

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

AIR FORCE MANUAL 36-2112

12 SEPTEMBER 2018



Personnel

**MATERIEL MANAGEMENT ENLISTED
CAREER BROADENING PROGRAM**

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RELEASABILITY: There are no releasability restrictions on this publication.

OPR: AF/A4LR

Certified by: AF/MRM
(Mr. Jeffrey R. Mayo)

Pages: 19

This manual implements Air Force Policy Directive (AFPD) 36-26, *Total Force Development*. It provides instruction on the management and administration of the Materiel Management Enlisted Career Broadening Program (MMECBP) as directed by the Air Force Deputy Chief of Staff for Logistics, Installations and Mission Support. It applies to all Regular Air Force (RegAF) personnel and all agencies that nominate or select enlisted Airmen for the program. This publication may not be supplemented at any level. Refer recommended changes and questions about this publication to the Office of Primary Responsibility using the Air Force Form 847, *Recommendation for Change of Publication*; route Air Force Forms 847 from the field through appropriate functional chain of command. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See Air Force Instruction (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. This instruction requires the collection and/or maintenance of information protected by the Privacy Act of 1974 authorized by Title 5 United States Code (USC) Section 552a, 10 USC Sections 1701-1764 and 8013; and Executive Order 9397, as amended. The applicable System of Record Notices (SORNs) – F036 AFPC Q, Personnel Data System, and F036 AFPC C, Military Personnel Records System are available at: <http://dpcl.d.defense.gov/Privacy/SORNs/>. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFM) 33-363, *Management of Records*, and disposed of in accordance with Air Force Records Information Management System Records Disposition Schedule.

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Chapter 1

PROGRAM OVERVIEW

1.1. Purpose. The MMECBP is a 3-year developmental program that allows the cross-utilization of training, knowledge, experience, and perspectives to promote a better understanding of the Air Force supply chain from an enterprise level. Candidates selected for the program will gain valuable knowledge and experience in managing acquisition and sustainment aspects of the supply chain above the retail level. Rotational assignments at either the Air Force Materiel Command's (AFMC) Supply Chain Management Groups (SCMG) or the Defense Logistics Agency's (DLA) Major Subordinate Commands (MSC) will provide training opportunities. The program encompasses materiel management, requirements determination and forecasting, provisioning, procuring, contracting, budgeting, operations, and funding processes.

1.2. Eligible Career Fields: Materiel Management Enlisted Career Broadening Program is an Air Force Directorate of Logistics (AF/A4L) sponsored AFMC and DLA training program that applies to RegAF enlisted members in the Air Force Speciality Code 2S0X1, Materiel Management.

1.3. Description. This program provides proficiency in the execution of Life Cycle Logistics and defines relationships between enterprise logistics functions. Career Broadeners rotate through designated groups or directorates as referenced in [Chapter 4](#), Rotational Training Plans. While in each organization, broadeners learn how different functions work together and are given tasks that support mission needs while reinforcing concepts to be learned. The rotation process is designed to provide broadeners exposure to the key elements of Life Cycle Logistics in order to maximize learning and comprehension.

1.4. Materiel Management Enlisted Career Broadening Program Office of Primary Responsibility. The 2S0X1 Materiel Management Career Field Manager (CFM) is the overall office of primary responsibility for the program.

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. Air Force Logisitics Readiness Branch (AF/A4LR). Provide policy and program messaging oversight.

2.1.1. CFM shall actively promote the program by providing oversight, direction and execution of the strategic plan as prescribed by AF/A4L.

2.2. Air Force Materiel Management Functional Advisory Council. Orchestrates developmental opportunities for the Materiel Management functional community.

2.2.1. CFM presides as a council chair.

2.2.2. MAJCOM 2S0 Functional CMSgts serve as voting members of the council as a deliberate force development steering group.

2.2.3. Materiel Management MAJCOM Functional Manager serves as both a voting member and secretary.

2.3. AFPC (AFPC) Materiel Management Enlisted Assignments Functional Manager. Provide functional assignment oversight and guidance as necessary to ensure program success.

