

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

**AIR FORCE INSTRUCTION 10-420**

**6 OCTOBER 2017**



**Operations**

**COMBAT AIR FORCES  
AVIATION SCHEDULING**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements AFPD 10-4, *Operations Planning: Air and Space Expeditionary Force (AEF)*. This AFI describes the responsibilities and procedures used to schedule Combat Air Forces (CAF) aviation assets by the CAF Aviation Scheduling Integrated Product Team (SIPT). This instruction is applicable to all Major Commands (MAJCOMs) and subordinate agencies possessing CAF aviation assets. This instruction applies to Air National Guard (ANG) and Air Force Reserve Command (AFRC). For the purpose of this instruction, the Air National Guard is functionally considered to be a MAJCOM.

The authorities to waive wing/unit level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, Table 1.1 for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items.

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***SUMMARY OF CHANGES***

**This document is substantially revised and must be completely reviewed.** **Chapter 1** introduces the CAF Force Generation (CAFFORGEN) Model as the principal means of implementing Global Force Management (GFM) as it relates to CAF contingency scheduling. **Chapter 3** includes an extensive rewrite of the Air Force orders process which mimics that of the Global Force Management Allocation Plan (GFMAP). **Chapter 4** provides an updated discussion of the contingency scheduling process and includes new sections on CAF mobilization and pre-deployment training requirements. Minor changes have been made to **Chapter 5** to account for a change from a four month training build to a six month training build. **Chapter 6** includes time-lines for completion of Aviation Change Requests (ACRs) and for submission of MAJCOM Aviation Schedule (CPS) requirements. **Attachment 5** has been added to explain the automated tool suite maintained on the ACC Operations Center Website.

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## Chapter 1

### COMBAT AIR FORCES SCHEDULING GUIDANCE

**1.1. Introduction.** This instruction outlines the guidance, process, and rules by which the Combat Air Forces (CAF) Aviation Scheduling Integrated Product Team (SIPT) schedules CAF aviation assets. It includes the Aviation SIPT's role in the development, approval, and maintenance of the CAF Aviation Schedule (AS).

**1.2. Global Force Management (GFM).** GFM is a Department of Defense process to align force apportionment, assignment, and allocation methodologies to support joint force availability requirements, enable comprehensive insight into global availability of U.S. military forces, and provide senior decision makers a vehicle to quickly and accurately assess the impact and risk of proposed allocation, assignment, and apportionment changes.

**1.3. Global Force Management Allocation Plan (GFMAP).** The GFMAP is the execution aspect of force allocation through a formal process to allocate the Services' rotational forces to meet combatant commander demands for military capabilities. Recognizing that the global demand for rotational forces may exceed the available supply, the objectives of the GFMAP are to: prioritize combatant commanders' operational tasks and allocate rotational forces to satisfy those tasks; optimize force management to mitigate risk while balancing the Services' organize, train, and equip responsibilities to meet future combatant commander tasks; establish a mechanism to provide joint solutions to combatant commander requirements; provide predictability for both Services' rotational deployment scheduling and combatant commanders' operational planning; and increase flexibility and options for senior leadership that facilitate Services' ability to surge for war.

1.3.1. The Global Force Management Board (GFMB), chaired by the Joint Staff J3, and comprised of representatives from the Joint Staff, Services, and combatant commands, oversees the GFMAP process. The GFMB assesses and prioritizes combatant command requests for rotational capabilities, provides a prioritized list of combatant command requests to the Joint Force Coordinator (JFC) or Joint Force Provider (JFP) to use in identifying Joint solutions for military capabilities among the Services, and frames any contentious issues for decision by the SecDef.

1.3.2. The Joint Staff Deputy Director for Global Force Management (JS/J35) serves as the JFC for conventional forces. US Special Operations Command (USSOCOM) and US Transportation Command (USTRANSCOM) serve as JFPs for special operations and mobility forces. The JFC, working through the Services, provides global conventional sourcing recommendations via the GFMAP to fill GFMB validated rotational or emergent force requirements. After GFMB review, the GFMAP is submitted to the Secretary of Defense for approval. The SecDef-approved GFMAP provides authority for named forces to deploy in support of Combatant Commander (CCDR) requirements.

**1.4. Roles and Responsibilities.** ACC/A3O, in coordination with the SIPT Executive Secretariat will be responsible for scheduling all Combat Aviation Units for GFMAP tasking. The Aviation Schedule Consolidated Planning System (CPS) will be the primary means of scheduling

**1.5. Centralized CAF Aviation Scheduling.** CAF aviation uses a centralized scheduling process described herein that facilitates an equitable distribution of assigned tasks. The CAF Aviation SIPT manages the scheduling process of 3-series UTCs containing aircraft, control and reporting center (CRC) UTCs, and Guardian Angel UTCs, for both contingency and MAJCOM or above training tasks. The CAF Aviation SIPT uses computer software to mesh requirements and known variables into unit schedules published through the web-based Aviation Schedule. The CAF Aviation SIPT also provides the contingency portion of the Aviation Schedule to the JFC as the Air Force portion of the GFMAP.

**1.6. CAF Force Generation Model (CAFFORGEN).** CAF aviation units operate on varying deployment and training cycles based on a variety of factors to include component (active or reserve), designation as a high demand/low supply (HD/LS) asset, aerospace control alert (ACA) responsibilities, and assignment to the Global Response Force (GRF). The CAFFORGEN model is designed to balance overall force readiness against combatant command demand. CAFFORGEN desired minimum deploy-to-dwell ratios described below in [paragraph 1.6.1.](#) and [paragraph 1.6.2.](#) are sufficient to maintain current readiness; greater dwell time is required to improve readiness for most aircraft and unit types (Active Component (AC) unit at 1:4). The CAFFORGEN model uses 10 USC § 12302 *Ready Reserve* partial mobilization, and 10 USC § 12304(b) *Selected Reserve and certain Individual Ready Reserve Members* mobilization authority for preplanned missions, to assure access to Reserve Component (RC) forces on a predictable basis.

1.6.1. Fighter and Bomber Squadrons. The CAFFORGEN desired minimum deploy-to-dwell (D2D) to regain readiness for an Active Component (AC) unit is 1:4 and for an RC unit is 1:5 mobilization-to-dwell (equates to a 1:7 D2D for 6-month rotations). At a 1:3 D2D, AC forces will retain current readiness. For those fighter squadrons supporting the GRF (normally F 22, F-16CJ, and F-15E), the desired rotational deploy-to-dwell is 1:5 which allows those units to assume GRF responsibilities while in dwell at a minimum of 1:2. For fighter and bomber squadrons, the normal deployment tour length is 6 months with variations authorized IAW the procedures outlined in [Chapter 4.](#)

1.6.2. HD/LS Squadrons. This category includes combat search and rescue/personnel recovery (CSAR/PR), command and control (C2), and intelligence, surveillance, and reconnaissance squadrons (ISR). These units routinely deploy on a mission basis as independent UTCs and seldom deploy as full squadrons. The desired minimum UTC deploy-to-dwell is 1:3 for AC units and 1:5 mobilization to dwell for RC units but due to the unique nature of their HD/LS characteristics, the minimum deploy-to-dwell is 1:2 for AC units and no less than a 1:4 mobilization-to-dwell for RC units. Those ISR units operating under Titan EXORDs will manage their forces not to exceed 365 days deployed over a rolling two year period. (T-2).

**1.7. Decreasing the Requirement on Mobility Air Forces Air Bridge.** Aircraft rotations for maintenance reasons should be small enough to avoid establishing a complete air bridge. RC units will normally rainbow aircraft between two units to support a full 6-month rotation without having to establish an extra air bridge. (T-2).

**1.8. CAF Forces Not Included in the CAFFORGEN Rotational Force Pool.** Forces assigned to the Korean Peninsula are part of the Combatant Command Dedicated Force (CDF) and are not aligned in the CAFFORGEN rotational force pool.

