

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

**AIR FORCE INSTRUCTION 10-210**

**9 JULY 2019**



**Operations**

**PRIME BASE ENGINEER  
EMERGENCY FORCE (BEEF)  
PROGRAM**

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This Instruction implements Air Force Policy Directive 10-2, *Readiness*, and provides the requirements for the Air Force Prime Base Engineer Emergency Force (BEEF) Program. This Air Force Instruction (AFI) applies to all Regular Air Force, Air Force Reserve, and National Guard Bureau/Air National Guard civil engineer units and personnel. Air Reserve Component civil engineer units and their Prime BEEF teams will operate according to **Chapter 1** through **Chapter 6**, with the following exception: All references to the Base Civil Engineer should be interpreted as Air National Guard or Air Force Reserve civil engineer unit commander. For the purpose of this Instruction, the National Guard Bureau is functionally considered to be a major command. This publication may be supplemented at any level, but all Supplements must be routed to the office of primary responsibility (OPR) of this publication for coordination prior to certification and approval.

The authorities to waive wing and unit level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, and T-3") number following the compliance statement. See AFI 33-360, *Publications and Forms Management*, 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 requestors commander for non-tiered compliance items. Ensure 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 in the Air Force Records Information Management System. 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. Refer recommended changes and questions about this publication to the OPR using the Air Force Form 847, *Recommendation for Change of Publication*; route Air Force Forms 847 from the field through the appropriate functional chain of command.

### ***SUMMARY OF CHANGES***

This document has been substantially revised and should be thoroughly read. Significant changes include the addition of the Air Force Installation and Mission Support Center (AFIMSC), governance structure, personal bag requirements, home station and contingency training, and reporting requirements.

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## Chapter 1

### FUNCTIONAL ROLES AND RESPONSIBILITIES

**1.1. Air Force Deputy Chief of Staff for Logistics, Engineering & Force Protection (AF/A4).** The AF/A4 is responsible for leadership, management, and integration of Air Force logistics readiness; aircraft, munitions, and missile maintenance; civil engineering; and security forces. The AF/A4 is also responsible for implementing policy and resource advocacy that reflect enhancements to productivity, combat readiness, and quality of life for Air Force personnel.

1.1.1. The Director of Civil Engineers (AF/A4C). AF/A4C will develop policy and provide oversight and guidance of the Air Force Prime BEEF program and, as the chair of the Air Force Civil Engineer Board, act on recommendations from the Readiness Subordinate Table and monitor progress toward total force readiness goals and objectives.

1.1.2. Chief, Readiness Division (AF/A4CX). As the OPR for the Air Force Prime BEEF program, AF/A4CX develops Prime BEEF strategy, policy, and guidance; provides oversight, resource advocacy as well as civil engineer career field management and represents Prime BEEF matters in interdepartmental affairs.

1.1.2.1. Manages and performs Functional Area Manager duties for all Prime BEEF Air Force Specialty Codes in accordance with AFI 10-401, *Air Force Operations Planning and Execution*.

1.1.2.2. As the Manpower and Equipment Force Packaging Responsible Agency (MRA), coordinates all proposed unit type code changes with Major Commands/Direct Reporting Units, as applicable in accordance with AFI 10-401.

1.1.3. Civil Engineer Governance Structure. The Installation Executive Council, the Civil Engineer Board, and the Readiness Subordinate Table provide strategic direction to the total force Prime BEEF program. To read more about the Civil Engineer Governance Structure, visit the Civil Engineer Enterprise Governance Portal: <https://cs2.eis.af.mil/sites/10041/governance/SharedTables/Pages/SharedTables.aspx>.

### 1.2. Major Commands (MAJCOMs)

1.2.1. Each MAJCOM will ensure personnel are organized, trained, and equipped to execute assigned wartime, manmade and natural disaster, and other contingency-related missions.

1.2.2. May supplement this Instruction or provide specific guidance to their units to authorize unique waivers, deviations, or variations allowed in this Instruction. Supplements will be coordinated with AF/A4CX and Air Force Civil Engineer Center (AFCEC) /CX before final approval.

1.2.3. Ensure Prime BEEF operational and training activities comply with applicable environmental laws and standards as described in Title 32 Code of Federal Regulations 989, *Environmental Impact Analysis Process*. If a MAJCOM originates or proposes a deployment, training project, or training exercise, it will ensure the proposed activity is evaluated in accordance with §989. (T-0).

1.2.4. Ensure Prime BEEF units are manned to accomplish requirements in Designed Operational Capability statements.

1.2.5. Coordinate functional input for all regular Air Force Prime BEEF unit type codes (UTCs) capabilities with AFIMSC and the Prime BEEF program manager at Air Force Civil Engineer Center.

1.2.6. Serve as global force management coordinators. Headquarters Air Combat Command is responsible for presenting Prime BEEF forces to the Joint Staff for employment by Combatant Commanders, including identification, sourcing, and tracking of Prime BEEF UTCs in support of contingency operations. Headquarters Air Force Special Operations Command has the same responsibilities for Special Operations Prime BEEF UTCs.

1.2.6.1. Validate UTC development, management, and maintenance activities for all Prime BEEF capabilities.

1.2.6.2. Coordinate with AFIMSC and monitors readiness reporting for all regular Air Force assigned Prime BEEF units in accordance with AFI 10-201, *Force Readiness Reporting*.

### **1.3. Air Force Installation and Mission Support Center will:**

1.3.1. Provide oversight of standards, procedures, guidelines, and curriculum related to the execution of the Regular Air Force Prime BEEF program managed by the AFCEC to ensure all changes are coordinated among other affected Installation and Mission Support functional communities and provide cross-functional coordination as required. AFIMSC ensures personnel are organized, trained, and equipped to execute assigned wartime, disaster response (manmade and natural disasters), and other contingency-related missions. **(T-1)**.

1.3.2. Provide oversight of expeditionary training curriculum and execution to include cross-functional coordination with mission partners. Leverage Civil Engineer (CE) home station training for use by mission partners where efficiencies can be gained and provide management of cross-functional curriculum.

1.3.3. Provide resource advocacy as the program element monitor for funding required to support the Prime BEEF program. **(T-1)**.

1.3.4. Coordinate with applicable Regular Air Force Major Command A3s on taskings of Prime BEEF UTCs, including verifying taskings, recommending sourcing, recommending unit identification code changes, and providing reclama recommendations.

1.3.5. Provide intermediate-level oversight for readiness reporting, which includes developing corrective action plans and providing recommendations to the appropriate readiness reporting offices when deficiencies are identified.

1.3.6. Ensure all Regular Air Force Prime BEEF units complete force readiness reporting for Prime BEEF UTCs in accordance with AFI 10-201.

1.3.7. Validate Regular Air Force UTCs development, management, and maintenance activities for all Prime BEEF capabilities.

1.3.8. Develops, drafts, and publishes all Designed Operational Capability statements for Secretary of the Air Force –retained Regular Air Force civil engineer units. Component-MAJCOMs with assigned Regular Air Force civil engineer units will develop, draft, and publish Designed Operational Capability statements for the assigned regular AF civil engineer units in accordance with AFI 10-201. **(T-1)**. However, Component-MAJCOMs may request that AFIMSC complete the Designated Operational Capability statements for its assigned units.

1.3.9. Conduct staff assistance visits in accordance with AFI 90-201, *The Air Force Inspection System*, when scheduling staff assistance visits, utilize the Gatekeeper guidance.

#### **1.4. Air Force Civil Engineer Center.**

1.4.1. The Deputy Director (AFCEC/DD) establishes standards, procedures, guidelines, and curriculum related to the execution of the Air Force Prime BEEF program.

1.4.2. The Director of Readiness (AFCEC/CX) provides oversight of the Prime BEEF program and mission execution, including unit type code management, equipment requirements, readiness reporting, and development of planning guidance. AFCEC/CX also operates the Civil Engineer Reach Back Center in support of civil engineers worldwide and the Air Force Crisis Action Team.

1.4.3. AFCEC/CX is the functional manager on behalf of AF/A4CX for scheduling and coordinating Air Reserve Component training deployments in support of active MAJCOM, Numbered Air Force, and Combatant Commander requirements and humanitarian and civic assistance projects. **(T-1)**.

1.4.3.1. AFCEC/CX will issue a call letter to the Regular Air Force MAJCOMs, Numbered Air Force, and Combatant Commanders in January of each year. **(T-1)**. The letter will include requirements, procedures, and any other instructions for requesting Air Reserve Component Prime BEEF support. **(T-1)**. Major Commands and civil engineer units should consider support for Operations Flight, Fire & Emergency Services Flight, Explosive Ordnance Disposal Flight, and the Readiness & Emergency Management Flight.

1.4.3.2. MAJCOMs, numbered air forces, and combatant commanders will validate and consolidate their requirements into a prioritized list and submit the list to AFCEC/CX by 1 April of each year. **(T-2)**.

1.4.4. AFCEC Expeditionary Engineering Branch (AFCEC/CXX) will:

1.4.4.1. Provide direct oversight of the Regular Air Force Prime BEEF program and mission execution. **(T-1)**.

1.4.4.2. Inform and coordinate Regular Air Force requirements with the AFIMSC Prime BEEF program element monitor by consolidating requirements from installations and manage the execution of requirements. **(T-1)**.

1.4.4.3. Manage the Regular Air Force Prime BEEF contingency training program. **(T-1)**.

1.4.4.4. Oversee the Silver Flag exercise training curriculum to maintain currency, relevancy and consistency between Silver Flag exercise sites. **(T-1)**. AFCEC/CXX will chair an annual curriculum review with the commanders of the Silver Flag sites serving as voting members. **(T-1)**. This group reviews and updates the curriculum for each civil engineer specialty. The Civil Engineer Governance Structure (discussed in [paragraph 1.1.3.](#)) will review and approve Contingency training course additions and or deletions that affect the overall length of the course (not individual Air Force Specialty Code lesson duration) and decisions that drive major resource investments military construction and Cadre additions. **(T-1)**.

1.4.4.5. Provide curriculum oversight of civil engineer contingency training at the Regional Equipment Operator Training Site, Regional Training Sites, the Expeditionary Combat Support-Training and Certification Center, and other sites providing civil engineer-specific contingency training. **(T-1)**. AFCEC will ensure the civil engineer curriculum at these locations is consistent with current guidance and doctrine and meets the total force training needs for civil engineers. **(T-1)**. See [Chapter 6](#) for further clarification on training by the Air National Guard and Air Force Reserve Command.

1.4.4.6. Serve as the subject matter expert for the Automated Readiness Information System (ARIS). This system superseded the Automated Civil Engineer System-Personnel & Readiness (ACES-PR). AFCEC/CXX will ensure ARIS complies with all applicable source documents such as this Instruction, allowance standards, and the equipment and supply listings. **(T-1)**.

1.4.4.7. Serve as the program manager for Prime BEEF to include the following responsibilities:

1.4.4.7.1. Provide UTC availability, development, posturing, and coding recommendations to Major Commands/Direct Reporting Units.

1.4.4.7.2. Collect, analyze, and validates mission-related Prime BEEF capability requirements in accordance with AFI 10-601, *Operational Capability Requirements Development* and Chairman of the Joint Chiefs of Staff Instruction 3170.01H, *Joint Capabilities Integration and Development System (JCIDS)*.

1.4.4.7.3. Serve as Manpower and Equipment Force Packaging pilot unit for all standard Prime BEEF UTCs, which includes Engineer/Operations, Fire & Emergency Services, Explosive Ordnance Disposal, and Emergency Management UTCs. **(T-1)**. **Note:** HQ Air Force Special Operations Command has 12 UTCs that support specialized and unique special operations forces mission sets. Manpower and Equipment Force Packaging responsibility of these UTCs are at AFCEC and pilot unit responsibilities remain with AFSOC. Pilot unit responsibilities include:

1.4.4.7.3.1. Develop and coordinate proposed mission capability statements, Manpower Force Packaging System updates, and logistics detail updates for Prime BEEF UTCs.

1.4.4.7.3.2. Review and certify accuracy and currency of UTCs at least semi-annually.

1.4.4.7.3.3. Manage Regular Air Force equipment UTCs and allowance standards.



1.4.5. AFCEC Requirements & Acquisition Branch (AFCEC/CXA) manages the Air Force Contract Augmentation Program. The Air Force Contract Augmentation Program is a civilian contract resource that provides extensive worldwide support capabilities and with minimal response time. It provides commanders, civilian leaders a responsive, force multiplier option to augment or relieve expeditionary combat support functions. Capabilities focus on temporary contingency skills and/or resources to sustain military forces participating in a broad spectrum of activities from disaster response to contingency operations.

**1.5. Installation Commander.** Responsible for installation contingency operations for peacetime and war-time operations. Refer to AFI 10-2501, *Air Force Emergency Management Program*, for further details and directions.

**1.6. Base Civil Engineer, Civil Engineer Unit Commander or Civilian Leader.** (Herein referred to as “Civil Engineer Commander”). Units will posture Prime BEEF UTCs as directed by their MAJCOMs, and Direct Reporting Units. **(T-2)**. Regular Air Force civil engineer commanders will equip their Prime BEEF UTCs in accordance with the required equipment and supplies lists. **(T-1)**.

1.6.1. Will program and implement required training for key personnel, including Prime BEEF Program Management training and all additional training requirements listed in this instruction and AFIs 10-201, 10-244, *Reporting Status of Air and Space Expeditionary Forces*, and 10-403, *Deployment Planning and Execution*. **(T-2)**.

1.6.2. Will appoint a unit Prime BEEF Manager. **(T-3)**. The Prime BEEF Manager should be a senior noncommissioned officer in one of the following Air Force specialty codes: 3E0X1, 3E0X2, 3E1X1, 3E2X1, 3E3X1, 3E4X1, 3E4X3, 3E5X1, 3E6X1, or a civilian (Contracted and Civil Service Flights should appoint their most qualified as their Prime BEEF Manager). The Prime BEEF Manager will be selected six months before officially taking over duties in order to attend mandatory training ([paragraph 1.7.4](#)) and to allow sufficient time for overlap with the departing Prime BEEF Manager **(T-3)**.

1.6.3. Will appoint a primary and alternate Unit Deployment Manager in accordance with AFI 10-403. **(T-3)**. Commanders will change the Unit Deployment Manager’s Control Air Force specialty code to the special duty identifier 8U000 with an Assignment Availability Code 45 and Deployment Availability Code of 65 **(T-3)**. The primary unit deployment manager may also serve as the Prime BEEF Manager, but it is not recommended. For Regular Air Force units, the Unit Deployment Manager should serve in this position for up to 24 months per AFI 10-403.

