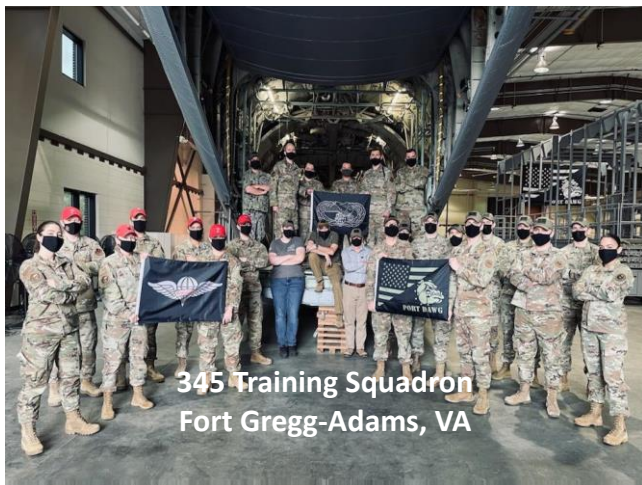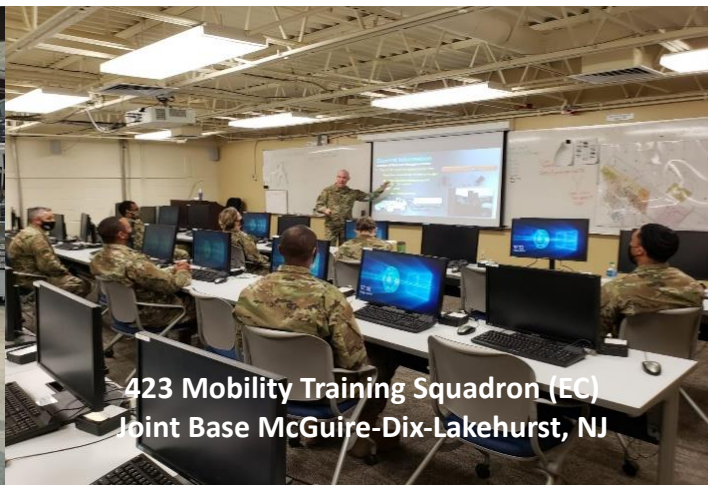# AFSC 2T2X1
AIR TRANSPORTATION SPECIALTY

345 Training Squadron
Fort Gregg-Adams, VA

423 Mobility Training Squadron (EC)
Joint Base McGuire-Dix-Lakehurst, NJ

Transportation Proficiency Center (TPC)
Dobbins ARB, GA

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CAREER FIELD EDUCATION AND TRAINING PLAN
AIR TRANSPORTATION SPECIALTY
AFSC 2T2X1

Table of Contents

Part I

Part II

MASTER

SENIOR   BASIC

The falcon at the center of the badge symbolizes the Air Force. It also symbolizes American military strength, dedication, and devotion to duty of transporters who support the generation and employment of aerospace forces across the full spectrum of warfare. In its talons, the falcon is holding the globe with three encircling arrows, symbolic of the extensive range of our logistics support mission and capability to sustain our forces by land, sea, or air. The olive branch surrounding the badge symbolizes the peace aerospace forces provide through a professional transportation community.

Basic: May be worn upon award of 3-skill level
Senior: May be worn upon award of 7-skill level
Master: May be worn when member is a Master Sergeant or above with 5 years in the specialty from award of the 7-skill level and when all 9-level tasks identified in Attachment 2 Columns 4.D. are complete.

AIR TRANSPORTATION SPECIALTY
AFSC 2T2X1
CAREER FIELD EDUCATION AND TRAINING PLAN

Part I

Preface

1. This Career Field Education and Training Plan (CFETP) is a comprehensive core training document that identifies life-cycle education and training requirements; training support resources; and minimum core task requirements for a specialty. The CFETP aims to give personnel a clear path and instill a sense of industry in career field training.
Note: Civilians occupying associated positions use **Part 2** to support duty position qualification training.

2. The CFETP consists of two parts. Supervisors plan, manage, and control training within the specialty using both parts of the plan.

2.1. Part I provides information necessary for overall management of the specialty. Section A explains how everyone will use the plan. Section B identifies career progression information, duties and responsibilities, training decisions, career field path and Community College of the Air Force degree requirements. Section C provides a general sense of each skill level with specific specialty knowledge and skills and mandatory requirements for entry, award, and retention of each skill level. Section D Indicates resource constraints such as funds, manpower, equipment, and facilities. Section E identifies transition training plans for the 2T2X1 career field.

2.2. Part II includes the following: Section A identifies the Specialty Training Standard (STS) and includes duties, tasks, technical references to support training, Air Education and Training Command (AETC) conducted training, wartime tasks, core tasks, and correspondence course requirements; Section B, the Course Objective List, is currently reserved. Section C identifies available training materials such as Air Transportation Task Training Guides (TTGs) which were developed to support upgrade and proficiency training. These packages are located on the following website: https://intelshare.intelink.gov/sites/A4T/A4TS/Training/_layouts/15/start.aspx#/Qualification%20Training%20Packages%20QTPs%20%20Task%20Trainin/Forms/AllItems.aspx Section D has a training course index supervisors can refer to for available support training. This area lists both mandatory and optional courses; Section E identifies MAJCOM unique training requirements supervisors can use to determine additional qualification training.

3. Using this CFETP as a guide will ensure individuals in this specialty receive effective and efficient training at the appropriate point in their career. This plan enables us to train today's work force for tomorrow's jobs. At unit level, supervisors and trainers will use Part II to identify, plan, and conduct training commensurate with the overall goals of this plan.

ABBREVIATIONS/TERMS EXPLAINED

Advanced Training (AT). Formal course that provides individuals who are qualified in one or more positions of their Air Force specialty with additional skills and knowledge to enhance their expertise in the career field. Training is for selected career Airmen at the advanced level of the Air Force specialty.

Air Force Career Field Manager (AFCFM). Representative appointed by the respective HQ USAF Deputy Chief of Staff or Under Secretariat, to ensure assigned AF specialties are trained and utilized to support AF mission requirements. AF Career Functional Manager is the OPR; however, works in concert with MAJCOM Functional Managers as required.

Air Force Enlisted Classification Directory (AFECD). The directories contain the official specialty descriptions for all military classification codes and identifiers which are used to identify each Air Force job (valid requirement) and describe the minimum mandatory qualifications for personnel to fill these jobs. These standards are used to procure, classify, and employ personnel; to develop career programs for initial training, retraining, and skill upgrade; and to structure unit manpower document (UMD) positions.

Air Force Installation and Mission Support Center (AFIMSC). A single intermediate-level staff performing major command-level installation and mission support activities. Parent organization for several field operating agencies to include the Air Force Security Forces Center, Air Force Civil Engineer Center, Air Force Installation Contracting Agency, the services directorate of the Air Force Personnel Center and other FOAs providing installation support capabilities.

Air Force Logistics Readiness Board (AFLRB), Logistics Readiness Chiefs Advisory Group (LogR CAG). Meets at the direction of HQ AF/A4 to discuss significant issues, priorities and policies. Provides advice and counsel to HQ AF/A4 concerning the enlisted logistics readiness community and resolves problems affecting the enlisted force and the overall mission. It also provides recommendations and initiatives for future training needs, career progression trends, and identifies information system's needs.

Aerial Port Expediter (APEX). An AMC/A4T aircraft cargo loading program that allows APEX designated squadrons to load and unload C-17/C-5 aircraft in the absence of a loadmaster. The APEX Program gives squadron's the capability to maneuver workload to mitigate aircraft scheduling issues and/or to meet launch and recovery timelines in accordance with prescribed instructions.

Air Reserve Component (ARC). The combination of the Air National Guard and the Air Force Reserve; together they are called the Air Reserve Component. Air Force Policy Directive 10-3, *Operation Utilization of the Air Reserve Component Forces*, establishes policy to fully integrate the Air National Guard, Air Force Reserve, and RegAF into a single Total Force.

Air Transportation Information Systems (ATIS). Systems utilized by the air transportation career field to process passengers and cargo into the airlift system to include systems utilized to achieve in transit visibility.

Air Transportation Distance Learning (DL). Computer-based instruction in areas directly related to items found in the 2T2X1 STS.

Career Field Education and Training Plan (CFETP). A CFETP is a comprehensive core training document that identifies life-cycle education and training requirements; training support resources; and minimum core task requirements for a specialty. The CFETP aims to give personnel a clear path and instill a sense of industry in career field training.

Continuation Training. Additional training exceeding requirements with emphasis on present or future duty assignments.

Core Task. Tasks the AF Career Field Manager identify as minimum qualification requirements for everyone within an AFSC, regardless of duty position. Core tasks may be specified for a particular skill level or in general across the AFSC. Guidance for using core tasks can be found in the applicable CFETP narrative.

Education and Training Course Announcement (ETCA). Contains specific MAJCOM procedures, fund cite instructions, reporting instructions, and listings for those formal courses conducted or managed by the MAJCOMs or field operating agencies (FOAs). The Education and Training Course Announcement contains courses conducted or administered by the AF and reserve forces and serves as a reference for the AF, DoD, other military services, government agencies, and security assistance programs.

Exportable Training. Additional training via computer assisted, paper text, interactive video, or other necessary means to supplement training.

Field Training. Technical, operator, and other training either a training detachment or mobile training team conducts at operational locations on specific systems and associated direct-support equipment for maintenance and aircrew personnel.

Instructional System Development (ISD). A deliberate and orderly, but flexible process for planning, developing, implementing, and managing instructional systems.

Initial Skills Training. An overarching term for enlisted initial skills and (non-rated line) officer initial skills technical training. For enlisted, it refers to a formal school pipeline, comprised of one or more courses, that results in the award of the 3-skill-level in an Air Force specialty. For officers, it refers to a formal school pipeline comprised of one or more courses of mandatory training needed to become qualified in their Air Force specialty.

In Transit Visibility (ITV). The ability to track the identity, status, and location of DoD unit and non-unit cargo and passengers, patients, and personal property from origin to consignee or destination during peace, contingencies, and war.

MAJCOM Functional Manager (MFM). An individual who is the POC responsible for MAJCOM management of an Air Force Specialty. MFM responsibilities include coordination with the AFCFM, policy development, training, skills management and career progression at the MAJCOM level. There are four MFMs within the 2T2 AFSC each overseeing a specific population of the career field: The MFMs are located at AFIMSC, AFRC, AMC, and ANG.

Master Task Listing (MTL). A comprehensive list (100%) of all tasks performed within a work center and consisting of the current CFETP or AF Job Qualification Standard and locally developed AF Forms 797 (as a minimum). Should include tasks required for deployment and/or unit type code requirements.