## Chapter 2

### CAF AVIATION SCHEDULING INTEGRATED PRODUCT TEAM (SIPT)

**2.1. CAF Aviation SIPT Mission.** The CAF Aviation SIPT is a multi-command organization responsible for maintaining the CAFFORGEN Model and developing the Aviation Schedule. The CAF Aviation SIPT subject matter expertise is exclusive to scheduling aviation units, control and reporting center (CRC) UTCs, or Guardian Angel UTCs.

**2.2. CAF Aviation SIPT Membership.** The MAJCOM members are Air Combat Command (ACC), Air Force Global Strike Command (AFGSC), Pacific Air Forces (PACAF), United States Air Forces Europe (USAFE), Air Force Special Operations Command (AFSOC), Air National Guard (ANG), and Air Force Reserve Command (AFRC). Each participating MAJCOM appoints a colonel-level representative that is empowered to commit resources and make scheduling changes on behalf of their respective MAJCOM director of operations. The CAF Aviation SIPT, through the participating MAJCOM directors of operations, may amend the scheduling guidance contained in this instruction as necessary for effective scheduling.

**2.3. CAF Aviation SIPT Executive Secretariat .** The Headquarters ACC Operations Division (ACC/A3O) serves as an Executive Secretariat for the CAF Aviation SIPT with the division chief acting as the CAF Aviation SIPT Executive Secretary. The Executive Secretary is responsible for coordinating SIPT decision-making. Concerns identified during the scheduling process are arbitrated among team members through the Executive Secretary. The Executive Secretariat is a support branch responsible for maintaining the CAFFORGEN Model, building and coordinating the Aviation Schedule, maintaining and improving scheduling software, drafting planning and deployment orders for CAF aviation contingency tasking, and developing courses of action for various scheduling-related issues to include CAF aviation inputs to the GFM and GFMAP processes. The CAF Aviation SIPT interacts continually via electronic means and should normally meet on a semi-annual basis with more frequent meetings as required.

**2.4. MAJCOM Aviation SIPTs.** The participating members maintain command Aviation SIPTs (or equivalent) to provide scheduling, tasking, and decision making support for the CAF Aviation SIPT. Normally the MAJCOM representative to the CAF Aviation SIPT should act as chief of their respective Aviation SIPT; however, the rules and guidelines for each MAJCOM Aviation SIPT are the exclusive purview of that command. MAJCOMs may supplement this instruction to document their procedures.

## Chapter 3

### CAF AVIATION SCHEDULE AND ORDERS PROCESS

**3.1. Introduction.** The CAF Aviation Schedule is a stand-alone database that is just one of the current Consolidated Planning Schedules (CPS). Details of the CPS construct are contained in [Attachment 5](#). The CAF Aviation Schedule contains the master event schedule of HQ-directed or GFMAP-ordered tasking to CAF aviation units. A complete one-year CAF Aviation Schedule is always available in the Aviation CPS. The Aviation Schedule is accessed through a web-based CAF scheduling database program available at: <http://cfsipt.langley.af.smil.mil> on the Secure Internet Protocol Router Network (SIPRNET).

**3.2. Aviation Scheduling Software.** The Flying Organizations' Taskable Resource Scheduler (FORTRESS) program supports scheduling of those UTCs managed by the CAF Aviation SIPT. The aviation scheduling database program was developed as an event deconfliction tool based on primary mission assigned aircraft. Except for CRCs and Guardian Angel UTCs, the aviation scheduling software design precludes the addition of aircraft support systems and personnel groups into the current aviation database. Aviation scheduling software consists of three primary modules. The data entry module, accessible only by the CAF Aviation SIPT Executive Secretariat, ensures schedule deconfliction for finite aircraft assets. The web site module displays results of aviation schedule queries in both a graphic and tabular format. The Aviation Change Tracking System (ACTS) module supports initial Aviation Schedule development by the input of new requirements and provides a means for units or functional managers to request subsequent scheduling changes.

**3.3. Aviation Schedule Development.** The Aviation Schedule uses a dual-track development process whereby the contingency and training schedules contained in the Aviation Schedule are independently built and approved. The first track builds a CAF contingency schedule for the GFMAP deployment window beginning two years in the future ([Chapter 4](#)). The second track builds the CAF exercise and training schedule for the period one year in the future ([Chapter 5](#)). This dual-track process moves the Aviation Schedule ahead in a six-month increment known as an aviation schedule "Build." Each aviation schedule Build takes approximately 150 days to complete, with established milestones to ensure timely production. Training Build Milestones and Office of Primary Responsibility (OPRs) are listed in [Attachment 2](#). The aviation schedule development process begins by compiling a complete list of CAF aviation requirements. Contingency requirements are normally identified through the GFMAP allocation annexes or Chairman, Joint Chief of Staff (CJCS) orders. Service level training, exercise, and test requirements are submitted by the responsible functional or program managers. Joint training and test requirements are identified through the CJCS Joint Training Master Schedule. All aviation schedule requirements are submitted using the ACTS module. When a Build is complete, the Aviation Schedule contains a stable and predictable picture of unit tasking.

**3.4. Aviation Schedule Dates.** All tasking dates shown in the Aviation Schedule are required in-place dates. Transit times are not reflected because of the diversity of travel time from origin to destination.

**3.5. Event Funding.** The Aviation SIPT will consider only funded non-contingency event requirements for tasking of active component combat-coded units and for requests to other MAJCOMs for aviation support. Units will not be bound to an event without a funding source to cover costs of participation. Unfunded MAJCOM, MAJCOM-equivalent (e.g., FORSCOM, FLEET FORCES COMMAND, MARFORCOM) and above sponsored events should be filled on a volunteer basis and may be entered in the Aviation Schedule. Event OPRs maintain their respective event's fund cite.

**3.6. Air Force Orders Process.** The ACC Operations Center (ACCOC) functions on behalf of COMACC to execute this authority as the single entry and exit point for all operational planning and execution activities. After the GFMAP is published, the ACCOC issues an AF Deployment Order or a Prepare-to-Deploy Order (PTDO), as appropriate. These orders are published on the ACCOC GFM and Adaptive Planning and Execution (APEX) website which is located at: <https://intelshare.intelink.sgov.gov/sites/accocgfmapex/SitePages/Home.aspx>. Units are encouraged to visit this site on a regular basis to find the latest official tasking.

3.6.1. Contingency Operations. The Air Force DEPORD supports the Annex A (conventional), Annex B (special operations), and Annex C (mobility) GFMAP annexes. Bi-weekly modifications are published to address changes or emerging requirements that were approved via the SDOB. Off-cycle, or "Special", SDOBs also generate corresponding changes to the GFMAP and AF DEPORD as a result of emergent, time-sensitive requirements. The annual GFMAP base order and bi-weekly modifications constitute a deployment order for unit movement. Unit identification within the annexes is only required for major combat formations at wing level or above. The ACCOC refines that unit information down to squadron equivalent level for aviation units. Unit level information below wing level is also visible in JOPES. Validated deployment requirements in JOPES also constitute deployment authority.

3.6.2. Operation NOBLE EAGLE Orders. Operation NOBLE EAGLE (ONE) supports the North American Air Defense Command (NORAD) homeland defense mission. Although forces are allocated through the GFMAP, because of the nature of the Total Force solution for supporting ONE, unit tasking is codified in an annual ACC ONE DEPORD. Support for the President and National Special Security Events are captured via event-specific EXORDs. The ACC ONE DEPORD and EXORDs reside on the ACCOC GFM APEX site ([Attachment 5](#)).

3.6.3. Exercise and Training Deployments. DEPORDs are required for all OCONUS CJCS sponsored and MAJCOM-sponsored/supported exercise deployments supported by ACC, AFRC, or ACC-gained (ANG) CAF aviation units. The respective force providing MAJCOM exercise manager will draft DEPORDs for CJCS and MAJCOM-sponsored/supported exercises. DEPORDs for other OCONUS training deployments will be drafted by the force provider arranging the training (e.g., the ANG would draft DEPORD for State Partnership Program training events). Draft DEPORDs for ACC and ACC-gained CAF aviation units will be sent to the ACC Operations Center for approval and release. Draft DEPORDs for AFRC, AFGSC, PACAF, USAFE and AFSOC units will be sent to their respective MAJCOM-equivalent Operations Center for approval and release. ACC/A3TA is OPR for all OCONUS air shows and aerial events supported by ACC, AFRC, and ANG units. DEPORDs for these specific events will be prepared by ACC/A3TA, when required, as determined by current Aerial Events guidance.



