

**BY ORDER OF THE COMMANDER
AIR EDUCATION AND TRAINING
COMMAND**

**AIR EDUCATION AND TRAINING
COMMAND INSTRUCTION 10-235**

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Operations

**HUMAN PERFORMANCE
OPTIMIZATION PROGRAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Chairman of the Joint Chiefs of Staff Instruction (CJCSI) 3405.01, *Chairman's Total Force Fitness Framework*, Department of the Air Force Policy Directive (DAFPD) 10-2, *Readiness*, and DAFPD 10-35, *Air Force Special Warfare*. It is directive in nature and establishes procedures governing the authority and administration of the Air Education and Training Command (AETC) Human Performance Optimization (HPO) Program. This publication applies to all regular Air Force, Air Force Reserve Command (AFRC), Air National Guard (ANG), and Department of the Air Force civilian personnel involved with HPO missions, training, support, or administration. Refer recommended changes to 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 chain of command. This publication may be supplemented at any level, but all supplements must be routed to the OPR of this publication for coordination prior to certification and approval. Send supplements to AETC/A3S at AETC.BA.Workflow@us.af.mil or to AETC/A3S, 1 F Street, Suite 2, JBSA-Randolph, TX 78150. Flying training supplements will be coordinated with Nineteenth Air Force Aircrew Performance Branch at 19AF.AETC_OSS.AOP@us.af.mil 555 E St East Suite 1, JBSA-Randolph, TX 78150. The reporting requirement in this instruction is exempt from licensing in accordance with (IAW) Air Force Instruction (AFI) 33-324, *The Air Force Information Collections and Reports Management Program*. The authorities to waive wing/unit level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See DAFI 33-360, *Publications and Forms Management*, Table 1.1 for a description of the authorities associated with each Tier. Ensure that all records created as a result

of processes prescribed in this publication are maintained IAW Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and disposed of IAW Air Force Records Information Management System Records Disposition Schedule. **Attachment 1** contains a glossary of references and is not mandatory for compliance.

Chapter 1

HUMAN PERFORMANCE OPTIMIZATION PROGRAM

1.1. Purpose. *This instruction establishes procedures governing the authority and administration of the AETC HPO, including the Comprehensive Readiness for Aircrew Flying Training (CRAFT) and Optimizing the Human Weapon System (OHWS) programs, as well as requirements and procedures applicable to support training requiring dedicated human performance professionals. This instruction is only applicable to units that have established human performance programs, and does not require units without dedicated assets, to develop or stand up a program. The Total Force Fitness (TFF) framework is a methodology for understanding, assessing, and maintaining Service members' well-being and sustaining their ability to carry out missions. Air Force Special Warfare (AFSPECWAR) operators, Aircrew, and other Airmen require dedicated human performance and medical maintenance that enhance operator recovery, mission availability, durability and lethality to create overmatch and service life extension of the human weapon system. This instruction is specific to Air Force Specialties 19ZXX, 1ZXXX, 1T0XX, and 3E8XX along with undergraduate and graduate flying training.*

1.2. Objectives. *The requirement originates with CJCSI 3405.01 which tasks the Department of Defense (DoD) with implementing programs and processes that promote and sustain a healthy and fit force, prevent injury and illness, and protect the force from health hazards. A primary function of the Air Force is to "Use the TFF framework to enhance and/or refine current fitness programs. Continually evaluate the TFF program and recommend changes or improvements as required."*

1.2.1. AETC should approach this primary function by systematically addressing the domains of the TFF Framework.

1.2.2. Domains of the TFF Framework:

1.2.2.1. Physical Fitness - the ability to physically accomplish all aspects of the mission while remaining healthy and uninjured.

1.2.2.2. Environmental Fitness - the ability to perform mission-specific duties in any environment.

1.2.2.3. Medical and Dental Fitness - the ability to meet established standards for medical readiness.

1.2.2.4. Nutritional Fitness - the ability to recognize and select the requisite nutrition to sustain and optimize physical and cognitive performance and health.

1.2.2.5. Spiritual Fitness - the ability to adhere to beliefs, principles, or values needed to persevere and prevail in accomplishing missions.

1.2.2.6. Psychological Fitness - the ability to effectively cope with the unique mental stressors and challenges needed to ensure mission readiness.

1.2.2.7. Behavioral Fitness - the relationship between one's behaviors and health.

1.2.2.8. Social Fitness - the ability to engage in healthy social networks that promote overall well-being and optimal performance.

1.3. *The TFF objectives for military services:*

1.3.1. Use the TFF framework to enhance and/or refine current fitness programs. Continually evaluate the TFF program and recommend changes or improvements as required.

