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AIR EDUCATION AND TRAINING  
COMMAND**



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Control***

**BATTLE MANAGEMENT TRAINING  
PROGRAM**

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This instruction implements policy guidance in DAFPD 13-1, *Command and Control (C2) Enterprise*. This document establishes the 19 AF/A3 Battle Management Training Program which provides the criteria and procedures to conduct the operations training program for all Air Education and Training Command (AETC) battle management systems. It applies to Regular Air Force and Air National Guard (ANG) units gained to AETC. This instruction does not apply to Air Force Reserve Command, United States Space Force or Civil Air Patrol. Ensure all records generated as a result of processes prescribed in this publication adhere to AFI 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the OPR using the DAF Form 847, *Recommendation for Change of Publication*, route DAF 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 for coordination prior to certification and approval. ANG units coordinate supplements to this publication with NGB A3/10 before publication and forward one copy to 19 Standardization and Evaluation Division (19 AF/A3V) and NGB A3/10 after publication. The authorities to waive wing or unit level requirements in this publication are identified with a Tier (“T-2, T-3”) number following the compliance statement. Submit requests in accordance with **paragraph 1.6** The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

**SUMMARY OF CHANGES**

This publication is substantially revised and must be reviewed in its entirety. Major changes include realignment of chapter content IAW DAFI 90-161, *Publications and Forms Management*, guidance for MAJCOM publications; and addition of Mission Systems Operator (MSO)

<b>Chapter 1—GUIDANCE AND CONCEPTS</b>	<b>4</b>
1.1. Introduction.....	4
1.2. Training Concepts, Guidance, and Requirements.....	4
1.3. Responsibilities.....	6
1.4. Transfers. ....	8
1.5. Training Extensions. ....	8
1.6. Waivers.....	8
<b>Chapter 2—INITIAL QUALIFICATION TRAINING (IQT)</b>	<b>10</b>
2.1. Purpose. ....	10
2.2. Entry. ....	10
2.3. Training Progression.....	10
2.4. Multi-Qualified/Certified Personnel. ....	11
<b>Chapter 3—CONTINUATION TRAINING (CT) FOR BQ/BMC</b>	<b>12</b>
3.1. Purpose. ....	12
3.2. BQ.....	12
3.3. BMC. ....	12
3.4. Currency/Regaining Currency. ....	12
Table 3.1. 60-Day Currency Requirements. ....	13
3.5. Training Requirements (TRs). ....	13
Table 3.2. Annual Mission Training Requirements (337 ACS Only).....	14
Table 3.3. Annual Mission Training Requirements ABM/WD (607 ACS Only).....	14
Table 3.4. Annual Mission Training Requirements for MSO and Legacy Quals (607 ACS only).....	15
Table 3.5. Proration Chart.....	16
3.6. Positional Training Requirements.....	16
3.7. Academic Training Requirements. ....	18
3.8. Communications Jamming Training.....	18
3.9. Training Deficiency Reports (TDR). ....	18

3.10.	Unqualified (UQ).....	19
3.11.	Dropped Qualifications.....	20
<b>Chapter 4—</b>	<b>BMIT PROGRAM</b>	<b>21</b>
4.1.	Purpose.....	21
4.2.	Prerequisites.....	21
4.3.	Training Progression.....	21
4.4.	Completion of BMIT Academic Instructor Training Track.....	22
4.5.	Completion of BMIT Tracks.....	23
4.6.	Instructor Currency.....	23
4.7.	Instructor Removal.....	23
<b>Chapter 5—</b>	<b>CERTIFICATIONS</b>	<b>25</b>
5.1.	General.....	25
5.2.	Hardware/Software Control System Upgrade Certifications.....	25
5.3.	Squadron-Unique Certifications.....	25
5.4.	Electronic Protection Technician Certification.....	25
5.5.	Non-progression in a Certification Program.....	26
<b>Chapter 6—</b>	<b>TRAINING DOCUMENTATION</b>	<b>27</b>
6.1.	Introduction.....	27
6.2.	Training Records Maintenance.....	27
6.3.	Forms.....	27
6.4.	Permanent Training Record.....	27
6.5.	Transfer of Records.....	28
6.6.	Documentation.....	29
Table 6.1.	Instructions for Completing AF Form 4141.....	30
<b>Attachment 1—</b>	<b>GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION</b>	<b>32</b>

## Chapter 1

### GUIDANCE AND CONCEPTS

#### 1.1. Introduction.

1.1.1. The purpose of this instruction is to provide the basic guidelines units use to train AETC battle management personnel. The objective is to set training guidance, management criteria, and administrative practices, to achieve and maintain Basic Mission Capable (BMC) status, positional instructor (PI) status, or a certification (either higher headquarters [HHQ] established or squadron unique). Basic Qualified (BQ) refers to the qualification status of an individual who has successfully completed Initial Qualification Training (IQT) and an INIT QUAL. BMC refers to the mission status of an individual, who has satisfactorily completed IQT and receives a PI qualification through Battle Management Instructor Training (BMIT) but does not maintain Combat Mission Ready (CMR) status. **Note:** 173 OSS personnel do not instruct Formal Training Unit (FTU) students and are not required to accomplish BMIT unless instructing IQT. They are considered BMC after successfully completing their INIT QUAL.

1.1.2. Throughout this instruction Air Force specialty code (AFSC) 13B refers to personnel performing Air Battle Manager (ABM) functions and 1C5X1D refers to Weapons Directors (WD). Guidance found in this instruction applies to 1C5XX personnel performing the duties of Command and Control Battle Management Operators (C2BMO) to include Weapons Technician (WT), Electronic Protection Technician (EPT), Surveillance Technician (ST), Interface Control Technician (ICT), Air Surveillance Technician (AST), and Mission System Operator (MSO).

1.1.3. For 173 OSS/C2 purposes, references to squadron commander (SQ/CC) will be fulfilled by 173 OSS/CC; references to director of operations (DO) will be fulfilled by 173 OSS/C2 OIC. For 173 OSS, references to operations group will be 19 AF/A3V. All OG/OGV requirements applicable to 337 ACS will be performed by 33 OG/OGV.

#### 1.2. Training Concepts, Guidance, and Requirements.

1.2.1. Training Concepts. 19 AF Graduate Training Division (19 AF/A3D) designs unit training programs and ensures units implement them to achieve the highest degree of mission capability possible with available resources. Unit commanders ensure operations personnel are trained to the maximum level of proficiency to meet training mission requirements. Units will schedule all training to attain and maintain continuity, and will tailor training requirements (TR) to meet individual proficiency and experience levels. TRs are expressed in terms of missions and events.

1.2.1.1. Training consists of academic and positional training in both live and simulated environments.

1.2.1.2. Training culminates in either the qualification or a certification of an individual. Award of a qualification status requires:

1.2.1.2.1. Enrollment and completion of a formal HHQ syllabus.

1.2.1.2.2. The satisfactory completion of an initial or recurring evaluation administered by Stan/Eval and subsequent documentation on an AF Form 8, *Certificate*

*of Aircrew Qualification IAW AETCI 13-101 Volume 2, Battle Management Standardization and Evaluation.*

1.2.1.2.3. 60-day currency fulfillment. **Note:** Currency is associated with BQ, not PI requirements.

1.2.1.3. Certification requirements are dependent upon whether the certification is HHQ established or is a squadron-unique function. These requirements are discussed in **Chapter 5**.

1.2.1.4. The training program is divided into four sections: IQT, Continuation Training (CT), BMIT, and Certification training.

1.2.1.4.1. IQT provides a general overview of the unit, mission, local environment, and the necessary training to attain BQ. Refresher training for individuals transferring into the unit with a current, like system, qualification is also considered part of IQT. Requirements for these individuals are detailed in **paragraph 1.4**.

1.2.1.4.2. CT consists of training to maintain or increase proficiency.

1.2.1.4.3. BMIT qualifies personnel as battle management formal school instructors who will perform academic, simulator, and/or live mission instruction. A qualification or certification status is given to each individual upon the successful completion of IQT and/or BMIT.

1.2.1.4.4. Certification is the required training to perform a specific role, mission, job, etc., for which no qualification training program exists. Certifications are normally associated with squadron-unique requirements but may be associated with HHQ requirements.

## 1.2.2. Training Guidance:

1.2.2.1. Commanders may adjust the training time or remove personnel from training due to medical disqualification (including duties not including controlling [DNIC]), emergency leave, or administrative action IAW applicable syllabus directives.

1.2.2.2. Commanders may enter newly assigned personnel awaiting a security clearance into IQT, BMIT, or a squadron certification training program, but may not give training that involves classified information.

1.2.2.3. Individuals not performing duties in the operations section for reasons of Uniform Code of Military Justice prosecution or conviction, drug abuse, conscientious objector status, or loss of a security clearance, will not be entered into or continued in training. **(T-2)**

1.2.2.4. All ABMs must maintain a current qualification and medical clearance documented on a DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*, IAW DAFMAN 11-401, *Aviation Management*. All 1C5Ds must maintain a current qualification and medical clearance documented on a DD Form 2992 IAW DAFMAN 48-123, *Medical Examinations and Standards*. All government service civilians performing controller duties must maintain a current qualification and medical clearance documented on an DD Form 2992 IAW AFMAN 48-123.

1.2.2.5. Unit commanders may multi-qualify personnel who demonstrate the knowledge and proficiency required to maintain multiple duty positions or systems.

1.2.2.6. ABM and WD personnel with less than two years in the career field (as a 1C5D for WDs) will be placed in a formal apprentice training program approved by 19 AF/A3D. As a minimum, all “junior” ABM/WDs (JABM/JWD) will be BQ as part of their formal training program. JABM/JWDs will not perform instructor duties, to include academic platform instruction, prior to BQ (in addition to appropriate tracks of BMIT).

