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OF THE AIR FORCE**

**AIR FORCE INSTRUCTION 16-402**

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**Operations Support**

**AEROSPACE VEHICLE  
PROGRAMMING, ASSIGNMENT,  
DISTRIBUTION, ACCOUNTING, AND  
TERMINATION**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This publication implements Air Force Policy Directive (AFPD) 16-4, *Accounting for Aerospace Vehicles at Units and Installations*. It provides guidance and processes for worldwide programming, assignment, transfer, distribution, accounting, and termination of Air Force (AF) aerospace vehicles. This publication applies to military and civilian members of the Regular Air Force, Air Force Reserve (AFR) and Air National Guard (ANG), the Civil Air Patrol (CAP) and those with contractual obligation to comply with AF publications. This publication may be supplemented at any level, but all Supplements must be routed to the Office of Primary Responsibility (OPR) of this publication for coordination prior to certification and approval. Refer recommended changes and questions about this publication to the OPR using the AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the 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. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule located in the Air Force Records Information Management System (AFRIMS).

**SUMMARY OF CHANGES**

This instruction has been substantially revised and must be thoroughly reviewed. Major revisions include changing office symbols to reflect Headquarters United States Air Force reorganization. Also, websites and terminology have been updated throughout. Processes have been incorporated to reflect new requirements for loaning aircraft from the AFR Component to the Regular Air Force component and for obtaining corporate level approval for high-cost repairs on damaged aerospace vehicles. Mine Resistant Ambush Protected (MRAP) vehicle inventory reporting requirements have been updated in this revision. **Attachment 5** has been revised to include a new purpose code identifier. **Attachments 6** and **10-14** have been added to explain aerospace vehicle disposition processes and the required documentation.

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## Chapter 1

### AEROSPACE VEHICLE INVENTORY

**1.1. Background.** The AF manages the service's aerospace vehicle inventory to meet warfighter needs. Aerospace vehicles include all aircraft, gliders, remotely piloted aircraft, drones, specific types of missiles, and space systems. Aerospace vehicles also include aircraft fuselages used for ground training and test. The MRAP vehicles, and Ground Control Stations (GCSs) are not aerospace vehicles but are covered for accountability and specific handling requirements. The AF plans and programs across Fiscal Years (FY) to accomplish this. The AF manages the fleet as a structure of both active (programmed) and inactive (unprogrammed) inventory assets that must be authorized, allocated, assigned to, and possessed by the Commands. **Paragraph 4.3.1.6** provides the minimal requirements for all aircraft owned by the AF.

#### **1.2. AF Level Processes.**

1.2.1. The AF uses the Strategy, Planning, Programming, Budgeting, and Execution (SPPBE) process to develop an inventory that meets mission requirements across all FY. In support of this effort lead commands are responsible for providing requirements by using the AF Corporate Structure In Accordance With (IAW) AFPD 90-6 *Air Force Strategy, Planning, Programming, Budgeting, and Execution (SPPBE) Process*. In addition, force structure beddown decisions will be made in accordance with AFI 10-503, *Strategic Basing (T-0)*.

1.2.1.1. Within the SPPBE process the AF evaluates the threat and aligns its strategy consistent with the National Defense Strategy, develops integrated design options for the future force including capability and risk assessment, plans for a fiscally constrained force structure in the out years and then programs and executes resources to provide forces within the Future Years Defense Program (FYDP). As such, the AF identifies, states, and validates primary operational mission, test, training, and other weapon systems for Major Commands (MAJCOM) assigned mission areas and then develops, acquires, and maintains those systems to meet mission requirements.

1.2.1.2. The basic force structure is derived from *Guidance for the Development of the Force (GDF)*, *Joint Programming Guidance*, *Defense Planning Guidance (DPG)*, *Strategic Planning Guidance (SPG)*, *Planning and Programming Update Guidance (PPUG)*. Backup Aerospace Vehicle Inventory (BAI) Attrition Reserve (AR) can support each of the three sub categories of operational mission, training, and other – from which some may need to be provided for test. Headquarter Air Force (HAF) Mission Panels (e.g., Rapid Global Mobility, Air Superiority, etc.) match resources to the stated requirements.

1.2.1.3. Force Planners begin working with Programmers to match system capabilities with wartime and peacetime mission requirements.

1.2.2. Programming. The AF aerospace vehicle inventory has two major categories—active and inactive. Aircraft are designated as active inventory to support the number of authorizations in the AF Program across FY Years (aircraft designated to perform Air Force operational mission, test, training, and other flight activities). The AF active aircraft inventory must be programmed with authorizations in the Force Structure Worksheet (FSW) after being approved by Program Objective Memorandum (POM) activities. Deputy Chief of Staff, Plans and Programs (AF/A8) is the authority 1) for establishing guidance, processes and procedures for worldwide programming, 2) for ensuring accurate accounting of military aerospace vehicles, and 3) for approving all programming for active inventory. HAF Force Programmers determine the scope for active inventory authorizations based on the work done by Force Planners to address lead and using MAJCOM requirements. Inactive aircraft are described in [Chapter 5](#).

1.2.2.1. Force Programmers balance weapons system inventories to support operational mission, test, training, attrition needs, and other. This balance changes throughout the life cycle of an individual system. A new Mission-Design-Series (MDS) will initially be tested to determine system capabilities and limitations, and to begin tactics development. Differing acquisition strategies may require different initial distributions of aerospace vehicles. HAF Force Programmers, the MDS Program Manager (PM) and lead MAJCOM Planners must engage early in the effort to effect the most appropriate MDS programming strategy (**T-0**). As the system enters the operational phase some test authorizations may typically give way to a higher percentage of training authorizations needed to train aircrew and support personnel. Gradually, the operational authorizations acquire the majority of the inventory. Some authorizations may, however, be required for sustainment and developmental test inventory through the life cycle of an MDS.

1.2.3. Allocating. The lead command and the respective Program Office, guided by the approved POM, allocates aerospace vehicles against programmed authorizations. **NOTE:** Program Office and Maintenance Division (AF/A4LM) allocates inactive inventory IAW the Department of Defense (DoD) screening process described in [Chapter 5](#).

1.2.4. Assignments and Possessions. Assignment is the documentation of the allocation of an aerospace vehicle, by AF/A4LM, to a Command for the purpose of carrying out assigned peacetime and wartime operations (operational mission, training, test, and/or other flight activities). The assigned organization accepts responsibilities for budgeting, funding, and administering aircraft operations and maintenance. AF/A4LM assigns active inventory aerospace vehicles to the Commands that are authorized to hold them in their inventories and uses the AF Form 913, *Aerospace Vehicle Project Action*, to implement the assignments. **NOTE:** [Chapter 4](#) will further elaborate on assignment processes and procedures. The AF/A4LM Office assigns inactive inventory as described in [Chapter 5](#). Director of Logistics, Chief of Staff for Logistics, Engineering and Force Protection (AF/A4L) guides aircraft possessions IAW AFI 21-103 *Equipment Inventory, Status, and Utilization Reporting*.

1.2.5. Use [Chapter 2](#) as the baseline for roles and responsibilities for organizations and functions who accomplish the life cycle aerospace vehicle fleet management and disposition activities documented throughout this publication.

## Chapter 2

### ROLES AND RESPONSIBILITIES

#### 2.1. HAF Force Programmers will.

- 2.1.1. Review guidance and directives (GDF, JPG, DPG, PPUG, SPG,) pertaining to their weapon systems for changes.
- 2.1.2. Ensure the Force Structure Data Management (FSDM) Database-produced FSW accurately reflect the program of record. Corrections to the Force Structure Worksheet must be approved by AF Corporate Structure through a Program Change Request (PCR) or Zero Balance Transfer PCR. Changes to the Database will be implemented by the Force Programmer and AF/A8PE with an approved Resource Allocation Programming Information Decision System slide. Notify AF/A4LM and affected MAJCOM Force Structure when PCRs outcomes are determined.
- 2.1.3. Update FSDM Database-produced FSW when notified by AF/A4LM of an aircraft approved as a total loss IAW AFI 21-103.
- 2.1.4. Provide programmed aerospace vehicle retirements to AF/A4LM to kick off the Migration Plan with changes to the force structure on an annual basis after each NDAA is signed. Template will be provided by AF/A4LM.
- 2.1.5. Coordinate on the Weapon System PM-developed annual Migration Plan.
- 2.1.6. Coordinate on the annual aerospace vehicle disposition plan.
- 2.1.7. Coordinate on AF Form 913s for changes to the active inventory. Request close attention to ensure total number of aircraft, active Purpose Identifier Code (PIC), and Program Element Code (PEC) changes are IAW the most recently published FSW.
- 2.1.8. Ensure the MAJCOMs adhere to the program of record and all transfers and retirements are in place no later than the last day of each fiscal year or other dates as directed by AF/A8P.
- 2.1.9. Coordinate on aerospace vehicle repair/retire recommendation packages as appropriate.

#### 2.2. AF/A8PE will.

- 2.2.1. Following the completion of each budget cycle, publish the Force Structure Worksheet to the AF Corporate Website.
- 2.2.2. Obtain HAF coordination from AF/A3T, Secretary of the Air Force for Acquisitions, SAF/AQ, AF/A8P, and others, as required after receiving a repair or retire package from AF/A4L.
- 2.2.3. Obtain an AF/A8 decision for aerospace vehicle repair recommendation packages or AF/A8P decision for aerospace vehicle retirement recommendation packages.

#### 2.3. MAJCOM Force Programmers will.

- 2.3.1. Recommend actions to HAF Force Programmers when changing the distribution of aerospace vehicles under their command.

2.3.2. Coordinate with the 309 Aerospace Maintenance and Regeneration Group (AMARG/MXDS), 30 business days before each fiscal quarter, the aircraft scheduled for input during the forthcoming quarter; include command, input date, MDS, tail number, and project number when possible.

2.3.3. Ensure the organization delivering an aircraft coordinates the delivery date with the 309 AMARG/MXDS within seven business days before delivery to 309 AMARG. The delivery organization will send a message to the 309 AMARG/MXDS, MAJCOM/Aerospace Vehicle Distribution Officer (AVDO), Air Force Material Command (AFMC)/A4MM, AF AVDO, and Weapon System Program Manager stating the name, office symbol, and telephone number of the 309 AMARG action officer who coordinated the delivery date. Delivery organizations follow TO 00-20-1, *Aerospace Equipment Maintenance Inspection, Documentation, Policies, and Procedures*, for storage induction requirements.

#### 2.4. AF/A4L will.

2.4.1. Approve/disapprove parts removal from aerospace vehicles in 1000 storage coded XS.

#### 2.5. AF/A4LM will.

2.5.1. Ensure all aerospace vehicles are assigned to the correct command, PEC, and PIC through the coordination of the AF Form 913 process.

2.5.1.1. Coordinate all active aerospace vehicle AF Form 913s transfers with the appropriate Force Programmer. Additional coordination requirements are provided in [Attachment 3](#) or each type of transfer. If the AF Form 913 directs assignment to a reclamation project, AFMC Directorate of Logistics, Civil Engineering, Force Protection, and Nuclear Integration (AFMC/A4/10) will coordinate with the Weapon System PM to determine whether a reclamation project will be performed. For technical guidance see Air Force Material Command Instruction (AFMCI) 23-111, *Reclamation of Air Force Property*.

2.5.1.2. Provide an 8-digit project number ([Attachment 6](#)) for each AF Form 913 issued.

2.5.1.3. Issue transfer or status change instructions and authorizations on all AF Form 913 for both active and inactive aerospace vehicles. Disposition instructions will be comprehensive and fully outline all requirements, especially for aerospace vehicles that will be terminated from the Air Force.

2.5.2. Manage the inactive fleet.

2.5.2.1. Screen aircraft IAW this AFI and DoDM 4160.21-V4, *Defense Materiel Disposition: Instructions for Hazardous Property and Other Special Processing Materiel*, if it is determined that aerospace vehicles are excess to Air Force operational requirements.

2.5.2.2. The screening with DoD Military Services and agencies will occur prior to placing the aircraft into 1000 XS/XT Foreign Military Sales (FMS) storage to the greatest extent possible. Determine if parts for the AF are a higher priority by referencing DoDM 4160.21-V1, *Defense Materiel Disposition: Disposal Guidance and Procedures*, 22 October 2015. Upon placement into 1000 XT storage and if an FMS case has been initiated no further screening is required. During each Strike Board and during the Migration Plan development aircraft in Type 1000 XS and XT storage will be reviewed to confirm there are no active DoD requirements.



2.5.2.3. After the DoD screening process is complete and no one requests the aircraft, AF/A4LM will have the owning MAJCOM request the unit complete the General Services Administration (GSA) SF-120, *Report of Excess Personal Property*. AF/A4LM will in turn submit the SF-120 to the GSA region 9.

2.5.2.4. Once screening with GSA is complete and if they do not request the excess aerospace vehicle the aircraft will be turned over to Defense Logistics Agency (DLA) Disposition Services along with a GSA release letter. In addition the AF Form 913 will provide instructions to ensure compliance with AFMCI 23-111, *Reclamation of Air Force Property* prior to turn in of the aircraft.