1.3.2. Review and, when required, modify readiness-reporting standards to account for health and fitness issues impacting the services' ability to provide organized, trained, and equipped forces.

1.3.3. Continue to promote healthy lifestyles, optimize safety and healthy working conditions, facilitate access to health care, and conduct periodic health assessments.

1.3.4. Monitor the total fitness of personnel; identify and mitigate the threats, stressors, and other risks to their health and safety; and ensure the availability of countermeasures and preventive methods.

1.3.5. Continue to ensure that deploying personnel are holistically fit for worldwide duty in accordance with the TFF standards.

1.3.6. Provide appropriate medical support, training, equipment, and supplies to implement these policies.

1.4. *General. Compliance with this instruction requires risk evaluation and mitigation by subordinate organizations. Use AFI 90-802, Risk Management, as guidance for the risk management processes.*

1.5. *Deviations. Do not deviate from policies in this instruction except when the situation demands immediate action to enhance safety and/or an urgent requirement exists. (T-2) In this case, the instructor, support staff and/or medical personnel will evaluate all options and take the appropriate action to ensure the safety of the Airmen.*

1.6. *Waivers. Waivers may be submitted using the AF Form 679 IAW DAFI 33-360.*

1.7. *References. Use this instruction in conjunction with references listed in [Attachment 1, References](#), in this instruction.*

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. Air Education and Training Command (AETC)/A3/6, Directorate of Operations and Communications.

- 2.1.1. Publish AETC policy and guidance for HPO. (T-2)
- 2.1.2. Monitor AETC HPO programs. (T-2)
- 2.1.3. Authorize changes to the AETC HPO Approved-for-Use-List. (T-2)
- 2.1.4. Approve directives, procedures and requirements to evaluate training programs and capability of assigned or attached Airmen to perform the MAJCOM mission. (T-2)
- 2.1.5. Approve standards for program evaluations and Staff Assistance Visits (SAVs). (T-2)

2.2. Air Education and Training Command (AETC)/A3S, Special Warfare Division.

- 2.2.1. Appoint a HPO Director or Program Manager. (T-2)
- 2.2.2. Validate Special Warfare (SW) HPO initial skills training requirements aligned with Career Field Education and Training Plan, Specialty Training Standards. (T-2)
 - 2.2.2.1. Coordinate with 2 AF/A3 on SW and EOD HPO programs resource requirements.
- 2.2.3. Validate Survival, Evasion, Resistance, and Escape (SERE) and Explosive Ordnance Disposal (EOD) HPO initial skills training requirements.
 - 2.2.3.1. Coordinate with 19 AF/DOAG on SERE HPO programs.
 - 2.2.3.2. Coordinate with AFIMSC, AETC EOD Functional Manager, on EOD HPO programs.
- 2.2.4. Develop directives, procedures and requirements to evaluate training programs and capability of assigned or attached Airmen to perform the MAJCOM mission. (T-2)
- 2.2.5. Advise the AETC A3/6 on SW, SERE, and EOD HPO. (T-2)
- 2.2.6. Monitor AETC SW, SERE, and EOD HPO programs. (T-2)
- 2.2.7. Coordinate changes to the AETC HPO Approved-for-Use-List. (T-2)
- 2.2.8. Coordinate formal training requirements through AETC staff. (T-2)

2.3. Nineteenth Air Force (19AF).

- 2.3.1. Appoint a Program Manager for undergraduate flying training Comprehensive Readiness for Aircrew Flying Training (CRAFT) and graduate flying training Optimizing the Human Weapon System (OHWS). (T-2)
- 2.3.2. Validate CRAFT and OHWS training requirements. (T-2)
- 2.3.3. Develop directives, procedures and requirements to evaluate training programs and capability of assigned or attached Airmen to perform the MAJCOM mission. (T-2)
- 2.3.4. Advise the AETC A3/6 on CRAFT and OHWS HPO. (T-2)
- 2.3.5. Monitor AETC CRAFT and OHWS HPO programs. (T-2)

- 2.3.6. Coordinate changes to the AETC HPO Approved-for-Use-List. (T-2)
- 2.3.7. Coordinate formal training requirements through 19AF and AETC staff. (T-2)
- 2.3.8. Coordinate resource requirements with AETC/A3LR. (T-2)

