain equipment in categories two, three, and four will still report their overall Material Availability Percentage (MAP) in the unit SORTS report in addition to the itemized reporting in the CBDRT portion of their SORTS report.

A4.2.5.1.1. Category One Medical IPE Equipment. Follow guidance in **A4.2.4.1**.

A4.2.5.1.2. Category Two Medical Detection Equipment. Medical units will report the lowest total material readiness percentage of the three detection groups assigned to the unit (using the MEDLOG IWB transaction or DMLSS medical treatment facility (MTF) catalogue search) as outlined below for the following stock numbers:

Detection Group A

6665-01-134-0885 - Water Testing Kit, Chemical Agent, M-272

6665-01-199-4153 - Chemical Agent Monitor (CAM)

6665-01-357-8502 - Improved Chemical Agent Monitor (ICAM)

Detection Group B

6665-00-050-8529 - Detection Paper, Chemical, M8

6665-01-226-5589 - Detection Paper, Chemical, M9

6665-01-133-4964 - Detection Kit, Chemical Agent, M256A1

Detection Group C - N/A

6665-01-494-8725 - DoD Biological Sampling Kit (Hand Held Assays)

A4.2.5.1.3. Category Three - Medical Decontamination Equipment. Medical units will report the lowest total material readiness percentage of the two items (using the MEDLOG IWB transaction or DMLSS MTF catalogue search) as outlined below for the following stock numbers:

4230-01-251-8702 - Decontaminating Apparatus, M17

6850-01-357-8456 - Decontamination Kits, M295

A4.2.5.1.4. Category Four - Medical RADIAC Equipment. Medical units will report the lowest total material readiness percentage of the four items assigned to the unit (using the MEDLOG IWB transaction or DMLSS MTF catalogue search) as outlined below for the following stock numbers:

6665-01-320-4712 - ADM - 300, Kit A

6665-01-426-5071 - ADM - 300, Kit B

6665-01-320-4712 - ADM - 300, Kit C

6665-01-426-5071 - ADM - 300, Kit E

A4.2.5.1.5. Category 5 - Medical Countermeasures. Report the total materiel readiness percentage for DET A, Project Code BA as reflected on the MEDLOG WRM Stock Status Report or the DMLSS, Gross Readiness Percentage as reflected on the Assemblage Status Report. Medical countermeasures requirements are outlined in AFMAN 23-110, Vol 5, *Air Force Medical Materiel Management System – General.* See AFI 41-106, Medical Readiness Planning and Training for detailed measurement and reporting instructions.

A4.2.5.1.6. Category 6 - Medical Collective Protection. Medical units will calculate percentages for UTCs; FFCPA, FFCPB, FFCPC, FFCPD, and FFCPW, whose critical equipment MAPs are at 100 percent (using the MEDLOG inquire WRM balance (IWB) transaction or DMLSS Assemblage Status Report, Gross Readiness Percentage (use the ESRAT)). If the critical equipment material availability percentage is less than 100 percent, the equipment is not considered MRA, and will be reported at zero percent, regardless of how much of the other material in the UTC is O/H. Divide the total number of these UTCs that are MRA by the number of UTCS required, and multiply by 100 to obtain the percentage to be reported under the ESRAT label.

Example Calculations:

FFCPA Critical O/H = 100 percent (MRA, count as 1)

FFCPB Critical O/H = 99 percent (Not MRA, count as 0)

FFCPW Critical O/H = 100 percent (MRA, count as 1)

UTCs O/H/UTCs Required = percent

2 3 = 67 percent (report in ESSA6)

A4.3. Individual and Unit NBCC Defense Training Rating (TRRAT). The training portion of the CBDRT report has two categories: individual NBCC defense training and unit NBCC defense task qualification training (TQT). Determine the percent of personnel (or crews) who are current in each training category. Based on the category with the lowest percent available, report NBCC defense training status IAW **Table A4.4** and enter the appropriate T-level rating (TRRAT). TRRAT is calculated IAW applicable training methods of **Chapter 6**, Method B (**paragraph 6.2**); Method C, Option 1 (**paragraph 6.3**), or Method C, Option 2 (**paragraph 6.4**). For units measuring under Method C, Option 2, use **Table 6.3** Flying units shall report training status for all required aircrews, ground crews and direct support unit personnel. For a CBDRT T-level below T-1, insert the applicable training reason code (from **Table 6.5**) in the TRRES field and explain the reasons in TRRES remarks. If a unit does not have a requirement for a specific category of NBCC defense training, then enter a “0” in the required category.

A4.3.1. No Training Requirements. Units in LTAs with only an in-place mission have no NBCC defense training requirements, unless otherwise specified by their MAJCOM. In this case, the unit should report a “6” representing a non measured training subarea in the CBDRT report and TNM in TREAS.

A4.3.2. Individual NBCC Defense Training. Count the number of military and emergency-essential civilian personnel who are current in individual NBCC Defense Training, divided by the total number of personnel assigned who are required to have the training (AFI 10-2501).

A4.3.2.1. Units with a mobility mission: Every person assigned to a deployable UTC as listed in Part IIC of the unit’s DOC Statement is required to be current in this training.

A4.3.2.2. Units assigned in either MTAs or HTAs: Every military and emergency-essential civilian assigned to the unit must be current in this training.

A4.3.3. Unit NBCC Defense Task Qualification Training (TQT). Count the number of military and emergency-essential civilian personnel who are current in NBCC Defense TQT, divided by the total number of assigned personnel required to have the training. General NBCC Defense TQT requirements are listed in AFI 10-2501 and AFMAN 10-2602. To be TQT trained, unit personnel must be task trained using the general and functional NBCC defense tactics, techniques, and procedures (TTP) listed in AFMAN 10-2602, Attachment 4, all published HQ USAF functional area TTPs per AFMAN 10-2602, paragraph A4.1.2, and all unit identified TTPs per AFI 10-2501, paragraphs 2.11.2, 9.3.5, and 9.7.8.

A4.3.4. The lowest percentage of paragraph **A4.3.2** or **A4.3.3** is used to assign a training level (T-level) under the TRRAT field IAW **Table A4.4** State the reasons for a below T-1 status in the TRRES field and the applicable training reason code from **Table 6.5**.

A4.3.5. Training Remarks. TRRAT remarks are automatically formatted by the AFSORTSDET CBDRT page and list number of personnel who require training, the number who are current in their training, and the percent of personnel complete and current for each training category (individual NBC defense and unit level TQT). In plain text English, TRRES remarks should explain deficiencies and get well actions. The following are examples of the AFSORTSDET formatted remarks:

LABEL/U/A/LABEL:TRRAT//

GENTEXT/RMK/YYMMDD TRRAT CBDRT

/NDT-MRA/1/NDT-ASG/1/NDT-PCT/100 (NDT = individual training)

/TQT-MRA/0/TQT-ASG/0/TQT-PCT/NA (TQT = task qualification training)

/T03-MRA/0/T03-ASG/0/T03-PCT/NA (do enter data for T03 through T05)

/T04-MRA/0/T04-ASG/0/T04-PCT/NA

/T05-MRA/0/T05-ASG/0/T05-PCT/NA//

LABEL/U/A/LABEL:TRRES//

GENTEXT/RMK/YYMMDD INDIVDUAL NBCC DEFENSE TRAINING – SHORTFALL

DUE TO LOSS OF NBCC DEFENSE INSTRUCTORS FOR REAL WORLD DEPLOYMENT,

ESTIMATED GET-WELL DATE: MMM DD//

A4.4. Special NBC Defense Equipment and Supplies Reporting Requirements. To provide visibility to installation-wide requirements and capabilities, CE units have an additional special CBDRT reporting requirement. MAJCOMs will specify this special reporting requirement in Section IV of a unit's SORTS DOC Statement.

A4.4.1. OCONUS CE Units in NBCC MTAs and HTAs. Once each quarter (in January, April, July, and October), report the status of in-place collective protection assets.

A4.4.1.1. For an in-place mission in MTAs and HTAs, list the number of collective protection spaces that are required and the number that are MRA. To count as MRA, the shelter must be fully operational (see AFMAN 10-2602). If it is not, none of the spaces in that shelter can count as MRA.

A4.4.1.2. MAJCOMs must specify in-place requirements. If theater or MAJCOM guidance is not provided, units should report MRA, rest and relief collective spaces for 30 percent (assumes each space will support two people over a 24-hour period) of the in-place and deployed AF personnel plus the number of collective protection spaces used in medical, command and control, and other function-specific facilities. MAJCOMs will provide guidance as to how many additional spaces to include for the protection of transient aircrew and passengers into the collective protection calculation. Use any combination of Class I-IV transportable, fixed facility, or expedient collective protection systems to satisfy the total requirement. Do not include collective protection systems assigned to deployable UTCs. (See AFMAN 10-2602.)