1.6.4. Will assign a Prime BEEF liaison from the Operations Flight. **(T-3)**. The liaison should be the senior enlisted leader within the Operations Flight.

1.6.5. Will report Resource Readiness and Capability Readiness in accordance with AFI 10-201 and UTC Readiness in accordance with AFI 10-244, and applicable command supplements. **(T-1)**. Civil engineer commanders will report on Mission Essential Tasks in accordance with AFI 10-201. **(T-1)**.

**1.7. Unit Level Prime BEEF Manager.** The Prime BEEF Manager will ensure that all Prime BEEF team members are organized, trained, and equipped to perform their contingency roles and maintaining contingency materials and equipment in a “ready state” to deploy. Units will budget for equipment, supplies, and temporary duty assignments. **(T-3)**. The Prime BEEF Manager resides in the Expeditionary Engineering Element of the Readiness and Emergency Management Flight in the squadron and manages the Prime BEEF program. The Prime BEEF Manager’s responsibilities include:

1.7.1. Serve as the single focal point for UTC management and deployment management requirements.

1.7.2. Prepare the unit Resource Readiness, Capabilities Readiness, and Air and Space Expeditionary Force Reporting Tool reports with assistance from the unit deployment manager and functional subject matter experts.

1.7.3. The Prime BEEF Manager will be responsible for managing and documenting all Prime BEEF-related requirements (personnel, training, equipment, etc.) utilizing ARIS. **(T-2)**. The Prime BEEF Manager will keep ARIS data current. **(T-2)**. The Prime BEEF Manager has primary responsibility to update ARIS, while the Primary/Alternate Unit Deployment Manager(s) and functional subject matter experts will provide input for their specific Air Force specialty requirements. **(T-3)**.

1.7.4. Will complete the following training: Prime BEEF Program Management, Force Readiness Reporting, Air and Space Expeditionary Force Reporting Tool, Defense Readiness Reporting System, and ARIS training courses **(T-2)**.

**1.8. Civil Engineer Unit Deployment Manager.** Unit Deployment Manager responsibilities are described in AFI 10-403. Additionally, the Civil Engineer Unit Deployment Manager will complete the following training: Prime BEEF Program Management, Force Readiness Reporting, Air and Space Expeditionary Force Reporting Tool, Defense Readiness Reporting System, and ARIS training courses **(T-2)**. Alternate Unit Deployment Managers should also receive this training. Completion of the Air Force Unit Deployment Manager Course and certification by the host Installation Deployment Readiness Cell in core tasks is mandatory for 8U000. Units should contact AFCEC/CXX for current course schedules.

**1.9. Prime BEEF Liaison.** The liaison should be the senior enlisted leader within the Operations Flight, responsibilities include:

1.9.1. Posturing Operations Flight personnel against all applicable UTC positions while working with the Prime BEEF Manager and unit deployment manager.

1.9.2. Advocating for contingency and home station training within the Operations Flight.

1.9.3. Developing and coordinating a training schedule with the Prime BEEF Manager and unit deployment manager.

1.9.4. Establish a team of subject matter experts to assist the Prime BEEF Manager and or unit deployment manager with maintaining contingency materials and equipment in a “ready state” at all times.

1.9.5. Coordinating unit manpower and equipment issues for the Prime BEEF Manager and or unit deployment manager in support of the Prime BEEF Program.

## Chapter 2

### PROGRAM OBJECTIVES AND REQUIREMENTS

**2.1. Objectives.** The objectives of the Prime BEEF program are to develop and maintain highly skilled civil engineer forces capable of:

- 2.1.1. Reacting rapidly to support Air and Space contingency and installation sustainment missions.
- 2.1.2. Supporting wartime mobility and mission requirements in accordance with designed operational capability statements.
- 2.1.3. Supporting in-place requirements in accordance with designed operational capability statements.
- 2.1.4. Supporting critical installation asset requirement by the designated installation mission.

**2.2. Requirements.**

2.2.1. Units will develop their Prime BEEF program to ensure civil engineer personnel can meet operations plan taskings, impromptu contingency taskings within unit capabilities, and other unit-specific deployment requirements. **(T-2)**. Taskings may include support to combatant commands, joint or combined task forces, and air and space expeditionary forces.

2.2.2. Specific Civil Engineer capabilities for Prime BEEF UTCs are described in their mission capability statements, which can be found in the War & Mobilization Plan-1, Civil Engineer Supplement, see [paragraph 2.2.5](#) below for web link. However, general Civil Engineer contingency missions include but are not limited to:

- 2.2.2.1. Command and control of Civil Engineer forces.
- 2.2.2.2. Joint service requirements.
- 2.2.2.3. Force beddown of Air Force units, weapons systems, and platforms.
- 2.2.2.4. Emergency repair of Air Force installations to include airfield damage and utility repairs, and construction management.
- 2.2.2.5. Fire Prevention and Emergency Response programs.
- 2.2.2.6. Rendering safe and disposal of unexploded explosive ordnance.
- 2.2.2.7. Monitoring and protecting resources subject to the “All Hazards” of threats from major accident, natural disasters, improvised explosive devices, weapons of mass destruction, and enemy and or terrorist use of chemical, biological, radiological, and nuclear weapons.
- 2.2.2.8. Operation and maintenance of critical facilities, and infrastructure.

2.2.3. Staff augmentation teams’ information is located in [Chapter 6](#), and it provides details about the capabilities to support echelons above wing level organizations.

2.2.4. Civilian civil engineer forces are used for in-place employment to support operations at home station. In the event military forces are deployed, commanders and civilian leaders must ensure civilian forces are trained, equipped, and available to support mission-essential requirements. **(T-3)**. In-place forces must be prepared to employ contract support, Individual Mobilization Augmentees, Air Force Contract Augmentation Program, or military or civilian resources from other Air Force locations to meet the in-place mission, depending on the extent and duration of the contingency. **(T-3)**. In-place forces should be familiar with the civil engineer Contingency Response Plan.

2.2.5. War & Mobilization Plan-1, Civil Engineer Supplement, provides general wartime operating and planning guidance. Operation Plans delineate specific theater concepts and requirements. The War & Mobilization Plan-1, Civil Engineer Supplement, is located on the AFCEC Expeditionary Engineering SharePoint site at <https://cs2.eis.af.mil/sites/13072/default.aspx>.

2.2.6. Major Commands and Direct Reporting Units, with input from AFIMSC, posture (i.e., convert the unit manpower document into UTCs) all funded unit-level military authorizations at installations to support contingency operations and Air and Space Expeditionary Forces deployments via unit type codes. The Air Force goal is to maximize the number of UTCs available for deployments. All military personnel are subject to either rotational or Operation Plans taskings.

2.2.6.1. When posturing UTCs, the parent Major Commands and Direct Reporting Units will determine the best use of unit authorizations to meet the most stringent Operation Plans demands and maintain flexibility to support Air and Space Expeditionary Forces steady state requirements. Major Commands and Direct Reporting Units are authorized to change a Prime BEEF UTC commitment to a different unit but must obtain approval through AF/A4CX.

2.2.6.2. Major Commands and Direct Reporting Units will posture UTCs at each unit using the building block approach described in AFI 10-401 and the War & Mobilization Plan-1, Civil Engineer Supplement. **(T-1)**.

2.2.6.2.1. Step 1: Posture personnel UTC using the following priority:

2.2.6.2.1.1. Operations & Engineering UTCs: 4FPES, 4FPSB, 4FPET, 4FPSC, 4FPSD, 4FPA\*.

2.2.6.2.1.2. Fire & Emergency Services UTCs: 4FPFF, 4FPFJ, 4FPFN, 4FPFP.

2.2.6.2.1.3. Emergency Management UTCs: 4FPWF, 4FPWB, 4FPWC, 4FPWD, 4FPWE.

2.2.6.2.1.4. Explosive Ordnance Disposal UTCs: 4FPXB, 4FPXC, 4FPXD, 4FPXE, 4FPXF, 4FPXG, 4FPXH.

2.2.6.2.1.5. Exceptions to these guidelines may be driven by unique MAJCOM missions, i.e. Air Force Special Operations Command.

2.2.6.2.2. Step 2: AFIMSC provides guidance to MAJCOMs and Direct Reporting Units on how to create, register, and posture specialized and MAJCOM-unique UTCs required to support Operation Plans taskings. To the maximum extent possible civil engineer UTCs should apply to the Air Force civil engineer community as a whole with very few unique unit type code exceptions.

2.2.6.2.3. Step 3: When resources are available. Build additional numbers of the UTCs outlined in [para 2.2.6.2.1.1](#) to [para 2.2.6.2.1.4](#) Exception: this step does not apply to the Air Reserve Component.

2.2.6.2.4. Step 4: Assign posturing codes in accordance with AFI 10-401 to each UTC to establish the availability of the UTC teams.

2.2.7. The Manpower and Equipment Force Packaging system (as described in AFI 10-401) contains Prime BEEF UTCs under the alphanumeric series "4F\*\*\*." The Manpower Force Packaging System component of the Manpower and Equipment Force Packaging contains mission capability statements and manpower force element listings for each unit type code, while the Logistics Force Packaging System component of Manpower and Equipment Force Packaging contains the UTC logistics details for equipment and supplies. AFCEC/CXX will use the equipment and supplies listing as the source document for the Logistics Force Packaging System database when building the logistics details in accordance with AFI 10-401.

2.2.8. Prime BEEF personnel must maintain security clearances in accordance with DoD Manual 5200.02\_AFMAN 16-1405, *Air Force Personnel Security Program*. (T-0).

**2.3. Project Approval.** A unit's Prime BEEF construction, maintenance and repair activities will follow project programming requirements and approval levels, as identified in AFI 32-1032, *Planning and Programming Appropriated Fund Maintenance, Repair, and Construction Projects*. (T-2). Work accomplished by Prime BEEF forces must be executed and tracked in accordance with the standardized work prioritization system outlined in AFI 32-1001, *Operations Management*. (T-2). Regular Air Force and Air Reserve Component forces shall follow Joint Publication 3-34, *Joint Engineer Operations*, for project approval procedures while deployed on a joint or combined contingency operation. (T-1). Civil engineer commanders should coordinate with higher headquarters (e.g., Commander, Air Force Forces or Component Command staffs) for the area of responsibility project approval procedures.

**2.4. Observations, Innovations, and Lessons.** All squadron commanders deployed to a contingency location must submit an After Action Report on either Non-secure Internet Protocol Router or Secure Internet Protocol Router no later than 30 days before departure from the deployed location. (T-2). Submit After Action Reports through the Air Force Joint Lessons Learned Information System web-based reporting tool "After Action Report Builder."

2.4.1. All deployed squadron commanders, Facility Engineer Team, Detachment officers-in-charge, noncommissioned officers-in-charge, Utility Detachment officers-in-charge, noncommissioned officers-in-charge, and individual augmentees are encouraged to submit individual Observations, Innovations, and Lessons as they are encountered during their deployment rather than waiting to consolidate all them in the After Action Reports. AFCEC should immediately act upon and disseminate submitted Observations, Innovations, and Lessons. Individual Observations, Innovations, and Lessons are submitted on the Air Force-Joint Lessons Learned Information System website using the "Add an Observation" form.

2.4.2. All civil engineers are encouraged to submit pre-deployment training (e.g., combat skills training) Observations, Innovations, and Lessons. These are submitted using the “Add an Observation” form on the Air Force-Joint Lessons Learned Information System website.

2.4.3. Unclassified After Action Reports and individual observations are submitted via the Air Force-Joint Lessons Learned Information System Non-secure Internet Protocol Router network web link at: <https://www.jllis.mil> and classified items are submitted via the Air Force-Joint Lessons Learned Information System Secure Internet Protocol Router network web link: <http://www.jllis.smil.mil>. Users must register before being granted access to the system.

## Chapter 3

### PERSONNEL

**3.1. Assigning People to Unit Type Codes.** AFI 10-403 provides the general rules for assigning individuals to fill UTC requirements for deployment and employment purposes. Prime BEEF units will adhere to the following rules:

3.1.1. Fire and Emergency Services substitutions must be tied to the Department of Defense fire certification skills. **(T-0)**.

3.1.2. Colonel (O-6), 3E000, 3E700, 3E800, and 3E900 positions shall not be filled by a person with a lower grade or skill level unless allowed by the mission capability statement. **(T-1)**.

3.1.3. Officer positions may be filled by individuals holding any educational suffix. Exception: 32E3H (Explosive Ordnance Disposal) requirements must be filled by a qualified officer possessing the correct duty Air Force specialty code and grade. **(T-1)**.

3.1.4. Authorized Air Force civil engineer substitutions are listed in **Table 3.1**.

**Table 3.1. Authorized Air Force Civil Engineer Substitutions.**

AIR FORCE SPECIALTY CODE TITLE	AIR FORCE SPECIALTY CODE	AUTHORIZED SUBSTITUTIONS FOR 5-SKILL LEVEL AND ABOVE	AUTHORIZED SUBSTITUTIONS FOR 3-SKILL LEVEL
Electrical	3E0X1	None	3E0X2, 3E1X1
Electrical Power Production	3E0X2	None	3E0X1, 3E1X1
Heating Ventilation Air Conditioning & Refrigeration	3E1X1	None	3E0X1, 3E0X2
Pavements & Construction Equipment	3E2X1	None	3E3X1
Structural	3E3X1	None	3E2X1
Water & Fuels System Maintenance	3E4X1	None	3E1X1
Pest Management	3E4X3	None	None
Engineering	3E5X1	None	None
Operations	3E6X1	(Note 1)	None
Fire & Emergency Services	3E7X1	None	None
Explosive Ordnance Disposal	3E8X1	Note 2, 3	None
Emergency Management	3E9X1	None	None
First Sergeant	8F000	3EX9X, 3EX7X	N/A
Note 1: Any 9-level superintendent from 3E0, 3E2, 3E4, 3E5, 3E6 can fill the 4FPAN UTC. Note 2: 4FPXH the Air Reserve Component may substitute a 3E891 for the 3E800 position. Note 3: 4FPXG 3E891 can be substituted for the 32E3H Explosive Ordnance Disposal (EOD) Officer.			

**3.2. Assignment Priority.** Units assign individuals to required UTC positions according to notes in the mission capability statements. When there are no notes, units shall fill each UTC position using the following sequence: **(T-3)**.

3.2.1. An individual holding the control Air Force specialty code (enlisted) or the duty Air Force specialty code (officers) at the required skill level.

3.2.2. An individual holding a control Air Force specialty code one or two skill levels higher than required (enlisted) or one grade higher than required (officers).