2.4. Air Education and Training Command (AETC) and 19AF, HPO Director or Program Manager.

- 2.4.1. Oversees HPO programs to ensure that domains of the TFF Framework are being systematically addressed. (T-2)
- 2.4.2. Maintain an up-to-date HPO contact roster. (T-2)
- 2.4.3. Authorize changes to the AETC HPO Approved-for-Use-List. (T-2)
- 2.4.4. Attend Air Force, joint, sister service, and industry conferences, meetings, boards, task forces and committees pertaining to human performance when feasible and applicable. (T-2)
- 2.4.5. Host HPO meetings annually to discuss and review MAJCOM HPO efforts and serve as the configuration and validation board when new requirements exist. (T-2) The meeting membership consists of:
 - 2.4.5.1. AETC Surgeon General (AETC/SG).
 - 2.4.5.2. Wing designated HP Directors/Program Managers.
 - 2.4.5.3. SW HP Support Group Commander.
 - 2.4.5.4. Designated subject matter experts.
- 2.4.6. Determine sourcing solution for HPO requirements.
- 2.4.7. Develop Management Internal Control Toolset (MICT) Self-Assessment Communicator (SAC) information and coordinate with AETC/IG inspection program IAW AFI 90-201, *The Air Force Inspection System*. (T-2)
- 2.4.8. Coordinate and collaborate with AETC/A1Z, True North (TN)/Resiliency Lead. (T-3)
- 2.4.9. Coordinate and collaborate with the 711th Human Performance Wing. (T-3)

2.5. Wing or as designated in organizational supplements.

- 2.5.1. Appoint a HP Director or Program Manager. (T-2)
- 2.5.2. Implement this instruction, MAJCOM supplements, approved waivers, associated inter-service references and other higher headquarters guidance. (T-2)

2.6. Operations Group (OG), Human Performance Support Group (HPSG), Training Group (TRG) or as designated in organizational supplements.

- 2.6.1. Leverage TN Behavior Health elements of counseling and incorporate in training. (T-2)
- 2.6.2. Coordinate with local military treatment facility to ensure compliance with AFMAN 48-149, *Flight and Operational Medicine Program (FOMP)*.
- 2.6.3. Avail Airmen training and education on methodologies for increasing psychological resiliency (coping mechanisms for stress and trauma). (T-2)

- 2.6.4. Implement the HPO program as described in this instruction. **(T-2)**
- 2.6.5. Implement a Risk Management (RM) program for HPO. **(T-2)**
- 2.6.6. Implement initial skills training, upgrade training and qualification training to ensure that assigned or attached Airmen demonstrate proficiency and maintain currency IAW established directives. **(T-2)**
- 2.6.7. Ensure that care, use, inspection, and maintenance of HPO systems and equipment is accomplished IAW authoritative guidance, and this instruction. **(T-2)**
- 2.6.8. Only the HPSG will develop HPO initial skills training based upon AFSC requirements established by the Career Field Managers (CFMs). **(T-2)**

2.7. Operations Support Squadron (OSS), Human Performance Squadron (HPS), Operational Medicine Squadron (OMS), Training Support Squadron (TRSS) or as designated in organizational supplements.

- 2.7.1. Delivers full spectrum human factors expertise, training and technology for the purpose of elevating readiness of trainees, operators and support staff. **(T-3)**
- 2.7.2. Optimizes physical and mental performance, durability and sustainability. **(T-3)**
- 2.7.3. Develops and executes HPO solutions. **(T-3)**
- 2.7.4. Provides an interdisciplinary approach to optimize operational medicine and human performance support for training. **(T-3)**
- 2.7.5. Reaches out to academia and other military components to garner lessons learned, adopt processes and techniques, and identify best practices to enhance the Airmen's HPO experience and performance. **(T-3)**
- 2.7.6. Provides recommendations to improve AETC HPO programs. **(T-3)**
- 2.7.7. Provides lessons learned to higher headquarters to be used across AETC to improve HPO programs. **(T-3)**
- 2.7.8. **SW OMS:**
 - 2.7.8.1. Provides medical monitoring of high-risk events and preventive medicine programs. **(T-3)**
 - 2.7.8.2. Provides the following to support trainees, operators and support staff:
 - 2.7.8.2.1. High-risk event coverage. **(T-3)**
 - 2.7.8.2.2. Acute triage. **(T-3)**
 - 2.7.8.2.3. Medical assessment and management. **(T-3)**
 - 2.7.8.3. Leads operational medicine through innovation, medical risk assessments, advises on operational risk reduction, advanced medical capabilities and combat readiness initiatives. **(T-3)**
 - 2.7.8.4. Provides assessment and management of Physical Standards/clearances. **(T-3)**
- 2.7.9. **SW HPS:**
 - 2.7.9.1. Provides technical monitoring of high-risk events. **(T-3)**