Chapter 3

SELECTION PROCEDURES

3.1. Selection Process.

3.1.1. AF/A4LR will send an announcement soliciting nominations to all MAJCOM A4R agencies as appropriate after TSgt promotion release each year. The announcement for nominations will include suspense dates, criteria, and nomination procedures on the Materiel Management Force Development website located at <https://cs2.eis.af.mil/sites/10826/logr/SiteAssets/fd/prod/index.aspx#/materiel-management>. (T-1).

3.1.2. Volunteers for the program will submit an electronic package to their organization Commander or Director (or equivalent). (T-1). The organization Commander or Director (or equivalent) will ensure volunteers meet mandatory requirements, approve packages, and forward nominations electronically through respective MAJCOM A4Rs to Air Force Installation and Mission Support Center, Materiel Management MAJCOM Functional Manager, as secretary. (T-1). The MAJCOM Functional Manager will validate and upload the packages to the Materiel Management SharePoint ® pending selection panel review.

3.1.3. The selection panel will convene in October of each year and will be chaired by the CFM. The selection panel will consist of the Materiel Management CFM and voting members of the Air Force Materiel Management Functional Advisory Council. (T-1). Air Force/A4L will notify the individuals no later than 30 days after selection. Assignments for selected members will be consistent with AFI 36-2110, *Assignments*, based on position availability and individual assignment preferences. (T-1).

3.2. Selection Requirements. RegAF Materiel Management Noncommissioned Officers holding Air Force Specialty Code 2S0XX and the appropriate enlisted grade can apply to participate in the career broadening program. Chain of Command approval is required. The member must follow the nomination criteria posted on the Materiel Management SharePoint ®. (T-1). The SharePoint ® site is accessible through the MAJCOM 2S0 Functional CMSgts. Applicants for the program must meet the following qualifications:

3.2.1. Possess the rank of Technical Sergeant or be selected for promotion to Technical Sergeant. (T-1).

3.2.2. Have less than 14 years time-in-service as of 1 October of the year reporting into the program (non-waiverable). (T-1).

3.2.3. Have a 2S071 control Air Force Specialty Code (non-waiverable). (T-1).

3.2.4. Be eligible for permanent change of station in accordance with AFI 36-2110 (non-waiverable). (T-1).

3.2.5. Individuals within the Continental United States must have a minimum of four years time on station before entering the program as of 1 October of the year reporting into the program. (T-1). Overseas returnees are eligible to apply for the program if they can meet the reporting dates of 1 January through 31 December in the year following their selection.(T-1).

Time on station waivers or date eligible to return from overseas curtailment will not be considered for this program. **(T-1)**.

3.2.6. Must have, at a minimum, a SECRET security clearance. **(T-1)**.

3.2.7. Must have zero negative quality force indicators (e.g., control roster, unfavorable information file, physical fitness training failure(s) within the last 12 months, referral enlisted performance report(s) within last 5 years.) **(T-1)**.

3.2.8. Must not be currently assigned to a developmental special duty. **(T-1)**.

3.2.9. Must be recommended by their squadron Commander or Director (or equivalent). **(T-1)**.

3.3. Assignment Selection:

3.3.1. Program volunteer packages will include a rank order of their location preferences for DLA and AFMC assignments. **(T-1)**.

3.3.1.1. DLA has nine wholesale positions; three each at the following MSCs:

3.3.1.1.1. DLA - Land and Maritime (Columbus), OH.

3.3.1.1.2. DLA - Aviation (Richmond), VA.

3.3.1.1.3. DLA - Troop Support (Philadelphia), PA.

3.3.1.2. AFMC has (eleven) wholesale positions; with at least three each at the following Air Logistics Complexes (ALC):

3.3.1.2.1. 848 SCMG, Tinker Air Force Base, OK.

3.3.1.2.2. 748 SCMG Hill Air Force Base, UT.

3.3.1.2.3. 638 SCMG, Robins Air Force Base, GA.

