

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

**AIR FORCE MANUAL 11-2C-5,
VOLUME 1**



2 FEBRUARY 2021

Flying Operations

C-5 AIRCREW TRAINING

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RELEASABILITY: There are no restrictions on this publication.

OPR: AMC/A3TA

Certified by: AF/A3T
(Maj Gen James A. Jacobson)

Supersedes: AFMAN 11-2C-5V1,
8 January 2019

Pages: 105

This volume implements Department of the Air Force Policy Directive (DAFPD) 11-2, *Aircrew Operations*, and Air Force Instruction (AFI) 11-200, *Aircrew Training, Standardization/Evaluation, and General Operations Structure*. It establishes the aircrew training guidance for C-5M aircraft to safely and successfully accomplish their mobility mission. This is a specialized publication intended for use by Airmen who have graduated from technical training related to this publication. This manual requires the collection and or maintenance of information protected by the Privacy Act of 1974 authorized by Department of Defense Directive (DoDD) 5400.11, DoD Privacy Program. The applicable System of Records Notice(s) (SORN), F036 AF A, *Biographical Data and Automated Personnel Management System*, is available at: <https://dpclo.defense.gov/privacy/SORNS.aspx>. This Air Force Manual (AFMAN) applies to all civilian employees and uniformed members of the Regular Air Force and Air Force Reserve. It does not apply to the Air National Guard, the Civil Air Patrol, or the newly established United States Space Force (USSF). Route change requests, questions, or recommendations for amending existing course prerequisites through the MAJCOM training staff to the OPR. Change requests require use of the AF Form 847, *Recommendation for Change of Publication*. The OPR address is AMC/A3T, 402 Scott Drive, Unit 3A1, Scott AFB, IL 62225-5302, AMC.A3T@us.af.mil. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See DAFI 33-360, *Publications and Forms Management*, paragraph 1.9, 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 requestor’s commander for non-tiered compliance items. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFI 33-322,

Records Management and Information Governance Program, and disposed of in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Although this publication governs C-5 aircrew training, it also refers to requirements and guidance contained in other documents. It is recommended that a review of external references be conducted prior to their use to ensure the specific reference is current and unchanged. The Ready Aircrew Program (RAP) Tasking Memorandum (RTM) is the primary source for aircrew continuation training event frequency, where published. If a conflict exists between this manual and an externally-driven training requirement, other than frequency, comply with the guidance contained in the publication which takes precedence, unless a duly-authorized exemption or waiver is in effect. Each MAJCOM equivalent or subordinate command level may supplement this AFMAN. Supplements (including local supplements) that directly implement this publication are required to be routed to the Office of Primary Responsibility (OPR) for coordination prior to certification and approval in accordance with AFI 11-200 and AFMAN 11-202, Volume 1, *Aircrew Training*. Supplements may be more, but not less restrictive than this manual. MAJCOMs may set training requirements lower than specified in this manual when the statement “or as specified in MAJCOM supplement” is indicated as applicable to that item or event. Compliance with the attachments in this publication is mandatory. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Air Force.

SUMMARY OF CHANGES

This document has been substantially revised and needs to be completely reviewed. Major changes include, but are not limited to: 1) ARMS codes updates to standardize them across the Mobility Air Forces (MAF), 2) introduction of RAP via the RTM that removes continuation training tables from **Chapter 4** and places them into a separate document that will allow more flexible training for MAF crews.

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Chapter 1

GENERAL

1.1. Overview. This manual prescribes training guidance for USAF C-5 aircrews according to AFMAN 11-202V1.

1.2. Key Words Explained.

1.2.1. “Will” and “shall” indicate a mandatory requirement.

1.2.2. “Should” is normally used to indicate a preferred, but not mandatory, method of accomplishment.

1.2.3. “May” indicates an acceptable or suggested means of accomplishment.

1.2.4. “Note” indicates operating procedures, techniques, etc., which are considered essential to emphasize.

1.3. Administration. This manual in combination with its associated RTM provides comprehensive training guidance for C-5M aircrews.

1.4. Roles and Responsibilities.

1.4.1. Lead Command.

1.4.1.1. **Air Mobility Command (AMC)** is designated lead command for the C-5M Mission Design Series (MDS) according to DAFFD 10-9, *Lead Command Designation and Responsibilities for Weapon Systems*; DAFFD 11-2; and DAFFD 10-21, *Rapid Global Mobility*. The lead command is responsible for establishing and standardizing aircrew flying training requirements in coordination with user commands.

1.4.1.2. AMC Directorate of Operations, Strategic Deterrence, and Nuclear Integration (AMC/A3/10).

1.4.1.2.1. AMC/A3/10 is responsible for guidance and coordination with user commands related to C-5 training and operations.

1.4.1.2.2. AMC/A3/10 delegates to AMC/A3T the authority to manage training course requirements, training tasks, quota control, and the Aircrew Training System (ATS) contract management in coordination with AMC staff agencies, operational units, contracting officers, and user commands.

1.4.1.3. **AMC Aircrew Operations and Training Division (AMC/A3T).** AMC/A3T is responsible for overall management of C-5 training policies and programs, as stipulated in [paragraph 1.4.1.2.2](#) AMC/A3T will coordinate with user command A3Ts (or equivalent) and issue updated ground and flying continuation training guidance to the OG/CC for implementation via RTM as necessary. Once issued, RTMs take precedence over guidance contained in this manual.

1.4.1.3.1. **Course Management.** AMC/A3T, in coordination with user commands, approves initial qualification training (IQT), mission qualification training (MQT), continuation training, and locally-taught (secondary method) upgrade courses. AMC/A3T is the approval authority for AMC course attendance.

1.4.1.3.2. Realistic Training Review Board (RTRB). AMC/A3T will host an RTRB biennially, or more frequently, as required.

1.4.1.3.3. Course Change Proposals. AMC/A3TA is the focal point for proposals to change or remove course prerequisites that require review outside the typical RTRB process. When necessary, send proposals using the chain of command, through the submitter's MAJCOM, to AMC/A3T (with a courtesy copy to AMC/A3TA). **Note:** The primary venue for recommending changes to C-5 training programs is the RTRB.

1.4.1.3.4. Student Management. AMC/A3T manages student requirements for AMC-assigned personnel and executes the overall formal course allocation process on behalf of AMC users (see also [paragraph 1.17](#)) The Formal Training Unit (FTU) will ensure completion of graduate surveys on formal qualification courses and send results to Det 6 and AMC/A3TA at least semiannually. (T-2).

1.4.1.4. **Detachment 6 (Det 6), AMC Air Operations Squadron (AMC/AOS).** Personnel will:

1.4.1.4.1. Conduct simulator certification (SIMCERT) on each aircrew training device (ATD) in the C-5 ATS according to AFI 16-1007, *Management of Air Force Operational Training Systems*, or when necessary. (T-2). SIMCERT includes objective and subjective testing, inventory inspection, quality assurance issues, physical configuration audits and contract compliance evaluations.

1.4.1.4.2. Provide host unit with a 45-day advance notice of a SIMCERT. (T-3). A short-notice SIMCERT is available with verbal coordination between host unit, Det 6, AMC/A3TA and the ATS contractor. AMC/AOS reports SIMCERT results to AMC/A3T and the ATS contract management team. (T-2).

1.4.1.4.3. Monitor training device utilization, availability, and ensure equipment malfunctions are corrected through coordination with the ATS contractor, when required. (T-2).

1.4.1.4.4. Schedule subject matter experts for technical interchange meetings with the ATS contractor. (T-3). Det 6 schedules crewmembers (as required) to assist in courseware development including Individual Tryouts and Small Group Tryouts.

1.4.2. **Training Command.** **Air Force Reserve Command (AFRC)** is the designated training command for C-5 training in accordance with AFMAN 11-202V1. AFRC/A3M is the approval authority for AFR course attendance. Syllabi are available on the Electronic Flight Bag. FTU course descriptions are available on the Education and Training Course Announcements (ETCA).

1.4.3. **User Commands.**

1.4.3.1. Student Management. MAJCOM training staff will manage student training requirements according to [paragraph 1.13](#) (T-2).

1.4.3.2. Training Resources. User commands will evaluate training resources (aircraft, ATD, and aircrew) necessary to accomplish training requirements and identify known shortfalls to MAJCOM/Aircrew Training Division (A3T) (or equivalent) for resolution. (T-2).

1.4.3.3. Recall Procedures. User Commands (i.e., AFRC and AMC) manage formal notifications to recall their students from a formal school by sending recall directives via email from the student's Squadron Commander (Sq/CC) through the OG/CC to the respective MAJCOM/A3T (or equivalent). **(T-2)**. **Note:** AMC student recalls are coordinated with AMC/A3TF and AFRC student recalls are coordinated with AFRC/A3M. Emergency recalls during non-duty hours may be coordinated directly with applicable FTU Registrar, with follow up coordination to MAJCOM/A3T (or equivalent) on the next duty day (see also [paragraph 1.15](#) for failure to complete training). **Note:** Acceptable reasons for a student's recall include lengthy down status, family emergencies, and extraordinary delays due to aircraft, simulator, or instructor unavailability. **Note:** Students will not be recalled to prevent initiation of any actions associated with unsatisfactory performance. **(T-2)**.

1.4.4. **Wing Commander (Wg/CC) or Equivalent.** Wg/CCs ensure unit, local level agencies, and facilities support aircrew ground training programs. Host and/or co-located units will develop local agreements to consolidate aircrew training support base-wide. **(T-2)**.

1.4.5. **Operations Group Commander (OG/CC) or Equivalent.**

1.4.5.1. The OG/CC (or equivalent) will convene a Training Review Panel (TRP) chaired by the OG/CC or designated representative. **(T-2)**. Panel members should include representatives from squadron training offices, tactics, operations, and safety; wing tactics (OSK), wing training office (OSS/OST), and flight safety (SEF); and other areas as determined by the commander (e.g., Host Aviation Resource Management (HARM), and Squadron Aviation Resource Management (SARM)).

1.4.5.1.1. Frequency and Documentation. Convene the TRP semi-annually and document pertinent information in TRP minutes that will be maintained for a period of two years from the date of the panel meeting (commanders may increase meeting frequency at their discretion) **(T-2)**.

1.4.5.1.2. Format and Content. The TRP should review staff and crewmember management actions necessary to complete group/squadron flight and ground training programs. Suggested TRP topics include, but are not limited to: current and forecasted Flight Training Levels (FTL), upgrade and continuation training status, semi-annual requirement completion rates, crew position gains or losses, course critiques, instructor and evaluator upgrades, and relevant discussions of Military Flight Operations Quality Assurance analysis and other proactive safety action programs (i.e., Aviation Safety Action Program and Line Operation Safety Audit) applicable to assigned weapons systems, if available. OG/CCs will review all unit-defined "X" events for relevancy to the unit's mission during the TRP. **(T-2)**.

1.4.5.2. The OG/CC will develop and maintain procedures with their local servicing military personnel section for individual crewmember counseling and personnel system updates affecting active duty service commitments (ADSC) incurred with training specified in this AFMAN. **(T-2)**. See AFI 36-2107, *Active Duty Service Commitments (ADSC)*, AFRCI 36-2102, *Air Force Reserve Service Commitment Date Program*, and ETCA for more information. The OG/CCs may develop additional training requirements and/or programs as necessary to meet unit mission requirements.

1.4.5.3. The OG/CC is responsible for establishing and maintaining academic training programs including non-ATS courses (may be delegated to squadron level). The OG/CC (or designated representative) will:

1.4.5.3.1. Appoint a primary and alternate instructor for each non-ATS course. (T-2).

1.4.5.3.2. Publish a ground training schedule to include date, time, location, instructor, course OPR, and designated crewmembers for each course (both ATS and non-ATS). (T-2). **Note:** AFR units publish schedules when necessary.

1.4.5.3.3. Use MAJCOM-, ATS-, or unit-developed training products and/or syllabi for all courses, as applicable. (T-2). Units are allowed to reproduce courseware, as applicable. **Note:** Refer to [Attachment 2](#) for training documentation guidance.

1.4.5.3.4. Develop a procedure to monitor academic training programs for course content, currency of materials, instructor availability, and status of training aids. (T-2). Squadrons recommend to the commander changes to existing courses or additional academic training courses required, based on crewmember feedback.

1.4.5.3.5. Send recommendations for changes, additions, and deletions of courses through appropriate channels to appropriate MAJCOM with an information copy to AMC/A3TA. (T-2).

1.4.5.3.6. OG/CC (or designated representative) will select course instructors for non-ATS courses based on professional qualifications and aptitude to teach. (T-2). Instructors receive credit for the courses they teach.

1.4.6. Squadron Commanders (Sq/CC) .

1.4.6.1. **Squadron Training Offices (DOT).** Establish and maintain a DOT section to manage and administer aircrew training programs. (T-2).

1.4.6.1.1. Manning. Select and appoint a DOT Chief/Flight CC from the most highly-qualified and experienced instructors. (T-3). **Exception:** AFR units with a single squadron may use the OSS/OST for this purpose. Appoint a minimum of one instructor for each crew position to the Squadron DOT office. (T-3). At least one instructor (any crew position) should be on duty in DOT during duty hours to the maximum extent possible.

1.4.6.1.2. Qualifications. Appoint DOT staff based on experience, availability, and time-on-station to maximize continuity across training programs and all crew positions. (T-3). **Note:** Previous Evaluator or FTU experience is highly desired.

1.4.6.2. Squadron Training Review Panel (STRP). The Sq/CC will chair an STRP (may be delegated no lower than the Operations Officer (DO)). (T-2). Panel members should include representatives from squadron training, tactics, standardization and evaluation, safety, and operations (i.e., DO, assistant operations officer, flight commanders, etc.), and any other areas determined by the Sq/CC.

1.4.6.2.1. Frequency and Documentation. Convene the STRP at least quarterly and maintain Sq/CC-approved minutes for a period of two years from the date of the

- panel meeting. **(T-3)**. **Note:** DOT chiefs may reproduce, distribute and store minutes.
- 1.4.6.2.2. Format and Content. The STRP will review appropriate subject matter to effectively manage the unit's flight and ground training programs and inform unit leadership on the overall status of training. **(T-3)**. The STRP will review individual unit members' progress, evaluate that training objectives are being met across assigned training programs and that the best candidates are selected for upgrade training (by reviewing their experience, proficiency level and ability to succeed). **(T-3)**. To accomplish these goals, suggested STRP topics include, but are not limited to, instructor and evaluator manning, crew position gains or losses, status of crewmember training (i.e. crewmembers in an active training status), recently completed training (i.e., individual's performance during training, closeout activities, certification actions, course critiques, FTL assignments, etc.), future training (i.e. unit course allocations, crewmembers' progress, timelines, completion of prerequisites, etc.), prioritization of upgrade candidates, current and projected training waivers, status of unit or individual continuation training, event proration, and semi-annual waiver projections and status.
- 1.4.6.3. Ensure crewmembers complete in-unit mission, ground, and continuation training programs. **(T-2)**. Units will not enroll crewmembers into another aircrew course or upgrade until existing upgrades are complete. **(T-2)**. Failure to reasonably progress may require action for removal.
- 1.4.6.4. Assign FTLs to assigned and attached crewmembers before each semi-annual training period (see [Chapter 4](#)). **(T-2)**.
- 1.4.6.5. Unit commanders of returning or inbound trainees will ensure both the student and supervisor(s) complete post-graduate course surveys not later than 180 calendar days (240 calendar days for ARC members) after the student's graduation from formal training **(T-2)**.
- 1.4.6.6. Ensure effective training continuity and supervision of assigned and attached crewmembers. **(T-2)**. Document all flying training and training reviews in the crewmember's Graduate Training Integration Management System (GTIMS) training folder. **(T-2)**. **Note:** Refer to [Attachment 2](#) for training documentation guidance.
- 1.4.6.7. Review training and evaluation records of newly assigned or attached crewmembers and those completing formal training to determine the necessary training required to complete and certify the individual as Basic Aircraft Qualified (BAQ), Basic Mission Capable (BMC), or Mission Ready (MR). **(T-2)**. (See definitions in [paragraph 4.2](#)).
- 1.4.6.8. Execute squadron-level aircrew certifications or qualifications described in this manual. **(T-2)**.
- 1.4.6.9. Review qualifications and monitor training requirements for squadron-assigned Flight Surgeons, where applicable. **(T-2)**.
- 1.4.6.10. Ensure the squadron operations officer (Sq/DO) or designated representative monitors quality of training accomplished and identifies training deficiencies. **(T-2)**.

Flight commanders (or designated representative) advise the Sq/DO of additional training needs and ensure waiver documentation (when applicable) in the crewmember's training record. **(T-2)**. **Note:** Waiver submittal requires the use of GTIMS for waiver management. **(T-2)**.

1.4.6.11. Designate and certify unit personnel (when required) to operate ATDs. **(T-2)**. Only appropriately designated and certified personnel may operate ATDs. **(T-2)**. Establish a selection process and implement initial and recurring training programs to ensure designated and certified personnel are proficient in ATD operations in coordination with ATS contract staff and site Contracting Officer Representative (COR). **(T-2)**.

1.4.6.12. Ensure, to the maximum extent possible, that flight training sorties (including those conducted when all training requirements for all crew positions have been met) are required to meet aircrew, unit, or external user requirements. **(T-3)**.

1.4.6.13. Coordinate with the OSS/OST in developing training programs. **(T-3)**.

1.4.6.14. Ensure students scheduled for FTU courses read and comply with course prerequisites listed in the ETCA, and hand-carry any required documents (e.g., medical records, aeronautical orders, etc.). **(T-2)**.

1.4.6.15. Ensure data required to be uploaded to the Automated Aircrew Management System are accurate and current. **(T-2)**.

1.5. Waiver Authority.

1.5.1. MAJCOM/A3T (or equivalent) is designated as the waiver authority for managing training course requirements and training tasks for their assigned units. AMC/A3T is designated as the waiver authority for managing applicable ATS requirements and course syllabi.

1.5.2. Flying Hour and FTU Course Prerequisites. OG/CC is the designated waiver authority for flying hour prerequisites for formal upgrade courses (see [Table 5.1](#)).

1.5.3. Waiver for In-Unit Training (Secondary Method) In Lieu of Formal School Training. MAJCOM/A3T (or equivalent) is approval and waiver authority for in-unit training via secondary method. See [Table 6.1](#) to determine when in-unit training is considered a secondary method for training. Before requesting approval, review the appropriate syllabus and consider FTU course availability and ATD requirements. **Exception:** The OG/CC is the approval authority for completing air refueling qualification using the secondary method (follow waiver format guidance in accordance with [paragraph 1.5.8](#)).

1.5.4. FTU Syllabus Waivers. MAJCOM/A3T (or equivalent) is the designated waiver authority for FTU course prerequisites specified in the ETCA and FTU course syllabi waivers. The unit will file a copy of all prerequisite waivers in the student's Flight Evaluation Folder (FEF). **(T-2)**. **Note:** All prerequisite waivers will be approved before the crewmember arrives for formal training. **(T-2)**. FTU course syllabus waivers and non-completed events will be annotated in each student's training record. **(T-2)**. Students will complete all waived or non-accomplished syllabus or formal course training events that are required for the unit's assigned mission in-unit prior to being assigned MR status. **(T-2)**.

1.5.5. Non-FTU Training Program Waivers. Submit waiver requests to the waiver authority for any planned or expected exception to a non-FTU syllabus, mission qualification and certification program, training plan, etc. **(T-2)**. Units will provide sufficient time and detail for the waiver authority to make a determination before the exception occurs. **(T-2)**. **Note:** Permanent or blanket waivers are not authorized in accordance with AFMAN 11-202V1.

1.5.6. Training Program Deviations and Exceptions without a Waiver. Report inadvertent or unintended deviations and/or exceptions through channels to the course's owning MAJCOM/A3T (or equivalent waiver authority listed in the course syllabus) who, in turn, makes the appropriate notifications for follow-on action, if required. **(T-2)**. Document waivers and deviation(s) or exception(s) in GTIMS. **(T-2)**. **Note:** A deviation is any unplanned variation to a syllabus, mission certification, or training plan (i.e., failure to meet established training timelines, prerequisite completion or flow, etc.). **Note:** An exception is a request to change or remove specific requirement(s) based on unforeseen circumstances that prohibited completion of the training event, as scheduled or written (e.g., mission delay, change, equipment failure, divert, etc.).

1.5.7. Senior Officer Course (SOC) Waiver. SOC syllabus waiver authority is AMC/A3 with concurrence of the gaining MAJCOM/A3. Refer to AFMAN 11-202V1 for SOC policy and eligibility requirements.

1.5.8. Waiver Format and Routing. Units will adhere to their parent MAJCOM's prescribed format and routing requirements. **(T-2)**. Units will include enough information for the appropriate waiver authority to understand the progress of the student, issues encountered, and get-well plan in GTIMS. **(T-2)**. Units will ensure the reference paragraph(s) to be waived and sufficient amplifying detail are included in the waiver request. **(T-2)**.

1.5.8.1. For AMC waivers, submission via GTIMS is mandatory. **(T-2)**. Response is documented in GTIMS.

1.5.8.2. For AFRC waivers, use of GTIMS is mandated in accordance with AFRC/A3M guidance. **(T-2)**.

1.5.9. Continuation Training Waivers. Ground, mobility, and flying continuation training waivers (volume and frequency) may be granted for events in the RTM for assigned or attached crewmembers on a case-by-case basis under the following guidelines. Ancillary training waivers (other than frequency) follow the waiver authorities and guidance contained in the prescribing publication (i.e., course content, instructor, etc.). **Note:** Waiver authorities should complete a thorough review of the circumstances and consider the crewmember's experience, proficiency, and recency in the event(s) prior to granting waivers for training requirements.

1.5.9.1. First-Time Waivers. First-time waivers for the individual event(s) may be granted by the Sq/CC, (for AFR units, the Sq/CC or Sq/DO is the first-time waiver authority).

1.5.9.2. Second-Time Waivers. Second-time waivers for the individual event(s) missed in two consecutive training periods may be granted by the OG/CC.

1.5.9.3. Subsequent Waivers. Subsequent waivers for training events missed in three or more consecutive training periods may be granted by the MAJCOM/A3T (or equivalent).

1.5.9.4. Waiver Self-Approval. Commanders shall not waive their own semi-annual training requirements. (T-2). When a commander is the designated waiver authority and requires a waiver for their own continuation training flying events, the next higher-level waiver authority is designated as the waiver approval authority (e.g., OG/CC requires a waiver: first waiver resides with the Sq/CC, (for AFR units, the Sq/CC or Sq/DO), for the unit where the OG/CC is attached to fly and a second period waiver is elevated to either the Wg/CC or MAJCOM/A3T or equivalent). (T-2).

1.5.10. Waiver Disposition.

1.5.10.1. Course-Related Waivers. Squadrons must maintain course-related waivers for a minimum of two years in accordance with the Air Force Records Information Management System (T-1).

1.5.10.2. Continuation Waivers. Squadrons must maintain a copy of approved continuation training (ground or flying) waivers for a minimum of 48 months from date signed. (T-2).

1.6. Use of Flying Hours.

1.6.1. Structure unit flying training missions to achieve optimum training. Any by-product airlift opportunity resulting from training shall not degrade the intended training and will comply with applicable Department of Defense Instruction (DoDI) 4515.13, *Air Transportation Eligibility*; DAFMAN 11-401, *Aviation Management*; AFMAN 11-202V1; and applicable MAJCOM guidance. (T-1). It is essential that all personnel at all levels prevent the misuse, or perception of misuse, of air mobility resources when planning and executing local or off-station training missions.

1.6.2. Training on Operational Missions. Unless prohibited or restricted specifically by MDS operating procedures or theater operations order, the OG/CC exercising operational control may approve upgrade, qualification or special qualification training on operational missions. In order to maximize efficient utilization of training resources, 618th Air Operations Center (AOC) (also known as the Tanker/Airlift Control Center (TACC)) and tasked units will jointly identify and take maximum advantage of opportunities to conduct appropriate continuation training items that may be conveniently suited to concurrent operational mission segments. (T-2). If necessary, 618 AOC and tasked units will coordinate training mission numbers for the specific mission segment. (T-2). Commanders will ensure the training will not impact mission effectiveness and the crewmember receiving training is under the supervision of an instructor. (T-2). Comply with passenger-carrying restrictions found in AFMAN 11-202V3, *Flight Operations*, DAFMAN 11-401, and AFMAN 11-2C-5, Volume 3, *C-5 Operations Procedures*.

1.6.3. Unit Commanders will utilize aircrew training devices (i.e., Weapon System Trainer (WST), Air Refueling Part Task Trainer (ARPTT), etc.) for continuation training to the maximum extent possible. (T-2).

1.7. In-Unit Training Time Limitations. Comply with the time limitations in **Table 1.1** Crewmembers entered in an in-unit training program leading to qualification (or re-qualification) will be dedicated to that training program on a full-time basis. (T-2).

Table 1.1. In-Unit Training Time Limitations.

Training	Position	Time Limit	Time Limit AFR
Re-qualification	All	90 days	180 days
Mission Certification. Includes in-unit training leading to MR status following initial, or requalification training.	Pilot	120 days	180 days
	2nd FE	90 days	90 days
	LM	180 days	240 days
Upgrade Qualification including Certification	All	120 days (Note 1)	180 days
Instructor Upgrade	All	90 days	180 days
Legend: FE-Flight Engineer; LM-Loadmaster			
Notes:			
1. For First FE, comply with timelines and additional guidance in the First FE Training Guide.			

1.7.1. Training start date is the date of the first significant flying training event contributing to qualification, certification or upgrade of the crewmember (e.g., academics, WST, flight, etc.), or 45 calendar days (90 calendar days for AFR) following a member's reporting to the unit upon completion of a formal school, whichever occurs first. Training time ends with the completion of one of the following events: flight evaluation (if required as part of the training program), instructor validation of successful program completion ("sign-off"), or Sq/CC certification (if required as part of the training program). Crewmembers should begin their checkrides within 30 days of syllabus completion.

1.7.2. First-assignment initial qualification graduates requiring/awaiting the First Term Airman's Course (FTAC) may accomplish ground training, phase training, and local orientation flights to maintain knowledge and skills learned during initial qualification training prior to attending FTAC or units may delay mission qualification training until FTAC completion. **Exception:** Not applicable to AFR. The training time limit begins after completion of FTAC or at the start of the first significant flying training event. **(T-2)**. DOTs document the FTAC course dates in the individual's GTIMS training folder. **(T-2)**.

1.7.3. Training Time Extensions.

1.7.3.1. Sq/CCs or Sq/DOs may extend training time (prior to a crewmember exceeding course time limits specified in [Table 1.1](#) for up to 60 calendar days (120-days AFR) using GTIMS. No notification to MAJCOM/A3T (or equivalent) is required. Subsequent extensions or extension requests exceeding 60-days (120-days AFR) require MAJCOM/A3T (or equivalent) approval and will be requested before the crewmember exceeds authorized training time (standard or previously-waived). **(T-2)**.

1.7.3.2. When a crewmember becomes unavailable for an extended period of time (i.e., deployment, down status, professional military education, etc.), the unit may request a waiver for the full unavailability period plus the estimated time required to complete training following the unavailability period or the unit may formally remove the crewmember from the training program, at the commander's discretion.

1.8. Training Documentation.

1.8.1. Aviation Resource Management System (ARMS) Event Identification Codes. Standardized ARMS event identification codes have been established for the Mobility Air Forces (MAF). Refer to **Chapter 7** for applicable C-5 ARMS codes and event descriptions. Refer to **paragraph 7.26** for establishing and managing unit-defined ARMS codes (i.e., use of “X” codes). OG/CCs (or designated representative) shall document approved unit-defined events, codes, and descriptions in local training guidance, an operating instruction, or publication supplement. **(T-3)**.

1.8.2. Periodic and Recurring Training. Individuals document using GTIMS, AF Form 1522, *ARMS Additional Training Accomplishment Report*, or locally-approved Mission Accomplishment Report. **(T-2)**.

1.8.3. Training Programs Leading to Qualification and/or Certification. GTIMS use is mandatory for training folder documentation. **(T-2)**. Units will utilize the electronic versions of the AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet and/or the AF* (if required) to document award of specific qualifications and certifications in ARMS. **(T-2)**. **Note:** See **Chapter 5** and/or **Chapter 7** for specific certification codes.

1.9. Flight Evaluator Usage. Units may use flight evaluators as instructors for any phase of training to capitalize on their expertise and experience (e.g., qualification training, local upgrade, or corrective-action training). An evaluator who was the primary instructor to train an individual, has recommended the student for an upgrade evaluation, or has rendered the student’s effectiveness and performance, should not administer the associated evaluation.

1.10. Instructor Training and Supervision Requirements.

1.10.1. Instructors shall be current and qualified in any event that they instruct. **(T-2)**. All wing-level and below instructors should be MR. FTU instructors and MAJCOM staff are only required to maintain BMC. **(T-2)**.

1.10.2. When performing crewmember duties, the following personnel will be under direct supervision of an instructor:

1.10.2.1. All non-current or non-mission ready (NMR) crewmembers. **(T-2)**. Direct instructor supervision is required while performing the non-current event (see **paragraph 4.10** for additional guidance and exceptions).

1.10.2.2. All crewmembers in initial, upgrade, or re-qualification flying training unless syllabus states direct supervision is not required. **(T-2)**.

1.10.2.3. All crewmembers performing restricted flying events listed on the AF Form 8, *Certificate of Aircrew Qualification*, as prescribed by AFI 11-202V2, *Aircrew Standardization and Evaluation Program*. **(T-2)**.

