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This volume implements Air Force Policy Directive (AFPD) 13-1, *Theater Air Control System*. It establishes the minimum Air Force standards for training and qualifying Air Force personnel to perform duties within a Tactical Air Control Party (TACP). It supplements ancillary and Air Force Specialty Code (AFSC)-based continuation and upgrade training programs. This Air Force Instruction (AFI) applies to Air National Guard (ANG) units when published in the ANG On-Line Master Catalog at **https://airguard.ang.af.mil/angpubs2/**. This AFI does not apply to the Air Force Reserve.

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AF Form 847s from the field through the appropriate functional's chain of command. This publication may be supplemented at any level, but all direct Supplements must be routed to the OPR of this publication for coordination prior to certification and approval. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force. See **Attachment 1** for a glossary of references and supporting information.

SUMMARY OF CHANGES

This interim change revises AFI 13-113 Volume 1 by adding the Tier Waiver Authority required for each wing, or equivalent, and below compliance item and updates requirements for intelligence personnel. A margin bar (|) indicates newly revised material.

Chapter 1

POLICIES AND RESPONSIBILITIES

1.1. Introduction. This instruction establishes minimum requirements to train personnel performing Tactical Air Control Party (TACP) duties to achieve and maintain Combat Mission Ready (CMR) status. Personnel will have varying backgrounds and different levels of experience and proficiency.

1.2. Policies. The training and performance standards outlined in this instruction facilitate the employment of TACP personnel to accomplish their duties and responsibilities effectively and efficiently.

1.2.1. Commanders will not enter or will withdraw from training the following personnel. The commander will coordinate with the appropriate staff and personnel agencies, to include the judge advocate general, to determine if the individual is to be separated or retrained.

1.2.2. This AFI is applicable to the following:

1.2.2.1. Operations personnel assigned to TACP duty positions (see **Attachment 1** *Terms*).

1.2.2.2. Support personnel assigned to TACP duty positions (see **Attachment 1** *Terms*).

1.2.2.3. Personnel assigned to the 57th Operations Group and the US Air Forces Europe Air Ground Operations School/Warrior Preparation Center who are performing TACP instruction, observer/controller, or are tasked to perform TACP duty.

1.2.3. Commanders will not enter or will withdraw from training the following personnel. The commander will coordinate with the appropriate staff and personnel agencies, to include the judge advocate general, to determine if the individual is to be separated or retrained (T-3).

1.2.3.1. Individuals permanently deferred from worldwide mobility.

1.2.3.2. Individuals permanently deferred from carrying weapons.

1.2.3.3. 13LXX and 1C4X1 personnel who cannot maintain, or obtain a waiver for, the Ground Based Aircraft Controller Physical/Flight Physical requirements in AFI 48-123, *Medical Examinations and Standards*.

1.2.3.4. Individuals unable to perform duties due to Uniform Code of Military Justice (UCMJ) action.

1.2.3.5. Individuals who proclaim and are granted conscientious objector status.

1.2.3.6. Individuals identified as drug or alcohol dependent. Reference AFI 48-123, paragraph 6.44.24.1.5, concerning procedures for individuals identified as drug or alcohol dependent.

1.2.3.7. Individuals who do not possess a security clearance. For individuals who do not possess a security clearance, commanders may request an Interim Security Clearance IAW AFI 31-501, *Personnel Security Program Management*, to expedite enrollment into training.

1.2.4. Commanders should remove any 1C4X1 from Special Duty Assignment Pay (SDAP) if the individual falls under criteria in **paragraph 1.2.3** The commander will coordinate with the appropriate staff and personnel agencies, to include the judge advocate general, to determine if the commander will separate or retrain individuals that fall under **paragraph 1.2.3** IAW AFI 36-3017, *Special Duty Assignment Pay (SDAP) Program.*

1.3. Responsibilities. Air Combat Command (ACC) is considered the Lead Command for this instruction. ACC/A3F is the office of primary responsibility for ACC.

1.3.1. AF/A3O-AC will:

1.3.1.1. Establish policy and provide guidance for the execution of the TACP training program.

1.3.1.2. Review and process all change requests to this instruction.

1.3.1.3. Resolve training issues that arise between using Major Commands (MAJCOMS).

1.3.2. ACC/A3F will:

1.3.2.1. Coordinate/resolve training issues that arise between using MAJCOMS to AF/A3O-AC.

1.3.2.2. Assist subordinate units in obtaining formal school quotas and training resources to support TACP training.

1.3.2.3. Assign group-level responsibility for squadrons that lack group oversight.

1.3.2.4. Consult with Functional Managers of AFSCs that are not managed by ACC/A3F concerning additional training requirements levied by specific Functional Managers that are not addressed in this publication.

1.3.3. User MAJCOM will:

1.3.3.1. Review and process all change requests to this instruction.

1.3.3.2. Resolve major training issues that arise between units within their purview.

1.3.3.3. Forward all requested MAJCOM supplements to ACC/A3F for coordination. Inform all MAJCOM Offices of Primary Responsibility (OPRs) of approved supplements to this AFI. Review approved supplements annually.

1.3.3.4. Assist subordinate units in obtaining formal school quotas and training resources to support TACP training.

1.3.3.5. Execute group-level responsibilities over squadrons that lack group oversight or assign group-level responsibility directly to the squadron.

1.3.4. Group Commander will (T-3):

1.3.4.1. Assist subordinate units in obtaining formal school quotas and training resources to support TACP training.

1.3.4.2. Ensure compliance with this instruction by their subordinate units. Provide staff support and assist those units in implementing and managing the training program to meet DOC statement or mission readiness requirements.

1.3.4.3. Forward any recommended supplements to this instruction and any supporting documents to the parent MAJCOM for review. The Group will review approved supplements annually.

1.3.4.4. Designate, in writing, a Group Unit Training Manager (UTM) and a Group Unit Operations Training Manager (UOTM) responsible for the oversight of unit/subordinate unit's TACP training programs.

1.3.4.5. Identify training shortfalls that adversely impact combat capability through appropriate channels using the USAF Status of Resources and Training System (SORTS).

1.3.4.6. Ensure all unit personnel are registered and use the Theater Air Control Training Information Computer System (TACTICS) for Mission Qualification and Continuation Training.

    1.3.4.6.1. AFSOC units are authorized to use a MAJCOM approved training system.

    1.3.4.6.2. ACC intelligence personnel (14NX and 1NX) assigned to an ASOS as TACP Intelligence are authorized to use a MAJCOM approved on-line training documentation system in addition to TACTICS.

1.3.5. Group UTM will (T-3):

1.3.5.1. Assist subordinate units in obtaining formal school quotas and training resources to support TACP training.

1.3.5.2. Approve all local automated training tracking products (i.e. Excel spreadsheet; Access database; etc.).

1.3.5.3. Schedule/conduct assistance visits to subordinate units at least annually (every two years for the ANG) ensure TACP training requirements of this AFI are implemented and followed.

1.3.5.4. Validate all formal course requirements and requests from subordinate units, and forward requests to the proper agencies.

1.3.5.5. Maintain duty position training requirements for all assigned positions.

1.3.5.6. Develop individual training folder for personnel who do not have an Air Force (AF) Form 623, *On-The-Job Training Record*, or JTAC Evaluation Folder (Training Jacket). Properly record all training, as applicable. If AF Form 1098, *Special Task Certification and Recurring Training*, is not filed in the individual's AF Form 623 or individual training folder, a Memorandum for Record (MFR) will be inserted stating that training completion information is available on TACTICS. AF Form 623 may be maintained in electronic or hardcopy format.

1.3.6. Group UOTM (normally a 1C4X1) will (T-3):

1.3.6.1. Ensure the intent and guidance of this AFI are implemented and followed by scheduling and conducting visits to subordinate units once a year (every two years for the ANG) or upon unit request.

1.3.6.2. Ensure standardization of subject knowledge and task performance measurement devices for training tasks outlined in this AFI.

1.3.6.3. Maintain duty position evaluation requirements for all assigned positions within the Group.

1.3.6.4. In conjunction with Group UTM, develop individual training folder for personnel, as required. Properly record all training, as applicable.

1.3.6.5. Develop the unit-level OI to govern the unit's training program, focused on satisfying MQT and CT requirements, specifying management responsibilities, and listing trainer/certifier, UTM, and supervisor documenting procedures.

1.3.6.6. Ensure unit-level OI incorporates MQT and CT training plans applicable to each work center or duty position.

1.3.6.7. Maintain subject knowledge and task performance measurement devices for training tasks.

1.3.6.8. Ensure all unit personnel are aware of the unit's overall training program and/or an individual's training progression to prevent negative impact of TDY and leave schedules.