1.2.2.7. At a minimum, either the SQ/CC or squadron operations officer (SQ/DO) will be BMC. Both will be PI qualified. Either the SQ/CC or SQ/DO will be a certified Stan/Eval Examiner (SEE).

### 1.2.3. Training Requirements:

1.2.3.1. This instruction establishes the minimum training requirements that unit commanders use to ensure operations personnel are adequately trained during IQT, BMIT, and CT. Assigned personnel will have varying backgrounds and different levels of experience and proficiency. Therefore, the unit Chief of Training (COT)/Operations Training Superintendent (OTS) ensures the individual’s training records and accomplishments are reviewed prior to entry into training and ensures the course of training established by the DO is completed. References throughout this publication to COT implies either COT or OTS, dependent on unit manning structure.

1.2.3.2. The SQ/DO manages trainee Temporary Duty (TDY) and leaves so these absences will not hamper the trainee’s progression. This is particularly critical for TDY or leave during IQT periods.

1.2.3.3. Personnel TDY for 30 consecutive days (two Regular Scheduled Drill [RSD]) or mor, to locations where IQT or CT is available, will accomplish training.

1.2.3.4. COTs will use the HQ AETC approved IQT syllabus to accomplish academic and positional IQT.

1.2.3.5. COTs, in coordination with DOs, will strive for early identification of individuals who cannot satisfactorily accomplish IQT requirements, perform, or meet the unit’s training mission requirements.

1.2.3.6. Live training requirements are discussed in [Chapter 3](#).

1.2.3.7. BQ Prerequisites. Prior to qualification, each trainee must:

1.2.3.7.1. Complete an AETC formal battle management course. **(T-2)**

1.2.3.7.2. Complete IQT. **(T-2)**

1.2.3.7.3. Successfully complete proficiency evaluations according to this instruction and AETCI 13-101, Volume 2, *Battle Management Standardization and Evaluation Program*.

## 1.3. Responsibilities.

1.3.1. 19 AF/A3V will:

1.3.1.1. Provide command guidance and monitor the overall training program.

1.3.1.2. Provide command assistance in the resolution of major training problems and coordinate with internal and external command agencies for training equipment.

1.3.1.3. Provide assistance, guidance, and resources to subordinate units for the implementation, direction, and monitoring of the training program.

1.3.1.4. Ensure units generate academic and positional Letter of Xs and document training deficiencies.

1.3.2. 19 AF/A3D will:

1.3.2.1. Provide assistance and resources to subordinate units for the implementation, direction, and monitoring of the training program.

1.3.2.2. Initiate action to correct training deficiencies.

1.3.2.3. Ensure HHQ-approved syllabi and formal training programs are implemented.

1.3.2.4. Review unit waiver requests to battle management syllabi.

1.3.2.5. Monitor unit training programs.

1.3.3. NGB A3/10 will:

1.3.3.1. Provide assistance and resources to subordinate units for the implementation, direction, and monitoring of the training program.

1.3.3.2. Unless specifically noted otherwise, request waivers directly to 19 AF/A3V that are documented in this AETCI as delegated to the Group Commander level.

1.3.4. Units will:

1.3.4.1. Train personnel or crews to a level of proficiency that meets the training-mission requirements.

1.3.4.2. Appoint a COT, in writing, to implement and manage the operations training program.

1.3.5. COTs will:

1.3.5.1. Be a 13B, 1C5XX, or 1C5XD in BMC status. **(T-3)**

1.3.5.2. Be live PI qualified. **(T-3) Exception:** 173 OSS/C2; however, must be unit IQT instructor certified.

1.3.5.3. Be academic platform instructor qualified. **(T-3) Exception:** 173 OSS/C2.

1.3.5.4. Have previous instructor and/or Stan/Eval experience (1-year in-unit experience meets this requirement). **(T-3)**

1.3.5.5. Initiate action to correct training deficiencies. **(T-3)**

1.3.5.6. Notify SQ/DO of successful completion of instructor training and document the completion on AF Form 4141, *Individual's Record of Duties and Experience Ground Environment Personnel*. (AF Form 4141 is prescribed in AFMAN 13-1CRC, Volume 1, *Control and Reporting Center (CRC) - Training*. **(T-3)** Refer to that publication and **Chapter 6** of this instruction for guidance on filling out the AF Form 4141).

1.3.5.7. Notify the SQ/DO of individuals who cannot perform or meet the training requirements. These individuals will be referred to the SQ/CC for administrative action according to AFMAN 11-402, *Aviation and Parachutist Service*, and AFMAN 36-2100, *Military Utilization and Classification*.

1.3.6. Units will generate timely and accurate training reports. This includes, but is not limited to, academic and positional Letter of Xs and training deficiencies. Although updates to Letter of Xs are IAW **Chapter 4**, monthly submission of Letter of Xs to HQ is not required; however, they must be made available upon request. Submit training deficiencies on an as-needed basis and update quarterly IAW **paragraph 3.6.3**. **Exception:** 173 OSS/C2.

#### 1.4. Transfers.

1.4.1. The squadron COT will ensure the training records of inbound individuals are reviewed to determine experience, qualifications, and currency of training. The COT records the review on AF Form 4141. Based on this review, they will recommend to the SQ/DO a training plan to meet the unit's mission under the following allowances:

1.4.1.1. Individuals transferring from a unit (any MAJCOM) that possesses like equipment (example: AN/TYQ-23A to AN/TYQ-23A, or Tactical Display Framework [TDF] to TDF) will retain current qualifications. However, prior to performing operations duties unsupervised at a new unit, the COT will validate satisfactory completion of the unit's local orientation program, as directed by the gaining unit's DO. **(T-3)**

1.4.1.2. If a crewmember is unqualified (UQ) for less than 60 months, the COT will determine if the crewmember will be entered into requalification training or IQT. The COT may use MAJCOM approved IQT syllabi, or locally developed training materials, to conduct requalification training.

1.4.1.3. If an individual is placed into a formal IQT program, the option for proficiency advancement exists.

1.4.2. Any individual who has been UQ longer than 60 months must re-accomplish IQT.

#### 1.5. Training Extensions.

1.5.1. Course lengths vary depending on the applicable syllabus or formal training plan. Training extensions are specified in the appropriate syllabus or formal training plan. If not specified, SQ/CCs may grant a 30-day extension, as required.

1.5.2. Forward recommendations for subsequent training extensions through command chains to 19 AF/A3D via E-mail, or message.

#### 1.6. Waivers.

1.6.1. Use DAF Form 679, *Department of the Air Force Publication Compliance Item Waiver Request/Approval*, for all waiver requests. **(T-2)** Submit waiver requests through the chain of command to the appropriate Tier waiver authority, or alternatively, to the publication OPR for non-tiered compliance items. Submit Tier 2 waiver requests to 19 AF Tasker Workflow via the Task Management Tool (TMT). **(T-2)** For Tier 3 waivers, post approved waivers on the 19 AF Stan/Eval SharePoint site, in the appropriate folder under the unit's wing emblem, within 30 days of approval IAW DAFI 90-160, *Publications and Forms Management*.



1.6.2. The OG/CC will approve/disapprove waivers to local and unit supplemental guidance. **(T-3)**

1.6.3. The OG/CC is the approval authority for IQT proficiency advancement when the student demonstrates performance above syllabus standards. This authority can be delegated to unit commanders. Proficiency advancement will not be used as a management tool for the purpose of graduating students, or completing IQT, by a specific date.

1.6.3.1. The unit DO will submit a memo to the unit commander reflecting any waived academic lessons for individuals based on previous qualification(s) or experience.

1.6.3.2. The unit commander will forward the waiver for approval, per **paragraph 1.6.1**.

1.6.4. At SQ/CC discretion, individuals with specific prior experience or positional qualifications can be entered into a tailored training program. These should be developed by the COT to prepare them for their initial qualification evaluation. All tailored training plans are approved by the SQ/CC.

## Chapter 2

### INITIAL QUALIFICATION TRAINING (IQT)

**2.1. Purpose.** This chapter outlines training for personnel, including those assigned to a MAJCOM HQ staff, who maintain BQ status. IQT prepares individuals for live mission qualification in a duty position for which they are being trained. (**Note:** In lieu of a COT, the 607 ACS may use a Formal Training branch chief for students attending IQT with follow-on orders to a gaining unit. The term COT will apply to both functions for simplicity throughout this document.) COTs ensure trainees meet the minimum requirements outlined by the IQT syllabus. COTs develop local training materials as indicated in the syllabus. COTs may use proficiency advancement as outlined in the syllabi to advance personnel through training blocks.

**2.2. Entry.** The SQ/DO and COT will review the records of newly assigned permanent party personnel and ensure an appropriate course of training is established based on the individual's background and experience. The COT records the review on AF Form 4141. (**T-3**) The SQ/DO identifies permanent party individuals for entry into IQT based on unit training mission requirements and available resources (sorties). Permanent party, T-coded individuals, not selected for immediate entry into IQT will be enrolled into BMIT. Regardless of which program is initiated, training will commence NLT 45 calendar days (3 RSDs) after the permanent party member reports to the unit (or completes First Term Airmen Course, if required). (**T-3**) The commander must request exceptions for permanent party individuals, in writing, through command chain channels to the OG for approval. (**T-3**)

2.2.1. The primary method of IQT is to attend and complete the appropriate formal training course listed in Education and Training Course Announcements (ETCA). When attendance is not practical, or quotas are not available, units may conduct in-unit IQT using the formal school courseware. Notification will be made to 19 AF/A3D, by email, stating the member's name and identifying impractical attendance and/or lack of quota.

2.2.2. Members completing in-unit IQT leading to qualification or requalification will be dedicated to that program (e.g., give training requirements priority over non-training related duties). **Exception:** Supervisory personnel may continue their normal duties as time permits.