- 2.7.9.2. Provides musculoskeletal pre-habilitation and rehabilitation. **(T-3)**
- 2.7.9.3. Establishes Human Performance enhancement methodologies and approaches for training, operations, and deployment. **(T-2)**
- 2.7.9.4. Uses a portfolio of technology to monitor. **(T-3)**
- 2.7.9.5. Uses strength and conditioning to support training and staff personnel. **(T-3)**
- 2.7.9.6. Conducts trend analysis to inform senior leaders on the SW training pipeline. **(T-3)**
- 2.7.9.7. Provides psychological support for assessment and selection, peer reviews, and 1-on-1 support of services. **(T-3)**
- 2.7.9.8. Provides field and didactic nutritional support. **(T-3)**
- 2.7.9.9. Employs the USAFA PT fellowship program. **(T-3)**

2.8. HP manpower and services. The HP program can include, but is not limited to the following personnel or access to services:

- 2.8.1. Aerospace Physiologist
- 2.8.2. Physical Therapist
- 2.8.3. Physical Medicine Technician (e.g. 4J0XX)
- 2.8.4. Aviation or Operational Psychologist
- 2.8.5. Cognitive Specialist
- 2.8.6. Data Analyst
- 2.8.7. Data System Manager
- 2.8.8. Data System Administrator
- 2.8.9. Data System Builder
- 2.8.10. Registered Dietician
- 2.8.11. Exercise Physiologist
- 2.8.12. Strength & Conditioning Coach
- 2.8.13. Clinical Psychologist
- 2.8.14. Medical Health Services Technician (e.g. 4C0XX)
- 2.8.15. Licensed Massage Therapist
- 2.8.16. Licensed Clinical Social Worker
- 2.8.17. Athletic Trainer
- 2.8.18. Physician/Flight Surgeon
- 2.8.19. Physician Assistant
- 2.8.20. Aerospace Medical Services Technician (e.g. 4N0XX)
- 2.8.21. Independent Duty Medical Technician (IDMT)

2.8.22. Health Services Management Technician (e.g. 4A0XX)

Chapter 3

ADMINISTRATION

3.1. Authority. This instruction provides AETC guidance for compliance. It directs administration to assure the legality, safety and effectiveness of mission segments that involve human performance optimization.

3.2. Documentation.

3.2.1. Document medical examination clearance status on DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*. Members may also be subject to more restrictive performance standards required by joint, Department of the Air Force (DAF), MAJCOM and unit guidance. **(T-2)**

3.2.2. Training and currency documentation is subject to Career Field Education and Training Plans (CFETPs), DAF policy, MAJCOM guidance, and joint publications. **(T-2)**

3.3. Mishap Reporting. Mishap reporting is a unit level responsibility. A mishap is defined as an unplanned occurrence, or series of occurrences, that result in damage or injury. Any activity meeting the above criteria qualifies as a mishap and must therefore be reported and investigated in accordance with DAFI 91-204, *Safety Investigations and Reports*, DAFMAN 91-223, *Aviation Safety Investigations and Reports*, and AFI 51-307, *Aerospace and Ground Accident Investigations*. Wing Safety offices, AFMAN 91-224, *Ground Safety Investigation and Hazard Reporting* have additional support and information support.

Chapter 4

QUALIFICATIONS AND CERTIFICATIONS

4.1. General. Functional certifications are required for specific professionals supporting the HPO program. **(T-2)** The recognition of certifications will be determined by the medical credentials office at the host medical treatment facility (MTF) or if non-medical certification (e.g., Strength and Conditioning) by the governing authority for the profession.

4.2. Verification of Qualifications.

4.2.1. Medical certification and training IAW AFI 44-119, *Medical Quality Operations*.

4.2.2. For credentialing and training validation, coordinate with:

4.2.2.1. Credentials Manager (CM) for Initial Training.

4.2.2.2. The CM at the MTF [for ARC: Guard Medical Unit (GMU), Reserve Medical Unit (RMU) or Medical Group (MDG)] Centralized Credentials and Quality Assurance System (CCQAS) Database Administrator who authorizes new user status and trains individuals as required.

4.3. Instructor Upgrade.

4.3.1. The HPO professionals required to instruct Airmen in a formal training program will complete a formal instructor program. **(T-2)**

4.3.2. Qualification, certification and training are documented IAW AFI 36-2670, *Total Force Development*, AETCI 36-2604, *Flying Training Instructor Programs*, AETCI 36-2651, *Basic Military and Technical Training* and currencies are established through MAJCOM directives. **(T-2).**

Chapter 5

GENERAL RESTRICTIONS

5.1. Equipment Restrictions.

5.1.1. General Provisions. While performing official duties, and unless specifically noted below, members may only employ AETC HPO Approved-for-Use-List equipment. **(T-2)** This list can be accessed by email request to AETC/A3S.