3.4. Assignment Dynamics. Individuals volunteering for the program should be aware that they may encounter situations that are different from what is normally experienced in traditional Air Force assignments. These are not necessarily problems, but personnel should be prepared for the following:

3.4.1. Potentially living in a high cost area on the economy with no base housing available.

3.4.2. May work in a predominantly civilian environment without direct supervision and potentially non-traditional supervisory relationships.

3.4.3. In some instances, limited availability or non-availability of normal military support services (e.g., local finance office, military treatment facilities, military personnel activity, commissary, and/or base exchange).

3.4.4. Unforeseen financial expenses that may be incurred.

Chapter 4

PROGRAM ADMINISTRATION

4.1. Program Requirements: Once the selectees are announced, the AFPC will assign up to three selectees to AFMC and up to three selectees to the DLA. (T-1). An Assignment Availability Code 44 will be applied to each selectee's personnel record directing a minimum 3-year controlled tour. (T-1).

4.1.1. DLA Allocations: Enlisted career broadeners will be assigned within a directorate or functional area as dictated by their Individual Development Plan (IDP) (see [Attachment 2](#)). (T-1). The organizational composition of their respective MSC will also factor into allocation determination. (T-1).

4.1.2. AFMC Allocations: Enlisted career broadeners allocated to ALCs will be assigned within a materiel management/supply functional area as dictated by their IDP (see [Attachment 3](#)). (T-1). The organizational composition of their respective group will also factor into allocation determination. (T-1).

4.2. Acquisition Professional Development Program Certifications.

4.2.1. Career Broadeners shall attain Life Cycle Logistics Level I certification within the first 12 months and Level II within 24 months of being assigned to the program. (T-1). Failure to complete all required courses may affect the member's follow-on assignment and/or completion of the program. The member and their supervisors will become familiar with AFIs 63-101 and 20-101, *Integrated Life Cycle Management* and AFMC Instruction 36-2613, *Acquisition Professional Development Program* and the AF Portal – Career/Acquisition Professional Development Program website. (T-1).

4.2.1.1. Minimum requirements to obtain Level I certification include occupying a Life Cycle Logistics/Acquisition Logistics coded position, obtaining one year of life cycle logistics experience in acquisitions and/or sustainment and completion of Defense Acquisition University courses as outlined in the current Defense Acquisition University iCatalog. Requirements are subject to change; therefore careers broadeners should check the Defense Acquisition University site at the beginning of each fiscal year.

4.2.1.2. The AFMC 2S0 Functional CMSgt, AFMC/A4RM and Headquarters DLA Superintendent, must ensure the Unit Manning Document (UMD) reflects: (1) Acquisition Position Type 4; (2) Acquisition Position Category L and (3) Acquisition Career Level 2. The Military Personnel Data System interfaces with the Acquisition Career Management System, making the career broadener a "Priority 1" when applying for courses. AFI 63-101 and 20-101, Chapter 10, governs the Acquisition Professional Development Program for the Air Force. To review certification requirements and apply for training, visit the Defense Acquisition University iCatalog. If the student cannot attain certification in the required 24 months time frame, as stated in AFIs 63-101 and 20-101, it is his/her responsibility to ensure a Department of Defense (DoD) Form 2905, *Acquisition, Technology, and Logistics (AT&L) Workforce Position Requirements or Tenure Waiver*, is submitted. The form must be approved by the AFSC or DLA Logistics Center Senior Functional and is on file to be in compliance with regulatory guidance. (T-1).

4.2.2. Per DoD Instruction 5000.66, *Defense Acquisition Workforce Education, Training, Experience, and Career Development Program*, Paragraph. E2.2.8.1, all employees assigned to an acquisition position are required to maintain professional currency by achieving 80 Continuous Learning Points every two years, with a goal of 40 points each year. **(T-0)**. Information on Continuous Learning Points is available on the Air Force Portal Career/Acquisition Professional Development Program website.

4.3. SCMG and MSC Commander or Director (or equivalent) Will:

4.3.1. Appoint, in writing, an Enlisted Career Broadening Program Manager (PM). **(T-1)**.

4.3.2. Appoint an Enlisted Career Broadener reporting official. **(T-1)**.

4.4. Program Manager Responsibilities.

4.4.1. The Program Manager is the delegated authority to manage rotations and assignments to ensure program expectations are met in order to maximize the career broadener(s) professional and technical development. **(T-1)**.