3.2.3. An individual holding a control Air Force specialty code one skill level lower than required or one grade lower than required (enlisted or officers). **Note:** First and Second Lieutenants are considered a single grade and can substitute in a Captain grade requirement providing they are capable of completing the assigned mission. For additional guidance, refer to AFI 10-403.



## Chapter 4

### TRAINING

**4.1. Philosophy.** Prime BEEF forces train to meet a full range of tasks expected in a contingency environment. These tasks are contained in each Career Field Education and Training Plan and in this Instruction. This Instruction and the Wartime Task Standard; located on the AFCEC Expeditionary Engineering SharePoint site at <https://cs2.eis.af.mil/sites/13072/default.aspx> are the source documents for Prime BEEF training. All Prime BEEF training requirements are vetted and approved through the Civil Engineer Governance Structure.

**4.2. Applicability.** Military personnel assigned to the Regular Air Force and the Air Reserve Component civil engineer units will train to standards identified in **paragraph 4.3. (T-2)**. Institutional forces, such as headquarters, primary subordinate units, direct reporting units, staff augmentation teams, and individual mobilization augmentee civil engineers, will receive, at a minimum, the ancillary training listed in AFI 36-2651, *Air Force Training*. Ancillary training is conducted as required or just-in-time before deploying. Civilian personnel assigned to deployable UTCs and civilians identified to provide wartime home station support will meet training requirements as defined by the parent major commands and direct reporting units. **(T-2)**.

**4.3. Requirements.** Military personnel assigned to base-level civil engineer units will complete home station training, mission essential equipment training, and Silver Flag in accordance with training tables in **Attachments 2** through **Attachment 8 (T-2)**. All training identified in these attachments is Resource and Capability reportable in accordance with AFI 10-201. Contingency training not conducted at home station is scheduled through AFCEC/CXX. Major commands and direct reporting units coordinate these training requirements when the official data call is sent from AFCEC/CXX. Pre-deployment training requirements are defined in reporting instructions and unit line number remarks.

4.3.1. Home Station Training Requirements. Home station training requirements are identified in the home station training table in **Attachments 2** and **3**. Home station training includes knowledge-based and hands-on training. Units should make every effort to incorporate realism into their respective home station training programs. Field gear (to include primary weapons and training weapons) should be used during hands-on training such as security activities, convoy operations, defensive fighting positions, etc. Institutional Forces will accomplish home station training upon deployment notification. **(T-2)**.

4.3.1.1. Major commands and direct reporting units may direct additional command-required training to maintain optimum readiness.

4.3.1.2. Home Station Training Schedule. Regular Air Force Units will conduct monthly home station training in accordance with the annual standardized schedule located in the respective SharePoint site (Fire, Explosive Ordnance Disposal, Readiness and Emergency Management, and Prime BEEF). **(T-3)**. Adhering to this standardized schedule ensures all mandatory training is accomplished as directed in **Attachment 2**.

4.3.2. Mission Essential Equipment Training Requirements. Mission essential equipment training requirements are identified in [Attachment 4](#). Wartime or contingency environments often involve the use of specialized and unique mission-essential equipment civil engineers do not use in day-to-day operations. Due to cost and complexity, mission-essential contingency equipment and trainer expertise are not commonly found at continental United States installations. However, inadequate training on these key equipment items can negatively impact the capabilities required for contingency operations. Individuals will train to the proficiency level prescribed in the approved mission essential equipment training curriculum to set up, operate, trouble shoot, maintain, and reconstitute equipment in accordance with the Expeditionary Training Working Group-approved objectives. **(T-2)**. Where local training capabilities do not exist, specialty training sites can be utilized. A list of training sites is in [Attachment 5](#). Although the mission essential equipment training table identifies the minimum number of personnel to be trained, units should make every effort to train and certify all personnel who could be tasked as alternates to fill a critical position. Silver Flag training does not fulfill the requirement for mission essential equipment training.

4.3.3. Silver Flag Exercise Training Requirements. All UTCs listed in the Silver Flag training table in [Attachment 2](#) will complete Silver Flag exercise training. **(T-1)**. **Note:** Only those individuals who complete specific Air Force specialty code Silver Flag training can receive Silver Flag exercise training credit. (Exception: [paragraph 4.5.3.1](#) and [4.5.3.2](#) criteria for major commands and direct reporting units to grant Silver Flag exercise training to units under specific circumstances).

4.3.4. Combat Skills Training Requirements. Combat skills training should be integrated into all home station training programs to maintain a higher level of combat readiness. Although the inclusion of combat skills-focused training into home station training does not fully prepare civil engineer personnel to work in a high threat combat environment, the steps taken to enhance training help to elevate units to a readiness level capable of supporting safe and effective operations in low to medium threat combat environments. Personnel identified to deploy in support of high threat joint taskings require completion of a higher level of combat skills training than can be provided through home station training. Although some elements of combat skills training are possible at home station, the overwhelming majority of tasks (convoy operations with live fire, combat lifesaver training, etc.) require special resources, provisions, and other environmental considerations to administer and subsequently train at a Combat Skills Specialty Training Site. To minimize time spent at combat skills training, civil engineers will complete all home station training requirements attending a combat skills specialty training site. **(T-2)**. Combat skills training requirements are identified through the Time-Phased Force and Deployment Data and scheduled through AFCEC/CXX.

4.3.5. Government Vehicle and Equipment Operations Training. All military Prime BEEF personnel will have a valid state motor vehicle license in accordance with AFI 24-301, *Vehicle Operations*, and have a government driver's license or other documentation in their personal training record verifying they may operate the vehicles and equipment identified in [Attachment 3](#) **(T-3)**.

**4.4. Documentation.** The Prime BEEF Manager will document training administered through the Prime BEEF program in accordance with guidelines established in the Records Disposition Schedule. (T-2). The Prime BEEF Manager will document Prime BEEF training using ARIS. (T-2). Prime BEEF Training roster documentation is used to periodically verify the currency of information in ARIS. In accordance with AFI 36-2651, deploying personnel will hand-carry their training record, unless pre-approved through the Installation Personnel Readiness office so personnel can access their training record at the deployed location. Upon permanent change of station, the training record will be transferred; this can be accomplished automatically in (ARIS when the member signs in to their new unit). (T-2).

**4.5. Exceptions:**

4.5.1. Civil engineer commanders may waive overdue training for deployed personnel for up to 60 days after they return to home station.

4.5.2. Civil engineer commanders may give credit for applicable home station training to individuals who performed, and documented in accordance with [paragraph 4.4](#), therefore use the return date from the contingency or exercise deployment as the training completion date.

4.5.3. To obtain Silver Flag credit, staff approval requests to AFCEC/CXX at least 30 days before the start of the training event. AFCEC/CXX is the final authority regarding Silver Flag credit and only considers training events that include current Silver Flag training requirements conducted in a collective environment as a suitable substitute. Exceptions:

4.5.3.1. Major commands and direct reporting units can allow a unit to take credit for Silver Flag exercise training for individuals who deploy as a team in support of contingency beddown operations that include all Silver Flag training requirements in accordance with the Wartime Task Standard with proper documentation of training in accordance with [paragraph 4.4](#). The return date from the deployment is used as the training completion date.

4.5.3.2. If the Major commands and direct reporting units determine that individuals who competed in Readiness Challenge met Silver Flag exercise training requirements a unit may take Silver Flag exercise training credit for those personnel. The final day of competition is used as the training completion date.

**4.6. Task Qualification Training.** In accordance with AFI 10-2501, Career Field Managers identify wartime tasks to be performed and task-certified while wearing chemical, biological, radiological, and nuclear individual protective equipment. Wartime training tasks are considered task qualification training and will be identified in the Civil Engineer Operations and Engineering Air Force Specialty Codes (AFSC) career field education and training plans.

## Chapter 5

### EQUIPMENT AND SUPPLIES

**5.1. Mobility Equipment and Supplies.** Civil engineer commanders will equip their Prime BEEF UTCs in accordance with the respective equipment and supplies listing. **(T-2).**

5.1.1. Requirements, Documents and Databases. The civil engineer community uses three documents/databases to manage UTC equipment and supplies; the equipment and supplies listing, allowance standards, and the Logistics Force Packaging System. These documents and databases define equipment and supply requirements, provide authorization for accountable equipment items, and information for building the logistics details.

5.1.1.1. The equipment and supplies listing source document, which is generated in ARIS, is the authoritative source document for all civil engineer UTC equipment requirements. ARIS is also the only source for details on how to report equipment items in the Air Force Input Tool for Resource Readiness. This document enables the civil engineer community to standardize requirements between UTCs and is the primary document used to conduct annual inventories and forecast funding for those UTCs. The majority of continental United States UTCs are centrally stored at Grissom Air Reserve Base, IN. Outside the continental United States units store and manage their UTCs locally. Outside the continental United States units and units with non-centralized UTCs will conduct inventories and inspections annually and/or after deployments/exercises, comparing the on-hand assets to the equipment and supplies listing and updating the results in ARIS. **(T-2).** When shortages in wartime equipment are noted, units should take immediate action to budget for and acquire missing items. The equipment and supplies listing will be reviewed every three years and approved through the Civil Engineer Governance Structure. Once approved, ARIS will be updated to reflect any changes.

5.1.1.2. Allowance standards provide authorizations for units to acquire accountable equipment items listed in the equipment and supplies listing.

5.1.1.3. The Logistics Force Packaging System contains the pallet load and packing list information for each UTC. AFCEC/CXX will ensure the Logistics Force Packaging System/logistics details include all items as listed in the latest approved equipment and supplies listing. **(T-1).**

5.1.2. Personal Clothing. All Regular Air Force civil engineers will maintain a personal bag in accordance with **Table 5.1. (T-3).** All Civilian members assigned to a deployable UTC should be encouraged to maintain an equivalent personal bag. Until activation, Air National Guard personnel require only those uniform items prescribed in AFI 36-3014, *Clothing Allowances for Air Force Personnel*.

5.1.2.1. Commanders will initially issue and replace the Mandatory items in **Table 5.1** as required. **(T-3).**

5.1.2.2. Each Airman's personal bag contains both Mandatory and Personal items. Mandatory items are authorized and unit funded. Personal items are highly recommended and the responsibility of each Airman to procure those personal items.

**Table 5.1. Personal Bag – (T-3).**

PERSONAL BAG – MEN AND WOMEN	
Mandatory Items (Authorized and unit funded as required)	
Nomenclature	Quantity
Poncho, (uniform pattern appropriate)	1 Each
Boots, Combat, Safety-Toed, Uniform appropriate boots (Members will have 2 pairs, the 2nd pair is maintained by members annual clothing allowance)	2 Pair
Gloves, safety	2 Pair
Trousers, AF, APECS, (uniform pattern appropriate)	1 Each
Parka, AF, APECS	1 Each
Reflective Belt	1 Each
Personal Items (Responsibility of individual Airman and individually procured)	
Nomenclature	Recommended quantity
Duffle Bag or A-bag equivalent	1 Each
Trousers, Utility (one can be worn)	4 Each
Shirts, Utility one can be worn)	4 Each
Cap, Utility (one can be worn)	2 Each
Belt, Riggers	1 Each
Belt Buckle	1 Each
T-Shirts, As required (one can be worn)	6 Each
Undergarments (Gender specific and one set can be worn)	6 Each
Cotton Socks	4 Each
Wool Socks	4 Each
Laundry Bag	1 Each
Jacket, Improved Physical Training Uniform (PTU)	1 Each
Pants, Improved Physical Training Uniform (PTU)	1 Each
Socks, Athletes, Crew, White	6 Each
Trunks, Improved Physical Training Uniform (PTU)	4 Each
T-Shirt, Physical Training Uniform	4 Each
Wash Cloth	2 Each
Towel, Bath	2 Each
Prescription Glasses	2 Pair
30 Days Of Prescribed Medications	30 Day Supply
Hearing Aids	If Needed
Shower Shoes	1 Pair
Civilian Clothes With Casual Shoes	30 Day Supply
Padlock	1 Each
Fleece Cap (uniform color appropriate)	1 Each
Personal Alarm Clock	1 Each
Personal Hygiene Items	30 Day Supply

5.1.3. Mobility Bags. Each person assigned to a standard deployable UTC requires one general purpose bag (A-bag), one extreme cold weather bag (B-bag), and one Chemical, Biological, Radiological, and Nuclear individual protective equipment bag (C-1) bag. The equipment and supplies listing lists mobility bag requirements. A-bag items are listed in AFI 23-101, *Air Force Materiel Management*. Logistics Readiness Squadron will maintain the standard bags. **(T-3)**. Exceptions: (1) Each person assigned to an Explosive Ordnance Disposal UTC will be issued and maintain the mobility bags except for the C-1 bag listed in the equipment and supplies listing. **(T-1)**. Units provide the Explosive Ordnance Disposal individual equipment and unit retention items through the Battlefield Airmen Rapid Refresh & Replenishment System. Mobility bags are only required for the maximum simultaneously deployable capability of the unit (DW and AW).

5.1.4. Special Protective Clothing. Units will maintain properly sized protective clothing for each Pest Management (AFSC 3E4X3) and assigned Fire and Emergency Services (AFSC 3E7X1) technician. **(T-1)**. Units will also maintain arc flash gear, cotton Airman Battle Uniform and Operational Camouflage Pattern and fire resistant undergarments (if cotton uniforms are not available, 100 percent cotton coveralls will suffice) for each Electrician (AFSC 3E0X1), Power Production (AFSC 3E0X2), Heating, Ventilation, Air Conditioning & Refrigeration (AFSC 3E1X1) and Water and Fuels Systems Maintenance (AFSC 3E4X1) technician assigned to a deployable Prime BEEF UTC. **(T-1)**. Individuals holding these AFSCs who are assigned to UTC will deploy with properly sized special protective clothing and undergarments as listed in the equipment supply list. **(T-1)**. Due to the inherently dangerous nature of explosive operations, EOD personnel will wear Flame Retardant variants of approved Air Force uniforms as the daily uniform for both operational and training activities. **(T-3)**. EOD Flights will issue all assigned EOD personnel the required items in the Battlefield Airmen Rapid Refresh and Replenishment System (BARS) to include cold and inclement weather protective clothing items. **(T-3)**. Other civil engineers will use ARIS to document receipt of personal protective equipment items and accountability will be maintained by the issuing Unit Deployment Manager or Prime BEEF Manager through documented annual inventory inspections. **(T-3)**.