2.5.2.5. For reclamation and disposal of 309 AMARG-stored aerospace vehicles, AFMC/AVDO will initiate the PIC change to XX or XD and request AF/A4LM to issue a reclamation-type project action. Coordination for Reclamation-type actions require the AF Force Programmer, Lead MAJCOM, and SAF/IAPX for aerospace vehicles in 1000 XS/XT storage only. SAF/AQPW is required for F-16 intended to support the drones program only, AF/TEP Research, Development, Test, and Evaluation ((RDT&E) aerospace vehicles and drones only) and the appropriate Weapon System PM. **NOTE:** All aerospace vehicles transferring into 4000 storage with an XX purpose identifier code will be put into reclamation with reclamation project action directed on an AF Form 913.

### 2.5.3. Manage the development of the Weapon System PM Migration Plan.

2.5.3.1. Require a Migration Plan to be developed for all aerospace vehicles programmed for retirement from the active aerospace vehicle inventory within each FYDP based upon the FY PB after each NDAA is signed. Migration Plans will cover the current year as a baseline, through the FYDP.

2.5.3.2. Provide a template in a TMT task to HAF Programmers to collect a list of programmed retirements for all aerospace vehicles through the FYDP. Review and consolidate the data for inclusion in the annual Migration Plan Call Letter.

2.5.3.3. Send the Migration Plan "Call Letter" to AFMC/A4/10 no later than 15 April each year. The Call Letter will include the Migration Planning Guide with detailed instructions/templates and requirements for completing the Migration Plan.

2.5.3.4. Coordinate with SAF/IAPX, analyze aerospace vehicles currently set aside for FMS/SAP and projected requirements through the FYDP. Review and consolidate the data for inclusion in the annual Migration Plan Call Letter. Take action to determine the disposition of aerospace vehicles no longer required to support FMS/Security Assistance Program (SAP).

2.5.3.5. Obtain Air Staff coordination from AF/A4L, AF Plans and Resource (AF/A5R), AF Test and Evaluation Policy and Programs (AF/TEP), Secretary of the AF Global Power (SAF/AQP), Secretary of the AF, Global Reach (SAF/AQQ), Secretary of the AF, Information Dominance (SAF/AQI), Secretary of the AF, International Affairs, (SAF/IAR), Secretary of Acquisition Directorate of Space Programs, (SAF/AQS), and AF/A8P approval of Migration Plan no later than 15 May each year.

2.5.3.6. Publish the approved Migration Plan to the aircraft disposition Intelink SharePoint and distribute to AFMC/A4/10, AFMC engine manager, 309 AMARG AVDO and 309 AMARG Disposal Officer no later than 1 July each year.

2.5.4. Coordinate an aerospace vehicle Disposition Plan along with the Migration for AF/A4L approval (**Attachment 7**) each fiscal year. It will include top level 309 AMARG inventory, planned aerospace vehicle dispositions, and costs associated with the inactive inventory management at 309 AMARG.

2.5.5. Organize and chair the Strike Board which will be held annually at a minimum but semiannually is preferred.

2.5.5.1. Coordinate agenda with AFMC/A4/A10/A4FI and 309 AMARG.

2.5.5.2. Request AFMC Products Support Management Division (AFMC/A4/A10/A4FI) support invitation to AFMC Program Office and collection of Program Office Migration Plan Slides for the AF Strike Board.

2.5.5.3. Invite other key attendees that were not included in AFMC Soccer Task to include: MAJCOM AVDOs, AF/A4LR, SAF/IAPX, AFMC Engine Manager, National Museum of the United States Air Force (NMUSAF), that are not in the Air Force Other Invitees include the following: Army, Navy, GSA, Defense Security Cooperation Agency (DSCA), and DLA Law Enforcement Support Office, DLA Disposition Services.

2.5.5.4. Collect, maintain, track progress on action items that come from AF Strike Boards.

2.5.6. Track aerospace vehicle retirements, ensuring they are in compliance with FY programming. Any retirements in excess of or below what is programmed must be approved by AF/A8P and the program corrected by the appropriate Force Programmer.

2.5.7. Maintain a file folder all aerospace vehicle disposition requests, approved AF Form 913s, and all coordination and correspondence for each disposition as appropriate.

2.5.8. Distribute aerospace vehicle termination messages to the appropriate programming panel divisions in AF/A8P (see **paragraph 3.2.5** of this AFI), AF/A8PE, AF/A5RC or AF/A10S, AF/A1X-P&T (training aircraft only), AF/TEP (RDT&E aircraft only), and SAF/AQPW (drones only).

2.5.9. Manage the aircraft disposition website (<https://www.acdisposition.hq.af.mil/>).

2.5.10. Provide AF/A8PE repair or retire decision packages from AFMC/A4/A10/A4FI through AF/A4L.

2.5.10.1. Distribute and archive decisions on aerospace vehicle repair recommendations to affected parties.

2.5.11. Coordinate requests from the Weapon System PM for removal of parts to satisfy operational mission needs from aerospace vehicles in 1000 storage, purpose identifier codes XS and XT. Coordination for XS will be with the appropriate AF Force Programmer, AF/A8P, and SAF/AQP (drones only) prior to A4L approval (**Attachment 8**). For XT stored aerospace vehicles, the Weapon System PM is required to obtain coordination from AF/A4LR, and SAF/IAPX.

2.5.12. Ensure the Aerospace Vehicle Inventory monthly report (ERP 4020 from Reliability and Maintainability Information System (REMIS)) is sent to AF/A8PE program database.

## 2.6. SAF/IAPX will.

2.6.1. Attend AF Strike Board.

2.6.2. Coordinate on the Weapon System PM-developed annual Migration Plan.

2.6.3. Identify requirements for FMS/SAP aerospace vehicles to AF/A4LM.

2.6.4. Perform an annual review of FMS/SAP stored aerospace vehicles for future requirements, with the objective to have AF/A4LM re-categorize the aerospace vehicles to another storage category if the FMS/SAP market no longer needs them.

2.6.5. Coordinate on AF/A4LM-developed Disposition Plans and aerospace vehicle disposition packages.

2.6.6. Coordinate on Weapon System PM request for removal of parts from aerospace vehicles in 1000 XT storage.

2.6.7. Pursuant to AFMAN 16-101, *Security Cooperation (SC) and Security Assistance (SA) Management*, **Attachment 11, Note 5**, coordinate with AF/A4LM on all cases or leases involving aircraft. Provide the case number to AF/A4LM of all approved FMS transfers to foreign governments for inclusion on the AF Form 913 authorizing the transfer.

## 2.7. AF AVDO will.

2.7.1. Implement aerospace vehicle allocations as directed by AF/A4LM using the AF Form 913. **(T-0)**

2.7.2. Issue implementing instructions using HAF assignment directives and will ensure prompt action on each assignment. **(T-0)**

2.7.2.1. Issue an assignment directive message to the losing and gaining MAJCOMs, the applicable Weapon System PM, and AFMC/A4/A10/A4FI for further distribution within AFMC (to include Air Force Sustainment Center Logistics Division when applicable). At a minimum, the message will include: MDS, tail number(s) or Unique Item identifier, assigned PIC and PEC, losing MAJCOM, gaining MAJCOM, and effective transfer date. The losing and gaining activities will follow the reporting requirements in AFI 21-103.

2.7.3. Maintain a centralized record of assignment and possession for each aerospace vehicle in the Air Force inventory. Use Reliability and Maintainability for Pods (REMIS) as the system of record to record assignment and possession record for AF Aerospace Vehicles.

2.7.4. Monitor each termination action consistent with AFI 21-103 and adjust the inventory file, as appropriate.

2.7.5. Provide AF/A4LM with aerospace vehicle termination messages IAW AFI 21-103.

2.7.6. Ensure all AF Form 913s adhere to disposition and retention instructions IAW AFI 33-364, *Records Disposition – Procedures and Responsibilities*, **Chapter 5**. Additional information can be found on the following website: <https://www.my.af.mil/afirms/afirms/afirms/rims.cfm>

2.7.7. Collect electronic Memorandums For Record from the MAJCOM AVDOs after completion of annual review and reconciliation of REMIS aerospace vehicles inventory against the each applicable Maintenance Information System (MIS). Inventory reviews will include MRAPs, Intercontinental Ballistic Missiles, and Ground Control Stations.

2.7.8. Maintain an electronic copy of the signed DD Form 250, *Material Inspection and Receiving Report* for each aircraft. These forms will be archived after years of the aircraft termination IAW AFRIMS Table 21.

## 2.8. MAJCOM AVDO will.

2.8.1. Carry out the aerospace vehicle assignments directed by HAF and implemented by AF/AVDO.

2.8.2. Maintain full responsibility of all assigned Aerospace Vehicles requiring disposition instructions until final disposition is determined by AF/A4LM and the Aerospace Vehicle is officially transferred or disposed.

2.8.3. Enter aerospace vehicle disposition/transfer requests on the AF/A4LM aircraft disposition website (<https://www.acdisposition.hq.af.mil/>) for aerospace vehicles assigned to their command (**Attachment 4**). The AFMC AVDO will enter aerospace vehicle disposition/transfer requests for 309 AMARG assigned aerospace vehicles (**T-0**).

2.8.4. Pre-coordinate all draft AF 913-Requests within their command and with other appropriate agencies (**T-0**).

2.8.5. Disseminate all approved AF Form 913s within their command and other intersecting agencies that are not identified in the coordination (**T-0**).

2.8.6. Notify the AF AVDO of the expected timeline for the transfer. Follow up with unit to ensure transfer occurs (**T-0**).

2.8.7. Coordinate non-routine AMARG overland and out of CONUS inductions (e.g., mishap aircraft awaiting legal release) ensure the organization delivering the aerospace vehicle coordinates the delivery date with 309 AMARG/MXDS and the 309 AMARG/AVDO as early as possible or a minimum of seven business days before arrival to 309 AMARG.

2.8.8. Coordinate with unit POC to complete a GSA SF-120 template (**Attachment 11**) for mishap and excess aerospace vehicles designated for the DoD screening process IAW DoDM 4160.21 Vol 4 or as directed by AF/A4LM.

2.8.9. MAJCOM AVDO will send REMIS ERP4510 report to all assigned units by 1 August for the fiscal year to ensure geolocations are accurate to accomplish a physical inventory and Maintenance Information System (MIS) verification. This report will be used to validate and correct unit, depot, and contractor level MIS data. Units will be required to sign and return to the MAJCOM AVDO within 30 business days (**T-0**).

2.8.10. Applicable MAJCOM AVDO will submit the reconciliation to AF AVDO NLT 30 September of each year (**T-0**).

2.8.11. MAJCOM AVDO will utilize an ERP4020 report to accomplish an annual Reliability and Maintainability Information System (REMIS) reconciliation with applicable MIS and the Force Structure Worksheet provided by MAJCOM A5/8/9 or equivalent. The reconciliation review will include all aerospace vehicles in REMIS (Intercontinental Ballistic Missile, Ground Control Stations, and MRAPS. The MRAP Weapon System Team (WST) will provide total number of each MDS assigned to each Command). The review will include all assigned aerospace vehicles in REMIS. Send the reconciliation, in the form of a Memorandum for Record (use [Attachment 15](#)) to AF AVDO NLT 30 September of each year. Space Command will review satellites in storage and confirm satellites in REMIS are still in orbit. **NOTE:** If aircraft are physically located at a depot the assigned unit AVDO will verify the ERP 4510 is accurate (**T-0**).

2.8.11.1. The annual reconciliation must combine the aircraft information provided by MAJCOM AVDOs, unit, depot, contractor, leased/loaned AV AVDOs or POCs within the command.

2.8.11.2. MAJCOM AVDOs will reconcile assigned aircraft with AF Form 913 projects on file. Make any corrections needed in REMIS, or create an amendment for the AF Form 913 (**T-0**).

2.8.12. MAJCOM AVDOs will perform quarterly manual reconciliations between the applicable MIS and the accountable property system of record (APSR) for additions and deletions to inventory, to include all non-depot possession changes, in order to verify the assigned location, gain/loss messages and attest to physical inventory. Once completed, each MAJCOM AVDO will create, sign, and store a memo stating they have accomplished their quarterly reconciliation. Keep the memo until the next quarterly reconciliation has been completed and signed off by the MAJCOM AVDO (**T-1**).

2.8.13. Distribute approved AF Forms 913s to all internal MAJCOM affected offices (**T-2**).

2.8.14. Monitor the distribution of aerospace vehicles within the command (**T-1**).

2.8.15. Monitor aerospace vehicle reassignments (**T-1**).

2.8.16. Notify the Weapon System PM prior to submitting a disposition request to, within, or from the inactive inventory (**T-1**).

## **2.9. ACC MRAP Program Manager will.**

2.9.1. Establish guidance and procedures for standard and non-standard units to update, status and report MRAP inventory (**T-1**).

## **2.10. Unit AVDO will.**

2.10.1. Coordinate with the persons responsible for preparing the reports required by AFI 21-103 and this AFI 16-402 (reference [Attachment 3](#)) on all transfers of aerospace vehicles (**T-1**).

2.10.2. Coordinate input schedule of excess aircraft with the 309 AMARG/MXDS and provide agreed upon schedule to MAJCOM AVDO and Weapon System Program (**T-1**).

2.10.3. Ensure the maintenance group commander (or equivalent) certifies each transferred aerospace vehicle for condition, completeness of equipment (to include aerospace vehicle Data Plate), and serviceability (see Technical Order (T.O.) 00-20-1, *Aerospace Equipment Maintenance Inspection, Documentation, Policies, and Procedures* and AFI 21-103). Any equipment that has been removed from the aircraft must be documented on AFTO Form 781A, *Maintenance Discrepancy and Work Document* in accordance with T.O. 00-20-1 (T-0).