4.4.2. Mentor, advise, counsel, and monitor career broadeners. **(T-1)**.

4.4.3. Ensure the IDP and rotational schedules are met to provide optimal exposure to supply chain management operations for each career broadener. **(T-1)**. These plans should be flexible enough to allow for a changing environment and optimize opportunities and desired outcomes.

4.4.3.1. Accomplish and submit the IDP to DLA or the AFMC 2S0 Functional CMSgt within 60 days of the career broadener's arrival at the duty station. **(T-1)**.

4.4.3.2. Ensure IDPs are loaded into the Training Business Area (<https://www.my.af.mil/imds/tpa-tba/IMDSTWeb/ActionServlet>) and utilized for all career broadener TSgts and TSgt-selects. **(T-1)**.

4.4.3.3. The Program Manager, supervisor and career braodener will review the plan annually and provide updates to the DLA Functional Mentor/2S0 Functional CMSgt or AFMC MAJCOM 2S0 Functional CMSgt. **(T-1)**.

4.4.3.4. The annual feedback will be conducted in conjunction with the career braodener's mid-term performance feedback. **(T-1)**. The feedback must be constructive and documented upon completion of assigned tasks. **(T-1)**.

4.4.4. Serve as reporting official when directed by the SCMG/MSD Commander or Director (or equivalent). **(T-1)**. Reporting officials must be familiar with AFI 36-2406, *Officer and Enlisted Evaluation Systems*; AFI 36-2618, *The Enlisted Force Structure*; AFI 36-2905, *Fitness Program* and applicable award/recognition and decoration program guidances (e.g., AFI 36-2818, *The USAF Logistics Awards Program* and AFI 36-2805, *Special Trophies and Awards*). **(T-1)**.

4.4.5. Ensure career braodeners are assigned tasks commensurate with the training plan and the objectives of the Materiel Management Enlisted Career Broadening Program. **(T-1)**.

4.4.6. Meet at least quarterly with program career broadeners and supervisors. **(T-1)**. Utilize these meetings to determine if program/training objectives are being met and make adjustments as required. Send meeting minutes to the DLA/AFMC 2S0 Functional CMSgt and the Materiel Management CFM. **(T-1)**.

4.5. Awards. Career broadeners assigned to AFMC and DLA can compete in the Logistics Readiness Awards per AFI 36-2818, *The USAF Logistics Awards Program* and other Air Force Awards per AFI 36-2805, *Special Trophies and Awards*. Reference specific awards instructions for guidance and forward queries and concerns through respective organizational chain of command for clarification.

Chapter 5

ROTATIONAL TRAINING PLANS

5.1. Objectives: Training objectives for the Career Broadening Program are outlined in locally developed IDPs for the ALCs and DLA MSCs. These objectives will be reviewed annually by the DLA or AFMC 2S0 Functional CMSgt to ensure currency and accurate functional learning objectives.

5.2. Intent: The intent of the training objectives is to expose career broadeners to key logistics concepts and issues within their Career Broadening Program assignment. These training objectives are not confined solely to one rotation and require continued accomplishment throughout the entire assignment.

5.3. Focus: Each rotation should be used to focus efforts and attention on key learning objectives that promote a better understanding of supply chain management from an enterprise level. The intent is for career broadeners to satisfy the training objectives through a combination of methods to include hands-on, training courses, workshops and self-study. The ALC Commanders and Directors (or equivalent), DLA Commanders and Directors (or equivalent) and Career Broadening Program Managers play a significant role in mentoring, counseling and assessing career broadener development with respect to supply chain management.