5.1.5. Team and Tool Kits. Prime BEEF UTCs will include the full complement of team and consolidated tool kits in accordance with the equipment and supplies listing. **(T-1)**. Units can contact local Logistics Readiness Squadron to obtain a copy of the Allowance Standards 429, 456, 459, 490, 538, and 660 which contain equipment authorizations for Prime BEEF UTCs.

5.1.6. Weapons and Ammunition. The primary duty weapon for civil engineers is the M-4. Each person assigned to a DW-/or Outside Continental United States DP-coded UTC requires one M-4 rifle and 210 rounds of ammunition unless required otherwise by the mission. **(T-1)**. Each rifle requires seven 30-round magazines. Headquarters staff augmentation, Civil Engineer Maintenance, Inspection, and Repair Teams, and airfield pavements evaluation UTCs may optionally equip using pistols only; however, this does not relieve these units of having the M-4s. Exceptions: Weapons and ammunition are not required for people on continental United States DX and DP coded UTCs. All Explosive Ordnance Disposal funded military authorizations, posture in either standard or non-standard UTCs, (DP-, DX-, and DW-coded positions) require M-4 rifles and M-9 pistols.

5.1.6.1. Civil engineer commanders may authorize pistols and accompanying ammunition for cargo couriers, armory guards, or other such duties where the M-4 would hinder operations.

5.1.6.2. **Table 5.2** lists the maximum number of rifles and pistols authorized per UTC. For weapons and demolition munitions authorizations, refer to Allowance Standard 538 and Ground Munitions Authorization Tables located on the Global Ammunition Control Point. In accordance with Ground Munitions Authorization Table, Prime BEEF Managers/unit deployment managers will forecast annually for training and mobility ground ammunition (5.56 mm and 9 mm) for all Prime BEEF requirements (including Explosive Ordnance Disposal). **(T-1)**.

5.1.7. Tactical Communications Systems. Prime BEEF UTCs are authorized Department of Defense-mandated Joint Tactical Radio System communications equipment in accordance with Allowance Standard 660, which is maintained in a readiness status at Grissom Air Reserve Base, IN. **Note:** Explosive Ordnance Disposal and outside the continental United States units maintain the Joint Tactical Communications assets at home station.

**5.2. Prime BEEF Home Station Field Training Sets.** Allowance Standard 429LOOJ provides authorizations for training assets that Prime BEEF units can procure to support home station training, field training, and local base exercises. Field training sets consist of items such as tents, generators, various Basic Expeditionary Airfield Resources electrical equipment items, and environmental control units.

**5.3. Continental United States-Sustaining and Theater In-Place Equipment Requirements.** Continental United States-sustaining and theater in-place civil engineer forces will meet equipment requirements as determined by their parent Regular Air Force MAJCOMs, Direct Reporting Units and AFIMSC. **(T-2)**.

#### **5.4. Equipment Status Reporting**

5.4.1. Units report equipment status in accordance with AFI 10-201.

5.4.2. Major Commands, Direct Reporting Units and AFIMSC must develop the unique instructions for each reporting sub-area to be used and coordinate those instructions with AF/A4CX and AFCEC/CX. **(T-1)**. This coordination ensures AF/A4CX and AFCEC/CX are aware of the special requirements and ensures standardization of like requirements' to all Regular Air Force MAJCOMs, Direct Reporting Units and AFIMSC must develop unique instructions for each reporting sub-area; instructions must be coordinated with AF/A4CX and AFCEC/CX to ensure both awareness of the special requirement and standardization of like requirements. **(T-1)**.

**5.5. War Reserve Materiel Asset Management.** Civil Engineer units will manage War Reserve Materiel assets in accordance with AFI 25-101, *Air Force War Reserve Materiel (WRM) Policies and Guidance*. **(T-1)**.

**Table 5.2. Arming Requirements by Unit Type Code.**

UNIT TYPE CODE	M-4s REQUIRED AND AUTHORIZED (NOTE 1)	M-9s REQUIRED AND AUTHORIZED (NOTES 1 & 2)	M-870s REQUIRED AND AUTHORIZED
4F9AC	7 (Note 3)		
4F9AD	3 (Note 3)		
4FPAK	2		
4FPAL	2		
4FPAM	2		
4FPAN	1 (Note 3)		
4FPAP	2		
4FPAQ	3		
4FPAR	3		
4FPAS	4		
4FPAT	3		
4FPAU	3		
4FPAV	3		
4FPAW	1 (Note 3)		
4FPAX	2		1
4FPSG	1 (Note 3)		
4FPSD	1 (Note 3)		
4FPSB	1 (Note 3)		
4FPSC	1 (Note 3)		
4FPWF	1		
4FPWB	1		
4FPWC	1		
4FPWD	2	2	
4FPWE	2		
4F9B1	8		
4F9J1	8		
4F9J2	1		
4F9J3	1		
4F9J8	2		
4F9J9	12		
4FPJB	2		
4FPLB	15		
4FPES	6 (Note 3)		
4FPET	26 (Note 3)		
4PFFF	1 (Note 3)		
4PFFN	1 (Note 3)		
4PFFJ	2 (Note 3)		
4PFFP	6		
4FPS6	12 (Note 3)		
4FPXG	1	1 (Note 4)	
4FPXB	1	1 (Note 4)	
4FPXC	1	1 (Note 4)	
4FPXD	3	3 (Note 4)	
4FPXE	2	2 (Note 4)	
4FPXF	1	1 (Note 4)	
4FPXH	4	4 (Note 4)	



UNIT TYPE CODE	M-4S REQUIRED AND AUTHORIZED (NOTE 1)	M-9S REQUIRED AND AUTHORIZED (NOTES 1 & 2)	M-870S REQUIRED AND AUTHORIZED
<p>Note 1: If weapons are stored and/or maintained on a separate civil engineer equipment account, Resource Readiness reporting procedures do not change. If weapons are centrally stored and maintained on a single account managed by the Logistics Readiness Squadron, then weapons fall under Logistics Readiness Squadron for reporting.</p> <p>Note 2: Both required by the equipment and supplies listing and authorized by Allowance Standard 538.</p> <p>Note 3: At the civil engineer commander's discretion or deployed commander's request (in the form of a line remark) and in accordance with deployed location reporting instructions, units may additionally equip officers and enlisted personnel on these UTCs with M-9s. This does not replace the requirement for M-4s for force protection.</p> <p>Note 4: Explosive Ordnance Disposal UTC weapons requirements also include the M-107, M-240, and M-249.</p>			

## Chapter 6

### AIR RESERVE COMPONENT

**6.1. Applicability.** Chapter 6 applies to Air Reserve Component (ARC) forces.

**6.2. Readiness Reporting.** HQ Air Force Reserve Command (AFRC)/A4C and National Guard Bureau (NGB)/A4X respectively will ensure all Prime BEEF units complete force readiness reporting for BEEF UTCs in accordance with AFI 10-201. (T-1). In turn, HQ AFRC and NGB will provide summary reports to AF/A4CX. (T-1). Respectively, the HQ AFRC/A4C will develop corrective action plans and provide recommendations to the appropriate readiness reporting offices when deficiencies are identified. (T-1).

**6.3. Posturing.** ARC will determine the best use of unit authorizations to meet the most stringent Operation Plan demands and maintain flexibility to support Air Expeditionary Force steady state requirements. ARC units will posture Prime BEEF UTCs as directed by the HQ AFRC/A4C or the NGB/A4X. (T-1). Civil engineer commanders are responsible for posturing their Prime BEEF UTCs in accordance with unit manning documents. Units will budget for equipment to support home station training assets, temporary duty assignments and Air National Guard (ANG) only mission specific requirements. (T-1).

**6.4. Base Civil Engineer, Civil Engineer Unit Commander or Civil Leader.** Civil engineer unit commanders will appoint a Prime BEEF Manager. (T-2). The Prime BEEF Manager should be a senior noncommissioned officer in one of the following Air Force specialty codes: 3E0X1, 3E0X2, 3E1X1, 3E2X1, 3E3X1, 3E4X1, 3E4X3, 3E5X1, 3E6X1, or a T5 civilian. ANG units may utilize a 3F2X1 to fill the Prime BEEF Manager position, where applicable. The Prime BEEF Manager should be selected before officially assuming this responsibility to attend mandatory training (paragraph 1.7.4) and to allow sufficient time for overlap. The Prime BEEF Manager should ensure all unit assigned members are organized, trained, and equipped to perform their contingency roles and all equipment is on-hand and ready to deploy.

**6.5. Curriculum Oversight at ARC Training Locations.** AFCEC will provide curriculum oversight of civil engineer contingency training at the regional training sites and Expeditionary Combat Support - Training and Certification Center for centrally managed courses only. (T-1). Those mission essential equipment courses include Emergency Airfield Lighting System, Bare Base Distribution, Mobile Aircraft Arresting System, High Power Generation, Reverse Osmosis Water Purification Unit, Crane (Initial and Refresher), Regional Equipment Operator Training Schools (REOTS), and Tractor Trailer Training. All other courses administered at the regional training sites are approved by the NGB/A4X. All other courses administered at the Expeditionary Combat Support - Training and Certification Center are approved by HQ AFRC/A4C.

**6.6. Air Force Institute of Technology (AFIT) Training.** Civil Engineer Superintendent Course (AFIT WMGT 570). Completion of this course is mandatory for Air Force Reserve and Air National Guard (3EXXX) SMSgts and a prerequisite for promotion to CMSgt. **Note:** This is not a skill level awarding course.

**6.7. Contingency Training Project.** A contingency training project is a multi-trade project which should include as many Civil Engineer AFSCs as possible. At a minimum, each contingency project will include one each 32E3, 3E5X1, and 3E6X1 and a combination of at least three each of the following six operational AFSCs: 3E0X1, 3E0X2, 3E1X1, 3E2X1, 3E3X1, 3E4X1 (3E4X3 AFRC only). (T-2). Contingency training project should be no less than 500 labor hours without and upper limit as long as the project is completed within 36-months. Project data will be loaded into ARIS (named “Contingency Project”) along with the completion date to receive training credit. (T-2). Home Station Training for officer and enlisted personnel includes project management and construction skills, planning, programming, design, horizontal and vertical work, and operations to enhance wartime skills. A unit will execute a minimum of one contingency project per 36 months. Units not assigned with at least one 4FPET are exempt from the contingency project requirement. ANG members will refer to the guidance in ANGI 36-501, *Deployment for Training Program*, for requirements to meet this requirement. (T-2).

**6.8. ARC Silver Flag Exercise.** The AFRC Civil Engineer and the NGB/A4X division chief can allow unit members to receive credit for Silver Flag exercise training for individuals who deploy as a team in support of contingency beddown operations (not sustainment, steady-state operations). A second option for members to receive Silver Flag exercise training credit is to participate in a named contingency exercise that meets the wartime task skills Wartime Task Skill requirements and training documented in accordance with [paragraph 4.4](#). A Silver Flag exercise training waiver and supporting documentation must be submitted to the AFRC Civil Engineer or NGB/A4X division chief for consideration. Each request will be considered on a case-by-case basis.

**6.9. ARC Weapons Qualification Requirement.** ARC Prime BEEF personnel excluding Staff Augmentation Teams will qualify with their primary duty weapon (M-4 rifle) every 30 months. (T-1). For each DW-coded UTC authorized to use pistols in accordance with [Table 5.2](#), the unit should assign one primary and up to two alternates to train and qualify in accordance with AFI 36-2654, *Combat Arms Program*. Individuals performing courier, guard, in-flight security, fire chief, or similar duties should also be trained on the pistol upon assignment to these positions. **Note:** The unit deployment manager can manually assign these requirements in ARIS. All personnel assigned to EOD UTCs will qualify on both the M-4 and M-9 weapons, and on a just-in-time basis, will receive training on EOD specialized (ex: M-110)/CREW serve weapons. (T-1).

**6.10. ANG Regional Training Site Visit Requirement.** ANG Prime BEEF units will schedule an regional training site visit each fiscal year preceding their Reserve Component Period (RCP) cycle, and will ensure a minimum of 66% of assigned forces remain current for the other fiscal years. (T-2). ANG Prime BEEF units will provide an after action report to NGB/A4X for each training event. (T-2).

**6.11. Prime BEEF Days.** Civil Engineer unit commanders will ensure each military member assigned to a Prime BEEF UTC participates in a continuous 96- hour Prime BEEF day event once every 36 months. (T-2). At the commander’s discretion, incorporating a bivouac into Prime BEEF home station training is optional. Exceptions: (1) AFRC/A4C-2 and NGB/A4X may reduce/waive this field training requirement for those UTC-tasked units not having 4FP\* and 4F9\* UTCs assigned. (2) To satisfy unique AFRC and NGB requirements, the applicable AFRC/A4C-2 or NGB/A4X may allow unit commanders to divide the 4-day requirement into two sessions. (3) Any member assigned to a 4FPS6 UTC.

**6.12. Staff Augmentation Team.** A Staff Augmentation Team is an engineer force structured to provide command and control augmentation at Unified Command, numbered Air Forces, Joint Task Forces, or theater command staffs. The Command Staff Augmentation Team also has limited planning and design capabilities to support site surveys, master planning, and construction support.

**Table 6.1. ANG Staff Augmentation Team Alignments.**

MAJCOM	Staff Augmentation Team
AFGSC/AMC/USAFE	231 CEF
USAFE-AFAFRICA	235 CEF, 245 CEF
PACAF	240 CEF, 248 CEF

6.12.1. Staff Augmentation Teams provide command and control, operational planning, combat basing, theater Civil Engineer asset and infrastructure condition tracking to advance major contingency operations. They also provide technical design, construction management in support of regional contingencies.

6.12.2. The supported MAJCOM A4C in conjunction with the supporting Staff Augmentation Team leadership is responsible for developing the utilization strategy for their respectively aligned Staff Augmentation Teams.

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

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***Prescribed Forms***

None

***Adopted Forms***

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DD Form 1826-1, Pesticide Applicator Card

***Abbreviations and Acronyms***

**ACES-PR**—Automated Civil Engineer System-Personnel & Readiness

**AFCEC**—Air Force Civil Engineer Center

**AFIMSC**—Air Force Installations and Mission Support Center

**AFRC**—Air Force Reserve Command

**AFSC**—Air Force Specialty Code

**ANG**—Air National Guard

**ARB**—Air Reserve Base

**ARC**—Air Reserve Component

**ARIS**—Automated Readiness Information System

**AW**—Associate Worldwide

**CBRN**—Chemical, Biological, Radiological, and Nuclear

**DW**—Deployable Worldwide

**EM**—Emergency Management

**EOD**—Explosive Ordnance Disposal

**MAJCOM**—Major Command

**NGB**—National Guard Bureau

**OPR**—Office of Primary Responsibility

**OT&E**—Organize, Train & Equip

**Prime BEEF**—Prime Base Engineer Emergency Force

**RCP**—Reserve Component Period

**RegAF**—Regular Air Force

**REOTS**—Regional Equipment Operator Training School

**UTCs**—Unit Type Codes

### *Terms*

**Area of Responsibility**—The geographical area associated with a combatant command within which a combatant commander has the authority to plan and conduct operations.