1.3.6.9. Ensure personnel have completed MQT before recommending CMR certification to the unit commander.

1.3.7. Unit Commander will (T-3):

1.3.7.1. Designate, in writing, a Unit Training Manager (UTM) and Unit Operations Training Manager (UOTM) responsible for the oversight of unit/subordinate unit's TACP training programs.

1.3.7.2. Identify training shortfalls that adversely impact combat capability through appropriate channels using the USAF Status of Resources and Training System (SORTS).

1.3.7.3. Ensure all unit personnel are registered and use the Theater Air Control Training Information Computer System (TACTICS) for Mission Qualification and Continuation Training.

1.3.7.4. Approve the unit's TACP training program OI.

1.3.7.5. Coordinate, direct, and control the unit's training events and processes to include commander/staff reviews of automated data products and operational reports that assess unit and individual training status.

1.3.7.6. Identify unit training deficiencies to the Group UTM/UOTM, and implement corrective actions.

1.3.8. Unit Training Manager will (T-3):

1.3.8.1. Validate all formal course requirements and requests from subordinate units. Forward requests to the proper agencies.

1.3.8.2. Develop individual training folder for personnel who do not have an Air Force (AF) Form 623, *On-The-Job Training Record*, or JTAC Evaluation Folder (Training Jacket). Properly record all training, as applicable. If AF Form 1098, *Special Task Certification and Recurring Training*, is not filed in the individual's AF Form 623 or individual training folder, a Memorandum for Record (MFR) will be inserted stating that

training completion information is available on TACTICS. AF Form 623 may be maintained in electronic or hardcopy format.

1.3.8.3. Ensure all unit personnel are aware of the unit's overall training program and/or an individual's training progression to prevent negative impact of TDY and leave schedules.

1.3.9. Unit Operations Training Manager (normally a 1C4X1) will (T-3):

1.3.9.1. Develop the unit-level OI to govern the unit's training program, focused on satisfying MQT and CT requirements, specifying management responsibilities, and detailing trainer/certifier, UTM, and supervisor documenting procedures.

1.3.9.2. Ensure unit-level OI incorporates MQT and CT training plans applicable to each work center or duty position. Training plans should be based on the master task listings (MTLs) and be IAW AFI 36-2201, *Air Force Training Program*.

1.3.9.3. Maintain subject knowledge and task performance measurement devices for all required training tasks. Assist unit trainers and supervisors in developing duty position evaluation requirements for all duty positions within the unit.

1.3.9.4. Following the formal assessment process and upon receiving supervisory recommendation, submit the individual's AF IMT 1098, *Special Task Certification and Recurring Training* (or approved automated product), to the unit commander for CMR certification, or decertification of those who fail to maintain training qualifications.

1.3.9.5. Assist UTM in developing individual training folder for personnel, as required. Properly record all training, as applicable.

1.3.9.6. Ensure personnel have completed MQT before recommending CMR certification to the unit commander.

1.3.10. Supervisor will (T-3):

1.3.10.1. Ensure all unit personnel are registered and use the Theater Air Control Training Information Computer System (TACTICS) for Mission Qualification and Continuation Training.

1.3.10.2. Conduct and document initial training assessment within 60 days of assignment IAW AFI 36-2201, *Air Force Training Program*.

1.3.10.3. Coordinate individual temporary duty (TDY) and leave schedules so as not to impact the unit's overall training program and/or an individual's training progression.

1.3.10.4. Ensure personnel have completed MQT before recommending CMR certification to the UOTM.

1.3.10.5. Ensure personnel maintain CMR status IAW this AFI.

1.3.10.6. Ensure non-CMR individuals receive remedial training.

1.4. Waivers. Requests for waivers must be submitted through the chain of command to the appropriate Tier waiver approval authority. The Tier waiver authorities are in accordance with AFI 33-360.

1.5. Deployments. Individuals must be CMR in order to deploy. Continuation training (CT) requirements for personnel deployed to a combatant command in support of contingency operations are suspended for the duration of the deployment. Upon return to duty at home station, individuals will resume normal training (T-1). Personnel must complete CT requirements within 90 days of return (T-3).

1.6. Supplements. MAJCOMs and/or subordinate units may supplement this instruction in order to provide specific guidance to their aligned units. The parent MAJCOM Office of Primary Responsibility (OPR) must approve all unit-level supplements. HQ ACC/A3F will coordinate prior to publication on all MAJCOM supplements. MAJCOM OPRs will forward all approved supplements to the other MAJCOMs within 30 days of publication. The National Guard Bureau will provide a copy of any approved supplements to the gaining MAJCOM.

1.7. Changes. Forward recommendations for change to this AFI to the parent MAJCOM on AF Form 847, *Recommendation for Change of Publication*. MAJCOMs will forward approved recommendations to HQ ACC/A3F for review and approval prior to staffing to AF/A3O-AC.

1.8. Maintaining TACP Training Folder. Units will maintain a TACP Training Folder for individual training IAW applicable MAJCOM directives. UTMs/UOTMs and supervisors will normally use the individual's AF Form 623 to document individual training accomplishments and required documents (AF Form 1098) produced by the Theater Air Control Training Information Computer System (TACTICS). If available, support personnel may document individual training achievements using any Air Force approved maintenance training database. The UTM/UOTM will develop and maintain individual TACP Training Folders for officers and senior enlisted personnel (see paragraph 2.4)(T-2).

1.9. Individual 1C4 Transfers. Individual 1C4s who execute a PCS/PCA will hand carry their AF Form 623 to the gaining organization in a sealed tamper-resistant package. The losing unit must mail any training records/documentation that are not included in the AF Form 623 at the time of transfer to the gaining organization with clear identification of the individual concerned. Upon PCS/PCA, individuals will receive a local area orientation upon arrival. The UOTM, or designated supervisor will ensure that the gained 1C4 completes Table 4.1, is familiar with unique local procedures and mission taskings and reviews his current CFETP core tasks and Table 6.1 training to validate his certifications. The Table 4.1 training will be annotated on an AF Form 1098 and the records review will annotated on the individuals AF Form 623a . Once the training is accomplished and the records review is complete the UOTM will present the information to the unit commander for CMR consideration (T-3).

Chapter 2

TRAINING AND QUALIFICATION STANDARDS

2.1. Unit Operating Instruction. The purpose of the unit operating instruction (OI) is to document the process by which units implement the requirements of this instruction. Post the unit operating instruction with this instruction or other applicable supplements (hardcopy or digital). The unit commander will approve the operating instruction. The OI will, as a minimum, address the following items to support the unit's training program (from initial qualification training [IQT] through mission qualification training [MQT] to combat mission ready [CMR] status, and into the continuation training [CT] sustainment phase) specified in this section.

2.1.1. Purpose, applicability, organization, and training shop manning.

2.1.2. Unit training manager's responsibilities.

2.1.3. Training documentation procedures.

2.1.4. Additional MQT and CT requirements identified in the unit MTL, as appropriate.

2.1.5. Commander's list of Trainers and Certifiers.

2.1.6. Units will forward OIs to the group UTM/UOTM for review. Group UTM/UOTM will assist subordinate units to address all required areas.

2.2. Unit Training Process. The training requirements progress personnel from IQT, through MQT to CMR and finally into CT.

2.2.1. IQT training requirements are satisfied during formal training (see **Chapter 3**).

2.2.2. MQT provides the training necessary to initially qualify a member in specific duty position(s) required to perform missions assigned to a specific unit. Completion of MQT is a prerequisite for CMR status.

2.2.3. Commanders certify an individual as CMR after he or she completes IQT and MQT (**Chapter 5**).

2.2.4. CT is unit specific training or higher headquarters identified training to maintain or increase CMR proficiency.

2.2.5. Training tasks identified with a subject knowledge level code will have a test developed for that training task (T-3).

2.2.6. Training tasks identified with a task performance level code will have a task evaluation with a "Go or No-Go" standard developed for that training task (T-3).

2.3. Training Schedule Adjustments/Extensions.

2.3.1. Commanders may adjust the training time or remove personnel from training due to medical disqualification, emergency leave, deployments, or administrative action. The supervisor or UTM/UOTM will document adjustments in the individual's AF Form 623a, *On-the-Job Training Record - Continuation Sheet* or TACP Training Folder.

2.3.2. The commander may adjust the training dates for completion of requirements based on an individual's TDY or emergency leave of 30 cumulative days, three (3) Unit Training Assemblies (UTAs) for ANG, or more. Personnel who are TDY for 30 consecutive days or 3 UTAs or more will continue to accomplish training at temporary locations where MQT or CT training is available.