A4.4.1.3. In an ESRES remark, provide both the required and the MRA number of collective protection spaces. If reporting in-place requirements, this remark and the report must be classified SECRET. The following is an Unclassified example of the AFSORTSDET CBDRT formatted remark:

LABEL/U/A/LABEL:ESRES//

GENTEXT/RMK/YYMMDD INPLACE COLLECTIVE PROTECTION SPACES / REQ 1300/ MRA 120//

A4.5. Overall CBDRT C-level. Unit Commanders will assign an overall CBDRT C-level based on the lowest of the ESRAT and TRRAT. CBDRT overall C-level is assigned based on definitions in **paragraph 1.12**, relevant to the unit's ability to operate in CB conditions. An overall C-level will be entered in the READY field under TREAD = CBDRT report. If applicable, a primary reason (in plain text) should be stated under the CBDRT TREAD REASN remark label, while using an applicable reason code from **Table 4.5** and **Table 6.5** for the area ratings. CBDRT reports will be submitted in conjunction with the unit's primary SORTS report. Commander CBDRT assessments are not applicable to CBDRT reports, however the CBDRT overall rating can be factored into commander assessments of overall unit readiness in the primary unit SORTS reports. An example AFSORTSDET CBDRT overall set is shown below:

OVERALL/U/A/RICDA:YYMMDD/TREAD:CBDRT/READY:3/REASN:S/-/-//
EQSUPPLY/ ESRAT:3/ESRES:SRA//

TRAINING/TRRAT:2/TRRES:TNB//

A4.6. CBDRT Data Requirements.Table 4.5. and **Table 6.5.** list applicable reason codes for use with CBDRT. No FORECAST Set data is required. Only applicable Equipment and Training reason codes listed in **Table 4.5.** and **Table 6.5.** will be used for CBDRT overall and subarea level ratings (S-level, and T-level). Use the REASN code from **Table A4.5.** for the CBDRT overall rating.

Attachment 4 Reference Tables (see top of next page).

Table A4.2. Chemical, Biological, Defense (CBD) Equipment Categories/Measured Items.

A	**B**
Category	**Items to Include in Measurement**
1 - Individual Protective Equipment (IPE)	C-1bags IAW AFI 10-2501 D/D-1 aircrew bags IAW AFI 11-301
2 - Detection Equipment	DETECTION GROUP A M-22 Automatic Chemical Agent Alarm M-8A1 Automatic Chemical Agent Alarm Chemical Agent Monitor (CAM/ICAM) M90 Chemical Detection Kit [**Note 1**] M-272 Water Testing Kit, Chemical Agentt
	DETECTION GROUP B M-8 Chemical Detection Paper [**Note 2**] M-9 Chemical Detection Paper [**Note 2**] M-256A1 Chemical Agent Detection Kit
	DETECTION GROUP C DoD Biological Sampling Kit Portal Shield Portable Biological Aerosol Sampler (PBAS) Kit
3 - Decontamination Equipment	DECON GROUP A M295 Decontamination Kit [Note 3]
	DECON GROUP B M17 Lightweight Decontamination Apparatus
	DECON GROUP C Reserved – do not report
	DECON GROUP D Reserved – do not report
4 - RADIAC Equipment	RADIAC Set ADM-300 Kit A RADIAC Set ADM-300 Kit B RADIAC Set ADM-300 Kit C RADIAC Set ADM-300 Kit E
5 - Medical Countermeasures	Biological and Chemical Warfare (BW/CW) Agent Antidotes, Project BA
6 - Collective Protection Systems	Transportable collective protection systems [**Note 4**]

A	B
Category	**Items to Include in Measurement**

NOTES:

1: These items are not listed in an Allowance Standard. MAJCOMs must identify required quantities to reporting units.

2: Do not include the M8 and M9 paper in C-1 mobility bags or bag equivalents in this measurement. Those items are included in the Category 1 measurement.

3: Do not include the M295 Decontamination Kits in C-1 mobility bags or bag equivalents in this measurement.

4: This is the generic use of the term to include all mobile, portable, or transportable collective protection systems assigned to deployable UTCs. This does not include non-deployable systems like the Survivable Collective Protection System (SCPS) and the KMU-450 Shelter Modification Kits, that can be relocated but are not in the transportable family.

Table A4.3. Changing CBD ESRAT Percentage into an S-Level CBDRT TREAD.

RULE	A	B
	if the lower of the CBD equipment on-hand percentages is in the range from	**then the equipment and supplies O/H S-level ESRAT label will be**
1	90 to 100	S-1
2	80 to 89	S-2
3	65 to 79	S-3
4	0 to 64	S-4

Table A4.4. Training Percentage T-Level (Method B, paragraph 6.2. or Method C, Option 1 Only, paragraph 6.3).

RULE	A	B
	If the training percentage is in the range from	**then the training T-level is:**
1	85 to 100	T-1
2	70 to 84	T-2
3	55 to 69	T-3
4	0 to 54	T-4

Table A4.5. REASN codes for CBDRT.

RULE	A If the overall CBDRT C level is	B Then the REASN code is
1	Less than C-1 and the reason most effecting C level is NBC equipment	S
2	Less than C-1 and the reason most effecting C level is NBC individual or unit training	T
3	C-5 and a resource area is reported as C-6	N
4	Not Reported by the Unit	N

Attachment 5

MAJOR EQUIPMENT LOCATION AND CREW INFORMATION (MEQLOCN)

A5.1. MEQLOCN Description.

A5.1.1. MEQLOCN is a major equipment location set reported in SORTS for those units possessing major equipment (aircraft, missiles, etc.).

A5.1.2. MEQLOCN is used to report the location and status of major equipment items and crews authorized to the unit.

A5.1.2.1. Includes MEQPT and crew status at a unit's present and deployed locations.

A5.1.2.2. Equipment and crews that will be off station for less than 72 hours (with response time not a key factor) are not considered deployed and do not need to be reported in a separate MEQLOCN set.

A5.1.2.3. Major equipment in PDM are not reported in a separate MEQLOCN set, account for major equipment in PDM in a remark using the "MEPSD" Label.

A5.2. Reporting Information.

A5.2.1. MEQLOCN sets report on the type of equipment, the number of crews at a given location, and the location of deployed equipment and/or crews.

A5.2.2. Total numbers, reported for unit resource data (equipment and crews), at various locations must equal total assigned, possessed, formed, and mission ready.

A5.2.3. MEQLOCN sets are reported as a stand alone set of a unit's SORTS report. A unit will develop and maintain their MEQLOCN set(s) using the current AFSORTSDET version.

A5.2.3.1. Submit the MEQLOCN set on a unit authorized or possessing major equipment items. Submit the set for each combination of major equipment, type, and location to show status at all locations being occupied by the unit. There is no limit to the number of MEQLOCN sets a unit may report.

A5.2.3.2. MEQLOCN sets are reported using an Add, Change or Delete set transaction code. The Add transaction code should ONLY be used the very first time a MEQLOCN set is added to the database. Any subsequent reporting of the MEQLOCN sets that are changing data should utilize the Change transaction. If the set is to be deleted, the Delete transaction code is used. If a unit continuously uses the Add transaction code, the number of equipment and crews will constantly double with each report, causing the unit's database to have incorrect data.

A5.2.3.3. When submitting MEQLOCN sets, units should ensure the numbers of deployed crews or equipment do not exceed the total number possessed, and change accordingly. SORTS reporting personnel must know what is in the database for the UIC being reported.

A5.2.3.4. When a unit deletes the number of previously reported equipment at deployed locations, the system will return equipment numbers back to the home or UNIT location.

A5.2.3.5. Units should ensure that the proper security classification value is applied to each MEQLOCN set every time it is reported.

A5.2.3.6. The following examples of USMTF reporting are provided for reference:

A5.2.3.6.1. Adding a MEQLOCN set should look like the following:

MEQLOCN/U/A/MEQPT:C-130E/-/MEPSA:30/MEPSD:30/-/-/-/-/CREWA:30/CREWF:30/ /

A5.2.3.6.2. Moving equipment or personnel from the unit to a deployed location:

MEQLOCN/U/C/MEQPT:C-130E/-/MEPSA:11/MEPSD:11/-/-/-/-/CREWA:11/CREWF:11/ -/-/-/-/-/-/-/-/NEWLOC:CNBC//

A5.2.3.6.3. Moving equipment/personnel from a deployed location to a home location:

MEQLOCN/U/C/MEQPT:C-130E/TEGEO:CNBC/MEPSA:6/MEPSD:6/-/-/-/-/CREWA:6/ CREWF:6/-/-/-/-/-/-/-/-/NEWLOC:UNIT//

A5.2.3.6.4. Changing numbers at a unit with a Change transaction:

MEQLOCN/U/C/MEQPT:C-130E/-/MEPSA:29/MEPSD:29/-/-/-/-/

/CREWA:29/CREWF:29//

A5.2.3.6.5. Move all remaining numbers from the deployed location to the home location with the delete transaction:

MEQLOCN/U/D/MEQPT:C-130E/TEGEO:CNBC//

A5.2.3.6.6. Removing the MEQLOCN record when the Aircraft Type identified in MEQPT is no longer in the unit's inventory:

MEQLOCN/U/D/MEQPT:C-130E/-// or MEQLOCN/U/D/MEQPT:C-130E//

A5.3. Reporting Instructions.

A5.3.1. In AFSORTSDET, Click on Step 9, Configure MEQLOCN set.

A5.3.2. At the Configure MEQLOCN Data screen, select the type of equipment, and click on the Add Aircraft button. ***Note:*** The Verify button tells the user what type of equipment has been added.

A5.3.3. Click on the Build Worksheets button to build new worksheets based on the equipment selections made.