2.10.4. Two weeks prior to scheduled arrival of an aerospace vehicle to 309 AMARG, receive induction checklist that support coordinate with 309 AMARG/MXDS and 309 AMARG AVDO to provide a listing of classified and nuclear weapons related materiel equipment installed on the aircraft, based on the current configuration. Additionally, provide the delivery configuration and equipment on the aircraft to 309 AMARG (T-0).

2.10.5. Ensure the delivery personnel provides 309 AMARG, 578 Storage and Disposal Squadron, Receiving Section an AFTO Form 290, *Aerospace Vehicle Delivery Receipt* and all accompanying documentation from the releasing organization and confirm classified and nuclear weapons related materiel equipment status IAW T.O. 00-20-1 Chapter 9.2 (T-0).

2.10.6. Upon receipt of ERP4020 from the MAJCOM AVDO, perform a physical inventory of assigned AVs. Annotate any corrections to be made, sign and return to the MAJCOM AVDO within 30 business days (T-0).

## **2.11. AFMC A4-A10/A4FI will.**

2.11.1. Receive annual AF Activity Report from 309 AMARG that includes induction, disposal, and parts reclamation and distribute to AF/A4LM and SAF/AQD (T-1).

2.11.2. Receive annual report for induction costs from 309 AMARG and provide to AF/A4L and AF/A4P for budget planning purposes.

2.11.3. Distribute the AF Strike Board call message to all applicable Weapon System PMs for Migration Plan slides that will be utilized during the AF Strike Board. Publish slides to the Migration Plan SharePoint for Strike Board attendees (T-1).

2.11.4. Distribute the annual Migration Plan call message to all applicable Weapon System PMs when received from AF/A4LM. Templates and reference information will be provided in the call letter or available on AF Migration Plan Intelink SharePoint Website. Consolidate all completed Migration Plans and return to AF/A4LM no later than 6 weeks after the call letter is sent out each year (approx. Feb-Mar timeframe). Review for accuracy and ensure required information is included in the standardized format as outlined in the Migration Plan Guide provided in the call message, before forwarding (T-0).

## **2.12. Weapon System Program Manager will.**

2.12.1. Develop a Migration Plan for all aerospace vehicles programmed for retirement from the active aerospace vehicle inventory. This includes transfers to inactive status for contractor test/test support, ground trainers, NMUSAF, FMS/SAP, and transfers to other military services or DoD agencies. It also addresses aerospace vehicles currently in storage, identified for reclamation or disposal, and outlined in the annual Migration Plan call message. Migration

Plans will cover the current year through the FYDP. As a minimum, coordinate the Migration Plan with the lead command Force Programmer, MAJCOM Force Programmer (if different from lead command force programmer), MAJCOM AVDOs for in-place (field) disposals and approved by the Weapon Program Manager prior to submitting to AFMC/A4. AFMC A4-A10/A4FI 4 will consolidate all Migration Plans and forward to AF/A4LM (T-1).

2.12.1.1. Use the Migration Plan Guide and the template provided in the Migration Plan Call Letter to develop the Migration Plan. Also develop plan and document requirements in accordance with the Logistics Requirements Determination Process (LRDP) for AMARG storage funding requirements. The LRDP is maintained by AFMC/A4F (T-1).

2.12.1.2. Review programmed aerospace vehicle retirements and determine how many and to what storage category they should be inducted. The primary consideration is support to the remaining active inventory and foreign owned aerospace vehicles.

2.12.1.3. Review aerospace vehicles currently in storage at 309 AMARG to determine the optimum number required for each storage category for present and future requirements. Emphasis should be placed on reclaiming them at the earliest opportunity to alleviate spare parts buys and minimize dollar expenditures. Preservation of supply sources should also be considered when determining the correct mixture of manufacturing verses reclamation.

2.12.1.4. Identify by tail number or Unique Item Identifier any aerospace vehicle changing storage categories and going to disposal. These actions will be reviewed by the Strike Board, with the results to be included in the annual Migration Plan.

2.12.1.5. Track the number and nomenclature of parts removed from each tail number or Unique Item Identifier in storage to the greatest extent possible. When a part(s) is required to be removed, the Weapon System PM will direct 309 AMARG personnel to a specified serial number(s). Every effort should be made to consolidate parts removals from as few aerospace vehicles as possible to expedite them through to disposal.

2.12.1.6. Ensure funding is in place 14 business days prior to delivery of aerospace vehicles to the 309 AMARG.

2.12.1.7. Recommend to AF/A4LM the storage code for aerospace vehicles being transferred to 309 AMARG. To change storage codes for aerospace vehicles already in storage, coordinate with the AFMC AVDO, who will submit the request to AF/A4LM.

2.12.1.8. Initiate a formal request to AF/A4LM when parts are needed from 309 AMARG-stored aerospace vehicles in 1000 storage coded XS to satisfy operational mission needs (**Attachment 9**). The part must be Mission In-Capable (MICAP) or depot maintenance is at a work stoppage prior to making the request. The request should address the issue driving the part(s) removal, and identify when the parts will be replaced. The Weapon System PM will track the parts that have been removed and report to AF/A4LM the status of their return. Once the part is received it will be stored at 309 AMARG, but is not required to be reinstalled on the aerospace vehicle. The part may not be stored at any other location than 309 AMARG.

2.12.1.9. Chronic spares shortages should prompt the Weapon System PM to request manufacturing sources, removing the aerospace vehicles from 1000 storage and placing them into programmed reclamation.

2.12.1.10. Determine disposition of aerospace vehicle residue and associated support equipment assigned to them in the event of vehicle destruction or determination that the vehicle is not economically feasible to repair. If residue or the aerospace vehicle is to be stored at the 309 AMARG, a request should be sent through the MAJCOM AVDO to AF/A4LM who will document approval on an AF Form 913.

2.12.1.11. Reference AFMCI 23-111 for Save List policies.

2.12.1.12. Evaluate the overall condition of the aircraft upon completion of programmed reclamation, with assistance from the 309 AMARG/MXDS. The PM then determines if the reclaimed aerospace vehicle should be retained and assigned to Reclamation Insurance Type (RIT) status to support future parts requirements or authorized for disposal. The PM must direct the 309 AMARG/MXDS to either assign these aircraft to a Reclamation Insurance Type (RIT) project or request AF Form 913 to begin disposal action.

2.12.1.13. For disposition of damaged aerospace vehicles exceeding the cost threshold in paragraph 3.3.3., the PM will submit a disposition recommendation through their PEO, receive owning and lead MAJCOM/A3 and A5 coordination. Then forward package to AFMC/A4/A10/A4FI for concurrence through AFMC/A4/10 prior to submission to AF/A4LM. The recommendation will use [Attachment 10](#) as a template for the required information.

2.12.1.14. During the annual Migration Plan review, use the Weapon System PM-produced vehicle condition report to conduct an analysis to determine the optimum number of aerospace vehicles in 2000 and 4000 storage. The emphasis should be placed on reclaiming aerospace vehicles as soon as possible to alleviate spare part purchase requirements. Once the aerospace vehicle has been reclaimed, it is either disposed of on a disposal project or remains in RIT for potential future parts removal.

### **2.13. The 309 AMARG will.**

2.13.1. Have custodial responsibility for Air Force assets stored at their facility. They take direction from HAF, AFMC, the Weapon System PM or other authorized activities for processing aerospace vehicles into storage, maintenance while in storage, flight preparation or overland shipment, reclamation, and disposal. 309 AMARG will provide an escort and access to Weapon System Program Manager to view, photograph and inspect aerospace vehicles and tooling they manage during the AF Strike Board. The 309 AMARG removes parts, as directed by the Weapon System PM, from specific aerospace vehicle tail numbers or Unique Item Identifiers. They make recommendations and provide assistance, as requested, to customers, providing a broad range of expertise and data to aid in the management of stored aerospace vehicles and engines (**T-0**).

2.13.2. 309 AMARG/MXDS will.

2.13.2.1. For aerospace vehicles located at AMARG, approved for disposal by AF/A4LM and after confirming save list has been accomplished, screen the aerospace vehicles with GSA. If an aircraft is selected for transfer as a result of the GSA screening, AFMC AVDO will request a project action from AF/A4LM to document the transfer (**T-1**).

2.13.2.2. Provide an updated annual inventory, activity, and parts removal report for each FY to AFMC/A4/A10/A4FI and AF/A4LM by 1 February of each year.



- 2.13.2.2.1. The inventory report will include MDS, serial/identification number, current project number, previous project number, storage category, status code, date received, flight hours, and any pertinent description or remarks.
- 2.13.2.2.2. The activity report will be broken into three parts. Part 1 of the activity report will include aerospace vehicles inducted by MDS, serial number, and storage category. Part 2 of the report will include aerospace vehicles reclaimed by MDS, tail number or Unique Item Identifier, project number, and disposition after reclamation (disposal or reclamation insurance type). Part 3 of the report will include aerospace vehicles turned over to DLA Disposition Services contractor for disposal.
- 2.13.2.2.3. The parts removal report will include the MDS, tail number or Unique Item Identifier, part nomenclature, part number, national stock number, and date removed. This report will be made available monthly upon request by the Weapon System PM.
- 2.13.2.3. Receive aerospace vehicle assignment directives from AF AVDO based on AF Forms 913 issued by AF/A4LM. They receive, preserve, and maintain aerospace vehicles and engines as directed and specified in Air Force Technical Order 1-1-686, *Desert Storage Preservation and Process Manual For Aircraft, Aircraft Engines, and Aircraft Auxiliary Power Unit Engines* or as directed by the Weapon System Program Office with approved engineering documentation.
- 2.13.2.4. Assist the NMUSAF to the maximum extent possible with all demilitarization verification requests for aerospace vehicles planned for heritage program use or disposition.
- 2.13.2.5. Maintain a record of all AF/A4L approvals to remove parts from 1000 XS stored aerospace vehicles. Also maintain a record of Weapon System PM-coordinated requests to remove parts from any 1000 XT stored aerospace vehicles. These records will be maintained until the aerospace vehicle is transferred from 1000 storage or the part is replaced.
- 2.13.2.6. Maintain all parts removed from 1000 XS stored aerospace vehicles in a by tail number system. Munitions and shelf life items removed from aircraft upon induction into 1000 XS and XT storage will be turned into supply. All other parts removed must be identified and tagged for the specific MDS and serial number.

#### **2.14. National Museum of the USAF (NMUSAF) will.**

- 2.14.1. Exercise USAF authority to identify, acquire, preserve, care for, and manage Air Force historically significant aerospace vehicles, IAW with this instruction and AFI 84-103, USAF Heritage Program. Historical and static display aircraft promote the history, heritage, and traditions of the Air Force. Displays commemorate an Air Force-related individual, organization, event, or site **(T-0)**
- 2.14.2. Coordinate with HAF/A4LM, USAF Systems Program Offices, AVDOs, 309 AMARG, and other appropriate organizations to plan, program, and execute acquisition and disposition of historically significant aerospace vehicles **(T-0)**.
- 2.14.2.1. Ensure that USAF, DoD, and Federal organization requirements take precedence over non-Federal entity (i.e., civilian) requirements **(T-0)**.

2.14.2.2. Make historical aerospace vehicles by loan on an "as is, where is" basis to approved and certified recipients.

2.14.3. Coordinate with owning organizations (e.g., Systems Program Office, possessing unit, 309 AMARG) to have personnel verify appropriate demilitarization has been accomplished IAW DoDM 4160.28 before the aerospace vehicle is released for display or further disposition.

2.14.4. Evaluate, certify, and inspect recipients to ensure that items are properly placed and cared for while on loan. Organization plans should be comprehensive for all aspects of the aircraft's preservation and display while in their possession and anticipate the following elements.

2.14.4.1. Non-recurring costs include but are not limited to aerospace vehicle reclamation; make-safe actions; demilitarization; hazardous material removal; packaging, handling, shipment, and transportation at the start and conclusion the loan period; site planning and preparation.

2.14.4.2. Recurring cost factors include but are not limited to annual upkeep; periodic painting; repair of damage; day-to-day care; and site maintenance. All recipients are liable for the aircraft placed in their possession and non-Federal entity borrowers in particular must maintain sufficient liability and casualty insurance.

2.14.4.3. Specific responsibilities are implemented through a signed loan agreement with NMUSAF.

2.14.5. Place historical aerospace vehicles on loan with USAF, DoD, and Federal organizations with a demonstrated requirement for items, coordinated through their Major Command (MAJCOM) or equivalent higher headquarters. Organizations authorized under AFI 84-103, *U.S. Air Force Heritage Program*, to receive display aircraft should submit a written request through their MAJCOM/HO to the NMUSAF. The request must include the type of aerospace vehicle desired, serial number (if applicable), and justification, a plan to acquire and maintain it, a point of contact, and telephone number. The MAJCOM will forward the request with recommendations to NMUSAF/MUC, 1100 Spaatz Street, Wright-Patterson AFB OH 45433-7102. If an aerospace vehicle is available and excess to all AF operational requirements, and with NMUSAF approval, the NMUSAF will request the aerospace vehicle from AF/A4LM and accept accountability when the aerospace vehicle is formally delivered to the specified site (T-1).