1.10.2.4. Unqualified, FTL E, Observer Pilot (OP), or MAJCOM staff crewmembers on Indoctrination Flight Orders. An instructor shall be at a set of controls during critical phases of flight (as defined in AFMAN 11-2C-5V3) for missions with unqualified or FTL E pilots. **(T-2)**.

1.10.2.5. Senior Officer Course (SOC) pilots. **(T-2)**.

1.10.2.6. Any other personnel designated by the Wg/CC, OG/CC, or Sq/CC. **(T-2)**.

1.11. Transfer of Aircrews.

1.11.1. Before a crewmember from one unit may inter-fly with another unit, the gaining unit will review and assess their qualification and currency. (T-2). See also DAFMAN 11-401.

1.11.2. A crewmember qualified in the C-5M according to AFI 11-202V2 is qualified throughout the C-5M force. Individual crewmember qualifications (i.e., instructor, evaluator, etc.) for inter-command transfers (includes foreign exchange officers, where applicable) may be accepted at the discretion of the gaining Sq/CC. Certified and qualified MR crewmembers transferring between units will accomplish events required after a change of duty station (see **Table 3.1**), unit-specific training, and any applicable events in which they have lost currency. (T-2). Members are not required to re-accomplish their certification.

1.12. Aircrew Training While in Down Status. Crewmembers in down status (formerly “duties not involving flying) may complete ground training events or simulator training if the member’s physical condition allows it. If unqualified, the crewmember may not participate in graded simulator events unless entered into a requalification program. Consult the flight surgeon initiating DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*, action (prescribed by AFI 48-123, *Medical Examinations and Standards*, if the down status includes ground training limitations. (T-2).

1.13. Aircrew Rated Management Overview.

1.13.1. Programmed Flying Training (PFT). AFRC/A3M executes the training command role on behalf of AFRC in compliance with AFMAN 11-202V1. A key product of this process is the PFT. The PFT balances available training quotas, ATS throughput, schoolhouse capacities and course requirements on a fiscal year basis. Annually, units will send projected PFT requirements to their respective MAJCOM quota managers, who in turn compile and forward projections to HAF/A3TF for inclusion into the Graduate Program Requirements Document. (T-2). Training commands determine training capacity and report shortfall to HAF/A3TF prior to the PFT conference and will courtesy copy AMC/A3TF and AMC/A3TA.

1.13.1.1. HAF/A3TF sponsors an annual PFT conference for attendees to balance training capacity, MAJCOM training requests, and pipeline Undergraduate Flying Training students (Rated and Career Enlisted Aviator (CEA)) against FTU capacity. The training command allocates approved quotas to user commands, which in-turn allocate training quotas to subordinate units. The training command publishes the annual PFT document in coordination with AMC/A3T not later than 31 July. (T-1).

1.13.1.2. Throughout the training year, MAJCOM training staff and PFT managers use assigned and allocated training quotas to assign individual crewmembers to formal training quotas. Use quota management documents to make daily student quota adjustments to the annual PFT.

1.14. Information Management. The following online tools are used for Information Management.

1.14.1. AMC/A3T SharePoint®: <https://eim2.amc.af.mil/org/a3t/default.aspx>.

1.14.2. Air Education Training Command’s ETCA site: accessed via Air Force Portal.

1.15. Failure to Progress or Complete Training. If a student fails to progress according to syllabus or training requirements, the command accomplishing the training will conduct a progress review (PR) in accordance with AFMAN 11-202V1 and the Commander's Review Process outlined in the course syllabus. **(T-1).** The PR can recommend continuation in training or other actions in accordance with AFMAN 11-402, *Aviation and Parachutist Service*, (e.g., a Flight Evaluation Board (FEB)). Following the PR, the FTU will notify the gaining unit of any AFMAN 11-402 actions taken or any delay in the student's graduation date. **(T-1).** If the PR recommends a FEB, the FTU will also notify the student's gaining MAJCOM/A3T (or equivalent). **(T-1).** If a crewmember fails to complete a formal upgrade course at the FTU, the FTU will send notification to the individual's commander detailing the circumstances of the failure along with a recommendation on whether the crewmember should complete training in-unit, return to the formal school to complete training, or be referred to the Air Force Personnel System for reassignment. **(T-2).** **Note:** For ATS-administered courses, the ATS contractor identifies students who fail to progress according to the ATS contract in coordination with AMC and 733 TRS personnel (see [Chapter 6](#)).

1.16. Career Enlisted Aviators (CEA). The determination of CEA qualification is separate and distinct from skill-level upgrades. When an AF Form 8 is completed for the applicable flight evaluation, then that crewmember is qualified to perform all duties assigned to that crew qualification regardless of skill level. Aircrew instructor and flight evaluator qualifications are also separate and distinct from On-the-Job Training or Certifier designation and are reflected in Air Force Specialty Code (AFSC) by use of "K" prefix (aircrew instructor), "Q" prefix (aircrew flight evaluator), and "T" prefix (FTU instructor) identifiers.

1.17. Aircrew Training Quota Management. The following describes AMC's quota management policy and procedures. This policy is mandatory for all AMC units; all other units follow their MAJCOM guidance.

1.17.1. Administration. AMC/A3TF quota managers coordinate with OSS/OSTs exclusively. OSS/OSTs are responsible for providing the name, phone number and e-mail address for their primary and alternate quota management points of contact to AMC/A3TF quota managers at DSN 779-3577/7881 or commercial (618) 229-3577/7881. **Note:** Squadrons or individuals work through the servicing OSS/OST.

1.17.1.1. Quota Allocations. When quotas have been allocated, OSS/OSTs will submit the rank, full name, identification number, course, and class number via encrypted e-mail to AMC/A3TF quota managers not later than 45 days prior to class start date. **(T-2).** **Note:** Contact in accordance with [paragraph 1.17.1](#) for the appropriate e-mail address. Allocated training quotas that cannot be filled at least 45 days prior to class start will be returned to AMC/A3TF quota managers, who will in turn offer them to units on the standby list. **(T-2).**

1.17.1.2. Prerequisites. All course prerequisites should be completed not later than 30 days prior to class start to allow for remedial training or substitution. Units are responsible for identifying an alternate candidate for each allocated quota. If the primary candidate becomes unavailable, send AMC/A3TF quota managers a substitution request with the alternate's information.

1.17.1.3. Foreign Exchange Officer Allocations. Foreign Exchange Officers shall be properly identified on requests for formal course allocations and shall not be locally

substituted once an allocation has been loaded. **(T-2)**. When a change is necessary, units will send justification along with the replacement's complete data to AMC/A3TF quota managers for consideration and approval. **(T-2)**.

1.17.1.4. Late Changes and No-Shows. Unit leadership will submit a written explanation through OG/CCs to AMC/A3TF quota managers within 5 duty days following any student cancellation or substitution that occurs within 10 calendar days of class start and for any student "no-show" for an allocated training course. **(T-2)**.

1.17.1.5. Additional Allocation Requests. OSS/OSTs send requests for additional quotas to AMC/A3TF quota managers. AMC/A3TF coordinates with AF/A3T and AFRC to add or reallocate quotas if unit capability is in jeopardy.

1.17.1.6. External Coordination. AMC and AFRC units are prohibited from coordinating quota exchanges at the unit level. **(T-2)**. OSS/OSTs will forward all requests to their MAJCOM quota managers for coordination with the other command. **(T-2)**. Allow for extended coordination time when requesting cross-command exchanges

1.17.2. Global Ready Aircraft Commander Course (GRACC). GRACC is an AMC-developed orientation program that provides mobility pilots who are nearing certification as an Aircraft Commander (AC) with a broad overview and group tour of AMC, 18th Air Force (18 AF), and 618 AOC (TACC). Refer questions regarding GRACC to the AMC/A3TF quota managers at DSN 779-3576/7881 or commercial (618) 229-3576/7881.

1.17.3. Senior Officer Training Coordination. Forward questions regarding SOC availability and prerequisites to AMC/A3TF at DSN 779-7881 or commercial (618) 229-7881. Otherwise, take no formal actions.

1.18. Distribution. Units will establish distribution requirements of this AFMAN. **(T-3)**.

Chapter 2

INITIAL QUALIFICATION TRAINING

2.1. General Requirements. AFMAN 11-202V1 defines initial qualification training. This chapter specifies minimum training requirements for initial qualification, requalification and senior officer courses. The primary method of aircrew qualification is to complete the appropriate formal training course in the ETCA. When quotas are not available, units will request waivers to conduct in-unit qualification training using appropriate formal school courseware. **(T-2).**

2.2. Initial Qualification Training Prerequisites. Complete initial qualification prerequisites in accordance with AFMAN 11-202V1, the ETCA website, this manual, and the course syllabus. **(T-2).**

2.3. Ground Training Requirements. Complete syllabus and ancillary ground training requirements for initial qualification in accordance with AFMAN 11-202V1 and this manual. **(T-2).** During formal training, aircrews may complete (and receive credit for) aircrew-specific mobility training events in the RTM. See the appropriate formal training course syllabus.

2.3.1. Initial Qualification Ground Training Events. Students entered into formal undergraduate and graduate training programs leading to aircrew qualification will accomplish the events listed in **Table 2.1 (T-2)**. Ground training events from **Table 2.1** that are not accomplished at the FTU are completed at the gaining unit. **(T-2)**. The FTU will provide suitable documentation to the gaining unit for non-completed items that includes the appropriate ARMS Event Identifier(s) and Event Description(s). **(T-2)**. Units will use the course graduation date to establish follow-on due dates for all ground training events accomplished at the FTU. **(T-2)**.

2.3.2. Survival, Evasion, Resistance, and Escape (SERE) Training.

2.3.2.1. Units use completion dates from initial SERE school(s) conducted in accordance with AFI 16-1301, *Survival, Evasion, Resistance, and Escape (SERE) Program*, and initial Aircrew Flight Equipment (AFE) training course(s) to establish the follow-on due dates for refresher training. **(T-2)**.

2.3.2.2. Units use graduation date from S-V80-A, *SERE Training*, for initial Combat Survival Training (SS02) and Conduct after Capture (SS03) training dates. Use graduation date from S-V90-A, *Water Survival Training, Non-Parachuting*, for Water Survival Training (SS05). **(T-2)**.

2.3.2.3. Complete initial and periodic refresher Local Area Survival training, periodic SERE and Water Survival Refresher training in accordance with AFI 16-1301 and AFI 16-1301 AMCSUP, *Survival, Evasion, Resistance, and Escape (SERE) Program*. **(T-2)**.

2.3.3. Crew Resource Management/Threat and Error Management (CRM/TEM). CRM/TEM is designated as the MAF training standard for CRM training and will be integrated into aircrew training programs, where appropriate. **(T-2)**. See **Chapter 6** and **Chapter 7** for specific details.

Table 2.1. Initial Qualification Ground Training Requirements.

Code	Training Event	Crew Position	Notes
	Flight Physical	All	1
	Physiological Training	All	1
AB05Y	Aircraft Marshalling Training	All	
GC33Y	Crewmember Anti-Hijacking Training	All	2
GC39Y	Force Protection	All	2
GC43Y	Information Protection (Cyber Awareness Challenge)	All	2
GD17Y	Aircrew Intelligence Training	All	2
GD27Y	CRM/TEM Training	All	
GD39Y	Hazardous Cargo Training	P, LM	2
GD55Y	Instrument Refresher Course	P	
GD75Y	Tactics Training	All	2
GE01Y	CBRNE Defense Training	All	
GE05Y	Law of Armed Conflict	All	2
GE12Y	Self-Aid Buddy Care	All	2
GM09Y	Isolated Personnel Report (ISOPREP) Review	All	2
GM21Y	Small Arms Training	All	2
LL01	AFE Familiarization	All	1
LL03	Emergency Egress Training	All	1
LL04	ACBRN Training	All	2
LL05	Egress Training with ACBRN	All	2
LL06	Aircrew Flight Equipment Training	All	
SS20	SERE Training (S-V80-A)	All	
SS32	Water Survival Training (SV-90-A)	All	
TG02Y	Initial Visual Threat Recognition Awareness Trainer (VTRAT)	All	2
All-All Crew Positions, P-All Pilots, LM-Loadmasters			
Notes:			
1. Mandatory grounding after expiration date. Crewmembers will not fly until the event is accomplished. (T-2) .			
2. Not required for BMC, BAQ or SOC crewmembers.			

2.4. Flying Training Requirements. Complete flying training requirements for initial qualification in accordance with the FTU syllabus, AFMAN 11-202V1 and this manual. **(T-2)**.

2.5. Conversion/Differences Training Requirements. If available, qualified personnel in other units should provide the initial cadre. In some instances, it may be necessary for units to waive certain training requirements for an initial cadre of crewmember personnel. The following conditions apply to the management of initial cadre crewmember qualification:

2.5.1. The tasked MAJCOM (in-coordination with lead and training commands) develops a training plan for unit conversions. **(T-2)**. The training plan should include provisions to form a nucleus of crewmembers to include instructors and flight evaluators (initial cadre). Converting units may request initial cadre waiver of Primary Aircraft Authorized (PAA) time requirement. Send waiver requests through MAJCOM training staff in GTIMS. **(T-2)**. Include the most recent aircraft flown and total time in that aircraft in the remarks section of the waiver request. **(T-2)**.

2.5.2. The initial cadre will not be designated in a crew position higher than currently held (e.g., B-2 Mission Pilot (MP) to C-5 Evaluator Pilot (EP), unless previously qualified in the higher-level position in the conversion aircraft. **(T-2)**.

2.5.3. After final approval, publish a unit letter to identify initial cadre of instructors and flight evaluators by crew qualification. **(T-2)**.

2.6. Multiple Qualifications. Crewmembers will attend a formal initial qualification course for multiple qualifications in different MDS aircraft (i.e., C-5 and C-17). **(T-1)**. At a minimum, crewmembers will maintain FTL-A currency requirements in each aircraft. **(T-1)**. **Exception:** Not applicable for Senior Officer Qualification. The approval authority for dual-qualification is the MAJCOM/A3 or equivalent.

2.7. Senior Officer Qualification. AFMAN 11-202V1 identifies senior officer qualification requirements. After qualification in accordance with AFMAN 11-202V1 and with OG/CC approval, senior officers (assigned or attached) may seek training which leads to a higher FTL and/or qualification. The host OSS/OST office is responsible for determining training requirements based on the senior officer's flying experience and familiarity with the weapons system. MAJCOM/A3T (or equivalent) will approve the proposed training plan prior to execution. **(T-2)**.

2.8. Flight Surgeons. Flight Surgeons may fly with their assigned unit in accordance with local OG/CC policy and may log flight time during Initial Qualification Training (IQT). Flight Surgeon IQT includes Aircrew Chemical, Biological, Radiological, Nuclear (ACBRN) Ground Training (LL04) (one-time requirement only), required ground training events from [paragraph 3.5](#), and the first two sorties in the member's primary assigned aircraft. Designate Flight Surgeons as Mission Qualified and Mission Ready in their primary assigned aircraft upon completion of IQT.

2.9. Requalification Training. AFMAN 11-202V1 specifies requalification training requirements, unless otherwise specified, a crewmember is unqualified upon expiration of the qualification evaluation, loss of currency exceeding 6 months (for currency items specified in [Chapter 4](#)), or completion of a qualification evaluation in a different MDS. **Exception:** When authorized dual qualifications. The duration of unqualified time is from the date the aircrew member became unqualified until the specific retraining start date. **Note:** See AFI 36-2107 for active duty service commitments associated with aircrew training.

2.9.1. Requalification training may be conducted at the FTU or in-unit using the appropriate syllabus (except as authorized in an approved syllabus waiver). Course list is found in [Chapter 6](#).

2.9.2. Requalification Training Courses. Unqualified pilots will complete the appropriate TX-1, TX-2, or TX-3 course(s) outlined below **(T-2)**. RegAF candidates will complete an

AF Form 63, *Active Duty Service Commitment (ADSC) Acknowledgement Statement*, before starting training. **(T-1)**. AFR candidates will complete an appropriate “Contract for Air Force Selected Reserve Service Commitment” (or equivalent) in accordance with AFRCI 36-2102, before starting training. **(T-1)**.

2.9.2.1. TX-1. Unqualified C-5 pilots (over 8 years) or cross flow ACs from other MAF aircraft will complete the Aircraft Commander Initial Qualification (ACIQ) at the FTU and a flight evaluation. **(T-2)**.

2.9.2.2. TX-2. Unqualified C-5 pilots (39 months at the end of a non-flying assignment or 51 months at the end of any active flying assignment to 8 years) will complete the Pilot Requalification (PRQ) and a flight evaluation. **(T-2)**.

2.9.2.3. TX-3. Unqualified C-5 pilots (up to 39 months at the end of a non-flying assignment or up to 51 months at the end of any active flying assignment) may complete Sq/CC-directed training and a flight evaluation.

2.9.3. Certifications that require no recurring training (e.g., Phoenix Banner) are lost 6 months after expiration of the qualification evaluation. Sq/CCs (or designated representative) determine the training required to regain lost certification(s). **Note:** Sq/CC (or designated representative) should consider the amount of time since expiration of aircraft qualification, crewmember's experience level, and any changes to the certification requirements prior to making a determination on training requirements.

2.9.4. FEs and LMs unqualified in the C-5 for more than 8 years will complete the appropriate C-5 Initial Qualification Course at the FTU. **(T-2)**. All other unqualified FEs and LMs will complete Sq/CC-directed requalification training and a flight evaluation. **(T-3)**.

Chapter 3

MISSION QUALIFICATION TRAINING (MQT) AND CERTIFICATION

3.1. General Requirements. This chapter establishes minimum criteria and training requirements for mission qualification training (MQT) and MR certification. Crewmembers will complete MQT following successful completion of IQT. (T-2). Except where specifically stated, units conducting MQT may sequence training events and/or arrange mission sequence as necessary to maximize use of flying training hours and effectively accomplish the mission. Crewmembers will be certified as MR before being entered into special mission qualifications, certifications, or upgrade training programs. (T-2). **Note:** Commanders may allow crewmembers in MQT to participate in exercises (see [paragraph 1.6.2](#)).

3.2. Mission-Ready Certification. A crewmember is formally designated MR after successful completion of all MQT ground and flying training requirements, the Sq/CC (or designated representative) completes a review of the crewmember's training record, and the Sq/CC (or designated representative) approves and documents the crewmember's MR certification. (T-2). **Note:** See [Table 1.1](#) for training time limitations. **Note:** Refer to [Attachment 2](#) for training documentation guidance.

3.2.1. ACIQ and PRQ Graduates. ACIQ and PRQ graduates requalifying to AC will be coded as "FP" with the appropriate suffix in ARMS upon completion of all MQT requirements. (T-2). Units will then count them as MR pilots for Defense Readiness Reporting System (DRRS) and TRP purposes and they may fly as a "FPL" on any mission. (T-2). ACIQ and PRQ graduates will be coded as "MP" in ARMS once they have been certified as an AC by the Sq/CC (or designated representative) and shall not fly as pilot-in-command until formally certified (T-2).

3.2.2. Pilot Initial Qualification (PIQ) Graduates. PIQ graduates will be coded as "FP" with the appropriate suffix in ARMS upon graduation from formal training and units will count these graduates as pilots for tracking purposes. (T-2). PIQ graduates will be coded as "MP" in ARMS once they have been certified as an AC by the Sq/CC (or designated representative). (T-2).

3.2.3. ARMS Tracking. AMC pilot designation codes are in accordance with AFI 11-401 AMCSUP 1, *Aviation Management*.

3.3. Ground Training Requirements. Complete all syllabus and ground training events in [Table 2.1](#) and [Table 3.1](#) before MR certification. (T-2). **Note:** Training may be accomplished concurrently with other training.

3.3.1. Ground Training Events Accomplished During MQT. Use individual event completion dates to establish subsequent continuation ground training due dates for any ground training events accomplished during MQT, unless otherwise governed by [paragraph 2.3](#) (including subordinate paragraphs). (T-2).

3.3.2. Intra-Unit Transfers. Qualified and/or certified crewmembers transferring between units require only Aircraft Marshalling Training and Examination (AB05Y), Isolated Personnel Report (ISOPREP) Review (GM09Y), Aircrew Flight Equipment Familiarization (LL01), Local Area Survival (SS01), unit-specific MR training events, and completion of all

events for which they may have lost currency during the change-of-station. (T-2). **Note:** The items listed in [Table 3.1](#) are required in addition to ground training requirements found in [Table 2.1](#)

Table 3.1. Mission Qualification Ground Training (Additional) Requirements.

Code	Event	Crew Position	Notes
GD05Y	AIR Card® User Training	MP+, FE	3
GE07Y	Use of Force (L-6) CBT	All	3
GH01Y	COMSEC Procedures	P	3
LL01	AFE Familiarization	All	1, 2
LL07	Aircrew Flight Equipment Fit Check	All	1, 2
SS01	Local Area Survival	All	1, 2
All-All Crew Positions, P-All Pilots, MP+-Mission-Qualified & Higher-Level Pilots, FE-Flight Engineer			
Notes:			
1. Re-accomplish upon arrival after each permanent change of station.			
2. Required prior to first flight.			
3. Not required for BAQ and BMC crewmembers.			

3.4. Flying Training Requirements.

3.4.1. BAQ crewmembers pursuing MR status will be assigned a Flight Training Level (FTL) and accomplish continuation training requirements in accordance with the RTM. (T-2). Prorate continuation training requirements based on the training time start date as defined in [paragraph 1.7.1](#) and [Table 4.1](#) (T-2). Crewmembers credit events accomplished during MQT in accordance with [paragraph 4.4](#) Crewmembers pursuing MR status who fail to accomplish minimum aircrew requirements (currency and semi-annual) will fly under supervision of an instructor when that event is required for a particular flight. (T-2). **Note:** Complete required flying proficiency events that were not accomplished at the FTU before certifying a crewmember as MR. (T-2).

3.4.2. Crewmembers in MQT who fail to accomplish all semi-annual training requirements will complete training in accordance with [paragraph 4.10](#) prior to awarding MR status (T-3). Commanders may waive incomplete semi-annual training requirements on a case-by-case basis in accordance with [paragraph 1.5.8](#) after conducting a thorough review of an individual's training accomplishment report and/or training record. Waivers will be documented in the crewmember's training record. (T-2).

3.4.3. Sq/CCs may certify a crewmember as MR on a case-by-case basis even though the individual is non-current for a required event(s). However, the crewmember will remain

NMR for that or those event(s) and will be under instructor supervision on any flight requiring that event in accordance with [paragraph 4.10 \(T-2\)](#).

3.4.4. ACIQ graduates who did not complete follow-on air refueling training will complete pilot monitoring (PM) training in either an ARPTT or WST (see [paragraph 5.7.3 \(T-3\)](#)).

3.4.5. After arrival at a new duty station, crewmembers will receive a local area briefing and a supervised local orientation flight. **(T-3)**.

3.4.6. Familiarization Flights. Pilots will be provided a duty familiarization flight prior to MR certification **(T-3)**. Familiarization pilots observe the flight from the jump seat. **(T-3)**. **Exception:** Familiarization pilots may, at the AC's discretion, occupy either pilot seat during the cruise portion of the mission. **Exception:** Familiarization pilots may, at the AC's discretion, occupy the right seat for takeoffs and landings after observing two oceanic sorties. **Note:** Sq/CCs may certify pilots who were previously qualified in another AMC aircraft as MR without a familiarization flight. A familiarization flight for pilots should include:

3.4.6.1. Participation in a unit mission (actual or training). The mission should be conducted overseas, transiting one of the unit's representative routes.

3.4.6.2. Flight planning to include consideration of terrain and obstacles.

3.4.6.3. Forms review and completion.

3.4.6.4. Demonstration of communications and identification, friend or foe/selected identification procedures equipment and procedures.

3.4.6.5. En route programming and operation of the Flight Management System.

3.5. Flight Surgeon Requirements. Flight Surgeon requirements are established in AFMAN 11-202V1, AFI 16-1301, and AFI 11-301, Volume 1, *Aircrew Flight Equipment (AFE) Program*. In addition to any external requirements from those publications, flight surgeons will complete the following training events prior to their first flight at a new base:

3.5.1. Expired or non-complete continuation ground and mobility events in [paragraph 4.6.1 \(T-2\)](#).

3.5.2. Required ground training events: Flight Physical, Physiological Training and LL06. **(T-2)**.

3.5.3. Unit Indoctrination Training (GD81Y). **(T-2)**.

3.5.4. Aircrew Flight Equipment Familiarization Training (LL01). **(T-2)**.

3.5.5. Emergency Egress (LL03). **(T-2)**.

3.5.6. Local Area Survival Training (SS01). **(T-2)**.

Chapter 4

CONTINUATION TRAINING

4.1. General Requirements. This chapter combined with the RTM establishes the minimum ground and flying continuation training required to maintain currency. Individual proficiency may require a greater number of events. Unit commanders will ensure crewmembers receive sufficient continuation training to maintain individual proficiency. **(T-2)**. Refer to the current RTM for continuation ground, mobility, and flying training requirements.

4.2. Aircrew Status. Aircrew members are assigned to one of the following statuses.

4.2.1. Mission Ready (MR). An aircrew member who has satisfactorily completed IQT and MQT, and maintains qualification and proficiency in the unit's operational mission.

4.2.2. Basic Mission Capable (BMC). An aircrew member who has satisfactorily completed IQT and MQT, is qualified in some aspect of the unit's mission, but does not maintain MR status. The aircrew member will be able to attain full MR status to meet operational taskings within 45 days. **(T-3)**.

4.2.2.1. BMC aircrew members may include flying personnel assigned/attached to MAJCOM headquarters; Numbered Air Force (NAF); Expeditionary Forces; 618 AOC (TACC); FTU; Direct Reporting Unit; or senior officers (or others).

4.2.2.2. FTU BMC instructors shall be certified by the commander in the unit's training mission before performing instructor duties. **(T-3)**. Once certified, FTU BMC instructors may conduct all aspects of the FTU's training mission. FTU BMC instructors may fly missions within the Continental United States (CONUS) (includes Alaska and Hawaii) and the Caribbean, but shall be MR for all other locations in accordance with the RTM. **(T-2)**.

4.2.2.3. BMC crewmembers may log instructor or evaluator time, when required to perform duties in those capacities, during the portion of the mission for which they are current and qualified.

4.2.3. Basic Aircraft Qualification (BAQ). An aircrew member who has satisfactorily completed IQT and is qualified to perform aircrew duties in the unit's aircraft. The member will perform at the minimum frequency necessary to meet the most recent sortie and flight standards set in this manual and current RTM. **(T-2)**.

4.2.4. In addition to the above, MR, BMC, and BAQ crewmembers shall accomplish and/or maintain minimum requirements (for their assigned status) established in AFMAN 11-202V1. **(T-2)**.

4.3. Flying Training Levels (FTL).

4.3.1. The Sq/CC (or designated representative) determines and assigns each crewmember an appropriate FTL before the start of each semi-annual period. **(T-2)**. Base FTL on a crewmember's experience and aircraft proficiency as a guide. **Note:** Newly assigned crewmembers are assigned an FTL during in-processing.

4.3.1.1. FTL A—Highly-Experienced Crewmembers (e.g., as a guide, crewmembers having 10 or more years of operational flying experience). Examples include MAJCOM staff; 618 AOC (TACC) personnel; FTU instructors; NAF personnel; Wg/CC, OG/CC, and Sq/CC, Operations Officers, crewmembers assigned to OG evaluation positions, and attached personnel. Sq/CCs or Sq/DO have the discretion to assign highly-experienced MR line crewmembers to this level. **Note:** NMR crewmembers assigned/attached to MAJCOM staff and/or NAF instructor or flight evaluators, 618 AOC (TACC), Expeditionary Forces, FTU, or direct reporting unit may be categorized as BMC and assigned to FTL A and may fly unsupervised on local training missions provided they are current and qualified for that mission.

4.3.1.2. FTL B – Experienced Mission Ready Crewmembers (e.g., proficient crewmembers having between 5 and 10 years of operational flying experience).

4.3.1.3. FTL C – Inexperienced Mission Ready Crewmember (e.g., crewmembers having less than 5 years of operational flying experience). May include MR line crewmembers, individuals pursuing MR status upon completion of IQT, flight test crewmembers, and other crewmembers in staff positions.

4.3.1.4. FTL E – BAQ or BMC Non-Instructor Staff. May include [paragraph 4.2.2.1](#) crewmembers who are not maintaining MR or instructor status. FTL E requirements are insufficient for MR status and crewmembers assigned to FTL E will fly with an instructor of like-specialty at all times. **(T-2)**. **Note:** Pilots assigned FTL E should be coded FPN at all times.

4.3.2. Change of FTL. Once the semi-annual period begins, do not move a crewmember to a level requiring fewer events. **(T-3)**. **Exception:** Units associating FTLs with crew positions may change FTLs following an upgraded certification (e.g., instructor certification). BAQ crewmembers may be placed into a different FTL upon completion of MR certification. Continuation training requirements may be prorated, where appropriate, when a change in training level occurs.

4.4. Crediting Event Accomplishment. Crewmembers may credit events accomplished during training, operational missions, and satisfactory evaluations, toward currency and continuation training requirements. Event completion establishes subsequent due dates. Training events accomplished during an upgrade training period prior to or during the evaluation are credited towards the current crew position continuation training requirements (prorated as appropriate). **Note:** Use the date of the last successful flight evaluation as the date of accomplishment for flying currency events completed during ATS formal courses. **(T-2)**.

4.4.1. Members graded as “Unsat” (Q-3) during a flight evaluation will not log continuation training requirements for any item graded as Q-3 until requalified. **(T-2)**.