Master Training Plan (MTP). Employs a strategy for ensuring the completion of all work center job requirements by using a master task listing and provides milestones for task and prioritizes deployment/unit type code, home station training tasks, upgrade, and qualification tasks.

myLearning. Replaced ADLS as the AF Learning Management System for enterprise-wide education & training capabilities of 800,000 users.

myTraining. A web-based application providing real-time visibility of technical qualifications, certifications, and training status. It duplicates or replaces the functionality of the Training Business Area.

Nuclear Weapons Related Material (NWRM). Classified or unclassified assemblies and subassemblies (containing no fissionable or fusionable materiel) identified by the Military Departments that comprise or could comprise a standardized war reserve nuclear weapon (including equivalent training devices) as it would exist once separated/removed from its intended delivery vehicle.

Occupational Analysis (OA). Collecting and analyzing factual data on the tasks and/or knowledge performed by AF career fields. This data is used to provide personnel and training decision-makers with factual and objective job information which enables them to justify and/or change personnel utilization policies and programs, refine and maintain occupational structures, and establish, validate, and adjust testing and training programs. A detailed report showing the results of an occupational survey of tasks performed within a particular AFS.

On-the-Job Training (OJT). Hands-on, "over-the-shoulder" training or evaluation conducted to certify personnel in both upgrade (skill level award) and job qualification (position certification training).

Proficiency Training. Additional training, either in-residence, exportable advanced training courses, or on-the-job training, provided to personnel to increase their skills and knowledge beyond the minimum required for upgrade.

Qualification Training (QT). Performance training designed to qualify an Airman who has transferred from one base or position to another specific position. The supervisor performs an initial evaluation that includes a review of all previously certified tasks checked against the newly assigned position's required tasks. Any tasks not previously completed is now required and this identifies that the member requires qualification training for the newly assigned duty position.

Qualification Training Package (QTP). An instructional package designed for use at the unit to qualify or aid qualification in a duty position, program, or on a piece of equipment. It may be printed, computer-based, or in other audiovisual media.

Resource Constraints. Resource deficiencies, such as money, facilities, time, manpower, and equipment that preclude desired training from being delivered.

Special Experience Identifier (SEI). SEIs may be used when specific experience or training is critical to the job and no other means is appropriate or available.

Specialty Training. Training process used to qualify Airmen in their assigned specialty.

Specialty Training Requirements Team (STRT). Air Force career field managers use this forum and quality control tool to determine and manage career field education and training requirements. For the Air Transportation career field, the STRT includes representation from Regular Air Force, Air National Guard, and the Air Force Reserve, to provide a Total Force perspective on career field decisions and future direction.

Specialty Training Standard (STS). An AF publication that describes an AF Specialty in terms of tasks and knowledge an Airman in that specialty may be expected to perform or to know on the job. Also identifies the training provided to achieve a 3-, 5-,7-, or 9-skill level within an enlisted AF Specialty. It further serves as a contract between AETC and the functional user to show which of the overall training requirements for an AFSC are taught in formal schools and correspondence courses.

Standard. An exact value, a physical entity, or an abstract concept, the appropriate authority, custom, or common consent sets up and defines to serve as a reference, model, or rule in measuring quantities or qualities, developing practices or procedures, or evaluating results. A fixed quantity or quality.

Task Qualification Training (TQT). Training conducted after Chemical, Biological, Radiological, Nuclear, and High-Yield Explosive defense classroom training in which individuals perform wartime mission essential tasks in a simulated wartime environment while wearing full ground crew individual protective equipment or aircrew individual protective equipment. Headquarters AF, MAJCOM and local Functional Area Managers identify wartime mission essential tasks. See AFI 10-2501, *Emergency Management Program* additional information/ requirements.

Task Training Guide (TTG). Standardized unit-level training and evaluation source documents used throughout the air transportation community and will be completed prior to signing off associated tasks.

Total Force. Organizations, units, and individuals that comprise the Air Forces' resources for meeting its mission. This includes RegAF, Air National Guard, and Air Force Reserve military personnel, and civilian personnel.

Transportation Proficiency Center (TPC). Located at Dobbins ARB, GA, the Air Force Reserve Command TPC provides 2T2X1 AFSC training to Active Duty, Guard and Reserve personnel. The TPC offers training for Air Transportation initial, supplemental, and advanced training requirements through in-residence courses, distance learning, and mobile training teams (MTT). The TPC also provides additional specialized transportation training for DoD Total Force personnel and partner agencies.

Upgrade Training (UGT). Mandatory training that leads to attainment of higher level of proficiency.

Utilization and Training Workshop (U&TW). Career field managers use the utilization and training workshop process to develop and review training programs within an Air Force specialty or civilian occupational series. The goal of the utilization and training workshop process is to develop the architecture for effective life-cycle training to be provided at appropriate points throughout a career path and to ensure that personnel within the specialty or series are properly employed. For the Air Transportation career field, the U&TW includes representation from Regular Air Force, Air National Guard, and the Air Force Reserve, to provide a Total Force perspective on career field decisions and future direction.

Section A - General Information

1. Purpose. This CFETP provides information necessary for the AFCFM, MAJCOM functional managers (MFMs), commanders, training managers, supervisors and trainers to plan, develop, manage, and conduct an effective career field training program. This plan outlines the training that individuals in this AFS should receive in order to develop and progress throughout their career. This plan identifies initial skills, upgrade, qualification, advanced, and proficiency training. Initial skills training is the AFS specific training an individual receives upon entry into the Air Force or upon retraining into this specialty for award of the 3-skill level. Normally, this training is conducted by AETC at one of the technical training centers. Upgrade training identifies the mandatory courses, task qualification requirements, and correspondence course completion requirements for award of the 3-, 5-, 7-, 9-skill levels. Qualification training is actual hands-on task performance training designed to qualify an airman in a specific duty position. This training program occurs both during and after the upgrade training process. It is designed to provide the performance skills/knowledge required to do the job. Advanced training is formal specialty training used for selected Airmen. The CFETP has several purposes, to include:

1.1. Serves as a management tool to plan, manage, conduct, and evaluate a career field-training program. Also, it is used to help supervisors identify training at the appropriate point in an individual's career.

1.2. Identifies task and subject knowledge training requirements for each skill level in the specialty and recommends education/training throughout each phase of an individual's career.

1.3. Lists training courses available in the specialty, identifies sources of training, and the training delivery method.

1.4. Identifies major resource constraints that impact full implementation of the desired career field training process.

2. Uses. The plan will be used by MFMs and supervisors at all levels to ensure comprehensive and cohesive training programs are available for each individual in the specialty.

2.1. AETC, 423 MTS (EC), and the TPC training personnel will develop/revise formal resident, non-resident, field and exportable training based on requirements established by the users and documented in Part II of the CFETP. They will also work with the AFCFM to develop acquisition strategies for obtaining resources needed to provide the identified training.

2.2. MFMs will ensure their training programs complement the CFETP mandatory initial, upgrade, and proficiency requirements. Identified requirements can be satisfied by OJT, resident training, contract training, or exportable courses. MAJCOM-developed training to support this AFSC must be identified for inclusion into the plan.

2.3. Each individual will complete the mandatory training requirements specified in this plan. The lists of courses in Part II will be used as a reference to support training. Active training records must be maintained for SMSgts and below.

3. Coordination and Approval. The AFCFM is the approving official and waiver authority for any changes to, and deviations from, this CFETP. The AFCFM will initiate an annual review of this document to ensure currency and accuracy. MAJCOM representatives and AETC training personnel will identify and coordinate on the career field training requirements. Using the list of courses in Part II will mitigate duplicate training.

Section B - Career Progression and Information

1. Specialty Description.

1.1. Performs and manages air transportation activities. Plans, schedules and processes eligible passengers and cargo for air movement. Loads and unloads passengers, cargo, and baggage moved on military and commercial-contract aircraft. Prepares and maintains air movement records and reports. Performs aircraft cleaning services and delivers meals and comfort item supplies to aircraft. Operates forklifts and aircraft loading equipment. Uses computer systems to provide in transit visibility over passenger and cargo movement operations. Provides installation readiness training (cargo preparation, aircraft loading/offloading, hazardous material preparation, passenger processing, etc.) and unilateral aircrew training. Related DoD Occupational Subgroup: 155300.

1.2. Duties and Responsibilities.

1.2.1. Supports the Department of Defense's capability to move passengers and air cargo worldwide. Plans, organizes, directs, coordinates, and controls air transportation activities. Determines and justifies personnel, equipment, and facilities required to accomplish air transportation functions. Supplements policies, directs personnel, and establishes procedures to process, load, document, and report passengers and cargo transported by air. Inspects airlift activities for compliance and recommends corrective action. Conducts personnel and equipment management surveys, and provides technical assistance as required. Enforces safety, quality control, and security measures.

1.2.2.. Offers customers information on flight schedules, routes, air movement requirements, baggage limitations, and specifics on local facilities. Performs procedures to check in, process, schedule, transport, and escort passengers to and from aircraft. Ensures all passenger border clearance requirements have been met. Operates terminal security equipment and conducts passenger and baggage security inspections. Reviews passenger travel authorizations for validity and accuracy. Applies tariff rates, collects fares, and accounts for documents and monies. Uses automated systems to provide in transit visibility and to document passenger movement operations. Develops procedures for handling special category passengers.

1.2.3. Verifies eligibility of cargo offered for airlift. Ensures all cargo documentation, packaging, labeling and marking requirements, and border clearance requirements have been met. Determines quantity and type of cargo to be loaded according to aircraft allowable cabin load. Selects, assembles, palletizes, and transports cargo loads to and from aircraft and storage areas. Checks cargo against manifests and annotates shipment overages, shortages, or damages. Secures cargo with appropriate restraint equipment. Uses automated systems to provide in transit visibility and to document cargo movement operations. Determines and implements necessary safety and security precautions for handling and storing hazardous materials, special cargo, mail, and baggage.

1.2.4. Performs air terminal operations and fleet service functions. Prepares, completes, and maintains air movement records, documents, and reports. Selects loads, prepares load plans, and computes aircraft center of balance. Plans and manages fleet service activities to provide cleaning, lavatory servicing, and meal delivery on aircraft. Completes actions to requisition, store, and issue expendable and nonexpendable items for use on aircraft.

2. Skill/Career Progression. Adequate training and timely progression from the apprentice to the superintendent skill-level play an important role in the Air Force's ability to accomplish its mission. Active training records must be maintained for SMSgts and below. It is essential that everyone involved in training do their part to plan, manage, and conduct an effective training program. The guidance provided in this part of the CFETP will ensure each individual receives viable training at appropriate points in their career.

2.1. Apprentice, 3-Level. Upon completion of initial skills training by attending the Air Transportation Apprentice Course, trainees will work with a trainer to enhance their knowledge and skills. They will utilize the MTL for the assigned duty position, and other exportable courses to progress in the career field. Once qualified on a task ("signed off"), a trainee may perform the task unsupervised. **Note:** With 2T2 CFM approval, ARC MFMs will determine training requirements for award of 2T231 AFSC to prior service personnel. AFRC personnel with prior service

may complete TPC Air Transportation Basic Course.
NOTE: RegAF prior service personnel not authorized by AFPC to attend the Air Transportation Apprentice Course may coordinate with the TPC Superintendent to send members to the TPC Air Transportation Basic Course. Based on availability and approval, the course will be unit funded.