2.14.6. Place historical aerospace vehicles on loan to qualified non-federal entities within the scope of Title 10 United States Code (USC) Section (U.S.C.) 2572, *Documents, historical artifacts and condemned or obsolete combat material: loan, gift or exchange* current edition (e.g., civilian museums, veterans' organizations, counties, or municipalities). NMUSAF reviews prospective entity's certification package to ensure they meet NMUSAF loan requirements. All requests from outside the USAF for static display aerospace vehicles should be submitted in writing to the NMUSAF. Aerospace vehicles being loaned outside the USAF are required to be demilitarized and declassified if required IAW DoDM 4160.28 before acceptance by the recipient. The NMUSAF will coordinate with the 309 AMARG to have personnel verify each aerospace vehicle for proper demilitarization before it is allowed to be put on display at civilian museums/organizations (T-1).

2.14.7. Disposition aerospace vehicles when no longer needed through authorized means listed in DoDM 4160.28, including but not limited to turn-in, disposal, or museum exchange.

## Chapter 3

### FORCE STRUCTURE PROGRAMMING GUIDANCE AEROSPACE VEHICLES

#### 3.1. Purpose of Force Structure Programming.

3.1.1. Force Structure programming is an iterative process, authorizing, assigning and balancing current and projected active inventory weapon systems against requirements across Fiscal Years. Programming responsibilities include determining the numbers of Primary Aerospace Vehicle Authorized (PAA), Backup Aerospace Vehicle Authorized (BAA) and AR authorizations, per MAJCOM, base and unit, the PEC used to fund the authorization, and the designation of the PIC which an aerospace vehicle is assigned against. **NOTE:** The QF-16 Drone Programmed aircraft are not managed using PAA, BAA, and AR.

3.1.2. HAF Force Programmers will program active inventory aerospace vehicles (PAA, BAA, and AR) pursuant to the guidelines below. These determining factors, and the resultant authorizations, will be reevaluated during each annual budget cycle to ensure they continue to meet mission requirements. The HAF Force Programmers will comply with the NDAA constraints and will coordinate with the appropriate AFR and ANG representatives before determining authorizations affecting those components (T-0). Reference [Attachment 2](#) for visual understanding of the force structure terminology.

3.1.2.1. Primary Aerospace Vehicle Authorizations (PAA): Program for sufficient numbers of PAA based upon validated need in accordance with [paragraph 1.2.1.1](#). Unit size is a function of mission effectiveness, span-of-control, facility size and availability, airfield capacity (both peacetime operations and deployment throughput), total projected PAA, and Regular AF (RegAF) and Air Reserve Component (ARC) mix. **NOTE:** Unit size may vary and be based on different factors for test and test support units. For MDSs comprised of different blocks (e.g., different engines, avionics capabilities, etc.), HAF Force Programmers should make efforts to regionalize these assets, to standardize capabilities, ease maintenance, and help minimize cost. The numbers of aircraft (not tail number specific) assigned to meet the primary aircraft authorizations are described as Primary Aerospace Vehicle Inventory (PAI). When the expected number of aircraft have been produced, PAI will be equal to PAA. During the life cycle of an aircraft type PAI may decrease to be below PAA after BAI and AR have been exhausted (e.g. due to aircraft losses, transfers of aircraft for test, etc.) (T-0).

3.1.2.1.1. Primary Mission Aerospace Vehicle Inventory (PMAI): Aircraft assigned against a unit PAA, for the performance of operational (peacetime and wartime) missions. Assign PMAI aircraft against the following possible PICs: CC, CA and IF.

3.1.2.1.2. Primary Training Aerospace Vehicle Inventory (PTAI): PTAI includes aircraft assigned against a training unit PAA, primarily for technical and specialized training for crew personnel or leading to aircrew qualifications. Assign PTAI aircraft against the PICs "Training Aircraft (TF)".

3.1.2.1.3. Primary Developmental Test Aerospace Vehicle Inventory (PDAI). Assign PDAI against a test unit PAA, primarily for testing of the aircraft or its components. Assign PDAI aircraft against the following possible PICs, EI, CB, and EH.

- 3.1.2.1.4. Primary Other Aerospace Vehicle Inventory (POAI): Aircraft required for special missions not elsewhere classified. Assign POAI aircraft against the following possible PICs: CF, ZA and ZB.
- 3.1.2.2. Backup Aerospace Vehicle Authorizations (BAA): Program for sufficient numbers of BAA to allow for execution of normally forecast assigned mission activities during scheduled and unscheduled depot level maintenance. Other limiting circumstances may include specialized maintenance requirements, medium-duration home-station modifications, and unique squadron sizing and location. Typically, each unit will initially be programmed at least 1 BAA authorization (not routinely applicable to test units). The numbers of aircraft (not tail number specific) assigned to meet the backup aircraft authorizations are described as BAI.
- 3.1.2.3. Attrition Reserve (AR): AR is calculated based upon the number of PAA multiplied by the forecast (or historical) peacetime attrition rate to find the notional number of aircraft lost each year. That number is then multiplied over the expected service life of the weapon system to determine the required AR. Initially, Force Programmers will flow new production aircraft directly to fill unit PAA and BAA requirements. As new production nears completion, aircraft delivered above PAA and BAA requirements will be distributed, by MAJCOM, to all operational mission and training units to hold as AR. Force Programmers must monitor actual attrition to update the projected force structure **(T-1)**. The numbers of aircraft (not tail number specific) assigned to meet the AR aircraft authorizations are also simply described as AR inventory **(T-1)**.

- 3.1.2.3.1. If the active inventory of a specific MDS of aerospace vehicles is more than needed to fill the PAA plus the BAA, the excess becomes AR. If AR exceeds 10% of the total of PAA, plus BAA, the HAF Force Programmer, in coordination with the MDS PM and lead MAJCOM Planners, may consider storing the excess in 309 AMARG, until needed. However, storage costs and regeneration times must be considered before choosing this option. HAF Force Programmers, in coordination with the MDS PM, can conduct a cost-benefit analysis to determine the feasibility of these type transfers to 309 AMARG for storage until needed. If the inventory is less than the PAA, the PAI will be less than PAA and there will be no BAI or AR. **NOTE:** BAI vehicles supporting PAI depot maintenance requirements will have the same PIC and PEC as the PAI vehicles **(T-0)**.
- 3.1.3. Initially each unit will be expected to receive its full PAA and BAA allowance. At the start of production, AR resources are available through the production line, negating the requirement to stock additional aircraft above PAA and BAA at operational units. The number of aerospace vehicles assigned as BAI and AR is cyclical, based on system life cycle. As the production line terminates, sufficient additional AR airframes must be procured to sustain the force structure through its forecast life. These AR aerospace vehicles will be distributed to operational mission, test, training, and other flight activity units to evenly spread life cycle fatigue and to ensure all aerospace vehicles receive periodic system upgrades and modifications to the great extent possible. As a system nears the end of its life cycle, AR will be expected to fade to zero. Finally, programmatic actions balance remaining airframes to unit requirements, ultimately resulting in unit conversions to follow-on weapon systems.

### 3.2. Force Structure Programming Guidelines and Implementation.

3.2.1. HAF Force Programmers will use standardized terminology IAW CJCSI 4410.01G, *Standardized Terminology for Aircraft Inventory Management (T-0)*.

3.2.2. Changes to an organization's active inventory force structure must be identified in the AF POM and submitted to Office of the Secretary of Defense (OSD) (T-0). The AF Programmed Aerospace Vehicle FSW is the product of the approved POM. OSD submits the PB to Congress and the AF Program is finalized after the NDAA is signed.

3.2.3. Capture programming data in the FSDM database, which reflects the allocation, assignment, mission, and PEC of all aerospace vehicles in the active inventory. Program Integration Division AF/A8PE uses the FSDM database to publish the FSW two times each FY: when the POM is submitted to OSD, and after the PB's is submitted to Congress.

3.2.3.1. The FSW can be accessed on the home page of the AF Corporate Structure Suite on the Secret Internet Protocol Router Network (SIPRNET) with permission from (AF/A8PE). The FSDM database is the authoritative source for the programmed AF aerospace vehicle inventory and products, such as the FSW and USAF Aerospace Vehicle and Flying Hour Document, which identifies authorizations for each affected organization. The AF utilizes the AF Council and Corporate Structure Process to approve programmed authorizations. **NOTE:** Approval by the Force Programmer Action Officer for the respective MDS, is required before the active inventory information is updated in the REMIS database, through the coordination of an AF Form 913.

3.2.3.2. FSDM reflects the programmed inventory as of the last of any given FY within the current FYDP (i.e. aircraft that are expected to be part of the active inventory by the end of the FY). REMIS reflects the actual inventory (all categories including active and inactive aircraft) at any given point in time.

3.2.4. Changes to the active inventory force structure required during the execution year and outside the POM cycle (i.e. out-of-cycle changes) are submitted through a PCR. The PCRs that have been approved result in updates to FSDM. For additional details about the SPPBE, POM, PCR processes, and the Security Classification Guide for the information is centrally managed by the AF/A8PE.

3.2.5. The AF Corporate Structure assigns Force Programming responsibilities to the following OPRs, by aerospace vehicle (or system) type:

3.2.5.1. AF Manpower and Personnel Services Directorate of Plans and Integration – Personnel and Trainer Panel (AF/A1X-P&T): Trainer and Glider (T-6, T-38, T-1, TH-1H and USAF Academy (USAF) Airmanship Program Aircraft/Gliders T-41D, T-53A, TG-15A/B, TG-16, UV-18A/B).

3.2.5.2. Combat Air Forces Panel (AF/A8XC): Fighter, Conventional Bomber, and Attack aircraft (F-15, F-16, F-22, F-35, B-1, A-10, EC-130H).

3.2.5.3. Command and Control & Global ISR Panel (AF/A8XV): Specialty aircraft (E-3, E-4, E-8), Unmanned Aerospace Vehicles or more commonly known in the AF as Remotely Piloted Aircraft (RQ-4, MQ-9) and GCS family of associated systems (e.g. MD-1 for MQ-9).

3.2.5.4. “AF/A8XM”: Mobility aircraft, Special Operations aircraft and Special Mission/VIP Support aircraft.

3.2.5.5. Nuclear Deterrence Operations Panel (AF/A8XN): All Bomber aircraft (B-52, B-2, B-21), Nuclear Support Aircraft (UH-1N, OC-135) and Missiles (Minuteman III).

3.2.5.6. Space Superiority Division (AF/A8XS): Space vehicles—Boosters (EELV, Delta, etc.), Satellites/Upper Stages (AEHF, WGS, GPS, etc.).

3.2.5.7. AF Test and Evaluation Policy and Programs (AF/TEP) (in coordination with respective MDS Force Programmers): RDT&E aircraft.

3.2.5.8. Secretary of the AF Acquisitions Global Power Programs Weapons Division (SAF/AQPW): Drone aircraft (QF-16).

3.2.5.9. Weapons Systems Sustainment Logistics Panel (AF/A47PY): Mine Resistant Ambush Protected (MRAP) Family of Vehicles (Cougar, MaxxPro, Military All-Terrain Vehicle (MATV)).

3.2.6. Purpose Identifier Codes (PICs) are used to designate assignment and possession mission activities. HAF Force Programmers will designate a PIC that describes the predominant mission for which an aircraft is assigned against an authorization. HAF Force Programmers will follow the general guidelines below in the remaining portion of **Chapter 3**, for programming forces based upon the PIC designated for the supporting (providing) ARC Organization. In general, all aerospace vehicles assigned to a squadron/unit will have the same PIC, as determined by the primary mission of that squadron (e.g. operational mission (e.g. Combat), training, test, or other) (**T-1**). The PIC assignment situation may vary significantly for test and test support units. **NOTE:** Possession PICs show the aerospace vehicle's current usage and organizational control and there is always a PIC established for governing the current primary possession purpose. However, the possession PIC reflected in maintenance information systems (MIS) may change from that primary possession PIC, to another, as frequently as needed for acknowledging specific temporary maintenance activities. Attachment 17 in AFI 21-103, provides possession PICs.

3.2.7. Inventory groupings by PICs are:

3.2.7.1. Operational Mission Aircraft. Program PAA as follows (plus the appropriate number of Backup and AR, as specified in **paragraph 3.1.2.2**):

3.2.7.1.1. Combat (CC-coded):

3.2.7.1.1.1. Determine the appropriate total force mix of the required number of aerospace vehicles to satisfy the Air Force missions directed in GDF, JPG, DPG, PPUG, SPG, and Congressional language, and sufficient to meet the current force planning construct with an acceptable level of risk.

3.2.7.1.1.2. Program a sufficient number of aerospace vehicles to support the approved Air Defense requirement.

3.2.7.1.1.3. Program sufficient CC-coded. Fighters and bombers to provide the approved number of deployable aircraft.

3.2.7.1.1.4. Special Operations Forces (SOF). Program according to AF SOF Master Plan to supporter (CCDR) requirements as approved by the Air Force Council.

3.2.7.1.2. Combat Support (CA and IF-coded):

3.2.7.1.2.1. Establish a total force mix of the required number of aerospace vehicles to satisfy strategic airlift, tactical airlift, aerial refueling, Command and Control Global Integrated Intelligence and Reconnaissance, and operational support requirements as directed in GDF, JPG, DPG, PPUG, SPG, and Congressional language, and sufficient to meet the current force planning construct with an acceptable level of risk.

3.2.7.1.2.2. Combat Search and Rescue: Program assets according to the Rescue Force Structure Plan, as approved by the Air Force Council, to support Combat Commander (CCDR) requirements as directed in GDF, JPG, DPG, PPUG, SPG, and Congressional language, and sufficient to meet the current force planning construct with an acceptable level of risk.