2.2.3. Training time limitations for FTU in-unit IQT completion are the same as "in-garrison" training, determined by the appropriate syllabus. Non-permanent-party students, to include individuals enrolled in an IQT course which exceed TDY limitations, but with follow-on orders to a gaining unit, will be processed IAW AETCI 36-2605 Volume 9, *Formal Flying Training Administration and Management –Battle Management Training*.

**2.3. Training Progression.** Trainee normal progression is defined as meeting the performance standards for each unit/block of training as specified in the applicable IQT syllabus. A trainee must complete all training objectives in each unit/block of the syllabus to progress to the next unit/block. For non-permanent party, the COT records individual training accomplishments (see **Chapter 6** of this instruction and AETCI 36- 2605 Volume 9) to monitor the trainee's progress. One of the following should occur no later than (NLT) the syllabus' specified timeline:

2.3.1. The trainee does not complete IQT requirements and is not certified ready for INIT QUAL by the COT.

2.3.2. The trainee completes IQT requirements, is certified ready for INIT QUAL by the COT, and is released to Stan/Eval.

2.3.2.1. IQT culminates in the COT administering a non-graded written test and a non-graded positional review within the syllabus timelines and course flow. 19 AF/A3D will ensure all formal IQT syllabi contain both events. The written test is comprised of 40 questions drawn from the training materials, and 10 unit local procedures questions. **Exception:** 607 ACS evaluations for the ABM and WD positions will consist of 30 Questions from the ACC CRC All Crewmembers MQF, 55 questions from the ACC CRC ABM/WD MQF, and 15 questions from the local procedures MQF. 607 ACS evaluations for the MSO position will consist of 30 Questions from ACC CRC All Crewmembers MQF, 55 questions from the ACC CRC AST/ST, MSO, and ICT MQF and 15 questions from the local procedures MQF). The test is correctable to 100 percent. The positional pre-evaluation will include a mission/event brief/debrief given by the IQT student, and an instructor-led debrief. **(T-3)** The COT will maintain two tests that are different than the tests maintained by Stan/Eval. **(T-3)** The COT administers the test NLT the syllabus-directed timeline. **(T-3)**

2.3.2.2. The COT certifies, on AF Form 4141, the trainee has completed IQT and releases the trainee to Stan/Eval for the INIT QUAL, according to AETCI 13-101 Volume 2. On successful completion of the INIT QUAL, individuals are designated BQ and placed into CT.

2.3.3. Training extensions or waivers are as specified in the appropriate syllabus or formal training plan. Individuals failing an elimination check will be entered into the commander's review process, as prescribed by the syllabus and AETCI 36-2605, Volumes 1 and 9.

## 2.4. Multi-Qualified/Certified Personnel.

2.4.1. Personnel who are BMC/BQ in a position, and are selected to train in another position, must complete IQT and upgrade requirements according to this chapter. Time limitations, forms, and certification for completion of training are according to the appropriate syllabus or formal training program. The SQ/DO identifies the duty positions and weapon system qualifications of multi-qualified personnel on an AF Form 4141. **(T-3)** A separate AF Form 4142, *Individual Annual Training Record*, (or separate 4142 entries using a digital record system) must be maintained for each duty position an individual is qualified to perform. **(T-3)**

2.4.2. Individuals who are certified in a position (e.g., EPT) will follow the appropriate syllabus or formal training program, where available. If no syllabus/formal training program exists, the SQ/DO will determine requirements.

2.4.3. The intent of multi-system certification training is to train the individual on a different system, i.e., equipment characteristics and performance. Repeating previous training (and subsequent evaluation) on individual unit profiles/duties is not required. However, individuals who are multisystem certified may be evaluated on both systems (Example- the QUAL portion of their evaluation on one system and the positional instructor evaluation on the second system).

## Chapter 3

### CONTINUATION TRAINING (CT) FOR BQ/BMC

**3.1. Purpose.** CT provides battle management personnel with the volume, frequency, and mix of academic and positional training necessary to maintain proficiency in their assigned duty position and/or system. CT is composed of 60-day mission/event currency requirements, annual mission/event requirements, and academics.

3.1.1. The SQ/DO will ensure there is sufficient academic instruction and positional training for crewmembers to maintain BQ/BMC.

3.1.2. The COT records accomplishment of academic and positional TRs and instructor or Stan/Eval-monitored accomplishments on the AF Form 4142. **(T-3)**.

**3.2. BQ.** A crewmember who has satisfactorily completed IQT and is qualified to perform crew duties within the unit is Basic Qualified. The member must perform at the minimum frequency necessary to meet currency outlined in **Table 3.1** For AETC, an individual qualified to perform a duty position, but does not hold a positional instructor rating, is identified as BQ; they will not instruct.

**3.3. BMC.** Basic Mission Capable status entails accomplishing the minimum training requirements for crewmembers to remain familiar with all mission areas, qualified, and proficient in some of the primary missions tasked for their assigned duty position. BMC status is defined as someone who is assigned to a unit which does not have a primary combat mission, has successfully completed IQT, passed an initial qualification evaluation, completed BMIT Positional Instructor tracks, and is complying with CT requirements for a designated duty position. This individual would require mission qualification training (MQT) and may require some parts of IQT by a combat ready unit before entry into combat.

3.3.1. BMC Regression. Non-BMC (N-BMC) crewmembers will not perform crew duties unless under instructor/evaluator supervision. Crewmembers shall be regressed to N-BMC status for one or more of the following reasons: **(T-3)**

3.3.1.1. Failure to complete training cycle annual Training Requirements (TRs).

3.3.1.2. At SQ/CC direction.

3.3.2. Instructors placed into N-BMC status for failure to achieve annual TRs will not instruct positionally until they are declared BMC. **Note:** Individuals taken from BMC to N-BMC due to medical status (DNIC) may still perform simulation instructor duties. They will not perform live positional duties. Document regression to N-BMC status and back to BMC status on AF Form 4141. **(T-3)**

### 3.4. Currency/Regaining Currency.

3.4.1. Currency. Positional currencies are established to ensure crewmembers maintain a minimum level of proficiency in each event and the ability to safely conduct the event. If a crewmember loses a particular currency, that event may not be performed except for the purpose of regaining currency. See **Table 3.1** for all crew position currency requirements.

3.4.2. Regaining Currency. To regain/re-establish currency, events must be accomplished under the supervision of an instructor or SEE.

3.4.2.1. If the instructor deems the event successful, they will document on an AF Form 4145, *Daily Activity Log*; then the COT will restore currency and document on the AF Form 4141. Instructors must be qualified and current in all live events they are instructing. **Note:** Individuals who become non-current due to their medical status (DNIC) may still perform simulation instructor duties. They will not perform live positional duties. **(T-3)**

3.4.2.2. Example: TSgt Romeo (a BMC WD) completed a control event on 1 November. He would then need to complete another control event on or before 31 December (60 calendar days) to remain current. If he does not fulfill this requirement, he would require supervision during his next control event and cannot perform live instructional or positional duties until currency is restored. However, if he was unable to maintain his currency due to his medical status (DNIC of DNIF), he would still be allowed to perform simulation instructor duties.

**Table 3.1. 60-Day Currency Requirements.**

TRAINING	CREW POSITION	FREQUENCY
Control Event (Counterair, Counterland, Air Refueling)	ABM, WD, WT	1/60 Days (3 RSDs)
Event Operation	MSO, AST, ST	1/60 Days (3 RSDs)
TDL Event	MSO, ICT	1/60 Days (3 RSDs)
<p><b>Note:</b> HQ personnel do not have to meet these currencies but do have to meet annual requirements. Contract aircraft missions or Full Mission Trainer (FMT)/Distributed Mission Operations (DMO) of a minimum 2V2 or greater fulfill requirements on a 1-for-1 basis (must still comply with required annual live requirements). There is no minimum time-hack requirement; however, to maintain the integrity of continuation training, a controller should control at least two intercept events of a contract aircraft mission for that mission to count towards requirements.</p>		

**3.5. Training Requirements (TRs).** Annual requirements ([Table 3.2](#), [Table 3.3](#), and [Table 3.4](#)) begin with the fiscal year on 1 October. Personnel who become BQ after the beginning of the annual training period accomplish a prorated share of the TRs ([paragraph 3.5.2.2](#)) for the remainder of the period beginning with the first day of the following month.

3.5.1. Annual requirements should ensure the average crewmember maintains a minimum level of proficiency in each event. Annual requirements are expressed in TRs, by mission.

3.5.1.1. If an individual fails to meet annual TRs, to include annual academics, the DO will regress that individual to non-basic mission capable (N-BMC) status for up to 60 days. N-BMC is used primarily to identify a loss of proficiency.

3.5.1.2. If after 60 days the individual has still failed to meet annual TRs, regress the individual to UQ status, see [paragraph 3.10](#).