2.2. Journeyman 5-Level. Once upgraded to the 5-level, a journeyman will enter into continuation training to broaden their experience base. 5-levels may be assigned job positions such as information control, passenger service duties, fleet service duties, cargo and load team member, and various staff positions. For promotion testing purposes, individuals will use material as designated in the Enlisted Promotions References and Requirements Catalog (EPRRC). Members are strongly encouraged to continue their education toward a CCAF degree.

2.3. Craftsman 7-Level. A craftsman can expect to fill various supervisory and management positions such as shift supervisor, section chief, and senior controller. They will also be assigned to work in staff positions. 7-levels should take courses or obtain added knowledge on management of resources and personnel. For award of the 7- level, all 7-level tasks must be signed off. Members are strongly encouraged to complete academic education through CCAF and higher degree programs.

2.4. Superintendent 9-Level. A 9-level can be expected to fill positions such as flight chief, NCOIC, superintendent, and various staff jobs. Experience and general knowledge of air transportation systems and mobility operations to include hub and spoke dynamics, air transportation organizational constructs, and passenger and cargo movement procedures through the defense transportation system. Additional training in the areas of budget, manpower, resources and personnel management should be pursued through continued education. Additional higher education and completion of courses outside of the career AFSC are also recommended.
Note: ARC personnel must have a minimum of two years as a 2T271, proficient in all 7-level tasks, and capable of performing shift supervision roles conducive to assigned rank before award of the 9-skill level.

3. Training Decisions. The CFETP uses a building block approach (simple to complex) to encompass the entire spectrum of training requirements for the Air Transportation career field. The spectrum includes a strategy for when, where, and how to meet the training requirements. The strategy must be apparent and affordable to reduce duplication of training and eliminate a disjointed approach to training.

4. Community College of the Air Force. Enrollment in CCAF occurs upon completion of basic military training. CCAF provides the opportunity to obtain an Associate in Applied Sciences Degree. In addition to the associate degree program, CCAF offers the following:

4.1. Professional Certification. CCAF offers multiple professional certifications based on specific education, experience and qualification requirements. Two certifications are listed below. For additional information on these and other certifications, visit the CCAF web site: https://www.my.af.mil/gcss-af/USAF/content/CERT

4.2. CCAF Instructor Certification (CIC). The CIC program replaced the Occupational Instructor Certification (OIC) on 1 January 2011. The purpose of the CIC is to recognize the instructor's extensive faculty development training, education and qualification required to teach a CCAF course and formally acknowledges the instructor's practical teaching experience. For more information on this certification, visit:
https://www.my.af.mil/gcss-af/USAF/AFP40/d/s6925EC13447C0FB5E044080020E329A9/Publications/Certifications/CIC_Brochure.pdf

4.3. Air Force Credentialing Opportunities On-Line (AF COOL). Air Force COOL is a pathway for enlisted Airmen to earn industry recognized professional certifications, licenses to enhance their active-duty work, and to prepare them as they transition to the civilian job market. To view certification opportunities, visit AF COOL at:
https://afvec.us.af.mil/afvec/af-cool/welcome

4.4. Trade Skill Certification. When a Community College of the Air Force student separates or retires, a trade skill certification is awarded for the primary occupational specialty. The College uses a competency-

based assessment process for trade skill certification at one of four proficiency levels: Apprentice, Journeyman, Craftsman (Supervisor), or Master Craftsman (Manager). All are transcribed on the Community College of the Air Force transcript.

4.5. Degree Requirements. All Airmen are automatically entered into the CCAF program. Prior to being awarded an associate degree, the 5-level must be awarded, and the following requirements must be met:

Degree Requirements	Semester Hours
Technical Education	24
Leadership, Management, and Military Studies	6
General Education	15
Program Elective	15
Total	**60**

4.5.1. Technical Education (24 Semester Hours): 9 semester hours must be applied from technical core courses. The remaining semester hours are applied from either technical core or technical elective courses.

4.5.2. Leadership, Management, and Military Studies (6 Semester Hours): May be satisfied from Professional Military Education, civilian management courses, and/or testing credit.

4.5.3. General Education (15 Semester Hours): This requirement is satisfied by application of courses accepted in transfer or by testing credit. The criteria for application of courses to the general education requirement are provided in the CCAF Catalog.

4.5.4. Program Elective (15 Semester Hours): Satisfied with applicable technical education; leadership, management, and military studies; or general education requirements. This must include 6 semester hours of CCAF degree-applicable technical course credit, otherwise not applicable to this program of enrollment. See the CCAF Catalog for details regarding the Associates of Applied Science for this specialty.

4.5.5. Off-Duty Education. Additional off-duty education is a personal choice that is strongly encouraged. Individuals desiring to become an Air Education and Training Command Instructor should be actively pursuing an associate or higher degree. A degreed faculty is necessary to maintain accreditation through the Southern Association of Colleges and Schools.

5. Enlisted Career Path. Refer to AFI 36-2670, Total Force Development to view the Enlisted Career Path. The Enlisted Career Path provides education and training requirements, AF average promotion sew on times, high year tenures, etc.

Functional, Career Broadening, Developmental Special Duty and Leadership Paths (Enlisted)
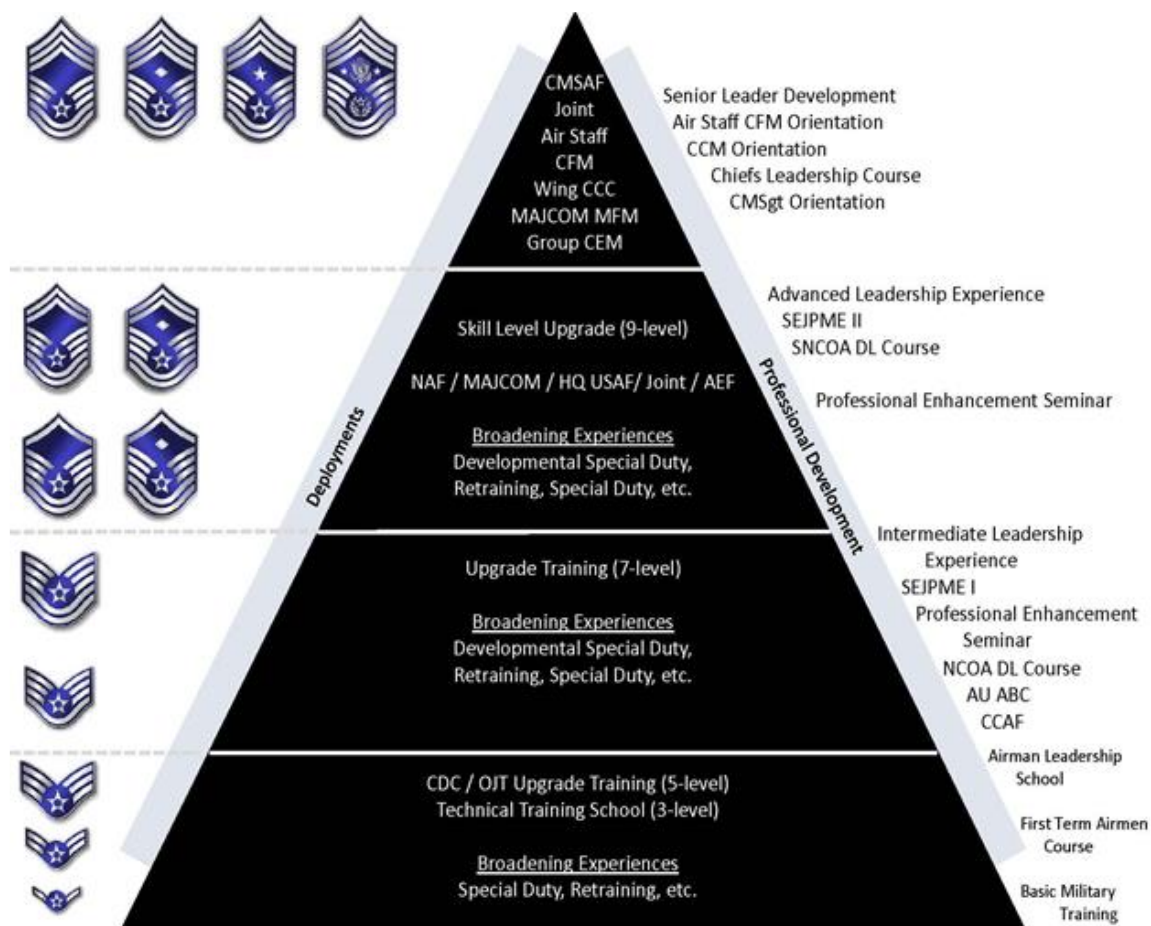
6. Career Development Path. The 2T2X1 Career Development Path depicts the timeline an Airman needs to demonstrate competency to perform duties within the Air Transportation career field, while illustrating recommended AFSC-specific training for personal development. The graph serves as a "roadmap" to provide consistency in how we rotate our Airman. For example, an Airman should be competent in "Foundational Competencies" before progressing to Command, Control and Evaluation (C2E) Competencies (i.e. proficient in passenger and cargo ops before working ATOC). Following this roadmap ensures consistency, more proficient Airman serving in C2E and management sections, and coincides with our deployment requirements. Leadership must make every effort to rotate Airman throughout the available foundational competencies before moving them to C2E competencies and eventually management positions.

2T2X1 Career Development Path

2T2XX Air Transportation Functional Competencies	2T231	2T251	2T271	2T291	2T200
Air Transportation Foundational Competencies	Air Freight Operations (General Cargo)		Air Freight Operations (Special Cargo/Joint Inspection)		
	Fleet Service Operations				
	Ramp Operations				
	Passenger Service Operations				
	Unilateral Aircrew Training (UAT)				
	Air Transportation Function (ATF)				
	Aerial Port Ops (APO) (AB-SSgt / Up to MSgt)				
Command, Control and Evaluation (C2E) Competencies		Load Planning			
		Air Terminal Operations Center (ATOC)			
			Air Trans Evaluations		
	CR (RegAF Only)	Contingency Response (CR)			
		Air Mobility Division (AMD)/Air Operations Center (AOC)			
		Air Transportation Instructor Course (ATIC)			
Air Transportation Management Competencies		Team/Load Team Chief	Flight Chief		Squadron Senior Enlisted Leader (SEL)
		NCOIC	Ops Superintendent		
			Duty Officer/Senior Controller		
		Principles of Air Transportation Management (PATM) (SSgt-MSgt)			
			(AFRC) Reserve Aerial Port Management Course (MSgt-CMSgt)		

Functional Execution / Functional Development — Functional competencies represent unit-level progression and do not include career developmental or higher level positions.