3.6.4. Website Alert-Me Notifications. Users can receive an email notification whenever changes are posted to the site by selecting each library individually, then selecting the Alert-Me notification link. Subscribers will then be automatically alerted when a change, modification or new document has been posted to the website.

**3.7. Aviation Schedule Historical Database.** The Aviation Schedule is a historical record. Categories of Aviation Schedule information will be retained IAW the applicable Air Force Records Disposition Schedule Table 10-3, Rule 5, or 6, or Table 10-4, Rule 4.

## Chapter 4

### CAF CONTINGENCY SCHEDULING PROCESS

**4.1. CAF Resource Availability Pool.** Forces designated in the CAF resource availability pool consist of the following:

4.1.1. Active Component. All CAF forces are available up to their full designed operational capability (DOC) and aligned IAW the CAFFORGEN model. Service-directed resource actions (*e.g.*, major weapon system modifications, unit conversions, etc.) may preclude individual unit availability. Each AC unit is authorized to rotate up to thirty percent of its personnel at approximately the mid-point of their unit deployment. Waiver requests must be submitted from the force providing MAJCOM/A3 to the ACC/A3 for approval. **(T-2).**

4.1.2. Reserve Component. Under CAFFORGEN, RC availability is planned for use using 10 USC § 12302 or 10 USC § 12304b mobilization authorities, as appropriate. This includes traditional RC units and active associations. For budgeting purposes, ACC will plan for RC units that are part of a classic association to provide proportional support to the AC lead unit based on Table 4.1, with RC associate personnel activated under the appropriate mobilization authorities. **(T-2).**

4.1.2.1. RC will be scheduled for rotational deployments in 90-day increments. Two units may rainbow aircraft and equipment to fill a six-month deployment cycle. Each unit is authorized to rotate up to thirty percent of its personnel at approximately the mid-point of their unit deployment. All split rotations will be identified during the initial Deployment Requirements Manpower Document (DRMD) tailoring process and conform to mobilization timing specified in **paragraph 4.3.**

4.1.2.2. Theater security package (TSP), theater security cooperation (TSC), or other similar requirements of 90 days or less will be tasked to a single unit. For requirements between 91 and 180 days, two units will be scheduled with personnel rotations at the mid-point. When two units are scheduled, they may rainbow aircraft and equipment for the entire period. Each unit is authorized to rotate up to thirty percent of its personnel at approximately the mid-point of their unit deployment. All split rotations will be identified during the initial DRMD tailoring process and conform to mobilization timing specified in **paragraph 4.3. (T-2).**

4.1.2.3. Waiver Authorities. RC units requesting exceptions to the above provisions will submit justification to the NGB/A3 or AFRC/A3 who will then endorse the request for approval by the ACC/A3. **(T-2).**

**Table 4.1. Percent of Unit (RC)/Tasked Aircraft.**

Percent of Unit (RC)	Tasked Aircraft				
	<6	6 -9	10-14	15-18	19-24
<15	Ops: 1	Ops: 1	Ops: 2	Ops: 3	Ops: 4
15-20	Ops: 1 MX: 10	Ops: 2 MX: 15	Ops: 3 MX: 30	Ops: 4 MX: 45	Ops: 6 MX: 55
21-30	Ops: 2 MX: 15	Ops: 3 MX: 20	Ops: 5 MX: 40	Ops: 7 MX: 60	Ops: 9 MX: 80

**4.2. Contingency Scheduling Process .** The CAF rotational contingency schedule is developed in sequential six-month build increments using forces identified in the CAFFORGEN Model. The contingency schedule forecasts two years in advance based on the approved and projected GFMAP allocation annexes. This two-year forecast is necessary to support the timelines for GFMAP development. The contingency scheduling process includes development of a Quick Look Contingency Schedule and publication of formal unit tasking in the Aviation Schedule.

4.2.1. Quick Look Contingency Schedule. Two years prior to the beginning of each rotational period, the CAF Aviation SIPT Executive Secretariat develops a Quick Look Contingency Schedule. The Quick Look is a compilation of established/projected contingency requirements sourced against known rotational commitments. In developing the Quick Look, several factors are examined to balance deployments across the force. Relevant scheduling factors include recent deployment history to include deployment in primary versus secondary mission, deployment locations, RC mobilization history, and unit conversions. Once developed, the draft Quick Look is simultaneously loaded into the main Aviation Schedule database and released to the CAF Aviation SIPT for coordination.

4.2.2. Quick Look Coordination and Approval. During the coordination process, all CAF Aviation SIPT members will closely examine projected unit tasking and highlight disconnects with detailed rationale for changes, to include alternate solutions using available forces. The CAF Aviation SIPT chiefs are empowered to resolve any issues that arise during the coordination process. After all recommended changes are incorporated, the contingency schedule should be forwarded in staff summary format for final MAJCOM approval. If MAJCOM objections arise that cannot be jointly resolved, the outstanding issues will be highlighted in the final approval package that is forwarded to COMACC for decision. All MAJCOM objections must be stated in terms of the Global Force Management and Implementation Guidance (GFMIG) risk categories. For CAF Aviation SIPT purposes, force management risk is the most likely category. Only supported commanders can identify operational risk (*e.g.*, ACC for ONE, PACAF for Korean Operations Plan (OPLAN) support, etc.). **(T-2).**

4.2.3. GFMAP Development. Each year, the GFMB validates for sourcing the projected rotational requirements submitted by the combatant commands (CCMD) for the current fiscal

year plus two (*e.g.*, Mar'15 for FY17). The approved CAF AS is cross-referenced with the validated CCMD requirements and matching nominations are then submitted via the Joint Capabilities Requirements Manager (JCRM) as a Service nomination based on COMACC's delegated authorities from SecAF. Requirements that exceed Service capability have official non-concurs entered into JCRM. The JFC then takes these nominations and compiles them into a GFMAP Base Order for the subject FY. This Base Order is then coordinated through the CCMDs, GFMB and JCS before forwarding to SecDef for approval before the start of the subject FY via the SecDef Orders Book (SDOB).

4.2.4. **New Contingency Requirements.** Contingency requirements identified after approval of the GFMAP are submitted as a Request for Capability (RFC) or Request for Forces (RFF) from the combatant commander to the Joint Staff. If the RFC/RFF is validated by the Joint Staff, the CAF Aviation SIPT uses the approved CAFFORGEN alignment to source the additional capability, conduct a risk assessment, update the Aviation Schedule, and obtain COMACC approval for submission to the JFC on behalf of the SecAF.

4.2.5. **GFMAP Changes.** The GFMAP is far from a static document and changes are staffed via the GFMAP change process and approved in the SDOB. Most changes occur when CCMDs submit a change request (CR) via JCRM to the Joint Staff. These are then coordinated by the JFC/JFP with the Services. The CAF SIPT Executive Secretariat coordinates any CRs with the affected force provider(s). If all are in concurrence, the change is ultimately reflected in a numbered GFMAP mod. Any non-concur is sent back to the requesting CCMD who has the option to request adjudication via the formal JCS process.

**4.3. CAF Mobilization Process.** Due to SecDef-mandated force management level constraints in some AORs and to DoD-wide programmed funding restrictions, the standard UTCs for most aviation packages normally include more personnel than are authorized for deployment. As a result, most aviation packages require tailoring of the DRMD to reach the imposed or funded manpower limit. This tailoring process impacts the mobilization process and timelines described in AFI 10-401 *Air Force Operations Planning and Execution* which was designed primarily for agile combat support UTCs. However, the overall goal remains to have mobilization orders cut NLT 210 days before activation. The following timelines apply to CAF rotational mobilization packages.