**Table 3.2. Annual Mission Training Requirements (337 ACS Only).**

<b>Training Requirements</b>	<b>Inexperienced/Experienced</b>	<b>Notes</b>
ABM, WD, WT (Counterair, Counterland, or Air Refueling)	24/12	1,2,3,4
Link 16 Events (173 OSS/C2 only)	3	5
<p><b>Notes:</b></p> <ol style="list-style-type: none"> <li>1. At a minimum, 50% of required Annual Mission Training Requirements will be live missions except for sim-only instructors. To maintain the integrity of continuation training, a controller should control at least two intercepts or one Counterair mission for that mission to count towards requirements. The remaining 50% of required Annual Mission Training Requirements may be accomplished via the methods described below:</li> <li>2. External high-performance simulation (example: FMT/ DMO of a minimum 2V2 or greater may be counted at a 1-for-1 ratio).</li> <li>3. Multiple system qualified personnel only need to meet 60-day and annual TRs as if qualified on a single system.</li> <li>4. Live missions controlled at other units (and other systems) may be counted toward annual training requirements with SQ/DO approval.</li> <li>5. The ABM/WD credits one Link 16 event each time they perform in their duty position and a Link 16 interface is functioning. The crew should be involved in duty related tasks such as preparing to link, entering/exiting/maintaining the link, ensuring current/accurate air situation data, designing/implementing/monitoring filters, and coordinating changes to frequencies/crypto modes/keys and the areas of responsibility.</li> </ol> <p><b>Note:</b> HQ personnel may count evaluations as TRs (one for one) up to 50%. Instructors may credit one mission for which they were primary instructor (up to 50%).</p>		

**Table 3.3. Annual Mission Training Requirements ABM/WD (607 ACS Only).**

<b>Training Requirements</b>	<b>Inexperienced/Experienced</b>	<b>Notes</b>
Counterair	12/8	1,2,3,
Refueling	3/3	5
Counterland	1/1	5
Link 16 Events	3	2,3, 4
<b>Notes:</b>		

1. 50% of live requirements may be substituted with simulation under the following guidance. Except for JWD/JABMs, external high-performance simulation (example: FMT/DMO) of a minimum 2V2 or greater may be counted at a 1-for-1 ratio. JWD/JABMs must count DMO simulations on a 2-for-1 basis. The DO may authorize unit-generated simulation as a substitute at a 2-for-1 ratio, but only after a training deficiency report has been submitted.
  2. Multiple system qualified personnel only need to meet 60-day and annual TRs as if qualified on the CRC system. 25% of TRs must be accomplished on secondary system.
  3. Missions controlled at other units may be counted toward annual training requirements with SQ/DO approval.
  4. The ABM/WD credits one Link 16 event each time they perform in their respective BMC duty position and a Link 16 interface is functioning. The crew should be involved in duty related tasks such as preparing to link, entering/exiting/maintaining the link, ensuring current/accurate air situation data, designing/implementing/monitoring filters, and coordinating changes to frequencies/crypto modes/ keys and the areas of responsibility.
  5. All requirements may be conducted using simulation.
- Note:** HQ personnel may count evaluations as TRs (one for one) up to 50%. Instructors may credit one mission for every two student missions for which they were primary instructor (up to 50%), this includes link events.

**Table 3.4. Annual Mission Training Requirements for MSO and Legacy Quals (607 ACS only).**

	MSO	AST	ST	ICT
RF Link 16 Event	3 (Note 1)	0	0	3
Other Link Event	4 (Note 2)	3	6	3
Event Operation	9 (Note 3)			

- Notes:**
1. MSOs must set up, establish, and monitor/maintain links IAW OPTASKLINK with a minimum 45 minutes of positional time.
  2. RF Link 16 events can be counted as Other Link Event.
  3. Event Operation training is accomplished during the conduct of live daily flying, live/simulator exercises. MSO will perform tactical tracking of surveillance objects for a minimum of 45 minutes.
  4. MSOs may credit one TDL event each time they conduct air picture maintenance in a TDL environment. The crew should be involved in duty related tasks such as preparing to link, entering/exiting/maintaining the link, ensuring current/accurate air situation data, designing/implementing/monitoring filters, and coordinating changes to frequencies/crypto modes/keys and the areas of responsibility.

3.5.2. The unit COT is authorized to prorate annual TRs when:

3.5.2.1. An individual is TDY, medically disqualified or DNIF/DNIC, or on emergency leave for 30 cumulative days (2 RSDs) or more.

3.5.2.2. An individual is upgraded after the start of the annual period. For example, the annual TR for an inexperienced WD is 24 Air-to-Air events. If individuals are upgraded during March; their prorated share of the annual TRs would be 12 events, accomplished during the period 1 April through 30 September. Record prorated requirements on AF Form 4141.

3.5.2.3. COTs must identify training deficiencies through channels to 19 AF/A3D as soon as a potential shortfall of missions may result in individuals not meeting their annual TRs.

**Table 3.5. Proration Chart.**

<b>Cumulative Proration Days</b>	<b>Months of Proration Allowed</b>
0-15	0
16-45	1
46-75	2
76-105	3
106-135	4
136-165	5
166-195	6
196-225	7
226-255	8
256-285	9
286-315	10
316-345	11
346-365	12

**3.6. Positional Training Requirements.** Positional TRs are expressed in terms of events.

3.6.1. Individuals may credit an event when they:

3.6.1.1. Brief the mission.

3.6.1.2. Take radar and radio control of the aircraft performing the mission.

3.6.1.3. Accomplish at least one of the following: counterair, air refueling, or counterland mission.

3.6.1.4. Meet the learning objectives set for the mission as briefed.

3.6.1.5. Debrief the mission.

3.6.2. Controlled Event. A controlled event includes control of any of the following mission types: counterair, counterland, air refueling (AR). A controlled event is conducted in the



environment listed in the associated training tables from check-in to hand-off, or until the criteria for swapping controllers is met. Definitions and criteria follow:

3.6.2.1. Counterair Event. The ABM/WD directs at least one flight of aircraft conducting air-to-air tactics against a dedicated adversary. The ABM/WD will control the flight from check-in to hand-off, or until the criteria for swapping controllers is met. **(T-3)** A flight contains at least two aircraft.

3.6.2.2. Air Refueling (AR) Event. The ABM/WD provides control to an aircraft or flight conducting aerial refueling according to NATO Standard ATP 3.3.4.2, *Air to Air Refueling*, and United States ATP 3.3.4.2 © *Standards Related Document (SRD)*, AFI 11-214, *Air Operations Rules and Procedures*, and the AETC supplement. The ABM/WD must provide appropriate level of control to an aircraft, or flight of aircraft (where flight integrity is maintained), that rendezvous with a tanker or cell (or fighter simulating a tanker). In ARs, the ABM/WD may credit one AR mission per set of receivers or single receiver. The ABM/WD may also credit more than one type of mission during a refueling in cases where the flight conducts a mission in addition to the refueling. Example: The ABM /WD conducts a rendezvous on tanker, then takes the fighters off tanker and conducts intercepts, the ABM/WD credits both an AR and an air-to-air mission.

3.6.2.3. Counterland Event. ABM/WDs must mission plan, brief, and debrief the conduct of the counterland scenario including coordination with external agencies. **(T-3)** The ABM/WD directs at least one flight of aircraft conducting counterland tactics against a ground objective. The ABM/WD will control the flight from check-in to the prosecution of at least one objective, or until the criteria for swapping controllers is met. A counterland mission normally includes the following elements:

3.6.2.3.1. Airspace management. Assigning altitude blocks and/or safe deconfliction between aircraft (manned/unmanned).

3.6.2.3.2. Target Area Brief: Air or ground picture and the objective area.

3.6.2.3.3. Dynamic/Deliberate Tasking: Updated or pre-planned objective.

3.6.2.3.4. Mission Report (MISREP): Mission results documented and passed.

3.6.2.4. Link Event. The crewmember credits one TDL event each time they perform in their respective CMR/BMC duty position and a TDL interface is functioning.

3.6.2.4.1. The crewmember should be involved in duty related tasks such as preparing to link, entering/exiting/maintaining the link, ensuring current/accurate air situation data, designing/implementing/monitoring filters, and coordinating changes to frequencies/crypto modes/ keys in the areas of responsibility.

3.6.3. Simulation. SQ/DOs and COTs share the responsibility to ensure that simulated missions, if used, are accomplished in the most effective manner possible and that simulated missions accomplish training where live missions are deficient (Example: The majority of a unit's live missions are tactical control, the weapons individual should practice close control during simulation). Simulated missions should also become increasingly more difficult as the weapons personnel becomes more proficient. Finally, simulated missions should stress skills or situations that are not normally controlled under live conditions (Example: Aircraft emergencies or multiple intercepts).

3.6.4. Event Operations. An event operation is logged for training accomplished during the following: live flying, virtual/constructive missions, Mission Training Exercises (MTE), or Joint Exercises (JE). To receive event credit, members must sit on position a minimum of 1 hour, or until desired learning objectives have been met.

3.6.5. Swapping Controllers. After a minimum of two passes or a knock it off/terminates during counterair employment, AR, or counterland missions, controllers may hand off control of the mission to another controller so that more than one individual may log a controlled mission for a single set of activity.

3.6.5.1. For counterair employment missions, each controller must control fighters from fights on/vulnerable time through terminate/knock-it-off using briefed control level. **(T-3)**

3.6.5.2. For AR missions each controller must meet the minimum AR mission requirements to log a controlled mission. **(T-3)**

3.6.5.3. For counterland missions the ABM/WD must control the flight during the prosecution of at least one ground objective. **(T-3)**

**3.7. Academic Training Requirements.** The MAJCOM approved IQT syllabus identifies training objectives and depths of knowledge for academic subject areas. Units will develop training topics based on these objectives for annual academic training. SQ/DOs will approve an annual list of training topics and ensure it is made available for MAJCOM review upon request. Unit training development branches will ensure academic materials are available and current for COTs to utilize.

3.7.1. The COT establishes, with SQ/DO approval, an annual training plan based on unit requirements but may adjust this plan to meet individual needs.

3.7.2. Groups and units may supplement AETC academic materials with local training materials to meet unique positional requirements.

3.7.3. Units are authorized local reproduction of all study guide and computer-based training materials.

3.7.4. Continuation training should reinforce the crewmember's crew resource management (CRM) academic knowledge. CRM topics should focus on the role CRM plays in preventing mishaps, reinforcing CRM skills, and enhancing student training techniques. Although CRM is specific to the crewmember's position, avoid separating training by crew position. Using evaluation trends and mishaps, update training annually according to AFMAN 11-290, *Cockpit/Crew Resource Management and Threat and Error Management Program/AFI11-290\_AETCSUP, Cockpit/Crew Resource Management Program*. **Note:** This requirement also applies to undergraduate students once placed on aeronautical orders.

