

**BY ORDER OF THE SECRETARY
OF THE AIR FORCE**

**DEPARTMENT OF THE AIR FORCE
INSTRUCTION 38-107**



16 SEPTEMBER 2025

Manpower and Organization

AIR FORCE MISSION DIRECTIVES

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This publication implements Department of the Air Force Policy Directive (DAFPD) 38-1, *Manpower and Organization*. This publication applies to the Department of the Air Force (DAF) civilians and uniformed members of the regular Air Force, the Air Force Reserve, and the Air National Guard. This publication applies to the United States Space Force unless inconsistent with other Department of the Air Force publications, USSF policy, or USSF/S1 published policies in accordance with DAFMAN 90-161, *Publishing Processes and Procedures*, or until a separate United States Space Force publication is approved. This instruction provides guidance and procedures pertaining to the management of Air Force Mission Directives and provides guidelines to ensure all directly assigned units at and above the squadron level receive timely and effective mission directives from Headquarters Air Force (HAF), major commands (MAJCOM), direct reporting units (DRU) and field operating agencies (FOA). This instruction also describes how to prepare Air Force Mission Directives (AFMD). In collaboration with the Chief of Air Force Reserve (AF/RE) and the Director of the Air National Guard (NGB/CF), the Deputy Chief of Staff for Manpower, Personnel, and Services (AF/A1) develops policy for format and content of mission directives. This publication may be supplemented at any level; the Human Resources Management Strategic Board will approve all MAJCOM level supplements prior to certification and approval. Refer recommended changes and questions about this publication to the office of primary responsibility (OPR) listed above using the DAF Form 847, *Recommendation for Change of Product*; route DAF Forms 847 from the field through the proper chain of command. 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 Department of the Air Force Manual 90-161, *Publishing Processes and Procedures*, Table A10.1 for a description of the authorities associated with Tier numbers. Submit requests for waivers through the chain of command to the

appropriate Tier waiver approval authority. All waivers of non-tiered compliance statements must be submitted to AF/A1MC, the publication OPR. Commanders may not waive non-tiered compliance items in this instruction. Ensure all records generated because of processes prescribed in this publication adhere to Air Force Instruction (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. **Note:** This guidance is for unit-level mission directives. Users seeking guidance regarding Headquarters Air Force Mission Directives for HAF two-letter offices should instead consult Headquarters Operating Instruction 90-1, *Headquarters Air Force Mission Directives and Department of Defense Issuances Program*.

1. General Guidelines.

1.1. AFMDs are a special publication type and provide the missions for the Air Force's major types of organizations reporting directly to Headquarters Air Force (e.g., MAJCOMs, DRUs, and FOAs). Mission directives provide general guidance about an organization's mission and communicate the unit's mission and responsibilities to the commander and unit personnel. Mission directives describe what an organization does at the executive level, not how it does it. A checklist of specific tasks is not appropriate for the general guidance commanders provide in mission directives.

1.2. Every unit in the Air Force will have a mission directive. **(T-1)**

1.2.1. Detachments, as well as other activities below squadron level, do not require a mission directive unless directed by the MAJCOM, DRU, or FOA commander.

1.2.2. When two or more subordinate units have the same mission, the MAJCOM, DRU, or FOA may issue a single mission directive. For example, when several wings have the same mission, only one mission directive is necessary. The specific wings may be listed for clarity.

1.2.3. At their discretion, MAJCOMs may waive the requirement for a mission directive for units below the Numbered and Named Air Force level that have a current designed operational capability statement per AFI 10-201, *Force Readiness Reporting*.

1.3. MAJCOMs, DRUs, and FOAs will issue mission directives for each directly assigned unit and Air Reserve Component gained or associate unit. **(T-1)** Air Force Reserve Command may issue these mission directives for its units with the associated MAJCOM coordination.

1.4. MAJCOMs may delegate the authority to issue mission directives to subordinate units.

1.5. The OPR, certifying authority, and approving authority for an organization's mission directive must be in a higher-level organization within its chain of command. **(T-1)**

1.6. Air Force Materiel Command is designated Servicing MAJCOM responsibilities for United States Air Force (USAF) units assigned to the USSF. In its servicing MAJCOM role, Air Force Materiel Command coordinates on USSF mission directives for Space Base Deltas and Space Launch Deltas since they have subordinate USAF units and embedded USAF personnel.