4.3.1. **M-375 Days.** ACCOC sends DRMD to NGB mob cell or AFRC/FGC for tailoring. During the tailoring process, individual units should pre-identify individual personnel data for each DRMD line in order to be prepared to meet mobilization worksheet timelines.

4.3.2. **M-345 Days.** NGB or AFRC returns DRMD to ACCOC for coordination with supported AOR.

4.3.3. **M-335 Days.** Supported AOR returns DRMD to ACCOC.

4.3.4. **M-330 Days.** ACCOC sends draft mobilization worksheet to NGB or AFRC/FGC for inclusion of individual personnel data.

4.3.5. **M-285 Days.** NGB Mob Cell or AFRC/FGC returns completed mobilization worksheet to ACCOC.

4.3.6. **M-255 Days.** ACCOC submits completed mobilization package to AF/A3OD.

4.3.7. M-215 Days. AF/A3OD secures SAF/MR mobilization approval and transmits mobilization message to ACCOC.

4.3.8. M-210 Days. ACCOC issues activation message to affected units.

**4.4. RC Volunteerism in-lieu-of Mobilization.** The CAFFORGEN model supports RC members using voluntary activation under 10 USC § 12301(d) *Reserve Components* at execution. RC units are authorized to use qualified volunteers from other units but such volunteers are not protected from being mobilized with their parent unit inside normal dwell if their unit is subsequently tasked.

**4.5. RC Deployment Extensions.** IAW CJCSM 3130.06A *GFM Allocation and Planning Procedures*, combatant commanders are authorized to request a deployment extension up to 30 days without SecDef approval if approved by the Service Force Provider. ACC will coordinate all combatant command extension requests with the RC command (NGB/A3 or AFRC/FGC, as appropriate) before forwarding to HAF for approval of mobilization extension. **(T-2).**

**4.6. CAF Pre-Deployment Spin-Up Training.** Flying unit attendance at a pre-deployment training exercise is mandatory for GFM tasked deployments. Fighter and bomber pre-deployment spin-up exercises will be scheduled during CAF SIPT Training Builds, i.e., 12-18 months prior to an event. Deliberate scheduling of unit spin-up exercises during Training Builds provides deploying units a stable advance training phase and reduces scheduling turbulence for other flying units. Flying units will complete required pre-deployment spin-up training within nine months of deployment. **(T-2).**

4.6.1. Venues. The following exercise venues provide flying units the appropriate spin up training in order to effectively prepare units to support CCDR objectives.

4.6.1.1. Units tasked to deploy in support of a CCMD TSP/TSC will attend RED FLAG (RF)-Nellis or Alaska. **(T-2).**

4.6.1.2. Units tasked to provide CAS (all theaters, any operation) will attend GREEN FLAG (GF)-East or West. **(T-2).**

4.6.1.3. Units tasked to primarily support Special Operations Forces will attend a GF (primary option) or a USSOCOM-sponsored exercise; or a Joint National Training Center (JNTC)-accredited exercise. **(T-2).**

4.6.1.4. All other units tasked for non-CAS GFM taskings will participate in a RF (primary option) or a JNTC-accredited exercise. **(T-2).**

4.6.2. Funding/Mandays. ACC, AFRC, and ACC-gained flying units attending RF-Nellis and GF-East/West exercises for pre-deployment spin-ups will be funded by ACC. Mandays will also be provided for ACC-gained units. USAFE and PACAF will provide funding for their assigned, gained, and RC associate units. **(T-2).**

4.6.3. Waivers. ACC/A3 is the waiver/approval authority for substitute options for pre-deployment exercise participation. Waivers will be submitted at least nine months prior to a unit's deployment. When requesting a waiver, provide justification for not participating in the primary option exercise and identify mitigation efforts to properly prepare the unit for deployment. ACC units will send waiver requests to ACC/A3O. Non-ACC units will send waiver requests through their MAJCOM/A3 or NGB/A3, as applicable, to ACC/A3O. **(T-2).**

**4.7. Contingency Scheduling Standards.** The CAF Aviation SIPT uses a series of standards to guide the scheduling of units in support of rotational contingency operations.

4.7.1. GFMAP-ordered tasks are prioritized by the GFMP and take precedence over all other events.

4.7.2. Contingency assignments are based on a unit's alignment in the CAFFORGEN model. Reaching forward to future deployment windows for other than PTDO requirements should not occur unless the SecDef has approved a surge as defined in AFPD 10-4.

4.7.3. Contingency requirements may be worldwide and can include OCONUS units deploying to the CONUS in support of homeland security missions.

4.7.4. Squadrons normally are not scheduled for split operations without approval of COMACC. For scheduling purposes, supporting home station, non-contingency operations such as ACA, while conducting a simultaneous GFMAP ordered deployment, is not considered split operations.

4.7.5. Units should plan to deploy IAW their CAFFORGEN alignment unless special circumstances (*e.g.*, unit conversions) warrant otherwise. Units not specifically tasked must remain ready to respond within their DOC statement response criteria. **(T-2)**.

4.7.6. The task start and task end dates listed in the Aviation Schedule are based on in-theater arrival dates and mission termination dates. Airlift, air refueling, and country clearance restrictions will generally extend the contingency commitment beyond the scheduled deployment dates shown in the Aviation Schedule. The Air Operations Squadron (AOS) will attempt to minimize travel impacts, especially on RC units. **(T-2)**.

4.7.7. RC units may volunteer to support emergent requirements under 10 USC § 12301(d) so as not to accrue dwell and interrupt their next scheduled deployment cycle. However, fiscal constraints may preclude the ability to use the RC unless supplemental funding is provided or the requirement is of a very short duration.

## Chapter 5

### EXERCISE AND TRAINING SCHEDULING PROCESS

**5.1. Unit Exercise and Training Availability.** Exercise and training requirements are scheduled based on individual units' positions in the CAFFORGEN model.

5.1.1. Basic Training Phase. This is the four-month window immediately following a unit's deployment. It includes a two-week recovery phase that begins upon redeployment to home station for units that supported contingency operations. The scheduling focus of the basic training phase is the recovery of aircrew skills that may have diminished while deployed, maintenance reconstitution of aircraft, and an orderly transfer of personnel into and out of the unit. Units that were not tasked for contingency operations will not have a basic training phase. Units that deployed are not normally tasked to support off-station exercises or training events during this phase. However, units may be tasked to support training events from home station or may volunteer for off-station training events that enhance their overall unit training. Although designated basic training for CAF scheduling purposes, units are expected to be ready to support the full Range of Military Operations, if required, within their designated DOC statement response timing.

5.1.2. Advanced Training Phase. The advanced training phase immediately follows a unit's basic training phase and ends two months prior to the start of the next GFMAP ordered deployment. The advanced training phase focuses on opportunities to engage in CONUS and OCONUS joint, service and MAJCOM exercise and training events in preparation for future contingency requirements such as Red Flag and Green Flag. Events also include other inter-Service exercises, intra-Service exercises, proficiency improvement events, tests, demonstrations and aerial events.

**5.2. Exercise and Training Scheduling Process .** The exercise and training schedule is built in six-month increments using a five-phase process designed to provide stability, predictability, and oversight. The exercise and training schedule matches units having combat coded aircraft in their advanced training phase with exercise and training requirements submitted in the window 12 to 18 months in advance. When the Training Build is complete, units normally have a minimum of 6 to 12 months of notification for each scheduled event. Units having training coded aircraft (*e.g.*, FTUs, AGRS units) or test coded aircraft (*e.g.*, TES units) are not tasked by the Aviation SIPT to avoid disruption of their unique missions.