A5.3.4. At the MEQLOCN page, a unit can enter MEQLOCN data for the types of equipment selected and based on requirements.

A5.3.5. Utilize all applicable remark labels to complete the remarks segment. Repeat for as many remarks as necessary. Insert remarks in same order as fields appear in the message.

A5.3.6. When using the AFSORTSDET MEQLOCN worksheet, click on the Remarks button to add remarks and take the following actions:

A5.3.6.1. Select the remark label from the drop down menu paired against the data field for the remark.

A5.3.6.2. Select Add, Delete, or No Change.

A5.3.6.3. Select the appropriate security classification.

A5.3.6.4. Type the text of the remark.

A5.3.6.5. Click the Accept button.

Table A5.1. MEQLOCN Data Field Definitions.

N	Data Field	Definitions
1	UNIT	Home Location
2	TEGEO	Temporary Location
3	MEPSA	Major Equipment Authorized
4	METAL	Major Equipment Allocated
5	MEPSD	Major Equipment Possessed
6	MEORD	Major Equipment Operationally Ready – Dual
7	MEORN	Major Equipment Operationally Ready – Nuclear
8	MEORC	Major Equipment Operationally Ready – Conventional
9	MEORO	Major Equipment Operationally Ready – Other
10	MEREC	Major Equipment Operationally Ready – Reconnaissance Capability
11	CREWA	Primary Duty Crew Authorized
12	CREAL	Primary Duty Crew Allocated
13	CREWF	Primary Duty Crews - Formed
14	CRMRD	Primary Duty Crews Mission Ready - Dual
15	CRMRN	Primary Duty Crews Mission Ready – Nuclear
16	CRMRC	Primary Duty Crews Mission Ready
17	CRMRO	Primary Duty Crews Mission Ready - Other
18	FORDV	Equipment Foreign Origin
19	NEWLOC	New Location

Attachment 6

TRANSPORTABLE COMMUNICATIONS EQUIPMENT AND PERSONNEL DATA. (UTC PACKAGE DEPLOYABILITY STATUS)

A6.1. Required Actions:

A6.1.1. Identify the package being reported on. Units may be required to provide a number of the same UTC packages. To uniquely identify a package, enter two secondary control elements according to the following:

A6.1.1.1. Check the DOC Statement for the UTC. Enter it under the label UTC each time there's a "PACKAGE" transaction.

A6.1.1.2. Find the Designated Item Serial Number using the following rules and enter it under the Designated Item Serial Number (MESEN) label each time there's a "PACKAGE" transaction.

A6.1.1.2.1. For Equipment and Personnel UTCs check for a force requirement number (FRN) in plan's time-phased force and deployment data (TPFDD). If there's an FRN, use its first three characters as the first three characters and a sequence number (e.g., 1, 2, etc.) as the last character of the MESEN. If there isn't an FRN, use a four-digit sequence number (e.g., 0001, 0002, etc.).

A6.1.1.2.2. For Equipment UTCs use the first four characters of the major equipment's serial number as MESEN.

A6.1.1.2.3. For Personnel UTCs use "P" as the first character and a three-digit sequence number as the last three characters (e.g., P001, P002, etc.) of MESEN.

A6.1.1.3. For the DOC Listed UTC(s) enter a "Y" if tasked or an "N" if not tasked, under label DTASK.

A6.1.2. Show Major Equipment Operational Status for Specified Package. Commanders will select the operational status in **Table A6.1**, which most closely matches the current status of the prime equipment required by the package. If changed, enter it under label Prime Equipment Operational Status (PEQS). If status is other than "not applicable" or "prime equipment is fully operational," forecast the date the equipment will be fully operational. If changed, enter it under label PEQFR.

A6.1.3. Show Support Equipment Operational for Specified Package. Commanders will select the operational status in **Table A6.2**, which most closely matches the current status of the support equipment required by the package. If changed, enter it under label Support Equipment Status (SEDY). If status is other than "not applicable" or "support equipment is fully operational," forecast the date the equipment will be fully operational. If changed, enter it under label Support Equipment Forecast Ready Date (SEQFR).

A6.1.4. Show the Assigned Team Status for Specified Package. Commanders will select the team status in **Table A6.3**, which most closely matches the status of the personnel required by the specified package. If changed, enter it under the label for Assigned Team Status (TEDY). If status is other than "not applicable" or "assigned team status is satisfactory,"

forecast the date the team will be operational. If changed, enter it under the label for Team Status Satisfactory Forecast Date (TEAFR).

A6.1.5. Show the Overall Operational Condition and Deployment Status of Specified UTC Package. Commanders will select the overall operational condition and deployability status in **Table A6.3**, which most closely matches the current status of the specified package. If changed, enter it under the Expected Availability Category (EXDAC) label. If the status is:

A6.1.5.1. UTC is redeployable, deployed, or en route, check the actual deployment date. If changed, enter it under the label for UTC Forecast Ready Date (UTCFR).

A6.1.5.2. UTC is committed, forecast the deployment date. If changed, enter in UTCFR.
A6.1.5.3. Either of the above, show status of the deployed or committed UTCs. If a UTC is deployed or committed to deploy, report this data depending on the status showing using the EXDAC field:

A6.1.5.3.1. In the Deployment Control Number (DCN), if reporting that the UTC is deployed, committed, or en route, check the deployment tasking number, departure control number, or deployment control number issued by the MAJCOM for the specified UTC package movement. If the number is unknown, use "XXXXX" as the number. If changed, enter it under label DCNDY.

A6.1.5.3.2. For Equipment Return Date, if reporting UTC is redeployable, committed, deployed, or en route, forecast the date the specified package is expected to return from deployment. If changed, enter it under the label for Equipment Return Date (EQRET).

A6.1.5.3.3. For GEOLOC Code, if reporting UTC is redeployable, committed, deployed, or en route, find the GEOLOC code matching the specified package's present location in the GEOFILE. If changed, enter it under the label for Geographical Location of Equipment (GEOGR).

A6.1.5.4. Other than those above, or if the UTC is fully operational and deployable, forecast the date the package will be operational and deployable. Anytime the EXDAC is other than "A" enter it under the label UTCFR.

A6.1.6. Prepare remarks to explain the situation. When they occur, prepare remarks to explain any of the situations listed below. Don't duplicate remarks if situations have same explanations.

A6.1.6.1. When specified UTCs have sub-elements deployed state which sub-elements are deployed, the deployment number, the estimated return date, and the UTC operational capability remaining. Create the remark under the label EXDAC.

A6.1.6.2. When a unit has major equipment deficiencies explain the impact the deficiencies have on UTC operational and deployment capability, also identify corrective actions taken. Create the remark under the PEQS label.

A6.1.6.3. When a unit has support equipment deficiencies explain the impact the deficiencies have on UTC operational and deployment capability, also identify corrective actions taken. Create the remark under the SEDY label.

A6.1.6.4. When a unit has personnel deficiencies explain the impact the deficiencies have on UTC operational and deployment capability, also identify corrective actions taken. Create the remark under the TEDY label.

A6.1.7. Submit "PACKAGE" with the unit SORTS report. Ensure accurate data is reflected each time a unit SORTS report is submitted. Take add, delete, or change action as necessary. Attachment 6 Reference Tables.

Table A6.1. Package Transactions - Which Prime Equipment Status Code to Use.

R U L E	A	B
	If the best description of the prime equipment status is that it is, has, or is undergoing	**then for the prime equipment operational status code under the label PEQS report**
1	**scheduled maintenance**	A
2	acceptance inventory	B
3	initial quality control inspection	C
4	depot over haul	D
5	operational test/evaluation	E
6	awaiting flight check	F
7	failed flight check	G
8	not deployable - logistics	H
9	initial operational test/evaluation	J
10	not mission capable status (NMCS) - parts	K
11	partially mission capable status (PMCS) - parts	L
12	awaiting modification	M
13	technical order compliance	N
14	power failure	P
15	quality control inspection	Q
16	post-development inspection	R
17	special repair facility	S
18	troubleshooting	T
19	unscheduled maintenance	U
20	equipment damaged	V
21	equipment in transit	W
22	not applicable	X
23	destroyed	Y
24	fully operational	Z

Table A6.2. Package Transactions - Which Support Equipment Status Code to Use.

RULE	A If the best description of the support equipment status is that it is, has, or is undergoing	B then for the support equipment operational status code under the label SEDY report
1	**RSP not authorized**	0
2	RSP 0 to 50 percent filled	5
3	RSP 51 to 70 percent filled	7
4	RSP 71 to 85 percent filled	8
5	RSP 86 to 95 percent filled	9
6	adequate vehicles not available	A
7	vehicle out of commission - maintenance	B
8	vehicle out of commission - supply	C
9	adequate field equipment not available	F
10	authorized power not assigned	I
11	adequate power not assigned	J
12	adequate power not available	M
13	adequate test equipment for deployment not available	N
14	test equipment in Precision Measurement Equipment Laboratory	R
15	power supply not operational	V
16	damaged	X
17	destroyed	Y
18	fully operational	Z

Table A6.3. Package Transactions - Which Assigned Team Status Code to Use.