4.4.2. Make-up training to regain currency (ground or flying) is creditable towards the new training period.

4.4.3. Instructor Training Requirements and Responsibilities. Instructors and flight evaluators may credit 50 percent of their total requirements while instructing or evaluating. **Exception:** Instructor and flight evaluator pilots may not credit any takeoffs, landings, or air refueling flown by another pilot.

4.4.4. Documenting Aircrew Training Events. Record all training events in ARMS. (T-2).

4.4.4.1. Training events may be consolidated under one ARMS entry.

4.4.4.2. Combined training events may be submitted via a single ARMS entry.

4.4.4.3. Record one-time events and events required for Permanent Change in Station (PCS) in ARMS. (T-2). Units may continue to display one-time events on the crewmember's currency report.

4.4.4.4. Refer to [paragraph 4.5.2.1](#) for information on crediting training events via ATD.

4.5. Continuation Training Requirements. Individual crewmembers are responsible for completion and tracking of their own continuation training and are expected to actively work with unit schedulers and training officers to identify, schedule, and accomplish required events.

4.5.1. Ground Training Events. Crewmembers will comply with requirements in the RTM. (T-2).

4.5.1.1. Failure to accomplish continuation ground training events in the RTM shall result in NMR status (T-1). See [paragraph 4.10](#) for regaining mission ready status.

4.5.1.2. Failure to complete mobility training requirements in the RTM does not result in NMR status, but may restrict member from certain missions requiring the associated training.

4.5.1.3. Geographic Combatant Commanders (CCMD) and/or Air Force Component Commanders (or their equivalents) may specify additional theater-specific training or mobility requirements for their Area of Responsibility (AOR) for deployments. Refer to Air and Space Expeditionary Force (AEF) Center's Expeditionary Readiness Training (ERT) guidance and theater-developed Special Instructions (where applicable) for specific theater training requirements where applicable.

4.5.1.4. Attached aircrew members (MAJCOM, NAF, etc.) may accomplish ground training events at locations other than their unit of attachment. The crewmember is responsible for reporting accomplished training events to their unit of attachment's Squadron Aviation Resource Management (SARM) office. (T-2).

4.5.1.5. Crewmembers performing extended alert duty (more than 72 hours) may accomplish ground training during alert postures provided there is no degradation to required response time or mission accomplishment. Specify requirements and/or restrictions in a MAJCOM supplement and/or the unit supplement.

4.5.1.6. Crewmembers who will not remain in the command or will be assigned non-flying positions, are not required to complete ground training events that expire within 4 months of the change in status date (e.g., reassignment occurs in the month of September, events expiring in May or later need not be accomplished).

4.5.2. Flying and Simulator Continuation Training Events. The current RTM lists mobility-wide standardized semi-annual flying continuation training requirements by crew position. Event descriptions are located in [Chapter 7](#) and may be updated by the RTM. Flying continuation training events shall only be credited by individual crewmembers when those crewmembers are current and qualified in the event or are under the supervision of an

instructor. **(T-2)**. Crewmembers shall not credit continuation training events when their associated evaluation is past due. **(T-2)**.

4.5.2.1. ATD Credit for Training Requirements. Document and track all simulator and Distributed Mission Operations (DMO) accomplishments in ARMS in accordance with the RTM. Flying events authorized via the RTM to be accomplished using a simulator or using a DMO-linked simulator will be logged in ARMS by replacing the first character of the ARMS code with an "S" (simulator) or "D" (DMO), as appropriate. **(T-2)**. **Note:** Both S- and D-codes dual credit the associated flying event when completion via simulator is authorized.

4.5.2.1.1. 50% Credit in an ATD. The definition of 50% creditable in the WST is that a minimum of 50% of the semi-annual volume requirements will be accomplished in the aircraft. **(T-2)**. Crewmembers may accomplish remaining percentage in either the WST or the aircraft. If event volume is reduced to one through proration, then that event shall be accomplished in the aircraft. **(T-2)**.

4.5.2.1.2. Crewmember Qualification Requirements. Primary crewmembers may log continuation flying training events from the RTM using an ATD, provided the crew is qualified in their respective crew positions (i.e., both pilots in a WST). The opposite pilot seat is required to be occupied by a qualified crewmember or ATS instructor in order for a pilot to credit continuation events. **(T-3)**. **Exception:** Qualified crewmembers may credit continuation training events when paired with an unqualified crew member, if that event is defined in a requalification plan and a current and qualified Air Force or ATS instructor is present in the device.

4.5.2.1.3. Simulator Certification. Currency and training events will only be creditable in simulators holding a current simulator certification from Det 6. **(T-2)**. Specific currency and training events will not be creditable in a simulator that has been issued a partial decertification for those events by Det 6 in accordance with the restrictions given under the partial decertification. **(T-2)**.

4.5.2.1.4. Credit takeoff, instrument approach, and landing events only at airfields certified in the visual database by Det 6. **(T-2)**.

4.5.2.1.5. The following events shall not be credited using an ATD when motion is not used or is inoperative.

4.5.2.1.5.1. Windshear. **(T-2)**.

4.5.2.1.5.2. 2-engine training. **(T-2)**.

4.5.2.1.5.3. Takeoffs. **(T-2)**.

4.5.2.1.5.4. Landing. **(T-2)**.

4.5.2.1.5.5. Circling Approach. **(T-2)**.

4.5.2.1.5.6. Air Refueling. **(T-2)**. **Exception:** May log in ARPTT.

4.5.2.1.5.7. 3-engine Operations. **(T-2)**.

4.5.2.1.5.8. Tactical Events. **(T-2)**.

4.5.2.1.5.9. Simulator Proficiency Sortie. **(T-2)**.

4.5.2.1.6. The following events shall not be credited using an ATD when visual systems are not fully functional, as specified.

4.5.2.1.6.1. Center Visual Screens: Do not credit takeoffs, landings, circling approaches, or Air Refueling events. **(T-2)**.

4.5.2.1.6.2. Either the Far Left or Far Right Visual Screen: Do not credit circling approaches or visual patterns performed toward the inoperative screen. **(T-2)**.

4.5.2.2. Formal Course ATD Credit. Aircrew members who graduate from the following courses may credit refresher simulator training for quarter they graduate in and the following quarter's refresher training:

4.5.2.2.1. Pilot Initial Qualification (M-PIQ).

4.5.2.2.2. Aircraft Commander Initial Qualification (M-ACIQ).

4.5.2.2.3. Pilot Requalification (M-PRQ).

4.5.2.2.4. Flight Engineer Initial Qualification (M-FEIQ).

4.5.2.2.5. Loadmaster Initial Qualification (M-LMIQ).

4.5.2.2.6. Loadmaster Mission Qualification (M-LMMQ).

4.5.2.3. Formal Course and Differences Course ATD Credit. Aircrew members who graduate from the following courses may credit refresher simulator training for the quarter in which they graduate or complete the course:

4.5.2.3.1. Pilot Checkout Course (PCO).

4.5.2.3.2. Instructor Pilot Qualification (M-IP).

4.5.2.3.3. Flight Engineer Instructor Qualification (M-IFE).

4.5.2.3.4. Instructor Loadmaster Qualification (M-ILM).

4.5.2.3.5. First Flight Engineer Qualification (M-FFEQ).

4.5.2.4. Allocation of Flying Hours for Continuation Training. Each MAJCOM allocates flying hours to each wing as training, test, and ferry hours or operations and maintenance hours. Allocated hours provide all crew positions with sufficient hours (based on FTL C) to accomplish required continuation flying training events.

4.5.2.5. Senior officers and staff crewmembers maintaining BAQ status will (as a minimum) maintain FTL E continuation training requirements. **(T-2)**. This requirement also extends to any additional aircraft in which the crewmember maintains a qualification.

4.5.2.6. Pilots who completed the Pilot Air Refueling (AR) course, but have not been certified as ACs, can maintain AR currency on operational or local missions under the supervision of an Air Refueling Instructor Pilot (ARIP).

4.5.2.7. Mission phase simulators should be flown in the same manner as the aircraft to include the wear and use of professional gear (headsets, helmets, etc.). Prerequisites for simulator training will be completed prior to the period start time or the training will be

cancelled. (T-3). Electronic Flight Bags will have the current Digital Aeronautical Flight Information File data, aircrew publications, and ATS student guides. (T-3).

4.6. Flight Surgeon Continuation Training Flying Requirements. AFMAN 11-202V1 defines Flight Surgeon requirements and is the source document for the following items:

4.6.1. Flight Surgeons shall be on Aeronautical Orders assigning Aviation Service Code 8A status any time they log time in this MDS as a secondary airframe or when assigned to AMC and logging time in any DoD or foreign military aircraft for which authorization has been granted. (T-1).

4.6.1.1. Flight Surgeons are required to complete the following ground training items for continuation training purposes in accordance with the timelines established in the most current RTM: Emergency Egress - Non-Ejection Seat (LL03), Aircrew Flight Equipment Training (LL06), Aircrew Flight Equipment (AFE) Fit Check (LL07), Combat Survival Training (SS02), and Water Survival Training (SS05). (T-2).

4.6.1.2. Flight Surgeons are required to complete the following mobility training items for continuation training purposes in accordance with the timelines established in the most current RTM: ISOPREP Review (GM09Y), and Conduct after Capture (SS03). (T-2).

4.6.2. Flight Surgeons will maintain the following flying proficiency and currency (as a minimum) in accordance with AFMAN 11-202V1, Table 1. (T-2).

4.6.2.1. Six (6) Total Flight Surgeon Sorties per Semi-Annual Period (FF00).

4.6.2.2. Twelve (12) Total Flight Surgeon Sorties per Annual Period (FF00).

4.6.2.3. One (1) Night Sortie, Flight Surgeon (FF02) per Semi-Annual Period (credits FF00).

4.6.2.4. To maintain currency, time between flights will not be more than 60 days. (T-2).

4.6.3. Loss of Currency. MAJCOMs establish procedures for flight surgeons to regain flying currency. Flight Surgeons that exceed six months between sorties require completion of Emergency Egress Training, Non-Ejection Seat (LL03) with a certified aircrew instructor prior to the next flight. (T-2). Flight Surgeons require an Aircraft Commander's signature on a copy of the Air Mobility Command Surgeon General, Flight Medicine Branch (AMC/SGP) Memorandum or other approved form (e.g., AF Form 1522, locally generated form, memo, etc.) to certify that an egress procedures review was completed prior to flight. (T-2). The Flight Surgeon is required to submit this documentation to the local SARM/Host Aviation Resource Manager (HARM) office upon mission completion. (T-2). **Note:** Documentation on AFTO Form 781, *ARMS Aircrew/Mission Flight Data Document*, is not acceptable.

4.7. Senior Officer Qualification Continuation Ground and Flying Requirements.

4.7.1. SOC pilots will complete required ground training requirements in accordance with the RTM. (T-2). Units may tailor annual simulator refresher training events and profiles for senior officers. MAJCOM/A3T (or equivalent) is designated as the waiver authority for SOC ground and flying continuation training events identified in this manual and the RTM.

4.7.2. SOC pilots will complete flying training requirements associated with their assigned FTL in accordance with the RTM. **(T-2)**. SOC crewmembers will (as a minimum) maintain FTL-E continuation training requirements. **(T-2)**. **Note:** This requirement also extends to any additional aircraft in which the SOC crewmember maintains a qualification.

4.7.2.1. SOC pilots will be assigned to FTL-E and shall fly under direct instructor supervision at all times. **(T-2)**.

4.7.2.2. SOC pilots shall not perform in-flight maneuvers or fly as a primary crewmember on mission sets that exceed their SOC course training and/or their restricted AF Form 8. **(T-2)**. Instructors supervising SOC crewmembers shall use sound judgment and risk management principles in reviewing the SOC crewmember's previous training and experience, recency of flight, and overall proficiency to determine maneuvers (from those authorized) the SOC crewmember may perform during flight. **(T-2)**. **Note:** AMC/A3 retains waiver authority for SOC waiver requests not otherwise specified by this manual.

4.7.3. SOC pilots are not exempt from CCMD or AFTRANS (or equivalent) requirements. See [paragraph 4.5.1.3](#)

4.7.4. SOC pilots are exempt from currency requirements in the FTL E column.

4.8. Ancillary Training. Ancillary Training is guidance or instruction that contributes to mission accomplishment, but is separate from an Air Force Specialty or occupational series. AFMAN 11-2C-5V1 is not the governing directive for completion of ancillary training events. **Exception:** Aircrew members comply with published frequencies listed in the most current RTM, where indicated. **Note:** This manual, AFMAN 11-202V1, and the RTM are the only publications that designate grounding an aircrew member.

4.8.1. Expeditionary Training Requirements. Individuals tasked to deploy should see their Unit Deployment Manager Representative to ensure compliance with additional non-aircrew specific ERT requirements established through the Air and Space Expeditionary Forces website if required.

4.8.2. ARMS Tracking for Ancillary Training Events. Not all ancillary training is tracked in ARMS. AMC/A3T has adopted a new ARMS coding structure. A master list of approved MAF-specific ARMS event identifiers will be maintained by AMC/A3TF. Units track ancillary training events in the appropriate training management system of record, but may also use ARMS as secondary tracking method. **Note:** Crews should continue to reference the source document that establishes the requirement for event specifics as the MAF-specific codes could be different from the parent publication.

4.9. Proration of Training. Crewmembers who are not available for flying duties due to extenuating circumstances for extended periods of time (generally 16 days or more) may be eligible for proration of training requirements in accordance with AFMAN 11-202V1 and this manual. Proration should be used judiciously, especially when considering prorating the same crewmember for consecutive semi-annual training periods.

Table 4.1. Individual Availability.

Days Available	Months Available
----------------	------------------

0-15	0
16-45	1
46-75	2
76-105	3
106-135	4
136-165	5
>166	6

4.9.1. Proration Formula. Use **Table 4.1** to determine the number of months the crewmember is available during the training period (e.g., crewmember is on a non-flying Temporary Duty (TDY) for 118 days during the semi-annual period (otherwise available for 64 days) equals 2 months available per **Table 4.1**). Multiply the number of months available by the event volume from the appropriate table, divided by the total number of months in the training period, then round down to the nearest whole number, but never less than 1 (e.g., 2 months available x 12 instrument approaches / 6 months in the semi-annual training period = 4 required). Subtract previous accomplishments from the prorated total to determine remaining requirements. **Note:** When the prorated volume is reduced to one for any event that is not 100% creditable in the simulator, then that event is required to be accomplished in the aircraft.

4.9.2. Permanent Change of Station (PCS) Considerations. Crewmembers who PCS during the training period to a unit flying the same MDS aircraft and enter the same or lower FTL may credit training accomplished at the previous base. **Note:** There could be two proration calculations needed when a PCS overlaps a change to a new semi-annual training period. **Note:** Use date departed last duty station through 7-days after a crewmember signs-in at a CONUS location or 14-days after a crewmember signs in at an OCONUS location to determine the number of days available. **Exception:** Use the date of the first training event for the calculation when the training event occurs prior to the 7- or 14-day standard.

4.9.3. Change in Flight Training Levels. Proration may be used for certain crewmembers who require a change in training levels during the semi-annual period (e.g., completion of MR certification) in accordance with **paragraph 4.3.2** **Note:** Events accomplished while assigned to the prior FTL are not credited toward the new FTL.

4.10. Failure to Complete Training Requirements. Declare individuals in Status of Resources and Training System (SORTS) as NMR, non-basic mission capable (N-BMC), or non-basic aircraft qualified (N-BAQ) if they fail to complete ground or flying continuation training requirements in accordance with AFMAN 11-202V1. **(T-2).** **Note:** This does not pertain to individuals pursuing MR status after initial qualification or requalification training.

4.10.1. Failure to Maintain Flying Currency. Currency events are denoted in the most current RTM under the “CUR” column with prescribed maximum intervals between accomplishments. Failure to meet a currency requirement results in the crewmember being non-current for that training event.

4.10.1.1. Place individuals non-current in one or more currency events in NMR, N-BMC, N-BAQ status (as appropriate) in those unit missions requiring that event. **(T-2).**

4.10.1.2. Crewmembers are non-current on the day after an event currency expires (i.e., a crewmember that accomplished an event with monthly currency on 1 Sept becomes non-current on 1 Nov).

4.10.1.3. Crewmembers who are non-current for flying training events will be under direct instructor supervision while performing the non-current event(s) until currency has been regained or a waiver has been approved, except as provided below. **(T-2)**. Individuals who are non-current for Simulator-Refresher (GX83Y) will be restricted to locals only and do not require instructor supervision unless overdue for any other events in **Table 6.2** of the RTM.

4.10.1.3.1. Sq/CCs or Sq/DO may approve non-current crewmembers to fly unsupervised on sorties where the events causing non-current status are not conducted. **Exception:** A crewmember who is non-current in takeoff (AT59Y), instrument approach (AP15Y), or landing (AL01Y) will be supervised on all sorties until currency is regained. **(T-2)**.

4.10.1.3.2. Oceanic Sorties. ACs who are not current for an oceanic sortie may fly in command on operational CONUS missions. ACs may regain oceanic currency under the supervision of a qualified AC or higher. Pilots can regain currency while being supervised by a current and qualified pilot or higher in any seat.

4.10.1.3.3. Air Refueling Sorties. Aircraft commanders who are non-current for air refueling shall not fly in command on missions requiring air refueling until currency is regained. **(T-3)**. Currency for aircraft commanders who are non-current for less than 15 days may be regained on operational AR missions when all of the following conditions are met: the crewmember is under the supervision of a qualified AC or higher, required fuel onload for the mission is complete, and no passengers are aboard.

4.10.2. Failure to Complete Semi-Annual Volume Flying Training Requirements. Crewmembers who fail to accomplish the total number of each required semi-annual training event (full or prorated volume, as appropriate) in the most current RTM become non-current for the individual event(s) on the first day of the new semi-annual training period. Sq/CCs (or designated representative) will take the following actions at the end of the semi-annual training period:

4.10.2.1. Review ARMS products for those crewmembers who become non-current for volume events. **(T-2)**.

4.10.2.2. Place each non-current crewmember in NMR, N-BMQ, N-BAQ status (as appropriate). **(T-2)**.

4.10.2.3. Formulate a get-well plan to re-establish individual currencies. **(T-2)**.

4.10.2.4. Assure that each non-current crewmember is under direct instructor supervision while performing the non-current event(s) until currency is regained or a waiver has been approved. **(T-2)**.

4.10.2.5. Document by crewmember on an “End of Semi-Annual NMR, N-BMQ, N-BAQ” letter incomplete events and required actions for each crewmember to regain currency. **(T-2)**. This allows for tracking of non-current events after ARMS tables are

“rolled over” to the new semi-annual period. The default volume of training necessary will be one event unless documented as greater on the “End of Semi-Annual NMR, N-BMQ, N-BAQ” letter. **(T-2)**. **Note:** Overdue currency and ground continuation training are not included or tracked on the “End of Semi-Annual NMR, N-BMQ, N-BAQ” letter. **Note:** Letters should be accomplished and maintained electronically using GTIMS.

4.10.3. Regaining Currency for Flying Training Events. Non-current crewmembers may regain currency using one of two methods: crewmembers either complete Sq/CC-assigned training events or they may be granted a waiver. **(T-3)**.

4.10.3.1. Completion of Assigned Training. Crewmembers become current upon completion of Sq/CC-assigned training event(s).

4.10.3.2. Waivers. Crewmembers may be granted a waiver in accordance with [paragraph 1.5.9](#) to re-establish flying training event currency. Document waivers, when determined appropriate, in accordance with this manual and/or the RTM. **(T-2)**. Commanders will base the decision to waive a flying continuation training event on the individual crewmember’s experience and proficiency level. **(T-2)**. Considerations such as a crewmember’s availability, manning shortfalls, etc. are not appropriate reasons for granting continuation training waivers. **Note:** AMC and AFR units are required to use GTIMS for waiver documentation. **(T-2)**.

4.10.3.3. Non-Current for up to Six Months. A non-current crewmember is required to demonstrate proficiency in an aircraft or simulator to the satisfaction of an Air Force Instructor (or ATS instructor for simulator-creditable events) for all events in the RTM Flying Training tables in which they have lost currency, except as otherwise noted above.

4.10.3.4. Non-Current Exceeding Six Months. A crewmember who remains non-current exceeding six months for flying training events identified as leading to unqualified status in the RTM is designated as unqualified in the aircraft. The crewmember shall complete Sq/CC-directed requalification training in accordance with [paragraph 2.9](#) followed by an aircrew evaluation in accordance with AFMAN 11-2C-5, Volume 2, *C-5 Aircrew Evaluation Criteria*. **(T-2)**. Sq/CC-directed training and evaluation will include all delinquent training items. **(T-2)**. Updated currency will be established in accordance with [paragraph 4.4](#) upon successful completion of the required evaluation. **(T-2)**. **Note:** For all other currency events, refer to [paragraph 4.10.4.2](#)

4.10.4. Failure to Complete Ground Continuation Training Requirements.

4.10.4.1. Declare aircrew members who fail to complete ground continuation training events required by the RTM as non-current for the specific training event(s). **(T-2)**. Designate those crewmembers as NMR, N-BMC, N-BAQ until currency is regained or a waiver is granted. **(T-2)**. **Exception:** Non-current crewmembers may fly unsupervised on sorties not requiring the specific ground training event(s) provided they will not perform the event.

4.10.4.2. Declare aircrew members who fail to complete aircrew-specific mobility training events required by the RTM as non-current for those specific training events. **(T-2)**. Do not designate these crewmembers as NMR, N-BMC, N-BAQ, but restrict the crewmember from performing missions requiring the delinquent event(s) until the required training is accomplished or a waiver is granted. **(T-2)**.

4.10.4.3. Regaining Currency for Aircrew Ground Continuation Training Events. A crewmember has two options to regain currency for ground continuation training events.

4.10.4.3.1. The crewmember completes the required ground training to re-establish currency

4.10.4.3.2. Specific event(s) may be judiciously waived in accordance with [paragraph 1.5.9](#) Document waivers, when determined appropriate, in accordance with this manual and/or the RTM. Such a waiver is intended to account for unforeseen circumstances and is only for events that do not degrade mission accomplishment. Base waiver decisions on the individual crewmember's experience and proficiency level. **(T-2)**. Do not base waiver decision on scheduling or availability concerns. **(T-2)**. A waiver extends the due date for the specific event(s), but does not delete the requirement. Aircrew members should complete the event(s) to re-establish currency as soon as possible after currency is lost.

4.10.4.4. Crewmember Restrictions While Non-Current for Ground Continuation Training Events. With the exception of mandatory grounding items noted in the RTM, crewmembers who are non-current for events in the RTM may be permitted to fly on specific sorties without instructor supervision, provided the overdue training event(s) is/are not applicable to that sortie. **Exception:** RegAF: Crewmembers who are non-current for Combat Survival Training (SS02) or Water Survival Training (SS05) are restricted to CONUS missions until currency is regained or a waiver is granted. **Exception:** AFR: Crewmembers who are non-current for Water Survival Training (SS05) are restricted to CONUS missions until currency is regained or a waiver is granted. AFR crewmembers who are non-current for Combat Survival Training (SS02) may be permitted to fly non-combat-related AFRC-managed missions (including OCONUS) where mission re-tasking will not occur, but are restricted to CONUS-only for 618 AOC (TACC)-managed mission until currency is regained or a waiver is granted. **(T-2)**.

4.10.5. Make-up training (ground or flying) is creditable towards the new training period.

4.11. Requirements Before PCS or TDY by Members on Active Flying Status. See AFMAN 11-202V1.

4.12. Requirements Before Removal from Active Flying Status. See AFMAN 11-202V1.

4.13. Requirements While in Inactive Flying Status. See AFMAN 11-202V1.

4.14. Aircrews Flying in Non-USAF Aircraft or with Non-USAF Units. See AFMAN 11-202V1.

4.15. Training Period. Continuation training program is based on six month (semi-annual) periods (1 Jan – 30 Jun; 1 Jul – 31 Dec).

Chapter 5

UPGRADE TRAINING

5.1. General Requirements. This chapter identifies general prerequisites and training requirements for upgrade. See minimum flying-hour requirements and prerequisites in **Table 5.1**

5.1.1. The flying time prerequisites for upgrade are based on a crewmember having gained the knowledge and judgment required to safely and effectively perform assigned duties in support of the unit's missions. Therefore, it is essential that unit-level training programs focus efforts to develop each crewmember's knowledge and judgement as he or she progresses through their flying career.

5.1.2. General Requirements for Formal Upgrade Courses. The following items are basic requirements for formal upgrade training programs (not all-inclusive):

5.1.2.1. Completion of applicable ground and flying requirements required by this manual.

5.1.2.2. Completion of academic prerequisites and special requirements detailed in the ETCA.

5.1.2.3. In-depth knowledge of aircraft systems, operating policies, governing instructions, and applicable tactics, techniques, and procedures for their MDS.

5.1.2.4. Achieve the minimum flying-hour prerequisite, including left-seat experience for AC Upgrade candidates. **Note:** WST time may be used to credit "C-5 Total Time" for AC upgrade candidates.

5.1.2.5. Course allocation provided by the MAJCOM Quota Manager for the intended course.

5.1.3. Waiver Authority for Formal Course Prerequisites. OG/CC is the designated waiver authority for flying-hour prerequisites required for entry into formal upgrade courses (see **Table 5.1**). Consult the course syllabus and/or the organization establishing the requirement for other waiver authority determinations.

Table 5.1. Aircrew Qualification / Upgrade Prerequisites.

From	To	Prerequisites	Tasks/Events Required Prior to Certification	Notes
UP	FP	N/A	PIQ and Flight Evaluation	
UP	MP	Prior AC (USAF MDS) and/or 1,000 hours TFT	ACIQ, 200 hours C-5 PAI, Mobility Pilot Development (MPD) Phase I & II (if required), Flight Evaluation	1, 2
FP	MP	1,000 hours TFT,	400 hours C-5 PAI,	1

		MPD Phase I & II	MPD Phase I, II and PCO	
MP	IP	200 PAI flying hours (post MP-Certification), Sq/CC Recommendation	Instructor Pilot (IP) Course at FTU (N/A prior IP Qual), Flight Evaluation	
IP	EP	Sq/CC Recommendation	Flight Examiner AC Course (FEAC), Observe Flight Evaluation (as required)	3
UF	FF	Basic Flight Engineer (BFE) Course	FEIQ, Flight Evaluation	
FF	MF	Sq/DO Recommendation	FFEQ, Complete FE Training Guide, Flight Evaluation	4
MF	IF	1,000 hour C-5 PAI, Sq/DO Recommendation	IFE at FTU (N/A prior-IF Qual), Flight Evaluation	5
IF	EF	Sq/CC Recommendation	FE Flight Examiner (FEFE) Course	3
UL	ML	Basic LM (BLM) Course, LMIQ	LM Qualification (LMMQ) Course, Complete LM Training Guide, Flight Evaluation	
ML	IL	1,000 hours TFT, Sq/DO Recommendation	Instructor LM (ILM) Course, (N/A prior-IL Qual) Flight Evaluation	5
IL	EL	Sq/CC Recommendation	Flight Examiner LM (FELM) Course	3

Notes:

1. Total Flying Time (TFT) represents all flying time logged aboard a fixed wing aircraft as a military pilot, including simulator time, Specialized Undergraduate Pilot Training (SUPT) student time and “other” time. **Exception:** TFT does not include time in another aircrew specialty or Remotely Piloted Aircraft (RPA) time. Simulator time is creditable to meet Primary Aircraft Inventory (PAI) requirements.

2. For MAF crossflow with similar skill set (e.g., C-17, KC-135, etc.) complete ACIQ; MPD Phase II guide is not required. Pilots with dissimilar background (e.g., First Assignment Instructor Pilot/Operational Support Aircraft (FAIP/OSA), F-16, etc.), complete ACIQ; accomplish MPD Phase II guide in-unit. RPA pilots without the prerequisite MAF aircraft experience and flying hours will complete C-5M PIQ and accomplish all MPD phases but may credit 250 RPA hours toward AC upgrade as approved in the STRP. (T-2).

3. Not required for prior aircrew evaluators.
4. The Sq/CC may waive FFEQ.
5. Sq/CCs may waive PAI hours requirement for prior IF or ILs in another MDS to no lower than 200 C-5 PAI hours based on the crewmember's performance and ability to instruct in the C-5.

5.2. Mobility Pilot Development (MPD) Program. MPD is a program for PIQ graduates leading to AC certification. MPD pilots are not ACs. The MPD program consists of the PIQ (or ACIQ) formal training course followed by continuation training and seasoning in a primary aircraft, then progresses to the MPD pilot's upgrade to and certification as an AC. **Note:** See [paragraph 5.3](#) and [paragraph 5.4](#) for additional details. MPD continuation training and seasoning is divided into multiple phases: MPD Phase I, MPD Phase II, GRACC, Pilot Checkout Course (PCO), and commander certification to AC. All MPD pilots will be dual-seat qualified in their assigned aircraft and will maintain qualification requirements according to AFMAN 11-2C-5V2. **(T-2).** **Note:** See minimum flying hour requirements in [Table 5.1](#). The commander's assessment of the MPD pilot's performance drives the timeline required to upgrade to AC. Unit commanders should tailor continuation training and seasoning programs to the individual pilot's knowledge, skill, and experience level. The success of the MPD program depends on MPD pilots being effectively mentored and provided with sufficient training and development opportunities for success.

5.3. Mobility Pilot Development (MPD) Program Continuation Training.

5.3.1. Documentation. Document ARMS codes from [Chapter 7](#). Document full-course completion and Sq/CC or Sq/DO certification using the AF Form 4324 (or electronically using GTIMS). **(T-2).** **Note:** Refer to [Attachment 2](#) for training documentation guidance.