5.2.1. Call for Requirements (CFR). Requirements are established by program or functional managers and submitted to the CAF Aviation SIPT Executive Secretariat during the CFR that occurs in the first two weeks of each build cycle. All requirements are submitted using the web-based ACTS. Commands sponsoring events can pre-source from their own forces during their CFR submission. Such pre-sourcing is normally accepted without change unless the forces are needed for higher-priority CAF-wide requirements. Due to the volunteer nature of Reserve Component (RC) forces, the CAF Aviation SIPT does not unilaterally schedule RC forces. As a result, ANG and AFRC must identify units wishing to volunteer for training events during their CFR submission. Unit level requirements that could impact their ability to be tasked are also entered into the database to provide for minimum schedule disruption. Examples include projected runway repair projects or significant aircraft

maintenance programs. A requirement generated by another Service or a non-CAF Aviation SIPT command (*e.g.*, support for an Air Force Material Command (AFMC) test) requires a staff agency from one of the CAF Aviation SIPT commands to sponsor and submit the request on their behalf. The sponsorship arrangement provides visibility for a CAF headquarters agency to ensure the requirement is compatible with existing programs. To enhance a primary objective of stability and predictability, requirements identified during the regular build cycle receive sourcing priority.

5.2.2. Exercise and Training Schedule Development. After the CFR phase is complete, the CAF Aviation SIPT Executive Secretariat develops a draft exercise and training schedule using available forces in their advanced training phase, scheduling standards delineated below, and event deconfliction priorities (**Attachment 3**). Nevertheless, scheduling decisions, which appear contrary to established guidance, may be necessary to support unique requirements or transient priorities. Once the draft schedule is complete, sourced events are loaded into the Aviation Schedule database. Unsourced events, or events not sourced to the desired level, are placed on the Unfilled Requirements List (URL). An event remains on the URL until a unit is sourced to support, the functional manager rescinds the requirement, or the date of the event passes. The URL provides a vehicle for advertising unfilled events that units, including those from other Services, can volunteer to support.

5.2.3. Initial Executability Review (IER). Once the exercise and training schedule is loaded into the Aviation Schedule database, it is released to the CAF Aviation SIPT members and event OPRs for executability review. Each command develops internal processes for reviewing the draft Aviation Schedule. CAF Aviation Scheduling is a top-down process. The primary purpose of the IER phase is to assess executability of the draft Aviation Schedule and not to highlight unit exercise and training “desires.” CAF Aviation SIPT members and event OPRs submit recommended changes and executability issues to the CAF Aviation SIPT Executive Secretary via the ACTS Aviation Change Request (ACR). Once all changes/issues have been submitted, the Executive Secretariat adjusts the draft Aviation Schedule accordingly.

5.2.4. Final Executability Review (FER). The FER process follows the same steps and has the same purpose as the IER. However, the focus of the FER is intentionally narrow, looking only at those issues identified for potential changes during the IER. Once all changes/issues have been submitted, the Executive Secretariat adjusts the draft Aviation Schedule accordingly and builds a MAJCOM review package.

5.2.5. MAJCOM Aviation SIPT Coordination. The MAJCOM review package provides metric data on results of the Executability Reviews, identifies submitted issues that were disapproved by the Executive Secretary, and highlights any new tasking. CAF MAJCOM Aviation SIPT members review the schedule for supportability, and determine acceptability of unfilled events. Unresolved training issues may be submitted for general officer review before the Aviation Schedule Build is submitted for COMACC approval. General officer review is normally at the A3 level. The MAJCOM Aviation SIPT representative is expected to get the appropriate MAJCOM approval for the COMACC review package.

5.2.6. COMACC Review and Approval. The Executive Secretariat should refine the review package, incorporating all views of other CAF Aviation SIPT members after the MAJCOM



Aviation SIPT coordination. The MAJCOM-approved schedule review package is then forwarded for approval to COMACC in the role of CAF force provider.

**5.3. Exercise and Training Scheduling Standards.** Advanced training events are tasked based on the units' DOC statement and their next GFMAP ordered tasking. Every attempt is made to provide relevant training throughout the advanced phase with events focused on the next deployment tasking concentrated near the end of the advanced phase. Nevertheless, scheduling decisions that appear contrary to this flow may be necessary to support unique requirements and transient priorities. Syllabus training and joint events are often not compatible with the expected contingency schedule. Some inter-Service training requirements are based on pre-existing agreements that are also contrary to a graduated training flow.

5.3.1. CAF pre-deployment spin-up training ([paragraph 4.6.](#)) has the highest training scheduling priority. Units normally will be scheduled to attend a preparation exercise in the final months of their advanced training phase, but no earlier than nine months prior to deployment. The RC verifies their intention to participate when submitting their build requirements.

5.3.2. To the maximum extent possible, OCONUS units participating in a Flag exercise are scheduled for Weapons School support, Combat Hammer, Combat Archer or other events of their choice while deployed to the Continental United States (CONUS). OCONUS units normally are limited to no more than 35 consecutive days of stateside participation. OCONUS MAJCOMS verify their intention to participate in these various events during the Training Build.

5.3.3. Units normally will not be tasked to support off-station exercises or training events following a GFMAP ordered deployment. However, a unit may be tasked in the last 30 days of its basic training phase for must fill events, as approved by the CAF Executive Secretary or designated CAF SIPT representative. Concurrent or sequential events at the same location are considered a single tasking.

5.3.4. All squadrons from a multiple squadron wing should not be deployed for exercises or training at the same time. Any remaining non-deployed squadrons may be scheduled to support exercise and training requirements from homestation.

5.3.5. A unit should have a minimum of 10 days between off-station deployments when the deployment includes significant maintenance package support.

5.3.6. Deployments to Nellis AFB should not exceed a cumulative total of 35 days per squadron during any rolling 90-day window.

5.3.7. Units should not be scheduled for more than 4 off-station training deployments requiring significant maintenance package support during any rolling 90-day window. Concurrent or sequential events at the same deployed location count as a single deployment.

5.3.8. Units may volunteer to support training or exercise events within their assigned AOR during their deployment preparation and deployment period provided they are able to meet DOC statement timing as well as any potential contingency tasking.

5.3.9. Volunteer participation does not supersede any Aviation Schedule tasked event. When a scheduling conflict develops between a previously approved tasking and a unit's voluntary event participation, the voluntary event participation may be disapproved or cancelled.

5.3.10. Unit-level events, such as an Operational Readiness Exercise (ORE), community appreciation day, or a unit-funded Flying Training Deployments (FTD) may be added to the Aviation Schedule after the applicable build is complete. Inclusion of FTDs on the Aviation Schedule is recommended as it provides MAJCOM leadership at all levels visibility on the tempo of CAF Aviation assets and awareness of unit-level support to other services.

5.3.11. Test requirements using 53 Wing assets are scheduled via the 53 Wing Electronic Project Order rather than the Aviation Schedule.

5.3.12. Classic associate wings may identify 1 ORE per quarter for schedule deconfliction to allow for the limited availability of weekend participation by RC personnel during their scheduled unit training assembly. The classic associate wing ORE date needs to be submitted during the Call for Requirements, otherwise the ORE will be scheduled in accordance with 5.3.10 above.

5.3.13. Distributed Mission Operations (DMO) events, e.g., Virtual Flag, are not deconflicted from aircraft events by the CAF SIPT. The aviation schedule (CPS) is an aircraft based database and does not track personnel numbers in simulation/DMO events.

## Chapter 6

### AVIATION SCHEDULE DATABASE MANAGEMENT

**6.1. Aviation Schedule Management Functions.** There are four primary management functions that occur after a contingency or training schedule build has been approved: adding a requirement, deleting a requirement, changing a requirement, or changing specific unit participation.

**6.2. Changes to the Aviation Schedule .** After the Aviation Schedule has been approved, new events may arise, existing event requirements or priorities may change, or a unit's ability to execute assigned tasks may change. Requesting relief from a task after the Aviation Schedule has been officially approved causes an exercise/training plan disruption that should be avoided. CAF Aviation SIPT members will request changes affecting their respective units using procedures established by their MAJCOM Aviation SIPT and this instruction. The affected program/event manager, or unit, or the MAJCOM Aviation SIPT POC will initiate requested changes to the Aviation Schedule. All requested aviation changes to the Aviation Schedule will be submitted through ACTS. The ACTS system provides cradle-to-grave tracking of each issue. ACTS automatically assigns an ACR tracking number that is permanently associated with each request. These procedures ensure all affected parties contribute to a final resolution and receive a clear understanding of how the ultimate decision was determined. Changes to GFMAP-ordered requirements will be handled IAW procedures in CJCSM 3130.06A and documented through an ACR submitted by the CAF SIPT Executive Secretariat.