RULE	A If the best description of the personnel status is that it is, has, or is undergoing	B then for the assigned team status code under the label TEDY report
1	**casualties**	C
2	personnel by foreign government	D
3	shortage of officers	F
4	inadequate authorizations of operations personnel	G
5	inadequate authorizations of maintenance personnel	H
6	shortage of qualified maintenance personnel	M
7	shortage of qualified operators	N
8	prisoners of war	P
9	required personnel available but number have not completed essential mobility training	T

RULE	A	B
	If the best description of the personnel status is that it is, has, or is undergoing	**then for the assigned team status code under the label TEDY report**
10	not applicable	X
11	satisfactory	Z

Table A6.4. Package Transactions - Which UTC Availability Status Code to Use.

RULE	A	B
	If the best description of UTC availability is that it is	**then for the availability code under the label EXDAC report**
1	**operational and deployable; physically at home station, available for deployment, and under operational control of the reporting organization**	A
2	redeployable; physically deployed from home station but available for redeployment and under the operational control of the reporting organization	B
3	committed; physically at home station but committed for deployment within 30 days	C
4	deployed; physically deployed from home station and under the operational control of a unit other than the one reported under ADCON	D
5	not deployable; facility is not in condition to fulfill function for which it was designed.	E
6	en route; facility is en route to deployment location	F
7	deployable but has a prime equipment status deficiency	G
8	deployable but has a support equipment status deficiency	H
9	deployable but has a team status deficiency in training	J
10	deployed; physically deployed from home station without assigned team personnel and under the operational control of a unit other than the one reported under ADCON	K

Attachment 7

INTERIM CHANGE (IC) 2006-1 TO AFI 10-201, STATUS OF RESOURCES AND TRAINING SYSTEM (SORTS),

"Copy of Integrated IC Removed"

Attachment 8 (Added-USAFE)

USAFE SORTS STAFF ASSISTANCE VISIT (SAV) PROGRAM

A8.1. (Added-USAFE) (USAFE) SORTS SAVs.

A8.1.1. **(Added-USAFE)** The USAFE SORTS Staff Assistance Visit (SAV) is designed to assess SRO and unit reporting compliance, with baseline standards, according to AFI 10-201, AFI 90-201 USAFE Supplement, *Inspector General Activities*, and this supplement. In addition, provide operational requirements, training, and suggestions for improving wing SRO overall effectiveness.

A8.1.2. **(Added-USAFE)** SAVs will be scheduled and conducted annually. The schedule will be transmitted to each unit and published at (https://afkm.wpafb.af.mil/ASPs/CoP/EntryCop.asp?Filter=OO-OP-FE-01). A message will be sent to specific units, as applicable, if a date change is necessary. *Note:* Every effort will be made to ensure that the SAV is conducted prior to a Unit Compliance Inspection (UCI), Operational Readiness Inspection and/or Surety Inspection.

A8.1.3. **(Added-USAFE)** The most current UCI report will be used as the basis of measurement for all SORTS programs. The most current UCI SORTS checklists will be located on the USAFE Portal, USAFE Publications page under the "Checklists" heading.

A8.1.4. **(Added-USAFE)** The SAV will be conducted in conjunction with SRO training, as applicable. Training will be conducted using the USAFE Command Post Master Training Plan (MTP), SORTS Training, attachment. The SRO (primary and alternate) appointed by the wing/group commander must be present for this training. Training will be documented and maintained according to paragraph 1.11.10.2.1.5.1. (Added) Measured unit commanders must ensure their SORTS representatives (measured unit monitors) are available to provide the SORTS program information to the SAV team members for review. In addition, measured unit SAVs will be scheduled by the SAV team after they arrived station, and not before, unless otherwise determined by USAFE Readiness Measures. SROs will notify all unit monitors (primary and/or alternate) to be available for the duration of the SAV. Also, the unit commander must inform the wing SORTS manager during coordination of the SAV, if they would like a one-on-one in and or outbrief.

A8.1.5. **(Added-USAFE)** The SAV team will provide the Command Post (CP) with a message and/or e-mail confirming arrival/departure dates, team composition, Entry Authorization List (EAL) and in-brief/out-brief availability not later than 30 days before arrival. Team visits will normally be 3-5 days. The CP chief will verify if the wing commander/alternate desires a SAV team chief in/out-brief and coordinate, appropriately. If an out-brief is desired, an appointment should be made for the last duty day of the visit.

A8.2. (Added-USAFE) (USAFE) Non-compliant SAV results.

A8.2.1. **(Added-USAFE)** To ensure appropriate senior leadership involvement in non-compliant SORTS programs, wing commanders will ensure the Subordinate Reporting Organization (SRO) prepares and submits a Get Well Plan to HQ USAFE/A3Z no later than the date indicated in the SAV report.

A8.2.2. **(Added-USAFE)** The USAFE Readiness Measures office will conduct one-on-one training with the primary/alternate SRO within 30 days of the SAV, if desired. Training is unit funded and conducted at Ramstein Air Base, GE to allow the SRO uninterrupted personalized training.

A8.2.3. **(Added-USAFE)** The wing may request USAFE Readiness Measures personnel return, no earlier than 90 days from the initial SAV date, to ensure the wing program is in compliance according to the Unit Compliance Inspection Checklist and to provide one-on-one training to the SRO. The wing will fund this secondary SAV.

A8.3. (Added-USAFE) The respective HQ USAFE functional manager, and 2-letter directorate (Security Forces (SF), Communications and Information (SC) etc.) are highly encouraged to develop SORTS reporting guides for their responsible area. An area specific checklist/guide is desired to identify functionally unique SORTS requirements. If developed, coordinate such guides through USAFE Readiness Measures and HQ USAFE/IG.

Attachment 9 (Added-USAFE)

APPOINTMENT AND TASKING LETTERS

A9.1. (Added-USAFE) Example Wing SORTS/FAM Appointment Letter.

DEPARTMENT OF THE AIR FORCE

UNITED STATES AIR FORCES IN EUROPE

DD MMM YYYY

MEMORANDUM FOR HQ USAFE/A3ZA (READINESS MEASURES)

FROM: 435 ABW/CC
Unit 3050 Box 15
APO AE 09094-5015

SUBJECT: Letter of Appointment

1. The following individuals have successfully completed training and are designated as the Wing SORTS managers.

SMSgt Jane Doe	SMSgt John Doe
DEROS:	DEROS:
435 ABW/CCP	435 ABW/CCP
DSN:	DSN:
STU:	STU:
Jane.doe@ramstein.af.mil	**John.doe@ramstein.af.mil**
Jane.doe@ramstein.af.smil.mil	**John.doe@ramstein.af.smil.mil**

(Signature)
STEVEN F. AUSTIN, Col, USAF
Commander

A9.2. (USAFE) Example Unit Monitor/Designated Official Releasing Alternate Appointment Letter.

DEPARTMENT OF THE AIR FORCE
UNITED STATES AIR FORCES IN EUROPE

DD MMM YYYY

MEMORANDUM FOR 435 ABW RCCP/SORTS

FROM: 435 CE/CC
Unit 3050 Box 15
APO AE 09094-5015

SUBJECT: Letter of Appointment

1. The following individuals have successfully completed training and are designated as the 435th Unit Monitor, respectively.

SMSgt Jane Doe	SMSgt John Doe
DEROS:	DEROS:
435 ABW/CES	435 ABW/CES
DSN:	DSN:
STU:	STU:
Jane.doe@ramstein.af.mil	John.doe@ramstein.af.mil
Jane.doe@ramstein.af.smil.mil	John.doe@ramstein.af.smil.mil
_____	_____
(SIGNATURE)	(SIGNATURE)

2. The following individuals have successfully completed training and are designated as the 435th Unit alternate releasing officials, respectively.

Maj Jane Doe	Capt John Doe
DEROS:	DEROS:
435 ABW/CES	435 ABW/CES
DSN:	DSN:
STU:	STU:
Jane.doe@ramstein.af.mil	John.doe@mildenhall.af.mil
Jane.doe@ramstein.af.smil.mil	John.doe@ramstein.af.smil.mil
_____	_____
(SIGNATURE)	(SIGNATURE)

(SIGNATURE)
STEVEN F. AUSTIN, Col, USAF
Commander

A9.3. (Added-USAFE) Example Functional Manager Tasking Letter.

DEPARTMENT OF THE AIR FORCE

UNITED STATES AIR FORCES IN EUROPE

DD MMM YYYY

MEMORANDUM FOR 86 SFG/CC

FROM: HQ USAFE/A3
Unit 3050 Box 15
APO AE 09094

SUBJECT: Functional Manager Tasking Letter 04-01 for 86 SFG

1. The following changes must be made to Section1 - Unit Identification of the 86 SFS Primary DOC Statement.

a. Change the measured unit A-name from 86 SFS to 86 SFG.

2. This letter must be filed with the affected DOC Statement until superseded. POC is Capt. James Spock, USAFE/SF Functional Area Manager.

(Signature)
STEVEN F. AUSTIN, Col, USAF
Director of Air and Space Operations

A9.4. (Added-USAFE) Example Annual Review MFR.

DEPARTMENT OF THE AIR FORCE
UNITED STATES AIR FORCES IN EUROPE

DD MMM YYYY

MEMORANDUM FOR 31 SFS/CC

FROM: USAFE/A3
Unit 3050 Box 15
APO AE 09094

SUBJECT: Annual Review MFR for 31 SFS DOC Statement

1. The FAM conducted an annual review on the 31 SFS DOC Statement dated DD MMM YYYY. After completion of the annual review, the FAM determined no changes are required for the existing DOC Statement.