5.3.2. Training Guides (TG). MPD Phase I & II TGs are available for download on AMC/A3T's SharePoint® site ([paragraph 1.14](#)). MPD pilots should carry appropriate training guide(s) on all sorties to maximize training opportunities.

5.3.3. MPD Phase I Certification (CP15Y). MPD Phase I consists of core AC development activities for new pilots. The center of this training is the MPD Phase I Training Guide that focuses on communications, checklist discipline, aircraft systems knowledge, and basic mission planning to build the MPD pilot's knowledge and understanding of their assigned aircraft and its mission. MPD Phase I pilots are not expected or authorized to act as ACs. The program's intent is to provide them with a variety of opportunities to observe and learn aircrew leadership fundamentals from ACs in multiple settings. MPD Phase I pilots should not be assigned additional duties in the squadron during their training period to allow them to focus on studying and flying the mission to the maximum extent possible. MPD Phase I pilots will complete the MPD Phase I Training Guide not later than 180 days (365 days for AFR) after becoming mission ready. **(T-3).** **Note:** Pilots crossflowing from First Assignment Instructor Pilot (FAIP), Operational Support Aircraft (OSA), or non-MAF weapons systems are required to complete MPD Phase I.

5.3.3.1. MPD Phase I pilots normally fly in the right seat for day-to-day operations. MPD Phase I pilots may fly in the left seat under direct supervision of an IP. An MPD Phase I pilot requires AC supervision during critical phases of flight as defined by

AFMAN 11-2C-5V3, but may sit in either seat with another qualified pilot during cruise only. **(T-2)** MPD Phase I pilots should be in the right seat for refresher simulators, but may use any proficiency time available at the end to build left-seat experience. MPD Phase I pilots may be in either seat for proficiency simulators.

5.3.3.2. MPD Phase I may be considered complete no earlier than 6 months after training start date (as defined in [paragraph 1.7.1](#)), provided the pilot has attained a minimum of 200 PAI hours and has completed the MPD Phase I Training Guide. **(T-3)**. Document Sq/CC or Sq/DO approval via the STRP and transition the pilot to MPD Phase II.

5.3.4. MPD Phase II Certification (CP17Y). MPD Phase II builds on core knowledge and experience gained in MPD Phase I. The center of this training is the MPD Phase II Training Guide that focuses on flying skill, situational awareness, mission considerations, and crew management in preparation for certification as an AC. As MPD Phase II pilots advance in knowledge, they are encouraged to practice actual mission management skills and decision making under the guidance of their AC or IP. **Note:** ACIQ graduates are not required to complete MPD Phase II guides.

5.3.4.1. During MPD Phase II, pilots receive ‘balanced exposure’ by flying in both seats. MPD Phase II pilots may fly in the left seat under supervision of an AC or higher. Unit leadership will use sound judgment and solid risk management to determine crew complement and the seat the MPD pilot occupies. **(T-2)**. MPD Phase II pilots should be in the left seat during refresher and proficiency simulators.

5.3.4.2. MPD Phase II may be considered complete when the MPD Phase II Training Guide and all prerequisites defined in [Table 5.1](#) are complete. **(T-3)**. Document Sq/CC approval via the STRP and review training records to determine suitability and timing for upgrade to AC. Upgrade determinations will be based on performance, experience, and requisite flight hours. **(T-3)**. MPD pilots shall have a minimum of one flight evaluation (AF Form 8) following FP mission-ready certification before entry into AC upgrade. **(T-2)**. **Exception:** Crossflow pilots from FAIP, OSA, or non-MAF weapons systems are exempt from this flight evaluation requirement.

5.3.5. Global Reach Aircraft Commander Course (GRACC) (CP11Y). This event is an essential familiarization with the operational command and control structures and mission management oversight that resides at the headquarters level. See [paragraph 1.17.2](#) for scheduling and [Chapter 7](#) for additional course details. Attendance is mandatory and the intent is for MPD pilots to attend GRACC after completion of MPD Phase II and prior to beginning PCO. **(T-3)**. **Exception:** This course is highly encouraged for Air Force Reserve and Air National Guard members, but not mandatory.

5.3.6. Pilot Checkout (PCO) Course. PCO (also referred to as aircraft commander upgrade) is the final training course before a MPD pilot’s certification as an aircraft commander. The Sq/CC or Sq/DO determines (via the STRP) projected date for the MPD pilot’s PCO course. The actual training start date occurs with the first PCO training event. Training time limitation is defined in [Table 1.1](#) PCO requires a formal training folder (AF Form 4022) or electronic equivalent (i.e., GTIMS) to document required training and certification. **(T-2)**. **Note:** Refer to [Attachment 2](#) for training documentation guidance. Multiple training programs may be combined into a single training folder (or GTIMS training template), at the unit commander’s discretion. **Note:** Training guides are authorized.

5.3.6.1. AC candidates accomplishing PCO training events require IP supervision during non-critical phases of flight and direct IP supervision during critical phases of flight. (T-2).

5.3.6.2. Prior to certification, AC candidates shall be current in applicable MQT events listed in [Table 3.1](#) and accomplish the following events during their upgrade. (T-3). **Exception:** Pilot Air Refueling (PAR) may occur after AC Certification (CP03Y) based on mission requirements and class availability. **Note:** Specific order of accomplishment is not mandated; however, PCO should be the first training event and establishes the training start date in accordance with [paragraph 1.7](#)

5.4. Aircraft Commander Certification (Non-MPD).

5.4.1. The following are prerequisites for entry into AC upgrade:

5.4.1.1. Aircraft Commander Initial Qualification (ACIQ) Course.

5.4.1.2. 200 C-5 PAI hours.

5.4.1.3. MPD Phase I & II Training Guide (if required). **Note:** Optional for MAF crossflow pilots with similar experience (e.g., C-17, KC-135, etc.)

5.4.2. Prior to certification, AC candidates shall accomplish the following events:

5.4.2.1. Air Refueling Qualification and Certification (as required). (T-3).

5.4.2.2. Sq/CC-directed flying training to include line training missions with an instructor recommendation for evaluation (recommend ride). (T-3).

5.4.2.3. Operational Mission Evaluation (OME) completed in accordance with AFMAN 11-2C-5V2. (T-3). **Note:** Normally, the OME should be the last event prior to Sq/CC certification.

5.4.3. Certification. Complete certification in accordance with this manual and document via STRP. Assign the appropriate AMC Pilot Designation Code in accordance with AFI 11-401 AMCSUP I, Table A2.4.

5.5. Aircrew Instructor. The instructor course is designed to teach selected crewmembers the fundamentals and concepts of instructing. Select instructor candidates based on experience, judgment, ability to instruct, flying skill, and technical knowledge.

5.5.1. See [Table 5.1](#) for instructor upgrade prerequisites.

5.5.2. Individuals who complete the applicable instructor course (IAC or ILM) are qualified instructors for all mission qualification events in which they maintain currency.

5.5.3. New instructor candidates will attend the formal C-5 ATS instructor course. (T-2). Waivers will be reviewed on a case-by-case basis if formal school course allocations are not available.

5.5.4. Instructor candidates who previously attended a formal instructor course for instructor qualification and were certified in any US Air Force or Navy fixed-wing aircraft may upgrade in-unit without completing the ATS instructor course. In-unit instructor upgrades require OG/CC approval. MAJCOM waivers are not required. Unit commanders determine training required to complete upgrade. Instructor candidates who attend the ATS instructor

qualification course at the FTU or in-unit may incur an ADSC in accordance with AFI 36-2107. All initial instructor upgrade candidates shall be mission-ready for a minimum of 6 months. **(T-3)**.

5.5.5. Instructor Responsibilities:

5.5.5.1. AF instructors require competency as subject matter experts adept in the methodology of instruction. **(T-2)**. They also require proficiency in evaluating, diagnosing, and critiquing student performance, identifying learning objectives and student difficulties; and prescribing and conducting remedial instruction using both platform and in-flight instruction.

5.5.5.2. Provide thorough pre-flight briefings, post-flight briefings, and critiques. **(T-2)**. Instructors will comply with requirements of mission outlines, as appropriate, for the type mission being flown. **(T-2)**.

5.5.5.3. Review each student's training record prior to each training session; observe, document, and report student performance during each training session; provide unbiased constructive feedback to the student regarding their performance during the training period; and accurately document student performance and instructor recommendations in the student's training record. **(T-2)**. **Note:** Refer to [Attachment 2](#) for training documentation guidance.

5.5.5.4. Ensure all required upgrade training items are completed, signed off, and proficiency demonstrated in accordance with AFMAN 11-2C-5V2 grading criteria before recommending the student for evaluation, or certifying the student as qualified in a tactic or mission. Instructors should further ensure training, operations sections, and the flight commander (or designated representative) is apprised of the student's status.

5.5.5.5. IPs are responsible at all times for flight conduct and aircraft safety. **(T-2)**. Should the student's judgment or proficiency at the controls raise a question in the instructor's mind as to the student's ability to safely complete a prescribed maneuver at any time during the flight, the instructor will immediately assume aircraft control. **(T-2)**. The instructor should then explain and demonstrate proper tactics, techniques, and/or procedures for the maneuver prior to the trainee resuming control of the aircraft. **(T-2)**. All instructors will place special emphasis on procedures for positively identifying emergency conditions before initiating corrective action. **(T-2)**.

5.5.6. Instructor Pilot (IP) candidates will qualify through the ATS IP Qualification course. **(T-2)**.

5.5.6.1. Air Refueling Instructor Pilot (ARIP) candidates will complete the ATS ARIP course. **(T-2)**. ARIPs shall be able to instruct both KC-135 and KC-10 receiver AR procedures. **(T-2)**. IP and ARIP may be accomplished together provided the academic and simulator portions of both courses are completed prior to the flying phase.

5.5.6.2. Previously-qualified ARIPs may accomplish the ARIP requalification without a current refueling qualification, provided the student is a qualified IP.

5.5.7. Instructor FE candidates will qualify through the ATS IFE course. **(T-2)**.

5.5.8. Instructor LM candidates will qualify through the ATS ILM course. **(T-2)**. **Note:** All qualified C-5 LMs are authorized to use the C-5 Automated Form F (AFF) program during the ILM course.

5.6. Flight Examiner Certification. The Flight Examiner Course is designed to teach selected instructors the fundamentals and concepts of evaluating aircrew performance against a variety of aviation performance and knowledge standards. Select evaluator candidates based on experience, proficiency, judgment, flying skill, instructional performance, and technical knowledge. Flight examiner prerequisites are found in **Table 5.1**

5.6.1. The Sq/CC (or designated representative) will recommend instructors for flight examiner certification. **(T-2)**. Instructors identified for flight evaluator certification are required to possess superior knowledge of AMC training and evaluation policies and procedures, and the ability to administer evaluations according to applicable publications.

5.6.2. Flight evaluator candidates will:

5.6.2.1. Attend the ATS flight evaluator course for their crew position. **(T-2)**. **Note:** Sq/CCs or Sq/DO may waive this requirement if the candidate is a previously-qualified flight evaluator in any AMC aircraft.

5.6.2.2. Observe qualified evaluators conducting a cross-section of evaluations, to include techniques used to evaluate aircraft systems and flight directive knowledge. **(T-3)**. **Exception:** Optional for previously-qualified AMC examiners.

5.6.2.3. Demonstrate comprehensive knowledge and application of command policies, AFMAN 11-202V1, AFI 11-202V2, AFMAN 11-2C-5V2, this manual, and MAJCOM supplements. **(T-3)**. **Exception:** Previously-qualified AMC examiners may accomplish via a thorough examiner-led briefing of these items to update their knowledge and understanding.

5.7. Air Refueling Qualification. Aircrew members designated to qualify in AR will complete requirements of this section. **(T-2)**. Prior AR-qualified pilots may re-qualify through Sq/CC-directed training.

5.7.1. All ground training will be conducted by qualified instructors and completed prior to entering the flying phase. **(T-2)**. Crewmembers will be trained in areas applicable to their crew position. **(T-2)**.

5.7.2. Pilot Air Refueling (PAR) Training:

5.7.2.1. The normal method for completing AR qualification will be the PAR course at the FTU. **(T-2)**.

5.7.2.2. Units should provide PAR candidates training in the ARPTT/WST prior to reporting to the FTU. The AR candidate should receive a minimum of 3 hours of instruction. Emphasis should be on closure, maintaining pre-contact, and contact. Candidates may proficiency advance into the flight phase. Squadrons should schedule candidates for ARPTT/WST training as close to the FTU reporting date as practical. ARPTT/WST training, once started, should continue uninterrupted. This training should not take precedence over normal continuation training. ARPTT/WST instructor continuum training is encouraged.

5.7.3. Pilot Monitoring (PM) ARPTT/WST Training. An ARIP will instruct and assist the PM in performing normal PM AR duties, including checklists and radio procedures. **(T-3)**. The goal is for the PM to act effectively as a safety observer during AR and maintain aircraft position between pre-contact and 100 feet in trail. The instructor should stabilize aircraft in a position 50-100 feet behind the tanker and allow the PM to practice holding this position until reasonable degree of stability is attained. The instructor should demonstrate correct pre-contact and contact positions. **Note:** Units without an ARPTT or WST can conduct training on the aircraft.

Chapter 6

AIRCREW TRAINING SYSTEM (ATS)

6.1. General Requirements. The C-5 ATS is a qualification, upgrade, and continuation training program for C-5 pilots, FEs, LMs, and maintenance engine run technicians. Most ground training is provided by the ATS contractor while the Air Force conducts all flight training and administers all flight evaluations. The goal of the C-5 ATS is to train C-5 aircrew members to the standards set in the Master Task List and Evaluation Standards Document (MTL/ESD). To achieve this goal, the ATS contractor trains crews through the use of CBTs, PTTs, and WSTs. This chapter is a "how to" book on using the ATS and was developed as a tool for C-5 aircrew managers at the squadron, group, and wing levels. It is directive in nature and complements guidance elsewhere in this instruction.

6.2. General Information.

6.2.1. Applicability. This chapter applies to all C-5 personnel.

6.2.2. Responsibilities.

6.2.2.1. ATS Contractor. Each ATS site will provide academic and ATD training for C-5 crewmember requalification, upgrade, senior staff, differences, and continuation training programs to meet course objectives.

6.2.2.2. AMC/A3T is the overall management authority for C-5 contract training.

6.2.2.2.1. Ensures that contractor-provided academic and ATD training complies with policies, guidelines, and directives established by AMC headquarters and the ATS contract.

6.2.2.2.2. Ensures ATS contractor aircrew training performance objectives for the Main Operating Bases (MOBs) and FTU are achieved by monitoring overall contractor performance and submitting quality assurance program documentation when required.

6.2.2.2.3. Acts as the focal point for review of all recommended initiatives directed toward the C-5 training contract. This includes recommendations for changes submitted by contractor or other Air Force agencies.

6.2.2.2.4. Monitors all actions associated with the C-5 training program in coordination with AFRC/A3M and provides constructive reports and inputs concerning the training program.

6.2.2.2.5. Provides assistance to other appropriate agencies to support the overall C-5 training program.

6.2.2.2.6. Ensures instruction is of the highest quality through the review of crewmember critiques, evaluator feedback, FTU feedback, and direct evaluation.

6.2.2.2.7. Reviews and evaluates task analyses, contractor courses, and training materials for accuracy, currency, and effectiveness.

6.2.2.3. Wings and Groups.

6.2.2.3.1. Provide constructive reports and inputs concerning the C-5 ATS program.

6.2.2.3.2. Provide assistance and support with subject matter experts.

6.2.2.3.3. Review the ETCA course description and adhere to guidance and procedures concerning requesting, allocating, sub-allocating, and confirming attendance at scheduled formal training courses. Close coordination with the FTU quota manager and AMC/A3TF is imperative to ensure effective utilization of training slots and contractor resources.

6.2.2.3.4. Syllabus Waivers. A waiver is required for any planned exception to the syllabus caused by special or unusual circumstances. **(T-2)**. Refer to appropriate Syllabus, **Chapter 2**, section A – Syllabus Management. Use the waiver request procedures described in **paragraph 1.5.8** Do not accomplish or omit any training requested in a waiver until notification of approval. Maintain a record of all approved waivers in the student's training folder. **(T-2)**.

6.2.2.3.5. Syllabus Deviations. A syllabus deviation is any unplanned variation from syllabus requirements. Sq/CC (FTU/CC for FTU courses) approval is required for any syllabus deviation. Approval and justification for deviations will be annotated in a memorandum for record and kept in the corresponding training folder. **(T-3)**.

6.2.3. Dedicated Training Time. Aircrew members engaged in ATS courses will complete their training in a timely and uninterrupted manner. **(T-3)**. They will be dedicated to that training program on a fulltime basis. **(T-3)**. Trainees will be relieved of all other duties not directly related to that training. **(T-3)**. **Exception:** Supervisory personnel may continue their supervisory duties as time permits.

6.2.4. ATS Course Prerequisites. Each ATS course is designed and based on a student's completing prerequisites prior to entry. Prerequisites may include a minimum number of flying hours, recommendation of the Sq/DO, and the completion of some form of training guide. Consult the appropriate paragraph of this chapter and the course summary document or syllabus to determine student entry level requirements for each course.

6.2.5. ATS Course Pre-work. Some ATS courses require trainee preparation prior to class. This pre-work is considered an integral portion of the course and is required to be accomplished in order to receive completion credit. Pre-work may consist of reviewing study references, quizzes, takeoff and landing data preparation, or any combination of the above. In every case, the required pre-work is described in the appropriate student guide. When required, the unit will ensure the Pre-work material is acquired from the ATS contractor for completion.

6.2.6. Course Material. All student guides, TG, etc., will be provided by the ATS contractor. Local procedures will be developed by unit training offices to ensure that students bring the current version of the material to the start of each class. **(T-2)**.

6.3. Master Task List/Evaluation Standards Document (MTL/ESD).

6.3.1. MTL/ESD Purpose. The MTL/ESD was developed through a joint contractor and Air Force effort and provides the basis for ATS courseware development. AMC/A3T has approved the MTL/ESD as the baseline document for validating C-5 aircrew member performance. Flight evaluators and instructors who evaluate or train C-5 crewmembers will

use criteria established by the MTL/ESD to determine the ability of an individual to meet the performance levels required to be mission-qualified. **(T-3)**.

6.3.2. MTL/ESD Use. The MTL/ESD is used as a reference document by flight evaluators and instructors to establish standards in the training and evaluation of C-5 aircrew members. Distribution of the MTL/ESD is sufficient to ensure that each squadron has reference copies for each crew position. Submit recommended changes through Air Force channels using the ATS contractor's quality assurance change proposal (QACP) process (see [paragraph 6.15](#)).

6.4. Air Force and ATS Contractor Interface.

6.4.1. Unsatisfactory Student Progress.

6.4.1.1. If progress is considered unsatisfactory at any time during a student's training, the ATS contractor will notify the responsible Air Force representative (training office, Sq/DO, FTU/CC, etc.). Following a joint Air Force and ATS contractor review of the identified student's record, the student's Air Force commander will determine whether to continue or terminate training.

6.4.1.2. The ATS contractor is required to provide written feedback to the Sq/DO on students who display substandard performance, lack of preparation or participation, or poor attitude during annual proficiency and refresher training.

6.4.1.3. Remediation Procedures. The ATS contractor will receive prompt notification of failed flight evaluations that culminate an ATS course. **(T-3)**. Local procedures will ensure that this notification is completed within 24 hours of the failure for local evaluations and within 24 hours after return to home station for off station evaluations. **(T-3)**. The appropriate MTL/ESD task shall be referenced for all failed evaluations. **(T-3)**. Student remediation subsequent to a failed flight evaluation may be the ATS contractor's responsibility, Air Force's responsibility, or a joint responsibility depending on the nature of the failure. In every case, close coordination is required to achieve maximum student progress. **(T-3)**. Direct contact with the appropriate ATS contractor instructor (Lead or Site Manager) is encouraged. **Note:** Refer to [Attachment 2](#) for training documentation guidance.

6.4.1.4. To guarantee standards, it is essential the Air Force evaluation be conducted within established syllabus timelines following the student's completion of the contractor-conducted training.

6.5. Crew Resource Management/Threat and Error Management (CRM/TEM).

6.5.1. CRM/TEM Development. CRM/TEM has been designed to train aircrew members to cope with human behavior concerns that potentially affect aircrew performance and safety. Effective pilot monitoring (PM) behaviors and relevant verbalize, verify, and monitor (VVM) skills are also trained. Documented studies of aircraft accidents and additional data suggest that most human behavioral problems observed among aircrews can be grouped into three primary categories: interpersonal communications, situational awareness, and team leadership.

6.5.2. CRM/TEM Program. CRM/TEM is presented on a recurring basis throughout training. An introduction to CRM/TEM is presented during initial qualification training. Refresher training and Mission-Oriented Simulator Training (MOST) missions are

accomplished during annual simulator proficiency periods. These training periods are dedicated to reviewing and applying CRM/TEM principles, effective PM behaviors, and relevant VVM skills.

6.6. Aircrew Training System (ATS) Courses.

6.6.1. Continuum Overview.

6.6.1.1. Several C-5M courses make up the C-5 ATS. Qualification levels in each continuum reflect progression of crewmember training from entry status through upgrade to flight evaluator. A crewmember's point of entry into a continuum is dependent on previous experience and training, current crew qualification in the C-5, and currency status. [Paragraph 6.7](#), [paragraph 6.8](#), and [paragraph 6.9](#) provide additional details for each of the individual courses. Use of ATS courses for qualification, upgrade, and refresher is mandatory unless waived by AMC/A3T. (T-2).

6.6.1.2. The ATS contractor's course designation follows each subparagraph number of [paragraph 6.7](#), [paragraph 6.8](#), [paragraph 6.9](#), and [paragraph 6.10](#). Locations where the course is normally offered are in [Table 6.1](#). MOBs are Dover AFB, JBSA Lackland (FTU), Travis AFB, and Westover ARB. The scheduled number of training days follows. Prerequisites for upgrade courses are listed in [Table 5.1](#).

6.7. Pilot Continuum.

6.7.1. Pilot Initial Qualification Course (M-PIQ) (67). This course is designed for an SUPT graduate or any pilot who does not have the requisite flying hours and experience for entry into the ACIQ course and are qualified to operate the aircraft from the left or right seat, familiar with air refueling PM duties, and partially mission-qualified.

6.7.2. Aircraft Commander Initial Qualification Course (M-ACIQ) (56). Course graduates are evaluated in the left seat, either as a pilot or AC, depending on their proficiency.

6.7.3. Aircraft Commander Mission Qualification (ACMQ), Phase I (M-ACMQ-I) (8). This prepares an ACIQ Course graduate to be mission-qualified.

6.7.4. Pilot Air Refueling Qualification Course (M-PAR) (16). Course graduates are qualified to perform AAR on training and operational missions. Air Force instructors conduct the ARPTT portion of this course.

6.7.5. Aircraft Commander Mission Qualification (ACMQ), Phase II (M-ACMQ-II) (8). This prepares pilots for upgrade to and certification as a mission-ready AC. This course is optional for ACIQ graduates.

6.7.6. Pilot Checkout Course (PCO) (19). This prepares pilots for the challenges of upgrading to an aircraft commander and is only required for PIQ graduates.

6.7.7. Instructor Pilot Qualification (M-IP) (12). Graduates are evaluated in the right and left seat and qualified as IPs.

6.7.8. Instructor Pilot Air Refueling Qualification (M-ARIP) (6). This provides the IP with procedural knowledge and skills for instructor qualification as an ARIP.

6.7.9. Pilot Flight Examiner (M-FEAC) (4). This qualifies an IP for upgrade to flight examiner.

6.7.10. Pilot Requalification (M-PRQ) (20). This course re-qualifies pilots to the highest basic crew position previously held, i.e., pilot or AC.

6.7.11. Pilot Senior Officer (M-PSOC) (8). This course is designed for senior officers and should be adjusted to meet their needs.

6.8. FE Continuum.

6.8.1. FE Initial Qualification (M-FEIQ) (92). This course prepares candidates with a base-level of knowledge to begin in-unit upgrade training.

6.8.2. First FE Qualification (M-FFEQ) (10). This prepares a second FE for upgrade to first FE.

6.8.3. FE Instructor (M-IFE) (13). Candidates are qualified FE instructors upon completion. FE instructor candidates who have been instructor qualified and certified in any Air Force aircraft may upgrade in-unit.

6.8.4. FE Flight Examiner (M-FEFE) (3). This is designed to qualify an instructor FE as flight examiner.

6.9. LM Continuum.

6.9.1. LM Initial Qualification (M-LMIQ) (43). Graduates are C-5 unqualified LMs and shall attend the LM Mission Qualification Course (M-LMMQ) to become fully mission-qualified. (T-2).

6.9.2. LM Mission Qualification (M-LMMQ) (11). This prepares the LMIQ Course graduate to be fully mission-qualified.

6.9.3. LM Instructor Qualification (M-ILM) (14). This trains fully qualified LMs to become instructors.

6.9.4. LM Flight Examiner (M-FELM) (3). This prepares instructor LMs for upgrade to flight examiner.

6.10. Continuation Training.

6.10.1. Pilot and FE Simulator Proficiency Course (PREF or FEREF) (8). This course builds on experience gained since completing initial qualification courses. While primarily designed for a qualified crewmember, it may also be used to train crewmembers who are temporarily in an unqualified status. Unit training offices should coordinate with the ATS contractor to schedule unqualified crewmembers. Unqualified and/or upgrading crewmembers are required to bring their TG so that the ATS contractor instructors may review and grade their performance. (T-3). All items listed on pilot and FE MTL/ESDs may be covered during the course. The following additional requirements apply:

6.10.1.1. Preparation. All assigned takeoff and landing data, reading assignments, and quizzes will be completed prior to each mission to earn completion credit. (T-3). All professional equipment and publications should be available for use.

6.10.1.2. Crew Qualification. Schedule crews as would be scheduled for a normal mission when possible.

6.10.1.3. Attendance. Crewmembers will attend the entire pre-brief, mission, and debrief in order to receive credit for a particular mission. (T-3).

6.10.1.4. The course consists of six volumes with four WST missions each conducted over a 3-year period. Each volume includes a review of CRM/TEM principles which emphasizes the importance of using all ground and in-flight resources available to the crew to solve operational problems and increases crew awareness to prevent mishaps. Four WST periods are conducted during each volume. The first WST mission in each volume is a MOST mission where crews are given an opportunity to apply CRM/TEM principles to solve problems. The remaining missions in each volume review aircraft systems, normal and emergency procedures, instrument procedures, and operational problems. GD27Y, CRM/TEM Refresher, may be credited after completion of this course.

6.10.2. Simulator Proficiency Sortie (SPS) (GX79Y). The SPS is a WST sortie designed to improve pilot proficiency and satisfy checkride requirements, and accommodate two pilots under the supervision of an Air Force IP or an ATS contractor IP.

6.10.3. Flight Engineer Systems Refresher (FESR) (MOB) (5). This maintains FE knowledge and proficiency at the mission-qualified level. First flight engineers and higher will attend C-5 FESR annually. FESR for second flight engineers is optional but encouraged. Individuals who instruct in the FESR may take credit for that portion of the course actually taught. FEs who complete Flight Engineer Instructor (IFE) or First Flight Engineer Qualification (FFEQ) may credit the FESR.

6.10.4. FE Training Sortie (M-FETS) (1). This course is designed to provide system malfunction and emergency procedure training for First Flight Engineer students. Instruction is provided by an ATS contractor FE instructor.

6.10.5. LM Refresher Course (LMREF) (2). Course is designed to be accomplished in 2 days; however, length may vary with individual student proficiency and knowledge. The training will include all annual ground training required to maintain currency. (T-3). Use LM initial qualification date to establish the date training last completed. Individuals who instruct in the LM refresher may take credit for that portion of the course actually taught. LM refresher training satisfies the Hazardous Cargo (GD39Y) ground continuation training requirement.

6.10.5.1. Manuals and professional gear are required for accomplishing assessment tests and WST systems training.

6.10.5.2. A CRM/TEM refresher session is included in the LMREF. Because of the interaction required, it is imperative to have a full class so the CRM/TEM session can meet its objectives.

6.10.5.3. All qualified C-5 LMs are authorized to use the C-5 AFF program during the LMREF.

6.11. Air Force Instructor Flight Training Handbook.

6.11.1. This publication provides Air Force instructors with general information, guidance for administering flight training and evaluations, instructions for completing training records, listing of ATS training forms required for each, disposing training records, and recommended

profiles for training flights. Handbooks are located at the Aircrew Pubs Library SharePoint® site, <https://cs2.eis.af.mil/sites/12679/aircrew%20pubs%20library/forms/better.aspx> under the “Sim Guides” link.

6.11.2. All personnel are encouraged to submit changes to the handbook according [paragraph 6.15](#)

6.12. Scheduling.

6.12.1. Local Procedures. The ATS contractor will work with local OSS/OSTs to develop a schedule based on the throughput ordered for the year but should standardize scheduling procedures across the MOBs as much as possible. An incomplete crew complement may result in training event cancellation. ATS contractor personnel will not substitute or fill-in for missing or late crewmembers. **Exception:** The ATS contractor will provide pilot and FE support for FTU WST courses when necessary and in circumstances where an individual falls out of training for medical or other extenuating circumstances.

6.12.2. Enrollment. Enrollment for all non-FTU ATS courses will be accomplished through the unit training offices. **(T-3)**. Names and other personal data required by the ATS contractor will be passed to their scheduler not later than the time established by the host training office. **(T-3)**.