2. Roles and Responsibilities.

- 2.1. Vice Chief of Staff of the Air Force approves AFMDs for MAJCOMs and DRUs.
- 2.2. Headquarters Air Force offices of primary responsibility:
 - 2.2.1. Will use the guidelines provided below to develop AFMDs for MAJCOMs, FOAs and DRUs.
 - 2.2.2. The appropriate Headquarters Air Force two-digit official (e.g., The Inspector General (SAF/IG), the Air Force Director of Operations (AF/A3)) approves AFMDs for associated FOAs. The approval level can be higher if specific responsibilities in the AFMD dictate. **Table A2.1** specifies the appropriate two-digit official for each AFMD.
 - 2.2.3. Assistant Secretary of the Air Force (Manpower and Reserve Affairs) (SAF/MR) certifies and approves any AFMDs concerning human resources related FOAs per SAF/MR's responsibilities related to human resource management publications across the Department of the Air Force.
- 2.3. Deputy Chief of Staff for Manpower, Personnel, and Services (AF/A1):
 - 2.3.1. Maintains a focal point for matters about AFMDs (Air Force Directorate of Manpower, Organization, and Resources; Current Operations (AF/A1MC)).
 - 2.3.2. Determines the certifying authority for each MAJCOM, DRU and FOA AFMD (See **Table A2.1**).
- 2.4. Certifying Authority appoints an OPR (e.g., three or four-digit staff office).
- 2.5. Each AFMD OPR:
 - 2.5.1. Prepares assigned AFMDs.
 - 2.5.2. Revises the AFMD when the mission changes.
 - 2.5.3. Rescinds the AFMD when an organization inactivates or is no longer a MAJCOM, FOA or DRU and notifies AF/A1.
 - 2.5.4. Coordinates new and revised AFMDs or rescissions at the Headquarters Air Force level per DAFI 90-161, *Publishing Processes and Procedures*. Include AF/A1M as a coordinating office for all AFMD actions.
- 2.6. MAJCOM, DRU and FOA commanders:
 - 2.6.1. Issue and control mission directives for their subordinate units. These are command publications.
 - 2.6.2. Appoint an OPR to prepare individual mission directives.
 - 2.6.3. Appoint a focal point and maintainer of a central repository of mission directives, predominantly aligned as an A1M role where applicable.

3. Preparing Mission Directives.

3.1. Offices of primary responsibility at every level will use these guidelines and the sample (**Attachment 3**) when preparing mission directives. (**T-1**)

3.2. Create a broad outline of the principal components of the organization's mission, but provide enough detail to clarify the following:

3.2.1. Mission. Include all necessary elements of the organization's mission and duties.

3.2.2. Command. Specify the level of command and relationships, if applicable, between:

3.2.2.1. Headquarters Air Force and the MAJCOM, DRU and FOA commanders or selected offices.

3.2.2.2. The organization and the Joint Chiefs of Staff.

3.2.2.3. The Air Force components and the Combatant Command of assignment.

3.2.2.4. The organization and other Air Force organizations, government agencies, United States Military Services and the armed forces and government agencies of other nations.

3.2.3. Responsibilities. Identify the mission elements assigned by combatant commanders or higher authorities.

3.2.3.1. Define the commander's responsibility for executing those elements of the mission.

3.2.3.2. Provide reference to documents or directives for combatant commander assigned responsibilities.

3.3. Legal or higher headquarters issuance, policy, guidance, or directive. Cite any laws or higher headquarter directives providing specific direction regarding the organization's mission, responsibilities, and command relationships.

3.4. Length. Be brief and concise; limit to no more than two pages, if possible.

3.5. Language and Tone. The mission directive is an order from a superior commander to a subordinate commander. The mission directive directs action. Use simple, clear, and direct language to make mission directives easy to understand.

3.6. Subparagraphs. The nature of the organization determines the headings for subparagraphs. Keep the focus at the executive level rather than on specifics.

3.7. Security Classification. Do not classify mission directives. Classified supplements may be prepared, if necessary, to describe classified portions of a unit's mission.

4. Mission Directive Numbering.

4.1. MAJCOM, DRU and FOA AFMDs use the numbers in **Attachment 2**. AF/A1 assigns, deletes, or changes AFMD numbers, as necessary. The AF/A1 contact office for this is AF/A1MC.

4.2. Unit-Level Mission Directives. Mission directive numbers for units below MAJCOM, DRU and FOA level begin with the parent organization's abbreviation followed by the abbreviated unit or function designation for the unit or units impacted by the mission directive (e.g., Air Combat Command mission directives numbering scheme is ACCMD -XXXX, where XXXX is the unit or function designation. (e.g., ACCMD-53TEG, ACCMD-15AF, ACCMD-FSS (for multiple units)).