2. This letter must be filed with the affected DOC Statement until unit receives a new DOC Statement. POC is Capt. James Spock, 480-5555, USAFE/A7FX0 Functional Area Manager.

(SIGNATURE)
STEVEN F. AUSTIN, Col, USAF
Director of Air and Space Operations

Attachment 9 (INCIRLIKAB)

APPOINTMENT AND TASKING LETTERS

A9.1. (INCIRLIKAB) Example Wing SORTS Appointment Letter. DEPARTMENT OF THE AIR FORCE

39TH AIR BASE WING (USAFE)

DD MM YYYY

MEMORANDUM FOR HQ USAFE/A3ZA

FROM: 39 ABW/CC

SUBJECT: Status of Resources and Training System (SORTS) Managers Letter of Appointment

1. The following individuals have completed training and are designated as the 39th Air Base Wing SORTS managers.

(P) SSgt Jane Doe
DEROS:
39 ABW/CP
DSN: 676-XXXX
STU: 676-XXXX
jane.doe@incirlik.af.mil
jane.doe@incirlik.af.smil.mil

_____
(SIGNATURE)

(A) SSgt Jon Doe
DEROS:
39 ABW/CP
DSN: 676-XXXX
STU: 676-XXXX
jon.doe@incirlik.af.mil
jon.doe@incirlik.af.smil.mil

_____
(SIGNATURE)

2. Please direct any questions to SSgt Jane Doe at DSN 676-XXXX. This letter supersedes any previous letter on this same subject.

ERIC A. BEENE, Colonel, USAF
Commander

A9.2. (INCIRLIKAB) Example Unit Monitor/Designate Official Releasing Alternate Appointment Letter.

DEPARTMENT OF THE AIR FORCE

39TH AIR BASE WING (USAFE)

DD MM YYYY

MEMORANDUM FOR 39 ABW/CP

FROM: 39 LRS/CC

SUBJECT: Status of Resources and Training System (SORTS) Managers Letter of Appointment

1. The following individuals have completed training and are designated as the 39th Unit Monitor, respectively.

(P) SSgt Jane Doe	(A) SSgt Jon Doe
DEROS:	DEROS:
39 ABW/CP	39 ABW/CP
DSN: 676-XXXX	DSN: 676-XXXX
STU: 676-XXXX	STU: 676-XXXX
jane.doe@incirlik.af.mil	jon.doe@incirlik.af.mil
jane.doe@incirlik.af.smil.mil	jon.doe@incirlik.af.smil.mil
_____	_____
(SIGNATURE)	(SIGNATURE)

2. The following individuals have successfully completed training and are designated as the 39th Unit alternate releasing officials, respectively.

(P) Maj Jane Doe	(A) Capt Jon Doe
DEROS:	DEROS:
39 LRS/DO	39 LRS/DO
DSN: 676-XXXX	DSN: 676-XXXX
STU: 676-XXXX	STU: 676-XXXX

jane.doe@incirlik.af.mil
jane.doe@incirlik.af.smil.mil

_____
(SIGNATURE)

jon.doe@incirlik.af.mil
jon.doe@incirlik.af.smil.mil

_____
(SIGNATURE)

JO BETH PARKER, Lt Col, USAF
Commander

Attachment 10 (Added-USAFE)

SORTS MASTER TRAINING PLAN

A10.1. (Added-USAFE) USAFE SORTS MASTER TRAINING PLAN.

A10.1.1. **(Added-USAFE)** The United States Air Forces In Europe (USAFE) Status of Resources and Training System (SORTS) Master Training Plan (MTP) is broken down into tasks and subtasks relevant to SORTS. Subjects include responsibilities of individuals involved in the SORTS reporting process, Designed Operational Capability (DOC) Statements, Category Levels (C-Levels), measured area ratings and computations, and Staff Assistance Visits (SAVs).

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Subtask RC 6: Describe how to calculate Training measured area data (T-Level).

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Subtask RC 8: Describe how to calculate the Nuclear Chemical Biological Defense Report (CBDRT).

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Subtask SV 2: Describe the requirements for conducting initial and quarterly (recurring) training.

Subtask SV 3: Explain the requirements for conducting SAV's.

USAFE STATUS OF RESOURCES AND TRAINING SYSTEM (SORTS) TRAINING OUTLINE						
OPR:	Rank/Name: _____ Date:_____ USAFE READINESS MEASURES (480-8933)					
Task/ Sub-Task	TASK DESCRIPTION	Start Date	Comp Date	Trainee Initials	Trainer Initials	Initial Training Date
RM	SORTS RESPONSIBILITIES AND MEASURED AREAS					
RM 1	List responsibilities of Command Reporting Organizations, Subordinate Reporting Organizations, Commander's, MAJCOM Functional Area Managers, Measured Units, and Direct Support Units (DSU)					
RM 2	Describe reporting criteria for units and preparation of the SORTS report					
DS	DESIGNED OPERATIONAL CAPABILITY (DOC) STATEMENTS					

DS 1	Describe the make-up of a SORTS DOC Statement					
DS 2	Describe the uses of DOC Statements					
DS 3	Describe procedures for receiving and distributing DOC Statements					
DS 4	Describe the DOC Statement review process					
RC	SORTS REPORT CONSOLIDATION					
RC 1	Describe the use of Category Levels (C-Levels) and policy for classifying/releasing SORTS data					
RC 2	Describe procedures for reviewing SORTS reports for accuracy					
RC 3	Describe how to calculate the PERSONNEL measured area data (P-Level)					
RC 4	Describe how to calculate the EQUIPMENT and SUPPLIES ON-HAND measured area data (S-Level)					
RC 5	Describe how to calculate the EQUIPMENT CONDITION measured area data (R-Level)					
RC 6	Describe how to calculate the TRAINING measured area data (T-Level)					
RC 7	Describe how to calculate Major Equipment Location and Crew Information data (MEQLOCN)					

RC 8	Describe how to calculate the Nuclear Chemical Biological Defense Report (CBDRT)					
SR	SUBMISSION OF UNIT SORTS REPORTS					
SR 1	Demonstrate proficiency on computer programs needed for SORTS report submission					
SV	CONDUCTING TRAINING AND STAFF ASSISTANCE VISITS (SAVs)					
SV 1	Describe the requirements for developing a SORTS program					
SV 2	Describe the requirements for conducting initial and quarterly (recurring) training					
SV 3	Explain the requirements for conducting a SAV					

_____ _____

Trainer's Signature & Date Trainee's Signature & Date

Quarterly Training Documentation

YEAR	1st QTR SIGN	2nd QTR SIGN	3rd QTR SIGN	4th QTR SIGN

Semi-Annual Training Documentation

YEAR	1st HALF SIGN	2nd HALF SIGN

INTRODUCTION

1. BACKGROUND

1.1. The Global Status of Resources and Training System (GSORTS) was designed to provide an Automated Data Processing (ADP) and related general support tool to the National Military Command System (NMCS). GSORTS functions as the central registry of all Operational Units in the US Armed Forces. It is the single, automated reporting system within the Department of Defense that provides the President, Secretary of Defense, and the Joint Staff with accurate and timely unit identification, location, assignment, personnel, and equipment data for the registered units and organizations of the U.S. Armed Forces, Defense Agencies, and certain foreign and international organizations involved in operations with the U.S. Armed Forces. GSORTS also provides an assessment of how resources and training levels will affect a unit's ability to undertake its wartime mission(s).

2. REPORTING

2.1. One component of the SORTS system is the Readiness Assessment System (RAS) Input Tool (RAS IT). It is the DoD resource-and unit-monitoring system designed to support unit readiness reporting and assessment, crisis response, and deliberate planning information requirements. The SORTS database reflects the current status of selected resources of a reporting unit against that unit's assigned wartime mission(s). The resource areas reported through the RAS IT are personnel, training, equipment on-hand, and equipment condition. Additionally, Overall and Chemical and Biological Data Resources and Training (CBDRT) are measured areas and as such are an integral part of the Input Tool. However, the CBDRT does not affect the READY level of a unit.

2.2. The RAS IT is a source and destination of information from the SORTS database. The system uses an Internet web browser to display application Graphical User Interface (GUI) screens to the user. By using a browser interface, the RASIT will be available to any platform with a Secret Internet Protocol Router Network (SIPRNet) connection. The RASIT provides users with on-line, interactive access to enter or update data in the SORTS database. There are two segments that make up the RASIT: the RAS Input Tool (RASIT) and the RAS Interactive Transaction Processor (RASITP). The RASIT is the icon found on the client workstation Global Command and Control System (GCCS) desktop; the user clicks on the icon to start the input tool. The RASITP is a software segment that maintains an open "gateway" between the SORTS database and the client workstation.

3. Required Reading

3.1. It is important for the trainee to read and understand the usefulness of AFI 10-201 *Status of Resources and Training System* and AFI 10-201 USAFE Supplement.