**Air Reserve Component (ARC)**—The ARC is comprised of the Air National Guard and Air Force Reserve Forces.

**Automated Readiness Information System (ARIS)**—ARIS is the system used to manage UTC resources, personnel, equipment, supplies, and infrastructure required to achieve unit readiness. It is also a tool for the installations, Major Commands and AFIMSC Detachments that enhances information flow and accuracy of deployment training and UTC equipment assets. ARIS also enables the day-to-day management of the installation's chemical, biological, radiological and nuclear defense and emergency management training. It meets the requirement of AFI 10-201 for providing an authoritative data source for all resource readiness measurements.

**Basic Expeditionary Airfield Resources**—These are the vital equipment and supplies necessary to beddown and support combat forces at austere locations where little or no infrastructure exists.

**Civil Engineer Governance Structure**—The entity that oversees all civil engineer program changes.

**Contingency**—A situation requiring military operations in response to natural disasters, terrorists, subversives, or as otherwise directed by appropriate authority to protect US interests. (JP 5-0).

**Designed Operational Capabilities Statement**—Document that outlines each measured unit's capabilities and contains the unit's identification, mission tasking narrative, mission specifics, and measurable resources. The Designed Operational Capabilities statement is used for the purposes of organizing, training and equipping the unit. It is not a tasking document for crisis operations.

**Explosive Ordnance**—All munitions containing explosives, nuclear fission or fusion materials, and biological and chemical agents. This includes bombs and warheads; guided and ballistic missiles; artillery, mortar, rocket, and small arms ammunitions; all mines, torpedoes, and depth charges; demolition charges; pyrotechnics; clusters and dispensers; cartridge and propellant actuated devices; electro-explosive devices; clandestine and improvised explosive devices; and all similar or related items or components explosive in nature.

**Individual Mobilization Augmentee**—An individual reservist attending drills who receives training and is preassigned to an Active Component organization, a Selective Service System, or a Federal Emergency Management Agency billet that must be filled on, or shortly after mobilization. Individual mobilization augmentees train on a part-time basis with these organizations to prepare for mobilization. Inactive duty training for individual mobilization augmentees is decided by component policy and can vary from 0 to 48 drills a year.

**Logistics Force Packaging Systems**—A Manpower and Equipment Force Packaging subsystem that provides equipment and materiel requirements and summarized transportation characteristics through its logistics detail component.

**Manpower Force Packaging System**—Subsystem of Manpower and Equipment Force Packaging. For each UTC it provides: (1) the title of the unit or force element and its unique UTC; (2) the mission capability statement; and (3) the manpower detail by function, grade (officers only), and Air Force specialty code required to meet the defined capability.



**Manpower and Equipment Force Packaging System**—A data system designed to support contingency and general war planning with pre-defined and standardized manpower and equipment force packages. Manpower and Equipment Force Packaging operates in the command and control environment and is composed of two subsystems: the Manpower and Equipment Force Packaging System and the Logistics Forces.

**Mission Capability Statement**—A short paragraph describing the mission capabilities expected of a specific UTC. It contains pertinent information such as the type of base to which the unit deploys, the unit's functional activities, the response capabilities, and augmentation requirements necessary to conduct specific missions.

**Mission Essential Equipment Training**—Mission Essential Equipment Training identifies certain UTCs by Air Force Specialty Code training requirements of hands-on training certification.

**Operation Plan**—A plan for one or more operations that deployed units carry out simultaneously or in a series of connected stages. Higher authorities normally issue Operation Plans as directives based on stated assumptions to allow subordinate officers to prepare supporting plans and orders.

**Regular Air Force**—The Regular Air Force is comprised of active duty forces.

**Unit Deployment Manager**—The unit deployment manager is a member assigned to a unit that manages all deployment readiness and training aspects for all deployable personnel and equipment within their unit to ensure they are deployment ready. Also, unit deployment manager's support redeployed personnel in the Redeployment Support Process with commanders or civilian leaders of their units.

**Unit Type Code**—A Joint Chiefs of Staff developed and assigned a code, consisting of five characters that uniquely identify a "type unit."

**War and Mobilization Plan**—The Air Force supporting plan to the Joint Strategic Capabilities Plan. The five volumes of the War and Mobilization Plan extend through the Future Years' Defense Program to provide continuity in short- and mid-range war and mobilization planning. It provides current planning cycle policies and planning factors for the conduct and support of wartime operations. The War and Mobilization Plan encompasses all functions necessary to match facilities, manpower, and materiel with planned wartime activity.

## Attachment 2

### PRIME BEEF TRAINING

#### A2.1. General Contingency Responsibilities.

A2.1.1. Upon assignment to the unit, civil engineer commanders will ensure all military personnel receive Prime BEEF training as identified in **Table A2.1. (T-3)**. This training should emphasize the individual's role and how they fit into the program. It includes an overview of civil engineer doctrine and explains the organization, training, equipment, operating concepts, and contingency missions pertaining to the unit. The Prime BEEF Manager updates unit personnel on significant changes to the programs as they occur.

A2.1.2. Contingency Training Project. A contingency training project is a multi-trade project which should include as many Civil Engineer AFSCs as possible. At a minimum, each contingency project will include one each 32E3, 3E5X1, and 3E6X1 and at least three each of the following six AFSCs: 3E0X1, 3E0X2, 3E1X1, 3E2X1, 3E3X1, and 3E4X1. Contingency training project should be no less than 500 labor hours and without an upper limit as long as the project is completed within a 12 month period. Project data will be loaded into ARIS (named "Contingency Project") along with the completion date receive training credit. **(T-2)**. Home Station Training for officer and enlisted personnel includes project management and construction skills, including planning, programming, design, horizontal and vertical work, and operations to enhance wartime skills. A unit will execute a minimum of one contingency project per 18 months (48 months for ARC). Contracted, civil service flights and tasked units not assigned at least one 4FPET are exempt from the contingency project requirement except: Kadena AB, Ramstein AB, Joint Base Elmendorf-Richardson and Joint Base McGuire-Dix-Lakehurst.

**A2.2. Combat Skills.** This training includes combat skills training such as unit leadership and operating in a joint environment.

**A2.3. Field Sanitation and Health Training.** This training includes personal hygiene, control of communicable diseases, kitchen and mess sanitation, extreme climate problems, field hygiene, water purification, and related topics.

**A2.4. Cardiopulmonary Resuscitation Certification.** Cardiopulmonary resuscitation certification typically involves cardiopulmonary resuscitation instruction by a qualified instructor and extensive hands-on training. An American Red Cross or American Heart Association certified trainer presents cardiopulmonary resuscitation certification training.

#### A2.5. Expedient Methods.

A2.5.1. Force Beddown. Force beddown subjects include information on Basic Expeditionary Airfield Resources, package configurations, and playbook options. Lessons cover items such as base layout, utility systems, facility hardening, and environmental protection.

A2.5.2. Environmental Management. Civil engineer units play a lead role in environmental management at home station and deployed locations. Civil engineer commanders ensure there is sufficient environmental management expertise on standard deployable UTCs. At a minimum, one officer and an alternate on each 4FPET and all personnel on the 4FPAX UTC must familiarize themselves with the *Overseas Environmental Baseline Guidance Document* and Air Force Handbook 10-222, Volume 4, *Environmental Considerations for Overseas Contingency Operations*, and receive training through the Air Force Institute of Technology environmental course. (T-0). They should pay special attention to the chapters on Drinking Water, Wastewater, Hazardous Material, Hazardous Waste, Solid Waste, Petroleum, Oil and Lubricants, Pesticides, Spill Prevention, and Response Planning. Pest Management Specialists (3E4X3) need to be familiar with requirements identified in the Pesticides chapter. The DoD 4715.05-G, *Overseas Environmental Baseline Guidance Document* and other helpful products can be found on the Defense Environmental Network and Information Exchange website at <https://www.denix.osd.mil>.

**A2.6. Defensive Operations.** Prime BEEF teams accomplish hands-on training in defensive operations for personal and work party security, convoy operations, military vehicle operator training, integrated defense, defensive fighting positions, camouflage, concealment, & deception, revetments, and obstacles.

A2.6.1. Defensive operations training emphasizes command, control, and communications; selection and construction of defensive positions; movement to defensive positions; fire and maneuver; and reacting to attacks.

A2.6.2. Prime BEEF personnel are assigned to Arming Group A and will qualify with their primary duty weapon (M-4 rifle) in accordance with AFI 36-2654. (T-1). For each DP-/DW-coded UTC authorized to use pistols in accordance with [Table 5.2](#), the unit should assign one primary and one or two alternates who must train and qualify in accordance with AFI 36-2654. Individuals performing courier, guard, in-flight security, fire chief, or similar duties should also be trained on the pistol upon assignment to these positions. **Note:** The unit deployment manager needs to assign these requirements in ARIS manually. All personnel assigned to explosive ordnance disposal UTCs will qualify on both the M-4 and M-9 weapons, and on a just-in-time basis, will receive training on the M-107, M-240, and M-249. (T-1). All personnel in DX- and AX-coded UTCs receive just-in-time training.

**A2.7. Train-The-Trainer Program.** An extensive civil engineer train-the-trainer program should be locally maintained. Once completed, train-the-trainer criteria helps ensure units possess skilled cadre capable of training in all aspects of home station combat skills training. At a minimum, all identified trainers should be a 5-skill level in their primary Air Force specialty code, have completed a local train-the-trainer course, and be a subject matter expert in the task they have been identified to train. Those individuals returning from recent deployments or those attending Army lead Combat Skills Training possess relevant and recent experience and should be used to the maximum extent possible to not only help develop a unit training program but to provide instruction within that program.

**A2.8. Mission Essential Equipment Training.** Mission essential equipment training requirements are in [Attachment 4](#).

**A2.9. Crane Operator Training and Certification.** In accordance with Occupational Safety and Health Administration, Standards – 29 CFR 1926.1427, 3E2X1 personnel required to operate mobile hydraulic cranes in the performance of their duties must be both certified and qualified through an approved AFCEC-sponsored training course. The AFCEC Mobile Crane Certification Course covers all cranes from 0-75 ton capacity. For cranes larger than 75 tons, contact the 3E2X1 Force Development Manager (FDM) for additional certification and qualification procedures.

A2.9.1. Certification is obtained by completing the 80-hour AFCEC Mobile Crane Certification course offered by the Expeditionary Combat Support – Training and Certification Center, Regional Equipment Operator Training Site, 435 Construction & Training Squadron, 819 RHS, 554 RHS, or by requesting an exception to policy from the 3E2 FDM (AFCEC/COF) to attend a civilian certification venue. Those that attend an approved civilian certification venue will also need to attend the 40-hour AFCEC Crane Qualification Course to be fully certified. Certification is valid for a period of 60 months from the date of issue at which time the member must re-accomplish the 80-hour AFCEC Crane Certification Course for re-certification. Qualification ensures that operators are and remain familiar with the AF crane specific requirements and operations. Qualification is obtained by completing the 40 hour AFCEC Crane Qualification Course offered by the Expeditionary Combat Support – Training and Certification Center, Regional Equipment Operator Training Site, 819 RHS, 435 Construction Training Site, 554 RHS, 145 Regional Training Site, 163 Regional Training Site or 119 Regional Training Site.

A2.9.2. All qualifications are valid for a period of 30 months from the date of issue. Successful completion of an approved certification course also fulfills the qualification requirement. Once 30 months have elapsed from the date of issue of certification, members will be required to attend the 40 hour AFCEC Crane Qualification Course, which will extend qualification currency until an individual's certification is expired.

**Table A2.1. Prime BEEF Training Requirements. (T-1). All Training is Resource Readiness Reportable.**

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY†	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
<b>General Contingency Responsibilities</b>				
Prime BEEF Orientation Course	All* (Note 1)	Initial	Civil Engineer-Virtual Learning Center (CE VLC)	No
Air Force Contract Augmentation Program Overview	32EX, SNCO, 3EXXX Senior AFSC Reqs	36 months	Lesson Plan	No
Vehicle/Equipment Operations	All	48 months (Note 2)	See Attachment 3	Yes
Contingency Training Project	IAW paragraph A2.1.2.	12 months	N/A	No
Damage Assessment and Response Team (DART)	32E3, 3E000, 3E071, 3E371, 3E471, 3E571	24 months	CE VLC ‡AFPAM 10-219V3	No
Prime BEEF 96-Hour Contingency Training Event	All*	18 months	N/A	No
<b>Combat Skills Training</b>				
Tactical Convoy Operations Course (Notes 3 & 4)	All	18 months	CE VLC Lesson Plan	Yes
Land Navigation Course (Notes 3 & 4)	All	18 months	CE VLC Lesson Plan	Yes
Integrated Defense Course (Notes 3 & 4)	All	18 months	CE VLC Lesson Plan	Yes
Operating in a Joint Environment	All	Initial	Lesson Plan	Yes
Introduction to Night Vision Devices	All	48 months	CE VLC	Yes
Tactical Communications Course	All	18 months	CE VLC	Yes
Individual Movement Techniques (Note 4)	All	18 months	Lesson Plan	Yes
Defensive Fighting Positions (Note 4)	All	18 months	Lesson Plan	Yes
<b>Command and Control Training</b>				
Unit Type Code Management Course	32EX, 3EXXX SNCOs	48 months	CE VLC	No
Troop Leading Procedures/Military Decision Making Process (Note 4)	32EX, SNCOs, 3EXXX Senior AFSC Reqs	Initial	Lesson Plan	Yes
Disaster and Attack Preparations	32EX	48 months	‡AFPAM 10-219V2	No
Control Center Operations (CCO) Course	32EX, 3E000	24 months	Advanced Distributed Learning Service (ADLS)	No