GWENDOLYN R. DeFILIPPI, SES, DAF
Principal Deputy Assistant Secretary of the
Air Force for Manpower and Reserve Affairs

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

DAFPD 38-1, *Manpower and Organization*, 20 February 2024

AFI 10-201, *Force Readiness Reporting*, 05 June 2024

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

DAFMAN 90-161, *Publishing Processes and Procedures*, 18 October 2023

HOI 90-1, *Headquarters Air Force Mission Directives and Department of Defense Issuances Program*, 7 May 2024

Prescribed Forms

None

Adopted Forms

DAF Form 847, *Recommendation for Change of Product*

Abbreviations and Acronyms

AFI—Air Force Instruction

AFMD—Air Force Mission Directive

DAF—Department of the Air Force

DAFI—Department of the Air Force Instruction

DAFPD—Department of the Air Force Policy Directive

DRU—Direct Reporting Unit

FOA—Field Operating Agency

HAF—Headquarters Air Force

MAJCOM—Major Command

OPR—Office of Primary Responsibility

USAF—United States Air Force

USSF—United States Space Force

Office Symbols

AF/A1—Deputy Chief of Staff for Manpower, Personnel, and Services

AF/A1MC—Air Force Directorate of Manpower, Organization, and Resources; Current Operations

AF/A3—Air Force Director of Operations

AF/RE—Chief of Air Force Reserve

NGB/CF—Director of the Air National Guard

SAF/IG—The Inspector General of the Air Force

SAF/MR—Assistant Secretary of the Air Force (Manpower and Reserve Affairs)

Terms

Headquarters Air Force Mission Directives—Headquarters Air Force Mission Directives prescribes the mission, organization, responsibilities, and relationships of HAF two-letter/level 2 officials and provides standing guidance in how each official, supported by his/her office, is to assist in fulfilling Secretary of the Air Force statutory responsibilities.

Air Force Mission Directives—Air Force Mission Directives provide general guidance about a MAJCOM, FOA or DRUs mission and communicates their mission and responsibilities to the commander, unit personnel and others. Air Force Mission Directives describe what an organization does at the executive level, not how it does it. Source: DAFPD 38-1.

Mission Directives—Are a command publication to prescribe the mission, organization, responsibilities, and relationships for MAJCOM, FOA and DRU subordinate units.

Attachment 2

AIR FORCE MISSION DIRECTIVE NUMBER ASSIGNMENT, CERTIFYING AND APPROVAL AUTHORITY

Table A2.1. Air Force Mission Directive Number Assignment (See Note 1).

| AFMD Number | Organization | Certifying Authority | Approval Authority |
|-------------|--|----------------------|--------------------|
| 1 | No AFMD currently assigned | | |
| 2 | Air Combat Command | AF/A3 | AF/CV |
| 3 | Air Education and Training Command | AF/A3 | AF/CV |
| 4 | Air Force Materiel Command | AF/A4 | AF/CV |
| 5 | Air Force Space Command (See Note 2) | AF/A3 | AF/CV |
| 6 | Air Force Special Operations Command | AF/A3 | AF/CV |
| 7 | Air Mobility Command | AF/A3 | AF/CV |
| 8 | Pacific Air Forces | AF/A3 | AF/CV |
| 9 | United States Air Forces in Europe | AF/A3 | AF/CV |
| 10 | National Guard Bureau | NGB/CF | AF/CV |
| 11 | Air Force Reserve Command | AF/RE | AF/CV |
| 12 | United States Air Force Academy | SAF/MR | SAF/MR |
| 13 | Air Force District of Washington | AF/DS | AF/CV |
| 14 | Air Force Operational Test and Evaluation Center | AF/TE | AF/CV |
| 15 | No AFMD currently assigned | | |
| 16 | Air Force Mortuary Affairs Operations | SAF/MR | SAF/MR |
| 17 | Air Force Audit Agency | SAF/AG | SAF/AG |
| 18 | No AFMD currently assigned | | |
| 19 | No AFMD currently assigned | | |
| 20 | No AFMD currently assigned | | |
| 21 | No AFMD currently assigned | | |
| 22 | No AFMD currently assigned | | |
| 23 | Air Force Operations Group | AF/A3O | AF/A3 |
| 24 | National Air and Space Intelligence Center | NASIC/CC | AF/A2/6 |
| 25 | Air Force Cost Analysis Agency | SAF/FMC | SAF/FM |
| 26 | No AFMD currently assigned | | |
| 27 | Air Force Flight Standards Agency | AF/A3O | AF/A3 |
| 28 | Air Force Public Affairs Agency | SAF/PAO | SAF/PA |
| 29 | No AFMD currently assigned | | |
| 30 | Air Force Historical Research Agency | AF/HO | AF/HO |
| 31 | Air Force Inspection Agency | SAF/IGI | SAF/IG |
| 32 | Air Force Legal Operations Agency | AF/JAX | AF/JA |
| 33 | Department of Defense Cyber Crime Center | SAF/IGX | SAF/IG |
| 34 | Air Force Program Executive Office | SAF/AQX | SAF/AQ |
| 35 | Air Force Medical Command | AFMEDCOM/C C | AF/CV |
| 36 | No AFMD currently assigned | | |