TASK RM: SORTS RESPONSIBILITIES AND MEASURED AREAS

INTRODUCTION: Within the Air Force, individual wings (and sometimes squadrons) prepare and submit their GSORTS reports directly to the Joint SORTS processor. The use of standardized labels, fields, sets and general text remarks allows for timely extraction of information from the database by Chairman of the Joint Chiefs of Staff (CJCS), warfighting combatant commanders, Air Staff, and the Joint Chiefs of Staff (JCS). The standard web-based input tool uses RASIT.

CRITERION OBJECTIVE: Understand SORTS procedures as applicable to USAFE.

STANDARD: USAFE SORTS managers and monitors should be able to complete Task RM at a minimum task performance level 3; minimum task knowledge level b; minimum subject knowledge level B (ref: AFSC 1C3X1 CFETP).

REFERENCES:

A. CJCSM 3150.02, *Global Status of Resources and Training system (GSORTS)*

B. CJCSI 3401.02, *Global Status of Resources and Training System*

C. AFI 10-201

D. USAFE Sup to AFI 10-201

E. (Enter your applicable base supplement to AFI 10-201)

F. AF Form 723

G. User's Manual for the RAS Interactive Processor (RASITP)

H. Global Command and Control System (GCCS) Operating Instructions (See your local GCCS Terminal Area Security Officer (TASO)

I. USAFE Forms

SUGGESTED TYPE OF EVALUATION: Determined locally.

SUGGESTED INSTRUCTIONAL METHOD: Discussion/On-The-Job Training (OJT).

SUBTASKS:

RM 1: List responsibilities of CROs, SROs, Commander's, MAJCOM FAMs, Measured Units, and DSU's.

_____1. Read CJCSM 3150.02 Enclosure A; CJCSI 3401.02 page B-3 through C-10.

_____2. Read AFI 10-201, Chapter 1 Para 1.11 – 1.11.12.2.5, and USAFE Sup 1 Para 1.3.4 – 1.11.14.4.

_____3. Explain the responsibilities of the CRO, SRO, Commander's, FAM, unit monitor, and DSU's.

_____4. Explain the training requirements for SORTS managers, Commanders, unit monitors, and DSU's.

_____5. Describe the procedures for nominating a unit to report overall C-5.

_____6. Discuss and resolve any questions or concerns with trainer.

RM 2: Describe reporting criteria for units and preparation of the SORTS report.

___1. Read CJCSM 3150.02A Enclosure B, L, M, N, O, Q, and R.

___2. Read CJCSI 3401.02A Enclosure B and C.

___3. Read AFI 10-201 Chapter 1, Para 1.1 through 1.6 and Chapter 2., and USAFE Sup 1 Para 2.4.1.3. – 2.4.1.4.

___4. Explain the timing criteria and frequency for reporting SORTS.

___5. Explain the importance of reporting SORTS.

___6. Review/Understand the USAFE Forms 215 – 216.

___7. Compare the DOC Statements to the worksheets for at least two flying units and two support units (if possible) to ensure units are reporting identified wartime requirements.

___8. Describe the different measurement and methods used in reporting SORTS for measured units.

A. Describe the 4 measured areas and the labels, sets and fields associated with each.

(1) PERSONNEL

(a) AFPERDAT – Air Force Personnel Data

(1) TPASG – Total Personnel – Assigned

(2) TPAVL – Total Personnel – Available

(3) TPAUTH – Total Personnel - Required/Authorized

(4) CPASG – Critical Personnel – Assigned

(5) CPAVL – Critical Personnel – Available

(6) CPAUTH – Critical Personnel – Authorized

(7) PERTP – Total Personnel Percentage

(8) PERTC – Critical Personnel Percentage

(9) PRRAT – Primary Reason Measured Resource Area Level for Personnel not C-1

(10) PRRES – Primary Reason Measured Resource Area Level for Personnel not C-1

(11) PRREF – Primary Reason Measured Resource Subarea Level for Personnel not C-1

(2) EQUIPMENT AND SUPPLIES ON HAND

(a) EQSOHDAT – Equipment and Supplies on Hand Data

(1) MEARD – Major Equipment authorized or required (aircraft units only)

(2) MEASG – Major Equipment assigned (aircraft units only)

(3) MEPOS – Major Equipment on hand (aircraft units only)

(4) ESSA1-9 – Individual equipment sub area percentages

(5) EQSEE – Combat essential equipment percentage

(6) EQSSE – Support equipment percentage

(7) ESRAT – Equipment and Supplies on Hand measured area rating

(8) ESRES – Equipment and Supplies on Hand primary reason

(b) MEQLOCN (Major Equipment Location)

(1) MEQPT – Major Equipment Identification

(2) PRGEO – Present Location Code

(3) TEGEO – Temporary Location Code

(4) MEPSA – Major Equipment Authorized

(5) MEPSD – Major Equipment Possessed

(6) MEORD – Major Equipment Operationally Ready – Dual

(7) MEORO – Major Equipment Operationally Ready – Other

(8) MEORC – Major Equipment Operationally Ready – Conventional

(9) MEORN – Major Equipment Operationally Ready – Nuclear

(10) CREWA – Primary Duty Crews Authorized

(11) CREWF – Primary Duty Crews – Formed

(12) CRMRD – Primary Duty Crews Mission – Ready – Dual

(13) CRMRO – Primary Duty Crews Mission – Ready – Other

(14) CRMRC – Primary Duty Crews Mission – Ready – Conventional

(15) CRMRN – Primary Duty Crews Mission – Ready – Nuclear

(3) EQUIPMENT CONDITION

(b) EQCONDAT – Equipment Condition Data

(1) MEMRA – Number of aircraft or missiles mission ready and available within DOC response time

(2) ERSA1-8 – Equipment and Supplies Sub area Percentages

(3) EQREE – Equipment Condition Combat Essential Equipment Percentage

(4) EQRED – Equipment Condition Support Equipment Percentage

(5) ERRAT – Equipment Condition Resource Area Category Level

(6) ERRES – Primary reason Equipment and Supplies o/h not C-1

(4) TRAINING

(a) AFTNGDAT – Air Force Training Data

(1) TCRAQ – Trained Personnel Authorized or required

(2) TCRAS – Trained Personnel Assigned

(3) TCRAV – Trained Personnel Available

(4) TRSA1-5 – Training Sub area

(5) TRUTC – Training Measured Area Percentage

(6) TRRAT – Training Measured Resource Area

(7) TRRES – Primary reason Training Resource Area not C-1

(b) Method B (Crew Training)

(c) Method C Option 1 (Unit Training)

(d) Method C Option 2 (Combat Aviation Forces (CAF) Training)

___9. Discuss and resolve any questions or concerns with trainer.

TASK DS: DOC STATEMENTS

INTRODUCTION: The wartime capabilities of the unit being measured must be reflected in the unit's DOC Statement. The unit's resource and training status is based on those capabilities. The unit's mission resources must be assigned C-Levels to satisfy JCS requirements. To do this, you must ensure you fully understand the purpose of unit DOC Statements.

CRITERION OBJECTIVE: Receive DOC Statements from MAJCOM and be able to explain each section. Also, be able to disseminate the DOC Statement to the proper agencies and resolve any conflicts they may have.

STANDARD: SORTS managers and monitors should be able to complete Task DS at a minimum task performance level 3, minimum task knowledge level B and a minimum subject knowledge level B, with guidance from trainer (ref: AFSC 1C3X1 CFETP).

REFERENCES:

A. AFI 10-201

B. AFI 10-201 USAFE Sup 1

C. (Enter your applicable base supplement to AFI 10-201)

D. Measured Unit DOC Statements

E. Locally developed procedures

SUGGESTED TYPE OF EVALUATION: Determined locally.

SUGGESTED INSTRUCTIONAL METHOD: Discussion/OJT.

SUBTASKS:

DS 1: Describe the make-up of a SORTS Designed Operational Capability (DOC) Statement

_____1. Read AFI 10-201, Chapter 1 Para 1.2, 1.7, 1.8, 1.9; Chapter 2 Para 2.9; Attachment 2,

and USAFE Sup, Attachment 2.

_____2. Describe units that require a DOC Statement.

_____3. Describe the sections that make-up a DOC Statement.

A. Describe the uses of the following fields in the Unit Identification section.

(1) Measured Unit

(2) Home Location

(3) Unit Type Code (UTC)

(4) Unit Identification Code (UIC)

(5) DOC Mission Title

(6) Geographical Location (GEOLOC)

(7) DOC Identifier (DOCID)

(8) DOC Number (DOCNR)

B. Describe the following fields used in the Mission Identification section

(1) Mission Tasking Narrative

(2) Mission Specifics

(3) UTCs Required to Support

(4) Direct Support UICs

(5) Operation Plans (OPLAN)

C. Describe the following categories used in the Measured Resource Areas section

(1) Personnel (refer to the Personnel chapter in AFI 10-201)

(2) Equipment and Supplies (refer to the Equipment and Supplies chapter in AFI 10-201)

(3) Equipment Condition (refer to the Equipment Condition chapter in AFI 10-201)

(4) Training (refer to the Training chapter in AFI 10-201)

D. Explain the uses of the Amplifying Notes section.

E. Explain the uses of the Gaining Commands section.

F. Explain the requirements in the Coordination and Review section.

_____4. Identify the USAFE DOC Statement approving authority.

_____5. Discuss and resolve any questions or concerns with your trainer.

<u>DS 2: Describe the uses of DOC Statements</u>

_____1. Read AFI 10-201 Chapter 1 Para 1.7 through 1.9, Chapter 2, Attachment 2, and USAFE Sup, Attachment 2.

_____2. Explain the purpose of a DOC Statement.

A. Describe the information needed to prepare a SORTS report.

B. Explain the basis of the unit's overall C-level.

C. Explain how to determine which measured areas and sub areas units are required to report on.

D. Explain the purpose of a unit's DOC response time(s).

_____3. Describe the difference between primary, secondary and tertiary DOC Statements.

_____4. Discuss and resolve any questions or concerns with your trainer.

DS 3: Describe procedures for receiving and distributing DOC Statements

_____1. Read AFI 10-201, Chapter 1 Para 1.5; USAFE Sup 1 to AFI 10-201 Para A2.5.2.5, A2.6 , and Attachment 2.

_____2. Know how to identify agencies requiring specific DOC Statements and distribute copies.

_____3. Describe procedures for receiving DOC Statements via the SIPRNET. Ensure that distribution is listed on the front top right corner and the originals are maintained by the SRO.