6.12.3. Class Size. Class size for all ATS courses is established in the appropriate course summary document. Every attempt will be made by the MOB training office to ensure that all classes are filled. **(T-3)**. Scheduling personnel from different squadrons in the same class is encouraged in order to efficiently use all ATS allocations. The ATS may accommodate less than full classes on a case-by-case basis when the class is needed to obtain mission ready status, e.g., pilot requalification. However, all WST flying events will require at least two pilots and, when applicable, an FE. **(T-3)**. **Exception:** Wing Option/Government Use Time (see [paragraph 6.12.7](#)).

6.12.4. Remediation Scheduling. When a student is required to return to the ATS contractor for remediation of deficient areas or for mandated academic training sessions, the student's squadron will coordinate with the ATS contractor Site Manager to arrange a training date. **(T-3)**.

6.12.5. Late or No-Shows. Course completion credit may be withheld in cases where student tardiness interferes with class training. For WST sessions, late is defined as 15 minutes after mission briefing time. Classes that cannot be conducted without the late student's presence will be cancelled at the 30-minute point (e.g., a WST session that has a pilot no-show will be cancelled since the mission cannot be effectively conducted). **(T-2)**.

6.12.6. Cancellations. Deletions from the ATS schedule will vary at each training site because of the training offered and the impact to scheduling. Deletions from the ATS schedule made prior to 1200 the duty day before class start are considered cancellations and will not be counted against student throughput. Deletions made after that time will be considered no-shows. Due to the impact of scheduling changes on PFT, FTU cancellations will be made not later than Wednesday of the week prior to class start. **(T-2)**.

6.12.7. WST Wing Option/Government Use Time.

6.12.7.1. The ATS contractor will provide a predetermined number of hours per month (cumulative on all devices), per site, for AMC use of the training equipment. An operator (not instructor) will be provided during this "option time."

6.12.7.2. If an Air Force instructor is required, he or she should provide the operator with a lesson plan or outline prior to entering the device.

6.12.8. Fill-Ins. Fill-in time can be made available for flight engineers in support of pilot courses and vice versa. The fill-in student can gain valuable experience and needed upgrade training during these periods. Additional training and currency items may be accomplished as time and conditions permit.

6.12.9. Unit WST Support. Units are required to provide pilot or FE support for non-FTU WST courses when necessary. **(T-3)**. Unit training offices will establish procedures to determine when support is required and notify the appropriate personnel. **(T-3)**. If support is not provided, the course may be canceled.

6.13. Administration.

6.13.1. Project Officers (PO) and Contracting Officer Representatives (COR). Air Force-appointed ATS POs and CORs are primary focal points and the liaison agency between the Air Force and the ATS contractor. POs and CORs are the only Air Force personnel empowered to evaluate any component of contract compliance. These individuals are entrusted with quality assurance, are the only authorized office (unit-level) to direct contractor to perform or stop work via the contracting officer's direction, and are accountable for these actions. Each Wg or OG/CC will establish ATS PO and COR positions and enforce directives, requirements, and procedures established by Department of Defense and MAJCOM directives and publications. **(T-2)**. ATS POs and CORs will maintain a current copy of the ATS contract, designated quality assurance regulations and directives, and quality assurance procedures. **(T-2)**.

6.13.2. Summative Evaluation. AMC has established a requirement for the ATS contractor to evaluate on-the-job performance of the ATS program and its graduates. The objective of this on-going summative evaluation is to ensure the ATS produces qualified graduates. The ATS contractor has established a system to ensure a steady flow of information to maintain the quality, effectiveness, and currency of ATS. Revisions to ATS will be based on this information.

6.13.3. ATS Feedback. Feedback includes inputs from graduates, supervisors, and evaluators. Analysis of these data helps to determine if on-the-job performance of graduates meets MTL/ESD standards. The importance of this on-the-job performance feedback from graduates, supervisors, and evaluators cannot be overemphasized. The data are vital to establishing a database to identify trends and support revisions to the ATS.

6.13.4. ATS Data Collection. Evaluator feedback questionnaires, post-training graduate questionnaires, and personal interviews are used to collect feedback data on the ATS. For more information regarding questionnaires and interviews, contact the local ATS contractor training manager.

6.13.4.1. Evaluator feedback questionnaires (not applicable to FTU personnel). Complete one of these questionnaires for every flight evaluation, regardless of whether or not the examinee is a graduate of the ATS, and return to the ATS contractor. **(T-3)**.

6.13.5. Training Forms. Use of ATS training forms is explained in each Air Force instructor flight training handbook and in applicable student guides.

6.13.6. Notification of Evaluations. All ATS training folders should be returned to the ATS contractor complete with evaluation result and a completed evaluation feedback questionnaire, within five working days after the flight evaluation or unit certification. For off-station evaluations, use five working days after return to home station as a guide.

6.14. Browsing.

6.14.1. Application. This paragraph applies to browser students using the CBT portion of the ATS.

6.14.2. Procedures.

6.14.2.1. Browser time is on a space-available basis.

6.14.2.2. All browser requests are to be coordinated with the ATS contractor's scheduling section.

6.14.2.3. Browsers may review all lessons.

6.14.2.4. LM mission qualification students are not to be scheduled as browsers to review a lesson for remediation of deficient areas. Remediation for this should be scheduled by coordinating with the ATS contractor's LM supervisor.

6.15. Courseware Changes. Changes to ATS courseware, including the MTL/ESD, may be proposed by any C-5 crewmember. Changes are submitted on the ATS contractor's quality assurance change proposal (QACP) form. QACPs will be sent through operations group training channels to Det 6 at Lackland AFB, Texas. **(T-2)**. Det 6 will coordinate with the ATS contractor and originator, and provide feedback to reflect action taken. **(T-3)**. QACP forms are available from the ATS contractor at each site.

Table 6.1. C-5 ATS Courses.

Course ID	Course Title	FTU	MOB
All Positions			
VIT	Visual Threat Recognition & Avoidance Training Initial Qualification	P	S
VRT	Visual Threat Recognition & Avoidance Training Refresher	S	P
Pilot			
M-PIQ	Pilot Initial Qualification	P	
M-PCO	Pilot Checkout	P	S

M-ACIQ	Aircraft Commander Initial Qualification	P	
M-PAR	Pilot Air Refueling Qualification	P	S
M-IP	Instructor Pilot Qualification	P	S
M-ARIP	Instructor Pilot Air Refueling Qualification		P
M-FEAC	Pilot Flight Examiner Qualification		P
M-PSOC	Pilot Senior Officer Course Qualification	P	S
M-PRQ	Pilot Requalification	P	S
M-PREF	Pilot Simulator Proficiency		P
M-SPS	Simulator Proficiency Sortie		P
M-IRC	Instrument Refresher Course	P	P
Flight Engineer			
M-FEIQ	Flight Engineer Initial Qualification	P	
M-FFEQ	First Flight Engineer Qualification		P
M-IFE	Flight Engineer Instructor Qualification	P	
M-FEREF	Flight Engineer Simulator Proficiency		P
M-FEFE	Flight Engineer Flight Examiner		P
M-FESR	Flight Engineer System Refresher		P
M-FETS	Flight Engineer Training Sortie		P
Loadmaster			
M-LMIQ	Loadmaster Initial Qualification	P	
M-LMMQ	Loadmaster Mission Qualification	P	P
M-ILM	Loadmaster Instructor Qualification		P
M-FELM	Loadmaster Flight Examiner Qualification		P
M-LMREF	Loadmaster Refresher		P
Maintenance			
MERQ	Maintenance Engine Run Qualification		P
MERR	Maintenance Engine Run Refresher		P
MERMD	Maintenance Engine Run M Differences		P
P – Primary, S – Secondary			

Chapter 7

ARMS IDENTIFIERS AND COURSE DESCRIPTIONS

7.1. Event Identifiers and Descriptions.

7.1.1. ARMS event identifiers have been revised and standardized across mobility platforms and grouped to provide improved functionality for the MAF.

7.1.2. Ancillary Training. CBT events may be completed via other methods by an appropriately-qualified trainer using the approved training outlines downloaded from ADLS. Always update the correct training system of record following completion of any training event. **(T-2)**.

7.1.3. Records and Documentation. Units are responsible to ensure that training accomplishment is appropriately recorded in the Training System of Record (e.g., ADLS, etc.) for the specific training course or event, when tracked for convenience in another system (e.g., GTIMS, ARMS, etc.). **(T-1)**. ARMS or GTIMS (or MAJCOM-approved electronic equivalent) may be used to generate a computerized letter of X's; however, ARMS remains the system of record for aircrew training. Course instructors deliver required forms to the appropriate scheduling and training documentation sections within one duty day after teaching a course. **(T-2)**. **Exception:** Small arms training is recorded on AF Form 522, *USAF Ground Weapons Training Data*, and provided to the student upon completion of the training course, as prescribed by AFI 36-2654, *Combat Arms Program*. Students will then log the training with the appropriate scheduling, training or tracking section. **Note:** Refer to [Attachment 2](#) for training documentation guidance.

Table 7.1. ARMS Identifier Groups.

Identifier	Group	Paragraph
AA	USAF-Directed Evaluation Events	7.2
AB	USAF-Directed Examination Events	7.3
AC	General Evaluation Events	7.4
AL	Landing Events	7.5
AP	Approach Events	7.6
AT	Start, Taxi, Takeoff (STTO) Events	7.7
AZ	Abnormal Procedures Events	7.8
CE	General Certifications	7.9
CG	Ground Training Instructor Certifications	7.10
CP	AC/MPD Certification Events	7.11
CQ/CS/CT	Specialized Crew Certifications	7.12
FF	Flight Surgeon Sortie Events	7.13
GC/GD	General Ground Training Events	7.14

GE	Expeditionary Training Events	7.15
GH	Communications Training/Equipment Events	7.16
GM	Mobility Training Events	7.17
GV/GX	Ground Exercise and Simulator Events	7.18
LL	Aircrew Flight Equipment Events	7.19
MB	Mission/Sortie Events	7.20
PC	Aircraft Communications Equipment Events	7.21
RU	Air Refueling Receiver Events	7.22
SS	SERE Events	7.23
TG	Tactical Ground Training Events	7.24
TW	Tactical Aircraft Events	7.25
X	Unit-Defined Events	7.26

7.2. USAF-Specified (AA) Training Events.

- 7.2.1. **AA01** – Evaluation, Qualification.
- 7.2.2. **AA02** – Evaluation, Qualification (Simulator).
- 7.2.3. **AA11** – Evaluation, Instrument.
- 7.2.4. **AA12** – Evaluation, Instrument (Simulator).
- 7.2.5. **AA21** – Evaluation, Combined Qualification Instrument.
- 7.2.6. **AA22** – Evaluation, Combined Qualification Instrument (Simulator).

7.3. USAF-Directed Examination (AB) Events.

- 7.3.1. **AB01Y** – Qualification Open Book Examination.
- 7.3.2. **AB03Y** – Qualification Closed Book Examination.
- 7.3.3. **AB09Y** – Instrument Refresher Course (IRC) Examination.
- 7.3.4. **AB21Y** – Tactics Open Book Examination.
- 7.3.5. **AB41Y** – Air Force Distance Learning (AFDL) Flight Surgeon Examination.

7.4. General Evaluation (AC) Events.

- 7.4.1. **AC01Y** – Air Refueling Evaluation.
- 7.4.2. **AC02Y** – Air Refueling Instructor Pilot (ARIP) Evaluation.
- 7.4.3. **AC19Y** – Instructor Evaluation.
- 7.4.4. **AC23Y** – Mission Evaluation.
- 7.4.5. **AC27Y** – Mission (Airland) Evaluation. Units utilize this code to track initial and recurring airland mission evaluations. Crew members that are only BMC qualified (FTL E) utilize the AA01, *Qualification Check* or AA22, *Combined Qualification and Instrument Check, Simulator* ARMS codes in accordance with AFMAN 11-202V1.

7.4.6. **AC35Y** – Senior Staff (Basic Qualification) Evaluation.

7.4.7. **AC35Y** – Senior Staff (Basic Qualification) Evaluation.

7.4.8. **AC41Y** – Flight Evaluation Folder (FEF) Review.

7.4.9. **AC43Y** – Flight Publications Check.

7.5. Landing (AL) Events.

7.5.1. **AL01Y** – Landing.

7.5.1.1. Purpose: Continuation training for pilots.

7.5.1.2. Description: Training for pilots to maintain proficiency landing the aircraft. Any landing actually accomplished (full stop, touch-and-go, stop-and-go).

7.5.2. **AL13Y** – Landing-Left Seat.

7.5.2.1. Purpose: Event to track seasoning and experience of pilots.

7.5.2.2. Description: Training for pilots to maintain proficiency landing the aircraft. Any landing actually accomplished (full stop, touch-and-go, stop-and-go) from the left seat.

7.5.3. **AL15Y** – Landing-Night Unaided.

7.5.3.1. Purpose: Continuation training for pilots.

7.5.3.2. Description: Training for pilots to maintain proficiency landing the aircraft during periods of darkness. Any landing actually accomplished (full stop, touch-and-go, stop-and-go).

7.5.4. **AL19Y** – Landing-Right Seat.

7.5.4.1. Purpose: Event to track seasoning and experience of pilots.

7.5.4.2. Description: Training for pilots to maintain proficiency landing the aircraft. Any landing actually accomplished (full stop, touch-and-go, stop-and-go) from the right seat.

7.5.5. **AL25Y** – Landing-Touch-and-Go.

7.6. Approach (AP) Events.

7.6.1. **AP03Y** – Approach-Area Navigation (RNAV), Required Navigation Performance (RNP), or Global Positioning System (GPS).

7.6.1.1. Purpose: Continuation training for pilots.

7.6.1.2. Description: Training for pilots to fly an instrument approach procedure (IAP) using GPS approach procedures. While the entire IAP need not be flown, the portion from the final approach fix through the missed approach point and either a landing or an Air Traffic Control (ATC) coordinated missed approach procedure or instructions, should be accomplished.

7.6.2. **AP07Y** – Approach-Circling.

7.6.2.1. Purpose: Continuation training for pilots.

7.6.2.2. Description: Training for pilots to fly a non-precision IAP to one runway and then safely land on another runway (at the same airport) or opposite direction. Any circling approach may be credited if the crew could safely land out of the circling approach. While the entire non-precision IAP need not be flown, the portion from the final approach fix through the missed approach point through the circle to either a landing or an ATC coordinated missed approach procedure or instructions, should be accomplished.

7.6.3. **AP09Y** – Approach-Flight Engineer (TERPS).

7.6.3.1. Purpose: To apply TERPS objectives during an actual approach or departure.

7.6.3.2. Description: FEs occupy the jump seat during this event and assist pilots monitoring an instrument approach or departure procedure. Pilot participation is encouraged, emphasizing to the scanner the critical indications to monitor during an instrument procedure.

7.6.4. **AP15Y** – Approach-Instrument.

7.6.4.1. Purpose: Continuation training for pilots.

7.6.4.2. Description: Training for pilots to fly Instrument Approach Procedures. Any precision or non-precision approach may be flown and credited if the crew could safely land out of the IAP. While the entire IAP need not be flown, the portion from the final approach fix through the decision height or missed approach and either a landing or an ATC coordinated missed approach procedure or instructions should be accomplished.

7.6.5. **AP17Y** – Approach-Instrument (Coupled).

7.6.6. **AP19Y** – Approach-Instrument (Manual).

7.6.6.1. Purpose: Continuation training for pilots.

7.6.6.2. Description: A published approach flown “hands-on” by the PF with no automation.

7.6.7. **AP23Y** – Approach-Instrument Landing System (ILS) Category II.

7.6.7.1. Purpose: Continuation training for pilots.

7.6.7.2. Description: Training for pilots to fly using CAT II Instrument Approach Procedures. While the entire IAP need not be flown, the portion from the final approach fix through the missed approach point and either a landing or an ATC coordinated missed approach procedure or instructions, should be accomplished.

7.6.8. **AP29Y** – Approach-Missed.

7.6.8.1. Purpose. Continuation training event for pilots.

7.6.8.2. Description. Crewmember demonstrates correct procedures for a missed approach or “go-around” when a landing is not or cannot be completed for any reason.

7.6.8.3. OPR. AMC/A3T.

7.6.8.4. Training Media: Aircraft or Level-C or better WST.

7.6.8.5. Instructor: Not required for continuation training.

7.6.8.6. Additional Information. May be credited anytime a missed approach procedure is correctly executed (autopilot may be on or off).

7.6.9. **AP33Y** – Approach-Non-Precision.

7.6.9.1. Purpose: Continuation training for pilots.

7.6.9.2. Description: Training for pilots to fly an instrument approach procedure with course guidance but without the aid of glideslope information. Any Very High Frequency Omni-Directional Radio Range (VOR), Tactical Air Command and Navigation System (TACAN), Non-Directional Beacon (NDB), localizer, Approach Surveillance Radar (ASR), or RNAV may be credited if the crew could safely land out of the approach. While the entire IAP need not be flown, the portion from the final approach fix through the missed approach and either a landing or an ATC coordinated missed approach procedure or instructions, should be accomplished.

7.6.10. **AP35Y** – Approach-Non-Precision (Auto-Pilot Off).

7.6.11. **AP39Y** – Approach-Non-Precision RMI Only (NDB/VOR/TACAN).

7.6.12. **AP41Y** – Approach-Precision.

7.6.12.1. Purpose: Continuation training for pilots.

7.6.12.2. Description: Training for pilots to fly using Instrument Approach Procedures with the aid of glide slope and course guidance information. Any PAR, ILS, Vertical Navigation (VNAV) approach may be credited if the crew could safely land out of the IAP. While the entire IAP need not be flown, the portion from the final approach fix through the decision height and either a landing or an ATC coordinated missed approach procedure or instructions should be accomplished.

7.6.13. **AP43Y** – Approach-Precision (Auto-Pilot Off).

7.6.14. **AP55Y** – Approach-Visual.

7.6.15. **AP57Y** – Approach-Visual Traffic Pattern.

7.7. Start, Taxi, Takeoff (AT) Events.

7.7.1. **AT59Y** – Takeoff.

7.7.1.1. Purpose: Continuation training for pilots.

7.7.1.2. Description: Initial takeoff or takeoff following a touch-and-go landing.

7.7.2. **AT69Y** – Takeoff-Left Seat.

7.7.2.1. Purpose: Event to track seasoning and experience of pilots.

7.7.2.2. Description: Any takeoff accomplished from the left seat.

7.7.3. **AT77Y** – Takeoff-Right Seat.

7.7.3.1. Purpose: Event to track seasoning and experience of pilots.

7.7.3.2. Description: Any takeoff accomplished from the right seat.

7.7.4. **AT79Y** – Taxi-Exercise.

7.7.4.1. Purpose: To ensure taxi proficiency for inexperienced pilots.

7.7.4.2. Description: As a minimum, the pilot taxiing accomplishes one 180-degree turn, one 90-degree left turn, and one 90-degree right turn using procedures that would be effective on minimum width runways and taxiways. Exercise includes instructor pre-briefing to include taxi references, limitations, engine blast hazards, foreign object damage precautions, proper taxi braking techniques, speeds, power requirements, backing procedures, any applicable Notices to Airmen. Actual maneuvers may be accomplished on operational missions or locals, but requires instructor supervision.

7.7.5. **AT85Y** – FE Proficiency Inspection. All first FEs and higher accomplish at least one proficiency inspection in the airplane or WST every 60 days. To credit a proficiency inspection, first FEs and higher are required to perform a FE full pre-flight or thru-flight. Second FEs are required to perform a scanner full pre-flight or thru-flight at the airplane every 60 days.

7.8. Abnormal Procedures (AZ) Events.

7.8.1. **AZ01Y** – Approach and Go-Around (Simulated Engine Out).

7.8.1.1. Purpose: Continuation training for pilots.

7.8.1.2. Description: Go-around accomplished using simulated engine out procedures.

7.8.2. **AZ07Y** – Approach and Landing (Simulated Engine Out).

7.8.2.1. Purpose: Continuation training for pilots.

7.8.2.2. Description: Landing or touch-and-go using simulated engine out procedures.

7.9. General Certification (CE) Events.

7.9.1. **CE03Y** – Concealed Carry Certification.

7.9.2. **CE05Y** – Flight Line Driver Certification.

7.9.3. **CE09Y** – ILS Precision Runway Monitoring (PRM) Certification.

7.9.3.1. Purpose: Special certification required for pilots operating at airports with ILS PRM approach capability.

7.9.3.2. Description: AFMAN 11-202V3 requires aircrews operating aircraft equipped with TCAS to receive training and be certified prior to operating at ILS PRM-capable airports. Training program consists of a review of ILS PRM requirements defined in the *Aeronautical Information Manual*, **Part 5-4-15** and viewing the FAA video, "*ILS PRM Approach Information for Air Carrier Pilots*" (all training resources are available for download on the FAA's website (http://www.faa.gov/training_testing/training/prm/)).

7.10. Ground Instructor Certification (CG) Events.

7.10.1. **CG11Y** – Advanced Instrument School (AIS) or Instrument Refresher Course (IRC) Instructor Certification.

7.10.2. **CG21Y** – Crew Resource Management (CRM) or Threat and Error Management (TEM) Instructor Certification.

7.10.3. **CG41Y** – Self-Aid Buddy Care Instructor Certification.

7.10.4. **CG51Y** – Tactical Combat Casualty Care (TCCC) Level 1 Instructor Certification.

7.10.4.1. Purpose: Train and certify specified personnel to teach the TCCC curriculum.

7.10.4.2. Description: Refer to applicable prescribing publication for course requirements.

7.10.4.3. Additional Information: Course development and fielding projected for FY20. Once implemented, personnel required to be trained and certified will be directed through command channels.

7.10.5. **CG52Y** – Tactical Combat Casualty Care (TCCC) Level 2 Instructor Certification.

7.11. Aircraft Commander and Mobility Pilot Development Certification (CP) Events.

7.11.1. **CP01Y** – Aircraft Commander (AC) Tactics Certification.

7.11.2. **CP03Y** – Aircraft Commander Certification.

7.11.3. **CP11Y** – Global Reach Aircraft Commander Course (GRACC) Certification.

7.11.3.1. Purpose: Familiarize aircraft commander candidates with Headquarters AMC Staff functions and global mission management activities in support of AMC's worldwide mobility mission sets.

7.11.3.2. Description: Attendance is mandatory for AMC pilots and highly-encouraged for all others during upgrade and prior to certification as an aircraft commander. This event is an essential familiarization with the operational command and control structure, staff functions, and mission management oversight resident at the headquarters level. The course consists of a series of staff-level briefings and face-to-face interaction with the headquarters-level staff to provide each pilot with knowledge and tools they will need as they execute their worldwide mission. Attendees are also provided a familiarization tour of certain headquarters facilities relating to AMC, 18 AF, 618 AOC (TACC), and USTRANSCOM.

7.11.3.3. Training Media: In-person attendance at AMC, Scott AFB, IL.

7.11.3.4. Additional Information: GRACC is transferable between all mobility weapon systems. If unable to complete CP11Y prior to AC certification, AMC units may schedule attendance up to 90 days post-certification with no special provisions required. Attendance beyond 90 days post-certification requires OG/CC approval. See [paragraph 1.17.2](#) for scheduling details.

7.11.4. **CP15Y** – Mobility Pilot Development (MPD) Phase I Certification.

7.11.5. **CP17Y** – Mobility Pilot Development (MPD) Phase II Certification.

7.12. Specialized Crew Certification (CQ, CS, and CT) Events.

7.12.1. **CQ04Y** – Air Refueling Instructor Pilot (ARIP) Certification.

7.12.2. **CQ07Y** – Dynamic Re-tasking Capability (DRC) Instructor Certification.

7.12.3. **CQ15Y** – Flight Evaluator Certification.

7.12.4. **CQ17Y** – Flight Instructor Certification.

7.12.5. **CQ33Y** – Phoenix Banner/Silver/Copper Certification.

- 7.12.6. **CQ43Y** – RNAV/GPS Operations Certification.
- 7.12.7. **CQ50Y** – Tactical Data Link Certification.
- 7.12.8. **CQ51Y** – Tactics Certification.
- 7.12.9. **CQ63Y** – Large Aircraft Infra-Red Counter Measures (LAIRCM) Certification.
- 7.12.10. **CS01Y** – Aerial Demo (Basic Crewmember) Certification.
- 7.12.11. **CT01Y** – Basic Aircrew Tactics Studies (BATS) Certification.

7.13. Flight Surgeon Sortie (FF) Events.

- 7.13.1. **FF00** – Sortie-Total Flight Surgeon.
- 7.13.2. **FF11** – Sortie-Primary Aircraft Day Flight Surgeon.
- 7.13.3. **FF12** – Sortie-Primary Aircraft Night Flight Surgeon.
- 7.13.4. **FF21** – Sortie-Non-Primary Aircraft Day Flight Surgeon.
- 7.13.5. **FF22** – Sortie-Non-Primary Aircraft Night Flight Surgeon.

7.14. General Ground Training and Computer Based Training (GC, and GD) Events.

- 7.14.1. **GC32Y** – Combating Trafficking in Persons (CTIP).

7.14.1.1. Purpose: Training program to provide annual by-law training in compliance with DoDI 2200.01_AFI 36-2921, *Combating Trafficking in Persons (CTIP)*, and related to trafficking in persons (TIP).

7.14.1.2. Description: [By-Law Requirement] Program was developed to deter activities of Air Force Service members, civilian employees, indirect hires, contract personnel, and command-sponsored dependents that would facilitate or support TIP, domestically and overseas. TIP is defined as the recruitment, transportation, transfer, harboring or receipt of persons by means of threat, use of force, coercion, abduction, fraud, deception, abuse or exploitation.

7.14.1.3. Additional Information: **Note:** ARMS is not the training system of record for this training, but may be used for tracking purposes in addition to the training system of record.

- 7.14.2. **GC33Y** – Crewmember Anti-Hijacking Training.

7.14.2.1. Purpose: To provide aircrews with training on US Air Force policy and guidance on preventing and resisting aircraft piracy (hijacking).

7.14.2.2. Description: Course provides scenario-based training of anti-hijacking theory, guidance, procedures, and scenarios for crewmembers who are authorized by their commander to arm for anti-hijacking purposes.

7.14.2.3. Additional Information: Training for aircrew members (passenger carrying aircraft) is required annually, not to exceed 365 days from previous date accomplished in accordance with AFI 13-207-O, *Preventing and Resisting Aircraft Piracy (Hijacking) (FOUO)*. **Exception:** OG/CC may waive the requirement for crewmembers on a case-by-case basis not to exceed 24 months from previous date accomplished.

7.14.3. **GC39Y** – Force Protection.

7.14.3.1. Purpose: Provide Air Force members with basic awareness training related to force protection and anti-terrorism considerations.

7.14.3.2. Description: Provides general awareness-level training in Intro to Force Protection, Level I Antiterrorism Awareness Training, Active Shooter Training, and Counterintelligence Awareness Training. Annual completion required (military and civilian); contractors not required to complete unless specified in Statement of Work.

7.14.3.3. Additional Information: Training References: AFI 71-101, Volume 4, *Counterintelligence*, AFMAN 31-201, Volume 4, *High-Risk Response*, Air Force Tactics, Techniques and Procedures (AFTTP) 3-4.6_AS, *Active Shooter*, DoDD 5240.06, *Counterintelligence Awareness and Reporting (CIAR)*, DoDI 2000.16, Volume 2, *DoD Antiterrorism (AT) Program Implementation, DoD Force Protection Condition (FPCON) System*, and DoDI O-2000.16, Volume 1_AFI 10-245-O, *Antiterrorism (AT) Program Implementation*. **Note:** ADLS is the training system of record for this course. ARMS tracking is authorized in addition to ADLS, but is not a substitute for the ADLS tracking requirement.

7.14.4. **GC43Y** – Information Protection (Cyber Awareness Challenge).

7.14.4.1. Purpose: Training program designed to provide Air Force members with recurring training related to the importance of information assurance (IA) to the organization and to authorized users.

7.14.4.2. Description: AF-level training that addresses relevant laws, policies, and procedures; examples of external threats; examples of internal threats; how to prevent self-inflicted damage to system information security through disciplined application of IA procedures; prohibited or unauthorized activity on DoD systems; categories of information classification and differences between handling information on the NIPRNet or SIPRNet; and requirements and procedures for transferring data to or from a non-DoD network.

7.14.4.3. Additional Information: ADLS is the training system of record for this course. ARMS tracking is authorized in addition to ADLS, but is not a substitute for the ADLS tracking requirement.

7.14.5. **GC47Y** – Privacy Act (Title 5 United States Code [USC] Section 552a) Training.

7.14.5.1. Purpose: “By-law” training program designed to provide Air Force members with recurring training related to handling and protection of personally identifiable information (PII).

7.14.5.2. Description: AFI 33-332, *Air Force Privacy and Civil Liberties Program*, requires commanders to train base or unit personnel annually regarding privacy and civil liberties subject matter to include handling, use, and protection of PII.

7.14.5.3. Additional Information: Developed and implemented at the installation level. Reference AFI 33-332 and consult Unit Privacy Monitor or Base Privacy Manager for locally-developed training requirements. Training may include in-person, slideshow, video, and/or CBT (i.e., cyber.mil web-based training). Advanced training is required for personnel who maintain a System of Record (SOR). **Note:** ARMS is not the training

system of record for this training, but may be used for tracking purposes in addition to the training system of record (maintained and reported by the Unit Privacy Monitor).

7.14.6. **GC49Y** – Sexual Assault Prevention and Response (SAPR)/Suicide Prevention Training (Integrated Resilience).

7.14.6.1. Purpose: Provide recurring Total Force Awareness Training (TFAT) to all Air Force members related to SAPR and suicide prevention.