| | | | |
|----|--|---------|--------|
| 37 | Air Force Personnel Center | SAF/MR | SAF/MR |
| 38 | No AFMD currently assigned | | |
| 39 | Air Force Office of Special Investigations | SAF/IGX | SAF/IG |
| 40 | No AFMD currently assigned | | |
| 41 | Air Force Manpower Analysis Agency | SAF/MR | SAF/MR |
| 42 | No AFMD currently assigned | | |
| 43 | Air Force Review Boards Agency | SAF/MR | SAF/MR |
| 44 | Air Force Safety Center | AF/SE | AF/SE |
| 45 | No AFMD currently assigned | | |
| 46 | No AFMD currently assigned | | |
| 47 | No AFMD currently assigned | | |
| 48 | No AFMD currently assigned | | |
| 49 | No AFMD currently assigned | | |
| 50 | Air National Guard Readiness Center | NGB/CF | AF/DS |
| 51 | No AFMD currently assigned | | |
| 52 | No AFMD currently assigned | | |
| 53 | No AFMD currently assigned | | |
| 54 | No AFMD currently assigned | | |
| 55 | No AFMD currently assigned | | |
| 56 | Air Force Agency for Modeling and Simulation | AF/A3T | AF/A3 |
| 57 | No AFMD currently assigned | | |
| 58 | No AFMD currently assigned | | |
| 59 | No AFMD currently assigned | | |
| 60 | No AFMD currently assigned | | |
| 61 | No AFMD currently assigned | | |
| 62 | No AFMD currently assigned | | |
| 63 | Air Force Global Strike Command | AF/A10 | AF/CV |


Note 1: Table A2.1 reflects assigned AFMD numbers at the time of publication of this instruction. Check the DAF e-Publishing website product index for subsequent changes. Contact AF/A1MC to request additions or other changes to this table.

Note 2: AFMD 5, *Air Force Space Command*, will be rescinded in the near future and appropriate responsibilities included in USSF Mission Directives.

Attachment 3

SAMPLE AIR FORCE MISSION DIRECTIVE

Figure A3.1. Sample Air Force Mission Directive.

| | |
|---|--|
| <p><i>BY ORDER OF THE SECRETARY OF THE AIR FORCE</i></p>  | <p><i>AIR FORCE MISSION DIRECTIVE 7</i></p> <p><i>17 FEBRUARY 2022</i></p> <p><i>Operations</i></p> <p><i>AIR MOBILITY COMMAND</i></p> |
| <p>COMPLIANCE WITH THIS PUBLICATION IS MANDATORY</p> | |
| <p>ACCESSIBILITY: Publications and forms are available on the e-Publishing web site at www.e-Publishing.af.mil for downloading or ordering</p> | |
| <p>RELEASABILITY: There are no releasability restrictions on this publication</p> | |
| <p>OPR: AF/A3TM</p> | <p>Certified by: AF/A3 (Lt Gen Joseph T. Guastella)</p> <p>Pages: 3</p> |
| <p>This directive states the mission, defines the command structure, and establishes the responsibilities of Air Mobility Command. Refer recommended changes and questions about this publication to the Office of Primary Responsibility using the AF Form 847, <i>Recommendation for Change of Publication</i>; route AF Forms 847 from field units through the appropriate functional chain of command to AF/A3TM, 1040 Air Force Pentagon Suite 5D756 Washington, DC 20330-1040 or e-mail: AF/A3TM Workflow <af.a3tm.workflow@us.af.mil>. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction 33-322, <i>Records Management and Information Governance Program</i>, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System.</p> | |

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1. Mission. Air Mobility Command is the Air Force's primary provider of Rapid Global Mobility (RGM) and organizes, trains, and equips combat forces to execute combat delivery, air refueling, cargo airlift, passenger airlift, equipment/personnel airdrop, nuclear mission support, operational support airlift, executive airlift, aeromedical evacuation, Contingency Response (CR), Global Command and Control (C2), and Global Air Mobility Support System (GAMSS) missions to achieve national objectives.