_____4. Discuss and resolve any questions or concerns with your trainer.

DS 4: Describe the DOC Statement review process

_____1. Read AFI 10-201 Chapter 1, Para 1.7.8, 1.9; Attachment 2 Para A2.6; USAFE Sup, Para 1.11.3.2.1.1., and Attachment 2.

_____2. Describe unit procedures for disseminating DOC Statements to wing agencies.

_____3. Describe procedures for ensuring the commander has reviewed, dated and signed the DOC.

_____4. Describe review procedures for DOC Statements and the process for recommending changes.

_____5. Discuss and resolve any questions or concerns with your trainer.

TASK RC: SORTS REPORT CONSOLIDATION

INTRODUCTION: AF SORTS reporting is designed to provide a timely and accurate assessment of the status of resources required by a measured unit to accomplish its wartime mission(s). It also populates a database with essential resources and training management information for MAJCOM, HQ USAF, Warfighting Combatant Commanders, and JCS use. The National Military Command Center (NMCC) depends primarily on reports from defense agencies and services in establishing the SORTS database.

CRITERION OBJECTIVE: Consolidate information and prepare a SORTS report.

STANDARD: USAFE SORTS managers and monitors should be able to complete Task RC at a minimal to task performance level 3, minimum task knowledge level b, and a minimum subject knowledge level B, with guidance from trainer (ref: AFSC 1C3X1 CFETP).

REFERENCES:

A. CJCSM 3150.02

B. CJCSI 3401.02

C. AFI 10-201

D. AFI 10-201 USAFE Supplement

E. (Enter your applicable base supplement to AFI 10-201)

F. User's Manual for the RAS Interactive Processor (RASITP)

G. MAJCOM guidance messages

H. Locally developed SORTS reporting procedures

I. USAFE Forms

SUGGESTED TYPE OF EVALUATION: Prepare an error free SORTS report with minimal assistance from trainer.

SUGGESTED INSTRUCTIONAL METHOD: Discussion/OJT.

SUBTASKS

RC 1: Describe the use of Category Levels (C-Levels) and policy for classifying/releasing SORTS data

_____1. Read AFI 10-201 Chapter 1 Para 1.10.

A. Explain the different C-Levels and the factors that contribute to determining their applicability.

(1) C-1: The unit possesses the required resources and is trained to undertake the FULL wartime mission(s).

(2) C-2: The unit possesses the required resources and is trained to undertake MOST of its wartime mission(s)

(3) C-3: The unit possesses the required resources and is trained to undertake MANY, BUT NOT ALL PORTIONS of its wartime mission.

(4) C-4: The unit REQUIRES ADDITIONAL RESOURCES OR TRAINING to undertake its wartime mission.

(5) C-5: The unit is UNDERGOING A SERVICE-DIRECTED RESOURCE ACTION. This can only be authorized by the DOC Statement Approval Authority.

(6) C-6: The unit is NOT REQUIRED TO MEASURE ASSETS IN A SPECIFIED AREA. This cannot be used as an Overall C-Level.

_____2. Read CJCSM 3150.02 Enclosure B, CJCSI 3401.02 Enclosure B , and AFI 10-201 Chapter 1, Para 1.2 through and 1.6, USAFE Sup, 1.4.4.1. - 1.4.4.2.2., 2.4.1.3.

A. Summarize the USAFE policy on frequency of SORTS reporting.

B. Summarize the Air Force policy for releasing SORTS data to outside agencies.

C. Describe the types of security classification designations.

D. Describe procedures for properly classifying and marking classified SORTS-related documents.

E. Describe procedures for properly storing and safekeeping classified SORTS-related documents.

F. Describe the procedures for properly transmitting/transporting classified documents.

G. Describe procedures for properly disposing of classified documents.

H. Describe procedures for handling a possible compromise of classified SORTS-related information.

_____3. Read CJCSM 3150.02 Enclosure B Para 8, CJCSI 3401.02 Enclosure B Para 6, AFI 10-201 Chapter 1, Para 1.4, and latest MAJCOM guidance message(s).

A. Explain the procedures for classifying SORTS data.

B. Explain the procedures for declassifying SORTS data.

<u>RC 2: Describe procedures for reviewing SORTS reports for accuracy</u>

_____1. Review AFI 10-201 Chapter 1 Para 1.10.7 through 1.10.10.; Chapter 2; Table 2.4, 3.4, 4.5, 5.5; and AFI 10-201 USAFE Sup 1 Para 2.5.2.3. through 2.7.2.3.6., 2.11.1.1. through 2.11.10.1.1., Table 2.4.

A. List the criteria for assigning an Overall C-level and use of the Commander's Assessment.

B. List the criteria for use of the EFFECTIVENESS PERCENTAGE (PCTEF) field.

C. Describe uses of the applicable labels, sets and fields in the SORTS report.

(1) Common labels, codes and fields used in SORTS reports

(a) SECRN – Secondary reason code that represents the reason for the overall C-Level.

(b) TERRN – Tertiary reason code that represents the reason for the overall C-Level.

(c) PUP – Used as a reason code to explain the reason when a commander upgrades the status of the unit for personnel reasons.

(d) SUP – Used as a reason code to explain the reason when a commander upgrades the status of the unit for equipment and supplies reasons.

(e) RUP – Used as a reason code to explain the reason when a commander upgrades the status of the unit for equipment condition reasons.

(f) TUP – Used as a reason code to explain the reason when a commander upgrades the status of the unit for training reasons.

(g) DOCID – DOC Identifier label.

(h) RICDA – A & B Mobility Bags/Units SORTS Monitor/DOC Currency Identification (specific format).

(i) CADAT – The date of the forecasted C-Level (Forecast Date of Change).

(j) CARAT – Forecasted overall C-Level (Forecast Change Rating).

(k) PCTEF – Effectiveness Percentage.

(l) TREAD – DOC response time.

(m) READY – Unit's overall C-Level.

(n) REASN – Primary reason code that represents the reason for overall C-Level.

(o) PERTP – regardless of C-level, list Air Force Specialty Code (AFSC) shortages.

(p) PRRAT – UMD/UTC mismatched AFSC's (specific format).

(2) Personnel (PRRAT) and Remarks (PRRES).

(3) Equipment and Supplies on Hand (ESRAT) and Remarks (ESRES).

(4) Equipment Condition (ERRAT) and Remarks (ERRES).

(5) Training (TRRAT) and Remarks (TRRES).

D. Describe which subareas are reported in each measured area for assigned units.

E. Explain when supporting remarks must be submitted. Amplifying remarks must be written in plain English and clearly explain why, what actions are being taken, what resources are needed, and when a change is expected.

_____2. Describe the process for correcting SORTS reporting errors.

A. Explain the timing criteria for submitting database corrections.

B. Describe the MAJCOM procedures for use of the OVERRIDE Function.

C. Explain unit review procedures to ensure database accuracy.

_____3. Discuss and resolve any questions or concerns with trainer.

<u>RC 3: Describe how to calculate the PERSONNEL measured area data (P-Level)</u>

_____1. Read CJCSM 3150.02 Enclosure M.

_____2. Read AFI 10-201 Chapter 1 Para 1.2.3.1, 1.10.8.1.; Chapter 2 Para 2.5., 2.11.7.; Chapter 3; and AFI 10-201 USAFE Sup, Para 2.11.7.4.1., Table 2.4.

_____3. Review the USAFE Form 215B.

_____4. Describe the procedures for calculating the TOTAL Personnel percentage.

_____5. Describe the procedures for calculating the CRITICAL Personnel Percentage.

_____6. Explain procedures for assigning the Personnel Reason Code.

A. Describe procedures for counting personnel as available.

B. Explain the use of the Personnel Decision Logic Tables.

_____7. Discuss and resolve any questions or concerns with trainer.

<u>RC 4: Describe how to calculate the EQUIPMENT AND SUPPLIES ON HAND measured area</u>

data (S-Level)

_____1. Read CJCSM 3150.02 Enclosures N-O.

_____2. Read AFI 10-201 Chapter 1 Para 1.2.3.2., 1.10.8.2.; Chapter 2 Para 2.5., 2.11.8.; Chapter 4; and AFI 10-201 USAFE Sup, Para 2.11.1, Table 2.4.