5.4. AFMC Rotations. Enlisted career broadeners allocated to AFMC will be assigned within a materiel management/supply directorate or functional area. **(T-1).** Area of assignment is determined by their scheduled training plan/IDP and organizational composition of their respective SCMG. At a minimum, the rotation plan will consist of three phases: Phase I, Materiel Management (Item Manager/Materiel Manager), Phase II, Production Controller (Scheduling and Planning) and Phase III, System Program Office Logistician and/or Contracting Technician. **(T-1).** Career broadeners should be afforded the opportunity to receive exposure/training in weapon system support, provisioning, cataloging, maintenance production, and other related functional areas. They will be rotated annually, at a minimum, and be assigned specific tasks and duties in direct support of mission requirements. **(T-1).**

5.5. DLA Rotations: Enlisted career broadeners allocated to DLA will be assigned within a materiel management/supply directorate or functional area. **(T-1).** Area of assignment is determined by their scheduled training plan/IDP and organizational composition of their respective MSC. At a minimum, career broadeners will cycle through the supply planning, procurement, and customer operation areas. **(T-1).** Career broadeners should be afforded the opportunity to receive exposure/training through classroom training, on-the-job experience, and practical application through field employment. They will be rotated annually, at a minimum, and be assigned specific tasks and duties in direct support of mission requirements. **(T-1).**

Chapter 6

ADDITIONAL DUTIES AND DEPLOYMENTS

6.1. Expectations. Additional duties for Materiel Management Enlisted Career Broadeners should be minimal and only be assigned with the approval of the Program Manager.

6.2. Air and Space Expeditionary Force Posturing Guidance. Enlisted career broadeners are considered to be in a training status and, as a general rule, unavailable for deployment during the 3-year program. Upon selection to the Career Broadening Program, Unit Commanders or Directors (or equivalent) will initiate a Deployment Availability (DAV) Code 64 processing action request. **(T-1)**. The action must be initiated prior to the start of the career broadeners Air and Space Expeditionary Force vulnerability period. **(T-1)**. In order to preclude any deployment taskings and to ensure uninterrupted development throughout the program, a DAV Code 64 should be updated within the Military Personnel Data System for the duration of their assignment to the program.

Chapter 7

PROGRAM COMPLETION AND FOLLOW-ON ASSIGNMENTS

7.1. Program Completion. Career broadeners will prepare and submit an “End of Tour” report no later than 30 days prior to permanent change of station departure date. **(T-1)**. The report will be submitted to the CFM, ALC Commander or Director (or equivalent), DLA Functional Mentor/2S0 Functional CMSgt and AFMC MAJCOM 2S0 Functional CMSgt. **(T-1)**. The report should be used to review member’s observations as a career broadener and make improvements to the program. A standard report format will be posted on the Materiel Management SharePoint ® and available via/through MAJCOM 2S0 Functional CMSgts. **(T-1)**. The content should include constructive comments about the overall program, recommendations for improvements, assignment highlights and any other comments that they feel will benefit future career broadeners.

7.2. Program Removal. Members will be removed from the program for the following reasons: disciplinary action (to include physical fitness issues), lack of IDP progression, lack of effort as determined by the respective Commander or Director (or equivalent). **(T-1)**. The Commander or Director (or equivalent) will contact the DLA Functional Mentor/2S0 Functional CMSgt and AFMC MAJCOM 2S0 Functional CMSgt to initiate member removal. **(T-1)**.

7.3. Special Experience Indicators. Upon successful completion of this 3-year program, career broadeners will be awarded Special Experience Identifiers of 009 (Wholesale Logistics Experience), 126 (Acquisition Logistics Level I) and 127 (Acquisition Logistics Level II). **(T-1)**.

7.4. Follow-On Assignments. The CFM will work closely with the AFPC in selecting and vectoring graduates for their follow-on assignments. Headquarters AFPC will assign an Assignment Availability Code 50 on graduates (9 - 12 months prior to Assignment Availability Code 44 expiration), which will identify graduates as Continental/Contiguous United States mandatory movers. The AFPC Materiel Management Enlisted Assignments Functional Manager will provide locations to graduates and request updated preferences via the virtual-Military Personnel Flight (or CFM) by suspense. Graduates will be primarily looked at for assignments to a MAJCOM staff or to the Supply Chain Operations Wing. However, based on mission requirements, individual preferences and assignment guidelines/requirements (e.g., joint spouse limitations) some graduates may be assigned to a Logistics Readiness Squadron and/or other Materiel Management Activities. **(T-1)**.