Section C - Skill Level Training Requirements

1. Purpose. Skill level training requirements in this career field are defined in terms of tasks and knowledge requirements. This section outlines the specialty qualification requirements for each skill level in broad, general terms and establishes the mandatory requirements for entry, award and retention of each skill level. The specific task and knowledge training requirements are identified in the STS in Part II, Sections A and B of this CFETP.

2. Specialty Qualification:

2.1. Apprentice 3-Level Training:
2.1.1. Specialty Qualification.
2.1.1.1. Knowledge. Passengers and cargo movement functions to include transport aircraft types, capabilities, and configurations; weight and balance factors; airlift transportation directives and documentation; cargo securing techniques; border clearance requirements; operation of material handling and other types of loading equipment or devices, fleet service functions; automated data processing equipment and its application in airlift activities; passenger service functions, and customer relations principles; and unilateral aircrew training (UAT) methods and equipment.

2.1.1.2 Education. For entry into this specialty, completion of high school or a general educational development equivalency with courses in English, Computer Operation, and Mathematics is desirable.

2.1.1.3. Training. For award of 2T231 AFSC, completion of the basic air transportation course is mandatory. **Note:** AFRC personnel with prior service may complete TPC Air Transportation Basic Course. In addition, these personnel must complete knowledge training on all tasks taught in the initial skills course combined with additional mandatory requirements identified by the AFRC MFM and approved by the 2T2 CFM. Only after completing mandated OJT are prior service personnel awarded a 3-skill level.

2.1.1.4. Experience. After arrival at first duty station, (1) orient the trainee and conduct initial evaluations, (2) evaluate and provide performance-based training on the tasks taught in technical school, and (3) identify and start training in additional tasks required to fully utilize trainee in their duty position.

2.1.2. Training Sources. The 2T2X1 AFSC STS provides the knowledge and task requirements for upgrade to the 3-skill level.

2.1.3. Implementation. Entry into training occurs upon completion of basic training. 2T231 AFSC is awarded following successful completion of the Air Transportation Apprentice Course or meeting prior service requirements in paragraph 2.1.1.3.

2.2. Journeyman 5-Level Training:
2.2.1. Specialty Qualification.
2.2.1.1. Knowledge. Passengers and cargo movement functions to include transport aircraft types, capabilities, and configurations; weight and balance factors; airlift transportation directives and documentation; cargo securing techniques; border clearance requirements; operation of material handling and other types of loading equipment or devices, fleet service functions; automated data processing equipment and its application in airlift activities; passenger service functions, and customer relations principles; and UAT techniques and equipment This is not all inclusive, refer to the CFETP part II for mandatory core tasks.

2.2.1.2. Training. Upgrade training to the 5-skill level in this specialty consists of the completion of all 3- and 5-level core tasks identified in the STS. Once tasks are completed members are eligible for skill level upgrade. There is no minimum time in training requirement. The maximum time in training requirement is 24 months for active-duty personnel and 36 months for reserve and guard personnel.

2.2.1.3. Experience. Qualification in and possession of 2T231 AFSC. In addition, experience in functions such as loading and unloading aircraft; operating automated or manual materials handling and other loading equipment and processing, scheduling, and maintaining records related to passenger and cargo movement.

2.2.2. Training Sources and Resources. The STS identifies mandatory core task items required for upgrade.

2.2.3. Implementation. Enter personnel into 5-skill level upgrade training as of the date arrived station (DAS). Successful completion of all 3- and 5- level core tasks identified in the STS is required for upgrade to the 5-skill level.

2.3. Craftsman 7-Level Training:
2.3.1. Specialty Qualification.
2.3.1.1. Knowledge. Passengers and cargo movement functions to include transport aircraft types, capabilities, and configurations; weight and balance factors; airlift transportation directives and documentation; cargo securing techniques; border clearance requirements; operation of material handling and other types of loading equipment or devices, fleet service functions; automated data processing equipment and its application in airlift activities; passenger service functions, and customer relations principles; and UAT techniques and equipment. This is not all inclusive, refer to the CFETP part II for mandatory core tasks

2.3.1.2. Training. Upgrade training to the 7-skill level in this specialty consists of the completion of all 3-, 5-, and 7-level core task items identified in the STS. Once tasks are completed members are eligible for skill level upgrade. There is no minimum time in training requirement. The maximum time in training requirement is 24 months for active-duty personnel and 36 months for reserve and guard personnel.

2.3.1.3. Experience. Qualification in and possession of 2T251 AFSC. In addition, experience supervising functions such as preparing aircraft load plans; loading and unloading aircraft; operating automated and manual materials handling equipment, processing, scheduling, and maintaining records on passenger movement by airlift.

2.3.2. Training Sources and Resources. Successful completion of 7-level core task items satisfies the knowledge and task requirements specific for the 7-level.

2.3.3. Implementation. Personnel selected for promotion to SSgt enter 7-level upgrade training the first day of the promotion cycle (1 September each year). STEP promotes, retrainees, and ARC personnel are entered into 7-level upgrade training upon promotion to SSgt or completion of 5-level if already a SSgt. 7-level is awarded upon completion of all 5 and 7-level core tasks and all duty position tasks. Attendance in the Principles of Air Transportation Management (PATM) course is highly encouraged upon award of the 7-skill level.

2.4. Superintendent 9-Level Training:
2.4.1. Specialty Qualification.
2.4.1.1 Knowledge. Mandatory knowledge includes: passengers and cargo movement functions to include transport aircraft types, capabilities, and configurations; weight and balance factors; airlift transportation directives and documentation; cargo securing techniques; border clearance requirements; operation of material handling and other types of loading equipment or devices, fleet service functions; automated data processing equipment and its application in airlift activities; passenger service functions, and customer relations principles; and UAT techniques and equipment.

2.4.1.2 Training. An individual must be a SMSgt, be trained/qualified to the task/subject knowledge level in Column 4.D. of Attachment 2 and have completed all 3-, 5-,7-, and 9-level core tasks for award the 2T291 skill-level.

2.4.1.3. Experience. Qualification in and possession of 2T271 AFSC. Also, experience and general knowledge of air transportation systems and mobility operations to include hub and spoke dynamics, air transportation organizational constructs and passenger and cargo movement procedures through the defense transportation system.

2.4.1.3.1. ARC Only. ARC personnel must have a minimum of two years as a 2T271, proficient in all seven-level tasks, as outlined in CFETP 2T2X1, and capable of performing shift supervision roles conducive to assigned rank before award of the 9-skill level.

2.5. Training Sources/Resources. Completion of all applicable QTPs and/or TTGs should satisfy knowledge and experience requirements listed above. In addition, the Logistics Readiness SNCO Course will provide increased knowledge on the entire Logistics Readiness enterprise so that Air Transportation SNCOs are better prepared to serve in LRS leadership, staff and/or key leadership positions.

2.6. Other. The following are mandatory as indicated:

2.6.1. See Enlisted Classification Directory (ECD) for current entry requirements.

2.6.1.2. For entry, award, and retention of AFSCs 2T211/31/51, must possess a valid state driver's license to operate government motor vehicles (GMV) in accordance with AFI 24-301, *Ground Transportation*, as well as the ability to speak distinctly and communicate well with others.

2.6.1.3. Specialty requires routine access to Secret material or similar environment. For award and retention of 2T2X1, completion of a current National Agency Check, Local Agency Checks and Credit (NACLC) according to AFI 31-501, Personnel Security Program Management, and maintain local network access IAW AFI 17-130, Cybersecurity Program Management, and AFMAN17-1301, Computer Security. Note: Award of the 3-skill level without a completed NACLC is authorized provided an interim Secret security clearance has been granted according to AFI 31-501.

2.6.1.4. Retraining into the 2T2XX career field within the Air Force Reserve or Air National Guard is restricted to the grades of E-6 and below with less than 12 years of Total Federal Military Service.

Section D – Task Qualification Training (TQT)

1. Task Qualification Training (TQT). Training and certification of TQT will be accomplished IAW DAFI 10-401, *Air Force Operations Planning and Execution*, DAFI 10-2501, *Air Force Emergency Management (EM) Program*, DAFI 36-2670, Total Force Development, and AEF Online Tier 2A, Expeditionary Skills (ES) Proficiency Training/Tier 2B, Home Station Pre-Deployment Training.

1.1. Task standardization is key to TQT, ensuring readiness while in a Chemical, Biological, Radiological, and Nuclear (CBRN) Environment. All Air Transportation personnel will know the exact UTC they are postured against. Knowing this information, supervisors/trainers will utilize Attachment 3 of this CFETP to ensure trainees are proficient in the tasks corresponding to their assigned UTC and skill level as a minimum. In addition, members must also be trained and qualified to perform each associated task in a contested environment, by demonstrating proficiency in MOPP 4.

1.2. Prerequisites. CBRN Defense Awareness Course (WBT) and initial CBRN Defense Survival Course (Hands-on).

1.3. TQT Training Frequency. Due to limited equipment/training capabilities, CBRN TQT will be conducted IAW applicable host wing guidance and documented in accordance with unit directives, i.e. G081, myTraining, Patriot Excalibur (PEX), or equivalent approved system. When possible, TQT will be conducted in conjunction with wing/base exercises. CBRN TQT must include career field specific duties performed within air terminal work centers and during vehicle operations. Individuals must be current in CBRN Defense Awareness/Survival at the time of departure to TDY/Deployment locations and will be considered current for the duration of the assignment.

1.3.1. Exercises. Force Modernization Trainers (FMTs) will ensure training is provided for individuals participating in exercises where operating in CBRN environment will be expected and not falling under the criteria outlined above.

1.4. Full Credit Requirements. Individuals successfully complete the demonstrated-performance objective.

Section E - Resource Constraints

1. Purpose. This section identifies known resource constraints which preclude optimal/desired training from being developed or conducted, including information such as cost and manpower. Narrative explanations of each resource constraint and an impact statement describing what effect each constraint has on training are included. Also included in this section are actions required, office of primary responsibility, and target completion dates. Resource constraints will be, as a minimum, reviewed and updated annually.

1.1. Three-Level Training:
1.1.1. Constraints. None.

1.2. Five-Level Training:
1.2.1. Constraints. In many cases, ARC personnel are not co-located with active flight line operations or active-duty Aerial Port Squadrons, limiting access and ability for hands-on training. ARC personnel are heavily reliant on the availability of Annual Tour and Seasonal Training programs to achieve the necessary knowledge and skillsets required for 5-level upgrade. Additionally, access to CCMD and other MAJCOM funded exercises provides ideal training environments for members gaining and exercising new core task capabilities.

1.3. Seven-Level Training:
1.3.1. Constraints. None

Part II

Section A - Specialty Training Standard (STS)

1. Implementation. This Specialty Training Standard is used for technical training provided by AETC for classes beginning (7 April 2021) and graduating (5 May 2021).