2.3.3. Training extensions will be granted based on any circumstance other than TDY or emergency leave, that a commander determines requires a training extension. As circumstances dictate, unit commanders may grant an individual one training extension in each phase of training. Group commanders can grant a second extension. If necessary, MAJCOM OPRs may grant a third extension. One training extension equals 30 calendar days or 3 UTAs for ANG units. If training is still not complete, the MAJCOM OPR will determine whether or not the individual is to be removed from training.

2.4. TACP Training Folder (T-3).

2.4.1. The TACP Training Folder is a four-part folder that documents TACP training for officer personnel who do not maintain a JTAC Evaluation Folder, and all unit enlisted personnel that do not maintain an AF Form 623 or JTAC Evaluation Folder.

2.4.1.1. Part 1 is the "Table of Contents."

2.4.1.2. Part 2 is "Training Events." This portion includes AF Form 1098s for MQT or CT, and any local unit training documentation. Supervisors will update these forms as individuals accomplish the training events. There is no need to archive hardcopy training from previous years. If AF Form 1098, *Special Task Certification and Recurring Training*, is not filed in the individual's TACP Training Folder, a Memorandum for Record (MFR) will be inserted stating that training completion information is available on TACTICS.

2.4.1.3. Part 3 is the AF Form 623a.

2.4.1.4. Part 4 is "Formal IQT Certificates." This portion has the certificate of training from Air Liaison Officer Qualification Course (ALOQC) (PDS:-I3S). Include the ALOQC student training report until the person achieves CMR. For Intel personnel, the Joint Firepower Course (JFC), and Air Support Operations Center Initial Qualification Course (ASOC IQC) certificates will be filed. For all other operational officers, the JFC certificates will be filed.

Chapter 3

INITIAL QUALIFICATION TRAINING

3.1. General. TACP Initial Qualification Training (IQT) is accomplished through completion of the training specified in **paragraph 3.2** of this instruction. Individuals will complete IQT within 180 days (12 UTAs for ANG) from in-processing the unit. Any unit individual from any AFSC awaiting formal training may enter MQT, but must complete IQT before CMR certification.

3.2. Formal Training Requirements.

3.2.1. The following personnel must attend the ACC Air Liaison Officer Qualification Course (PDS:-I3S), Nellis Air Force Base, Nevada (unit funded)(T-1):

3.2.1.1. AFSC 1XXXU assigned to any unit as an Air Liaison Officer (ALO) or Battalion Air Liaison Officer (BALO). If an ALO has previously attended ALOQC and performed ALO duties, leaves the TACP community and is then re-assigned to an ALO position within 6 years of previous graduation date, they are not required to re-attend ALOQC.

3.2.1.2. If an individual has attended the Joint Firepower Course (JFC) or the Air Support Operations Center Initial Qualification Course, and the graduation date is within 6 years of attending ALOQC, they do not need to repeat the JFC portion of ALOQC.

3.2.1.3. If a Non-rated ALO (13LXX) in-processed to their unit prior to attending ALOQC, they may skip the JFC portion of ALOQC if they were a previous 1C471 and a qualified Joint Terminal Attack Controller (JTAC) within 6 years of attending ALOQC.

3.2.2. Intelligence personnel (AFSC 14N or 1N0) assigned to any TACP unit must complete the following courses in order to meet IQT requirements (T-1):

3.2.2.1. Joint Firepower Course (JFC) (PDS:I3T) (unit-funded) (T-1).

3.2.2.2. Intelligence Battlefield Airman Intelligence Initial Qualification Course (IBA IIQC) (ACC-funded) (T-1).

3.2.2.3. The following courses are highly recommended, but not mandatory:

3.2.2.3.1. Intelligence, Surveillance & Reconnaissance Operations Course (IROC), Goodfellow AFB, TX (AETC-funded)

3.2.2.3.2. Survival, Evasion, Resistance, and Escape (SERE) Training (S-V80-A), Fairchild AFB, WA (S-V80-A) (AETC-funded)

3.2.2.3.3. ISR Tactical Controller Course (unit-funded)

3.2.2.3.4. Tactical SIGINT Course (NSA-funded)

3.2.3. The following must attend the Joint Firepower Course (JFC) (PDS:I3T) Nellis Air Force Base, Nevada (unit funded)(T-1):

3.2.3.1. AFSC 13SXX, assigned to any TACP unit as a Space Liaison Officer.

3.2.3.2. Any officer operations personnel assigned to a TACP that have not attended ALOQC, ASOC IQC or JTACQC.

3.2.4. Any AFSC 13SXX, assigned to any TACP unit as a Space Liaison Officer must attend the Space Warfighter Prep Course (PDS:V8Y), Colorado Springs, Colorado (unit funded)(T-1).

Chapter 4

MISSION QUALIFICATION TRAINING

4.1. General. Mission Qualification Training (MQT) provides unit-level training required for CMR certification. MQT normally starts after IQT is completed. However, individuals awaiting formal training may enter MQT, but must complete formal training before receiving CMR certification (T-3). Personnel must complete MQT requirements within 120 days of entry or 12 UTAs for ANG (T-3). Mission Qualification Training will be accomplished in accordance with the USAF Operations Training Course, Tactical Air Control Party Mission Qualification Training Syllabus (when published)(T-3).

4.2. MQT Requirements. All personnel, regardless of rank or AFSC, will comply with the training requirements of Table 4.1. 57 OG Combat Training School (CTS) officer personnel will comply with Div/Corps ALO training requirements (T-3).

Table 4.1. Mission Qualification Training for all TACP Personnel.

TRAINING ITEM	KNOWLEDGE
1. Mission and Organization of NAF/Wing/Group/Units TR: Locally developed	C

2. Inter-Service Support Agreement (ISSA)/Host-Tenant Support
     Agreement (HTSA)
     TR: AFI 25-201
	B

3. Operations Plan (OPLAN) Taskings TR: Unit DOC Statement	B
4. DOC Statement Review and UTC Composition TR: AFI 10-201; AFI 10-401	C
5. Unit Operating Instructions TR: AFPAM 91-216; Unit OIs	C
6. Mission and Organization of Army TR: FM 1; FM 3-0; Army Field Manuals (Division/Corps/Staff)	B

7. Mobility Procedures
     TR: AFI 10-402V1; AFI 10-403; Local Host Installation Procedures;
     AFMCI 23-250
	C

8. Local Area Range Familiarization TR: AFI 11-214; AFI 13-212; Local Range Procedures	C

NOTE: Refer to **Attachment 2**, Task Measurement Standard, for required knowledge level.

4.2.1. For all personnel assigned, regardless of AFSC, the UTM/UOTM will use their Career Field Education and Training Plan (CFETP), Specialty Training Standard (STS) core tasks and/or unit Master Task List (MTL) as the mandated MQT requirements, in addition to those items listed in Tables 4.1, 4.2, and 4.3 (T-3).

4.2.2. The following personnel will comply with the training requirements of Table 4.2: Non-JTAC personnel assigned to any unit as an ALO, BALO, 13SXX, 1C4X1, 14NXX or 1N0 (T-3).

Table 4.2. Mission Qualification Training for TACP Operations Personnel.

TRAINING ITEMS	BALO	BDE ALO	DIV CORPS ALO	Non-JTAC 1C4	All Other Operations Personnel
1. Air Ground Operations System					
a. Joint Doctrine TR: Joint Pubs 3-0, 3-01, 3-09, 3-09.3, 3-30, 3-52, 6-0					
1. Joint CAS TTP	-	-	-	C	-
2. Doctrine for Joint Fire Support	-	-	-	C	-
3. Joint Interdiction Operations	-	-	-	C	-
4. Command and Control for Joint Air Operations	-	-	-	C	-
b. US Army TR: FMs 1, 1-02; 1-100, 3-0, 3-09.31, 3-52, 3-92, 6-20-30, 6-20-40, 6-20-50					
1. Tactical Operations Center Staff Integration	-	-	-	C	-
2. Employment Doctrine	-	-	-	C	-
3. Military Decision Making Process	-	-	-	C	-
4. Use Tactical Map Symbols	-	-	-	C	-
5. Airspace Management, and Army Airspace Command and Control (AC2) System	-	-	-	C	-
6. Battlefield Weapon Systems Capabilities	-	-	-	C	-
7. Capabilities of Surface-to-Surface Munitions	-	-	-	C	-
8. Capabilities Army Aviation Systems	-	-	-	C	-
9. Capabilities of Army Air-to-Ground Munitions	-	-	-	C	-
10. Joint Air Attack Team TTP	-	-	-	C	-
c. US Air Force TR: AFDDs 1, 2-0, 3-1, 3-03, 3-50, 3-52, 3-13, 3-13.1; AFTTP 3-1 Vol 1, 3-1 Vol 3, 3-1 Vol 5, 3-1.TACS; AFTTP(I)s 3-2.6, 3-2.17; Applicable T.O.s					
TRAINING ITEMS	BALO	BDE ALO	DIV CORPS ALO	Non-JTAC 1C4	All Other Operations Personnel