3.7.5. Multi-qualified BMC personnel must achieve the academic TRs for each position; however, when the academic requirements are identical, they need only be accomplished once. For secondary qualifications that are intrinsic to the primary qualification, only 50 percent of positional training requirements must be accomplished.

**3.8. Communications Jamming Training.** Accomplish academic training annually as a minimum, simulation or live as feasible.

**3.9. Training Deficiency Reports (TDR).** The following are methods for units to submit TDRs:

3.9.1. The unit commander submits a TDR to identify problems beyond the unit's ability to resolve that may prevent the unit or individuals from satisfying academic or positional TRs. TDRs identify known or potential training problems to higher headquarters for information and management purposes. TDRs do not need MAJCOM approval and are resolved at the lowest level of command.

3.9.2. At a minimum, the commander submits the following information:

3.9.2.1. Broken equipment that has impacted training (to include simulation equipment).

3.9.2.2. Lack of live flying for training.

3.9.2.3. Lack of live flying for evaluations.

3.9.2.4. Instructor or evaluator shortfalls.

3.9.2.5. Airspace limitations.

3.9.2.6. Computer operations, including hardware and software problems.

3.9.3. A TDR should be submitted from the unit to the parent OG/CC. Send an "info copy" to 19 AF/A3V and NGB A3/10, as required. Include the following:

3.9.3.1. Title: Training Deficiency Report.

3.9.3.2. Unit: Unit submitting the training deficiencies.

3.9.3.3. Description of problem.

3.9.3.4. Date problem began or expected to begin.

3.9.3.5. Corrective action taken or anticipated.

3.9.3.6. Estimated date of problem correction.

3.9.3.7. Recommended solution to resolve the training deficiency.

3.9.3.8. Remarks.

3.9.4. The OG/CC will take necessary action on problems not requiring waivers. Within 15 calendar days of receipt of a report, the OG/CC will present a solution to the unit, or recommend proposed corrective action to 19 AF/A3V or NGB A3/10 (as appropriate) for problems the OG/CC cannot correct. 19 AF/A3V or NGB A3/10 (as appropriate) will take necessary action on these problems within 10 calendar days of receipt.

**3.10. Unqualified (UQ).** Unqualified crewmembers require a mission evaluation before progressing to a higher qualification level.

3.10.1. UQ crewmembers fall under one or more of the following categories:

3.10.1.1. Downgraded for being Non-Current or Non-Basic Mission Capable (N-BMC) longer than 180 days.

3.10.1.2. Downgraded for a demonstrated lack of ability for reasons such as a safety of flight infraction.

3.10.1.3. Downgraded for failure to meet standards during a periodic evaluation or at Commander discretion following a Commander-directed downgrade IAW AETCI 13-101 Volume 2, *Battle Management Standardization and Evaluation Program*.

3.10.2. When an individual is downgraded to UQ, the SQ/DO may approve trainee entry into remedial training for 30 calendar days (2 RSDs), as required; If appropriate, the CC may take administrative action according to AFMAN 11-402 or AFMAN 36-2100.

3.10.2.1. Accomplish UQ remedial training within 30 days (2 RSDs) and accomplish an evaluation within 30 days (2 RSDs) from completion of remedial training.

3.10.2.2. If the trainee does not complete the training, or the trainee fails the evaluation, the commander will take appropriate administrative action according to AFMAN 11-402 or AFMAN 36-2100.

3.10.3. Instructors (simulation or live) downgraded to UQ status will lose their PI rating, must complete a positional RECHECK or RQ QUAL, and be requalified as an instructor before resuming duties as an instructor.

3.10.4. SQ/DOs will determine whether academic platform instructor qualification is affected.

**3.11. Dropped Qualifications.** Due to operational requirements or SQ/CC desires, it is sometimes necessary for individuals to no longer maintain qualifications (e.g., reduced sortie availability, change in manpower requirements for live positional instructors, multiple system qualification no longer needed, etc.). Dropping a qualification is not to be confused with a Commander Directed Downgrade (detailed in AETCI 13-101, Volume 2). BMC individuals whose qualifications are modified by the SQ/CC (e.g., HP to Contract aircraft only) are not considered as “dropped qual,” but must be annotated on a memorandum in the individual’s training and/or Stan/Eval record. **(T-3)**

## Chapter 4

### BMIT PROGRAM

**4.1. Purpose.** Effective instructors are essential to training programs. Instructors are knowledgeable in the duties of the positions they train, as well as skilled in training methodology. BMIT provides battle management personnel with academic instructor (AI) and PI training for their assigned battle management system. The course is designed with multiple tracks to provide a training program tailored to the future needs of the graduate. The instruction outlined in the syllabus is divided into major tracks with subgroups based on the terminal assignment of the instructor (reference each SQ's BMIT syllabus for Track numbers and titles).

4.1.1. Individuals who complete the Live Instruction track do not require the Simulation Instruction track to qualify as Sim Positional Instructors (PI). At SQ/DO discretion, Live PIs may complete Sim PI training. Document on AF Form 4141. **(T-3)**

4.1.2. All prospective instructors will go through Academic Instructor Training Track 1 (unless a MAJCOM waiver has been granted) and specialty tracks, as required for their initial instructor assignment.

4.1.2.1. During BMIT, the student will observe, demonstrate, perform, instruct academics, and conduct simulation training and live training (if appropriate) for the assigned block(s) of instruction.

4.1.2.2. Once students have completed the appropriate training, they will receive an academic platform instructor qualification evaluation. PIs will receive a simulation or live qualification evaluation by Squadron Stan/Eval (CCV) or Group Stan/Eval (OGV).

4.1.2.3. Graduates of BMIT who are assigned in a duty or controlled AFSC, according to the manning document, are awarded the "T" prefix to their AFSC, according to AFMAN 36-2100. This designation occurs after successful completion of the Academic Instructor Training track qualification and are for instructors authorized to perform academic platform instruction.

**4.2. Prerequisites.** All instructors must have previously attained, as a minimum, BQ status in a battle management system (Airborne Warning and Control System (AWACS), Modular Control System (MCS), Battle Control Center (BCC), Joint Surveillance Target Attack Radar System [JSTARS], etc.) prior to instructing live or simulation events. CMR is preferable. **Exception:** Instructor Weapons Simulation Technician (WST) and/or Pilot Simulator (PS).

**4.3. Training Progression.** Based on type of instructor qualification or certification (academic, simulation, or live), all instructors must complete the appropriate tracks specified in the BMIT syllabus or applicable HHQ-approved instructor certification training program under the management of DOT. Subsequently, they will receive an evaluation on the system they instruct.

4.3.1. Individuals with prior AETC instructor qualification do not require BMIT Academic Instructor Training track. Once entered into BMIT, they may be proficiency advanced according to syllabus guidelines and performance. An AI qualification via AETC Form 281, *Instructor Evaluation*, or AETC Form 620, *Academic Instructor Monitoring Checklist*, is required.

4.3.2. BMIT tracks are independent of each other and may be accomplished as needed.

4.3.3. BMC qualification on a specific system is not a requirement to instruct simulation on an AETC battle management training system. Example: A previous BMC or CMR on AWACS is not required for simulation instructors on the Battlefield Control System-Tyndall (BCS-T). However, current BQ qualification is a requisite for any of the BMIT positional tracks.

#### 4.4. Completion of BMIT Academic Instructor Training Track.

4.4.1. Upon completion of BMIT Academic Instructor Training track, individuals will receive a qualification evaluation as an academic platform instructor IAW AETCI 36-2604, *Flying Training Instructor Programs*. AETC Forms 281 or 620 will be used to document academic platform instructor qualification. **(T-3)**

4.4.2. Staff personnel are not required to maintain academic platform instructor currency. Staff personnel are defined as: SQ/CC, squadron operations supervisor, SQ/DO, and HQ and attached personnel. **Note:** DOT must maintain platform instructor currency due to BMIT oversight requirements. Staff personnel may choose to maintain this status so they may give academic platform instruction. Guest lecturing is not permissible without a monitoring instructor.

4.4.3. Flight or Block commanders and chiefs are tasked with determining if individuals can instruct individual academic lessons (certification). Certification requirements are IAW AETCI 36-2604.

4.4.4. If there are no tests associated with the block/flight an instructor is assigned or teaches, only master question file (MQF) requirements apply (if applicable for BMC requirements).

4.4.5. Academic Letter of Xs:

4.4.5.1. Flight or block commanders will maintain an Academic Letter of Certification (Letter of Xs) for all squadron and attached personnel to the squadron. **(T-3)** The Letter of Xs will be maintained electronically as defined in [paragraph 4.4.5.2](#) Monthly, the squadron CC reviews the Letter of Xs and certifies the review by signing. A master copy will be accessible at the squadron operation's scheduling office, or duty desk, and will always take precedence over any other copies. **(T- 3)** The squadron CC may make pen-and-ink changes to the master paper copy to eliminate the printing out a new Letter of Xs or memorandum indicating review. This authority may be delegated no lower than the SQ/DO.

4.4.5.2. Units will use the task-based training module in GTIMS to document all non-formal training programs leading to a qualification or certification. **(T-2) Note:** The GTIMS software allows units to link task-based training programs to the Certification tab in Stan/Eval Management. That link automates from tasked-based training program through AF Form 4348, *USAF Aircrew Certifications*, signatures to an automated Letter of Xs for unit supervisor use.