_____3. Review the USAFE Form 215D.

_____4. Describe the procedures for calculating Combat Essential Equipment and Supplies.

_____5. Describe the procedures for calculating Support Equipment and Supplies.

_____6. Explain the procedures for assigning the Equipment and Supplies Reason Code.

A. Describe the procedures for counting Equipment and Supplies as available.

B. Explain the use of the Equipment and Supplies Decision Logic Tables.

_____7. Discuss and resolve any questions or concerns with trainer.

RC 5: Describe how to calculate the EQUIPMENT CONDITION measured area data (R-Level)

_____1. Read CJCSM 3150.02 Enclosures N-O.

_____2. Read AFI 10-201 Chapter 1 Para 1.2.3.3., 1.10.8.3.; Chapter 2 Para 2.5., 2.11.9.; Chapter 5; and AFI 10-201 USAFE Sup, Para 2.11.1, 2.11.9.3., Table 2.4.

_____3. Review the USAFE Form 215E.

_____4. Describe the procedures for calculating Combat Essential Equipment Condition.

_____5. Describe the procedures for calculating Support Equipment Condition.

_____6. Explain the procedures for assigning the Equipment Condition Reason Code.

A. Describe procedures for counting equipment as mission ready and available.

B. Explain the use of the Equipment Condition Decision Logic Table.

C. Summarize the requirements for submitting remarks for aircraft units.

_____7. Discuss and resolve any questions or concerns with trainer.

RC 6: Describe how to calculate the TRAINING measured area data (T-Level)

_____1. Read CJCSM 3150.02 Enclosures N-O.

_____2. Read AFI 10-201 Chapter 1 Para 1.2.3.4., 1.10.8.4.; Chapter 2 Para 2.5., 2.10; Chapter 6; and AFI 10-201 USAFE Sup, Para 2.11.1, 2.11.10.1.1., Table 2.4.

_____3. Review the USAFE Form 215C.

_____4. Describe the uses for the different training methods.

A. Method B: Crew Training.

B. Method C Option 1: Unit Training.

C. Method C Option 2: CAFs.

(1) Basic Mission Capable

(2) Crews Combat Mission Ready

(3) Special Capability

_____5. Describe the procedures for calculating Training measured area data.

_____6. Explain the procedures for assigning the Training Reason Code.

A. Describe procedures for counting crews mission ready and available.

B. Explain the use of the Training Decision Logic Tables.

_____7. Discuss and resolve any questions or concerns with trainer.

RC 7: Describe how to calculate the Major Equipment Location and Crew Information (MEQLOCN) Worksheet

_____1. Read AFI 10-201 Attachment 5.

_____2. Review the USAFE Form 215E.

_____3. Describe the procedures for calculating the MEQLOCN worksheet.

_____4. Discuss and resolve any questions or concerns with trainer.

RC 8: Describe how to calculate the Nuclear Chemical Biological Defense Report (CBDRT) Worksheet

_____1. Read AFI 10-201 Attachment 4.

_____2. Review the USAFE Form216.

_____3. Describe the procedures for calculating the CBDRT C-Level.

_____4. Describe the procedures for Equipment Sub areas.

_____5. Describe the procedures for Individual NBC Defense Training.

_____6. Describe the procedures for calculating Task Qualification Training.

_____7. Discuss and resolve any questions or concerns with trainer.

TASK SR: SUBMISSION OF UNIT SORTS REPORT

INTRODUCTION: GSORTS was designed to provide an automated data processing (ADP) and general support to the National Military Command System (NMCS). GSORTS functions as the Central Registry of all Operational Units in the U.S. Armed Forces. It is the single, automated reporting system within the Department of Defense and the National Military CommandCenter (NMCC) depends primarily on reports from defense agencies and services in establishing the JCS SORTS database. Each USAF MAJCOM is responsible for ensuring units in their area of responsibility (AOR) comply with the JCS-directed frequency of reporting. To accomplish this, USAFE has established a SORTS audit program, which ensures accurate and timely reporting. Corrective actions such as quality control and training are applied to identify units and/or areas needing attention. Unit errors found on the HHQ audit report will be corrected within 24 hours.

CRITERION OBJECTIVE: Submit accurate, timely SORTS reports; retrieve, interpret and correct SORTS Error Messages.

STANDARD: SORTS managers and monitors should be able to complete Task SR at a minimum task performance level 3, minimum task knowledge level b and a minimum subject knowledge level B, with guidance from trainer (ref: AFSC 1C3X1 CFETP).

REFERENCES:

A. CJCSM 3150.02

B. CJCSI 3401.02

C. AFI 10-201

D. AFI 10-201 USAFE Sup

E. Enter your Base Sup to AFI 10-201

F. User's Manual for the RAS Interactive Processor (RASITP)

G. GCCS Operating Instructions (See your GCCS Office)

H. AF SORTS Retrieval Tool (Speed of Light)

I. Locally developed SORTS submission procedures

SUGGESTED TYPE OF EVALUATION: Determined locally.

SUGGESTED INSTRUCTIONAL METHOD: Discussion/OJT.

SUBTASKS:

SR 1: Demonstrate proficiency on computer programs needed for SORTS report submission

_____1. AFI 10-201 Chapter 1, para 1.11.4.9., USAFE Sup, para 1.11.10.2.1.1., 11.10.2.14.1.

_____2. Read the User's Manual for the RAS Interactive Processor (RASITP).

A. Describe procedures for inputting information from units SORTS data worksheets into RASIT.

B. Describe procedures for ensuring accurate information is submitted using USAFE timing criteria.

_____3. List the uses of GCCS SORTS Applications.

A. Read GCCS Operating Instructions.

(1) Summarize the purpose and capabilities of GCCS.

(2) Describe procedures for logging into the GCCS Terminal.

(3) Describe procedures for logging off the GCCS Terminal.

B. Read AF SORTS Retrieval Tool (Speed of Light) procedures.

(1) Describe how to retrieve unit information to ensure database accuracy.

_____4. Discuss and resolve any questions or concerns with your trainer.

TASK SV: CONDUCTING TRAINING AND STAFF ASSISTANCE VISITS (SAVs)

INTRODUCTION: To ensure that all local reporting agencies are fully aware of the

responsibilities of submitting timely and accurate data, the local SORTS training program is designed to adequately train all personnel who are involved with SORTS reporting. The inclusion of a SAV in your training program is required and ensures all involved with the SORTS process are properly trained.

CRITERION OBJECTIVE: Conduct a SAV of units SORTS program.

STANDARD: SORTS managers and monitors should be able to complete Task SV at a minimum task performance level 3, minimum task knowledge level b and a minimum subject knowledge level B, with guidance from trainer (ref: AFSC 1C3X1 CFETP).

REFERENCES:

A. AFI 90-201, *Inspector General Activities*

B. AFI 10-201

C. AFI 90-201 USAFE Sup

D. AFI 10-201 USAFE Sup

E. HQ USAFE/IG Unit Compliance Inspection (UCI) checklists

F. Enter your base supplement to AFI 10-201

G. Unit DOC Statements

H. Your Command Post SAV Checklist

I. USAFE Master Training Plan

J. Unit Self Inspection Checklist

SUGGESTED TYPE OF EVALUATION: Determined locally.

SUGGESTED INSTRUCTIONAL METHOD: Demonstration/OJT.

SUBTASKS:

SV 1: Describe the requirements for developing a SORTS program

_____1. Read AFI 10-201 Chapter 1, Para 1.11.4.8.; USAFE Sup 1, Para 1.11.10.2.13.1. – 1.11.10.2.19.6., Attachment 7.

_____2. Describe procedures for developing a local training plan to conduct initial and recurring training.

_____3. Describe procedures for modifying MAJCOM SORTS Master Training Plan to reflect areas applicable to your unit.

_____4. Explain the requirements and drafting procedures for the development of a base supplement to AFI 10-201.

_____5. Describe procedures for developing unit continuity binder.

_____6. Describe procedures for correcting Unit compliance Inspection (UCI)/SAV write-ups.

_____7. Discuss and resolve any questions or concerns with your trainer.

SV 2: Describe the requirements for conducting initial and recurring training

_____1. Read AFI 10-201 Chapter 1, Para 1.11.4.18.1., 1.11.4.18.2., 1.11.10.2.6.; USAFE Sup, Para 1.11.10.2.6.1. – 1.11.10.2.7.1., Attachment 9.

_____2. Describe procedures for conducting and documenting initial and recurring training.

_____3. Identify who is required to receive initial and recurring training.

_____4. Describe the procedures for developing commanders and manager/monitor training plans.

_____5. Discuss and resolve any questions or concerns with your trainer.

SV 3: Explain the requirements for conducting SAVs

_____1. Read AFI 10-201 Chapter 1, Para 1.11.1.9.4., 1.11.4.21.; USAFE Sup, Para 1.11.4.21.1., 1.11.10.2.15.1. – 1.11.10.2.15.2., Attachment 7.

_____2. Describe procedures for conducting and documenting unit SAVs.

_____3. Describe procedures for having unit SAV checklists approved by the MAJCOM.

_____4. Explain the MAJCOM requirements for completing Self-Inspection Checklists.

_____5. Discuss and resolve any questions or concerns with your trainer.