TRAINING ITEMS					
1. Counterland Doctrine	-	-	-	C	-
2. ATO Process, Procedures, and Extraction	-	-	-	C	-
3. ACO / deconfliction / management	-	-	-	C	-
4. Aircraft Systems and Capabilities	-	-	-	C	-
5. Capabilities of Air-to-Surface Munitions	-	-	-	C	-
6. Plan Close Air Support Mission	-	-	-	C	-
7. FAC (A) Employment	-	-	-	C	-
8. JSTARS integration	-	-	-	C	-
9. Coordinating Airlift Operations	-	-	-	C	-
2. Intelligence Training (**Note 1**)					
a. Adversary Platform and Equipment Knowledge (**Note 1**) TR: AFTTP 3-1.Threat Guide and Countermeasures					
1. Tactical Surface-to-Air Munitions	B	B	B	-	B
2. Strategic Surface-to-Air Munitions	B	B	B	-	B
3. Man Portable Air Defense System (MANPADS)	B	B	B	-	B
4. Anti-Aircraft Artillery (AAA)	B	B	B	-	B
5. Battlefield Weapon Systems	B	B	B	-	B
6. Electronic Warfare Capabilities	B	B	B	-	B
7. Fixed and Rotary Wing Aircraft	B	B	B	-	B
8. Small Arms	B	B	B	-	B
9. Indirect Fire (Rocket, Mortars)	B	B	B	-	B
10. Surface-to-Surface Munitions Capabilities	B	B	B	-	B
11. Adversary Groups (i.e. State and non-State actors)	B	B	B	-	B
12. Improvised Explosive Devices (IEDs)	B	B	B	-	B
b. Intelligence, Surveillance, Reconnaissance (ISR) Integration (**Note 1**) TR: platform specific 3-1 volumes, AFDD 2-0					
1. Friendly ISR Platform Capabilities (US and Coalition)	B	B	B	B	B
TRAINING ITEMS	**BALO**	**BDE ALO**	**DIV CORPS ALO**	**Non-JTAC 1C4**	**All Other Operations Personnel**
2. ISR Liaison Officer (ISRLO) Roles/ Responsibilities	B	B	B	B	B

	BALO	BDE ALO	DIV CORPS ALO	Non-JTAC 1C4	All Other Operations Personnel
3. ISR Collection Management	B	B	B	B	B
4. ISR Request Form	B	B	B	B	B
5. Intelligence Principals (Human/Signals/ Measures and Signatures/Geospatial Intel)	B	B	B	B	B
c. Collection and Reporting **(Note 1)** TR:AFCENT Reporting Standards					
1. Battle Damage Assessment Report (BDAREP)	2b	2b	2b	2b	2b
2. JTAC Post Mission Report (PMR)	2b	2b	2b	2b	2b
3. Intelligence Integration and Cross Cue	B	B	B	B	B
3. Tactical Communications TR:					
a. Use SOI/cryptographic devices	2b	2b	2b	3c	2a
b. Authenticate Radio Transmission	2b	2b	2b	3c	2a
c. Encode/Decode Radio Message Information	2b	2b	2b	3c	1a
4. Communication Equipment TR: Applicable T.O.s;					
a. Vehicle Mounted TACP Radio Systems					
1. Non-Secure	2b	2b	2b	3c	2b
2. Secure	2b	2b	2b	3c	2b
3. Emergency Operations	2b	2b	2b	3c	2b
4. ECCM	2b	2b	2b	3c	1a
b. Manpack Portable Radios					
1. Non-Secure	2b	2b	2b	3c	1a
2. Secure	2b	2b	2b	3c	1a
3. ECCM	2b	2b	2b	3c	1a
4. Trouble Shoot Communications Equipment	1a	1a	1a	3c	1a
c. Operate TACP-CASS ruggedized computer	3c	3c	3c	3c	1a
5. Vehicle Operations TR: AFI 24-301; AFJMAN 24-306; AFTTP(I) 3-2.58; FM 1-02; Applicable T.O.s					
TRAINING ITEMS	**BALO**	**BDE ALO**	**DIV CORPS ALO**	**Non-JTAC 1C4**	**All Other Operations Personnel**
a. Perform Air Force Operations Vehicle Inspections	3b	3b	2b	3c	2b

	BALO	BDE ALO	DIV CORPS ALO	Non-JTAC 1C4	All Other Operations Personnel
b. Drive/Operate Vehicle Under Various Conditions					
1. Tactical Conditions	3b	3b	2b	3c	2b
2. Non-Tactical Conditions	3b	2b	2b	3c	2b
3. Convoy Procedures	3b	2b	2b	3c	2b
4. Night Conditions	3b	2b	2b	3c	2b
6. Navigation TR: FM 1-02, 3-25.26; Applicable T.O.s					
a. Vehicle	3b	2b	2b	3c	2b
b. Foot	3b	2b	2b	3c	2b
c. Plot Military Grid Reference System	3c	3c	3c	3c	3c
d. Plot Latitude/Longitudes	3c	3c	3c	3c	3c
e. Extract Map Information	3c	3c	3c	3c	3c
f. Operate GPS	3c	3c	3c	3c	3c
7. Field Skills TR: FM 21-10, 3-21.75; STP 21-1-SMCT					
a. Defense Measures					
1. Site Selection and Bivouac	2b	2b	2b	3c	2b
2. Personal camouflage	2b	2b	2b	3c	2b
3. Equipment camouflage	2b	2b	2b	3c	2b
4. Site Defense	2b	2b	2b	3c	2b
b. Field Hygiene	2b	2b	2b	3c	2b
c. Combat Techniques	2b	2b	2b	3c	2b
d. Nuclear, Biological, and Chemical	3c	3c	3c	3c	3c
8. Operate Remote Operated Video Enhanced Receiver (ROVER)	2b	2b	2b	3c	2b
TRAINING ITEMS	**BALO**	**BDE ALO**	**DIV CORPS ALO**	**Non-JTAC 1C4**	**All Other Operations Personnel**
9. Operate Dynamic Coordinate Mensuration Systems (PSS-SOF, DPSS, etc)	3c	3c	3c	3c	3c

10. Operate TBMCS (Division and Corps)	2b	2b	2b	3c	2b

NOTES:

1. Deleted.
2. "-" annotates that item is covered during IQT.

    4.2.3. All support personnel will comply with Table 4.3 (T-3).

Table 4.3. Mission Qualification Training for TACP Support Personnel.

TASK and/or KNOWLEDGE	LEVEL
1. Navigation TR: FMs 1-02, 3-25.26; Applicable T.O.s	
a. Vehicle	2b
b. Global Positioning System (GPS)	2b
c. Basic Map Skills	2b
2. Communications Procedures TR: FM24-18	
a. Unit Identified Communications Equipment	2b
b. Authentication and Encode/Decode	2b
c. Receive/Transmit (R/T) Procedures	2b
3. Vehicle Operations TR: AFI 24-301; AFJMAN 24-306; FM 1-02; Applicable T.O.s	
a. Perform Air Force Operations Vehicle Inspections	3c
b. Drive/Operate Vehicle Under Various Conditions	
1. Tactical Conditions	3c
2. Non-Tactical Conditions	3c
3. Convoy Procedures	3c
4. Night Conditions	3c
4. Field Skills TR: FM 21-10, 3-21.75; STP 21-1-SMCT	
a. Defense Measures	
1. Site Selection and Bivouac	3c
TASK and/or KNOWLEDGE	**LEVEL**
2. Personal camouflage	2b
3. Equipment camouflage	3c
4. Site Defense	2b
b. Field Hygiene	2b
c. Combat Techniques	2b

d. Nuclear, Biological, and Chemical	3c
5. US Army TR: FMs 1, 1-02	
a. Mission Organization	A
b. TOC Staff	B

NOTE: Refer to **Attachment 2**, Task Measurement Standard for required knowledge level.

4.2.4. Commanders will identify additional unit specific MQT requirements in the unit OI (T-3).

4.2.5. An individual completes MQT when supervisors certify an individual on all required training tasks and the unit commander certifies them as CMR (see Chapter 5 for CMR Process).

4.2.6. Personnel will maintain their MQT documentation, i.e. AF Form 1098s, until the initial CT requirements are completed and documented (T-3).