4.4.5.3. At a minimum, annotate the following information in the academic Letter of Xs: **(T-3)**

4.4.5.3.1. Date of last academic platform qualification (AETC Form 281).

4.4.5.3.2. Date of last academic testing.

4.4.5.3.3. Lesson, phase, or course designation certifications.

**4.5. Completion of BMIT Tracks.** Upon completion of BMIT positional instructor tracks, individuals will receive an evaluation representative of their instructor duties by CCV to qualify them as a PI. The evaluation will assess their judgement, technical knowledge, instructor ability (including error analysis of student activity), and use of grading documents. The evaluation should also evaluate proficiency in their specialty (ABM, WD, WT, etc.). The evaluation will be conducted on an actual instructional mission whenever possible. Criteria for PI evaluations are defined in AETCI 13-101, Volume 2.

4.5.1. PIs will also be certified as academic platform instructors except those exempted in [paragraph 4.4.2](#).

4.5.2. Positional Letter of Xs:

4.5.2.1. Squadron CCV or DOT will maintain a Positional Letter of Xs (Qualification and Certification) for all squadron and attached personnel to the squadron. **(T-3)** The Letter of Xs will be maintained electronically as defined in [paragraph 4.4.5.2](#) Monthly, the squadron CC reviews the Letter of Xs and certifies the review by signing. A master copy will be accessible at the squadron operation's scheduling office, or duty desk, and will always take precedence over any other copies. **(T- 3)** The squadron CC may make pen-and-ink changes to the master paper copy to eliminate the printing out a new Letter of Xs or memorandum indicating review. This authority may be delegated no lower than the SQ/DO

4.5.2.2. Units will use the task-based training module in GTIMS to document all non-formal training programs leading to a qualification or certification. **(T-2) Note:** The GTIMS software allows units to link task-based training programs to the Certification tab in Stan/Eval Management. That link automates from tasked-based training program through AF Form 4348 signatures to an automated Letter of Xs for unit supervisor use.

4.5.2.3. At a minimum, annotate the following information in the Positional Letter of Xs: **(T-3)**

4.5.2.3.1. BQ/BMC status.

4.5.2.3.2. Instructor qualification or certification.

4.5.2.3.3. Evaluator certification.

4.5.2.3.4. Unit unique positional certifications.

#### **4.6. Instructor Currency.**

4.6.1. There are no PI currency requirements.

4.6.2. Academic instructor currency is IAW AETCI 36-2604.

**4.7. Instructor Removal.** Personnel removed as instructors for any reason are not automatically reinstated. The COT records any loss of instructor status and subsequent requalification or recertification on AF Form 4141. **(T-3)**

4.7.1. Failure of any portion of an instructor academic evaluation will result in loss of AI status until remedial training or recertification in the academic area of failure.

4.7.2. Failure of an academic (block test) or platform evaluation does not affect mission qualification or PI qualification status.

4.7.3. Flight or block commanders and chiefs will identify remedial training for failure of an academic test or academic platform evaluation. Training period will be a minimum of a 24-hour period and a maximum of 30 days. Upon completion of remedial training, administer an applicable reexamination within 30 days.

4.7.4. Failure of a PI evaluation results in loss of instructor status, including AI, until remedial training and reexamination is accomplished.

4.7.5. Area of failure in the PI evaluation determines whether an individual loses their mission qualification. Example: failure of a safety item or a technical item of magnitude results in loss of mission qualification. However, if the failure was due to poor instructor ability and not technical or safety performance, then there should not be a loss of mission qualification. CCV will help make the determination.

4.7.6. Failure of a mission qualification evaluation not only results in UQ status, but also in a loss of PI status. SQ/DOs will determine whether academic platform instructor qualification is affected. **(T-3)**



## Chapter 5

### CERTIFICATIONS

**5.1. General.** A certification is the designation by the organization commander of an individual as having completed required training and being capable of performing in a role, mission, job etc., for which a qualification does not exist. A certification may be associated with either a HHQ-recognized position or a squadron-unique position.

**5.2. Hardware/Software Control System Upgrade Certifications.**

5.2.1. Occasionally, the hardware or software for a control system will be upgraded in a manner that will require difference training. This training can be documented on AF Form 797 and/or AF Form 1098, *Special Task Certification and Recurring Training*.

**5.3. Squadron-Unique Certifications.** All other certifications are associated with squadron-unique requirements. These certifications occur when the SQ/CC deems positions other than BMC or instructor qualified as necessary for the unit's battle management training mission.

5.3.1. These certifications do not require a formal HHQ syllabus. Squadrons will use either a local training plan or syllabus approved by the SQ/CC. **(T-3)**

5.3.2. SQ/CCs determine if evaluations are required. Certification status may be given by formal appointment in lieu of an evaluation. Evaluations, if used, are not given by Stan/Eval.

5.3.3. AF Form 8 is not required for certifications. Units may use AF Form 4348, *USAF Aircrew Certifications*, AETC Form 281, or locally approved forms and memorandums to document certification status. (AF Form 4348 is prescribed in AFMAN 11-202, Volume 2, *Aircrew Standardization and Evaluation Program*. Refer to that publication for guidance on filling out the form.)

5.3.4. There is no requirement for recurring evaluations.

5.3.5. There are no currency requirements.

5.3.6. Certification status will be annotated on Letter of Xs.

5.3.7. Management oversight of squadron certification programs is at the discretion of the SQ/CC.

**5.4. Electronic Protection Technician Certification (607 ACS Only).**

5.4.1. Prerequisites. The prerequisites to become a certified EPT are outlined in AFMAN 13-1CRC, Volume 3, *Operating Procedures – Control and Reporting Center (CRC)*. The EPT is responsible to the AST/MSO for conducting electronic protection using the CRC's radar sensor. EPTs who were qualified prior to the publication of this instruction are automatically certified and require no additional training or evaluation as an EPT.

5.4.2. The following baseline program may be modified to meet unit and/or trainee specific needs. Training will be under the supervision of a certified/qualified instructor in the same position. Task training shall be accomplished in conjunction with academic training to the maximum extent possible. **(T-3)**

5.4.2.1. Training will be IAW the EPT syllabus. Deviations or waivers to training requirements will be IAW the syllabus.

5.4.2.2. All training requirements must be accomplished and documented on AF Form 797 prior to certification. This certification must be re-accomplished every 17 months.

**5.5. Non-progression in a Certification Program.** Notify the SQ/DO of individuals who cannot perform or meet the unit training mission requirements. These individuals will be referred to the SQ/CC for administrative action, according to AFMAN 36-2100, when substandard performance indicates the individual is unable to perform tasks associated with his or her skill level.

## Chapter 6

### TRAINING DOCUMENTATION

**6.1. Introduction.** Documentation of academic and positional training accomplishments provides a current record of an individual's training during the past 3 months, the past year, and during their career. This information is vital for an accurate assessment of the individual's 60-day and annual TRs, as well as overall experience level.

**6.2. Training Records Maintenance.** Unit COTs will maintain training records for all assigned or attached personnel. The appropriate training division maintains training records for MAJCOM personnel. If due to Community College of the Air Force requirements, documentation is kept in the faculty development folder instead of the training folder, indicate location with an MFR.

**6.3. Forms.** This instruction directs the use of AF Form 4141 and AF Form 4142. This instruction refers to AF Form 8, and AETC Form 281.

6.3.1. AF Form 4141:

6.3.1.1. The COT maintains an AF Form 4141 on all personnel entered training.

6.3.1.2. Completed forms are maintained according to [paragraph 6.6](#).

6.3.2. AF Form 4142:

6.3.2.1. The COT maintains an AF Form 4142 for assigned or attached personnel possessing AFSCs 13BXX, 1C5X1, or 1C5X1D.

6.3.2.2. Completed forms are maintained according to [paragraph 6.6.2](#).

6.3.2.3. A separate AF Form 4142 (or separate 4142 entries using a digital record system) must be maintained for each position that has different currency requirements.

6.3.3. AF Form 8. This form will be used during the positional evaluation. When complete, place the AF Form 8 in section II of the individual's permanent Flight Evaluation Folder (FEF). **(T-3)** The COT annotates AF Form 4141. **(T-3)**

6.3.4. AETC Form 281. This form is used during the academic platform qualification. When complete, place the AETC Form 281 in the individual's training folder (or faculty development folder). The COT annotates AF Form 4141. **(T-3)**

6.3.5. AF Form 797, and AF Form 1098. These forms may be used during squadron certifications or for certification on software/hardware changes to the control system. When complete, place the form in the individual's training folder. **(T-3)** The COT annotates AF Form 4141. **(T-3)**

**6.4. Permanent Training Record.** Units will maintain separate training folders and FEFs. For training records, the COT uses individual six-part folders, and identifies each folder by typing the individual's last name, first name, and middle initial in capital letters on a standard size folder label. **(T-3)** Affix this label to the folder's tab. **(T-3)** The COT may pencil in additional information on the label (for example, rank, crew, director designator). Do not file tests or test answer sheets in this folder. Current AF Form 4141 or AF Form 4142 may be kept electronically or in a separate binder for ease of record keeping. Organize the permanent training record as follows: **(T-3)**

6.4.1. Data. This section contains the current copy of AF Form 4141 and AF Form 4142. COTs place the AF Form 4141 on the left side and AF Form 4142 on the right side of Section I. If electronic, a memorandum will identify the location of the data.

6.4.2. Personal History. This section contains any other supporting records and documents pertaining to qualification and certification (other than AF Form 4143, AF Form 8) or proficiency, to include waivers. If electronic, a memorandum will identify the location of the data.

6.4.3. Qualification and Medical Waivers. This section includes a current copy of the AF Form 1042, *Medical Recommendation for Flying or Special Operational Duty*/DD Form 2992 for AFSCs 13BXD and 1C5X1D, or General Service [GS] personnel (as applicable). Also keep an AF Form 1042/DD Form 2992 placing a live-qualified individual on DNIC status during the DNIC period. When applicable, place AF Form 1274, *Physiological Training*, behind the current AF Form 1042/DD Form 2992. In addition, file medical profiles that affect operational status in this section. Do not maintain sensitive medical history or other records of a personal medical nature in this file. If medical documentation is sensitive, place a memorandum for record, signed by the SQ/DO in this section. This memorandum states the individual is removed from training and includes dates, if available. After an individual is placed on DNIC status, DOT will keep the AF Form 1042/DD Form 2992 during the DNIC period and file it in the transitory files. **Note:** These responsibilities and functions may be performed by host or squadron aviation resource management (ARM) personnel. If so, indicate with an MFR in Section III in lieu of the documentation described in this paragraph.