2. Purpose. As prescribed in AFI 36-2670 and this STS:

2.1. Column 1 lists the most common tasks, knowledge, and technical references (TR) necessary for airman to perform duties in the 3-, 5-, 7-, and 9-skill level of the Air Transportation ladder of the Transportation Career Field. During times when asked to accelerate to wartime surge, apprentice course will be taught 10 hours a day, 6 days a week.

2.2. Column 2 identifies Core Tasks and specialty-wide training. The "*" is placed in the column corresponding to the 3-, 5-, 7-, 9- skill level to identify specialty-wide training requirements for that level. These tasks and knowledge items are based on an analysis of the duties and responsibilities contained in the Air Force Enlisted Classification Directory (AFECD), *The Official Guide to the Air Force Enlisted Classification Codes.* Core Task STS line items are mandatory and must be completed before the 5-, 7-, or 9- skill level can be awarded.

2.3. Column 3 provides certification for on-the-job training and is used to record completion of tasks and knowledge training requirements. If available, supervisors and trainers should use the automated training management systems to document technician qualifications. Task certification must show a start and completion date and include both trainer and trainee initials. Note: There are currently no tasks in the Air Transportation career field requiring third party certification.

2.4. Column 4 identifies the proficiency to be demonstrated on the job by the formal AETC school graduate as a result of training on the task/knowledge and the career knowledge provided by the correspondence course.

2.5. Attachment 1 shows the qualitative requirements and the proficiency code key used to indicate the level of training and knowledge provided by resident training, task training guides (TTGs) and career development course (when applicable).

2.6. The STS becomes a job qualification standard (JQS) for on-the-job training when automated or placed in AF Form 623, *Individual Training Record.* Document and certify completion of training IAW AFI 36-2670, *Total Force Development.* Active training records must be maintained for SMSgts and below. Tasks are trained and qualified to the "go/no go" level. "Go" means the individual can perform the task without assistance and meet local demands for accuracy, timeliness, and correct use of procedures.

2.7. The STS Is a guide for development of promotion tests used in the Weighted Airman Promotion System. Specialty Knowledge Tests are developed at the AETC Airman Advancement Division, by Senior Noncommissioned Officers with extensive practical experience in their career fields. Specialty Knowledge Tests are developed by subject matter experts who authenticate Weighted Airman Promotion System material and reference AF Specialty-specific occupational analysis data. Questions are based upon study references listed in the Enlisted Promotions References and Requirements Catalog. Individual responsibilities are in Chapter 4, paragraph 4.2.11 of AFMAN 36-2664, *Personnel Assessment Program.* Weighted Airman Promotion System is not applicable to the ARC.

2.8. 2T2 AFCFM Policy Exception: Core tasks not applicable/available at home station are not required for upgrade (units are not required to send personnel temporary duty (TDY) for core task training).
Note: ARC personnel have established mechanisms for sending personnel TDY for required upgrade

training, due to limited resources for hands-on training at many home station locations. All available options for Annual Tour, Seasoning Training, formal training, and exercise participation must be pursued for a minimum of 15 months before determining that a core task cannot be accomplished.

3. Additional Requirements: MAJCOMs will use QTPs or TTGs to train to their utmost capability based on available equipment or tasks performed at a specific location. Partial use of QTP or TTG training steps is authorized if not all required resources exist locally. It is not necessary to send people to off-station training to meet requirements created by QTP or TTG compliance.

Note: ARC personnel have established mechanisms for sending personnel TDY for required upgrade training, due to limited resources for hands-on training at many home station locations. All available options for Annual Tour, Seasoning Training, formal training, and exercise participation must be pursued for a minimum of 15 months before determining that training tasks outlined in a QTP and/or TTGs cannot be accomplished

4. Recommendations:

4.1. Unit Training. Managers, superintendents, and supervisors will ensure personnel are trained on all applicable STS items. Active-duty training records must be maintained for SMSgts and below.

4.2. Graduate Performance. Report unsatisfactory performance of course graduates and any inadequacies of this CFETP to the 345 TRS/TRR, 711 B Avenue, Ft Gregg-Adams, VA 23801-1798, or call Customer Service Information Line DSN 473-2917, reference specific STS paragraphs.

*Section B - Course Objective List***:** This area is currently reserved.

Section C - Support Material: This area is currently reserved.

Section D - Training Course Index

5. Purpose. This section of the CFETP identifies training courses available for the specialty and how the courses are used by each MAJCOM in their career field training programs.

6. Air Force In-Residence Courses.

COURSE NUMBER	TITLE	LOCATION	USER
L8ABP2T231	Air Transportation Apprentice	Ft. Gregg-Adams, VA	DoD
L8AZP2T051	Hazardous Material Preparer (Initial)	Ft. Gregg-Adams, VA	DoD
L6AZW2T051	Hazardous Material Preparer (Initial)	Mobile/Virtual	DoD
LCAZP2T251	Hazardous Material Inspector (Initial)	Ft. Gregg-Adams, VA	DoD
L6AZW2T251	Hazardous Material Inspector (Initial)	Mobile	DoD
L9AZA2T251	Parachute Rigger Course (PRC) Phase 1	Ft. Gregg-Adams, VA	DoD
AMC PATM	Principles of Air Transportation Mgmt	JB-MDL, NJ	DoD
AMC APO	Aerial Port Operations	JB-MDL, NJ	DoD
AMC ATIC	Air Transportation Instructor Course	JB-MDL, NJ	DoD
C-17 APEX	C-17 APEX Load Director	Location Determined by 423 MTS (EC)	AMC
C-5 APEX	C-5 APEX Load Director	Location Determined by 423 MTS (EC)	AMC
ATSEP FTC	ATSEP Formal Training Course	JB-MDL, NJ	AMC
4J3ABR2T2X1-001	Air Transportation Basic Course	Dobbins ARB, GA	ARC

4J5AAO2T251-003	Hazardous Material Inspector (Initial)	Dobbins ARB, GA	ARC
4J6AAO2T251-003	Hazardous Material Inspector (Initial)	Mobile/Virtual	ARC
4J3AAR2T2X1-002	ICODES Familiarization Course	Dobbins ARB, GA	ARC
TPC JIC	Joint Inspection Course	Dobbins ARB, GA	ARC
TPC JIC	Joint Inspection Course	Mobile	ARC
TPC TUN	60K Tunner Operator Course	Dobbins ARB, GA	ARC
TPC HAL	25K Halvorsen Operator Course	Dobbins ARB, GA	ARC
TPC ALPI	Air Load Planning Course (Initial)	Dobbins ARB, GA	ARC
TPC ALPI	Air Load Planning Course (Initial)	Mobile	ARC

7. Exportable Courses

COURSE NUMBER	TITLE	LOCATION	USER
L6ARW2T251	Hazardous Material Inspector (Refresher)	Ft. Gregg-Adams, VA / MyLearning	AF
L6ARW2T051	Hazardous Material Preparer (Refresher)	Ft. Gregg-Adams, VA / MyLearning	AF
L6AAW2XXXX	Log-R SNCO course	JBSA, TX / MyLearning	AF Log AFSCs

8. Courses Under Development/Revision

COURSE NUMBER	TITLE	LOCATION	USER
LCABP2T231	Air Transportation Apprentice	Ft. Gregg-Adams, VA	DoD

Section E - MAJCOM Unique Requirements

1. Qualification Training Package (QTP)/Task Training Guide (TTG): QTPs/TTGs are standardized AF/unit-level training and evaluation source documents used throughout the air transportation community and will be completed prior to signing off associated tasks in myTraining. Air transportation personnel are directed to utilize AF-approved QTPs for vehicle/MHE training and AFSC-approved TTGs for duty position qualification and upgrade training. Air transportation personnel will use QTPs and TTGs to train to the utmost capability based on available equipment or tasks performed at respective locations. Partial use of TTGs is authorized if not all required resources exist locally. It is not necessary to send people to off-station training to meet requirements created by TTG compliance. QTPs for vehicles are located on AF e-Publishing website and TTGs are located on the AMC/A4T SharePoint® website. The 2T2 AFCM will manage TTG development to support air transportation CFETP line items.
Note: ARC personnel have established mechanisms for sending personnel TDY for required upgrade training, due to limited resources for hands-on training at many home station locations. All available options for Annual Tour, Seasoning Training, formal training, and exercise participation must be pursued for a minimum of 15 months before determining that training tasks outlined in a QTP and/or TTG cannot be accomplished.

2. Air Transportation Standardization and Evaluation Program (ATSEP). Air Mobility Command's air transportation compliance program executed by commanders at aerial port and air mobility squadron level. This program provides commanders and AMC/A4T with assessments of a unit's ability to perform core air transportation and traffic management procedures ensuring standardized, repeatable, and technically compliant process execution. AMC active duty, civilian equivalent, reserve and guard

personnel activated under Title 10 performing air transportation or traffic management functions while assigned to an AMC Aerial Port Squadron (APS), Air Mobility Squadron (AMS), Contingency Response Group (CRG) or to an expeditionary location with similar structure are subject to evaluations under ATSEP. Logistics Readiness Squadrons with air transportation personnel assigned will follow guidance outlined in AFI 20-112, *Logistics Readiness Quality Assurance Program*, and are not subject to AMC ATSEP requirements. AFRC and ANG MFMs with air transportation personnel will establish guidance to evaluate/assess their unit's ability to perform core air transportation procedures.

3. Air Transportation Distant Learning (DL) courses. Completion of applicable courses as defined by the QTPs and/or TTGs is mandatory to be duty position qualified.

4. Hazardous Material Inspector/Preparer Training Eligibility.

4.1. Hazardous Material Inspector. Hazardous Material Inspector qualification is a requirement and a necessity for certain functional areas to safely and effectively execute mission responsibilities. Within the Air Transportation community, Hazardous Material Inspection qualification is required for members assigned to,and fulfilling duties as Special Handlers and Joint Inspectors.

4.1.1. Initial Eligibility. Members who are currently assigned to a section or aligned to a UTC requiring Hazardous Material Inspector qualification or have been identified by their respective Functional Area Manager (FAM) or MFM as requiring Hazardous Material Inspector qualification to fulfill assigned tasking requirements. Full-Time Equivalents (FTEs), personnel assigned to a Logistics Readiness Squadron (LRS), and personnel assigned to an Air Transportation Function (ATF) are eligible to pursue Hazardous Material Inspector qualification regardless of grade or UTC alignment, if the qualification is required to perform assigned duties.

4.1.2. Refresher Eligibility. Members who are currently qualified as Hazardous Material Inspectors/Preparers, but no longer meet the initial eligibility criteria listed in Section E, paragraph 4.1.1, are permitted to maintain a Hazardous Material Inspector qualification and pursue refresher training through the web-based training found on myLearning. In-residence refresher for members no longer meeting initial eligibility criteria in Section E, paragraph 4.1.1 is not permitted as a primary option.