3.2.7.2. Training Aircraft (TF). Training aerospace vehicle requirements are determined by the annual number of students to train, the number of syllabus sorties required to train each student, and the sustainable aircraft utilization (UTE) rate. The student requirements are determined from a combination of new aircrews, re-qualification training for re-entering aircrews (e.g., from staff assignments, other type aircraft), other military service requirements, students in the FMS program, and ANG and AFRC requirements. This category includes Undergraduate Flight Training assets (e.g., T-1, T-6, T-38), Follow-on Training, Formal Training Unit aircraft (e.g., F-16s assigned to AETC) and Advanced Training Unit aircraft used for the Weapons School). HAF Force Programmers will validate MAJCOM training aircraft requirements during each budget cycle and program TF-coded PAA (plus the appropriate number of Backup and AR aircraft as specified above) sufficient to support AETC and MAJCOM programmed flying training requirements. The exact percentage of TF to CC/CA-coded aircraft will vary by weapon system type and projected training load (**T-1**).

3.2.7.3. Test and Test Support Aircraft (CB, EI, EH). Test aerospace vehicle programs support two broad categories: Developmental Test, and Evaluation (DT&E) and Operational Test and Evaluation (OT&E). DT&E is testing required for new weapon systems, for testing of follow-on modifications to weapon systems, and for assessing hardware and/or software specifications. OT&E entails operational testing of software and hardware designs to ascertain their acceptability in their operationally defined environment, and to ascertain the impacts of new or developing capabilities on employment doctrines. MDS PMs, in coordination with lead MAJCOMs, affected test organizations Plans Office, and (when applicable) the appropriate contractors, determine the number of each type of aerospace vehicle needed to accomplish ground, flight, and structural testing,



as well as initial OT&E. Likewise, the Air Force Operational Test and Evaluation Center and lead MAJCOMs determine aerospace vehicles required to accomplish follow-on OT&E requirements as specified by the using commands (**T-0**). **NOTE:** Some DT&E aerospace vehicles may require unique modifications, preventing them from returning to the operational fleet. HAF Force Programmers will validate test requirements during each budget cycle and program test aircraft as follows:

3.2.7.3.1. DT&E Aerospace Vehicles. Program an appropriate number of initial production aerospace vehicles to accomplish DT&E for a new weapon system. The MDS PM, in coordination with the organizations listed previously, will affirm the number of aerospace vehicles required for initial and follow-on DT&E, according to, validated test program requirements, and fiscal reality. Program an appropriate number of aerospace vehicles to accomplish follow-on sustainment DT&E and DT&E for modifications to weapon systems across all Fiscal Years applicable to the life cycle of the MDS. AFMC/A3/6 will be coordinated with to affirm, and then HAF Force Programmers will receive, MDS PM inputs for DT&E aerospace vehicle programming changes for follow-on test requirements across the life cycle of the weapon system. HAF Force Programmers will then program the appropriate number of EI (test) and EH (test support) aerospace vehicles, per weapon system, in coordination with AF/TEP and Strategic Plans, Programs, Requirements & Assessments (AFMC/A5/8/9) (**T-0**).

3.2.7.3.2. OT&E Aerospace Vehicles. Program an appropriate number of aerospace vehicles for weapons system operational testing. Lead MAJCOMs, in coordination with MDS PMs, will determine the number of aerospace vehicles required to be CB-coded. **NOTE:** Prior to submitting aerospace vehicle POM or PCR inputs to HAF, DT and OT agencies will coordinate through the lead MAJCOM for the respective MDS and receive concurrence for new/changed requirements, and for the additional test aerospace vehicle(s) requested (**T-0**).

3.2.7.4. Other Aircraft (CF, ZA, ZB). Program PAA as necessary to meet the MAJCOM validated mission requirements for other Operational Support and Special missions (e.g., missile field operational support, Presidential support, and priority personnel airlift support).

3.2.8. Strategic Missile Weapon Systems. Strategic Intercontinental Ballistic Missile (ICBM) PAA includes missiles on alert, modified alert, or off-alert status. ICBM BAI includes test assets, aging and surveillance assets, and pipeline spare assets. Components of missiles that have been deconstructed (e.g. for storage or other purposes such as pipeline spares, A&S, and test assets) must still be accounted for in PAA or BAA complements.

## Chapter 4

### ACTIVE INVENTORY AEROSPACE VEHICLES PROCESSES AND PROCEDURES FOR IMPLEMENTING ASSIGNMENTS AND TRANSFERS

**4.1. Major Organizations.** The following offices support managing inventory allocations and also help ensure AF is financially accountable:

4.1.1. AF/A8P, in concert with AF/A4L convert the approved POM (or approved PCRs) into aerospace vehicle authorizations, and ensure aircraft are properly allocated against those authorizations.

4.1.2. Secretary of the Air Force Financial Operation (SAF/FMF) in concert with AF/A4L and the weapons system program managers ensures that aerospace vehicles are being financially accountable and that the AF is compliant with generally accepted accounting principles. In the case of classified assets, SAF/FMBI in concert with AF/A4L and the weapon systems program managers ensures appropriate accountability and financial reporting.

4.1.3. HAF Force Programmers, in coordination with Lead Commands, and the respective Program Offices, are responsible for allocating aerospace vehicle assignments against authorizations identified in the POM (or by approved PCRs).

4.1.4. AF/A4L establishes guidance, processes and procedures for documenting assignment, transfer, distribution, accountability, and termination of AF aerospace vehicles.

#### **4.2. Assignment and Transfer Processes for Active Inventory Aircraft.**

4.2.1. The following active inventory aerospace vehicle transfers, or changes, require coordination of a project action (a new, or amended AF Form 913):

4.2.1.1. Insertion of new production aircraft into the Air Force inventory **(T-0)**.

4.2.1.2. MAJCOM to MAJCOM transfers **(T-0)**.

4.2.1.3. Transfers from active inventory to inactive inventory **(T-0)**.

4.2.1.4. Transfers from inactive inventory (including transfers from other organizations outside AF) to active inventory. **(T-0)**.

4.2.1.5. Updates or transfers within MAJCOM aerospace vehicle inventories requiring changes to the purpose identifier code and/or the program element code **(T-0)**. **NOTE:** The MAJCOM Aerospace Vehicle Distribution Officer (AVDO) will contact AF/A4LM for discussions on any needed exceptions **(T-0)**.

4.2.1.6. Termination of aircraft from the AF Inventory. **(T-0)**. The following termination codes, described in AFI 21-103, support a total loss and do not require an AF Form 913 to remove affected aircraft from the AF active or inactive inventory: TD, TM, TP, TR, TY, and TZ. Contact the Assigned MAJCOM AVDO for additional guidance.

4.2.2. Creating a New MDS. Prior to any aircraft entering the AF inventory it is necessary for new productions or aircraft completing major modifications to be assigned an approved MDS IAW AFI 16-401, *Designating and Naming Defense Military Vehicles*.

4.2.3. Creating a New Tail Number. Life Cycle Management Branch in the Strat Plans, Programs, Requirements, & Assessments Directorate, (AFMC/A5RL), is the Aircraft Serial Number Assignment System OPR, The DoD Aircraft Serial Number Management System (ASNMS) is utilized to avoid creating duplicate numbers. Once an MDS is approved IAW AFI 16-401, Program Offices will request an aircraft serial number and also provide their information to the SRD OPR. **Attachment 14** provides detailed steps on how to request a new tail number (T-0).

#### 4.3. AF Form 913 Approval Process.

4.3.1. Requests for active inventory aerospace vehicle project actions are initiated by the MAJCOM AVDO (normally the losing MAJCOM AVDO where losses or terminations are involved). The MAJCOM AVDO is required to coordinate these requests through the following organizations: 1) MAJCOM-Internal coordination: the aerospace vehicle fleet management organization (e.g. AFMC/A3F for AFMC aircraft) and the aerospace vehicle maintenance management organization (also WST, if different), 2) force structure planning organizations of the respective gaining and losing MAJCOMs, 3) the affected lead MAJCOM, IAW AFPD 10-9, *Lead Command Designation and Responsibilities for Weapon Systems* and 4) the MDS-specific Program Office.

4.3.1.1. After the initial MAJCOM AVDO coordination has been accomplished the MAJCOM AVDO submit project action requests into the Aircraft Disposition Website (<https://www.acdisposition.hq.af.mil>) administered by AF/A4LM. **Attachment 3** provides information required for project action requests. The information supplied in the request will be used to populate the AF Form 913. The MAJCOM AVDO will determine if the project action request will require a new AF Form 913 or if it will require amending an existing AF Form 913. New Production aircraft inventory requests will be submitted by the gaining MAJCOM AVDO. AF/A4LM will complete final coordination with AF MDS-specific Force Programmers and any other appropriate organizations, IAW **Attachment 3**. After coordination has been completed the AF Form 913 will be approved by the AF/A4LM Division Chief or Deputy (T-0).

4.3.1.2. AF/A4LM will distribute approved AF Form 913s to the AF AVDO, appropriate Force Programmer, the MDS PM, the lead and affected MAJCOM(s) (gaining and losing, when applicable), and all organizations that provided coordination and/or require a copy (refer to **Attachment 3**) to include the AF Engine Manager Workflow, and (for test and evaluation assets) the AF/TEP Workflow (T-0).

4.3.1.3. The AF AVDO implements aerospace vehicle allocation changes, approved by HAF, in the REMIS database. The approved AF Form 913 is an authorization to add new inventory, transfer, and terminate aerospace vehicles. The AF AVDO coordinates with the MAJCOM AVDOs and will update REMIS after receiving required documentation IAW **Attachment 3** (T-0).

4.3.1.4. Due to last minute delivery changes for new production aircraft the AF Form 913 will provide the current FY TAI authorizations in the remarks. The AF AVDO and MAJCOM AVDO will load tail numbers to the project but will not exceed the TAI for each fiscal year. The AF Form 913 will be amended on a minimum of an annual basis to update what was delivered the previous year and changes to the TAI (T-0).

4.3.1.5. The AF Program's FSW provides aircraft authorizations down to a unit level. However, the AF Form 913 process simply assigns aircraft tail numbers to the MAJCOM and not to the individual unit. This allows the MAJCOM to more easily transfer aircraft tail numbers within the MAJCOM (as long as the PIC and programming remain the same). To avoid unintended ramifications to the FSW, contact the assigned MAJCOM Force Programming Office to ensure awareness of any plans to transfer tail numbers within the MAJCOM.

4.3.1.6. All AF aerospace vehicles including those on loan or lease to agencies outside the AF are considered AF accountable property and must be reported in an Accountable Property System of Record (APSR) DoDI 5000.64, *Accountability and Management of DoD Equipment and Other Accountable Property* and AFI 21-103. AFI 23-111, *Management of Government Property in Possession of the Air Force*, provides a list of AF APSRs. All aircraft owned by the AF through acceptance on a DD Form 250 or DD Form 1149 *Requisition and Invoice/Shipping Document*, will be managed in REMIS (**T-0**). **Exception:** Aircraft that are being reported in a different APSR and follow DoDM 4160.21 Vol 4 special handling requirements or have received an approved waiver from OSD.

4.3.1.7. AF AVDO and AFMC AVDO are the only individuals authorized to create depot organizations. MAJCOM AVDOs are otherwise authorized to create a new (non-depot) organization or assign aerospace vehicles to an existing organization in REMIS. Within current system allowances, lower level organizations may also be listed as the assigned organization.

4.3.1.8. Regardless of where the follow-on programmed authorization exists, AFMC will assume assignment of aerospace vehicles undergoing an MDS change at an AFMC organic depot or contracted depot facility (**T-0**). In these situations the assignment purpose code DN and VN is used for both assignment and possession. Following an MDS conversion, the aerospace vehicle will be reassigned to the intended mission MAJCOM and the affected PICs will be updated (**T-0**).

4.3.1.9. AF Form 913-Requests Involving Programming Actions Outside of the POM Cycle. Programming actions outside the POM cycle normally require PCRs. When a project action request is required on an AF Form 913 prior to a PCR approval AF/A4LM will request approval from the appropriate Force Programmer Panel Chair. **NOTE:** In rare circumstances, an example of this type of request is when a mishap occurs in the AOR and requires an immediate replacement to be assigned to the organization to allow for configuration changes that aren't supported by a possession-only loaner. Resolution to repair or retire the crashed aircraft may or may not result in a PCR. If the mishap aircraft is repaired, and the aircraft temporarily assigned to support the mission is kept, a PCR will be required and the appropriate AF Force Programmer will need to update the AF Program. The affected Major Command (MAJCOM) AVDO must closely monitor the final repair or retire decision for the aerospace vehicle in order to ensure the approved inventory remains within allowances and the FSDM database remains accurate (**T-0**).

4.3.1.10. All aircraft and missiles subject to the New Strategic Arms Reduction Treaty, or other applicable arms control treaties, require disposition change coordination with AF/A10S. Missiles will be transferred and terminated in accordance with New Strategic Arms Reduction Treaty requirements. AF Global Strike Command (AFGSC), Space and Missile Systems Center (SMC), the Space Development and Test Wing, and the Air Force Nuclear Weapons Center will manage excess nuclear assets. **(T-0)**.

#### 4.3.2. Changes of Possession:

4.3.2.1. Both the gaining and losing commands will comply with AFI 21-103 for changes of possession and reporting requirements at the time the actual change occurs.