5.1.2. Risk Control. Many existing activities within the delivery of healthcare serve to either reduce or eliminate risk. These include, but are not limited to, policy/procedure review and revision, staff education/training/orientation, patient/family education, biomedical equipment maintenance, etc. All personnel shall be educated about the DoD and the DAF Patient Safety Program, to include MTF-related risk assessment activities.

5.1.3. Equipment will be purchased and maintained by the USAF. **(T-2)**

5.2. Equipment management. AFI 23-111, *Management of Government Property in Possession of the Air Force*, prohibits Government-owned equipment for personal use and/or off-duty activities and specifies pecuniary liability for the loss, damage or destruction of property resulting from negligence, willful misconduct or deliberate unauthorized use.

ANDREA D. TULLOS, Major General, USAF
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Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AETCI 36-2604, *Flying Training Instructor Programs*, 22 September 2020

AETCI 36-2651, *Basic Military and Technical Training*, 12 April 2021

AFI 23-111, *Management of Government Property in Possession of the Air Force*, 19 November 2018

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

AFI 33-324, *The Air Force Information Collections and Reports Management Program*, 22 July 2019

AFI 36-2670, *Total Force Development*, 25 June 2020

AFI 44-119, *Medical Quality Operations*, 16 August 2011

AFI 51-307, *Aerospace and Ground Accident Investigations*, 18 March 2019

AFI 90-201, *The Air Force Inspection System*, 20 November 2018

AFI 90-802, *Risk Management*, 1 April 2019

AFMAN 48-149, *Flight and Operational Medical Program (FOMP)*, 13 October 2020

AFMAN 91-224, *Ground Safety Investigation and Hazard Reporting*, 29 March 2019

CJCSI 3405.01, *Chairman's Total Force Fitness Framework*, 1 September 2011

DAFI 33-360, *Publications and Forms Management*, 1 December 2015

DAFI 91-204, *Safety Investigations and Reports*, 10 March 2021

DAFMAN 91-223, *Aviation Safety Investigations and Reports*, 14 September 2018

DAFPD 10-2, *Readiness*, 20 May 2021

DAFPD 10-35, *Air Force Special Warfare*, 5 January 2021

Adopted Forms

AF Form 679, *Air Force Publication Compliance Item Waiver Request/Approval*

AF Form 847, *Recommendation for Change of Publication*

DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*

Abbreviations and Acronyms

AETC—Air Education and Training Command

AETCI—Air Education and Training Command Instruction

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFRC—Air Force Reserve Command
AFSAS—Air Force Safety Automated System
AFSPECWAR—Air Force Special Warfare
ANG—Air National Guard
CCQAS—Centralized Credentials and Quality Assurance System
CFETP—Career Field Education and Training Plan
CJCSI—Chairman Joint Chiefs of Staff Instruction
CFM—Career Field Manager
CM—Credentials Manager
CRAFT—Comprehensive Readiness for Aircrew Flying Training
DAF—Department of the Air Force
DAFI—Department of the Air Force Instruction
DAFMAN—Department of the Air Force Manual
DAFPD—Department of the Air Force Policy Directive
DoD—Department of Defense
EOD—Explosive Ordnance Disposal
GMU—Guard Medical Unit
HP—Human Performance
HPO—Human Performance Optimization
HPS—Human Performance Squadron
HPSG—Human Performance Support Group
IAW—In Accordance With
MAJCOM—Major Command
MDG—Medical Group
MTF—Medical Treatment Facility
OMS—Operational Medical Squadron
OPR—Office of Primary Responsibility
OSS—Operations Support Squadron
POC—Point of Contact
RM—Risk Management
RMU—Reserve Medical Unit
SAV—Staff Assistance Visit

SERE—Survival, Evasion, Resistance, and Escape

SG—Surgeon General

SW—Special Warfare

TFF—Total Force Fitness

TN—True North

TRG—Training Group

TRSS—Training Support Squadron

USAF—United States Air Force

Terms

Incident—event that affected or could have affected safe operations or the successful completion of any planned event but that did not result in reportable damage.

Mishap—an unplanned occurrence, or series of occurrences, that results in damage or injury.

Office of Primary Responsibility (OPR)—the originating office for a publication.