Chapter 5

COMBAT MISSION READY

5.1. General. All TACP UTC-tasked/SORTS reportable personnel and 57 OG Combat Training School officer personnel will attain and maintain CMR status (T-1). All unit personnel that maintain a TACP Training Folder require commander's CMR certification annotated on the AF Form 623a or approved automated product, and filed in Part 3 of the individual's TACP Training Folder (T-3). For all enlisted personnel that maintain an AF Form 623, the Commander's CMR certification will be annotated on their AF Form 623a (T-3). Group Commanders are not required to be CMR or maintain CMR documentation (T-3).

5.2. CMR Requirements.

5.2.1. Commanders certify all individuals as CMR after they complete IQT and MQT with the exception of 1C431s (T-3). 3-level 1C4 personnel must complete MQT and successfully complete a formal comprehensive initial 1C4 CMR task evaluation in accordance with Track 1 of the USAF Operations Training Course, Tactical Air Control Party Mission Qualification Training Syllabus (when published), prior to commander's certification (T-3). Task evaluations will be accomplished by unit task certifiers (T-3). The initial 1C4 CMR task evaluation will be documented in accordance with the USAF Operations Training Course, Tactical Air Control Party Mission Qualification Training Syllabus (when published) and filed in the individual's AF Form 623 (T-3).

5.2.2. Once a commander certifies an individual as CMR, the individual maintains CMR based on continuation training requirements in Chapter 6 (T-3).

5.2.3. Group commanders certify squadron commanders CMR upon completion of training (T-3).

5.3. Training Task Decertification and Non-Combat Mission Ready Status.

5.3.1. Commanders and supervisors may decertify individuals on specific training tasks, without loss of CMR status, for failure to meet task measurement standards (see paragraph 5.2.2) using the following process (T-3):

5.3.1.1. Task decertification will be annotated on the TACTICS AF Form 1098 by a unit Level 2 User.

5.3.1.2. UTMs, through the individual's supervisor, will notify the unit commander of an individual's task decertification and include a proposed plan to regain certification.

5.3.1.3. Commanders determine if the decertified task(s) warrant placing an individual in Non-Combat Mission Ready (N-CMR) status. Document N-CMR status on the AF Form 623a in Part 3 of the individual's TACP Training Folder or AF Form 623.

5.4. Training Task Recertification and Regaining Combat Mission Ready Status.

5.4.1. UTMs will design and accomplish (with supervisor and commander approval) a training task recertification plan to return an individual to CMR status. Recertification is complete when the individual has re-accomplished the TACTICS module and task evaluation, if applicable and demonstrates sufficient knowledge or skill to perform the

decertified task to the required standard to a trainer/certifier, and the commander's endorsement is placed on the AF Form 623a, in Part 3 of the individual's TACP Training Folder or annotated on AF Form 623a in the individual's AF Form 623. AF Form 623 may be maintained in electronic or hardcopy format (T-3).

5.4.2. N-CMR individuals must re-qualify on the specific, decertified items and demonstrate proficiency based on identified task measurement standards for each duty position task under the supervision of a trainer/certifier (T-3). Trainer/certifier will work with the UTM/UOTM and individual's supervisor to tailor a training plan for each individual. If the N-CMR individual's training plan requires being re-entered into MQT, a comprehensive duty position task evaluation will be accomplished. Commanders recertify CMR status, which will be annotated on AF Form 623a in the individual's AF Form 623 or TACP Training Folder. AF Form 623 may be maintained in electronic or hardcopy format (T-3).

Chapter 6

CONTINUATION TRAINING

6.1. General. This chapter prescribes training standards to maintain CMR personnel qualified on mission knowledge, skills, and tasks, as approved by unit commanders.

6.2. Annual/ Biennial Training Period. CT requirements are conducted on either an annual or a biennial basis, depending on the training item, using a sliding calendar. The timing for CT completion begins the day that the unit commander certifies the individual CMR. For example, an academic/task training item is an annual currency and must be accomplished once every 365 days (T-3). From the day a commander certifies an individual CMR, they have 365 days to complete their initial CT requirements. Biennial requirement are Academic/ Task and use the same process as annual task, but on a 730 day sliding calendar (T-3).

6.2.1. Training items that are listed as "Academic" only are biennial requirements and must be accomplished once every two years (730 days) (T-3). Biennial training example; an individual who accomplishes a biennial training item on 10 September 2009 must re-accomplish that event by midnight, 9 September 2011.

6.2.2. Training items that are listed as "Academic/Task" are annual requirements and must be accomplished once every year (365 days) (T-3). During the initial CT cycle individuals must accomplish both the academic and task portions of these training items (T-3). For all subsequent CT cycles individuals are only required to accomplish the task associated with the training item, not the academic portion (T-3). If an individual is decertified on an individual training item, they must re-accomplish both the academic and task portions of the event prior to being recertified on the item (T-3). Annual training example; an individual who accomplishes an annual training item on 10 September 2009 must re-accomplish that event by midnight, 9 September 2010.

6.3. Training Events. CT requirements will be a combination of unit generated events and computer-based training.

6.3.1. The UTM/UOTM will create a CT plan using as a minimum, all training items annotated with a frequency in Table 6.1 and Table 6.2 UTMs will include any additional CT items required by the unit commander or higher headquarters into their unit's CT plan (T-3). The CT plan will be documented in the unit training OI (T-3).

6.3.2. TACTICS will be used for academic TACP CT requirements (see Chapter 7) (T-3). For those training areas not presently in TACTICS, Wing or Group approved training plans will be used until those areas appear in TACTICS (T-3). Each academic training task will require successful completion of an examination (80 percent minimum to pass) (T-3).

6.3.2.1. Units must use TACTICS when the academic training module is available on the system with the exception of those modules that require Intelligence personnel to provide instruction (T-3). TACTICS training modules may be taught and tested in a group setting. Individuals test results and training will be documented in TACTICS by a unit Level 2 User (T-3).

6.3.2.2. For modules which require Intelligence personnel to provide instruction. Intelligence personnel will document completed training in TACTICS as a Level 2 User (T-3).

6.3.3. Unit commanders will decide if failure to complete all unit commander or higher headquarters (Wing/Group) CT requirements warrants the individual to be placed on N-CMR status (T-3). Commanders should base their decision on the number of requirements not completed, any training schedule adjustments/extensions done IAW paragraph 2.3, and impact on unit mission. Completion of Table 6.1(Ops) or Table 6.2 (Support) is mandated to maintain CMR status (T-3).

6.3.4. 1C4X1 personnel filling JTAC positions are not required to use Table 6.1 as their CT table. 1C4X1 JTACs will comply with CT requirements of AFI 13-112, Volume 1, JTAC Training Program (T-3).

6.4. Regaining CMR Status. Commanders will recertify individuals IAW paragraph 5.4 (T-3).

6.5. Documentation. Completed training tasks for officer and enlisted, will be annotated on AF Form 1098 (T-3). These documents will be kept in the individual's TACP Training Folder or AF Form 623 (T-3). AF Form 623 may be maintained in electronic or hardcopy format. If AF Form 1098, Special Task Certification and Recurring Training, is not filed in the individual's TACP Training Folder or AF Form 623, a Memorandum for Record (MFR) will be inserted stating that training completion information is available on TACTICS (T-3). TACP personnel will maintain their MQT documentation, i.e. AF Form 1098s, until the initial CT requirements are completed and documented (T-3).

Table 6.1. Continuation Training for TACP Operations Personnel.

TRAINING ITEMS	Non-JTAC Qualified ALO	JTAC Qualified ALO	Non-JTAC 1C4	All Other Operations Personnel
1. Air Ground Operations System				
a. US Army TR: FMs 1, 1-02; 1-100, 3-0, 3-09.31, 3-52, 3-92, 6-20-30, 6-20-40, 6-20-50				
1. Battlefield Weapon Systems Capabilities	Academic	-	-	Academic
2. Capabilities of Surface-to-Surface Munitions	Academic	-	-	Academic
3. Capabilities Army Aviation Systems	Academic	-	-	Academic
4. Capabilities of Army Air-to-Ground Munitions	Academic	-	-	Academic
5. Joint Air Attack Team TTP	Academic	-	-	Academic
a. US Air Force TR: AFDDs 1, 2-0, 3-1, 3-03, 3-13, 3-13.1, 3-50, 3-52; AFTTP 3-1 Vol 1, 3-1 Vol 3, 3-1 Vol 5, 3-1.TACS; AFTTP(I)s 3-2.6, 3-2.17				