4.3.2.2. For aerospace vehicles requiring Programmed Depot Maintenance (PDM), AFMC will assume possession IAW AFI 21-103. Refer to the AF Form 913 to affirm if the assignment remains with the programmed MAJCOM **(T-0)**.

4.3.2.3. The change of possession for the loan of an aircraft between MAJCOMs will be documented in an AFI 21-103 message. Assignment of aircraft changes to AFMC during modifications that change the MDS for the aircraft. The necessary parameters for the possession-only loan will also be documented in a Memorandum of Agreement (MOA) or, situationally, a Memorandum of Understanding (MOU). **EXCEPTION:** For possession-only situations for depot maintenance or aircraft modifications, contractual (or other applicable documentation) is used in lieu of the type possession-only loan agreements discussed here. The possession-only loan MOA/MOU must be kept current during the entire length of the loan. The MOA/MOU will be based upon mission requirements and, at minimum, include timeline, funding, and accountability information. DoDI 4000.19 *Support Agreements and AFI 25-201 Intra-Service, Intra-Agency, and Inter-Agency Support Agreements Procedures*, may assist when preparing possession-only loan agreements. **(T-0)**.

4.3.2.4. Possession-only loans are intended to be for defined periods. Apply normal programming process to meet the long-term requirements of operational MAJCOM missions resulting in aerospace vehicle reassignments. However, test requirements, and test resource limitations, may dictate that long-term aircraft loans for test serve the best interests of the Air Force.

4.3.2.4.1. If the loan of the aircraft goes beyond twelve months the assigned MAJCOM will notify AF/A4LM of the circumstances. Include a copy of the signed MOA/MOU and any current amendments. AF/A4LM will distribute the MOA/MOU to appropriate AF level organizations, e.g. Force Programmer Panel Chair and SAF/LL **(T-0)**.

4.3.2.4.2. A MOA/MOU is not required when a lead command back-fills to MAJCOMs for PDM or when depot level modifications are being performed and may exceed twelve months.

4.3.2.5. Transfers of aircraft from ARC to RegAF must comply with 10 U.S.C § 9062, *Policy; composition; aircraft authorization* current edition, and DoDI 1225.06, *Equipping the Reserve Forces* **(T-0)**. Transfer of MRAPs and GCSs require compliance with DoDI 1225.06. **EXCEPTION:** This paragraph does not apply to cruise missiles (e.g. AGM-86 B/C/D and AGM-129) **(T-0)**.

4.3.2.5.1. Before making an aircraft transfer from an ARC to a RegAF, a MOA that complies with **Attachment 9** is (with certain exceptions below) required to be signed by the Chief of Staff of the AF (CSAF) and applicable ARC Commander, then be provided to Secretary of the AF Manpower and Reserve Affairs (SAF/MR) for coordination with OSD RA and reported to Congress (**T-0**).

4.3.2.5.2. The following aircraft transfers do not require a MOA (**Attachment 9**) to be provided to Congress:

4.3.2.5.3. When the ARC transfers the permanent assignment of an aircraft.

4.3.2.5.3.1. When the possession change of an aircraft does not exceed 90 calendar days.

4.3.2.5.3.2. A routine temporary transfer of possession of an aircraft from an ARC that is made solely for the benefit of the ARC for the purpose of maintenance, upgrade, conversion, modification, or testing and evaluation.

4.3.2.5.3.3. A routine permanent transfer of assignment of an aircraft that terminates an ARC's equitable interest in the aircraft if notice of the transfer has previously been provided to the congressional defense committees and the transfer has been approved by the Secretary of Defense pursuant to DoD regulations. The FSW documents what was provided to Congress. The changes are approved if there is no language in the NDAA that prohibits the changes.

4.3.2.5.3.4. When there is a reciprocal permanent assignment of an aircraft from the Active Component to the ARC that does not degrade the capability of, or reduce the total number of, aircraft assigned to the ARC. **NOTE:** Refer questions for interpretation of the above statements to MAJCOM/JA to ensure compliance with 10 USC § 9062.

4.3.2.5.4. The following items are required to be addressed in the MOA (**Attachment 9**):

4.3.2.5.4.1. The number of and type of aircraft to be transferred.

4.3.2.5.4.2. In the case of any aircraft transferred on a temporary basis—

4.3.2.5.4.2.1. The schedule under which the aircraft will be returned to the ownership of the ARC:

4.3.2.5.4.2.2. A description of the condition, including the estimated remaining service life, in which any such aircraft will be returned to the ARC.

4.3.2.5.4.2.3. A description of the allocation of resources, including the designation of responsibility for funding aircraft operation and maintenance and a detailed description of budgetary responsibilities, for the period for which the ownership of the aircraft is transferred to the RegAF.

4.3.2.5.4.2.4. The designation of responsibility for funding maintenance requirements or modifications to the aircraft generated as a result of the transfer, including any such requirements and modifications required during the period for which the ownership of the aircraft is transferred to the RegAF.

4.3.2.5.4.2.5. Any location from which the aircraft will be transferred.

4.3.2.5.4.2.6. The effects on the skills and proficiencies of the ARC personnel affected by the transfer.

4.3.2.5.4.2.7. Any other items the Director of the Air National Guard or the Commander of the Air Force Reserve Command determines are necessary in order to execute such a transfer.

4.3.2.5.5. The requesting MAJCOM will draft the MOA and send to AF/A8P for HAF Coordination and Signatures. The MOA will be signed by the Commander of the AFRC and/or the Director of the ANG Chief and then sent to the CSAF for final signature. After the MOA has been signed by the CSAF, SAF/MR will coordinate the MOA with the OSD/RA. Then provide final notification to Congress. Following the notification SAF/MR will notify AF/A4L and AF/A8P, allowing the transfer to occur.

4.3.2.5.6. The signed MOA will be provided to Congress, prior to transferring aircraft assignment or possession from the ARC to the Active Component, IAW 10 USC § 8062, *Requirements for Transferring Aircraft Within the Air Force Inventory* current edition.

4.3.2.5.7. PCRs are accomplished IAW guidance from AF/A8PE. ARC PCR actions require compliance with DoDI 1225.06. The current process for PCRs do not include coordination with OSD/RA but are required when an aircraft is approved for an out-of-cycle reprogramming from an ARC to a RegAF.

#### **4.4. Repair or Retire Decision Process.**

4.4.1. The AF will use a repair retire decision process to evaluate aerospace vehicles that have experienced mishaps or that may require cost prohibitive PDM.

4.4.2. The Weapons System Program Manager (PM) is the repair or retire decision authority for both aerospace vehicles that face excessive PDM costs and mishap aerospace vehicles below the Class A Mishap cost threshold, as defined in AFI 91-204, *Safety Investigation and Reports*. When a damaged aerospace vehicle is above the Class A mishap of \$2 million threshold (the cost to repair engines are not included) are required to go through the enterprise repair or retire decision process described below if not declared a total loss. Estimates just above the threshold may be waived by Life Cycle Management Branch of the Product Support Division, (AFMC/A4/A10/A4FI).

4.4.3. Criteria for Determining to Repair or Retire Decision Process for Aircraft

4.4.3.1. Damaged aerospace vehicles are those with structural or material damage from any means (e.g., crash landing, fire damage, battle damage, ground handling accident, airframe integrity, wear and tear, etc.). An aircraft can be terminated based upon the determination that it is a total loss or through this Repair Retire Process. Contact the AF/A4LM to determine if an AF Form 913 is required.

4.4.3.2. IAW AFI 21-103, mishap aerospace vehicles determined to be a total loss by the assigned maintenance group commander, in coordination with the Weapon System PM, will be terminated from the inventory. The Weapon System PM will evaluate the circumstances and determine save list, and the forthcoming demilitarization criteria for the aerospace vehicle in question. For technical guidance Reference AFMCI 23-111, *Reclamation of Air Force Property* and Demilitarization AFMCI 23-103 *Demilitarization AFMC/A4 Supply Chain Management Branch (AFMC/A4/10/A4RX)*.

4.4.3.3. An enterprise decision to repair or retire is required when a damaged aerospace vehicle is determined not to be a total loss and when the costs to repair the aerospace vehicle meets a Class A Mishap as defined in AFI 91-204, The PM, through the Program Executive Office (PEO), will complete a recommendation and an analysis, using **Attachment 10** as a template to provide required information. The PM will obtain the minimum of lead and assigned MAJCOM/A3 and A4 coordination on their recommendation. If MAJCOM A3 or A4 are not in agreement with the PM's recommendation then MAJCOM CD coordination will be required. **NOTE:** The Class A Mishap threshold excludes the engine costs and/or Programmed Depot Maintenance.

4.4.3.3.1. The aerospace vehicle should be returned to service at least 24 months prior to being scheduled for retirement. Confirm repairs are IAW 10 USC § 2244a, *Equipment Scheduled for Retirement or Disposal: Limitation on Expenditures for Modification* current edition, referred to as the Sunset Clause in AFI 63-101/20-101, *Integrated Life Cycle Management*.

4.4.3.4. After obtaining lead and assigned MAJCOM coordination, the PM will forward the package to AFMC/A4/A10/A4FI for concurrence through AFMC/A4 prior to submission to AF/A4LM.

4.4.3.5. AF/A4LM will initiate the staff package and will route the package to AF/A8PE. Packages recommended for retirement must be approved by AF/A8P. Packages recommended for repair approval must be approved by AF/A8. AF/A8PE will request coordination from the following offices: AF/A3T, Secretary of the AF Acquisitions Directorate of Global Power Programs (SAF/AQP).

4.4.3.5.1. If AF/A8P approves the aircraft to retire DoD screening and an AF Form 913 is required by AF/A4LM. In addition the appropriate Force Programmer Panel POC will be updated FSDM Database to reflect the reduction **(T-0)**.

4.4.3.5.2. If AF/A8 approves the aircraft to be repaired, a digitally signed memorandum will be provided to the Program Office and courtesy copy the appropriate owning and lead command offices **(T-0)**.

4.4.3.5.3. For situations such as crashed aircraft in the AOR requiring a quick decision a MAJCOM coordinated recommendation package must be submitted to AF/A4LM no later than 90 business days after damage occurs and will be expedited for approval within 10 business days of receipt **(T-0)**.

4.4.3.5.4. Inventory and status reporting of aerospace vehicles undergoing these disposition decisions will be in accordance with AFI 21-103.



4.4.3.5.5. In reference to **Attachment 3**, IAW FMR 41 Code of Federal Regulations (CFR), Parts §§ 102-36.215 - 102-36.340 *Reporting Excess Personal Property*, current edition. A GSA release letter is required for all aircraft prior to turning in any remains to DLA Disposition Services regardless of a total loss or aircraft undergoing the save list process /parts reclamation and in place disposal. AF/A4LM will support units with obtaining a GSA Release letter by completing and signing an SF-120 *Report of Excess Personal Property*. **Attachments 12** provides information required to complete a GSA SF-120. GSA release letters are not required for aircraft in the AOR.

## Chapter 5

### INACTIVE INVENTORY AEROSPACE VEHICLES PROCESSES AND PROCEDURES FOR IMPLEMENTING ASSIGNMENTS AND TRANSFERS

**5.1. Inactive Aerospace Vehicle Inventory Allocations.** The FSW on the SIPRNET, after being approved by the NDAA, identifies reductions of authorizations, down to the squadron level in a particular fiscal year. Inactive inventory assets may be used for parts reclamation, ground test (flight test may be possible if provided as Government Furnished Equipment (GFE)), and ground training.

5.1.1. AF Program Integration Division, (AF/A8PE) database branch updates FSDM based upon the approved AF Program Products like the FSW will reflect what has decreased per MDS from the active inventory authorizations at the unit level. Following the signing of the NDAA AF/A4L requests the force structure changes, by MDS, from AF/A8P. AF/A4L provides this information to the affected Aerospace Vehicle Program Offices through AFMC/A4FI. Program Office will engage Lead and using MAJCOMs to begin determining the specific aircraft tail numbers that will be migrated from the active inventory and the flow for those removals.

5.1.2. Once the aircraft tail numbers have been identified, AF/A4LM supports the subsequent migration planning, to determine whether these assets will be migrated into the inactive inventory or divested from the AF inventory. AF uses an FY based screening process in this phase. Through screening USAF will prioritize aerospace vehicles being removed from the active inventory to identify the next highest priority for their follow-on uses. This process begins the creation of the Migration Plan and utilizes the AF Strike Board process that will both be further detailed in [Chapter 7](#).

### 5.2. DoD Screening Process.

5.2.1. Once an aircraft is determined to be excess in the active inventory AF/A4LM will screen the aircraft IAW this AFI and DoDM 4160.21-Vol 4 (**T-0**).

5.2.1.1. The Lead Command AVDO and Weapon System PM will assist AF/A4LM, as required, identifying and prioritizing all known and potential AF requirements.

5.2.1.2. Several factors affect determination of aerospace vehicle dispositions. Consider the remaining flyable life cycle, parts reclamation potential to improve operational mission capability and replenish wholesale inventories, aerial target (drone) program potential, future DoD peacetime or wartime operational requirements, ground training, test and NMUSAF.

5.2.2. AF/A4LM will assign inactive excess aerospace vehicles to the highest priority using the AF Form 913 process (**T-0**). For unique circumstances for transfers outside the AF, IAW DoDM 4160.21 Vol 1 *Defense Materiel Disposition: Disposal Guidance and Procedures*, Enclosure 2, Para 1, the Assistant Secretary of Defense for Logistics and Materiel Readiness provides oversight for the policy and implementation of the DoD material disposition program including polices for Foreign Excess Personal Property.