**6.3. ACR Processing.** All ACRs are processed in the same manner. Timely ACR responses are critical in providing clarity to the overall CAF aviation schedule and enables events to be sourced to the maximum extent possible per this instruction's scheduling standards.

6.3.1. Assigning Change Request. Upon receipt, the change request should be assigned to a CAF SIPT Executive Secretariat action officer for resolution with the appropriate event manager, MDS functional manager, affected unit(s), or MAJCOM SIPT POC.

6.3.1.1. Training Build ACRs. Due to timeline constraints, wing SIPT schedulers, event managers, and Mission Design Series (MDS) Functional Managers, will provide final coordination within 7 days of initial receipt of IER, FER, and MAJCOM review ACRs. MAJCOM SIPTS will provide final coordination within 10 days of initial receipt of training build review ACRs. **(T-2).**

6.3.1.2. Schedule Maintenance ACRs (submitted outside the training build). Wing SIPT schedulers, event managers, and MDS functional managers will provide final ACR coordination within 14 days of initial ACR receipt. MAJCOM SIPTs will provide final ACR coordination within 21 days of initial ACR receipt. **(T-2).**

6.3.1.3. In the event the ACR timelines above are not adhered to, the CAF Executive Secretary or designated CAF SIPT representative will notify the applicable MAJCOM SIPT lead or ACC wing leadership for resolution. **(T-2).**

6.3.2. Analysis and Recommendation. During this phase, background data is gathered and a recommendation is developed and forwarded to all interested parties. If consensus is obtained, the change is entered into the Aviation Schedule.

6.3.3. Resolving Change Requests without a Consensus. If a consensus is not obtained, the Executive Secretary consolidates opposing views and forwards them to the involved MAJCOMs for General Officer resolution. Based upon the final resolution, the Executive Secretary authorizes any change to the Aviation Schedule.

**6.4. MAJCOM Aviation Schedule (CPS) Inputs.** MAJCOM SIPTs will submit all known MAJCOM exercise/training requirements during training builds ([paragraph 5.2](#)). SIPTs will submit ACRs for add-on MAJCOM events a minimum of six months prior to exercise/training execution, to include exercises at the ANG's Combat Readiness Training Centers (CRTCs). ANG and AFRC SIPTs will ensure all OCONUS exercise deployments are reflected on the Aviation Schedule, e.g., State-Partnership Program (SPP) deployments. Inclusion of MAJCOM events, to include ANG/unit-funded FTDs, in the Aviation CPS provides the CAF SIPT and leadership at all levels visibility on the tempo of CAF Aviation assets and provides historical aviation CPS data for higher headquarters directed analysis.

**6.5. Directed Tasking.** Periodically, event/program managers submit out-of-cycle, high priority event requirements outside of the Aviation Schedule Build period. Similarly, previously submitted unfilled requirements may be reprioritized as "must fill" events. When a unit is not readily available within the tasking guidelines of this AFI and no volunteer unit is available, or if unresolved scheduling conflicts occur, a General Officer decision may be pursued to direct a unit(s) to participate. The respective event/program manager is responsible for preparing a coordinated staff package for General Officer decision. The event/program manager will keep the CAF SIPT Executive Secretariat apprised of the General Officer's decision.

MARK C. NOWLAND, Lt Gen, USAF  
Deputy Chief of Staff, Operations

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

10 USC § 12302, *Ready Reserve*, 31 December 2011

10 USC § 12304(b) *Selected Reserve and certain Individual Ready Reserve Members*, 31 December 2011

10 USC § 12301(d), *Reserve Components Generally*, 28 October, 2004

CJCSM 3130.06, *Global Force Management Allocation Policies and Procedures*, 28 March 2014

CJCSM 3122.02D, *Joint Operation Planning and Execution System (JOPES) Vol. III Time Phased Force and Deployment Data*, 17 March 2011

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

AFI 10-401, *Air Force Operations Planning and Execution*, 7 December 2006

AFPD 10-4, *Operations Planning: Air and Space Expeditionary Force Presence Policy (AEFPP)*, 30 April 2009

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

***Prescribed Forms***

None

***Adopted Forms***

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

AF Form 847, *Recommendation for Change of Publication*

***Abbreviations and Acronyms***

**AC**—Active Component

**ACA**—Aerospace Control Alert

**ACC**—Air Combat Command

**ACCOC**—Air Combat Command Operations Center

**ACR**—Aviation Change Request

**ACTS**—Aviation Change Tracking System

**AEF**—Air and Space Expeditionary Force

**AEFPP**—Air and Space Expeditionary Force Presence Policy

**AFGSC**—Air Force Global Strike Command

**AFRC**—Air Force Reserve Command

**AFSOC**—Air Force Special Operations Command  
**ANG**—Air National Guard  
**AOR**—Area of Responsibility  
**AOS**—Air Operations Squadron  
**APEX**—Adaptive Planning and Execution  
**AS**—Aviation Schedule  
**C2**—Command and Control  
**CAF**—Combat Air Forces  
**CAFFORGEN**—CAF Force Generation Model  
**CAS**—Close Air Support  
**CCDR**—Combatant Commander  
**CCMD**—Combatant Command  
**CDF**—Combatant Command Dedicated Force  
**CFR**—Call for Requirements  
**CJCS**—Chairman, Joint Chiefs of Staff  
**COMACC**—Commander, Air Combat Command  
**CONUS**—Continental United States  
**CPS**—Consolidated Planning Schedule  
**CSAR/PR**—Combat Search and Rescue/Personnel Recovery  
**CSAF**—Chief of Staff, Air Force  
**DEPORD**—Deployment Order  
**DOC**—Designed Operational Capability  
**DoD**—Department of Defense  
**DRMD**—Deployment Requirements Manpower Document  
**ENDEX**—End of Exercise  
**ETL**—Estimated Tour Length  
**FER**—Final Executability Review  
**FGC**—Force Generation Center  
**FORTRESS**—Flying Organizations' Taskable Resource Scheduler  
**FTD**—Flying Training Deployment  
**FTN**—Force Tracking Number  
**GFM**—Global Force Management

**GFMAP**—Global Force Management Allocation Plan  
**GFMB**—Global Force Management Board  
**HD/LS**—High Demand/Low Supply  
**IER**—Initial Executability Review  
**ISR**—Intelligence, Surveillance, and Reconnaissance  
**JFC**—Joint Force Coordinator  
**JFP**—Joint Force Provider  
**MAJCOM**—Major Command  
**MDS**—Mission Design Series  
**NATO**—North Atlantic Treaty Organization  
**NORAD**—North American Air Defense Command  
**OCONUS**—Outside Continental United States  
**ONE**—Operation Noble Eagle  
**OPLAN**—Operations Plan  
**OPR**—Office of Primary Responsibility  
**ORE**—Operational Readiness Evaluation  
**PACAF**—Pacific Air Forces  
**PTDO**—Prepare-to-Deploy Order  
**RC**—Reserve Component  
**RFC**—Request for Capability  
**RFF**—Request for Forces  
**ROMO**—Range of Military Operations  
**SDOB**—Secretary of Defense Orders Book  
**SecAF**—Secretary of the Air Force  
**SecDef**—Secretary of Defense  
**SIPRNET**—Secure Internet Protocol Router Network  
**SIPT**—Scheduling Integrated Product Team  
**STARTEX**—Start of Exercise  
**URL**—Unfilled Requirements List  
**USAFE**—United States Air Forces in Europe  
**USSOCOM**—United States Special Operations Command  
**USTRANSCOM**—United States Transportation Command

UTC—Unit Type Code

### *Terms*

**ACC Aviation SIPT Chief**—The Colonel-level leader of the ACC Aviation SIPT, usually the Chief of Operations Division. The ACC Aviation SIPT Chief is normally dual-hatted as the CAF Aviation SIPT Executive Secretary.