6.4.4. Training History. This section includes certificates from AETC courses, MAJCOM formal courses, and any formal battle management training. File this material chronologically with the latest date on top and keep as a permanent part of this folder. Locally generated training records may be maintained in this section while the individual is in IQT or BMIT. This section also contains SQ/DO or designated representative justifications for late entry into IQT or BMIT. System specific task/task qualification, or the computer-generated product, is maintained in this section or in a database. However, upon PCS, translate all computerized products into hardcopy if not forwarded electronically to gaining unit.

6.4.5. Experience. This section contains completed AF Form 4141, AF Form 4142, and control experience forms from other commands. COTs file these forms chronologically with the latest date on top as a permanent part of the training folder. This section will not include previous AF Forms 4143 or AF Forms 8. Maintain these forms in a separate FEF.

6.4.6. AF Forms 4141 and 4142. The information required by AF Form 4141 and AF Form 4142 may be maintained in an electronic version (instead of hardcopy). If the electronic version is used, the COT must ensure a backup method is in place to obtain the data in the event the electronic version is lost. **Note:** Referencing electronic products upon PCS: An entry must be made stating "Electronic Form - All information is certified to be valid" and must be signed by the COT. No record of authentication is required for line entries (Block H) made on AF Form 4141 if the electronic version is used. Electronic products must have all required entries.

**6.5. Transfer of Records.** Upon reassignment (PCS or PCA only), units will either forward electronically, or an individual will hand-carry the permanent records to the gaining unit.

**6.6. Documentation.** Training is documented on six forms (as applicable): AF Form 4141, AF Form 4142, AF Form 8, AETC Form 281, AF Form 797, and AF Form 1098.

6.6.1. AF Form 4141. Use this form to record significant occurrences during an individual's training. **(T-3)** The most current AF Form 4141 will be placed on top previous records. **(T- 3)** The COT will record the following events: **(T-3)**

6.6.1.1. The review of a newly arriving individual's training records.

6.6.1.2. Completion date and test scores when an individual has completed a transfer of training status from another unit.

6.6.1.3. Removal from unit training for purposes of formal school attendance.

6.6.1.4. Certification that a trainee has entered or completed IQT.

6.6.1.5. Completion of any track of BMIT.

6.6.1.6. Entrance into BQ/BMC.

6.6.1.7. Identification of the primary duty position of multi-qualified personnel (SQ/DO designated).

6.6.1.8. The appointment of an individual as an instructor.

6.6.1.9. Evaluations—positional and academic.

6.6.1.10. Regression to N-BMC status and return to BMC status.

6.6.1.11. Grants of additional time by the commander for an individual to meet 60-day currency requirements.

6.6.1.12. Proration requirements and certification by the SQ/DO.

6.6.1.13. Instruction for completing AF Form 4141. (See [Table 6.1](#))

Table 6.1. Instructions for Completing AF Form 4141.

	Column	Entry	Notes
1	A	Date	1
2	B	Entries in this column will include (but not restricted to the following examples):	2
		Signed into unit.	
		Individual records review.	
		Entered IQT – position.	
		Entered extended IQT training.	
		Entered MAJCOM approved extended IQT.	
		Removed from IQT- position training.	
		Completed IQT - position; released to CCV.	
		Mission qualification evaluation – written.	
		Initial evaluation – position.	1
		Entered BQ/BMC – position.	
		Entered BMIT Track 1.	
		Received academic platform qualification evaluation.	
		Entered extended BMIT training.	
		Entered MAJCOM approved extended BMIT training.	
		Completed BMIT; released to CCV.	
		Downgraded to UQ – position.	
		Appointed/withdrawn position instructor due to UQ.	
		TDY, location reason.	3
		Live exercise participation by name.	
		DNIC Non-medical.	
		Evaluation.	4
		Position - qualification withdrawn.	
		Primary duty position – position.	
		Received SEE objectivity evaluation.	
		Secondary duty position-Positions.	
		CMR/BMC Inexperienced/Experienced.	
		1 Month currency extension by CC.	
		Results of all written examinations.	4
3	C	Date the examination was administered.	4
4	D	Positional evaluation results (EQ, Q, and UQ).	4
5	E	Date the evaluation was administered.	4
6	F	Required Entries:	
7	G	Last name and grade of Chief of Stan/Eval (for all evaluations).	
		Signature of SQ/CC, SQ/DO, and COT as appropriate.	
		Signature of COT certifying completion of IQT and MQT	
		Signature of COT when closing out the record for PCS or when a record is re-accomplished.	

		Signature of CC or designated representative, for appointments of evaluators or instructors, and withdrawing evaluator or any other amplifying information	
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**Notes:**

1. Entries should be in chronological order. Dates and/or duration indicate when the events occurred, not the date of posting. Backlogs should be kept to a minimum.
2. Entries must match the sample. Additional entries can be posted to record significant events for which there is no sample.
3. Only required for TDYs that are more than 1 week.
4. Columns C, D, E, and F reflect when the written and positional evaluations were performed.

6.6.2. AF Form 4142. Use this form to document training accomplishments. The COT records accomplishment of academic and positional TRs and instructor or Stan/Eval-monitored accomplishments. **(T-3)**

6.6.3. AF Form 8. This form will be used by Stan/Eval to record positional evaluations. Any recommended additional training that must be completed following an evaluation will be recorded on AF Form 8. The COT will certify completion of this training on an AF Form 8. **(T- 3)**

6.6.4. AETC Form 281. Use this form to document academic platform instructor qualification and may be used to document squadron-unique certifications.

RANDY P. OAKLAND, Brig Gen, USAF  
 Director of Operations and Communications

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

AETCI 13-101V2, *Battle Management Standardization and Evaluation Program*, 30 November 2022

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

AETCI 36-2605V1, *Formal Flying Training Administration and Management*, 17 September 2019

AETCI 36-2605V9, *Formal Flying Training Administration and Management—Battle Management Training*, 21 January 2022

AFI 11-214, *Air Operations Rules and Procedures*, 08 July 2020

AFI 11-290\_AETCSUP, *Cockpit/Crew Resource Management Program*, 9 February 2021

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

AFMAN 11-202V2, *Aircrew Standardization and Evaluation Program*, 30 August 2021

AFMAN 11-402, *Aviation and Parachutist Service*, 24 January 2019

AFMAN 13-1CRCV1, *Control and Reporting Center (CRC) - Training*, 28 January 2020

AFMAN 13-1CRCV3, *Operating Procedures – Control and Reporting Center (CRC)*, 3 November 2020

AFMAN 36-2100, *Military Utilization and Classification*, 07 April 2021

DAFI 90-160, *Publications and Forms Management*, 14 April 2022

DAFMAN 48-123, *Medical Examination and Standards*, 8 December 2020

AFMAN 11-290, *Cockpit/Crew Resource Management and Threat & Error Management Program*, 25 October 2021

DAFPD 13-1, *Command and Control Enterprise (C2) Enterprise*, 21 April 2021

NATO Standard ATP 3.3.4.2, *Air to Air Refueling*, November 2013

United States ATP 3.3.4.2 (C) *Standards Related Document (SRD)*, 23 December 2015

***Prescribed Forms***

None

***Adopted Forms***

AETC Form 281, *Instructor Evaluation*

AETC Form 620, *Academic Instructor Monitoring Checklist*

AF Form 8, *Certificate of Aircrew Qualification*

AF Form 797, *Job Qualification Standard Continuation/Command JQS*



AF Form 1042, *Medical Recommendation for Flying or Special Operational Duty*

AF Form 1098, *Special Task Certification and Recurring Training*

AF Form 1274, *Physiological Training*

AF Form 4141, *Individual's Record of Duties and Experience Ground Environment Personnel*

AF Form 4142, *Individual Annual Training Record*

AF Form 4348, *USAF Aircrew Certifications*

DAF Form 847, *Recommendation for Change of Publication*

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

### ***Abbreviations and Acronyms***

**ABM**—Air Battle Manager

**AETC**—Air Education and Training Command

**AFSC**—Air Force Specialty Code

**AI**—Academic Instructor

**ANG**—Air National Guard

**AR**—Aerial Refueling

**AST**—Air Surveillance Technician

**AWACS**—Airborne Warning and Control System

**BCC**—Battle Control Center

**BMC**—Basic Mission Capable

**BMIT**—Battle Management Instructor Training

**BQ**—Basic Qualified

**CMR**—Combat Mission Ready

**COT**—Chief of Training

**CRM**—Cockpit/Crew Resource Management

**CT**—Continuation Training

**DMO**—Distributed Mission Operations

**DNIC**—Duty Not Involving Controlling

**DNIF**—Duty Not Including Flying

**DO**—Director of Operations (Operations Officer)

**EPT**—Electronic Protection Technician

**ETCA**—Education and Training Course Announcements

**FEF**—Flight Evaluation Folder

**FTU**—Formal Training Unit  
**FMT**—Full Mission Trainer  
**GS**—General Service  
**HHQ**—Higher Headquarters  
**ICT**—Interface Control Technician  
**INIT QUAL**—Initial Qualification  
**IQT**—Initial Qualification Training  
**JABM**—Junior Air Battle Manager  
**JWD**—Junior Weapons Director  
**MCS**—Modular Control System  
**MFR**—Memorandum for Record  
**MQF**—Master Question File  
**MQT**—Mission Qualification Training  
**MTE**—Mission Training Exercises  
**N-BMC**—Non-Basic Mission Capable  
**OG**—Operations Group  
**OTS**—Operations Training Superintendent  
**PCA**—Permanent Change of Assignment  
**PCS**—Permanent Change of Station  
**PI**—Positional Instructor  
**PS**—Pilot Simulator  
**Q**—Qualified  
**RSD**—Regular Scheduled Drill  
**SD**—Senior Director  
**SEE**—Standardization/Evaluation Examiner  
**SME**—Subject Matter Expert  
**ST**—Surveillance Technician  
**Stan/Eval**—Standardization/Evaluation  
**TDR**—Training Deficiency Reports  
**TDY**—Temporary Duty  
**TR**—Training Requirements  
**UQ**—Unqualified

**WD**—Weapons Director

**WST**—Weapons Simulation Technician

**WT**—Weapons Technician

### *Terms*

**Academic Training**—Training that results from self-study, group study, or classroom instruction.

**Academic Evaluation**—Those written evaluations required for satisfactory completion of the qualification evaluation. As a minimum, this will include a written examination drawn from the MAJCOM-approved MQF.