TRAINING ITEMS	Non-JTAC Qualified ALO	JTAC Qualified ALO	Non-JTAC 1C4	All Other Operations Personnel
1. Counterland Doctrine	-	-	-	-
2. ATO Process, Procedures, and Extraction	Academic	-	-	Academic
3. ACO / deconfliction / management	Academic	-	-	Academic
4. Aircraft Systems and Capabilities	Academic	-	Academic	Academic
5. Capabilities of Air-to-Surface Munitions	Academic	-	Academic	Academic
6. Plan Close Air Support Mission	Academic	-	Academic	Academic
7. FAC (A) Employment	Academic	-	Academic	Academic
8. JSTARS integration	Academic	-	-	Academic
9. Coordinating Airlift Operations	Academic	Academic	-	-
2. Intelligence Training (Note 1)				
a. Adversary Platform and Equipment Knowledge (Note 1) TR: AFTTP 3-1.Threat Guide and Countermeasures				
1. Tactical Surface-to-Air Munitions	Academic	Academic	Academic	Academic
2. Strategic Surface-to-Air Munitions	Academic	Academic	Academic	Academic
3. Man Portable Air Defense System (MANPADS)	Academic	Academic	Academic	Academic
4. Anti-Aircraft Artillery (AAA)	Academic	Academic	Academic	Academic
5. Battlefield Weapon Systems	Academic	Academic	Academic	Academic
6. Electronic Warfare Capabilities	Academic	Academic	Academic	Academic
7. Fixed and Rotary Wing Aircraft	Academic	Academic	Academic	Academic
8. Small Arms	Academic	Academic	Academic	Academic
9. Indirect Fire (Rocket, Mortars)	Academic	Academic	Academic	Academic
10. Surface-to-Surface Munitions Capabilities	Academic	Academic	Academic	Academic
TRAINING ITEMS	Non-JTAC Qualified ALO	JTAC Qualified ALO	Non-JTAC 1C4	All Other Operations Personnel
11. Adversary Groups (i.e. State and non-State actors)	Academic	Academic	Academic	Academic

TRAINING ITEMS	Non-JTAC Qualified ALO	JTAC Qualified ALO	Non-JTAC 1C4	All Other Operations Personnel
12. Improvised Explosive Devices (IEDs)	Academic	Academic	Academic	Academic
b. Intelligence, Surveillance, Reconnaissance (ISR) Integration **(Note 1)** TR: platform specific 3-1 volumes, AFDD 2-0				
1. Friendly ISR Platform Capabilities (US and Coalition)	Academic	Academic	Academic	Academic
2. ISR Liaison Officer (ISRLO) Roles/ Responsibilities	Academic	Academic	Academic	Academic
3. ISR Collection Management	Academic	Academic	Academic	Academic
4. ISR Request Form	Academic	Academic	Academic	Academic
5. Intelligence Principals (Human/Signals/ Measures and Signatures/Imagery Intel)	Academic	Academic	Academic	Academic
c. Collection and Reporting **(Note 1)** TR:AFCENT Reporting Standards				
1. Battle Damage Assessment Report (BDAREP)	Academic/ Task	Academic/ Task	Academic/ Task	Academic/ Task
2. JTAC Post Mission Report (PMR)	Academic/ Task	Academic/ Task	Academic/ Task	Academic/ Task
3. Intelligence Integration and Cross Cue	Academic	Academic	Academic	Academic
3. Tactical Communications TR:				
a. Use SOI/cryptographic devices	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
b. Authenticate Radio Transmission	Academic	Academic	Academic	Academic
c. Encode/Decode Radio Message Information	Academic	Academic	Academic	Academic
4. Communication Equipment TR: Applicable T.O.s;				
a. Vehicle Mounted TACP Radio Systems				
1. Non-Secure	Academic/ Task	Academic/ Task	Academic/ Task	Academic/ Task
2. Secure	Academic/ Task	Academic/ Task	Academic/ Task	Academic/ Task
3. Emergency Operations	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
TRAINING ITEMS	**Non-JTAC Qualified ALO**	**JTAC Qualified ALO**	**Non-JTAC 1C4**	**All Other Operations Personnel**

TRAINING ITEMS	Non-JTAC Qualified ALO	JTAC Qualified ALO	Non-JTAC 1C4	All Other Operations Personnel
4. ECCM	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
b. Manpack Portable Radios				
1. Non-Secure	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
2. Secure	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
3. ECCM	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
4. Trouble Shoot Communications Equipment	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
c. Operate TACP-CASS ruggedized computer	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
5. Vehicle Operations TR: AFI 24-301; AFJMAN 24-306; AFTTP(I) 3-2.58; FM 1-02; Applicable T.O.s				
a. Perform Air Force Operations Vehicle Inspections	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
b. Drive/Operate Vehicle Under Various Conditions				
1. Tactical Conditions	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
2. Non-Tactical Conditions	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
3. Convoy Procedures	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
4. Night Conditions	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
6. Navigation TR: FM 1-02, 3-25.26;TOs				
a. Vehicle	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
b. Foot	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
c. Plot Military Grid Reference System	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
d. Plot Latitude/Longitudes	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
TRAINING ITEMS	**Non-JTAC Qualified ALO**	**JTAC Qualified ALO**	**Non-JTAC 1C4**	**All Other Operations Personnel**

e. Extract Map Information	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
f. Operate GPS	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
7. Field Skills TR: FM 21-10,3- 21.75; STP 21-1-SMCT				
a. Defense Measures				
1. Site Selection and Bivouac	Academic	Academic	Academic	Academic
2. Personal camouflage	Academic	Academic	Academic	Academic
3. Equipment camouflage	Academic	Academic	Academic/ Task	Academic
4. Site Defense	Academic	Academic	Academic	Academic
b. Combat Techniques	Academic	Academic	Academic	Academic
c. Nuclear, Biological, and Chemical	Academic	Academic	Academic	Academic
8. Operate Remote Operated Video Enhanced Receiver (ROVER)	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
9. Operate Dynamic Coordinate Mensuration Systems (PSS-SOF, DPSS, etc)	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task
10. Operate TBMCS (Division and Corps)	Academic/ Task	Academic/ Task	Academic/ Task	Academic/Task

NOTES:
1. Deleted.
2. "-" annotates that item is covered adequately in IQT/MQT or are covered in the JTAC CT (AFI 13-112v1, Table 5.1).

Table 6.2. Continuation Training for TACP Support Personnel.

TASK and/or KNOWLEDGE	LEVEL
1. Navigation TR: FMs 1-02, 3-25.26; Applicable T.O.s	
a. Vehicle	Academic/Task
b. Global Positioning System (GPS)	Academic/Task
c. Basic Map Skills	Academic/Task
2. Communications Procedures TR:	
a. Unit Identified Communications Equipment	Academic/Task
b. Authentication and Encode/Decode	Academic/Task
c. Receive/Transmit (R/T) Procedures	Academic/Task
3. Vehicle Operations TR: AFI 24-301; AFJMAN 24-306; FM 1-02; Applicable T.O.s	

a. Perform Air Force Operations Vehicle Inspections	Academic/Task
b. Drive/Operate Vehicle Under Various Conditions	
1. Tactical Conditions	Academic/Task
2. Non-Tactical Conditions	Academic/Task
3. Convoy Procedures	Academic/Task
4. Night Conditions	Academic/Task
4. Field Skills TR: FM 21-10,3- 21.75; STP 21-1-SMCT	
a. Defense Measures	
1. Site Selection and Bivouac	Academic
2. Personal camouflage	Academic
TASK and/or KNOWLEDGE	**LEVEL**
3. Equipment camouflage	Academic/Task
4. Site Defense	Academic
b. Field Hygiene	Academic
c. Combat Techniques	Academic
d. Nuclear, Biological and Chemical	Academic

NOTE: Refer to **paragraph 6.2** for training frequency requirements.

Chapter 7

AIR LIAISON OFFICER - INSTRUCTOR REQUIREMENTS

7.1. General. This chapter provides guidance for the prerequisites and training for the air liaison officer-instructor (ALO-I).

7.2. ALO-I Prerequisites and Certification. Commanders will select only the best-qualified individuals to become ALO instructors based on the criteria listed below (T-3):

7.2.1. ALO must have one year CMR experience.

7.2.1.1. Group commanders may waive up to six months of CMR ALO experience.

7.2.2. Individual must meet trainer and certifier status IAW AFI 36-2201, or have attended a military aircrew instructor course, or served as a flight instructor.

7.2.3. Individual must maintain ALO CMR status.

7.2.4. Completing a formal instructor course is highly desirable for ALO-Is. Some examples are, but not limited to: Basic Instructor Course (BIC) E3AIR3S200-087; Classroom Instructor Course (CIC) Y120022; Academic Instructor Course (AIC); ANG Instructor Qualification Course (YTEC ICP); civilian teacher certification, or any equivalent Army/Air Force/civilian instructor training course (e.g. United States Air Force Weapons Instructor Course).