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY†	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
Rapid Damage Assessment (RDA) Teams	32EX, 3EXXX All SNCOs except 3E7XX and 3E9XX	24 months	CE VLC	No
Airfield Damage Repair (ADR) Overview	All except 3E7XX and 3E9XX	24 months	CE VLC	No
Planning and Design of Expeditionary Airbases	32EX, 3EXXX SNCOs	Initial	AFPAM 10-219V6	No
<b>Field Sanitation &amp; Health Training</b>				
Extreme Climate Deployment	All (Note 5)	48 months	CE VLC	Yes
Field Sanitation, Personal Hygiene & Pestborne Diseases Courses	All	48 months	CE VLC	Yes
CPR Certification	All	Current (Note 6)	(Note 7)	Yes
<b>Expedient Methods Training</b>				
Bare Base Conceptual Planning Course	32EX, 3EX7X, except 3E5XX	36 months	CE VLC	No
Bare Base Overview	All	36 months	CE VLC	No
Contingency Operational Environmental Considerations	All	36 months	CE VLC ‡AFH 10-222V4	No
Environmental Management	IAW paragraph A2.5.1.1.	48 months	‡AFH 10-222V4 DOD 4715.05-G **WENV 175	No
<b>Weapons Skills Training</b>				
M-4 Qualification	All	Per AFI 36-2654	Base CATM	Yes
M-9 Qualification	IAW paragraph A.2.6.2.	Per AFI 36-2654	Base CATM	Yes
M-870 Qualification	3E4X3	JIT	Base CATM	No
<b>3E0X1 Specific Training</b>				
Arc Flash Safety Awareness	3E0X1	12 months	CE VLC	No
<b>3E0X2 Specific Training</b>				
Arc Flash Safety Awareness	3E0X2	12 months	CE VLC	No
<b>3E1X1 Specific Training</b>				
Arc Flash Safety Awareness	3E1X1	12 months	CE VLC	No
<b>3E2X1 Specific Training</b>				

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY†	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
Regional Equipment Operator Training Site	3E2X1 (ANG Only) (Note 8)	36 months	Ft Indiantown Gap, PA	No
Crane, 15 Ton or Larger	3E251/71	30 months	(Note 9)	No
Rapid Airfield Damage Recovery (RADR)	3E2X1	18 months	CE VLC	No
Spall and Crack Repair Course	3E2X1	24 months	CE VLC	No
Passive Defense Techniques	3E2X1	18 months	CE VLC	No
<b>3E3X1 Specific Training</b>				
Revetments Course	3E3X1	24 months	CE VLC	No
<b>3E4X1 Specific Training</b>				
Arc Flash Safety Awareness	3E4X1	12 months	CE VLC	No
<b>3E4X3 Specific Training</b>				
Respiratory, HAZCOM, Spill Prevention Control, and Countermeasures, Workplace Safety	3E4X3	24 months	‡AFI 48-137 ‡AFMAN 91-203 ‡TG 15 ‡AFI 90-821	No
Pest Certification	3E453/73	36 months	(Note 10)	No
<b>3E5X1 Specific Training</b>				
ADAT Training	3E5X1	18 months	CE VLC	No
Engineering Contingency Responsibilities Course	3E5X1	36 months	CE VLC	No
Air Force Civil Engineer Berms and Dikes	3E5X1	36 months	CE VLC	No
Bare Base Planning and Layout Course	3E5X1	48 months	CE VLC	No
Mishap Survey Course	3E551/71	24 months	CE VLC (Note 11)	No
<b>3E6X1 Specific Training</b>				
<b>3E7X1 Specific Training</b>				
Aircraft Live Fire Training	3E7X1	12 months (Note 12)	Base OIs	No
Live Firefighting (Structural)	3E7X1	24 months (Note 12)	Base OIs	No
J-FIRE	3E7X1	24 months	Base OIs	No
<b>3E8X1 Specific Training (Note 13 &amp; Note 14)</b>				

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY†	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
Aircraft Exercise	3E8X1	12 months	‡AFI 32-3001 ‡AFTTP 3-32.5V2	No
Conventional Ordnance Exercise	3E8X1	12 months	‡AFI 32-3001 ‡AFTTP 3-32.5V6	No
IED Exercise (Non-Wartime)	3E8X1	12 months	‡AFI 32-3001 ‡AFTTP 3-32.5V3	No
IED Exercise (Wartime)	3E8X1	12 months	‡AFI 32-3001 ‡AFTTP 3-32.5V3	No
Air Base Recovery Exercise	3E8X1	12 months	‡AFI 32-3001 Base Sustainment CONOPS	No
Broken Arrow Exercise	3E8X1 (Note 15)	12 months	‡AFTTP 3-32.5V5	No
Wartime Chemical/Biological Exercise	3E8X1	12 months	‡AFI 32-3001 Chemical/Biological CONOPS	No
Active Range Clearance War Skills	3E8X1	(Note 16)	‡AFI 32-3001 ‡AFTTP 3-32.5V7	No
WMD	3E8X1	12 Months	‡AFI 32-3001 ‡AFTTP 3-32.5V4	No
<b>3E9X1 Specific Training</b>				
Vulnerability Assessment (concept and employment)	3E9X1	12 months	Silver Flag Lesson Plan	No
HAZMAT Operations Level Certification Renewable	3E9X1	12 months	Fire Dept. or 3E9 Tech School	No
HAZMAT Technical Level Certification Renewal	3E9X1	12 months	Fire Dept. or 3E9 Tech School	No
Flight Operations & Hazmat Response	3E9X1	12 months	AFI 10-2501, AFMAN 32-1007, AFMAN 10-2503	No
Chemical Operations	3E9X1	12 months	AFTTP 3-2.44, 3-2.46, 3-2.55,	No
Biological Operations	3E9X1	12 months	AFTTP 3-2.44, 3-2.46, 3-2.55,	No
Radiological/Nuclear Operations	3E9X1	12 months	AFTTP 3-2.44, 3-2.46, 3-2.55,	No
CBRN Response Field Exercise (Note 17)	3E9X1	12 months	‡AFMAN 10-2503 ‡AFTTP 3-2.44	No
<b>Silver Flag Training</b>				
Silver Flag	All *	36 months	Silver Flag Site	No
<b>Legend:</b>				
* "All" refers to all Prime BEEF AFSCs, i.e., all 32EX and 3EXXX.				
**Air Force Institute of Technology (AFIT) course.				
† "Frequencies for ARC members are the same as RegAF unless noted otherwise.				
‡ Where a publication (AFMAN, AFTTP, etc.) is identified as the source for training material, individuals will read the current published version and be able to identify relationships of basic facts and state general principles about the subject. (T-3).				
<b>Initial</b> = Identifies one-time training requirements.				



SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY†	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
<p><b>JIT</b> = Just-in-Time: A training frequency created to identify highly perishable, deployment-centric tasks warranting review and refresher training immediately before deployment. Frequencies identified as "JIT" are accomplished during the on-call and deployment eligibility period.</p> <p><b>Initial/JIT</b> = Training must be completed upon assignment to that UTCs and again before to deploying. <b>(T-2)</b>.</p> <p><b>Notes:</b></p> <p><b>Note 1:</b> Key and emergency essential civilians assigned to Civil Engineer units are included.</p> <p><b>Note 2:</b> Frequency only applies to vehicles they do not normally operate in-garrison.</p> <p><b>Note 3:</b> The Computer Based Training is a pre-requisite to this course followed by field training in accordance with a lesson plan using field gear and primary weapons.</p> <p><b>Note 4:</b> Complete field training in accordance with the lesson plan using field gear and primary weapons.</p> <p><b>Note 5:</b> EOD personnel who have attended Mountain Warfare, Arctic Survival or High Altitude training are exempt from this training for 48 months from the date of completion.</p> <p><b>Note 6:</b> Not to exceed 24 months.</p> <p><b>Note 7:</b> Certification must be presented by an American Red Cross or American Heart Association certified trainer <b>(T-0)</b>.</p> <p><b>Note 8:</b> Regular Air Force and AFRC 3E2X1 personnel should attend the Regional Equipment Operator Training Site course shortly after attaining their 5-skill level, with the primary audience being those with 4-10 years in service.</p> <p><b>Note 9:</b> Training requirement applicable to 5- and 7-levels only. A minimum of one person assigned to each 4FPET and 4FPAS unit type codes will be qualified and certified within the respective CFETP. Use T.O. 36C-1-5, <i>Sixty Rules On Safety</i>, AFMAN 91-203, <i>Air Force Consolidated Occupational Safety Instruction</i>, and the AFCEC Mobile Wheel Mounted Hydraulic Crane Certification Package to determine operator qualification requirements. See para A2.9 for additional details.</p> <p><b>Note 10:</b> DOD Pest Management Certification for pesticide application (DD Form 1826-1, <i>Pesticide Applicator Card</i>, and categories 3,5,6,7 &amp; 8) must be current throughout the duration of a tasking.</p> <p><b>Note 11:</b> 3E5X1 personnel shall complete the Mishap Survey Course on the CE VLC (web based training [WBT]) and perform hands-on applications as part of HST to be considered "Satisfactorily Trained."<b>(T-3)</b>. Training instructions, checklists and guidelines can be printed from the WBT references.</p> <p><b>Note 12:</b> Can receive credit for this training requirement if the training was received at Silver Flag.</p> <p><b>Note 13:</b> These are the minimum training requirements. EOD Flights are encouraged to increase the frequency in areas they feel are necessary.</p> <p><b>Note 14:</b> ARC EOD flights accomplish non-AFSC-specific training as JIT prior to deployment.</p> <p><b>Note 15:</b> ARC 3E8X1 are exempt until assigned this mission.</p> <p><b>Note 16:</b> Complete initial training within 45 months after graduating from EOD School. Complete one-time follow-on training within 60 months after award of 7-skill level.</p> <p><b>Note 17:</b> Includes Entry Planning, Site and Facility Surveying, Sampling, and Collection Procedures/Management)</p> <p><b>Links for SOURCE FOR TRAINING MATERIAL‡</b></p> <p><b>Civil Engineer Playbooks:</b> <a href="https://cs2.eis.af.mil/sites/10041/CEPlaybooks/Pages/PlaybookViews.aspx">https://cs2.eis.af.mil/sites/10041/CEPlaybooks/Pages/PlaybookViews.aspx</a></p> <p><b>Civil Engineer Virtual Learning Center:</b> <a href="https://afcec.adls.af.mil/kc/rso/login/adls_login.asp">https://afcec.adls.af.mil/kc/rso/login/adls_login.asp</a></p> <p><b>Curtis E. Lemay Center:</b> <a href="https://www.airuniversity.af.edu/LeMay/Display/Article/1099686/intermediate-courses/">https://www.airuniversity.af.edu/LeMay/Display/Article/1099686/intermediate-courses/</a></p> <p><b>Lesson Plans:</b> Located on AFCEC Expeditionary Engineering SharePoint <a href="https://cs2.eis.af.mil/sites/13072/default.aspx">https://cs2.eis.af.mil/sites/13072/default.aspx</a> (Access can be requested through SharePoint manager prior to viewing Contingency Training)</p> <p><b>e-Publishing:</b> <a href="http://www.e-publishing.af.mil/">http://www.e-publishing.af.mil/</a></p> <p><b>Advanced Distributed Learning System:</b> <a href="https://golearn.adls.af.mil/kc/main/kc_frame.asp">https://golearn.adls.af.mil/kc/main/kc_frame.asp</a></p> <p><b>Technical Guide 15:</b> <a href="https://www.acq.osd.mil/eie/afpmb/techguides.html">https://www.acq.osd.mil/eie/afpmb/techguides.html</a></p> <p><b>EOD AFTTP:</b> <a href="https://cs2.eis.af.mil/sites/13468/_layouts/15/start.aspx#/A3%20%20Operations/Forms/AllItems.aspx">https://cs2.eis.af.mil/sites/13468/_layouts/15/start.aspx#/A3%20%20Operations/Forms/AllItems.aspx</a> (Access can be requested through SharePoint manager prior to viewing)</p>				



All Terrain Forklift, 10-13 K	X(2)	X(2)	X	X	X	X	X	X	X	X(2)	X	X(2)	X	X(2)
Pneumatic Roller			X			X								
Forklift, 6 K					X						X			
Extendable Boom Forklift					X	X					X			
Multi-purpose Sweeper						X								
Sweeper Front Mounted Rotary						X			X					
Backhoe						X								
Compact Track Loader						X		X						
Fire Vehicles (Note 3)												X		
Mobile Volumetric Mixer						X								
Mobile Asphalt Plant				X		X								
Mine-Resistant Ambush Protected Vehicles													X	
Mine-Resistant Ambush Protected-All-Terrain Vehicles													X	
Polaris Ranger														X
<p>Note 1: Training can be obtained at the Expeditionary Combat Support-Training and Certification Center, Regional Equipment Operator Training Site, and the Ramstein Silver Flag site, March Air Reserve Base and Fort Smith.</p> <p>Note 2: Personnel in these career fields are recommended, but not required, to obtain training on the All-Terrain Forklift.</p> <p>Note 3: Applies to aircraft rescue and fire fighting vehicles assigned to the installation.</p> <p>Note 4: All 9-levels may use Primary AFSC to identify required Vehicle and equipment training requirements.</p>														

## Attachment 4

## PRIME BEEF MISSION ESSENTIAL EQUIPMENT TRAINING

Table A4.1. Mission Essential Equipment Training Requirements (T-1).

Unit Type Code	Air Force Specialty Code	Reverse Osmosis Water Purification Unit	Mobile Aircraft Arresting System	High Power Generator	Basic Expeditionary Airfield Resources Distribution System	Emergency Airfield Lighting System
4FPET	3E051 or 3E071				2B 2C (Air Reserve Component)	2B 2C (Air Reserve Component)
	3E052		1B 1C (Air Reserve Component)	1A		
	3E451 or 3E471	2A				
4FPAU	3E451	1A				
4FPAQ	3E051					1B 1C (Air Reserve Component)
4FPAP	3E052 or 3E072		1B 1C (Air Reserve Component)	1A		
4F9B1	3E052 or 3E072		4C			
<p><b>NOTE:</b> The number in each column designates how many people per designated skill level(s) per UTC must be hands-on certified on a specified equipment item. <b>(T-1)</b>. The letter designates the required training frequency. Personnel must be hands-on certified using the approved AFCEC Plans of Instructions and the certification documented in their Career Field Education &amp; Training Plan and ARIS. <b>(T-1)</b>. In order to achieve hands-on certification, individuals must complete appropriate mission essential equipment training course conducted at an approved training site (e.g., Regional Training Site, Expeditionary Combat Support-Training and Certification Center, mobile training teams), must meet the minimum “go or no go” standards identified in the Mission Essential Equipment Training curriculum, and must have their training records signed off by their trainer and/or certifier. <b>(T-1)</b>.</p> <p>A = Once every 24 months  B = Once every 36 months  C = Once every 48 months</p>						

## Attachment 5

### PRIME BEEF SPECIAL TRAINING SITES AND LOCATIONS

**A5.1. Silver Flag Exercise Training Sites.** Silver Flag exercise training is conducted at Tyndall Air Force Base FL; Ramstein Air Base, GE; and Andersen Air Base, GU. These sites focus on training students to perform critical contingency tasks as a team. The training focuses on base beddown and sustainment operations using basic expeditionary airfield resource assets in a realistic environment. Where possible, combat skills are added to the curriculum to ensure realism and help fortify a warrior mentality throughout the training.