5.2.3. The priority for allocation of aircraft IAW DoDM 4160.21 Vol 4 is the following:

- 5.2.3.1. Transfer to another Military Department as complete aircraft as determined by Weapon System Program Office.
- 5.2.3.2. Transfer to another DoD activity to include CAP as complete aircraft.
- 5.2.3.3. Determine and assign to the highest priority of the following three requirements: ground testing, ground training, or extensive parts reclamation to satisfy DoD supply system needs with the needs of the owning Military Department taking precedence.
- 5.2.3.4. Transfer excess aircraft to federal and State law enforcement activities through DLA Disposition Services Law Enforcement Support Office.
- 5.2.3.5. Transfer to another Military Department or DoD agency for inactive purposes.
- 5.2.3.6. Transfer to the NMUSAF for heritage program use.
- 5.2.3.7. Aircraft is now an Excess Defense Article (EDA).
  - 5.2.3.7.1. Transfer for Security Assistance Needs. Secretary of the AF International Training and Education & Excess Defense Articles (SAF/IARW) accomplishes the FMS screening.
  - 5.2.3.7.2. Transfer to a Federal civil agency through GSA, if approved and accepted through a GSA screening. An SF-120 will be loaded to the GSA website to accomplish the screening.
  - 5.2.3.7.3. Donation to authorized recipients through GSA, State Agencies Surplus Property (SASP), if approved and accepted through a GSA screening. An SF-120 will be loaded to the GSA website to accomplish the screening.
  - 5.2.3.7.4. For Category "A" aircraft, only transfer to authorized organization for commercial use through GSA. GSA will load an SF-120 and other required information from the AF to the public GSA Auction website. **NOTE:** Transfer category "A" aircraft designed to support oil spill response to the DLA Disposition Services prior to offering to GSA public sale.

**5.3. Assignment and Transfer Processes for Inactive Inventory Aircraft.** Apply **Chapter 4** for assignment and transfer process unless specific variations are identified in this chapter.

5.3.1. The following inactive inventory aerospace vehicle transfers, or changes, require the coordination of a project action (the issuance of a new or the amendment of an existing an AF Form 913):

5.3.1.1. MAJCOM transfers across MAJCOMs or within MAJCOM transfers that are required to support a different purpose, e.g., inactive test aircraft transfer to storage or reclamation or Ground Instructional Training Aid (GITA) becoming other Training aids etc. Reference **Attachment 13** for optional MAJCOM requirement prior to approval prior to the acceptance of a within the MAJCOM.

5.3.1.2. Termination of the aerospace vehicle from the AF inventory to the NMUSAF or an organization outside of the AF. **Chapter 7** provides additional guidance for Terminations.

5.3.2. Business rules for processing inactive inventory AF Form 913-Requests and approvals.

5.3.2.1. An internal AF screening for inactive aircraft and one last confirmation for any requirements for active inventory aerospace vehicles, if the aircraft is in flyable condition will be accomplished by AF/A4LM. Project actions (gains or losses) are initiated by the MAJCOM AVDO. Apply [paragraph 4.3.1](#) with the exception of the involvement of force structure planning organizations.

5.3.2.2. After MAJCOM AVDO coordination has been accomplished the MAJCOM AVDO will submit project action requests into the Aircraft Disposition Website administered by AF/A4LM. The project action request must communicate whether this is a transfer within the AF or a declaration the aircraft is excess to the AF. Apply [paragraph 4.3.2](#) with these **exceptions:**

5.3.2.2.1. For transfer of aerospace vehicle dispositions within the AF: AF/A4LM coordinates requests with the Program Office and other affected organizations (as indicated [Chapter 4](#)). AF/A4LM garners approval from AF/A4LM Division and info copies the applicable Force Programmer.

5.3.2.2.2. For aircraft that are being declared excess to the Air Force: AF/A4LM begins screening the aerospace vehicle IAW DoDM 4160.21 Vol 4. to determine the next disposition. Once screening has been completed and the next disposition has been determined the AF Form 913 will be approved and termination activities will commence IAW [Chapter 7](#).

5.3.2.2.3. For both inactive disposition types described above AF/A4LM will distribute approved AF Form 913s as indicated in [Chapter 6](#), including 309 AMARG/MXDS workflow (as required) and the AF AVDO implements vehicle allocation changes approved by HAF as indicated in [Chapter 4](#), to include terminating the asset(s) when applicable.

5.3.2.2.4. IAW [paragraph 4.3.1.10](#), aerospace vehicles in storage at 309 AMARG, all aircraft and missiles subject to the New Strategic Arms Reduction Treaty, or other applicable arms control treaties, require disposition change coordination with AF/A10S. Missiles will be transferred and terminated IAW New Strategic Arms Reduction Treaty requirements. AFGSC, SMC the Advanced Systems and Development Directorate, at the AF Nuclear Warfare Center will manage excess assets (**T-1**).

5.3.3. Changes of Possession: Comply with [Chapter 4](#) except as noted below.

5.3.3.1. IAW AFI 21-103, aerospace vehicles are required to be reported in MIS (G081/IMDS) for Ground Instructional Training Aid (GITA) and Training Aid Aircraft (TAA) in order to receive Time Compliance Technical Order (TCTO) updates. The only TCTOs required to be maintained for TAA aircraft are those for meeting the training objectives. There is no need to report TAA and Air Battle Damage Repair (ABDR) in MIS.

5.3.3.2. In reference to [paragraph 5.2.3.5](#), requirements for Transfer of Aircraft from ARC to RegAF: If an Active Component seeks possession of an ARC inactive inventory aerospace vehicle consult with AF/A4LM to ensure compliance, e.g. for Type 1000 storage and GITA assets, etc.

5.3.3.3. The following are common inactive assignment PICs that support the inactive AF inventory:

5.3.3.3.1. Storage (XS, XV, XX, XD)

5.3.3.3.2. Storage for FMS/SAP (XT)

5.3.3.3.3. Lease/loan (XY, NY)

5.3.3.3.4. Contractor test, test support, proto-type test and ground test (EB, ED, EJ)

5.3.3.3.5. Permanently grounded (cannot always be feasibly or easily be returned to flyable condition) (TX, TA)

5.3.3.3.6. Bailment (EB, ED, VN, XU)

5.3.3.4. All disposition changes to aircraft and missiles subject to New Strategic Arms Reduction Treaty or other applicable arms control treaty require coordination with AF/A10S. Missiles will be transferred and terminated in accordance with New Strategic Arms Reduction Treaty requirements. AFGSC, SMC Space Development and Test Wing, and Air Force Nuclear Weapons Center will manage excess assets. **(T-0)**.

## Chapter 6

### TERMINATION OF AEROSPACE VEHICLES FROM THE AF INVENTORY

**6.1. Reasons for Terminations.** Example situations that cause aerospace vehicles to become excess to the AF: Elimination of a mission requirement, the aircraft is a total loss, the aircraft has undergone a repair or retire decision and the decision is to retire, a replacement type MDS is being delivered, etc.

6.1.1. Prior to termination of the aerospace vehicle from aerospace vehicle database aircraft inventory (REMIS) use [Attachment 5](#) for guidance to accomplish all required documentation and coordination based upon type of transfer of inactive aircraft.

6.1.2. MAJCOM in coordination with lead command will request a save list IAW AFMCI 23-111 from appropriate Program Office.

6.1.3. MAJCOM in coordination with lead command will evaluate the possessing maintenance organization or equivalent capability to determine if save list requirements are beyond their resources and capabilities which would “impact mission operations”. Possessing unit will contract support to accomplish save list.

6.1.4. For unique situations where large systems are intended to be used for FMS such as an aircraft wing, SAF/IARW will work with the Program Office to provide a Letter of Acceptance and contractual agreements.

### **6.2. Demilitarization, Removal of Hazardous Materials (HAZMAT) (DEHAZ), Declassification.**

6.2.1. The owning organization will follow the guidelines for aircraft demilitarization in accordance with DoDM 4160.28-V1, *Defense Demilitarization (DEMIL)*, DoDM 4160.28-V3, *Defense Demilitarization and Procedural Guidance*, and AFI 64-103, *Leasing Non-Excess USAF Aircraft, Aircraft-Related Equipment, and Other Personal Property to Non-Government Organization*. DoDM 4160.28-V3 provides guidance for DEMIL and declassification certification. Units will coordinate external support for demilitarization requirements that are beyond unit’s capability with the applicable MAJCOM/Lead Command for resolution.

6.2.2. The owning unit custodian will accomplish the following actions for aircraft with AF/A4LM approval to be turned into DLA Disposition Services for disposal:

6.2.2.1. Remove hazardous materials (HAZMAT) aka DEHAZ, based upon the Demilitarization Procedural Guidance from the appropriate Program Office.

6.2.2.2. Contact Regional DLA Disposition Services Office and complete DLA Disposition Services Aircraft Turn-in Checklist. The DLA Disposition Checklist is available on the DLA Disposition Services website: <https://www.dla.mil/DispositionServices/DDSR/TurnIn/Aircraft/>.

6.2.2.2.1. If an aircraft has been approved for disposal but unit does not have capability required to remove all HAZMAT and/or classified equipment as required by the DLA Disposition Checklist, MAJCOMs and Program Offices may pursue contract support to accomplish DEMIL and Disposal actions

- 6.2.2.2.2. If an aircraft has been approved for disposal but it is not feasible to remove all HAZMAT and/or classified equipment as required by the DLA Disposition Checklist, MAJCOMs and Program Offices may pursue contract support to accomplish DEMIL and Disposal actions.
- 6.2.2.3. Sign and provide the DD 1348, *DoD Single Line Item Requisition Document* turn-in receipt from DLA Disposition Service to unit AVDO. Then forward up through MAJCOM AVDO and to the AF AVDO in order to terminate from REMIS.
- 6.2.3. If an aircraft is selected for transfer from AMARG as a result of the GSA screening, the program office will submit a request to the AFMC AVDO and the AFMC AVDO will request a project action from AF/A4LM to document the transfer.
- 6.2.4. IAW FMR 41 CFR § Parts 102-36.220 - 102-36.340 a GSA release letter is required for all aircraft prior to turn-in to DLA Disposition Services, regardless of aircraft condition. Exception to this law is for aircraft destroyed OCONUS.
- 6.2.4.1. AF/A4LM will support units with obtaining a GSA Release letter by completing and signing an SF-120.
- 6.2.4.2. The following information is required to support the completion of an SF-120: Date of mishap, high level information about the mishap, was there a fatality?, email stating legal hold has been accomplished from AFLOA/JACC, IAW AFI 51-503, *Aerospace and Ground Accident Investigations*, original acquisition costs from Program Office, owning, custodian for the property, property physical location.
- 6.2.4.3. Mishap aircraft destroyed OCONUS and abandoned in place are exempt from the requirement to obtain a GSA release letter.

## Chapter 7

### STRATEGIC TOOLS FOR MANAGING THE AIRCRAFT DISPOSITION PROCESS

**7.1. Migration Plan.** Migration planning is an integral part of life cycle planning as an element of inventory management of AF assets and addresses reclamation and disposal. The Weapon System Program Manager (PM) documents an assessment of when the initial Migration Plan is due in accordance with AFI 63-101/20-101. Generally, this would be when retirements of the weapon system are scheduled in the FYDP. The Migration Plan is developed by the PM and identifies the current and programmed force structure throughout the FYDP, the current and programmed divestiture of all aerospace vehicles throughout the FYDP (MDS changes, conversion to trainers, 309 AMARG inductions, FMS, SAP, transfers to other services or DoD agencies, transfers to the NMUSAF etc.), and a summary of the inventory of 309 AMARG stored aerospace vehicles detailing their current and programmed status throughout the FYDP, as applicable. As aerospace vehicles are retired, the Migration Plan is used to determine present and future requirements for inactive aircraft to support the remaining active inventory and other inactive requirements for example FMS and drone program.

**7.2. The Air Force Strike Board.** The Air Force Strike Board is a critical strategic tool for supporting the execution of the AF Migration Plan. The Strike Board is co-hosted by AF/A4LM, AFMC/A4/10/A4FI, and 309 AMARG/MXDS and is designed to allow the System Program Offices (PO) and MAJCOM AVDOs to brief Air Force retirements occurring throughout the FYDP. Additionally, the Strike Board provides a forum for discussion of other outstanding issues to include scheduling of aircraft inductions into AMARG, changes to storage types, reclamation and disposal. At a minimum, it will address requirements for aerospace vehicles retiring in the FYDP and those currently in storage, NMUSAF requirements, FMS/SAP requirements, and other dispositions as appropriate. Request active participation from the following organizations: SAF/IARW, SAF/AQD, AFMC/A4MM, AFMC/A4/10/A4FI, AFMC/A4/10/A4RX, AF Engine Manager from Tinker AFB, NMUSAF, All MAJCOM AVDOs, DSCA, GSA, Defense Logistics Agency (DLA) Disposition Services, Law Enforcement Support Office, Navy and Army representatives, Reclamation Program and Control Officers and 309 AMARG. The Strike Board serves as the final vetting forum and approval authority for the disposition of excess aerospace vehicles and the results will be reflected in the Migration Plan.