Chapter 8

THEATER AIR CONTROL TRAINING INFORMATION COMPUTER SYSTEM

8.1. General. The Theater Air Control Training Information Computer System (TACTICS) standardizes the MQT and CT training of the TACP community. TACTICS provides members with global access to standardized, web-based training, and the ability to track this training. TACTICS is on the Internet at **http://www.tactics-training.com/**.

8.1.1. TACTICS provides the user with access to online courseware, and the ability to record courses and tests taken offline from the training tables. Users also have access to the Power Point® presentations associated with each course, including full course notes as well as all non-restricted references and a glossary of terms.

8.1.2. Access into TACTICS is divided into four separate areas: Level II, Level II (read-only), Supervisor, and Student. Level II access is an administrative level for users that allows them to enter assigned personnel into the TACTICS system, download TACTICS training modules for classroom use, generate module tests, assign students specific modules and training tables, update training completion dates, enter test scores, decertify individual training items, and track unit/individual progress. Typically, the Level II users are the Unit Training Managers and JTAC-Is, but can include other unit personnel with a need-to-know determined by the unit Commander. Level II (read-only) allows personnel to view all reports and records of unit personnel in TACTICS without the ability to edit any records. Supervisor allows individuals listed as Supervisors in TACTICS to enroll their personnel into specific modules and training tables, enter task evaluation completion dates, and view training progress reports, training documents, and CAS Logs of their subordinates. Student is the standard user level that allows a member to view modules assigned to them, take tests and view their individual progress.

8.2. Training in TACTICS. Training in TACTICS is accomplished through units known as modules. Each module is followed by a mandatory test and/or a criterion checklist, when applicable. Test formats are either true-or-false, or multiple choice, and test questions are randomly generated each time. TACTICS tests are designed to be taken in an open book format. Visual cues give the learner immediate indication of which modules they have not attempted, attempted and failed, or completed successfully.

8.2.1. All user scores are stored and maintained, as well as the individual answers to each question, so a user may go back and review those questions they missed. If the person passes the test but has missed one or two questions, they will be allowed to review the correct responses and the associated references. Supervisors are notified via e-mail of a subordinate's progress (pass/fail) through the training modules.

8.3. Responsibilities for TACTICS. The responsibilities for use of TACTICS are as follows:

8.3.1. ACC/A3FC will:

8.3.1.1. Be responsible for overall control and management of the TACTICS system.

8.3.1.2. Grant, upon request, Level II access for TACTICS on a need-to-have basis.

8.3.1.3. Provide direction and prioritization of module production.

8.3.2. Commanders will (T-3):

8.3.2.1. Ensure that TACTICS is instituted and operated at unit level.

8.3.2.2. Utilize TACTICS to track individual/unit training status.

8.3.3. Level II/Administrators will (T-3):

8.3.3.1. Ensure that personnel are knowledgeable of TACTICS.

8.3.3.2. Ensure that incoming personnel are registered in the TACTICS system and that their profile information is correct.

8.3.3.3. Upon permanent change of station (PCS), transfer personnel registered in the TACTICS departing the unit to their gaining unit.

8.3.3.4. Track individual/unit training progress and report to the commander any negative trends.

8.3.3.5. Use their chain of command to request any upgrades to Level II access.

8.3.3.6. Contact technical support at **techsupport@odysseyconsult.com**, if problems operating TACTICS occur.

8.3.4. Supervisors will (T-3):

8.3.4.1. Ensure their personnel are utilizing TACTICS.

8.3.4.2. Ensure their personnel complete the require modules and task evaluations when mandated and enter task evaluation completion dates into the system.

8.3.4.3. Ensure that their personnel are assigned the correct Training Tables based on the duty position and phase of training.

8.3.5. Standard Users/Students will (T-3):

8.3.5.1. Upon PCS, contact the gaining Unit Training Manager to ensure that their registration in TACTICS was transferred.

8.3.5.2. Maintain current e-mail addresses for themselves and their supervisor in the TACTICS system (This is a priority).

8.3.5.3. Maintain current Student Profile information.

8.3.5.4. Read the system messages each time they login to stay aware of course additions and updates.

8.3.5.5. Contact technical support at **techsupport@odysseyconsult.com** if problems operating TACTICS occur.

Chapter 9

BATTALION AIR LIAISON OFFICER

9.1. Duties. The Battalion Air Liaison Officer (BALO) is the principle Air Force expert aligned with an Army maneuver battalion. The BALO must also be familiar with other Air Force missions, to include but not limited to, Remotely Piloted Aircraft (RPA) employment, air interdiction, airlift, and combat search and rescue (CSAR). The primary BALO mission is planning, preparing, and executing airpower within the Army's scheme of maneuver. A BALO may be an aeronautically rated or 13LX officer supporting US Army Ranger or Army National Guard Battalions or a specifically identified 1C471 (TSgt/MSgt) who is filling the E-6/7 position for the battalion UTC in the Unit Manpower Document (UMD) or filling a validated deployed BALO position (T-1).

9.2. AFSC 1C471 BALO. Unit commanders are responsible for selecting 1C471 personnel for BALO duty. The following is the minimum criteria for selection (T-1):

9.2.1. Minimum required grade is E-6. This may be waived down one grade to E-5 by the Group commander.

9.2.2. Completion of the Joint Firepower Control Course, United States Marine Corps TACP Course (prior to 25 Aug 03) or the Joint Terminal Attack Controller Qualification Course. This may not be waived.

9.2.3. Completion of course number L3ACP1C471 0T0B, 1C471 7-Level Course.

9.2.4. Must be a CMR JTAC as prescribed in AFI 13-112, Volume 1 and AFI 13-112, Volume 2 and possess SEI 914.

9.2.5. Must have a minimum of three years operational experience as a JTAC. The Group commander may waive up to 1 year of this experience requirement.

9.3. Rated Officer BALO.

9.3.1. Will be JTAC qualified and assigned as a BALO at the discretion of the unit commander.

9.4. Non-rated Officer BALO (13L).

9.4.1. Must have a minimum of two (2) years operational experience as a JTAC. The Group commander may waive up to one year of this operational experience.

Chapter 10

INTELLIGENCE SURVEILLANCE AND RECONNAISSANCE LIAISON OFFICER (ISRLO)

10.1. Duties. The ISRLO is an Air Force intelligence professional (14N/1N0) assigned to an ASOG or ASOS who advises, assists and educates the aligned supported unit and TACP on Air Force (AF) ISR assets while in-garrison and deployed. As the AF ISR subject matter expert, the ISRLO optimizes ISR asset utilization as well as AF ISR tasking, collection, process, exploitation, and dissemination (TCPED).

10.2. Enlisted ISRLO (1N0). Unit commanders are responsible for selecting 1N0 personnel for ISRLO duty. The following is the minimum criteria for selection: Minimum required grade is E-6. This may be waived down one grade to E-5 by the Group commander. Further grade waivers require Wing Commander or equivalent approval (T-3).

10.2.1. Deleted.

10.2.2. Awarded 7-Level. This may not be waived.

10.2.3. Deleted.

10.3. Officer ISRLO (14N). Unit commanders are responsible for selecting 14N personnel for ISRLO duty. The following is the minimum criteria for selection: Minimum required grade is O-3. This may be waived down one grade to O-2 by the Group Commander. Further grade waivers require Wing Commander or equivalent approval (T-3).

10.3.1. Deleted.

10.3.2. Deleted.

10.4. Deleted:

10.4.1. Deleted.

10.4.2. Deleted.

BURTON M. FIELD, Lt Gen, USAF
DCS, Operations, Plans and Requirements

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

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ACC SYLLABUS, TACP MQT, *USAF Training Course, Tactical Air Control Party Mission Qualification Training Syllabus*

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AFDD 3-13, *Information Operations,* 11 January 2005

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AFDD 3-50, *Personnel Recovery Operations,* 1 Jun 2005

AFDD 3-52, *Airspace Control,* 2 February 2011

AFI 10-201, *Status of Resources and Training System,* 13 April 2006

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

AFI 10-402, Volume 1, *Mobilization Planning and Personnel Readiness,* 9 August 2007

AFI 10-403, *Deployment Planning and Execution,* 13 January 2008

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Note: The AFTTP(I) publications listed below can be found at **https://wwwmil.alsa.mil**/, clicking on "MTTPs" and then selecting the appropriate document.