7.5. Active Duty Service Commitment. Career Broadeners will incur a 3-year active duty service commitment upon completion of the program as described in AFI 36-2107, *Active Duty Service Commitments*. **(T-1)**.

7.6. Materiel Management Enlisted Career Broadening Program Review Conference. A Career Broadening Program Review Conference will be conducted annually. Hosting of the conference will rotate between Headquarters AFMC and Headquarters DLA. Representatives from each MSC and ALC, DLA/AFMC Program Managers, Air Force/A4LR, Headquarters AFMC/A4, AFIMSC/MAJCOM Functional Manager, MAJCOM 2S0 Functional CMSgts, and Headquarters DLA are encouraged to attend. AFPC/DPAA will either attend or participate

through video teleconference or teleconference. The CFM should post conference minutes to the Materiel Management SharePoint ®.

DANIEL R. SITTERLY,
SES, SAF/MR
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Affairs)

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

AFPD 36-26, *Total Force Development*, 22 December 2015

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

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

AFI36-2110, *Assignments*, 22 September 2009

AFI 63-101/20-101, *Integrated Life Cycle Management*, 9 May 2017

AFMCI 36-2613, *Acquisition Professional Development Program*, 5 November 2014

DoDI 5000.66, *Defense Acquisition Workforce Education, Training, Experience, and Career Development Program*, 27 July 2017

AFI 36-2406, *Officer and Enlisted Evaluation Systems*, 8 November 2016

AFI 36-2618, *Enlisted Force Structure*, 27 February 2009

AFI 36-2905, *Special Trophies and Awards*, 4 September 2009

AFI 36-2107, *Active Duty Service Commitments*, 30 April 2012

Adopted Forms

Air Force Form 847, *Recommendation for Change of Publication*, 22 September 2009

DoD Form 2905, *Acquisition, Technology, and Logistics (AT&L) Workforce Position Requirements or Tenure Waiver*, 1 December 2005

Abbreviations and Acronyms

AFI—Air Force Instruction

AFM—Air Force Manual

AFMC—Air Force Material Command

AFPC—Air Force Personnel Center

AFPD—Air Force Policy Directive

ALC—Air Logistics Complex

CFM—Career Field Manager

DAV—Deployment Availability Code

DLA—Defense Logistics Agency

DoD—Department of Defense

IDP—Individual Development Plan

MAJCOM—Major Command

MMECBP—Materiel Management Enlisted Career Broadening Program

MSC—Major Subordinate Command

RegAF—Regular Air Force

SCMG—Supply Chain Management Group

UMD—Unit Manning Document

Terms

Air Logistics Complex— An Air Force Sustainment Center depot operational activity charged with organically accomplishing repair and modification tasks; contracting with industry for manufacture or repair.

Continuous Learning Points— a DoD acquisition recognition for continued learning and/or accomplishing training objectives.

Enterprise-level—a systematic activity; an activity at a higher (often centralized) level

Life Cycle Logistics— the planning, development, implementation, and management of a comprehensive, affordable, and effective systems support strategy.

Major Subordinate Command— subordinate commands attached to HQ DLA that acquire and provide supplies and services.

Wholesale Positions— manpower positions within the Air Force supply chain enterprise level.