4.2. Hazardous Material Preparer. Authorizations for Hazardous Material Preparer qualification is officially managed under the Traffic Management (2T0XX) career field. Members of the Air Transportation career field do not have an inherent responsibility to perform hazardous material preparation and should only do so under unique circumstances. Units should not exceed more than 15% of their authorized population for Hazardous Material Inspector qualifications with Hazardous Material Preparers. Only members who meet initial eligibility for Hazardous Material Inspector may pursue Hazardous Material Preparer qualification/refresher. Members who currently hold a Hazardous Material Preparer qualification but no longer meet the initial eligibility criteria listed in Section E, paragraph 4.1.1, may pursue refresher in Hazardous Material Inspector as outlined in Section E, paragraph 4.1.2.

BY ORDER OF THE SECRETARY OF THE AIR FORCE OFFICIAL

LINDA S. HURRY, Maj Gen, USAF
Director of Logistics
DCS/Logistics, Engineering & Force Protection

3 Attachments:
1. Qualitative requirements (Proficiency Code Key)
2. 2T2X1 Specialty Training Standard (STS)
3. Contingency/Expeditionary Training Requirements

Attachment 1

Qualitative requirements (Proficiency Code Key)

	Scale Value	Definition: The individual
		Proficiency Code Key
Task Performance Levels	1	Can do simple parts of the task. Needs to be told or shown how to do most of the task. (Extremely Limited)
	2	Can do most parts of the task. Needs only help on hardest parts. (Partially Proficient)
	3	Can do all parts of the task. Needs only a spot check of completed work. (Competent)
	4	Can do the complete task quickly and accurately. Can tell or show others how to do the task. (Highly Proficient)
*Task Knowledge Levels	a	Can name parts, tools, and simple facts about the task. (Nomenclature)
	b	Can determine step by step procedures for doing the task. (Procedures)
	c	Can identify why and when the task must be done and why each step is needed. (Operating Principles)
	d	Can predict, isolate, and resolve problems about the task. (Advanced Theory)
**Subject Knowledge Levels	A	Can identify basic facts and terms about the subject. (Facts)
	B	Can identify relationship of basic facts and state general principles about the subject. (Principles)
	C	Can analyze facts and principles and draw conclusions about the subject. (Analysis)
	D	Can evaluate conditions and make proper decisions about the subject. (Evaluation)

Explanations

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

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

- This mark is used alone instead of a scale value to show that no proficiency training is provided in the course or CDC.

X This mark is used alone in the course columns to show that training is required but not given due to limitations in resources.

 NOTE: All tasks and knowledge items shown with a proficiency code are trained during war time.

Attachment 2

2T2X1 Specialty Training Standard (STS)

1. Tasks, Knowledge And Technical Reference(s)	2. Tasks		3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided via ICW and/or course			
	Core/Cert^	Deployment*/SEI+	A	B	C	D	E	A	B	C	D
			Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	3-lvl	5-lvl	7-lvl	9-lvl
1 Air Transportation TR: AFPD: 36-28, AFI 10-1002, 38-101, 24-605, DTR; J PUB 3-0, Appropriate aircraft -1 TO, AFMAN: 11-225, AF Enlisted Classification Directory, CFETP 2T2X1											
1.1 Career field/progression	5							A	-	-	
1.2 Organizational structure	7							A	A	B	
1.3 Types and descriptions of transport aircraft	5	*						A	-	-	
1.4 Locate and reference transportation forms, publications, and technical orders	5	*						2b	b	-	
1.5 Inspect, inventory, and store 463L pallets, nets, and tie down equipment	5	*						b	b	b	
1.6 Build-up single pallet	5	*						2b	b	b	
1.7 Identify types of shoring	5	*						2b	b	b	
1.8 Perform spotter/chocker duties	5	*						2c	c	c	
1.9 Vehicle inspections	5	*						B	-	-	
1.10 Perform engine running offload or on-load (ERO) operations		*						a	b	-	
1.11 Air Transportation Information Systems	5	*						A	B	-	
1.12 Compliance/evaluation fundamentals								A	A	B	
2 Job Related Hazards and Safety TR: AFI: 31-7001, 32-2001, 91-20, AFMAN: 32-1067, 32-7002, 91-201, 91-203, AFOSH: AFPAM 90-803, DESR: 6055.09_AFMAN 91-20											
2.1 General hazards and accident/mishap prevention	5	*						A	B	-	

Task											
2.2 Flight line safety precautions	5	*						A	B	-	
2.3 HAZMAT Handler/Explosives Safety	5	*						-	-	-	
3 Readiness and Mobility Training TR: JP 4-0 and 5-0 series, AFI: 10-403, 10-201, 10-2501, 24-605, 25-101, 32-1020, 32-1023, 38-101, 90-201, 90-301, AFPD: 36-1, AFTTP 3-4, MAJCOM 36-series, DAFI 10-401, DOD 4500.9-R: Defense Transportation Regulation (DTR) Part III, Mobility, AFMAN: 10-2503, 36-2100, 38-102 DAFMAN: 32-1084, Applicable System User's Manual											
3.1 Deployment Planning and Execution	7	*						-	B	B	B
3.2 Readiness reporting	9	*						-	-	-	-
3.3 Readiness concepts	9	*						-	-	B	B
3.4 Joint Operation Planning and Execution System (JOPES)/ Time-Phased Force Deployment Data (TPFDD)/ Deliberate and Crisis Action Planning and Execution Segments (DCAPES)	9	*						-	-	B	B
3.5 Designed Operational Capabilities Statement (DOCS)	9	*						-	-	B	B
3.6 Unit Type Codes (UTCs)	5	*						-	B	B	B
3.7 Installation deployment training	9	*						-	-	B	B
3.8 Conduct Joint Inspection (JI) (UFBJT)		*						-	b	-	
3.9 Night Vision Goggles (NVGs)		*						-	-	-	
3.10 Emergency Management (EM)								-	A	B	
3.11 Chemical, Biological, Radiological, Nuclear and High-Yield Explosive (CBRNE)		*						-	A	B	
4 Operate Vehicles and Material Handling Equipment (MHE) TR: AFI 24-301, 24-302, 24-605, 91-207, AFMAN 24-306 (I), 91-203, AFTO Form 1800, Appropriate aircraft -9 T.O.; Applicable 00, 35 and 36 series T.O./User's Manual											
4.1 Forklifts											
4.1.1 Less than 10K forklift								a	-	-	
4.1.2 10K Standard		*						a	-	-	

Task										
4.1.3 10K Adverse Terrain forklift		*						a	-	-
4.2 Tow Vehicle		*						a	-	-
4.3 Aircraft Loaders										
4.3.1 25K Aircraft Loaders								-	-	-
4.3.2 Halvorsen Loader		*						a	-	-
4.3.3 Tunner Loader								a	-	-
4.4 Passenger Service Vehicles										
4.4.1 Wide-body Staircase		*						a	-	-
4.4.2 C-5 Staircase								a	-	-
4.4.3 Baggage Conveyor								a	-	-
4.5 Fleet Service Vehicles										
4.5.1 Latrine Service Truck/cart		*						a	-	-
4.5.2 Potable Water Truck								a	-	-
5 Ramp Operations (UFBBR) TR: DTR, AFPD: 24-6; AFI: 24-605; 11-2C-XXX, AFMAN: 24-306, 91-203, DESR: 6055.09_AFMAN91-201, Appropriate aircraft -1 and -9 T.O.s, Applicable 00 and 36 series T.O.										
5.1 General										
5.1.1 Select loading equipment		*						a	a	b
5.1.2 Assemble/Set-up aircraft loads	5	*						2b	b	b
5.1.3 Restrain cargo/mail/baggage	5	*						2b	b	b
5.2 Loading/Offloading Aircraft										
5.2.1 Prepare aircraft cargo compartment for loading		*						2b	b	-
5.2.2 Load/offload cargo/mail/baggage	5	*						2b	b	-
5.2.3 Calculate Tie down/restrain cargo/mail/baggage in aircraft		*						2b	b	-
5.3 Perform Load Team Chief Duties	7	*						-	b	-
6 Air Freight (UFBCP) TR: DTR, AFPD: 24-6, AFI: 24-603, 24-605, AFMAN: 24-604, Applicable aircraft -9 T.O., DESR: 6055.09_AFMAN91-201, Applicable System User's Manual										
6.1 General										
6.1.1 Load/offload trucks		*						-	-	-
6.1.2 Validate proper packaging, marking, labeling, and documentation	5	*						2b	b	-

Task												
6.1.3 Expedited shipment (AMC MICAP, VVIP, Green sheet, etc.)		*							A	A	B	
6.1.4 Verify size, weight, destination of shipments	5	*							2b	-	-	
6.1.5 Frustrated cargo	5	*							-	-	-	
6.2 Cargo Build-Up												
6.2.1 Conduct inventory		*							-	-	-	
6.2.2 Build multi-pallet train	5	*							2b	b	-	
6.2.3 Determine net/gross weights of palletized/containerized/rolling stock shipments		*							2b	b	b	
6.2.4 Compute centers-of-balance for rolling stock, outsized cargo, and multi-pallet trains	5	*							2b	b	b	
6.3 GATES/Manual Freight Procedures												
6.3.1 Process originating cargo/mail		*							2b	b	-	
6.3.2 Close and Process (CAP) pallet		*							2b	b	-	
6.3.3 Process in transit cargo/mail		*							2b	b	-	
6.3.4 Process terminating cargo/mail		*							2b	b	-	
6.4 Special Handling												
6.4.1 Special cargo									A	-	-	
6.4.2 Registered mail		*							-	A	B	
6.4.3 Classified shipments		*							-	A	B	
6.4.4 Frozen, chilled and perishable shipments		*							-	A	B	
6.4.5 Human remains		*							-	A	B	
6.4.6 Hazardous Cargo									A	-	-	
6.4.7 Inspect hazardous cargo		*							-	a	b	
6.4.8 Arms, Ammunition, and Explosives (AA&E)		*							-	A	B	
6.4.9 Nuclear Weapons Related Material (NWRM)									-	-	-	
7 Passenger Services (UFBML) TR: DTR, DODI 4515.13, 4500 series, AFI: 10-403, 24-605, AFMAN: 34-240, Applicable System User's Manual												
7.1 General												
7.1.1 Determine/verify travel eligibility/priorities		*							2b	b	-	
7.1.2 Sign-up passengers		*							2b	-	-	
7.1.3 Special Category passengers		*							A	B	B	

