

**BY ORDER OF THE COMMANDER  
56TH FIGHTER WING (AETC)**

**LUKE AFB INSTRUCTION 10-333**



**16 JUNE 2011  
Certified Current 17 July 2015  
Operations**

**ORIENTATION FLIGHT REQUEST**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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OPR: 56 OSS/OSO

Certified by: 56 OSS/CC  
(Lt Col William R. Jones)

Pages: 3

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This instruction provides procedures for implementing Luke AFB Form 369, Orientation Flight Request. This instruction applies to all units permanently assigned Luke Air Force Base.

This publication also applies to Air Force Reserve Command and to Air National Guard Units. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional's chain of command. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with 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/afrims/afrims/afrims/rims.cfm>.

**1. Purpose**

1.1. Use **Luke AFB Form 369**, is designed as a method to gain approval for all types of orientation rides covered by AFI 11-401.

**2. Preparing Luke AFB Form 369**

2.1. Complete electronically.

2.2. Complete all blocks, using the remarks block for justification for the flight.

2.3. If unsure about any information, leave the block blank and call or email 56th Operations Support Squadron (56 OSS) Current Ops.

2.4. Truthfully answer all blocks. This form is a pre-screening questionnaire and will be followed up upon.

2.5. Do not enter classified information in any section of the form.

JERRY D. HARRIS, JR.  
Brigadier General, USAF  
Commander

**Attachment 1**

**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

***References***

AFI 11-401, *Aviation Management*, 7 March 2007

AFMAN 33-363, *Management of Records*, 1 March 2008

***Prescribed Form***

Luke AFB 369, *56 FW Orientation Flight Request*

***Adopted Form***

AF Form 847, *Recommendation for Change of Publication*

***Abbreviations and Acronyms***

**AFRIMS**—Air Force Records Information Management System

**OPR**—Office of Primary Responsibility

**OSS**—Operations Support Squadron

**RDS**—Records Disposition Schedule