**Additional Extended Training Period**—Training period for individuals who fail to progress after one extended training period.

**Additional Training**—This includes any training or action recommended by a Standardization/Evaluation examiner (SEE) that must be completed following an evaluation. Document completion on AF Form 8. The COT, with the concurrence of the DO, determines TRs to correct deficiencies identified by Stan/Eval.

**Attached Personnel**—This includes anyone not assigned to the unit but maintaining qualification through that unit. MAJCOM and OG personnel are an example of attached personnel.

**Basic Mission Capable (BMC)**—For AETC battle management units, the status of an individual who is assigned to a unit which does not have a primary combat mission, but has successfully completed IQT, passed an initial qualification evaluation, completed BMIT Tracks, 3, 4, or 5 and is complying with CT requirements for a designated duty position. This individual would require mission qualification training (MQT) and may require some part of IQT by a combat ready unit before entry into combat.

**Basic Qualified (BQ)**—A crewmember who has satisfactorily completed IQT and is qualified to perform crew duties within the unit. The member must perform at the minimum frequency necessary to meet currency.

**Certification**—Designation of an individual by the organization commander as having completed required training and being capable of performing in a role, mission, job, etc., for which no qualification training program exists. Certifications associated with squadron-unique positions have no HHQ formal training program or syllabus.

**Certifying Official**—A person whom the commander assigns to determine an individual's ability to perform a task to required standards.

**Combat Mission Ready (CMR)**—The status of an individual who successfully completes IQT and MQT, passes initial and mission qualification evaluations, complies with CT requirements, and is assigned to a unit with a primary combat mission.

**Continuation Training (CT)**—Academic and positional training required to maintain CMR or BMC qualification.

**Critical Tasks**—These are tasks where strict adherence to procedures and directives is mandatory; failure to satisfactorily accomplish this task directly impacts either overall mission success or flight safety.

**Currency**—Currency is compliance with CT requirements and positional proficiency to ensure crewmembers maintain a minimum level of proficiency in a given event; and the ability to safely conduct the event.

**Downgrade**—The downgrading of an individual from BMC to UQ status due to failure of any positional evaluation, failure to complete a recurring evaluation by the scheduled date, failure to meet annual TRs, or the unit commander determines the individual to be nonproficient.

**Eligibility Period**—The 3-month period prior to expiration date of the evaluation during which an individual must complete all written and positional requirements for the recurring qualification evaluation.

**Evaluation**—Verbal, written, and positional methods used to determine individual proficiency to include positional evaluations and written evaluations as prescribed by governing directives.

**Experienced**—An experienced individual who has been formally awarded a 13B3/4X, 1C5X1D AFSC, has one year in the AFSC after award, has performed as a CMR or BMC weapons position for a minimum of 6 months, or has at least 40 generic live missions. **Note:** Instructors may credit one mission for every two live student missions for which they were primary instructor.

**Extended Training Period**—Training period designed for individuals who fail to progress into the next phase of training.

**Flight Evaluation Folder (FEF)**—The FEF contains the basic documents that show the history of an individual's positional qualification. Only one FEF will be developed and maintained for an individual.

**Informal Visit**—An announced visit by HHQ SEEs to subordinate units for proficiency training or for orientation.

**Initial Qualification Evaluation (INIT QUAL)**—The first evaluation given to determine an individual's BMC qualification status. It will consist of a positional evaluation and a written examination.

**Initial Qualification Training (IQT)**—Academic and positional training required to attain BMC status.

**Instructor**—A qualified or certified individual authorized to instruct other individuals in operations, academics, and positional duties.

**Junior Air Battle Manager (JABM)**—A member holding the 13B (ABM) AFSC with less than two years' time in the AFSC.

**Junior Weapons Director (JWD)**—A member holding the 1C5XD (WD) AFSC with less than two years' time in the AFSC.

**Mission**—For the purpose of this manual, a mission includes briefing, controlling, and debriefing. Briefings include training objectives. Controlling consists of taking radio and radar control of aircraft and accomplishing one or more types of missions, such as counterair, air refueling, counterland, and active air defense scrambles. Debriefings occur with the pilots (and instructor where applicable). The brief/debrief may be accomplished via telephone/radio; however, face-to-face briefs provide optimum training.

**Master Question File (MQF)**—A headquarters-designated OPR oversees the development of this bank of questions. Stan/Eval functions use the MQF in constructing written examinations required by this instruction.

**Non-basic Mission Capable (N-BMC)**—The status of a crewmember who failed to complete annual training requirements or downgraded at the discretion of the commander.

**No-notice Evaluation**—Give this evaluation at such time preparation beyond that normally accomplished for the mission is not possible. These evaluations may be complete qualification evaluations, a written examination only, or a positional evaluation covering only selected areas.

**Positional Evaluation**—This is the portion of a qualification evaluation that covers on-position duties, actions, and responsibilities. This includes knowledge of console operations and unit equipment capabilities and limitations.

**Positional Training**—Hands-on training resulting from performance of duties in assigned positions.

**Prorating**—This is the process of determining the TRs proportionately. This process is used when personnel are TDY, medically disqualified or DNIC, or on emergency leave for more than 30 days.

**Qualification Evaluation**—Conduct this written and (or) positional evaluation to check an individual's proficiency in performing operations duties or to let an examinee demonstrate to the SEE his or her academic knowledge and ability to do assigned crewmember functions safely and effectively. Types of qualification evaluations are INIT QUAL, recurring, RECHECK and spot. Document qualification evaluations on AF Form 8.

**Recurring Qualification Evaluation**—This is an academic and positional evaluation required for an individual to maintain BMC status.

**Recheck**—A prior notice qualification evaluation given to an individual who has been regressed to UQ status.

**Reexamination**—A re-accomplishment of a required written examination following a failure.

**Regression**—A regression of an individual from BMC to N-BMC.

**Regular Scheduled Drill (RSD)**—For the purpose of this instruction, an RSD is considered to be the two-day period per month that ANG operations personnel spend on duty. The acronym RSD equals one full ANG drill weekend. When computing due dates, the RSD weekend on which an event initially takes place does not count. For example, a reference allows two RSDs for completion of an event. The original decision or event occurs during the drill weekend in March. The unit or individual would have until the end of the drill weekend in May to complete the action or response. The use of weekday and evening training periods will not shorten this time period.

**Remedial Training**—Training for individuals who fail a spot or recurring evaluation or do not complete CT requirements. Once qualified, all personnel should meet all TRs or otherwise be downgraded from BMC status to UQ.

**Spot Evaluation**—An evaluation normally outside the eligibility period to ensure correction of identified discrepancies or to spot check an individual's proficiency. A spot evaluation is normally limited in scope. It may be either a positional evaluation and (or) a written examination. These evaluations may be either no-notice or with prior coordination. An evaluation begun as a spot evaluation may become (and be documented as) a recurring evaluation if all recurring evaluation

requirements are completed during the spot evaluation. Do not add on missions to complete the requirements for a periodic evaluation unless the OG/CC or SQ/CC concurs with the crewmember's desire to realign the evaluation expiration date and approves the additional flight time requirements. **Note:** When the flight examiner administering a spot evaluation is not qualified in the mission design series and crew position of the examinee, the evaluation will not be credited toward a periodic evaluation.

**Stan/Eval Examiner (SEE)**—A SEE is an operations crewmember who has completed an objectivity evaluation and is designated to perform evaluation duties as specified by this instruction. SEEs must be current and qualified in the position they are evaluating.

**Stan/Eval Objectivity Evaluation**—A HHQ SEE or the OG chief of Stan/Eval (or his or her designated representative) gives this evaluation to unit SEEs to determine their ability to perform SEE duties. Document qualification as a SEE on AF Form 8 and designate the individual by letter upon completion of this evaluation.

**Stan/Eval Special Interest Item**—This is an operational area of concern designated by headquarters staff for evaluation during formal Stan/Eval visits.

**Time Periods**—The following definitions are provided for interpretation of timing requirements specified in this instruction.

**Day**—Unless otherwise specified, day means calendar days. When workdays are specified, only count duty days. Do not count scheduled unit down days against this time limit.

**Month**—The term month means calendar months, not 30-day periods.

**Training Period**—A specific amount of time to accomplish a prescribed phase of training.

**Unit**—For the purposes of this instruction, a unit is defined as a squadron required to establish its own Stan/Eval program.

**Unqualified**—The status of an individual who: has not entered or completed IQT training requirements and has not successfully passed an INIT QUAL for BMC status; or has twice failed the academic portion of an evaluation; or has failed a recurring or spot positional evaluation or has failed a reexamination; or has failed to meet TRs; or has been downgraded at the direction of the SQ/CC or SQ/DO due to failure to complete a recurring qualification evaluation.