Attachment 2

AIR LOGISTICS CENTER INDIVIDUAL DEVELOPMENT PLAN

JOB QUALIFICATION STANDARD CONTINUATION/COMMAND JQS						
CRITICAL TASK	TASK NUMBER	TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	CERTIFICATION			
			START DATE	COMPLETION DATE	TRAINEE'S INITIALS	TRAINER'S INITIALS
<input type="checkbox"/>		Complete Life Cycle Logistics Level I requirements per current Defense Acquisition University catalog http://icatalog.dau.mil				
<input type="checkbox"/>		Understand Item Manager Wholesale requisition Process and Master Identification Control System/Cataloging				
<input type="checkbox"/>		Understand the computational cycle and how it interfaces with the budget cycle and flying-hour program				
<input type="checkbox"/>		Understand how the Inventory Management Code and Manager Review Code apply to National Stock Numbers				
<input type="checkbox"/>		Attend local Introduction to Supply Chain Management				
<input type="checkbox"/>		Complete Air Force Materiel Command - Professional Supply Management Certification				
<input type="checkbox"/>		Understand the policy, processes, and procedures for Depot Maintenance Workload Reviews and the Planning, Programming, Budgeting, and Execution process				
<input type="checkbox"/>		Understand the policy, processes, and procedures for the Logistics Requirements Determination Process				
<input type="checkbox"/>		Complete Life Cycle Logistics Level II requirements per current Defense Acquisition University catalog http://icatalog.dau.mil				
<input type="checkbox"/>		Understand the System(s) Program Office responsibilities as the single contact for a system				
<input type="checkbox"/>		Understand Performance Based Logistics and the resultant relationship between the Air Logistics Center, the user, the contractor, and Defense Logistics Agency, to include Performance Based Agreements.				
<input type="checkbox"/>		Understand the difference between sole-source and competitive acquisitions, to include why the preferred method is competitive acquisitions				
TRAINEE NAME				CFETP/JQS NUMBER		PAGE NO.

Attachment 3

DLA INDIVIDUAL DEVELOPMENT PLAN

JOB QUALIFICATION STANDARD CONTINUATION/COMMAND JQS						
CRITICAL TASK	TASK NUMBER	TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	CERTIFICATION			
			START DATE	COMPLETION DATE	TRAINEE'S INITIALS	TRAINER'S INITIALS
<input type="checkbox"/>		Complete Life Cycle Logistics Level I requirements per current Defense Acquisition University catalog http://icatalog.dau.mil				
<input type="checkbox"/>		Understand preparation of a Purchase Request and Military Interdepartmental Purchase Request				
<input type="checkbox"/>		Understand Funds appropriation				
<input type="checkbox"/>		Complete Contracting courses through Defense Acquisition University catalog http://icatalog.dau.mil				
<input type="checkbox"/>		Understand the legal checks, regulatory guidances, and balances for contracting operations				
<input type="checkbox"/>		Complete procurement process training to obtain working knowledge on solicitation, contracts, and the different phases of procurement				
<input type="checkbox"/>		Understand the programs, processes, and information technology systems required to accomplish actions throughout Defense Logistics Agency				
<input type="checkbox"/>		Understand Purchasing				
<input type="checkbox"/>		Understand Supply Chain Management				
<input type="checkbox"/>		Understand the exchangeable workload planning process, to include how requirements are passed from wholesale Materiel Managers to depot repair				
<input type="checkbox"/>		Complete Life Cycle Logistics Level II requirements per current Defense Acquisition University catalog http://icatalog.dau.mil				
<input type="checkbox"/>		Understand Performance Based Logistics and the resultant relationship between the Air Logistics Center, the user, the contractor, and Defense Logistics Agency, to include Performance Based Agreements				
TRAINEE NAME				CFETP/JQS NUMBER		PAGE NO.

JOB QUALIFICATION STANDARD CONTINUATION/COMMAND JQS						
CRITICAL TASK	TASK NUMBER	TASKS, KNOWLEDGE AND TECHNICAL REFERENCES	CERTIFICATION			
			START DATE	COMPLETION DATE	TRAINEE'S INITIALS	TRAINER'S INITIALS
<input type="checkbox"/>		Understand the Supply Planning process and how the Supply Planning role impacts procurement and support National Stock Numbers				
<input type="checkbox"/>		Understand and partner with the Nuclear Enterprise Support Operations team to become familiar with the requirements and operations sustainment aspects of the program				
<input type="checkbox"/>		Attend the following course as availability permits: Joint Logistics Course (JLC), EBS102, EBS201, EBS203, EBS205, PL304, PL305, PL306, PR 411, PR301, EBS401, EBS402, SVC430, SVC400, and OF302				
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