**Air Bridge**—The process of establishing staging bases and aerial tankers to support deployment of CAF fighter and/or bomber aircraft.

**Aviation Schedule**—The master schedule of events for the Combat Air Forces; maintained in electronic form, the schedule is created, maintained, and updated using the aviation scheduling software program located on the classified SIPRNET.

**Aviation Schedule Build**—Used as a noun in the Aviation Scheduling context, it is the periodic scheduling package that commits Combat Air Forces in 6-month blocks of time. Each build contains contingency taskings 20-24 months in the future and training events 6-12 months in the future.

**CAF Aviation Scheduling Cycle**—A cycle of time consisting of training, preparation, and deployment periods. For CAF aviation scheduling purposes, the training period is further segmented into three phases: recovery (if required), basic training, and advanced training.

**CAF Aviation SIPT Executive Secretary**—The Colonel-level leader of the CAF Aviation SIPT, usually the Chief of the Operations Division (ACC).

**Combat Air Forces**—Air forces that are directly engaged in combat operations. Examples include fighters; bombers; command and control; combat search and rescue; and intelligence, surveillance, and reconnaissance aircraft, and the forces that operate and support them.

**Combatant Command Dedicated Force**—The minimum set of forces that are required forward in each combatant command and that will not be considered for reallocation except for major OPLAN execution in another AOR.

**Deployment Eligibility Period**—The recurring time period where forces are either deployed or at home station waiting employment tasking. Those forces remaining at home station will continue routine training tasks to remain mission ready for any potential tasking.

**Event OPR**—Typically an individual at a MAJCOM who manages all details of a particular event.

**Force Tracking Number**—The Force Tracking Number (FTN) is a serialized 11-character alphanumeric reference number assigned by a supported CCDR to each force capability requirement requested through the allocation process in either the annual submission requirements or as an emergent requirement. Force requirements and serialized FTNs are entered into the GFMAP via JCRM.

**FORTRESS**—A scheduling information management system; designed to support the CAF Aviation SIPT; leverages commercially available software development tools to perform scheduling, tracking, and reporting for CAF aviation assets to build the Aviation Schedule; provides remote, real-time, read-only access to the Aviation Schedule database through SIPRNET; system resides at HQ ACC.



**Global Force Management Allocation Plan (GFMAP)**—A SecDef-approved document that allocates specific units to support rotational requirements of the combatant commanders.

**High Demand/Low Supply (HD/LS)**—Weapon systems that possess specialized attributes or capabilities that have historically been called upon by combatant commanders to execute operations at a rate that degrades their near- to mid-term readiness. The primary differentiating characteristics of these assets are the unique capabilities and an unusually high demand relative to availability in the force.

**Mobility Air Forces (MAF)**—Air Force Forces that provide airlift, air refueling, special air mission, and aeromedical evacuation.

**Preparation Period**—A two-month period that begins 60-days prior to GFMAP ordered employment and focuses on preparations specific to scheduled deployments, theater specific training, and any anticipated tasking. The Aviation Schedule schedulers will reduce taskings at this time to allow the unit to concentrate on its preparation tasks.

**RC Rainbow**—A grouping of several Reserve Component units to fill a single event. This can be any combination of personnel, aircraft, or equipment.

**Recovery Phase**—A two-week phase immediately after deployment that allows redeploying units to reunite with families and to complete hot wash/lessons learned reports. Units that do not deploy do not receive a Recovery Phase.

**Rotational Tasking**—The CAF uses rotational tasking to support known steady state contingency commitments with unit deployment intervals sequenced to provide continuous coverage. A deploying squadron, with the exception of some ISR and C2 enabler squadrons, can support a single requirement at one location or, based on prepositioned support, several requirements at multiple locations.

**Split Operations**—Flying operations conducted from two or more deployed locations. For scheduling purposes, conducting flying operations from home station and a single deployed location is not considered split operations.

**Training Period**—The time period in a unit's scheduling cycle immediately following the a unit's contingency deployment and ending two months prior to their next planned contingency deployment. The first 4-month portion of this period is structured to regain lost currencies, mission qualifications, and upgrades and may be shortened by 15 days to enable a recovery phase for deploying forces. The latter months focus on advanced training that allows a reconstitution of core competencies and the opportunity to train as a unit through scheduled exercise and training events.

## Attachment 2

## TRAINING BUILD TIMELINE

Figure A2.1. Training Build Timeline.

Tan = CAF & MAJCOM Actions		Blue = Significant Notices Changes
DAY	OPR	REQUIREMENT
1	ACC/A3O	<b>Start Call for Requirements (CFR)</b> Release CFR message asking for validated/funded CAF requirements from ACC Event OPRs and MAJCOM SIPTs via the ACTS CFR link.
		Update the Aviation Schedule Notices page stating the Call for Requirements has been released.
14	Event OPRs, FMs, MAJCOM Aviation SIPTs	<b>End CFR</b> Submit validated/funded requirements via the ACTS system.
		Update the Aviation Schedule Notices page to close the Call for Requirements
40	ACC/A3O	<b>Start Initial Executability Review (IER)</b>
		Freeze the Build portion of the Aviation Schedule.
		Update the Aviation Schedule Notices page.
		Release CAF Aviation SIPT Executive Secretary IER message with the Training/Exercise Aviation Schedule to the ACC Wings and to the CAF Aviation SIPT, i.e., ACC Event OPRs/ Functional Managers (FM) and MAJCOM SIPT Schedulers
53	ACC/A3O	<b>End IER</b>
		Unfreeze the Build portion of the Aviation Schedule.
		Update the Aviation Schedule Notices page.
	Event OPRs, FMs,	Submit IER comments via ACTS Aviation Change Requests (ACRs).

	MAJCOM Aviation SIPTs	
67	ACC/A3O	Complete work on Initial Executability Reclamas
74	ACC/A3O	<b>Start Final Executability Review (FER)</b>
		Freeze the Build portion of the Aviation Schedule in preparation for the Final Executability Review.
		Update the Aviation Schedule Notices page.
		Release FER Review Message. ACC Wings, Event OPRs/ Functional Managers review scheduled tasks and may request the CAF SIPT to elevate concerns for general officer decision.
87	Event OPRs, FMs, MAJCOM Aviation SIPTs	<b>End Final Executability Review</b>
		Submit FER comments (by exception) via ACTS
	ACC/A3O	Unfreeze the Build portion of the Aviation Schedule.
		Update the Aviation Schedule Notices page.
<b>FINAL TRAINING BUILD APPROVAL PACKAGE COORDINATION</b>		
101	ACC/A3O	Release CAF Aviation SIPT Training/Exercise Aviation Schedule Approval Package for MAJCOM/CC approval.
		Freeze the Build portion of the Aviation Schedule.
115	MAJCOM Aviation SIPTs	Submit CAF MAJCOM/CC approval of the Training/Exercise Aviation Schedule to the SIPT Executive Secretariat.
129	ACC/A3O	Release final Training/Exercise Aviation Schedule Package for COMACC approval of the Training Aviation Schedule.
150		Unfreeze the Build portion of the Aviation Schedule.

		Receive COMACC approval of the Training Aviation Schedule.
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## Attachment 3

## CAF AVIATION SIPT EVENT DECONFLICTION PRIORITIES

Figure A3.1. CAF Aviation SIPT Event Deconfliction Priorities.

Priority*	Event
1	Contingencies, Operations
2	Contingency Spin-up Events
3	Inspector General (IG) Inspections, North Atlantic Treaty Organization (NATO) Evaluations
4	Weapon System Evaluation Program (WSEP), Close Air Support (CAS) exercises and training
5	USAF Weapons School
6	Service and Joint Exercises
7	Tests, experimentation, demonstration, and aerial events
8	Unit-generated events, e.g., FTDs and OREs
* Priorities are not an inviolate sequential order assigning tasks. The priorities provide a basic reference for event deconfliction.	