AFTTP(I) 3-2.2, *JSTARS MTTP for Joint Surveillance Target Attack Radar System,* 16 November 2006

AFTTP(I) 3-2.6, *J-FIRE MTTP for the Joint Application of Firepower,* 20 December 2007

AFTTP(I) 3-2.17, *TAGS MTTP for the Theater Air Ground System,* 10 April 2007

AFTTP(I) 3-2.18, *TACTICAL RADIOS Multiservice Communications Procedures for Tactical Radios in a Joint Environmen*t, 14 June 2002

AFTTP(I) 3-2.29, *MTTP for Aviation Urban Operations,* 9 July 2005

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AFTTP(I) 3-2.49, *MTTP for HAVE QUICK Radios,* 7 May 2004

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JP 3-30, *Command and Control for Joint Air Operations,* 12 January 2010

JP 3-52, *Joint Airspace Control,* 20 May 2010

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Adopted Forms. AF Form 623, *Individual Training Record*, AF Form 623A, *On-the-Job Training (OJT) Record Continuation Sheet*; AF Form 847, *Recommendation for Change of Publication*, and AF Form 1098, *Special Task Certification and Recurring Training*.

Abbreviations and Acronyms

AC2—Airspace Command and Control (Army)

AAA—Anti-Aircraft Artillery

ACC—Air Combat Command

ACO—Air Control Order

AF—Air Force

AFDD—Air Force Doctrine Document

AFI—Air Force Instruction

AFJMAN—Air Force Joint Manual

AFMAN—Air Force Manual

AFMCI—Air Force Materiel Command Instruction

AFPAM—Air Force Pamphlet

AFPD—Air Force Policy Directive

AFSC—Air Force Specialty Code

AFTTP—Air Force Tactics, Techniques, and Procedures

AFTTP(I)—Air Force Tactics, Techniques, and Procedures (Inter-service)

ALO—Air Liaison Officer

ALOQC—Air Liaison Officer Qualification Course

ANG—Air National Guard

ASOC—Air Support Operations Center

ASOC IQC—ASOC Initial Qualification Course

ATO—Air Tasking Order

BALO—Battalion Air Liaison Officer

BDE—Brigade

CAS—Close Air Support

CFETP—Career Field Education and Training Plan

CMR—Combat Mission Ready

CT—Continuation Training

DOC—Designed Operational Capability

DIV—Division

ECCM—Electronic Counter-Counter Measures

FAC(A)—Forward Air Controller (Airborne)

FM—Field Manual (U.S. Army)

GPS—Global Positioning System

HTSA—Host-Tenant Support Agreement

IAW—In Accordance With

IQT—Initial Qualification Training

ISR—Intelligence, Surveillance and Reconnaissance

ISSA—Inter-Service Support Agreement

JFC—Joint Firepower Course

JP—Joint Publication

JSTARS—Joint Surveillance Target Attack Radar System

JTAC—Joint Terminal Attack Controller

MAJCOM—Major Command

MQT—Mission Qualification Training

MTL—Master Task Listing

N-CMR—Non-Combat Mission Ready

NAF—Numbered Air Force

NGB—National Guard Bureau

OI—Operating Instruction

OPLAN—Operations Plan

OPR—Office of Primary Responsibility

PA—Privacy Act

PCS—Permanent Change of Station

R/T—Receive/Transmit

RPA—Remotely Piloted Aircraft

SEI—Special Experience Identifier

SORTS—Status of Resources and Training System

TACP—Tactical Air Control Party

TACS—Theater Air Control System

TACTICS—Theater Air Control Training Information Computer System

TDY—Temporary Duty

T.O.—Technical Order

TOC—Tactical Operations Center

TR—Training Reference

TTP—Tactics, Techniques, and Procedures

UCMJ—Uniform Code of Military Justice

USAFE—United States Air Forces Europe

UTA—Unit Training Assembly

UTC—Unit Type Code

UTM—Unit Training Manager

Terms

Air Liaison Officer (ALO)— An officer aligned to a ground unit who functions as the primary advisor to the ground commander on the employment of air and space power. The following AFSCs may be assigned the suffix "U" for ALO; 11BXX, 11FXX, 11MXX, 11SXX, 11UXX, 12BXX, 12FXX, 12MXX, 12SXX, 12UXX, 13BXX, 13LXX.   (The Air Force Officer Classification Directory (AFOCD)

Battalion Air Liaison Officer (BALO)— An ALO or 1C471 (Technical or Master Sergeant) who performs liaison duties at the battalion level. Enlisted personnel who perform BALO duties are permanently aligned with Army battalions and perform full-time BALO duties.

Non—rated Air Liaison Officer (13LXX) - An officer aligned to a ground unit who functions as the primary advisor to the ground commander on the employment of air and space power.

Combat Mission Ready (CMR)— is the status awarded to an individual who completes IQT and MQT, and is certified by the commander (**Chapter 5**).

Continuation Training (CT)— Required to maintain duty position qualification and proficiency.

Initial Qualification Training (IQT)— A formal training process designed to initially qualify an individual to perform their duty position requirements without regard to unit's operational mission.

Intelligence, Surveillance, Reconnaissance Liaison Officer (ISRLO)— ISRLO is another upgrade qualification option to the baseline TACP Intel qualified individual that advises, assists and educates the supported Corps/Division/Brigade with integrating air component ISR with land component operations. This individual will be well -versed in JFACC ISR tasking, and will advise the ground commanders with ISR subject matter expertise on how best to plan, allocate and execute JFACC ISR assets in support of the ground commander's objectives.

Mission Qualification Training (MQT)— Training required to achieve a basic level of competence in a unit's primary tasked missions. This training is a prerequisite for CMR status.

Non—Combat Mission Ready (N-CMR) — The status CMR individuals are placed in after failing to complete academic/proficiency training or currency requirements within the allotted training cycle.

Operations Personnel— Individuals assigned to a TACP duty position with the following AFSCs; 1XXXU, 13LXX, 14NXX, 13SXX, 1NOX1 and 1C4X1.

Space Liaison Officer— An officer (13SXX) aligned to a ground unit who functions as the primary advisor to the ground commander on the integration and employment of Space assets.

Support Personnel— Individuals assigned to a TACP support UTC duty position.

TACP Intelligence— TACP Intel is an entry-level qualification that provides intelligence support primarily to TACP (primarily JTACs and ALOs). TACP Intel (14N and 1N0) will provide the baseline intelligence functionality serving as the dedicated air-minded planning and

execution intelligence support to TACP. These individuals will work in concert with the other intelligence functions to provide comprehensive intelligence capability (with emphasis on ISR) to the TACP.

Tactical Air Control Party (TACP)— A subordinate operational component of a tactical air control system designed to provide air liaison to land forces and for control of aircraft. (JP 3-09.3). TACPs are the principal Air Force C2 liaison element aligned with Army maneuver units from battalion through corps. The TACP provides the primary terminal attack control and liaison of CAS in support of ground forces. Additionally, TACPs advise their respective ground commanders on the capabilities and limitations of aerospace power and assist with integrating air power in order to accomplish mission objectives. (AFTTP 3-3)

Unit Training Assembly (UTA)— UTA is one full ANG drill weekend. When computing due dates, the UTA weekend on which an event initially takes place does not count. For example, a reference allows for two UTAs for completion of an event. The original decision/event occurs during the drill weekend in March. The unit/individual would have until the end of the drill weekend in May to complete the action/response.

Attachment 2

TASK MEASUREMENT STANDARD

Table A2.1. Task Measurement Standard Scales and Definitions.

LEVELS	SCALE VALUE	DEFINITIONS: The Individual:
TASK PERFORMANCE LEVELS	1	Can do simple parts of the task. Needs to be told or shown how to do most of the task. (LIMITED)
	2	Can do most parts of the task. Needs only help on hardest parts. (PARTIALLY PROFICIENT)
	3	Can do all parts of the task. Needs only spot check of completed work. (COMPETENT)
	4	Can do the complete task quickly and accurately. Can tell or show others how to do the task. (HIGHLY PROFICIENT)
* TASK KNOWLEDGE LEVELS	a	Can name parts, tools, and simple facts about the task. (NOMENCLATURE)
	b	Can determine step-by-step procedures for doing task. (PROCEDURES)
	c	Can identify why and when the task must be done and why each step is needed. (PRINCIPLES)
	d	Can predict, isolate, and resolve problems about the task. (ADVANCE THEORY)
** SUBJECT KNOWLEDGE LEVELS	A	Can identify basic facts and terms about the subject. (FACTS)
	B	Can identify relationships of basic facts and state general principles about the subject. (PRINCIPLES)
	C	Can analyze facts and principles and draw conclusions about the subject. (ANALYSIS)
	D	Can evaluate conditions and make proper decisions about the subject. (EVALUATION)

* A task knowledge scale value may be used alone or with a task performance scale value to define a level of knowledge for a specific task (Example: b and 1b).

** A subject knowledge scale value is used alone to define a level of knowledge for a subject not directly related to any specific task, or for a subject common to several tasks.