Task										
7.1.4 Brief passengers on flight information		*						b	b	-	
7.2 Passenger terminal security								A	-		
7.2.1 Operate and inspect x-ray machines, walk-through magnetometers, and hand-held magnetometers								-	-	-	
7.2.2 Perform baggage/passenger security and anti-hijacking inspection		*						b	-	-	
7.3 Passenger Processing											
7.3.1 Select passengers		*						2b	-	-	
7.3.2 Check-in passengers and baggage		*						2b	-	-	
7.3.3 Gate passengers		*						b	-	-	
7.3.4 Load/offload passengers	5	*						a	-	-	
7.4 Baggage Handling											
7.4.1 Build-up/breakdown baggage	5	*						b	-	-	
7.4.2 Load/offload baggage	5	*						b	-	-	
7.4.3 Process mishandled baggage		*						a	b	-	
7.5 Flight Management											
7.5.1 Set up flights		*						2b	-	-	
7.5.2 Prepare in-flight meal requests								-	-	-	
7.5.3 Prepare passenger manifests		*						2b	b	-	
7.5.4 Delayed/diverted passengers								-	A	B	
7.5.5 Close out flights		*						2b	-	-	
7.6 Manual Procedures								A	B	-	
7.7 Funds Management											
7.7.1 Passenger Funds Transaction								-	-	-	
7.7.2 Funds Custodian								-	-	-	
8 Fleet Service (UFBN2) TR: AFI: 24-605, Applicable 1C, 13B4 and 36-series Appropriate aircraft -9 TO, Applicable System User's Manual											
8.1 General											
8.1.1 Prepare fleet service documents		*						-	-	-	
8.1.2 Inventory expendable/non-expendable bench stock								-	-	-	
8.1.3 Load expendable/non-expendable items on aircraft								-	-	-	
8.1.4 Service/clean air transportable galley and lavatories (ATGLs)		*						-	-	-	

8.2 Clean Fleet										
8.2.1 Fill fresh water tanks and containers	*						-		-	-
8.2.2 Deliver passenger meals							-		-	-
8.2.3 Clean ovens and galleys							-		-	-
8.3 Dirty Fleet										
8.3.1 Service aircraft lavatory systems	*						-		-	-
8.3.2 Remove/dispose of trash/waste materials from aircraft	*						-		-	-
9 Load Planning (UFBPL) TR: DTR, Joint PUB 3-0, Appropriate aircraft -1 T.O., AFI: 10-1002, 24-605, AFMAN: 11-225, Applicable System User's Manual										
9.1 General										
9.1.1 Conduct inventory	*						-	b	b	
9.1.2 Identify shipments for movement	*						-	-	b	
9.1.3 Verify shipment documentation	*						-	-	-	
9.1.4 Calculate/validate shoring requirements	*						-	b	b	
9.1.5 Select aircraft loads	*						-	a	-	
9.1.6 Prepare manifests/aircraft package	*						-	a	-	
9.1.7 Calculate ACL/Critical leg ACL	*						-	-	-	
9.1.8 Compute aircraft center of balance	*						-	-	-	
9.1.9 Prepare load plan	*						-		-	
9.1.10 Hazardous Material Compatibility	*						-	-	-	
9.2 Load Plan Aircraft										
9.2.1 C-130	*						-	-	-	
9.2.2 C-17	*						-	-	-	
9.2.3 C-5	*						-	-	-	
9.2.4 KC-10							-	-	-	
9.2.5 KC-135							-	-	-	
9.2.6 KC-46							-	-	-	
9.3 Commercial Aircraft requirements	*						-	-	-	
10 Air Terminal Operations (UFBAT) TR: DTR, AFPD: 24- 6, AFI: 24-605, AFMAN: 24-604, Applicable System User's Manual										
10.1 Information Control										
10.1.1 Receive/disseminate information	*						-	a	b	

10.1.2 Monitor aircraft ground operations	7	*						-	a	b	
10.1.3 Prepare consolidated flight package		*						-	a	b	
10.1.4 Brief aircrew/troop commander on load information	7	*						-	-	-	
10.1.5 Accomplish arrival/departure messages		*						-	a	b	
10.1.6 Contract management								-	-	-	
10.2 Capability Forecasting											
10.2.1 Produce daily/weekly forecast	7	*						-	a	b	
10.2.2 Coordinate mission requirements	7	*						-	-	-	
10.2.3 Complete clearance requirements		*						-	-	-	
11 Data Records TR: DTR, DODR: 4500 Series, Air Force Master Catalog, AFPD: 24-6, AFI: 24-605 Series, 33-360, 33-322, T.O. 00-5-5, Command, Control, Communications, Computers and Intelligence Support Plan (C4ISP) from GATES											
11.1 Review/Maintain transportation documentation	7	*						-	b	b	
11.2 Conduct cargo tracer action								-	b	b	
11.3 Generate Scheduled Reports								2b	-	-	
12 Supervision (UFBXS) TR: AFI: 23-111, 36-2670, 36-2406, 36-2907, 36-2502, 38-101, AFMAN: 36-2100, 38-102, AFPD: 36-1, AFTTP 3-4											
12.1 Property and Resource Management	7	*						-	-	-	-
12.2 Justify Personnel and Equipment	7	*						-	-	-	-
12.3 Unit Manpower Document (UMD)	7	*						-	-	B	B
12.4 Unit Personnel Manpower Roster (UPMR)	7							-	-	B	B
12.5 Manpower standards	7							-	-	B	B
12.6 Document workload data	7	*						a	b	b	b

Attachment 3

Contingency/Expeditionary Training Requirements

Commanders and supervisors, at all levels, should establish an effective contingency/expeditionary training program taking into account the normal AEF battle rhythm. The following tables prescribe the minimum training/certification required for Airmen to meet the stated capability of the Unit Type Code (UTC). As the minimum training requirements, commanders should use completion of training associated with assigned UTCs as an indicator to determining capability readiness. Ideally, Airmen should begin the specified training once assigned to their respective UTC. Trainers will assess an Airman's ability to perform the required tasks to the "Go", "No-Go" standard. All appropriate core tasks, in addition to UTC requirements, must be met.

Mission Ready Airmen: A mission ready 2T2XX will be trained, certified and proficient in the tasks identified in this CFETP corresponding to their assigned UTC and skill level, to include performing each associated task in MOPP 4. Mission Ready Airmen are responsible for maintaining individual medical readiness (IMR) and all auxiliary training as applicable to their assigned UTC.

Crossflow Tasks: Items identified as "Crossflow Tasks" enable qualified Airmen to augment/assist other UTC/functional area capabilities in a minimal capacity, when not performing duties related to their assigned UTC.

ARC Specific Tasks: Tasks identified in Attachment 3 with an asterisk (*) are additional training requirements for ARC personnel only and should be included in ARC member training if the necessary resources are available.

The following are critical baseline tasks for **ALL** Air Transportation contingency/expeditionary capabilities and required for all 3, 5 and 7-level members	3-level	5-level	7-level
1.3 Types and descriptions of transport aircraft	X	X	X
1.4 Locate and reference transportation forms, publications, and technical orders	X	X	X
1.5 Inspect, inventory, and store 463L pallets, nets, and tie down equipment	X	X	X
1.6 Build-up single pallet	X	X	X
1.7 Identify Types of shoring	X	X	X
1.8 Perform spotter/chocker duties	X	X	X
1.9 Vehicle inspections	X	X	X
1.10 Perform engine running offload or on-load (ERO) operations	X	X	X
1.11 Air Transportation Information Systems	X	X	X
2.1 General hazards and accident/mishap prevention	X	X	X
2.2 Flight line safety precautions	X	X	X
2.3 HAZMAT Handler/Explosives Safety	X	X	X

UTC: **UFBAT** **AIR TERMINAL OPERATIONS CENTER (ATOC)** **Capable of supporting 1 x aircraft per hour during 12-hour shift**	**Description:** This UTC provides a two-person air terminal operations center (ATOC) capability; senior controller, information control, ramp control, in transit visibility (ITV), airlift forecasting and records keeping IAW applicable guidance or directives. ATOC is the operational focal point and exercises command and control of air transportation work centers. Coordinates unit move requirements, utilizes computer-based air transportation systems, briefs cargo and passenger information to departing aircrews and/or collects transportation documents on arriving aircraft.		
STS Reference/Training Task	**3-level**	**5-level**	**7-level**
10.1.1 Receive/disseminate information		X	X
10.1.2 Monitor aircraft ground operations		X	X
10.1.3 Prepare consolidated flight package		X	X
10.1.4 Brief aircrew/troop commander on load information		X	X
10.1.5 Accomplish arrival/departure messages		X	X
10.2.1 Produce daily/weekly forecast			X
10.2.2 Coordinate mission requirements			X
10.2.3 Complete clearance requirements			X
11.1 Review/Maintain transportation documentation		X	X

UTC: **UFBBR** **RAMP OPERATIONS** **Capable of on or off loading 8 pallet position equivalents per hour during 12-hour shift**	**Description:** This UTC provides a four-person ramp operations capability; Load Team Chief, aircraft on/off Load Team, Material Handling Equipment (MHE) operators and Engine Run On/Offload (ERO) IAW applicable guidance or directives. Able to on/off load organic and/or commercial aircraft with applicable MHE. Utilize aircraft load plans and computer-based air transportation systems. When not performing UFBBR function, can augment following UTCs for these specific tasks: UFBCP (aircraft pallet build/break) and/or UFBML (passenger on/off load, baggage on/off load and/or baggage pallet build/break).		
STS Reference/Training Task	**3-level**	**5-level**	**7-level**
4.1.2 10K Standard	X	X	X
4.1.3 10K Adverse Terrain forklift	X	X	X
4.2 Tow Vehicle		X	X
4.3.2 Halvorsen Loader	X	X	X
5.1.1 Select loading equipment	X	X	X
5.1.2 Assemble/Set-up aircraft loads	X	X	X
5.1.3 Restrain cargo/mail/baggage	X	X	X
5.2.1 Prepare aircraft cargo compartment for loading	X	X	X
5.2.2 Load/offload cargo/mail/baggage	X	X	X
5.2.3 Calculate Tie-down/restrain cargo/mail/baggage in aircraft		X	X
5.3 Perform Load Team Chief Duties			X
Crossflow Tasks			
7.3.4 Load/offload passengers	X	X	X
Additional training tasks for ARC only			
4.3.3 Tunner Loader (NOTE: A minimum 50% of personnel assigned to UTC must be trained)	*	*	*