## Attachment 4

### CONSOLIDATED PLANNING SCHEDULES (CPS)

**A4.1. Introduction .** The CPS is a collection of schedules for various dissimilar AF communities. CPS provides users with a common access point for viewing schedules while also providing schedulers with independent management ability. Except for CAF Aviation, participation in the CPS is voluntary.

**A4.2. CAF Aviation SIPT Facilitation .** Administration of the CPS web site is a peripheral duty of the CAF Aviation SIPT Executive Secretariat facilitated by its information technology function. The CAF Aviation SIPT has full management and scheduling responsibility for only the CAF Aviation Schedule portion of the CPS. The CAF Aviation SIPT does not provide scheduling functions for the aggregate CPS.

**A4.3. Schedule Modules Methodology .** The modular approach involves the establishment of independent data structures for each unique entity (i.e., aviation, IW Aggressors, DATCALs, Space Aggressors, DCGS, military working dogs, etc.). The individual schedules are capable of stand-alone management and operation. The modular design with separate and distinct schedule coordination management is the standard used for all schedules requesting CPS inclusion. The modular structure accommodates the desire to access various schedules from a single web site reference point.

A4.3.1. The modular approach allows program managers to maintain control and responsibility for their own data, and provides for schedule management independent from other schedules. Program managers are permitted to adapt their unique scheduling processes independent from constraints of other communities' systems. Functional managers may choose an appropriate mechanism necessary to process schedule changes. The mechanism can range from an automated system with rigid, detailed processes or a simple phone call, email method.

A4.3.2. Separate data maintains the integrity of each community's schedule. The modular approach does not impact outside agencies currently using the aviation database. Users only concerned with aviation and those data mining the aviation database will not be confused with additional material.

A4.3.3. Each schedule module is named according to the information it contains to accurately identify and reference a particular schedule. The Aviation Schedule may be referenced as the "Aviation CPS".

A4.3.4. Users (wings, staff agencies, etc.) have a single point of access to multiple schedules. Schedule viewing access is provided through the common web site.

A4.3.4.1. A SIPRNET web page serves as a central point for hosting functional manager provided links for each new schedule.

A4.3.4.2. The classification of schedule data makes an unclassified web site impractical. Only the SIPRNET can provide visibility of a complete schedule having classified data.

**A4.4. Responsibilities.** Information technology personnel of the CAF Aviation SIPT Executive Secretariat will provide web site management for CPS. The scheduling expertise of the CAF Aviation SIPT Executive Secretariat is exclusive to aviation scheduling and only has the requisite subject matter expertise to actively maintain the Aviation Schedule. A functional manager is defined as an individual or organization that has the requisite subject matter expertise to maintain their respective schedule in the CPS. The CAF Aviation SIPT Executive Secretariat is the functional manager for only the Aviation Schedule portion of the CPS.

A4.4.1. CAF Aviation SIPT Executive Secretariat will:

A4.4.1.1. Create and maintain a SIPRNET web page to serve as a point for hosting functional manager provided links for each schedule.

A4.4.1.2. Provide copies of the aviation scheduling software source code and web site may be provided to those scheduling communities that want to modify and adapt it for their use. Software programming code modifications will not be accomplished for agencies other than the CAF Aviation SIPT.

A4.4.1.3. Provide day-to-day schedule management and change coordination functions only for the Aviation Schedule since expertise and processes are limited to aviation matters.

A4.4.2. Functional Managers will:

A4.4.2.1. Maintain their independent schedule content using any web supportable software format that meets their community's need. The format may be, but is not exclusive to, spreadsheet, text document, or adapted aviation scheduling software.

A4.4.2.2. Use a schedule change coordination system to best meet their communities' needs. Each individual schedule manager may use whatever mechanism necessary to process schedule changes. Only Aviation Schedule changes will be made through the ACTS. However, a copy of the ACTS software may be adapted for use. Software modification is the responsibility of the particular schedule data manager.

A4.4.2.3. Be responsible for the coordination and approval of their respective schedule data.

A4.4.2.3.1. Coordination processes will be separate from the Aviation Schedule coordination process. Separate schedule change coordination eliminates confusion and maintains the integrity of each schedule.

A4.4.2.3.2. Approval processes will be separate from the Aviation Schedule approval process. Separate approval allows focused emphasis and appropriate functional manager recognition. The Aviation CPS has two approval processes that allow for concentrated attention on specific event types - one for the contingency schedule and one for training.

A4.4.2.3.3. To efficiently use general officer time, schedules having exclusive A3 purview may be considered for inclusion with the Aviation Schedule approval package as long as the timing and format meets the Aviation Schedule process. Functional managers will officially coordinate with the CAF SIPT each time they desire their schedule to be included with the Aviation Schedule approval package.

## Attachment 5

### ACC OPERATIONS CENTER GFM / APEX TOOL SUITE

**A5.1.** The ACCOC GFM/APEX site contains access to a suite of tools available to track and execute contingency sourcing commitments. These tools include:

A5.1.1. The Joint Staff /J35 Joint Operations Division (JOD)-Global Force Management (GFM) website located at: <http://intelshare.intelink.sgov.gov/sites/jsj3/j33/jod-gfm/default.aspx>. The ACCOC GFM APEX information and authority is derived from the SDOB which resides on the JOD-GFM site. Additional policies, guidance and links are also contained on the JOD-GFM site.

A5.1.1.1. The annual allocation of forces is contained in the GFM Allocation Plan which includes the Base Order, five supporting annexes and bi-weekly, special book modifications. CAF allocations reside primarily in Annex A.

A5.1.1.2. GFM Implementation Guidance (GFMIG) An explanation of the GFM allocation process is contained in the GFMIG (**Chapter 3**). The GFMIG also contains the force assignment tables (**Chapter 2**) and the force apportionment tables (**Chapter 3**).

A5.1.1.3. GFM Allocation Planning Policy and Procedures (CJCSM 3130.06). This document includes detailed procedures for all phases of the GFM allocation process and is commonly referred to as the GFM “Business Rules.”

A5.1.2. The Joint Operations Planning and Execution System, or JOPES, is the system of record for execution authority. The use of JOPES is directed. All force movements directed through the GFMAP will be coordinated and managed within the JOPES database to ensure total visibility. All JOPES actions will be guided by CJCSM 3122.02D (JOPES VOL III).

A5.1.2.1. Deliberate and Crisis Action Planning and Execution Segments (DCAPES) is the Air Force automated data system that ties to JOPES.

A5.1.3. The Joint Capabilities Requirements Manager (JCRM) is located at: <https://heracles.csd.disa.smil.mil/JCRM/user/dashboard.do> and provides the portal to submit sourcing solutions through JOD-GFM for inclusion in the SDOB for SecDef approval. JCRM requires a username and password to enter.

A5.1.4. The Combat Air Force (CAF) Aviation Scheduling Integrated Product Team (SIPT) CPS website is located at <http://cfsipt.langley.af.smil.mil> and provides a variety of queries for the Aviation Schedule including: Contingency, training, exercises, inspections and other important aviation related events. The CPS can be queried via the FORTRESS database program located at the website.

A5.1.5. Defense Readiness Reporting System (DRRS) is located at: <https://drrs.csd.disa.smil.mil/drrs/> and provides the combatant commanders, military services, Joint Chiefs of Staff (JCS), and other key DoD users a data-driven environment and tools in which to evaluate, in near real-time, the readiness and capability of U.S. Armed Forces to carry out assigned and potential tasks. Unit SORTS, METLs and DOC Statements are available through DRRS. DRRS requires a username and password for access.



A5.1.6. AEF Reporting Tool (ART) CSAF-directed system at the AEF Center that was developed to measure AEF readiness. It is a secure, web-based tool that resides on the SIPRNET. It addresses readiness at the UTC level.