7.14.6.2. Description: [By-Law Requirement] Formalized training course that offers a comprehensive multi-faceted approach to preserving our Air Force heritage by utilizing awareness and prevention education, recognizing and presenting effective victim advocacy, clarifying reporting options and the response process, promoting societal change through individual and community collaboration in accordance with DoDI 6495.02, *Sexual Assault Prevention and Response (SAPR) Program Procedures*, and methods for recognizing potential indicators and accessing available resources to combat suicide in the force. Integrated Resilience also includes resilience and suicide prevention training in compliance with AFI 90-5001, *Integrated Resilience*.

7.14.6.3. Additional Information: Annual requirement per AFI 90-6001, *Sexual Assault Awareness and Prevention (SAPR) Program* and AFI 90-5001. All personnel are required to be current in annual training prior to and throughout the duration of a deployment. **Note:** ARMS is not the training system of record for this training, but may be used for tracking purposes in addition to the training system of record.

7.14.7. **GC51Y** – Sexual Assault Awareness and Prevention (SAPR) and Suicide Prevention Post-Deployment Training.

7.14.7.1. Purpose: Provide a focused “Return and Reunion” briefing for all personnel following a deployment.

7.14.7.2. Description: The Sexual Assault Response Coordinator (SARC) conducts post-deployment SAPR reintegration training within 30 days of members returning from a deployment.

7.14.7.3. Additional Information: Does not meet requirements for annual training. This is a post-deployment requirement per AFI 90-6001. **Note:** ADLS is the training system of record for this course. ARMS tracking is authorized in addition to ADLS, but is not a substitute for the ADLS tracking requirement.

7.14.8. **GD05Y** – Aviation Into Plane Reimbursement (AIR) Card® User Training.

7.14.8.1. Purpose. Ensure the AIR Card® primary and alternate Agency Program Coordinators (APC) and users have a detailed knowledge and understanding of policies, guidance and procedures related to the off-station procurement of aviation fuel and ground services, and understand the consequences of inappropriate actions.

7.14.8.2. Description. Complete initial AIR Card® user training in accordance with AFI 11-253, *Managing Off-Station Purchases of Aviation Fuel and Ground Services*. Course provides AIR Card® users with an understanding of the program, authorized purchases, documentation, and restrictions related to the card’s use.

7.14.8.3. OPR: AF/A3TF.

7.14.8.4. Training Media: Online course hosted on the Defense Logistics Agency's (DLA) website at: <https://dla.deps.mil/sites/dlaenergy/customer/Lists/US%20Government%20AIR%20Card%20R%20Training/AllItems.aspx>.

7.14.8.5. Additional Information. Complete initial training prior to using the AIR Card®; complete refresher training at least once every 3 years.

7.14.9. **GD11Y** – Aircraft Marshalling Training and Exam.

7.14.9.1. Purpose: To ensure crewmembers understand proper marshaling procedures to prevent aircraft taxi incidents.

7.14.9.2. Description: Review of aircraft movement considerations, including marshalling signals, airport markings, lights, and signs, followed by successful completion of a suitable exam as specified in AFMAN 11-218, *Aircraft Operations and Movement on the Ground*.

7.14.10. **GD15Y** – Aircraft Systems Training.

7.14.10.1. Purpose: To maintain crew member knowledge and proficiency at mission qualified level.

7.14.10.2. Description: The FE system refresher (FESR) conducted by the ATS contractor satisfies this event. The refresher course is 30 hours long and consists of instructor-based presentations. The LM refresher is 16 hours long and consists of a combination of CBT, instructor-based presentations, and cockpit procedures trainers (CPT). The LM refresher satisfies hazardous cargo training and CRM/TEM refresher training.

7.14.11. **GD17Y** – Aircrew Intelligence Training (AIT).

7.14.11.1. Purpose: Provide crews fundamentals of threat knowledge, visual recognition, and collection and reporting requirements. Enhance crewmember understanding of threats to unit assets with a direct impact on mission success and aircrew survival.

7.14.11.2. Description: Course provides aircrew with details concerning how, when and what to include in Mission Reports, Ops-Intel interface, Request for Information, Escape and Evasion procedures and the development and coordination of Evasion Plans of Action.

7.14.12. **GD25Y** – Crew Resource Management (CRM)/Threat & Error Management (TEM) Initial Training.

7.14.12.1. Purpose: To provide aircraft and crew-specific initial CRM/TEM training (including effective Pilot Monitoring (PM) and Verbalize, Verify, and Monitor (VVM) behaviors).

7.14.12.2. Description: Introduces common CRM/TEM core subjects, current CRM/TEM Topic(s) of the Year, effective PM behaviors, and relevant VVM skills. This training is normally conducted within a classroom with interactive exercises. See AFI 11-290, *Cockpit/Crew Resource Management Program*, AFI 11-290 AMCSUP, *Cockpit/Crew Resource Management Program*, as applicable.

7.14.12.3. Additional Information: Initial CRM/TEM training is normally conducted during formal school initial qualification training. Crewmembers upgrading in-unit require initial CRM/TEM training from a certified instructor in accordance with AFI 11-290. Initial CRM/TEM should be dual-logged to credit CRM/TEM Refresher for ARMS tracking purposes. Utilize the initial checkride completion date.

7.14.13. **GD27Y** – Crew Resource Management (CRM)/Threat & Error Management (TEM) Refresher Training.

7.14.13.1. Purpose: To provide classroom-presented CRM/TEM refresher training (including effective Pilot Monitoring (PM) and Verbalize, Verify, and Monitor (VVM) behaviors).

7.14.13.2. Description: Reinforces initial CRM/TEM training through an academic review of the CRM/TEM skills common core subjects, effective PM behaviors, and relevant VVM skills, with emphasis on CRM/TEM Topic(s) of the Year. See AFI 11-290 and/or AFI 11-290 AMCSUP, as applicable.

7.14.13.3. Additional Information: Refer to AFI 11-290 a and/or AFI 11-290 AMCSUP to employ USAF instructors to teach CRM/TEM. USAF IPs may instruct pilots, engineers, or loadmasters. USAF FEs and LMs may only instruct their own crew position. Prior to instructing, the instructor is required to have accomplished the current year's GD27Y and be designated in writing by the OG/CC as a "CRM/TEM Instructor". In addition, designated CRM/TEM Instructors are required to complete AF-mandated ATS Instructor training. Contact local ATS to obtain CRM/TEM training materials. GD27Y CRM/TEM seats are typically pre-purchased under the ATS contract for assigned crewmembers. Therefore, units are expected to utilize ATS instructor-led GD27Y to the maximum extent possible. AF instructor-led training should be by exception only (i.e., when the ATS option is not available). **Note:** LM completion of GD15Y, GX91Y, and GX93Y credits GD27Y.

7.14.14. **GD35Y** – Flight Line Security and Drivers Training and Exam.

7.14.15. **GD36Y** – Flight Safety Briefing (Initial/Periodic).

7.14.16. **GD39Y** – Hazardous Cargo Ground Training.

7.14.16.1. Purpose: To familiarize crewmembers with procedures and restrictions when carrying hazardous materials cargo.

7.14.16.2. Description: Complete provided CBT instruction reviewing aircrew hazardous procedures in accordance with AFMAN 24-204, *Preparing Hazardous Materials for Military Air Shipments*, Attachment 25. Training should be designed to review aircrew hazardous materials, in accordance with AFMAN 24-204, AFJI 11-204, *Operational Procedures for Aircraft Carrying Hazardous Materials*.

7.14.17. **GD40Y** – Human Relations Education (HRE) and Equal Opportunity (EO) Training.

7.14.17.1. Purpose: Training program to provide annual by-law training in compliance with DAFPD 36-27, *Equal Opportunity* (EO), related to unlawful discrimination, harassment, and reprisal by Air Force civilian and military personnel.

7.14.17.2. Description: [By-Law Requirement] This program was developed to educate military and civilian personnel in an effort to eradicate unlawful discrimination against, harassment of, intimidation of, or threatening of Airman on the basis of race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 or older), disability, genetic information, or reprisal. This training applies to all military and civilian Air Force (AF) personnel, including AF Reserve (AFR) units and ANG personnel in federal active duty status under Title 10, USC. It does not apply to contract employees (unless authorized by law or regulation to file a federal agency complaint), or to employees or applicants of the Army and Air Force Exchange Service.

7.14.17.3. Additional Information: Refer to AFI 36-2710, *Equal Opportunity Program*, for additional information. **Note:** ARMS is not the training system of record for this training, but may be used for tracking purposes in addition to the training system of record.

7.14.18. **GC55Y** – Instrument Refresher Course (IRC).

7.14.18.1. Purpose: To ensure pilots possess sufficient knowledge of all applicable directives, procedures, and techniques to assure safe and professional instrument flying.

7.14.18.2. Description: AFMAN 11-210, *Instrument Refresher Program* (IRP) provides guidance for development of unit IRC programs, including topics and subject outlines, course length, instructor prerequisites, and methods of instruction. Unit program developers and IRC instructors should maintain familiarity with AFMAN 11-210. IRC refresher may be credited when completed using either a contractor provided IRC course or a unit-developed course using an appropriately certified IRC course instructor. See the AFFSA website for current list of topics that are required to be addressed: <https://cs2.eis.af.mil/sites/11874/default.aspx>.

7.14.18.3. OPR: HQ AFFSA. OCR: AMC/A3T

7.14.18.4. Curriculum Development: Air Force Flight Standards Agency (AFFSA) and ATS Contractor.

7.14.18.5. Instructor: IRC-qualified instructor.

7.14.19. **GC51Y** – Sexual Assault Prevention and Response (SAPR)/Suicide Prevention Post-Deployment Training.

7.14.19.1. Purpose: Provide a focused “Return and Reunion” briefing for all personnel following a deployment.

7.14.19.2. Description: The SARC conducts post-deployment SAPR reintegration training within 30 days of members returning from a deployment.

7.14.19.3. OPR: Installation Sexual Assault Response Coordinator (SARC).

7.14.19.4. Training Media: In-person briefing (determined at the installation level).

7.14.19.5. Instructor: SARC-trained instructor.

7.14.19.6. Additional Information: Does not meet requirements for annual training. This is a post-deployment requirement per AFI 90-6001. **Note:** ADLS is the training

system of record for this course. ARMS tracking is authorized in addition to ADLS, but is not a substitute for the ADLS tracking requirement.

7.14.20. **GD55Y** – Instrument Refresher Course (IRC).

7.14.20.1. Purpose: To ensure pilots possess sufficient knowledge of all applicable directives, procedures, and techniques to assure safe and professional instrument flying.

7.14.20.2. Description: Guidance for development of unit IRC programs, including topics and subject outlines, course length, instructor prerequisites, and methods of instruction is contained in AFMAN 11-210.

7.14.21. **GD58Y** – Joint Mission Planning System (JMPS) Advanced User Training.

7.14.22. **GD59Y** – Joint Mission Planning System (JMPS) Basic User Training.

7.14.23. **GD72Y** – Safety Privilege Training.

7.14.24. **GD75Y** – Tactics Training.

7.14.24.1. Purpose: To provide the crewmember with information necessary for effective and successful execution of the unit's assigned employment mission.

7.14.24.2. Description: The course is based on current and future threats to the unit's execution of its mission. OSS/OSKs develops "Hot Topics" to be added to the course by the unit tactician, weapons officer (if applicable) or by the direction of the OG/CC.

7.14.24.3. Additional Information: Only graduates of the USAF Weapons School, Group or Wing Weapons and Tactics Flight Commanders or rated aircrew instructors appointed by Group or Wing Weapons and Tactics Flight Commander, are authorized to instruct GD75Y.

7.14.25. **GD81Y** – Unit Indoctrination Training.

7.14.25.1. Purpose: Each newly assigned aircrew member completes a unit indoctrination program prior to performing unsupervised primary aircrew duties. This is one-time training after a permanent change of station if required.

7.14.25.2. Description: This training is a requirement for all newly assigned and attached aircrew members. Each unit publishes specific ground and flight requirements. This training prepares crewmembers for the unit's operational mission and as a minimum, consists of ground training and a local orientation flight.

7.14.25.3. OPR: Unit.

7.14.25.4. Additional Information: Crewmembers do not have to be at the controls to receive credit for the event. More than one crewmember may be trained at a time. This training should familiarize them with the local flying area, available facilities/support agencies and introduce any unit/mission unique procedures.

7.14.26. **GD98Y** – Required Events Not Accomplished for Flight or Simulator.

7.14.27. **GD99Y** – Supervisory Status/Non-Mission Ready (NMR).

7.15. Expeditionary Training (GE) Events.

7.15.1. **GE01Y** – Chemical, Biological Radiological, & Nuclear (CBRN) Defense CBT. The course is available, completed and tracked on the ADLS website. Aircrew members comply with AFI 10-2501, *Air Force Emergency Management Program*, requirements and refer to most current RTM for training frequency. When tasked to deploy for other than aircrew duties, crewmembers comply with AEF Online ERT Checklist frequency found at (<https://aef.afpc.randolph.af.mil/Predeployment.aspx>).

7.15.2. **GE03Y** – Chemical, Biological Radiological, & Nuclear (CBRN) Defense (Hands-On) Training.

7.15.2.1. Purpose: Hands-on training in the use of CBRN (ground) defense equipment and associated procedures.

7.15.2.2. Description: Externally-driven ancillary training requirements defined by functional publication and/or guidance. Aircrew members comply with AFI 10-2501 requirements and refer to most current RTM for training frequency. When tasked to deploy for other than aircrew duties, crewmembers comply with AEF Online ERT Checklist frequency found at (<https://aef.afpc.randolph.af.mil/Predeployment.aspx>).

7.15.2.3. OPR: AF/A4CXR.

7.15.2.4. Training Media: Classroom/Lab.

7.15.2.5. Instructor: Certified Trainer.

7.15.2.6. Additional Information: None.

7.15.3. **GE05Y** – Law of War (Basic) CBT (Formerly LOAC).

7.15.3.1. Purpose: Periodic training for all Airmen on the Law of War.

7.15.3.2. Description: Requirement derived from AFI 51-401, *The Law of War*. Training course designed to provide basic understanding of the need for Law of War, describes the five principles of Law of War, and introduces the 10 Rules for Airmen.

7.15.3.3. Additional Information: Aircrew members refer to most current RTM for required frequency, where indicated. Otherwise, comply with frequency requirement established by the ERT checklist found at (<https://aef.afpc.randolph.af.mil/Predeployment.aspx>).

7.15.4. **GE06Y** – Law of War (Advanced) CBT.

7.15.4.1. Purpose: Periodic scenario-based training for specified Airmen on the Law of War.

7.15.4.2. Description: Requirement derived from AFI 51-401, *The Law of War*. Training covers legal requirements related to an individual's mission-specific roles and responsibilities during armed conflict.

7.15.4.3. Additional Information: Crewmembers complete the "Combat Aircrew" training course. Aircrew comply with the frequency specified in the most current RTM, where published. Otherwise, comply with requirements published via the ERT Checklist located at (<https://aef.afpc.randolph.af.mil/Predeployment.aspx>).

7.15.5. **GE07Y** – Use of Force (L-6) CBT.

7.15.5.1. Purpose: To provide aircrews with training on US Air Force policy and guidance on Use of Force.

7.15.5.2. Description: This training covers topics on Air Force assets, Use of Force policy, and the Use of Force Model as outlined in AFI 31-117, *Arming and Use of Force by Air Force Personnel*.

7.15.5.3. Additional Information: Arming Group A personnel (e.g., aircrew members arming for anti-hijacking) require Use of Force training. Crewmembers complete the “L6-Use of Force” CBT or attend an in-person briefing by a locally-designated instructor using the downloaded training outline, both located on ADLS, at the assigned frequency prior to attending Small Arms Training. Each unit is responsible to provide use of force training for assigned personnel. In accordance with AFI 36-2654, *Combat Arms Program*, **paragraph 5.2.8**, the use of force familiarization and rules of engagement training conducted by combat arms during weapons training does not meet the requirement. **Note:** See AFI 31-117, AFI 36-2654 **paragraph 5.5.1.8** for additional arming group information, AMCI 10-403, *Air Mobility Command Force Deployment*, and AEF Online for latest classification and validity period. Refer to most current RTM for training frequency, where published. Otherwise, refer to AEF Online ERT Checklist for guidance regarding training frequency found at (<https://aef.afpc.randolph.af.mil/Predeployment.aspx>).

7.15.6. **GE11Y** – Self-Aid Buddy Care (SABC) CBT.

7.15.6.1. Purpose. Course provides basic knowledge to minimize injury and prevent death or disability in deployed environments or home station emergencies. It is required only for those personnel who are exempted by AFI 36-2644, *Self-Aid and Buddy Care Training*, Attachment 2.

7.15.6.2. Description. CBT that provides updated information on battlefield care concepts and the Individual First Aid Kit (IFAK) components. SABC CBT is a basic knowledge online training course.

7.15.6.3. Additional Information. Non-exempt personnel are required to complete the “hands-on” course (GE12Y), which incorporates training from the CBT into the classroom training session. Line crewmembers are normally considered “non-exempt”, therefore, aircrew members are required to complete GE12Y, which includes the training provided by the CBT in the hands-on classroom training session. Aircrew members refer to most current RTM for required frequency, where indicated. Otherwise, refer to AEF Online ERT Checklist for guidance regarding training frequency found at (<https://aef.afpc.randolph.af.mil/Predeployment.aspx>). Training is documented in accordance with AFI 36-2644 in addition to ARMS.

7.15.7. **GE12Y** – Self-Aid Buddy Care (SABC) Hands-On Training.

7.15.7.1. Purpose. Course provides basic skills to minimize injury and prevent death or disability in deployed environments or home station emergencies.

7.15.7.2. Description. Hands-on training session provided by a trained classroom instructor that emphasizes skills performance to increase competence with battlefield care

and use of Individual First-Aid Kit (IFAK) components. Completion of this course satisfies requirement for both GE11Y and GE12Y. AFI 36-2644 requires non-exempt personnel (i.e., crewmembers) to complete hands-on classroom training that also incorporates the training objectives covered by the SABC CBT.

7.15.7.3. Additional Information. GE11Y is no longer a prerequisite for GE12Y. During hands-on training, trainees are provided a demonstration of proper techniques and procedures, then evaluated by their assigned instructor using a skills performance system or checklist. Aircrew members refer to most current RTM for required frequency, where indicated. Otherwise, refer to the AEF Online ERT Checklist for guidance regarding training frequency found at (<https://aef.afpc.randolph.af.mil/Predeployment.aspx>). Document training in accordance with AFI 36-2644 in addition to ARMS. **Note:** DOD is developing a new course, Tactical Combat Casualty Care (TCCC), that will replace SABC when released. GE11Y and GE12Y will become obsolete upon implementation of the TCCC courses (GE21Y and GE22Y).

7.15.8. **GE21Y** – Tactical Combat Casualty Care (TCCC) Training (Level 1).

7.15.8.1. Purpose: Teach Airmen essential skills required to administer basic life-saving medical care in a combat environment.

7.15.8.2. Description: Course is under development and will be released when available. Projected availability is FY20.

7.15.8.3. Additional Information: Projected to replace SABC. Aircrew members refer to most current RTM for required frequency, where indicated. Otherwise, refer to the AEF Online ERT Checklist for guidance regarding training frequency found at (<https://aef.afpc.randolph.af.mil/Predeployment.aspx>). **Note:** Course availability projected in FY20 requires a certified instructor.

7.15.9. **GE22Y** – Tactical Combat Casualty Care (TCCC) Training (Level 2).

7.15.9.1. Purpose: Teach Airmen essential skills required to administer life-saving medical care to others in a combat environment.

7.15.9.2. Description: Course is under development and will be released when available. Projected availability is FY20.

7.15.9.3. Additional Information: Aircrew members refer to most current RTM for required frequency, where indicated. Otherwise, refer to AEF Online ERT Checklist for guidance regarding training applicability and frequency found at (<https://aef.afpc.randolph.af.mil/Predeployment.aspx>). **Note:** Course availability projected in FY20. Requires a certified instructor.

7.16. Communications Training and Communications Equipment (GH) Events.

7.16.1. **GH01Y** – Communications/COMSEC Procedures Ground Training.

7.16.1.1. Purpose: To ensure crewmembers possess a thorough knowledge of all communication and Communication Security (COMSEC) requirements.

7.16.1.2. Description: This course includes detailed discussion of equipment operation, procedures, and training requirements applicable to peacetime and wartime

communications operations in accordance with AFMAN 17-1302-O, *Communications Security (COMSEC) Operations*.

7.16.2. **GH03Y** – COMSEC Emergency Action Plan (EAP) Dry-Run/Actual Event.

7.16.3. **GH07Y** – Have-Quick Ground Training.

7.16.4. **GH13Y** – Secure Radio Ground Training.

7.17. Mobility Training (GM) Events.

7.17.1. **GM01Y** – Mobility Briefing.

7.17.2. **GM09Y** – Isolated Personnel Report (ISOPREP) Review.

7.17.2.1. Purpose: Generate, review, and ensure accuracy of crewmembers' Personnel Recovery Mission Software (PRMS)/DD Form 1833, *Isolated Personnel Report (ISOPREP)*.

7.17.2.2. Description: Complete review of PRMS/DD Form 1833.

7.17.3. **GM11Y** – Official Passport-Primary (No-fee).

7.17.3.1. Purpose: Facilitate short-notice worldwide mobility response capability.

7.17.3.2. Description: Certain locations require no-fee passports (valid for 5 years) for entry, as communicated in the *DoD Foreign Clearance Guide*. In accordance with AFI 10-403, *Deployment Planning and Execution*, AMC/A3 designates that a primary no-fee passport is a mission-essential item for mobility aircrew readiness to support peacetime deployment/employment requirements and United Nations mission support. **Note:** US Department of State policy governs passport issuance. Refer to latest DoD Policy Memoranda regarding passport requests. **Note:** OG/CC may waive this mobility requirement when a crewmember has applied for and passport is pending or has applied for and was denied a primary official passport to permit the crewmember to fly tasked missions to locations that do not require passports for entry/transit. Waivers should be documented using GTIMS for tracking purposes.

7.17.4. **GM12Y** – Official Passport-Secondary (No-Fee).

7.17.4.1. Purpose: Facilitate worldwide mobility response capability to locations requiring an entry visa.

7.17.4.2. Description: Certain locations require a no-fee passport (valid for 4 years) and entry visa, as communicated in the *DoD Foreign Clearance Guide*. In order to maintain short-notice worldwide mobility status, secondary passports may be required to facilitate entry visas for designated crewmembers. As entry visas often require long processing periods and submission of an official passport, a secondary passport enables crewmembers to remain worldwide mobile while one of their two passports is submitted for visa application processing. In accordance with AFI 10-403, AMC/A3 designates OG/CCs as the determination authority for secondary passport requirements. OG/CCs should document crewmembers designated to maintain a secondary official passport and track requested/denied applications for those crewmembers. **Note:** US Department of State policy governs passport issuance. Refer to latest DoD Policy Memoranda regarding passport requests.

7.17.5. **GM21Y** – Small ARMS Training.

7.17.5.1. Purpose: Trains crewmembers in successful engagement of enemy targets within the range and capabilities of their assigned weapon.

7.17.5.2. Description: Course established to meet the requirements of AFI 36-2654 and AFI 31-117. Crewmembers are assigned an arming group based on their ground and/or in-flight arming requirements and complete training based on the assigned arming group requirement(s) and purpose for arming. Training frequency is determined by the crewmember's assigned arming group and/or purpose (i.e., anti-hijacking versus deployment). Additionally, pre-deployment requirements may apply (see AEF Online ERT Checklist).

7.17.5.3. Additional Information: ARC may define alternate frequency requirements. Accomplish (based on assigned arming group) in accordance with AFI 36-2654 [12 months for Arming Group A (MAJCOM extendable to 24 months), 36 months (for Arming Group B assigned to a deployable UTC (i.e., YR/DW enabler aircrews)], or when tasked by name to deploy with associated arming requirement (for all other Group B personnel). **Note:** Crewmembers are required to complete the AF-approved "L6-Use of Force" course via ADLS or in a group setting using an AF-approved instructor and course outline/presentation prior to attending GM21Y.

7.18. **Ground Exercise and Simulator (GV and GX) Events.**

7.18.1. **GV41Y** – Mass Casualty Exercise.

7.18.2. **GX29Y** – Simulator-CRM/TEM MOST.

7.18.2.1. Purpose: To provide a practical, hands-on application of classroom-presented CRM/TEM refresher concepts (including effective pilot monitoring (PM) and relevant verbalize, verify, and monitor (VVM) behaviors) through problem solving and human factors issues during a realistic, demanding mission scenario.

7.18.2.2. Description: CRM/TEM MOST event is accomplished in an appropriate ATD to reinforce CRM/TEM proficiency, effective pilot monitoring behaviors, and relevant VVM skills. See AFI 11-290 and/or AFI 11-290 AMCSUP, as applicable.

7.18.2.3. Additional Information: The performance of each individual crewmember (student) is critically assessed and documented by simulator instructors/observers in accordance with AFI 11-290 and/or AFI 11-290 AMCSUP, as applicable. Completion of GX91Y and GX93Y credits GX29Y.

7.18.3. **GX79Y** – Simulator-Proficiency Sortie.

7.18.3.1. Purpose: Simulator training focused on pilot proficiency.

7.18.3.2. Description: A simulator period that emphasizes basic flying proficiency and accomplishes currency. As a minimum, complete the following events to credit a GX79Y:

7.18.3.2.1. Review of boldface emergency procedures.

7.18.3.2.2. Three instrument approaches.

7.18.3.2.3. Holding pattern or procedure turn (to include entry).

- 7.18.3.2.4. Circling approach.
- 7.18.3.2.5. Missed approach.
- 7.18.3.2.6. Engine-out landing.
- 7.18.3.2.7. Engine-out go-around or missed approach.
- 7.18.3.2.8. Partial flap landing.
- 7.18.3.2.9. If time allows, the following may be accomplished:
 - 7.18.3.2.9.1. Low Altitude Tactical Arrival.
 - 7.18.3.2.9.2. High Altitude Tactical Arrival.
 - 7.18.3.2.9.3. Low Altitude Tactical Departure.
 - 7.18.3.2.9.4. High Altitude Tactical Departure.
 - 7.18.3.2.9.5. No-flap landing.

7.18.4. **GX83Y** – Simulator-Refresher.

- 7.18.4.1. Purpose: Continuation training for C-5 crewmembers.
- 7.18.4.2. Consists of two WST periods conducted each quarter, emphasizing aircraft systems normal, emergency, and instrument procedures, operational problems, and tactics.

7.19. Aircrew Flight Equipment (AFE) Training (LL) Events. MAJCOMs may combine and/or supplement AFE courses to fulfill their needs, unless otherwise noted in the event description. Refer to AFI 11-301V1 for basic course descriptions. AFECT event instruction may be consolidated as long as curriculum requirements are met and individual events are tracked by the designated identifiers in ARMS.

7.19.1. **LL01** – Aircrew Flight Equipment Familiarization Training.

- 7.19.1.1. Purpose: The event should familiarize aircrew members with local AFE policies and procedures to include equipment issue, use, local aircraft and equipment configurations (includes survival components), inspection and fit-check cycles, pre-flight, and post-flight requirements.
- 7.19.1.2. Description: One-time event, per every base assignment prior to the first flight. It should be conducted during aircrew in-processing.
- 7.19.1.3. OPR: AMC/A3T.
- 7.19.1.4. Unit: Squadron Aircrew Flight Equipment.
- 7.19.1.5. Curriculum Development: Each unit is responsible for tailoring training to meet unit needs.
- 7.19.1.6. Instructor: Qualified Aircrew Flight Equipment Technician. The AFE technician does not need to be a certified AFE Continuation Training Instructor to conduct and sign off LL01. Technicians providing LL01 to assigned aircrew will be familiar with local AFE operations, aircraft and equipment configurations and signed off

in the Training Business AREA/Total Force Training Records on the fundamentals of all equipment discussed in LL01.

7.19.1.7. Training Aids: Instructor based training with AFE training aids.

7.19.1.8. Additional Information: N/A.

7.19.2. **LL03** – Emergency Egress Training - Non-Ejection Seat.

7.19.2.1. Purpose: Understand aircraft egress procedures.

7.19.2.2. Description: Evaluates aircrew and passenger ability to demonstrate proficiency in air and ground emergency egress procedures. Stresses the importance of aircrew coordination, aircrew and passenger responsibilities and use of appropriate emergency egress equipment. Ensures aircrews are aware of their responsibilities for conducting safety and passenger briefings in accordance with AFMAN 11-202V3.

7.19.2.3. OPR: AMC/A3T.

7.19.2.4. Unit: Squadron Aircrew Flight Equipment.

7.19.2.5. Curriculum Development: Each unit is responsible for tailoring training to meet unit needs.

7.19.2.6. Instructor: Aircrew Flight Equipment Officer (AFEO) or qualified instructor aircrew.

7.19.2.7. Training Aids: Aircraft and Instructor based training with AFE training aids.

7.19.2.8. Additional Information: N/A.

7.19.3. **LL04** – Aircrew Chemical, Biological, Radiological, Nuclear (ACBRN) Ground Training.