**A5.2. Expeditionary Combat Support-Training and Certification Center.** The Expeditionary Combat Support-Training and Certification Center is located at Dobbins Air Reserve Base, GA. The Center provides certified instructors to administer and facilitate Mission Essential Equipment Training, expeditionary, contingency, and upgrade training on behalf of Headquarters AFRC/A4CX and AFCEC/CX. The site also provides other individual-focused specialized training to include core task certification, special purpose vehicle credentialing and licensing in accordance with [Table A3.1.](#), tractor-trailer and mobile hydraulic crane certification; airfield damage repair; minimum airfield operating strip layout and surveying applications; detection equipment training and active Chemical, Biological, Radiological, and Nuclear response evolutions; vehicle driver-operator training and live-fire burn exercises; unit control center operations (command, control, and communications); Explosive Ordnance Disposal incident response scenario training (classroom and practical applications) and mine-hound improvised explosive device detector training. The Learning Resource Center allows personnel to complete certification testing, Air Force Qualification Training Packages, and access to update resource management and training systems. The Expeditionary Combat Support - Training and Certification Center provides unit specific training session upon requests.

**A5.3. Regional Training Site.** Regional Training Sites can tailor to almost any unit's training needs. Each site has fully qualified and certified cadre assigned. These sites offer a training environment free from the normal distractions associated with base activities. The Regional Training Sites are designed to enhance Silver Flag training and proficiency upgrade training. Training is available on home station training and Mission Essential Equipment Training requirements in a self-paced environment. Units can also use the Regional Training Sites to conduct conferences and working groups. These sites provide options for rations, quarters, and equipment for all types of training. The following training opportunities are available: Emergency Airfield Lighting System, Mobile Aircraft Arresting System, Reverse Osmosis Water Purification Unit, Paint Stripper, Fiberglass Reinforced Polymer, Field Shower Unit, High Power Generators, M-80 Boiler, Field Deployable Environmental Control Units, Minimum Airfield Operating Surface (MAOS) Marking Kit, Mobile Emergency Operations Center, Shelter Systems, Airfield Damage Repair, Heavy Equipment Operations, and GeoBase. These sites are managed and operated by NGB/A4XX in partnership with local Civil Engineer units. For further information on the Regional Training Sites capabilities refer to ANGI 32-001, *Air National Civil Training Site Program*.

**A5.4. Regional Equipment Operator Training Site.** Regional Equipment Operator Training Site is located at the 201st RED HORSE Squadron, Fort Indiantown Gap, PA. Its purpose is to elevate equipment operator proficiency to wartime standards. Regional Equipment Operator

Training Site also provides Mission Essential Equipment Training and initial and refresher crane training.

**A5.5. Air Education and Training Command and Air Force Institute of Technology Courses.** AETC conducts formal contingency training courses on subjects such as bare base equipment, air base combat engineering, and readiness management. For course descriptions, refer to the Educational and Training Course Announcements website: <https://app10-eis.aetc.af.mil/etca/SitePages/Home.aspx>. Air Force Institute of Technology courses provide direct training and knowledge of the Prime BEEF program and contingency operations and develop skills that enable civil engineers to execute downrange missions more effectively. For further information refer to the Air Force Institute of Technology website: <http://www.AFIT.edu/CE/>.

**A5.6. The 635 Materiel Maintenance Group, Holloman Air Force Base, NM.** Locations such as the 635 Materiel Maintenance Group offer just-in-time training on various pieces of basic expeditionary airfield resources equipment.

**A5.7. Major Command Courses.** Some Major Commands/Direct Reporting Units/AFIMSC offer a variety of courses tailored to meet supplemental or special civil engineer requirements within that command.

**A5.8. Army Power Projection Platforms.** Power Projection Platforms are Army installations that strategically deploy active component brigades and mobilize and deploy high priority Army reserve component units. They also provide combat skills training for Air Force personnel deploying to high threat areas. Power Projection Platforms offer extensive hands-on training for combat skills.

**A5.9. Individuals can receive in-depth training on many specific contingency equipment items at the following sites:**

**Table A5.1. Civil Engineer Training Sites.**

Civil Engineer TRAINING SITES					
West Coast	Midwest	Southern Region	East Coast	PACAF	USAFE
163 Regional Training Site March ARB, CA	119 Regional Training Site Fargo, ND	622 Expeditionary Combat Support - Training and Certification Center Dobbins ARB, GA	145 Regional Training Site Charlotte, NC	554 RHS Andersen AB, Guam	435 CTS Ramstein AB, GE
		823, Det 1, RHS Tyndall AFB, FL	201 Regional Training Site & Regional Equipment Operator Training Site Ft Indiantown Gap, PA		

## Attachment 6

### AIR RESERVE COMPONENT (ARC) PRIME BEEF TRAINING

**A6.1. Crane Operator Training and Certification.** In accordance with Occupational Safety and Health Administration, Standards - 29 CFR 1926.1427, 3E2X1 personnel required to operate mobile hydraulic cranes in the performance of their duties must be both certified and qualified through an approved AFCEC-sponsored training course. The AFCEC Mobile Crane Certification Course covers all cranes from 0-75 ton capacity. For cranes larger than 75 tons, contact the 3E2X1 Force Development Manager (FDM) for additional certification and qualification procedures.

A6.1.1. Certification is obtained by completing the 80-hour AFCEC Mobile Crane Certification course offered by the Expeditionary Combat Support - Training and Certification Center, Regional Equipment Operator Training Site, 435 Construction & Training Squadron, 819 RHS, 554 RHS, or by requesting an exception to policy from the 3E2 FDM (AFCEC/COF) to attend a civilian certification venue. Those that attend an approved civilian certification venue will also need to attend the 40-hour AFCEC Crane Qualification Course to be fully certified. Certification is valid for a period of 60 months from the date of issue at which time the member must re-accomplish the 80-hour AFCEC Crane Certification Course for re-certification. Qualification ensures that operators are and remain familiar with the AF crane specific requirements and operations. Qualification is obtained by completing the 40-hour AFCEC Crane Qualification Course offered by the Expeditionary Combat Support - Training and Certification Center, Regional Equipment Operator Training Site, 819 RHS, 435 Construction Training Site, 554 RHS, 145 Regional Training Site, 163 Regional Training Site or 119 Regional Training Site.

A6.1.2. All qualifications are valid for a period of 30 months from the date of issue. Successful completion of an approved certification course also fulfills the qualification requirement. Once 30 months have elapsed from the date of issue of certification, members will be required to attend the 40 hour AFCEC Crane Qualification Course, which will extend qualification currency until an individual's certification is expired.



Table A6.1. ARC Prime BEEF Training Requirements (T-1).

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY†	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
<b>General Contingency/Combat Skills Training</b>				
Prime BEEF Orientation Course	All* (Note 1)	Initial	Civil Engineer-Virtual Learning Center (CE VLC)	No
Air Force Contract Augmentation Program Overview	32EX, SNCO, 3EXXX Senior AFSC Reps	48 month	Lesson Plan	No
Vehicle/Equipment Operations	All	48 month (Note 2)	See Attachment 3	Yes
Contingency Training Project	IAW paragraph A2.1.2.	24 month	N/A	No
Damage Assessment and Response Team (DART)	32E3, 3E000, 3E071, 3E371, 3E471, 3E571	48 month	CE VLC ‡AFPAM 10-219V3	No
Tactical Convoy Operations Course (Notes 3 & 4)	All	48 month	CE VLC Lesson Plan	Yes
Land Navigation Course (Notes 3 & 4)	All	48 month	CE VLC Lesson Plan	Yes
Integrated Defense Course (Notes 3 & 4)	All	48 month	CE VLC Lesson Plan	Yes
Operating in a Joint Environment	All	Initial	Lesson Plan	Yes
Introduction to Night Vision Devices	All	48 month	CE VLC	Yes
Tactical Communications Course	All	48 month	CE VLC	Yes
Individual Movement Techniques (Note 4)	All	48 month	Lesson Plan	Yes
Defensive Fighting Positions (Note 4)	All	48 month	Lesson Plan	Yes
Prime BEEF 96-Hour Contingency Training Event	All*	48 months	N/A	No
<b>Command and Control/Field Sanitation &amp; Health/Expedient Methods Training</b>				
Unit Type Code (UTC) Management Course	32EX, 3EXXX SNCOs	48 month	CE VLC	No
Troop Leading Procedures/Military Decision Making Process (Note 4)	32EX, SNCOs, 3EXXX Senior AFSC Reps	Initial	Lesson Plan	Yes
Disaster and Attack Preparations	32EX	48 month	‡AFPAM 10-219V2	No
Control Center Operations (CCO) Course	32EX, 3E000	48 month	Advanced Distributed Learning Service (ADLS)	No
Rapid Damage Assessment (RDA) Teams	32EX, 3EXXX All SNCOs except 3E7XX and 3E9XX	48 month	CE VLC	No
Airfield Damage Repair (ADR) Overview	All except 3E7XX and 3E9XX	24 month	CE VLC	No
Planning and Design of Expeditionary Airbases	32EX, 3EXXX SNCOs	Initial	AFPAM 10-219V6	No
Extreme Climate Deployment	All (Note 5)	48 month	CE VLC	Yes

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY†	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
Field Sanitation, Personal Hygiene & Pestborne Diseases Courses	All	48 month	CE VLC	Yes
CPR Certification	All	Current (Note 6)	(Note 7)	Yes
Bare Base Conceptual Planning Course	32EX, 3EX7X, except 3E5XX	48 month	CE VLC	No
Bare Base Overview	All	48 month	CE VLC	No
Contingency Operational Environmental Considerations	All	48 month	CE VLC ‡AFH 10-222V4	No
Environmental Management	IAW paragraph A2.5.1.1.	48 month	‡AFH 10-222V4 DOD 4715.05-G **WENV 175	No
<b>Weapons Skills Training</b>				
M-4 Qualification	All	30 month	Base CATM	Yes
M-9 Qualification	IAW paragraph A.2.6.2.	Per AFI 36-2654	Base CATM	Yes
M-870 Qualification	3E4X3	JIT	Base CATM	No
<b>3E0X1 Specific Training</b>				
Arc Flash Safety Awareness	3E0X1	12 month	CE VLC	No
<b>3E0X2 Specific Training</b>				
Arc Flash Safety Awareness	3E0X2	12 month	CE VLC	No
<b>3E1X1 Specific Training</b>				
Arc Flash Safety Awareness	3E1X1	12 month	CE VLC	No
<b>3E2X1 Specific Training</b>				
Regional Equipment Operator Training Site	3E2X1 (ANG Only) (Note 8)	36 month	Ft Indiantown Gap, PA	No
Crane, 15 Ton or Larger	3E251/71	30 month	(Note 9)	No
Rapid Airfield Damage Recovery (RADR)	3E2X1	24 month	CE VLC	No
Spall and Crack Repair Course	3E2X1	48 month	CE VLC	No
Passive Defense Techniques	3E2X1	18 month	CE VLC	No
<b>3E3X1 Specific Training</b>				
Revetments Course	3E3X1	24 month	CE VLC	No
<b>3E4X1 Specific Training</b>				
Arc Flash Safety Awareness	3E4X1	12 month	CE VLC	No

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY†	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
<b>3E4X3 Specific Training</b>				
Respiratory, HAZCOM, Spill Prevention Control, and Countermeasures, Workplace Safety	3E4X3	24 month	‡AFI 48-137 ‡AFMAN 91-203 ‡TG 15 ‡AFI 90-821	No
Pest Certification	3E453/73	36 month	(Note 10)	No
<b>3E5X1 Specific Training</b>				
ADAT Training	3E5X1	18 month	CE VLC	No
Engineering Contingency Responsibilities Course	3E5X1	36 month	CE VLC	No
Air Force Civil Engineer Berms and Dikes	3E5X1	48 month	CE VLC	No
Bare Base Planning and Layout Course	3E5X1	48 month	CE VLC	No
Mishap Survey Course	3E551/71	24 month	CE VLC (Note 11)	No
<b>3E6X1 Specific Training</b>				
<b>3E7X1 Specific Training</b>				
Aircraft Live Fire Training	3E7X1	12 month (Note 12)	Base OIs	No
Live Firefighting (Structural)	3E7X1	24 month (Note 12)	Base OIs	No
J-FIRE	3E7X1	24 month	Base OIs	No
<b>3E8X1 Specific Training (Note 13 &amp; Note 14)</b>				
Aircraft Exercise	3E8X1	12 month	‡AFI 32-3001 ‡AFTTP 3-32.5V2	No
Conventional Ordnance Exercise	3E8X1	12 month	‡AFI 32-3001 ‡AFTTP 3-32.5V6	No
IED Exercise (Non-Wartime)	3E8X1	12 month	‡AFI 32-3001 ‡AFTTP 3-32.5V3	No
IED Exercise (Wartime)	3E8X1	12 month	‡AFI 32-3001 ‡AFTTP 3-32.5V3	No
Air Base Recovery Exercise	3E8X1	12 month	‡AFI 32-3001 Base Sustainment CONOPS	No
Broken Arrow Exercise	3E8X1 (Note 15)	12 month	‡AFTTP 3-32.5V5	No
Wartime Chemical/Biological Exercise	3E8X1	12 month	‡AFI 32-3001 Chemical/Biological CONOPS	No
Active Range Clearance War Skills	3E8X1	(Note 16)	‡AFI 32-3001	No

