

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

**AIR FORCE POLICY DIRECTIVE 11-4**

**12 APRIL 2019**



**FLYING OPERATIONS**

**AVIATION SERVICE**

Corrective Action Applied, 7 May 2019

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This directive establishes policy applicable to aviation service. It applies to all Regular Air Force and Air Reserve Component aircrew personnel, commanders and supervisors of aircrew personnel. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule located within the Air Force Records Information Management System. Submit recommended changes to this publication to AF/A3TF using Air Force Form 847, *Recommendation for Change of Publication*. Route Air Force Form 847 from the field through the appropriate functional chain of command. This publication may not be supplemented.

**SUMMARY OF CHANGES**

This document has been revised for readability, clarity and to reflect organizational changes. Language has been added to allow officers graduated from United States Air Force Academy (USAFA) airmanship programs to continue to operate and instruct in the same manner as enrolled cadets.

**1. Policy.** The Air Force will maintain a sufficient number of qualified flying personnel to accomplish the mission. Every level of flying training must contribute to establishing and maintaining a lethal force.

1.1. Initial qualification training screens and qualifies candidates for the high standards of flying duty.

1.2. Mission qualification and continuation training sustains the aircrew readiness levels required to accomplish the mission.

## **2. Roles and Responsibilities.**

2.1. The Deputy Chief of Staff, Operations (AF/A3), through the Director, Training and Readiness (AF/A3T) establishes and oversees the Air Force's flying programs.

2.2. Commanders of Major Commands provide subordinate units the guidance, criteria, and supervision required to accomplish training requirements.

## **3. Management.**

3.1. The Aviation Resource Management System is the designated Air Force management system for aviation actions and all active and inactive aircrew members will be entered into this system. It will be used to manage flying qualification, operational training, and entitlements to flying incentive pay in accordance with Department of Defense Instruction 7730.67, Aviation Incentive Pays and Bonus Program.

3.2. The term "aircrew" as used in this directive and applicable for all implementing publications, indicates personnel responsible for the safe ground and flight operation of the aircraft and onboard systems, or for airborne duties essential to accomplishment of the aircraft's mission. It includes the total complement of rated (pilots (manned/unmanned), navigators, combat systems operators, air battle managers, and flight surgeons), as well as career enlisted aviators (1AXXX/1UXXX Air Force Specialty Codes), and nonrated aircrew (K-, Q-, or X-prefixed Air Force Specialty Codes). Members in initial formal training for immediate assignment to an authorized operational flying position are also included. Individuals must be on aeronautical orders and assigned to an authorized position according to Air Force Instruction 65-503, US Air Force Cost and Planning Factors, or be nonrated aircrew not in an aircraft's basic crew complement, but required for the mission. Aircrew members perform their principal duties inflight and their presence is required for the aircraft to accomplish its primary tasked mission. Duties must be essential to operating the aircraft or mission systems and equipment used for completing a mission, or other duties essential to the aircraft's mission.

3.3. United States Air Force Academy/Air Force Reserve Officer Training Corps cadets enrolled in approved Air Force Academy flying programs are accorded aircrew status while actively participating in such programs. Additionally, previously-qualified cadet instructors, who have been commissioned and are on casual status awaiting follow-on training, are accorded the same aircrew status while actively participating in such programs. These individuals will be placed on aeronautical orders authorizing Air Force Academy Airmanship Program flying status, but will not be added in the operational Aviation Resource Management System database. An alternative training database may be employed. An aviation service code will not be assigned and an aviation service date will not be established. Neither flying incentive pay nor flying duty credit are authorized.

3.4. Operational Support Fliers are individuals whose primary full-time duty does not require flying. The Air Force may require these individuals to fly on an occasional basis to perform a specific essential inflight duty that cannot be performed by an assigned aircrew member. Duties may include, but are not limited to, inflight test, operation, or inflight maintenance of specific aircraft systems or installed equipment. Operational support fliers

must be placed on aeronautical orders and complete prescribed flying hour requirements in order for them to receive non-crew hazardous duty pay; authorized man-months are required prior to issuance of aeronautical orders.

HEATHER WILSON  
Secretary of the Air Force

## Attachment 1

### GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

#### *References*

Air Force Manual 33-363, *Management of Records*, 1 March 2008

Air Force Instruction 65-503, *US Air Force Cost and Planning Factors*, 13 July 2018

Department of Defense Instruction 7730.67, *Aviation Incentive Pays and Bonus Program*, 20 October 2016

Air Force Manual 11-402, *Aviation and Parachutist Service*, 24 January 2019

#### *Adopted Forms*

Air Force Form 847, *Recommendation for Change of Publication*

#### *Terms*

**Air Reserve Components**—comprised of the Air Force Reserve and the Air National Guard.

**Aviation Service**—service that requires the knowledge, skills, or ability to fly or operate flight capable machines (see Department of Defense Instruction 7730.67).

**Aviation Service Code**—two-character codes used in Aviation Resource Management System that indicate incentive pay entitlement and flying status.

**Aviation Service Date**—the effective date of the first aeronautical order to perform flight duties (see Department of Defense Instruction 7730.67).

**Rated**—An Air Force officer who completes Air Force formal undergraduate flying training or Air Force designated equivalent training is eligible for a United States Air Force rating (see Air Force Manual 11-402).