7.19.3.1. Purpose: Understand ACBRN procedures.

7.19.3.2. Description: An academic and equipment training session in which the aircrew member demonstrates and performs donning, doffing, and buddy dressing procedures using ACBRN equipment. This training also includes information on hazards and limitations of wearing the equipment properly and improperly, pre-flight procedures, aircraft integration and aircrew processing. Furthermore, instruction will include aircraft emergency considerations, limitations to consider during emergency ground egress, and the Aircrew Contamination Control Area (ACCA). Each aircrew will demonstrate procedures (i.e., complete dress out) for no less than one hour during the training event for initial and subsequent classes. Aircrew are required to process through ACCA during their initial LL04 event; subsequent classes require a minimum of 10 percent of aircrew demonstrate ACCA processing procedures. Crewmembers who accomplish initial ACBRN at a Technical Training Unit (TTU), Replacement Training Unit (RTU), or FTU receive credit for initial training on arrival at their permanent duty station. Aircrew may be credited with LL04 during local Attack Response Exercises; provided all AFECT requirements and objectives are satisfied, (i.e., crewmember donned ACBRN equipment and subsequently processed through ACCA). **Note:** CBRN Defense Training (GE01Y/GE03Y) is a separate requirement that is not allowed to be combined with this training.

7.19.3.3. OPR: AMC/A3T.

7.19.3.4. Unit: Squadron Aircrew Flight Equipment.

7.19.3.5. Curriculum Development: Each unit is responsible for tailoring training to meet unit needs.

7.19.3.6. Instructor: Qualified Aircrew Flight Equipment Continuation Training instructor.

7.19.3.7. Training Aids: Instructor based training with AFE training aids.

7.19.4. **LL05** – Egress Training with Aircrew Chemical, Biological, Radiological, Nuclear (ACBRN).

7.19.4.1. Purpose: Train crewmembers to egress the aircraft while wearing ACBRN equipment.

7.19.4.2. Description: A one-time event, or change of MDS to evaluate the aircrew's ability to demonstrate proficiency in the use of primary as well as secondary, air and ground egress procedures while wearing ACBRN equipment. Training stresses the unique changes in procedures to include added difficulties aircrew would and could experience as a result of wearing ACBRN equipment. This training is accomplished before the aircrew's ACBRN flight requirement. This event should be taught concurrently with LL04 so that the AFE instructor (LL04) can assist/guide the LL05 instructor if needed. Accomplishing this training also satisfies the requirements in LL03 if all LL03 objectives are met.

7.19.4.3. OPR: AMC/A3T.

7.19.4.4. Unit: Squadron Aircrew Flight Equipment.

7.19.4.5. Curriculum Development: Each unit is responsible for tailoring training to meet unit needs.

7.19.4.6. Instructor: Aircrew Flight Equipment Officer (AFEEO) or qualified instructor aircrew.

7.19.4.7. Training Aids: Aircraft and Instructor based training with AFE training aids.

7.19.4.8. Additional Information: N/A.

7.19.5. **LL06** – Aircrew Flight Equipment Training (AFET).

7.19.5.1. Purpose: To familiarize aircrew with aircrew flight equipment.

7.19.5.2. Description: An academic and equipment training event, in which aircrew members demonstrate their ability to locate, pre-flight, and use all aircrew and passenger AFE carried aboard unit aircraft or issued to aircrew members. This training includes the limitations and safety issues related to AFE. Additionally, include aircrew clothing items and information on hazards associated with improper wear and failure to use only authorized clothing and equipment items.

7.19.5.3. OPR: AMC/A3T.

7.19.5.4. Unit: Squadron Aircrew Flight Equipment.

7.19.5.5. Curriculum Development: Each unit is responsible for tailoring training to meet unit needs.

7.19.5.6. Instructor: Qualified Aircrew Flight Equipment Continuation Training Instructor.

7.19.5.7. Training Aids: Instructor based training with AFE training aids.

7.19.5.8. Additional Information: N/A.

7.19.6. LL07 – Aircrew Flight Equipment (AFE) Fit Check.

7.19.6.1. Purpose: Ensure a comprehensive sizing and fit check of all individually sized/fitted AFE gear.

7.19.6.2. Description: Periodic training requirement that ensures AFE gear worn during flight in non-ejection seat aircraft is fit checked and verified for size/fit (e.g., any sized/fitted item to include Polarized Lead Zirconium Titanate (PLZT) mounting, NVG mounting, Aircrew Laser Eye Protection (ALEP), etc.). Fit checks for all non-ejection seat aircraft also include ACBRN equipment. 1.4.5.3.3 most current RTM for continuation training frequency.

7.19.6.3. OPR: AMC/A3T.

7.19.6.4. Unit: Squadron Aircrew Flight Equipment.

7.19.6.5. Curriculum Development: None. AFE technician uses appropriate technical order references.

7.19.6.6. Instructor: Performed by 1P0X1 technicians who are task-certified in for the event, and all applicable equipment tasks involved in completing a detailed fit check (e.g., fundamentals, donning, fit, inspection, operational checkout etc.). The AFE technician does not need to be qualified AFE Continuation Training Instructor to conduct and sign off LL07.

7.19.6.7. Training Aids: None.

7.19.6.8. Additional Information: N/A.

7.20. Mission/Sortie (MB) Events.

7.20.1. MB10Y – Proficiency Sortie.

7.20.1.1. Pilots. To the maximum extent possible, a pilot proficiency sortie should consist of the following (under the supervision of an IP):

7.20.1.1.1. Review of boldface emergency procedures.

7.20.1.1.2. Three instrument approaches.

7.20.1.1.3. Missed approach.

7.20.1.1.4. Visual Flight Rules (VFR) traffic pattern (Not required if tactical events are accomplished).

7.20.1.1.5. Landing.

7.20.1.1.6. In addition, the following may be accomplished if available and applicable:

7.20.1.1.6.1. Tactical Departure (High or Low).

7.20.1.1.6.2. Tactical Arrival (High or Low).

7.20.1.1.6.3. Holding pattern or procedure turn (to include entry).

7.20.1.1.6.4. Circling approach.

7.20.1.1.7. If circumstances prevent completion on one sortie, credit may be taken after a second IP-supervised sortie, provided the combined activity fulfills the requirements above. Instructors can tailor each proficiency sortie to the individual pilot's needs.

7.20.1.2. Flight Engineers. All training and crew qualification levels accomplish at least one proficiency sortie in the basic crew position every 60 days. To credit a sortie, first FEs and higher perform the required pre-departure activities, FE panel duties, and checklists for the mission flown. Second FEs perform scanner's duties and checklists for the mission flown. **Note:** Any flight profile satisfies the sortie requirement, e.g., second half Engine Running Crew Change, quick turns, and full-stop landings.

7.20.1.3. Loadmasters. LMs accomplish a pre-flight or thru-flight inspection, in-flight duties, and an onload/offload of either cargo or passengers. LMs may credit proficiency sorties for each positioning and de-positioning leg of a static load training mission where they accomplish a pre-flight or thru-flight inspection, accomplish in-flight duties, and participate in onload/offload training activities. Up to four LMs may credit a sortie when carrying cargo on a training mission. Up to four may credit a sortie on a basic mission. Up to six LMs may credit a sortie for a Space Cargo Transportation System mission. All training and crew qualification levels accomplish at least one proficiency sortie in the basic crew position every 60 days.

7.20.2. **MB28Y** – Aircrew Chemical, Biological, Radiological, or Nuclear Task Qualification Trainer (ACBRNTQT) Sortie.

7.20.2.1. Purpose: Enable crewmembers to become familiarized with the ACBRN.

7.20.2.2. Description: An exercise emphasizing hands-on training, dressed out in ACBRN equipment.

7.20.3. **MB30Y** – Oceanic/Overwater Sortie.

7.20.3.1. Purpose: To ensure crews are proficient in oceanic procedures and familiar with evolving Air Traffic Control and 618 TACC procedures necessary for worldwide mobility taskings.

7.20.3.2. Description: Aircrew members may credit this event when logging primary, secondary, instructor, or evaluator time outside the 48 contiguous United States and completing a review of oceanic procedures, oceanic (non-FAA) airspace regulations, or other airspace considerations (NAT HLA, RNAV/RNP, AP1/2/3/4, etc.) for the intended route of flight. Emergency procedure planning, weather avoidance, and critical CRM/TEM activities associated with re-routing is also covered.

7.20.3.3. Additional information: OG/CC may substitute a non-oceanic or off-station training sortie when airlift requirements or crewmember availability is insufficient to accomplish the oceanic sortie. In all cases aircrew members are still required to review airspace and oceanic crossing procedures. This authority will not be delegated to lower levels. Consecutive non-oceanic sortie substitutions are not permitted (not applicable to MAJCOM staff, FTU and Det 6 personnel). Crewmembers performing instructor or evaluator duty may log this event provided appropriate airspace and oceanic procedures are instructed/evaluated during the sortie.

7.20.4. **MB52Y** – Integrated Mission Sortie. (AFR Crewmembers Refer to AFRC Guidance).

7.20.4.1. Purpose: An integrated mission scenario is flown to ensure aircrews are familiar with integration with blue assets, to include Intel; Command and Control, Intelligence, Surveillance, and Reconnaissance (C2ISR); Combat Air Forces (CAF); Special Operations Forces (SOF); etc.

7.20.4.2. Description: The intent of the sortie is to provide aircrew with the experience required to operate and survive in a near peer, Anti-Access/Anti-Denial, or Contested, Degraded, Operationally limited environment that requires integration with blue assets and Intel.

7.20.4.2.1. Mission Planning. In addition, objective area analysis, communications (HAVE QUICK, Secure Voice, etc.), brevity, integration contracts, and kill box/keypad operations should be discussed during the integrated brief/debrief and performed during the sortie. As part of the mission planning process, aircrew should develop a combat mission folder in accordance with the MDS AFTTP 3-3, *Combat Aircraft Fundamentals*, and incorporate applicable products.

7.20.4.2.2. Objective/Scenario Development. Mission planning should include input from tactics and intelligence personnel in an effort to replicate an advanced real-world threat scenario. This input can be in the form of either a pre-developed tactical scenario developed by tactics and intelligence personnel.

7.20.4.2.3. Threat Requirements. Crews should plan three threats from the following list: infra-red (IR), air defense artillery (ADA), radio frequency (RF), airborne, jamming, passive detection, and/or nuclear threats.

7.20.4.2.4. Mission Debrief. Mission debrief includes an aircrew debrief analyzing success and failures of objectives, execution, intel/blue asset integration, and scenario development.

7.20.4.3. OPR: AMC/A3T. OCR: AMC/A3D.

7.20.4.4. Training Media. Aircraft or WST. VTRAT refresher may be logged if applicable threat reactions within VTRAT are briefed and performed in the aircraft or WST during the scenario.

7.20.4.5. Crew Requirements. In order to log MB52Y, crewmembers will occupy a primary crew position or act as an augmenting crewmember for their MDS during the above listed events. All members of the crew (i.e., pilots, LMs, boom operators, FEs,

etc.) should be actively integrated into the scenario, to include mission planning. The intent is to fly the mission with the crew compliment as it would be flown in combat.

7.20.4.6. Operational Missions. Operational missions and validated exercises, where the required events were performed, count towards credit for MB52Y.

7.20.5. **MB53Y** – Incomplete Integrated Mission Sortie (Maintenance).

7.20.6. **MB54Y** – Incomplete Integrated Mission Sortie (Weather).

7.20.7. **MB55Y** – Incomplete Integrated Mission Sortie (Operations).

7.20.8. **MB56Y** – Incomplete Integrated Mission Sortie (Other).

7.20.9. **MB90Y** – Mission Management Sortie.

7.21. Aircraft Communications Equipment (PC) Events.

7.21.1. **PC34Y** – GPS Key Loading Event.

7.21.2. **PC35Y** – Have-Quick Event.

7.21.3. **PC39Y** – Secure Voice Event.

7.22. Refueling Receiver (RU) Events.

7.22.1. **RU01Y** – Receiver AAR.

7.22.1.1. Purpose: Continuation training for pilots.

7.22.1.2. Description: Air-to-Air Refueling (AAR) conducted with one or more tanker aircraft.

7.22.1.3. Additional Information: Pilots may credit one AR event per sortie by accomplishing closure from the pre-contact position and maintaining sustained contact. As a guide, sustained contacts are defined as 10 minutes (tanker autopilot on). Pilots may credit a receiver AR event (RU01Y) in the ARPTT/WST by accomplishing 30 minutes of closures, a minimum contact of 5 minutes or greater, or both. Night may also be credited in the ARPTT/WST.

7.22.2. **RU03Y** – Receiver AAR (Aircraft).

7.22.3. **RU09Y** – Receiver AAR Breakaway.

7.22.4. **RU17Y** – Receiver AAR Night.

7.22.5. **RU19Y** – Receiver AAR Tanker Auto-Pilot Off.

7.23. Survival, Evasion, Resistance, Escape (SERE) (SS) Events.

7.23.1. **SS01** – Local Area Survival.

7.23.1.1. Purpose: Identify environmental aspects that could affect an aircrew member in a local area, survival scenario. Determine personnel recovery tactics, techniques, and procedures applicable to local area flying operations.

7.23.1.2. Description: See AFI 16-1301 and AFI 16-1301 AMCSUP.

7.23.2. **SS02** – Combat Survival Training.

7.23.2.1. Purpose: Mandatory for mobility personnel required to maintain currency in S-V80-A SERE TTPs.

7.23.2.2. Description: See AFI 16-1301 and AFI 16-1301 AMCSUP.

7.23.3. **SS03** – Conduct after Capture.

7.23.3.1. Purpose: Mandatory for mobility personnel required to maintain currency in S-V80-A SERE TTPs.

7.23.3.2. Description: See AFI 16-1301 and AFI 16-1301 AMCSUP.

7.23.4. **SS05** – Water Survival Training.

7.23.4.1. Purpose: To provide aircrews with training necessary for a ditching or bailout over water situation.

7.23.4.2. Description: See AFI 16-1301 and AFI 16-1301 AMCSUP.

7.23.5. **SS20** – Level-C (SERE Training, S-V80-A).

7.23.6. **SS32** – Water Survival Training, Non-Parachuting (S-V90-A) (Ditching Aircraft).

7.24. Tactical Ground Training (TG) Events.

7.24.1. **TG02Y** – Visual Threat Recognition and Avoidance Trainer (VTRAT) Initial.

7.24.1.1. Purpose: To train aircrew members on scanner duties during an anti-aircraft engagement.

7.24.1.2. Description: An automated course of classified instruction consisting of a sequence of lessons that exposes aircrew members to the various characteristics of threat scenarios while incrementally increasing the level of possible difficulty to allow the student to attain the level of expertise required for a qualified scanner.

7.24.2. **TG03Y** – Visual Threat Recognition and Avoidance Training (VTRAT) Refresher.

7.24.2.1. Purpose: Annual refresher training on threat recognition and avoidance.

7.24.2.2. Description: Individual completion of VTRAT instruction and a summary drill.

7.25. Tactical Aircraft Training (TW) Events.

7.25.1. **TW01Y** – Tactical Departure. Reference AFTTP 3-1.C-5, *Tactical Employment*, and 3-3 series volumes for recommended tactical departure options.

7.25.2. **TW50Y** – Tactical Arrival. Reference AFTTP 3-1.C-5 and 3-3 series volumes for recommended high altitude tactical arrivals options.

7.25.3. **TW25Y** – Tactical Large Force Employment.

7.25.4. **TW34Y** – Threat Event (GPS-Denied Environment).

7.25.4.1. Purpose: Provide periodic training to enable aircrews operating with GPS to understand and employ countermeasures that limit impacts to navigation and/or mission execution during GPS-hampered/denied situations.

7.25.4.2. Description: Training activity to provide aircrews with knowledge of indicators and responses related to GPS-tampering, spoofing, jamming, etc. in order to enable continued effective aircraft operations within the environment. Completed in aircraft or level-C or better simulator.

7.25.4.3. OPR: AMC/A3D.

7.25.5. **TW67Y** – Onload/Offload (Bare Tine Forklift) Event.

7.25.6. **TW69Y** – Onload/Offload (Covert Operations) Event.

7.25.7. **TW71Y** – Onload/Offload (Winching) Event.

7.26. Unit-Defined (X) Events. Contact MAJCOM ARMS Functional for list of allocated unit-defined codes by location. Unit-defined events for all MAF units begin with “X,” are five characters long with the second, third and fourth characters allocated as numbers and or letters with the final character as a “Y.” Once allocated by the MAJCOM, unit-defined events may be managed at the local level within the allocated codes and are not captured in the MAJCOM’s ARMS database. They should be judiciously considered and/or approved at the OG/CC level and are published in local guidance documenting event identifiers, associated ARMS nomenclature, volume, currency and/or frequency. OG/CCs periodically review during the TRP for continued relevancy to the unit’s mission and document those reviews (when accomplished) in the TRP minutes along with any specific actions taken.

JOSEPH T. GUASTELLA Jr., Lt Gen, USAF
Deputy Chief of Staff, Operations

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

5 USC § 552a, *The Privacy Act of 1974*

10 USC § 9013, *Secretary of the Air Force*

Aeronautical Information Manual, Part 5-4-15, 16 July 2020

AFI 10-2501, *Emergency Management Program*, 10 March 2020

AFI 10-403 *Deployment Planning and Execution*, 17 April 2020

AFI 11-200, *Aircrew Training, Standardization and Evaluation, and General Operations Structure*, 21 September 2018

AFI 11-202V2, *Aircrew Standardization and Evaluation Program*, 6 December 2018

AFI 11-208, *Department of Defense Notice to Airmen (NOTAM) System*, 13 February 2018

AFI 11-253, *Managing Off-Station Purchases of Aviation Fuel and Ground Services*, 19 August 2013

AFI 11-290, *Cockpit/Crew Resource Management Program*, 27 May 2020

AFI 11-290_AMCSUP, *Cockpit/Crew Resource Management Program*, 4 December 2014

AFI 11-301V1, *Aircrew Flight Equipment (AFE) Program*, 10 October 2017

AFI 11-401_AMCSUP_I, *Aviation Management*, 18 June 2014

AFI 13-207-O, *Preventing and Resisting Aircraft Piracy (Hijacking)*, 4 February 2019

AFI 16-1007, *Management of Air Force Operational Training Systems*, 1 October 2019

AFI 16-1301, *Survival, Evasion, Resistance, and Escape (SERE) Program*, 3 August 2017

AFI 16-1301_AMCSUP, *Survival, Evasion, Resistance, and Escape (SERE) Program*, 3 September 2020

AFI 31-115, *Law and Order Operations*, 18 August 2020

AFI 31-117, *Arming and Use of Force by Air Force Personnel*, 6 August 2020

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

AFI 33-332, *Air Force Privacy and Civil Liberties Program*, 12 January 2015

AFI 36-2107, *Active Duty Service Commitments (ADSC)*, 22 October 2018

AFI 36-2644, *Self-Aid and Buddy Care Training*, 19 August 2014

AFI 36-2654, *Combat Arms Program*, 17 April 2020

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

AFI 36-2710, *Equal Opportunity Program*, 18 June 2020

AFI 48-123, *Medical Examinations and Standards*, 5 November 2013

AFI 51-401, *The Law of War*, 3 August 2018

AFI 71-101, Volume 4, *Counterintelligence*, 2 July 2019

AFI 90-5001, *Integrated Resilience*, 25 January 2019

AFI 90-6001, *Sexual Assault Prevention and Response (SAPR) Program*, 14 July 2020

AFJI 11-204, *Operational Procedures for Aircraft Carrying Hazardous Materials*, 11 November 1994

AFMAN 11-202V1, *Aircrew Training*, 27 September 2019

AFMAN 11-202V3, *Flight Operations*, 10 June 2020

AFMAN 11-210, *Instrument Refresher Program (IRP)*, 4 October 2019

AFMAN 11-218, *Aircraft Operations and Movement on the Ground*, 5 April 2019

AFMAN 11-2C-5V2, *C-5 Aircrew Evaluation Criteria*, 26 April 2018

AFMAN 11-2C-5V3, *C-5 Operations Procedures*, 16 April 2019

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

AFMAN 17-1302-O, *Communications Security (COMSEC) Operations*, 9 April 2020

AFMAN 24-604, *Preparing Hazardous Materials for Military Air Shipments*, 9 October 2020

AFRC/A3M Memorandum, *GTIMS*, dated 2 November 2017

AFRCI 36-2102, *Air Force Reserve Service Commitment Date Program*, 26 March 2004

AFTTP 3-1.C-5, *Tactical Employment*

AFTTP 3-3.C-5, *Combat Aircraft Fundamentals C-5*, 15 January 2019

AFTTP 3-4.6_AS, *Active Shooter*, 11 February 2018

AMCI 10-403, *Air Mobility Command Force Deployment*, 30 September 2019

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

DAFMAN 11-401, *Aviation Management*, 27 October 2020

DAFPD 10-9, *Lead Command Designation and Responsibilities for Weapon Systems*, 8 March 2007

DAFPD 10-21, *Rapid Global Mobility*, 26 August 2019

DAFPD 11-2, *Aircrew Operations*, 31 January 2019

DAFPD 36-27, *Equal Opportunity (EO)*, 18 Mar 2019

DoD Foreign Clearance Guide (Online)

DoD 8570.01-M (IC-4), *Information Assurance Workforce Improvement Program*, 15 November 2015

DoDD 5240.06, *Counterintelligence Awareness and Reporting (CIAR)*, 17 May 2011

DoDI O-2000.16, Volume 1_AFI 10-245-O, *Antiterrorism (AT) Program Implementation*, 18 July 2017

DODI 2000.16, Volume 2, *DoD Antiterrorism (AT) Program Implementation, DoD Force Protection Condition (FPCON) System*, 17 November 2016

DoDI 2200.01_AFI 36-2921, *Combating Trafficking in Persons (CTIP)*, 20 September 2019

DoDI 4515.13, *Air Transportation Eligibility*, 31 August 2018

DoDI 6495.02, *Sexual Assault and Prevention (SAPR) Program Procedures*, 11 September 2020

EO 13478, *Amendments to EO 9397 Relating to Federal Agency Use of Social Security ILS PRM Approach Information for Air Carrier Pilots Numbers*, 1 November 2019 (Online)

MPD Phase I Training Guide (Online)

MPD Phase II Training Guide (Online)

Adopted Forms

AF Form 8, *Certificate of Aircrew Qualification*

AF Form 63, *Active Duty Service Commitment (ADSC) Acknowledgement Statement*

AF Form 522, *USAF Ground Weapons Training Data*

AF Form 847, *Recommendation for Change of Publication*

AF Form 1522, *ARMS Additional Training Accomplishment Report*

AF Form 4022, *Aircrew Training Folder*

AF Form 4023, *Aircrew Training Progress Report*

AF Form 4024, *Aircrew Training Accomplishment Report*

AF Form 4025, *Aircrew Summary/Close-Out Report*

AF Form 4168, *COMSEC Responsible Officer and User Training Checklist*

AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*

AF Form 4348, *USAF Aircrew Certifications*

AFTO Form 781, *ARMS Aircrew/Mission Flight Data Document*

DD Form 1833, *Isolated Personnel Report (ISOPREP)*

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

Abbreviations and Acronyms

AC—Aircraft Commander

ACBRN—Aircrew Chemical Biological Radiological Nuclear

ACCA—Aircrew Contamination Control Area

ACIQ—Aircraft Commander Initial Qualification

ADA—Air Defense Artillery

ADLS—Advanced Distributed Learning Service

ADSC—Active Duty Service Commitment
AEF—Air and Space Expeditionary Forces
AETC—Air Education and Training Command
AFE—Aircrew Flight Equipment
AFE0—Aircrew Flight Equipment Officer
AFET—Aircrew Flight Equipment Training
AFF—Automated Form F
AFI—Air Force Instruction
AFMAN—Air Force Manual
AFR—Air Force Reserve
AFRC—Air Force Reserve Command
AFSC—Air Force Specialty Code
AFTRANS—Air Forces Transportation (Commander)
AFTTP—Air Force Tactics, Techniques, and Procedures
AIR (Card)—Aviation Into-plane Reimbursement
AIS—Advanced Instrument School
AIT—Aircrew Intelligence Training
ALEP—Aircrew Laser Eye Protection
AMC—Air Mobility Command
AMC/AOS—Air Mobility Command Air Operations Squadron
AMOW—Air Mobility Operations Wing
AOC—Air Operations Center
AOR—Area of Responsibility
APC—Agency Program Coordinator
AR—Air Refueling
ARIP—Air Refueling Instructor Pilot
ARMS—Aviation Resource Management System
ARPTT—Air Refueling Part Task Trainer
ASR—Approach Surveillance Radar
AT—Anti-Terrorism Training
ATC—Air Traffic Control
ATD—Aircrew Training Device

ATS—Aircrew Training System
BAQ—Basic Aircraft Qualification
BATS—Basic Aircrew Tactics Studies
BFE—Basic Flight Engineer
BLM—Basic Loadmaster
BMC—Basic Mission Capable
C2ISR—Command and Control, Intelligence, Surveillance, and Reconnaissance
CAF—Combat Air Forces
CBRN—Chemical, Biological, Radiological, Nuclear
CBT—Computer-Based Training
CCMD—Combatant Command/Combatant Commander
CEA—Career Enlisted Aviator
COMSEC—Communications Security
CONUS—Continental United States
COR—Contracting Officer Representative
CPT—Cockpit Procedures Trainer
CRM/TEM—Crew Resource Management/Threat and Error Management
CUR—Currency
DMO—Distributed Mission Operations
DO—Director of Operations
DOT—Squadron Training Office
DAFPD—Department of the Air Force Policy Directive
DRC—Dynamic Re-Tasking Capability
DRRS—Defense Readiness Reporting System
EAP—Emergency Action Plan
EP—Evaluator Pilot
ETCA—Education and Training Course Announcement
FAIP—First Assignment Instructor Pilot
FE—Flight Engineer/Flight Examiner
FEAC—Flight Examiner Aircraft Commander
FEB—Flight Evaluation Board
FEF—Flight Evaluation Folder

FFEQ—First Flight Engineer Qualification
FEIQ—Flight Engineer Initial Qualification
FESR—Flight Engineer Systems Refresher
FTAC—First Term Airman’s Course
FTL—Flying Training Level
FTU—Formal Training Unit
GRACC—Global Ready Aircraft Commander Course
GTIMS—Graduate Training Integration Management System
HARM—Host Aviation Resource Management
IAP—Instrument Approach Procedure
IFE—Instructor Flight Engineer
ILS—Instrument Landing System
IQT—Initial Qualification Training
IR—Infra-Red
IRC—Instrument Refresher Course
ISOPREP—Isolated Personnel Report
JMPS—Joint Mission Planning Software
LMIQ—Loadmaster Initial Qualification (Training/Course)
MAF—Mobility Air Forces
MAJCOM—Major Command
MDS—Mission Design Series (e.g., C-5M)
MOB—Main Operating Base
MOST—Mission-Oriented Simulator Training
MOU—Memorandum of Understanding
MPD—Mobility Pilot Development
MQT—Mission Qualification Training
MR—Mission Ready
MTL/ESD—Master Task List and Evaluation Standards Document
NAF—Numbered Air Force
N-BAQ—Non-Basic Aircraft Qualified
N-BMC—Non-Basic Mission Qualified
NDB—Non-Directional Beacon

NIPR—Non-Secure Internet Protocol Router
NMR—Non-Mission Ready
OCONUS—Outside the Continental United States
OG/CC—Operations Group Commander
OI—Operating Instruction
OME—Operational Mission Evaluation
OP—Observer Pilot
OPR—Office of Primary Responsibility
OSA—Operational Support Aircraft
OSS/OST—Wing Training Office
PAA—Primary Aircraft Authorized
PAR—Pilot Air Refueling
PCS—Permanent Change of Station
PCO—Pilot Checkout
PFT—Programmed Flying Training
PF—Pilot Flying
PIQ—Pilot Initial Qualification
PLZT—Polarized Lead Zirconium Titanate
PM—Pilot Monitoring
PR—Progress Review
PRM—Precision Runway Monitoring
PRMS—Personnel Recovery Mission Software
PRQ—Pilot Requalification
PTT—Part Task Trainer
QACP—Quality Assurance Change Proposal
RegAF—Regular Air Force
RF—Radio Frequency
RNAV—Area Navigation
RNP—Required Navigation Performance
RPA—Remotely Piloted Aircraft
RPL—Required Proficiency Level
RTRB—Realistic Training Review Board

RTU—Replacement Training Unit
SABC—Self-Aid Buddy Care
SAPR—Sexual Assault Prevention and Response
SARC—Sexual Assault Response Coordinator
SARM—Squadron Aviation Resource Management
SERE—Survival, Evasion, Resistance, and Escape
SIMCERT—Simulator Certification
SIPR—Secure Internet Protocol Router
SOF—Special Operations Forces
SOR—System of Record
SORTS—Status of Resources and Training System
SPS—Simulator Proficiency Sortie
SQ/CC—Squadron Commander
STRP—Squadron Training Review Process
SUPT—Specialized Undergraduate Pilot Training
TACAN—Tactical Air Command and Navigation System
TACC—Tanker/Airlift Control Center (USAF)
TDY—Temporary Duty
TEM—Threat and Error Management
TERPS—Terminal Instrument Procedures
TFAT—Total Force Awareness Training
TFT—Total Flying Time
TG—Training Guide
TRP—Training Review Panel
TTU—Technical Training Unit
USAF—United States Air Force
UTC—Unit Type Code
VFR—Visual Flight Rules
VNAV—Vertical Navigation
VOR—Very High Frequency Omni-Directional Radio Range
VTRAT—Visual Threat Recognition and Avoidance Trainer
VVM—Verbalize, Verify, Monitor

Wg—Wing

WST—Weapon System Trainer

Terms

Academic Training—A course of instruction that includes, but is not limited to, classroom instruction related to aircraft systems and operation, flight characteristics and techniques, performance, normal procedures, abnormal procedures, and emergency procedures. Academic courses should be completed prior to simulator or flight training to better prepare students.

Aircraft Systems Refresher—Aircraft and crew position unique systems refresher courses.

AR Mission—Flight that involves AR procedures as a tanker or receiver aircraft.