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY†	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
			‡AFTTP 3-32.5V7	
WMD	3E8X1	12 Month	‡AFI 32-3001 ‡AFTTP 3-32.5V4	No
<b>3E9X1 Specific Training</b>				
Vulnerability Assessment (concept and employment)	3E9X1	12 month	Silver Flag Lesson Plan	No
HAZMAT Operations Level Certification Renewable	3E9X1	12 month	Fire Dept. or 3E9 Tech School	No
HAZMAT Technical Level Certification Renewal	3E9X1	12 month	Fire Dept. or 3E9 Tech School	No
Flight Operations & Hazmat Response	3E9X1	24 month	AFI 10-2501, AFMAN 32-1007, AFMAN 10-2503	No
Chemical Operations	3E9X1	24 month	AFTTP 3-2.44, 3-2.46, 3-2.55,	No
Biological Operations	3E9X1	24 month	AFTTP 3-2.44, 3-2.46, 3-2.55,	No
Radiological/Nuclear Operations	3E9X1	24 month	AFTTP 3-2.44, 3-2.46, 3-2.55,	No
CBRN Response Field Exercise (Note 17)	3E9X1	24 month	‡AFMAN 10-2503 ‡AFTTP 3-2.44	No
<b>Silver Flag Training</b>				
Silver Flag	All *	48 month	Silver Flag Site	No
<p><b>Legend:</b>  * "All" refers to all Prime BEEF AFSCs, i.e., all 32EX and 3EXXX.  ** Air Force Institute of Technology (AFIT) course.  † "Frequencies for ARC members are the same as Regular Air Force unless noted otherwise."  ‡ Where a publication (AFMAN, AFTTP, etc.) is identified as the source for training material, individuals will read the current published version and be able to identify relationships of basic facts and state general principles about the subject.  <b>Initial</b> = Identifies one-time training requirements.  <b>JIT</b> = Just-in-Time: A training frequency created to identify highly perishable, deployment-centric tasks warranting review and refresher training immediately prior to deployment. Frequencies identified as "JIT" are accomplished during the on-call/deployment eligibility period.  <b>Initial/JIT</b> = Training must be completed upon assignment to that UTC and again prior to deploying.  <b>Notes:</b>  <b>Note 1:</b> Key and emergency essential civilians assigned to CE units are included.  <b>Note 2:</b> Frequency only applies to vehicles not normally operated in-garrison.  <b>Note 3:</b> The Computer Based Training is a pre-requisite to this course followed by field training in accordance with a lesson plan using field gear and primary weapons.  <b>Note 4:</b> Complete field training in accordance with lesson plan using field gear and primary weapons.  <b>Note 5:</b> EOD personnel who have attended Mountain Warfare, Arctic Survival or High Altitude training are exempt from this training for 48 months from the date of completion.  <b>Note 6:</b> Not to exceed 24 months.  <b>Note 7:</b> Certification must be presented by an American Red Cross or American Heart Association certified trainer (<b>T-0</b>).  <b>Note 8:</b> RegAF and AFRC 3E2X1 personnel should attend the REOTS course shortly after attaining their 5-skill level, with the primary audience being those with 4-10 years of time in service.  <b>Note 9:</b> Training requirement applicable to 5- and 7-levels only. A minimum of one person assigned to each 4FPET and 4FPAS UTCs will be qualified and certified within the respective CFETP. Use T.O. 36C-1-5, <i>Sixty Rules On Safety</i>, AFMAN</p>				

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY†	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
<p>91-203, <i>Air Force Consolidated Occupational Safety Instruction</i>, and the AFCEC Mobile Wheel Mounted Hydraulic Crane Certification Package to determine operator qualification requirements. See para A6.1 for additional details.</p> <p><b>Note 10:</b> DOD Pest Management Certification for pesticide application (DD Form 1826-1, <i>Pesticide Applicator Card</i>, and categories 3,5,6,7 &amp; 8) must be current throughout duration of tasking.</p> <p><b>Note 11:</b> 3E5X1 personnel shall complete the Mishap Survey Course on the CE VLC (web based training [WBT]) and perform hands-on applications as part of HST to be consider "Satisfactorily Trained." Training instructions, checklists and guidelines can be printed from the WBT references.</p> <p><b>Note 12:</b> Can receive credit for this training requirement if training was received at Silver Flag.</p> <p><b>Note 13:</b> These are the minimum training requirements. EOD Flights are encouraged to increase the frequency in areas they feel are necessary.</p> <p><b>Note 14:</b> ARC EOD flights accomplish non-AFSC-specific training as JIT prior to deployment.</p> <p><b>Note 15:</b> ARC 3E8X1 are exempt until assigned this mission.</p> <p><b>Note 16:</b> Complete initial training within 45 months after graduating from EOD School. Complete one-time follow-on training within 60 months after award of 7-skill level.</p> <p><b>Note 17:</b> Includes Entry Planning, Site and Facility Surveying, Sampling, and Collection Procedures/Management)</p> <p><b>Links for SOURCE FOR TRAINING MATERIAL‡</b></p> <p><b>Civil Engineer Playbooks:</b> <a href="https://cs2.eis.af.mil/sites/10041/CEPlaybooks/Pages/PlaybookViews.aspx">https://cs2.eis.af.mil/sites/10041/CEPlaybooks/Pages/PlaybookViews.aspx</a></p> <p><b>Civil Engineer Virtual Learning Center:</b> <a href="https://afcec.adls.af.mil/kc/rso/login/adls_login.asp">https://afcec.adls.af.mil/kc/rso/login/adls_login.asp</a></p> <p><b>Curtis E. Lemay Center:</b> <a href="https://www.airuniversity.af.edu/LeMay/Display/Article/1099686/intermediate-courses/">https://www.airuniversity.af.edu/LeMay/Display/Article/1099686/intermediate-courses/</a></p> <p><b>Lesson Plans:</b> <a href="https://cs2.eis.af.mil/sites/13072/default.aspx">https://cs2.eis.af.mil/sites/13072/default.aspx</a> (Access must be requested through SharePoint manager prior to viewing Contingency Training)</p> <p><b>e-Publishing:</b> <a href="http://www.e-publishing.af.mil/">http://www.e-publishing.af.mil/</a></p> <p><b>Advanced Distributed Learning System:</b> <a href="https://golearn.adls.af.mil/kc/main/kc_frame.asp">https://golearn.adls.af.mil/kc/main/kc_frame.asp</a></p> <p><b>Technical Guide 15:</b> <a href="https://www.acq.osd.mil/eie/afpmb/techguides.html">https://www.acq.osd.mil/eie/afpmb/techguides.html</a></p> <p><b>EOD AFTTP:</b> <a href="https://cs2.eis.af.mil/sites/13468/layouts/15/start.aspx#/A3%20%20Operations/Forms/AllItems.aspx">https://cs2.eis.af.mil/sites/13468/layouts/15/start.aspx#/A3%20%20Operations/Forms/AllItems.aspx</a> (Access can be requested through SharePoint manager prior to viewing)</p>				

## Attachment 7

## ARC STAFF AUGMENTATION TEAM TRAINING REQUIREMENTS

Table A7.1. ARC Staff Augmentation Team Training Requirements (T-1).

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
<b>Staff Augmentation Team General Contingency/Combat Skills Training</b>				
Prime BEEF Orientation Course (make TFI Civil Engineer capabilities and resources) alternatively, delete from Staff Augmentation Team	All*	Initial	Civil Engineer-Virtual Learning Center (CE VLC)	No
Air Force Contract Augmentation Program Overview	4FPS6	48 months	Lesson Plan	No
Operating in a Joint Environment	4FPS6	Initial	Lesson Plan	Yes
<b>Staff Augmentation Team Command and Control/Expedient Methods Training</b>				
Unit Type Code (UTC) Management Course	4FPS6	Initial	CE VLC	No
Troop Leading Procedures/Military Decision Making Process (Note 3)	4FPS6	Initial	Lesson Plan	Yes
Control Center Operations (CCO) Course	32EX, 3E000	48 months	Advanced Distributed Learning Service (ADLS)	No
Airfield Damage Repair (ADR) Overview	4FPS6	48 months	CE VLC	No
Planning and Design of Expeditionary Airbases	4FPS6	Initial	AFPAM 10-219V6	No
Bare Base Conceptual Planning Course	4FPS6	48 months	CE VLC	No
Bare Base Overview	4FPS6	48 months	CE VLC	No
CPR Certification	4FPS6	Current (Note 2)	(Note 1)	Yes
<b>Staff Augmentation Team Weapons Skills Training</b>				
M-4 Qualification	All – ANG only	30 months	Base CATM	Yes
M-9 Qualification (Primary Weapon)	4FPS6	Per AFI 36-2654	Base CATM	Yes
<b>Staff Augmentation Team 3E5X1 Specific Training</b>				
ADAT Training	3E5X1	18 months	CE VLC	No
Engineering Contingency Responsibilities Course	3E5X1	36 months	CE VLC	No
Air Force Civil Engineer Berms and Dikes	3E5X1	48 months	CE VLC	No
Bare Base Planning and Layout Course	3E5X1	48 months	CE VLC	No
<b>Staff Augmentation Team Staff Training</b>				
DCAPES	1 per 4FPS6*	Initial	MTT or In-residence	No

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
Contingency Wartime Planning Course	2 per 4FPS6	Initial	In-residence	No
Mobilization and Demobilization Process	4FPS6	Initial	A5XW ‡AFI 10-402	No
Operation Plans, Base Support Plans and TPFDDs	4FPS6***	Initial	Supported Command	No
Contingency Engineer Command Course	4FPS6	Initial	WMGT 585**	No
Base Plans Familiarization	4FPS6***	Initial	Supported Command	No
Construction Standards	4FPS6***	Initial	Supported Command	No
Regional Wartime Construction Management Orientation	4FPS6***	Initial	Supported Command	No
Host Nation Engineering Capabilities	4FPS6***	Initial	Supported Command	No
Joint Engineer Operations Course (JEOC)	1 per 4FPS6	Initial	WMGT 590**	No
Master Planner Course	1 per 4FPS6	Initial	WENG 519/520**	No
Contingency Facility Design	4 per 4FPS6	Initial	WENG 481**	No
Lifecycle Cost Estimating	4 per 4FPS6	Initial	WENG 400**	No
Project Programing	4 per 4FPS6	Initial	WMGT 423**	No
PACAF AFFOR Staff Training	4FPS6†	Initial	PACAF Supplement to AFI 13-301, Table 5 ASO	No
USAF Steady-State Campaign Support Planners' Course	6 per 4FPS6†	Initial	See AFI 13-103, Attachment 2	No
USAFE-AFAFRICA AFFOR Staff Course	6 per 4FPS6†	Initial	See AFI 13-103, Attachment 2	No
USAFE-AFAFRICA Operations Planning Team (OPT) Course	6 per 4FPS6†	Initial	See AFI 13-103, Attachment 2	No
<b>Staff Augmentation Team Silver Flag Training</b>				
Silver Flag	All 4FP* (Note 4)	48 months	Silver Flag Site	No

SUB-CATEGORY/TOPIC	REQUIRED AIR FORCE SPECIALTY CODES OR UNIT TYPE CODES	FREQUENCY	SOURCE FOR TRAINING MATERIAL‡	COMBAT SKILLS TRAINING REQUIREMENT
<p><b>Legend:</b>            * “All” refers to 4FPS6 UTC.            ** Air Force Institute of Technology (AFIT) course.            *** ANG Staff Augmentation Team exempt.            † USAFE and PACAF requirements are per Table 6.1. ARC Staff Augmentation Team Alignments.            ‡ Where a publication (AFMAN, AFTTP, etc.) is identified as the source for training material, individuals will read the current published version and be able to identify relationships of basic facts and state general principles about the subject.  <b>Initial</b> = Identifies one-time training requirements.</p> <p><b>Notes:</b>  <b>Note 1:</b> Certification must be presented by an American Red Cross or American Heart Association certified trainer (<b>T-0</b>).  <b>Note 2:</b> Not to exceed 24 months.  <b>Note 3:</b> Complete field training in accordance with lesson plan using field gear and primary weapons.  <b>Note 4:</b> AFRC Staff Augmentation Teams members are exempt from attending Silver Flag training. ANG Staff Augmentation Team members shall attend Silver Flag training excluding the O-5’s and O-6’s.</p> <p><b>Links for SOURCE FOR TRAINING MATERIAL‡</b>  <b>Civil Engineer Portal Playbooks:</b> <a href="https://cs2.eis.af.mil/sites/10041/CEPlaybooks/Pages/PlaybookViews.aspx">https://cs2.eis.af.mil/sites/10041/CEPlaybooks/Pages/PlaybookViews.aspx</a>.  <b>Civil Engineer Virtual Learning Center:</b> <a href="https://afcec.adls.af.mil/kc/rso/login/adls_login.asp">https://afcec.adls.af.mil/kc/rso/login/adls_login.asp</a>  <b>Curtis E. Lemay Center:</b> <a href="https://www.airuniversity.af.edu/LeMay/Display/Article/1099686/intermediate-courses/">https://www.airuniversity.af.edu/LeMay/Display/Article/1099686/intermediate-courses/</a>  <b>Lesson Plans:</b> <a href="https://cs2.eis.af.mil/sites/13072/default.aspx">https://cs2.eis.af.mil/sites/13072/default.aspx</a> (Access must be requested through SharePoint manager before viewing Contingency Training documents)  <b>e-Publishing:</b> <a href="http://www.e-publishing.af.mil/">http://www.e-publishing.af.mil/</a>  <b>Advanced Distributed Learning System:</b> <a href="https://golearn.adls.af.mil/kc/main/kc_frame.asp">https://golearn.adls.af.mil/kc/main/kc_frame.asp</a>  <b>Technical Guide 15:</b> <a href="https://www.acq.osd.mil/eie/afpmb/techguides.html">https://www.acq.osd.mil/eie/afpmb/techguides.html</a></p>				



Attachment 8

ARC PRIME BEEF MISSION ESSENTIAL EQUIPMENT TRAINING

Table A8.1. ARC Prime Beef Mission Essential Equipment Training.

Unit Type Code	Air Force Specialty Code	Reverse Osmosis Water Purification Unit	Mobile Aircraft Arresting System	High Power Generator	Basic Expeditionary Airfield Resources Distribution System	Emergency Airfield Lighting System
4FPET	3E051 or 3E071				2C	2C
	3E052		1C	1A		
	3E451 or 3E471	2A				
4FPAU	3E451	1A				
4FPAQ	3E051					1C
4FPAP	3E052 or 3E072		1C	1A		
4F9B1	3E052 or 3E072		4C			

**NOTE:** The number in each column designates how many people per designated skill level(s) per UTC must be hands-on certified on a specified equipment item. The letter designates the required training frequency. Personnel must be hands-on certified using the approved AFCEC Plans of Instructions and the certification documented in their Career Field Education & Training Plan and ARIS. In order to achieve hands-on certification, individuals must complete the appropriate mission essential equipment training course conducted at an approved training site (e.g., Regional Training Site, Expeditionary Combat Support-Training and Certification Center, mobile training teams), must meet the minimum “go or no go” standards identified in the Mission Essential Equipment Training curriculum, and must have their training records signed off by their trainer and/or certifier.  
A = Once every 24 months  
B = Once every 36 months  
C = Once every 48 months