2. Command.

2.1. The Commander, Air Mobility Command reports to the Chief of Staff of the Air Force (CSAF) for the administration, training, and readiness of assigned forces, and serves as the Air Force's lead command for the RGM core mission; including airlift, air refueling, aeromedical evacuation, air mobility support, and Global C2.

2.2. Air Mobility Command is a component major command (MAJCOM) to United States Transportation Command (USTRANSCOM). It is composed of a single numbered air force, Eighteenth Air Force, and the US Air Force Expeditionary Center (USAF EC).

2.3. The Commander, Air Mobility Command provides forces and exercises administrative control (ADCON) over USAF forces assigned or attached to USTRANSCOM.

2.4. By direction of the Commander, USTRANSCOM, exercises operational control (OPCON) over assigned and attached forces.

3. Responsibilities. The Commander, Air Mobility Command is responsible for:

3.1. Organizing, training, and equipping combat-ready forces as directed by the Secretary of the Air Force (SecAF) and the CSAF.

3.2. Executing globally integrated command and control of RGM Forces in support of global operations.

3.3. In coordination with Major Commands possessing mobility aircraft, leading the development and sustainment of air mobility functions to include:

3.3.1. Combat delivery, air refueling, cargo airlift, passenger airlift, equipment/personnel airdrop, nuclear mission support, operational support airlift, executive airlift, special operations, aeromedical evacuation, global C2, and GAMSS.

3.3.2. Enroute support units, CR, Mobility Support Advisory Squadrons (MSAS), Air Mobility Liaison Officers (AMLO), Air Mobility Division (AMD) augmentation, and Director of Mobility Forces (DIRMOBFOR).

3.4. Projecting and maneuvering forces expeditiously across all theaters of operation and providing the capability to sustain Department of Defense (DoD) operations by delivering essential equipment and personnel for missions ranging from major combat to humanitarian relief operations around the world.

3.5. Providing in-flight refueling and airlift support for United States and allied nation's forces as directed by national leadership.

3.6. Providing airdrop and austere airland of time-sensitive forces, supplies, food, and ammunition on a global scale.

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- 3.7. Executing aeromedical evacuation of DoD combat casualties and others, as prioritized.
- 3.8. Providing for robust, reliable, flexible, and resilient technical operations as DoD's primary capability for the air transport of nuclear weapons.
 - 3.8.1. Serving as DoD lead for air refueling support to nuclear operations globally.
 - 3.8.2. Developing employment concepts; tactics, techniques, and procedures (TTPs) for RGM support to nuclear air forces. Developing policies associated with safety, security, materiel management, and accident prevention/response to support precision nuclear airlift operations.
- 3.9. Maintaining the preponderance of the DoD's CR airfield opening capabilities, providing rapid execution of aerial lodgment capabilities. Maintains air force component of Joint Task Force Port Opening (JTF-PO) capabilities supporting USTRANSCOM.
- 3.10. Serving as DoD lead for providing EA and emergency movement support of POTUS, VPOTUS, FLOTUS, and other senior US national leaders.
- 3.11. Maintaining and operating GAMSS, optimizing access and basing for the Joint Distribution and Deployment Enterprise (JDDE) to ensure mission velocity through cargo and passenger handling as well as aircraft maintenance support.
- 3.12. Serving as lead in advancing USAF expeditionary operations by maintaining and operating the USAF EC, to include developing expeditionary TTPs that drive advanced multi-capable and conventional, expeditionary skills training to optimize Air Force capabilities and prepare Airmen for joint, all domain expeditionary operations that meet emerging requirements.
- 3.13. Serving as the gaining MAJCOM for assigned Air National Guard forces. Mobilizing or recalling these forces to active duty for follow-on assignment to combatant commands as authorized by Headquarters Air Force (HAF).
- 3.14. Supporting assigned Individual Mobilization Augmentees (IMA) and associated Air Force Reserve units. Assists with mobilizing or recalling these forces to active duty for assignment as authorized by HAF.

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