Air Refueling Instructor Pilot (ARIP)—AAR Instructor Pilot.

Aircrew Training Device (ATD)—Includes cockpit procedures trainer, boom operator part task trainer, weapons systems trainer, operational flight trainer, celestial training device, table top navigation and rendezvous trainer, cargo loading trainer, and other flight simulators.

Aircrew Training System (ATS)—Integrated qualification, upgrade, and continuation training program for crewmembers. Civilian contractors conduct most academic and ATD training.

Annual—Training required once every calendar year.

Basic Aircraft Qualified (BAQ)—Aircrew member who has successfully completed an in-flight evaluation but is not mission qualified in his or her assigned aircraft.

Biennial—Training required once every two calendar years.

Certification—Certifications are attained through methods other than evaluation, e.g., AC certifications, flight evaluator upgrades, etc., and may be documented on an AF Form 4348, *USAF Aircrew Certifications* or on a unit certification document signed by an authorized official.

Continuation Training (CT)—Ground and flight training events necessary to maintain mission-ready or basic aircraft qualification status.

Conversion Training—Training program that is executed when a unit converts from one MDS to another (i.e., unit transfers from KC-10 to KC-46).

Crew Resource Management/Threat and Error Management (CRM/TEM) Training—See specifics of CRM/TEM in AFI 11-290 and/or MAJCOM Supplement. CRM/TEM is designed to improve aircrew teamwork, dynamics, and effectiveness.

Critical Phases of Flight—Takeoff, AR, approach to landing, landing, or any flight maneuver stipulated in AFMAN 11-2C-5V3 series instructions specifically requiring direct (access to controls) instructor supervision for qualified or unqualified crewmembers.

Currency Event—Flying continuation training events with prescribed maximum interval-between-accomplishment shown in the CUR column.

Direct Supervision—Instructor of like specialty with immediate access to controls (for pilots, instructor occupies either the left or right seat).

Differences Training—Training program that is provided when a crewmember requires training for aircraft differences within the same Major Weapons System (i.e., engine upgrades, avionics modernization program, updated flight management system, etc.).

Evaluator FE (EF)—Qualified Evaluator Flight Engineer.

Evaluator LM (EL)—Qualified Evaluator Loadmaster.

Evaluator Pilot (EP)—Qualified Evaluator Pilot.

Event or task—A training event to be accomplished. Several events or tasks constitute a training profile.

Flight Evaluator—A crewmember designated to administer evaluations.

First Flight Engineer (MF)—Qualified Scanner (1st) Flight Engineer.

Flight Qualified Loadmaster (FL)—Qualified Loadmaster, Non-mission ready.

First Pilot (FP)—Qualified Pilot.

First Pilot – Not MR (FPN)—Non-mission ready (MPD Graduate in Local MR Training).

First Pilot – MR (FPQ)—Qualified, MR MPD Pilot.

First Pilot – MR (FPL)—Qualified, MR, Direct Left Seat, Crossflow, OSA, or FAIP, Graduate (ACIQ Grad).

Flight Surgeon (FS)—Medical doctor qualified to perform flight surgeon duties and has current aeronautical orders in that AFSC.

Flying Training Level (FTL)—A standard assigned to crewmembers by the Sq/CC based upon experience, directing flying continuation training requirements.

Instructor—Crewmember trained, qualified, and certified by the Sq/CC as an instructor.

Instructor FE (IF)—Qualified Instructor Flight Engineer.

Instructor LM (IL)—Qualified Instructor Loadmaster.

Instructor Pilot (IP)—Qualified Instructor Pilot.

Main Operating Base (MOB)—An active duty or AFRC training location.

Mission Loadmaster (ML)—Mission ready LM.

Mission Flight Engineer (MF)—Mission ready FE.

Mission Pilot (MP)—Mission ready AC.

Mission Ready (MR)—Aircrew member who is current, qualified, and certified in the unit's designated missions.

Mobility Pilot Development (MPD)—Initial C-5 flying training course for non-prior qualified pilots. MPD consists of three phases: Pilot Initial Qual (PIQ), continuation training, and Pilot Checkout (PCO).

Monthly—Training required once every calendar month.

Night—Night time is defined as that portion of time between the end of evening civil twilight and the beginning of morning civil twilight, as defined in the American Air Almanac. See DAFMAN 11-401 and AFMAN 11-202V3.

Non—Mission Ready (NMR)—Individual who is non-current or unqualified in the aircraft, incomplete in required continuation training, or not certified to perform the unit missions.

Observer Pilot (OP)—Senior officer, colonel and above, performing duties as an observer pilot.

Oceanic Sortie (OCONUS Sortie)—A sortie that includes a takeoff or landing outside the continental United States.

Part-Task Trainer (PTT)—A device used to practice a specific task such as cargo door operation, cargo loading training, or receiver AR.

Pilot Flying (PF)—The pilot at the flight controls who is in direct maneuvering control of the aircraft. The PF is primarily responsible to control and monitor the aircraft's current/projected flight path and energy state (including auto-flight systems, if engaged).

Pilot Monitoring (PM)—The pilot at the flight controls who is not in direct maneuvering control of the aircraft, yet is primarily responsible to support the PF by actively monitoring the aircraft's current/projected flight path and energy state.

Pipeline—An initial qualification trainee directed for training via the Air Force Personnel Center process.

Primary Aircraft Inventory (PAI)—For upgrade purposes PAI hours refer to primary, secondary, and simulator time.

Primary Method—Training conducted normally at a location designated to train a course using a MAJCOM approved syllabus.

Qualifications—Qualifications are attained through evaluations and documented on the AF Form 8/8a, as applicable.

Quarterly—3-month periods defined as 1 October to 31 December (first quarter of the fiscal year), 1 January to 31 March, 1 April to 30 June, and 1 July to 30 September.

Requalification Training—Training required to qualify aircrew members in an aircraft in which they have been previously qualified. See **Chapter 2** for requalification training requirements.

Secondary Method—Training conducted at a location not normally designated to train a specific MAJCOM approved syllabus, i.e., FTU courses.

Second Flight Engineer (FF)—Qualified Scanner (2nd) Flight Engineer.

Semi-Annual—6-month training periods from 1 Jan to 30 Jun and 1 Jul to 31 Dec.

Supervised Training Status—Crewmember fly under instructor supervision as designated by the Sq/CC (AFR Sq/CC or Sq/DO) or evaluator. Use this status as a result of loss of currency or qualification, or due to less-than-qualified evaluation.

Training Devices—All trainers, computer assisted instruction, sound-on-slide programs, videos, and mockups designed to prepare students for flight training or augment prescribed continuation training.

Triennial—Training required once every three calendar years.

Unit—Unless otherwise specified in this volume, “unit” refers to squadron-level activity.

Upgrade Candidate—An aircrew member undergoing upgrade training to the next level of qualification.

Upgrade Training—Training to qualify an aircrew member in a higher crew position.

Verbalize, Verify, Monitor (VVM)—A three-step, closed-loop system of communication designed to significantly reduce errors.

Weapon System Trainer (WST)—Aircrew Training device that provides synthetic flight and tactics environment in which crewmembers learn, develop, improve, and integrate skills associated with their crew position.

Attachment 2

AIRCREW TRAINING DOCUMENTATION

Table A2.1. Training Documentation (Training Frequency).

Term	Definition	Example
180d, 365d, etc.	Expires at the end of the <i>n</i> th day after the Last Accomplished Date.	180d: last accomplished = 10 Feb 07 Expires = 8 Aug 07, overdue = 9 Aug 07
12m, 24m, etc.	Expires at the end of the last day of the <i>n</i> th Calendar Month after Last Accomplished.	15m: last accomplished = 10 Feb 07 Expires = 31 May 08, overdue = 1
M- Monthly	Expires the last day of the month.	Last accomplished = 10 Feb 07 Expires = 31 Mar 07, overdue = 1 Apr 07
Q- Quarterly	Expires at the end of the last day of the Quarter after the Last Accomplished Quarter.	Last accomplished = 10 Feb 07 Expires = 30 Jun 07, overdue = 1 Jul 07
4Q - 4th quarter	Expires at the end of the last day of the 4th Quarter after the Last Accomplished Quarter.	4Q: last accomplished = 10 Feb 07 Expires = 31 Mar 08, overdue = 1 Apr 08
SA - Semi-Annual	Expires at the end of the last day of the Semi-annual period <i>after</i> the training was accomplished.	Last accomplished = 10 Feb 07 Expires = 31 Dec 07, overdue = 1 Jan 08
A - Annual	Expires at the end of the last day of the Calendar Year after the training was accomplished.	Last accomplished = 10 Feb 07 Expires = 31 Dec 08, overdue = 1 Jan 09
B - Biennial	Expires at the end of the last day of the 2nd Calendar Year after Training was accomplished.	Last accomplished = 10 Feb 07 Expires = 31 Dec 09, overdue = 1 Jan 10
T - Triennial	Expires at the end of the last day of the 3rd Calendar Year after Training was accomplished.	Last accomplished = 10 Feb 07 Expires = 31 Dec 10, overdue = 1 Jan 11
AR – As required	Customizable frequency not listed	

A2.1. General Information. This attachment provides guidelines on proper training documentation. Instructions are provided for AF Form 4022, AF Form 4023, *Aircrew Training Progress Report*, AF Form 4024, *Aircrew Training Accomplishment Report*, and AF Form 4025, *Aircrew Summary/Closeout Report*, and aircrew TG. Units may use the Graduate Training Integration Management System (GTIMS) in lieu of the hard-copy requirements described in this instruction. Units maintain all referenced documentation (training, reviews, waivers, etc.) within a database when an electronic option is used.

A2.1.1. Initiate a training folder (AF Form 4022) for ETCA formal training (either at FTU or in-unit), mission qualification, special qualification or certification training, in-unit upgrade program to the next higher crew qualification, requalification training (either at FTU or in-unit), for any corrective action or additional training, and all training conducted on multiple flight/ground training periods on multiple days.

A2.1.1.1. The Sq/DO may waive the training folder requirement if corrective action or training is limited. If initiated for corrective action, the instructor or flight evaluator who evaluated the aircrew member's performance will enter comments pertinent to the training deficiency on AF Form 4023. **(T-2)**. Use the existing AF Form 4022 for end-of-evaluations that result in additional training.

A2.1.1.2. At the unit's discretion, training folders for an individual undergoing more than one training program in a short period may combine all training into one AF Form 4022.

A2.1.2. The FTU will send AF Form 4022 with all training records to the trainee's gaining unit. **(T-2)**. Sq/CCs or a designated representative will review FTU training records and document this review on AF Form 4023. **(T-2)**.

A2.1.3. Squadrons will maintain the training folders for their personnel in a location readily accessible to instructors and supervisory personnel. **(T-3)**. The trainee may review his or her folder at any time.

A2.1.4. The instructor or trainer will review the training folder prior to all training periods. **(T-3)**. Those areas not previously accomplished or those in which crewmembers require additional training, should be noted for possible inclusion during the current training period. The Sq/CC or DO will review active training folders quarterly, and flight commanders or squadron training representatives will conduct a monthly review. **(T-3)**. Monthly and quarterly reviews will be annotated on AF Form 4023. **(T-3)**.

A2.1.5. Upon completion of training, place the summary/closeout report (AF Form 4025) in the individual's training folder. Squadrons will retain all AF Forms 4022 for 1 year, then return them to the crewmembers. **(T-2)**. Do not insert AF Form 4022 or Forms 4023, or AF Forms 4024 into FEFs. Refer to the *Air Force Records Disposition Schedule (RDS)* located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm> for further guidance.

A2.1.6. Use AF Forms 4022, 4023, 4024, and 4025 for ATS and FTU courses.

A2.2. Instructions for AF Form 4022. This form is a folder constructed of hard stock paper. The inside covers have tables for documenting training. OSS/OST offices will ensure standardized training folder format between squadrons. **(T-3)**. AF Forms 4023, 4024, and 4025 and additional information (waivers, memorandums, etc.) will be attached through the centered

holes of the folder. **(T-3)**. TG will be placed inside the folder. **(T-3)**. The form is available through the AF publications distribution system. Comply with the following when documenting aircrew training on the form. **Note:** FTU instructors using ATS courseware are not required to complete the following sections of the AF Form 4022: ground training summary, written evaluations, and flying training summary if this information is tracked by other means and sent to the gaining unit with the AF Form 4022.

A2.2.1. Trainee Information (cover): Provides trainee and information.

A2.2.1.1. Name and grade.

A2.2.1.2. Aircrew position. (For aircrew members in an upgrade program, enter the aircrew position to which they are upgrading).

A2.2.1.3. Unit of assignment.

A2.2.1.4. Type of training. Enter formal title or, for special mission qualification enter type. For other types of training, enter a descriptive identifier.

A2.2.1.5. Class number. Enter FTU class number; otherwise, leave blank.

A2.2.1.6. Course number: Enter only the ETCA FTU identifier, e.g., C5PIQ, C5FIQ, C5LIQ, etc. Otherwise, leave blank.

A2.2.2. Ground Training Summary (inside left). (This section provides a chronological record of ground training events). Record non-flying training events. Entries are required for PTT, CPT, WST, and ground training (GT). Ground training is considered all academic training conducted outside the classroom not associated with a simulator or flight. Entries are required for in-unit academic instruction conducted according to FTU courseware. Classroom academic training is identified as AT.

A2.2.2.1. Date.

A2.2.2.2. Training period. Enter sequentially numbered training period designators, e.g., CPT-1, WST-2, GT-3, etc., or specific identifier.

A2.2.2.3. Status. Enter incomplete (INC) and the reason, e.g., INC-MX (maintenance) or INC-PRO (trainee proficiency) when an additional training period, over those remaining, will be required to accomplish the lost training events originally scheduled for that training period; otherwise, leave blank.

A2.2.2.4. Instructor or trainer (qualification). Enter the last name of the instructor or trainer and aircrew qualification, e.g., AC, IP, IL, etc.

A2.2.2.5. Training time. Do not include time normally associated with pre-briefing and de-briefing.

A2.2.3. Training Period Designators. Codes to describe training periods. Formal training schools may use more descriptive designators if required.

A2.2.4. Written Evaluations. Record data for the in-flight evaluation required to complete the training program.

A2.2.4.1. Date. Enter the date the written evaluation was satisfactorily completed.

A2.2.4.2. Type. Enter the AFI 11-202V2, description or other appropriate identifier.

A2.2.4.3. Grade. Enter according to AFI 11-202V2.

A2.2.5. Performance Evaluation Summary. Record data on required evaluations including re-evaluations (if applicable).

A2.2.5.1. Date recommended. Enter the date recommended for a performance evaluation (CPT, WST, or flight).

A2.2.5.2. Type evaluation. Enter AFI 11-202V2 evaluation description or other appropriate identifier.

A2.2.5.3. Instructor (qualification). Enter the last name and aircrew qualification of the instructor recommending the student for an evaluation.

A2.2.5.4. Operations review. The initials of the reviewer indicate a records review has been accomplished following recommendation for an evaluation. **Note:** Flight commanders or supervisors will accomplish reviews during formal training courses. **(T-3)**. Sq/CCs or DOs are required to accomplish reviews prior to flight evaluations. **(T-3)**.

A2.2.5.5. Date evaluated. Enter the date the evaluation was completed.

A2.2.5.6. Evaluator.

A2.2.5.7. Grade. Enter according to AFI 11-202V2.

A2.2.6. Flying Training Summary (inside right). This section provides a chronological record of flying training sorties. Log all sorties scheduled even if canceled by external factors such as weather (WX) or maintenance (MX).

A2.2.6.1. Date. On operational missions, enter inclusive date (e.g., 28 Jul - 7 Aug 95).

A2.2.6.2. Training period. Enter sequentially numbered training period designators (e.g., S-1, O-2, etc.).

A2.2.6.3. Status. Enter —INC and reasons, WX, MX, or PRO when an additional training flight, over those remaining, will be required to accomplish lost training events originally scheduled for that period (INC-WX); otherwise, leave blank.

A2.2.6.4. Instructor (qualification). Enter the last name and aircrew qualification of the instructor.

A2.2.6.5. Mission time. Enter the total flight-time of the training or operational mission in the top half of the block.

A2.2.6.6. Cumulative time. Use this block to enter the individual's total cumulative flight-time in the specific training. Enter total cumulative flight-time in the top half of the block.

A2.2.7. Performance and Knowledge Standards. For use with AF Form 4024, see [paragraph A2.4.11](#)

A2.2.8. Grading Codes. For use with AF Form 4024, see [paragraph A2.4.8](#)

A2.3. Instructions for AF Form 4023. This form provides a narrative description of training missions and is also used for documenting operations review of training progress. File AF Forms 4023 on the left hand side of AF Form 4022 in order with the most recent on top. This

form is optional if a training guide is used to record training. The ATS contractor may develop a training form approved by AMC/A3TA.

A2.3.1. Training Period and Date (Item 1). Training period is either ground, WST, or flight, i.e., GT-1, WST-3, S-4, etc. Also, annotate the date the training occurred.

A2.3.2. GT, FLY, and ATD (Items 2, 4, and 6). Annotate time allocated for training and keep a running total (Items 3, 5 and 7) by adding previous totals to current training period time (not applicable to Air Education and Training Command).

A2.3.3. Total Training Time (Item 8). Keep a running total of all training time (add items 3, 5, and 7).

A2.3.4. Remarks and Recommendations (Item 9). Describe the mission scenario. Comments elaborate on trainee strengths and weaknesses, identify problem areas, record unusual circumstances, and indicate student progress. Recommendations should be specific and include tasks requiring further training and the type of training required. If more space is required for annotating remarks, draw vertical arrows through sortie information heading section (Items 1 through 8) of following block or form and continue remarks. When the trainee attains sufficient knowledge, experience, and prerequisites for upgrade, the instructor recommends an evaluation and states: "Recommend evaluation for (crew position)" on the AF Form 4023. Trainees will not be recommended for an evaluation if a required event is incomplete or requires corrective action.

A2.3.4.1. Operations Review. In addition to reviewing all AF Form 4023 entries, the flight commander or squadron training representative will conduct a monthly review of active status AF Forms 4022. **(T-3)**. The Sq/CC or DO will review active status AF Forms 4022 at least once each quarter. **(T-3)**. The quarterly review satisfies that month's review. Document reviews on an AF Form 4023. The reviewer will annotate monthly or quarterly review, as applicable, in the training period block. **(T-3)**. Write comments concerning the trainee's progress, status, or recommendations in the mission profile, comments, and recommendations block.

A2.3.4.2. Monthly reviews are not required for FTU courses except in documented cases of unsatisfactory progress. ATS personnel will review student records and ensure all required training is completed prior to entering flight training. **(T-3)**. If problems are encountered during the flying phase, the squadron will conduct reviews necessary to document unsatisfactory progress. **(T-3)**.

A2.3.5. Instructor Block (Item 10). Instructors sign their names and annotate their ranks and crew qualifications.

A2.3.6. Students Block (Item 11). Students sign their name.

A2.3.7. Reviewer Block (Item 12). For monthly and calendar quarterly reviews, Sq/CCs, DOs, or flight commanders sign their name and indicate their position. Flight commanders may use their initials in the review block after reviewing individual AF Form 4023 entries.

A2.3.8. AF Form 4023 should be completed and reviewed by the student prior to his or her next training period.

A2.4. Instructions for the AF Form 4024. This form tracks, for each sortie, individual event and task accomplishment and grades. Units may overprint event and task listings, total number

of repetitions required, and the required proficiency level (RPL) for each event and task, but may not alter the basic structure of the form. Simulator, ground, and flight training events may be combined on a single AF Form 4024 provided they are separated in the Training Event or Task Listing column. Maintain AF Forms 4024 on the right side of AF Form 4022. The ATS contractor may develop its own training form approved by AMC/A3TA.

A2.4.1. Name.

A2.4.2. Crew Position.

A2.4.3. Course or Phase of Training. Enter the ETCA formal identifier, e.g., C-5M ACIQ. For special mission qualification, enter the type and identify the method of training, e.g., WST training, flying training, etc.

A2.4.4. Sortie. Enter sortie number e.g., S-1, S-2, CPT-1, etc.

A2.4.5. Date.

A2.4.6. Training Event and Task Listing. Reflects the tasks and subtasks in the training program that require specific student performance or knowledge proficiency standards.

A2.4.7. Number Accomplished. Reflects the number of times an event was accomplished on that sortie.

A2.4.8. Grade. Enter a 1, B, F, P, S, or U as appropriate.

A2.4.8.1. **(1)** —Item is accomplished once by the crewmember, but does not require proficiency.

A2.4.8.2. **(B)** —Briefing item only.

A2.4.8.3. **(F)** —Familiarization item; proficiency is not required. The OG/CC or equivalent operations function will determine whether —F items are completed by briefing, demonstration, observation, or actual accomplishment. **(T-3)**.

A2.4.8.4. **(P)** —Proficient; crewmember has achieved the required proficiency level.

A2.4.8.5. **(S)** —Satisfactory; crewmember has not achieved the required proficiency level but progress is satisfactory.

A2.4.8.6. **(U)** —Unsatisfactory; crewmember was previously proficient or satisfactory, but has regressed or progress is unsatisfactory. In this case, the students regain proficiency prior to recommendation for an evaluation or certification. **Note:** Once a crewmember has received P for an event, the only subsequent grade allowed is either P or U. Any event graded U has an associated remark on AF Form 4023.

A2.4.9. Total Number Required. Indicates the total repetitions of an event or task required by the syllabus.

A2.4.10. Total Number Accomplished. Total of the number of repetitions actually accomplished.

A2.4.11. Required Proficiency Level (RPL). An RPL is required for the specific event and task. Each event and task has a performance standard designated for the required proficiency level the crewmembers achieve. See [Table A2.1](#) In addition, each event and task may have (optional) a knowledge standard designated and used in the same manner as a performance

standard. See [Table A2.2](#). The standards for specific events are listed in the applicable master task list (MTL) and evaluation standards document (ESD). If not listed, the events have an RPL of 3 for performance and C for knowledge (if knowledge standards are used in addition to performance standards). **Exception:** One-time events required for familiarization and not listed in the MTL/ESD do not have performance and knowledge standard assigned. Performance and knowledge standards follow:

Table A2.2. Event and Task Performance Standard.

Code	Performance is:	Definition:
1	Extremely Limited	Individual can do most activities only after being told or shown how.
2	Partially Proficient	Individual can do most of the behaviors, but not necessarily to the desired levels of speed, accuracy, and safety.
3	Proficient	Individual can do and show others how to do the behavior in an activity at the minimum acceptable levels of speed, accuracy, and safety without the assistance of an instructor. For copilots, proficiency may involve actual aircraft control or copilot duties only. For instructors, proficiency includes the ability to demonstrate, instruct, and supervise ground and flight activity.
4	Highly Proficient	Individual can do behaviors in an activity at the highest level of speed, accuracy and safety.

Table A2.3. Event and Task Knowledge Standard.

Code	Knowledge of:	Definition:
A	Facts and Nomenclature	Individual can identify basic facts and terms about the subject and when used with a performance code, can state nomenclature, simple facts, or procedures involved in an activity.
B	Principles and Procedures	Individual can explain relationship of basic facts and state general principles about the subject and when used with a performance code, can determine step-by-step procedures for sets of activities.
C	Analysis, and Operating Principles	Individual can analyze facts and principles and draw conclusions about the subject and when used with a performance code, can describe why and when each activity is done and tell others how to accomplish activities.
D	Evaluation and Complete Theory	Individual can evaluate conditions and create new rules or concepts about the subject and when used with a performance code, can inspect, weigh, and design solutions related to the theory involved with activities.

A2.5. Instructions for the AF Form 4025.

A2.5.1. An AF Form 4025 is completed for all training folder closures detailing the individual's strengths, weaknesses, overall performance, and other pertinent information (not required for retraining as a result of a failed evaluation unless directed by the Sq/CC). In the remarks section, annotate the total calendar time, GT time, flight time, and ATD time from the AF Form 4023. A copy of this report is filed on the right side of the AF Form 4022 on top of any existing AF Forms 4024. AF Forms 4025 are closed out with the successful completion of one of the following events: flight evaluation (if required as part of the training program), instructor validation of successful program completion (sign-off), or Sq/CC certification (if required as part of the training program). If additional training is needed after the checkride, the training folder may be reopened and the additional training annotated with another AF Form 4025 to close.

A2.5.2. Sq/CCs, DOs and flight commanders ensure the comments on the AF Form 4025 do not reflect personal opinions or biases. All comments are supported by information contained in the AF Forms 4023 or 4024. At the FTU, the instructor accomplishes the AF Form 4025 and the Sq/CC's signature is optional. Refer to the *Air Force Records Disposition Schedule (RDS)* located at <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm> for further guidance.

A2.5.3. Upon completion of training, place the summary or closeout report (AF Form 4025) in the individual's training folder. Squadrons will retain all AF Forms 4022 for 1 year then return them to the crewmembers. (T-2). Do not insert AF Forms 4022, 4023, 4024, or 4025 into FEFs. Refer to the *Air Force Records Disposition Schedule (RDS)* locate <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm> for further guidance.

A2.6. Aircrew Training Guides. If available, use aircrew TGs for training programs.

A2.6.1. The ATS contractor develops TGs. Units may produce TGs when the ATS contractor is unable to provide them. TGs are developed in accordance with AFI 36-2651, *Air Force Training Program*. Coordinate TG development through appropriate MAJCOM with an info copy sent to AMC/A3T.

A2.6.2. Initiating TGs. Training and resource management personnel in each unit will initiate a TG on crewmembers prior to their entering any phase of qualification training (T-3). These TGs will be inserted in AF Form 4022 and may be used in lieu of AF Forms 4023 or 4024. (T-3).

A2.6.3. Use of TGs. Specific instructions for annotating training are included in each TG. TGs should be placed in an AF Form 4022 and maintained in accordance with [paragraph A2.1.5](#) TGs may be maintained separately from the AF Form 4022 provided that the training accomplished is recorded in the appropriate tables of the AF Form 4022. The AF Form 4023 is optional if the training guide is used to record training. The AF Form 4024 is optional if the TG is used to track individual event task accomplishment and grades. If the Forms 4023 and 4024 are used in TGs maintained separately from the AF Form 4022, ensure copies of the Forms 4023 and 4024 are attached to the Form 4022 and the training accomplished is recorded in the appropriate tables of the Form 4022.

A2.6.3.1. Active status TGs will be carried by the student during all training and operational missions and made available to the instructor for review and annotation. (T-

3). The student will review the TG and initial the training progress record prior to the next training period. **(T-3)**.

A2.6.3.2. Complete the training progress record portion of the TG in sufficient detail to specify areas of training accomplished, areas needing improvement, recommended specific study areas for the trainee, and recommended training for the next training period. When the trainee attains sufficient knowledge, experience, and prerequisites for upgrade, the instructor will recommend an evaluation and state: Recommend evaluation for (crew position) on the AF Form 4023 or contractor-developed form. **(T-3)**. Trainees will not be recommended for an evaluation if a TG required event is incomplete or requires corrective action. **(T-3)**. **Exception:** Copilot and second FE flight simulator ATS progress reviews (evaluations) may be administered with open areas in the TG.

A2.6.3.3. On missions without an instructor or evaluator, the senior qualified counterpart, e.g., AC for copilots, first FE for second FEs, qualified LM for LMs, etc., will accomplish required training for those areas not requiring an instructor. **(T-3)**. Annotate applicable training information in the TG.

A2.6.3.4. When an initial qualification flight evaluation is not successfully completed and additional training is required, the flight commander will annotate deficient areas on reproduced pages of the appropriate TG and AF Form 4023 or contractor-developed form. **(T-3)**. This mini-TG will be placed in the AF Form 4022 and used to document completion of additional training.

A2.6.3.5. At the conclusion of training, when all requirements of the TG are met, fill-out an AF Form 4025 in accordance with [paragraph A2.5](#) Maintain completed TG and associated AF Form 4025 in the training folder according to [paragraph A2.1.5](#)

A2.6.3.6. Do not maintain the training guide in the flight evaluation folder.

A2.6.4. Review Procedures:

A2.6.4.1. Instructors and students review the TG after each training period and discuss training accomplished, problem areas, and immediate goals. The following are areas that should be covered in the —comments section:

A2.6.4.1.1. Pilots:

A2.6.4.1.1.1. AR missions. Indicate whether the flight was day or night. Also, include whether contact was with a KC-135, KC-10, or KC-46 and the accumulated contact time.

A2.6.4.1.2. Loadmasters:

A2.6.4.1.2.1. Operational flights or static loads. Enter a general description of duties performed on every mission leg where training was accomplished. If the trainee assisted in an on/offload, enter a general description of the cargo and/or number of passengers.

A2.6.4.2. The flight commander or squadron training representative will conduct a monthly review of TGs. **(T-3)**. This review is indicated by entering initials and date in the review block of the TG. This review is not required if a quarterly review was accomplished.

A2.6.4.3. The Sq/CC or DO will review active TGs at least once each calendar quarter and prior to an evaluation. **(T-3)**. This review is a separate entry on the TG and includes comments on weak areas and upgrade potential. Indicate review by signing the instructor-trainer block of the training progress record, and enter quarterly review in the training period identifier block.

A2.6.4.4. Records of crewmembers not receiving training (but in an active status), will be reviewed monthly and quarterly as indicated above. **(T-3)**. If applicable, the statement, “no training accomplished during this period, the reason why, and the projected date when training is expected to resume” is entered on the student's training progress record.

A2.6.5. Disposition of TGs:

A2.6.5.1. Retain completed TGs in AF Form 4022 for 1 year following completion of training.

A2.6.5.2. The FTU will maintain copies of the aircrew training records on incomplete trainees for 6 months. **(T-2)**.