UTC: **UFBCP** **AIR FREIGHT** **Capable of building or breaking 1x pallet position equivalent every 3 hours during 12-hour shift**	**Description:** This UTC provides a three-person air freight capability; receive/in-check general/hazardous /special handling cargo, pallet build-up, break bulk, in transit visibility (ITV) and forklift operator IAW applicable guidance or directives. Able to review cargo documentation, build aircraft pallets and/or provide break bulk support. Utilize computer-based air transportation systems. When not performing UFBCP function, can augment following UTCs for these specific tasks: UFBBR (aircraft on/off load) and/or UFBML (passenger on/off load, baggage on/off load and/or baggage pallet build/break).		
STS Reference/Training Task	**3- level**	**5- level**	**7- level**
4.1.2 10K Standard	X	X	X
4.1.3 10K Adverse Terrain forklift	X	X	X
6.1.1 Load/offload trucks	X	X	X
6.1.2 Validate proper packaging, marking, labeling, and documentation	X	X	X
6.1.3 Expedited shipment (AMC MICAP, VVIP, Green sheet, etc.)		X	X
6.1.4 Verify size, weight, destination of shipments	X	X	X
6.1.5 Frustrated cargo	X	X	X
6.2.1 Conduct inventory	X	X	X
6.2.2 Build multi-pallet train	X	X	X
6.2.3 Determine net/gross weights of palletized/containerized/rolling stock shipments	X	X	X
6.2.4 Compute centers-of-balance for rolling stock, outsized cargo, and multi-pallet trains	X	X	X
6.3.1 Process originating cargo/mail	X	X	X
6.3.2 Close and Process (CAP) pallet	X	X	X
6.3.3 Process in transit cargo/mail	X	X	X
6.3.4 Process terminating cargo/mail	X	X	X
6.4.2 Registered mail			X
6.4.3 Classified shipments			X
6.4.4 Frozen, chilled and perishable shipments			X
6.4.5 Human remains			X
6.4.7 Inspect hazardous cargo			X
6.4.8 Arms, Ammunition, and Explosives (AA&E)			X
Crossflow Tasks			
5.2.2 Load/offload cargo/mail/baggage	X	X	X
7.3.4 Load/offload passengers	X	X	X

UTC: **UFBML** **PASSENGER SERVICE** **Capable of on or offloading 23 passengers and associated baggage per hour during 12-hour shift or capable of on or off loading 150 passengers and associated baggage per hour during 12-hour shift during contingency ops**	**Description:** This UTC provides a four-person passenger service capability; passenger processing, baggage pallet build/break, baggage on/off load, in transit visibility (ITV), staircase truck and material handling equipment (MHE) operator IAW applicable guidance or directives. Able to validate travel documentation, manifest, on/off load passengers, build/break baggage pallets and, with applicable MHE, on/off load baggage on organic and/or commercial aircraft. Utilize computer-based air transportation systems. When not performing UFBML function, can augment following UTCS for these specific tasks: UFBBR (aircraft on/off load) and/or air UFBCP (aircraft pallet build/break).		
STS Reference/Training Task	**3-level**	**5-level**	**7-level**
4.1.2 10K Standard	X	X	X
4.1.3 10K Adverse Terrain forklift	X	X	X
4.4.1 Wide-body staircase	X	X	X
7.1.1 Determine/verify travel eligibility/priorities	X	X	X
7.1.2 Sign-up passengers	X	X	X
7.1.3 Special Category passengers	X	X	X
7.1.4 Brief passengers on flight information	X	X	X
7.2.2 Perform baggage/passenger security and anti-hijacking inspection	X	X	X
7.3.1 Select passengers	X	X	X
7.3.2 Check-in passengers and baggage	X	X	X
7.3.3 Gate passengers	X	X	X
7.3.4 Load/offload passengers	X	X	X
7.4.1 Build-up/breakdown baggage	X	X	X
7.4.2 Load/offload baggage	X	X	X
7.4.3 Process mishandled baggage		X	X
7.5.1 Set up flights		X	X
7.5.3 Prepare passenger manifests		X	X
7.5.5 Close out flights		X	X
Crossflow Tasks			
5.2.2 Load/offload cargo/mail/baggage	X	X	X

UTC: **UFBN2** **FLEET SERVICES** **Capable of servicing 2 aircraft latrine and potable water systems every 3 hours during 12-hour shift**	**Description:** This UTC provides a four-person fleet service capability; aircraft latrine and potable water service vehicle operators IAW applicable guidance or directives. Able to service organic and/or commercial aircraft latrine systems, potable water systems, remove trash from aircraft IAW local guidance. Utilize computer-based air transportation systems. When not performing UFBN2 function, can augment following UTCS for these specific tasks: UFBBR (ramp operations - aircraft on/off load) and/or UFBCP (air freight - aircraft pallet build/break) and/or UFBML (passenger service - baggage pallet build/break).		
STS Reference/Training Task	**3-level**	**5-level**	**7-level**
4.5.1 Latrine service truck/cart	X	X	X
8.1.1 Prepare fleet service documents	X	X	X
8.1.4 Service/clean air transportable galley and lavatories (ATGLs)	X	X	X
8.2.1 Fill freshwater tanks and containers	X	X	X
8.3.1 Service aircraft lavatory systems	X	X	X
8.3.2 Remove/dispose of trash/waste materials from aircraft	X	X	X
Crossflow Tasks			
5.2.2 Load/offload cargo/mail/baggage	X	X	X
7.3.4 Load/offload passengers	X	X	X

UTC: UFBJT Joint Inspection Capable of inspecting 21 pallet position equivalents (PPE) every 3 hours during 12-hour shift	Description: This UTC provides a two-person joint inspection (JI) capability; inspect/verify airworthiness, validate load plan weights/dimensions and verify in transit visibility (ITV) IAW applicable guidance or directives. Able to JI unit move cargo and equipment compliance IAW defense transportation regulation (DTR) and air force manual (AFMAN) 24-604. Utilize computer-based air transportation systems. When not performing UFBJT function, can augment following UTCS for these specific tasks: UFBBR (ramp operations - aircraft on/off load) and/or UFBCP (air freight - aircraft pallet build/break) and/or UFBML (passenger service - baggage pallet build/break).

STS Reference/Training Task	3-level	5-level	7-level
3.8 Conduct Joint Inspection		X	X
Crossflow Tasks			
5.2.2 Load/offload cargo/mail/baggage		X	X
7.3.4 Load/offload passengers		X	X
Additional training tasks for ARC only			
6.1.2 Validate proper packaging, marking, labeling, and documentation		*	*
6.1.3 Expedited shipment (AMC MICAP, VVIP, Green sheet, etc.)		*	*
6.1.4 Verify size, weight, destination of shipments		*	*
6.1.5 Frustrated cargo		*	*
6.2.1 Conduct inventory		*	*
6.2.2 Build multi-pallet train		*	*
6.2.3 Determine net/gross weights of palletized/containerized/rolling stock shipments		*	*
6.2.4 Compute centers-of-balance for rolling stock, outsized cargo, and multi- pallet trains		*	*
6.4.2 Registered mail		*	*
6.4.3 Classified shipments		*	*
6.4.4 Frozen, chilled and perishable shipments		*	*
6.4.5 Human remains		*	*
6.4.8 Arms, Ammunition, and Explosives (AA&E)		*	*

UTC: UFBPL LOAD PLANNING Capable of completing 2 x aircraft load plans every 4 hours during 12-hour shift	Description: This UTC provides a two-person load planning capability; select cargo for air movement, verify air worthiness, calculate aircraft weight/balance and cargo manifesting IAW applicable guidance or directives. Able to build organic aircraft load plans IAW applicable aircraft technical orders (to) and air force manual (AFMAN) 24-604 hazardous material compatibility chart and coordinate load sequence with commercial aircraft representatives. Utilize computer-based air transportation systems. When not performing UFBPL function, can augment following UTCS for these specific tasks: air terminal operations center (UFBAT - information control, airlift forecasting, in transit visibility), and/or UFBBR (ramp operations - aircraft on/off load) and/or UFBCP (air freight - aircraft pallet build/break) and/or UFBML (passenger service - baggage pallet build/break).		
STS Reference/Training Task	3-level	5-level	7-level
9.1.1 Conduct inventory		X	X
9.1.2 Identify shipments for movement		X	X
9.1.3 Verify shipment documentation		X	X
9.1.4 Calculate/validate shoring requirements		X	X
9.1.5 Select aircraft loads		X	X
9.1.6 Prepare manifests/aircraft package		X	X
9.1.7 Calculate ACL/Critical leg ACL		X	X
9.1.8 Compute aircraft center of balance		X	X
9.1.9 Prepare load plan		X	X
9.1.10 Hazardous Material Compatibility		X	X
9.2.1 C-130		X	X
9.2.2 C-17		X	X
9.2.3 C-5		X	X
9.3 Commercial Aircraft requirements		X	X
Crossflow Tasks			
5.2.2 Load/offload cargo/mail/baggage		X	X
7.3.4 Load/offload passengers		X	X
10.1.1 Receive/disseminate information		X	X
10.1.2 Monitor aircraft ground operations		X	X
10.1.3 Prepare consolidated flight package		X	X
10.1.4 Brief aircrew/troop commander on load information		X	X
10.1.5 Accomplish arrival/departure messages		X	X
11.1 Review/Maintain transportation documentation		X	X

UTC: **UFBXS** **AIR TRANSPORTATION ADVISOR/TEAM LEAD** **Capable of supporting joint staff, air staff, theater staff operations, serving as a mobility airlift advisor or supervising other combinations of air transportation UTCs.**	**Description:** This UTC provides a one-person air transportation technical advisor capability; that possess a wide general knowledge of air transportation systems and mobility operations to include hub and spoke dynamics, air transportation organizational constructs and passenger and cargo movement procedures thru defense transportation system. UTC will perform and/or supervise other UTCs performing air transportation functions IAW applicable guidance or directives. UTC must be filled by member with awarded 2T271 skill level. Rank requirement can be waived thru functional area manager (FAM).	

STS Reference/Training Task		7-Level
3.1 Deployment Planning and Execution		X
3.2 Readiness reporting		X
3.3 Readiness concepts		X
3.4 Joint Operation Planning and Execution System (JOPES)/ Time-Phased Force Deployment Data (TPFDD)/Deliberate and Crisis Action Planning and Execution Segments (DCAPES)		X
3.5 Designed Operational Capabilities Statement (DOCS)		X
3.6 Unit Type Codes (UTCs)		X
12.1 Property and Resource Management		X
12.2 Justify Personnel and Equipment		X
12.3 Unit Manpower Document (UMD)		X
12.6 Document workload data		X

UTC: UFBJE AIR TRANSPORTATION SUPERVISION (E-8) Capable of advising Joint Staff, Air Staff or serve as air transportation operations leader at all types of locations. UTC should be tasked when operations have at least 75+ air transportation personnel.		Description: This UTC provides a one-person air transportation senior enlisted leader capability; knowledgeable of sustainment and contingency air transportation capabilities IAW applicable guidance or directives. Capable of directing air transportation operations at all levels and serving as expeditionary squadron senior enlisted air transportation leader and/or advisor at either an ELRS, EAMS, or EAPS.
STS Reference/Training Task		9-Level
3.1 Deployment Planning and Execution		X
3.2 Readiness reporting		X
3.3 Readiness concepts		X
3.4 Joint Operation Planning and Execution System (JOPES)/ Time-Phased Force Deployment Data (TPFDD)/Deliberate and Crisis Action Planning and Execution Segments (DCAPES)		X
3.5 Designed Operational Capabilities Statement (DOCS)		X
3.6 Unit Type Codes (UTCs)		X
3.7 Installation deployment training		X
12.1 Property and Resource Management		X
12.2 Justify Personnel and Equipment		X
12.3 Unit Manpower Document (UMD)		X
12.6 Document workload data		X