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DCS, Plans and Programs



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

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- AFMAN 33-363**, *Management of Records*, 1 Mar 2008
- AFI 33-360**, *Publications and Forms Management*, 1 Dec 2015
- AFPD 90-6**; *Air Force Strategy, Planning, Programming, Budgeting, and Execution (SPPBE) Process*, 26 June 2019
- AFI 10-503**, *Strategic Basing*, 28 July 2017
- AFI 21-103**, *Equipment Inventory, Status, and Utilization Reporting*, 16 December 2016
- T.O. 00-20-1**, *Aerospace Equipment Maintenance Inspection, Documentation, Policies and Procedures*, 1 June 2018
- DoDM 4160.21-V1** *Defense Materiel Disposition: Disposal Guidance and Procedures*, 22 October 2015
- AFMCI 23-111**, *Reclamation of Air Force Property*, 1 February 2019
- DoDM 4160.21-V4**, *Defense Materiel Disposition: Instructions for Hazardous Property and Other Special Processing Materiel*, 22 October 2015
- AFMAN 16-101**, *Security Cooperation (SC) and Security Assistance (SA) Management*, 2 August 2018
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- T.O. 1-1-686**, *Desert Storage Preservation and Process Manual for Aircraft, Aircraft Engines, and Aircraft Auxiliary Power Unit Engines*, 1 January 2009
- AFI 84-103**, *USAF Heritage Program*, 22 May 2015
- 10 USC § 2572**, *Documents, historical artifacts and condemned or obsolete combat material: loan, gift or exchange*
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- AFI 16-401**, *Designating and Naming Defense Military Aerospace Vehicles*, 16 May 2014
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- DoDI 5000.64**, *Accountability and Management of DoD Equipment and Other Accountable Property*, 27 April 2017
- DoDI 4000.19**, *Support Agreements, Change 2*, 31 Aug 2018

**AFI 25-201**, *Intra-Service, Intra-Agency, and Inter-Agency Support Agreements Procedures*, 18 October 2013

**10 U.S.C § 9062**, *Policy; composition; aircraft authorization*

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**10 USC § 2244a**, *Equipment Scheduled for Retirement or Disposal: Limitation on Expenditures for Modifications*

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

**DoDM 4120.15-L**, *Model Designation of Military Aerospace Vehicles*, 31 Aug 2018

**41 CFR §§ 102-36.215 – 102-36.340** *Reporting Excess Personal Property*

**AFI 64-103**, *Leasing Non-Excess USAF Aircraft Aircraft-Related Equipment and Other Personal Property to Non-Government Organization*, 14 Mar 2017

**DoDM 4160.28,-V1**, *Defense Demilitarization: Program Administration*, 15 July 2019

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**AFI 51-503**, *Aerospace and Ground Accident Investigations*, 14 April 2015

**AFI 91-204**, *Safety Investigation and Reports*, 27 April 2018

#### ***Prescribed Forms***

**AF Form 913**, *Aerospace Vehicle Project Action*, 21 Dec 2006

#### ***Adopted Forms***

**AF Form 847**, *Recommendation for Change of Publication*, 22 Sep 2009

**AFTO Form 290**, *Aerospace Vehicle Delivery Receipt*, 16 May 2018

**AFTO Form 781A**, *Maintenance Discrepancy and Work Document*, 28 Jun 2017

**DD Form 250**, *Material Inspection and Receiving Report*, 1 Jan 2000

**DD Form 1149**, *Requisition and Invoice/Shipping Document*, 1 Jan 2016

**DD Form 1348**, *DoD Single Line Item Requisition Document*, 1 Jul 1991

**SF 120**, *Report of Excess Personal Property*, Oct 2016

**SF 122**, *Transfer Order Excess Personal Property*, Sep 2014

**SF 123**, *Transfer Order Surplus Personal Property*, Nov 2015

#### ***Abbreviations and Acronyms***

**ADN**—Assignment Directive Number

**AFI**—Air Force Instruction

**AFMAN**—Air Force Manual

**AFMC**—Air Force Materiel Command  
**AFOTEC**—Air Force Operational Test and Evaluation Center  
**AFPD**—Air Force Policy Directive  
**AFR**—Air Force Reserve  
**AFRIMS**—Air Force Records Information Management System  
**AFWIC**—Air Force Warfighting Integration Capability  
**AMARG**—Aerospace Maintenance and Regeneration Group  
**ANG**—Air National Guard  
**AR**—Attrition Reserve  
**ARC**—Air Reserve Component  
**AVDO**—Aerospace Vehicle Distribution Office  
**BAA**—Backup Aerospace Vehicle Authorized  
**BAI**—Backup Aerospace Vehicle Inventory  
**CCDR**—Combatant Commander  
**CCMD**—Combatant Command  
**CFO**—Chief Financial Office  
**CFR**—Code of Federal Regulations  
**DEMIL**—Demilitarization  
**DoD**—Department of Defense  
**DPG**—Defense Planning Guidance  
**DRMS**—Defense Reutilization and Marketing Service  
**DRU**—Direct Reporting Unit  
**DSCA**—Defense Security Cooperation Agency  
**DT&E**—Developmental Test and Evaluation  
**EDA**—Excess Defense Article  
**FEPP**—Foreign Excess Personal Property  
**FMS**—Foreign Military Sales  
**FOA**—Field Operating Agency  
**FSC**—Federal Supply Class  
**FSDM**—Force Structure Data Management  
**FSW**—Force Structure Worksheet  
**FYDP**—Future Years Defense Program

**GDF**—Guidance for Development of the Force  
**GFE**—Government Furnished Equipment  
**GSA**—General Services Administration  
**ICBM**—Intercontinental Ballistic Missile  
**JPG**—Joint Programming Guidance  
**JSPS**—Joint Strategic Planning System  
**MAJCOM**—Major Command  
**MDS**—Mission Design Series  
**MICAP**—Mission Impaired Capability Awaiting Parts  
**MP**—Migration Plan  
**NDA**—National Defense Authorization Act  
**NMUSAF**—National Museum of the United States Air Force  
**OT&E**—Operational Test and Evaluation  
**PAA**—Primary Aerospace Vehicle Authorization  
**PAI**—Primary Aerospace Vehicle Inventory  
**PCR**—Program Change Request  
**PDAI**—Primary Development/Test Aerospace Vehicle Inventory  
**PDM**—Programmed Depot Maintenance  
**PDS**—Program Data System  
**PEC**—Program Element Code  
**PIC**—Purpose Identifier Code  
**PM**—Program Manager  
**PMAI**—Primary Mission Aerospace Vehicle Inventory  
**POIA**—Primary Other Aerospace Vehicle Inventory  
**POM**—Program Objective Memorandum  
**PPUG**—Planning and Programming Update Guidance  
**PTAI**—Primary Training Aerospace Vehicle Inventory  
**RAPIDS**—Resource Allocation Programming Information Decision System  
**RDT&E**—Research, Development, Test, and Evaluation  
**REMIS**—Reliability and Maintainability Information System  
**RIT**—Risk Insurance Type  
**RPA**—Remotely Piloted Aircraft

**SAP**—Security Assistance Program  
**SOF**—Special Operations Forces  
**SPG**—Strategic Planning Guidance  
**T&E**—Test and Evaluation  
**TAI**—Total Active Aerospace Vehicle Inventory  
**TEMP**—Test and Evaluation Master Plan  
**TII**—Total Inactive Inventory  
**TO**—Technical Order  
**TOAI**—Total Overall Aerospace Vehicle Inventory  
**UAV**—Unmanned Aerospace Vehicle  
**USC**—United States Code  
**WSC**—Weapons System Code

### *Terms*

**Active Inventory**—Aircraft are designated as active inventory to support the number of authorizations in the AF Program across Fiscal Years (aircraft designated to perform Air Force operational mission, test, training, and other flight activities). The AF active aircraft inventory must be programmed with authorizations in the FSW after being approved by Program Objective memorandum (POM) activities.

**Aerospace Vehicle**—Aerospace Vehicle--include all aircraft, gliders, remotely piloted aircraft, drones, missiles (specific types), and space systems. Aerospace vehicles also include aircraft fuselages used for training and test. Mine Resistant Ambush Protected vehicles, and Ground Control Stations are not aerospace vehicles but are covered within this publication for specific handling requirements.

**Aerospace Vehicle Retirement**—Aerospace vehicles that are excess to AF operational needs and transfer from the active inventory.

**Aerospace Vehicle Termination**—Aerospace vehicles that have been removed from the AF active or inactive inventory (i.e., crashed, not economically feasible to repair, reclaimed, disposed of, transferred to another service or DoD activity, or donated to the NMUSAF).

**Aircraft Inventory Categories**—Inventory is divided into two distinct and separate areas: assignment and possession. Assignment and possession are further identified by purpose codes

**Assignment**—Assignment is the allocation of an aerospace vehicle by AF to MAJCOMs for the purpose of carrying out assigned wartime, training, and/or test missions. Specific purpose identifier codes are used for assignment.

**Attrition Reserve (AR)**—Aircraft procured for the specific purpose of replacing the anticipated losses of aircraft because of peacetime and/or wartime attrition.

**Backup Aerospace Vehicle Inventory (BAI)**—Aircraft above the primary mission inventory to permit scheduled and unscheduled depot level maintenance, modifications, inspections and repair and certain other mitigating circumstances without reduction of aircraft available for the assigned mission. Other mitigating circumstances may include specialized maintenance requirements, medium duration home station modifications, and unique squadron sizing and location.

**Bailment**—Aircraft furnished to and under the controlling and physical custody of a non-government organization pursuant to the requirements of a government contract. Purpose Identifier Codes EB, ED, DN, VN, and XU.

**Drone**—A land, sea, or air vehicle that is remotely or automatically controlled.

**Foreign Military Sales**—That portion of United States security assistance authorized by the Foreign Assistance Act of 1961, as amended, and the Arms Export Control Act of 1976, as amended. This assistance differs from the Military Assistance Program and the International Military Education and Training Program in that the recipient provides reimbursement for defense articles and services transferred. Also called FMS (Purpose Identifier Code XT).

**Gain**—The assumption of possession and responsibility for an item by a unit.

**Host Command**—The command providing host base support to the activity maintaining a piece of equipment.

**Inactive Inventory**—The FSW and POM process identifies reductions of authorizations, down to the squadron level in a particular fiscal year. Inactive Aerospace vehicles are identified and will remain in the AF inventory. Inactive inventory assets may be used for parts reclamation, ground test (flight test may be possible if provided as GFE), and ground training.

**Lease**—Military aircraft provided to agencies and organizations outside the Federal Government on a temporary basis. Purpose Identifier Code XY.

**Loan**—Military aircraft provided to other Federal Government departments and agencies on a temporary basis. Purpose Identifier Code NY.

**Loss**—The release of possession and responsibility for an item by a unit.

**Maintenance Training**—Aircraft employed for ground training which do not require airborne operations. Purpose Identifier Codes EJ, TX.

**Migration Plan**—The Migration Plan is developed by the PM and identifies the current and programmed force structure throughout the FYDP, the current and programmed divestiture of all aerospace vehicles throughout the FYDP (MDS changes, conversion to trainers, 309 AMARG inductions, FMS, SAP, transfers to other services or DoD agencies, transfers to the NMUSAF etc.), and a summary of the inventory of 309 AMARG stored aerospace vehicles detailing their current and programmed status throughout the FYDP, as applicable. As aerospace vehicles are retired, the Migration Plan is used to determine present and future requirements to support the remaining inventory.

**Mission Assignment Series (MAS)**—Refers to a Mission Design Series-like code utilized for MRAP. The MRAPs are named as part of the Army's ground vehicle nomenclature. This MAS code enables MRAPs to utilize complex aircraft maintenance data collection systems and processes without being renamed.

**Mission Design Series (MDS)**—Refers to the system of identifying various weapon systems as described in DoD Manual 4120.15-L, *Model Designation of Military Aerospace Vehicles*. For example, an F-22A is a fighter (mission), designated 22 (design), and the first, or “A” in the series. AFI 16-401, *Designating and Naming Defense Military Aerospace Vehicles*, contains the procedures for requesting/changing an MDS.

**Possession**—Possession is the actual acceptance, operational use (utilization), or designation of responsibility for an aerospace vehicle. Data collection is described in the appropriate user's manual.

**Primary Aerospace Vehicle Authorization (PAA)**—The number of aircraft authorized to a unit for performance of its operational mission. The primary authorization forms the basis for the allocation of operating resources to include manpower, support equipment, and flying-hour funds.

**Primary Aerospace Vehicle Inventory (PAI)**—The aircraft assigned to meet the primary aircraft authorization. Includes PMAI, PTAI, PDAI and POAI.

**Primary Development/Test Aerospace Vehicle Inventory (PDAI)**—Aircraft assigned primarily for testing of the aircraft or its components for purposes of research, development, test and evaluation, operational test and evaluation, or support for testing programs. Purpose Identifier Codes CB, EI, and EH.

**Primary Mission Aerospace Vehicle Inventory (PMAI)**—Aircraft assigned to a unit for performance of its wartime mission. Purpose Identifier Codes CC, CA, and IF.

**Primary Other Aerospace Vehicle Inventory (POAI)**—Aircraft required for special missions not elsewhere classified. Purpose Identifier Codes CF, ZA, and ZB.

**Primary Training Aerospace Vehicle Inventory (PTAI)**—Aircraft required primarily for technical and specialized training for crew personnel or leading to aircrew qualification. Purpose Identifier Code TF.

**Program Element Code (PEC)**—A code representing the aggregations of organizational entities and resources needed to perform a specific activity/assigned mission.

**Project Action**—Request for transfer on the Aircraft Disposition Website.

**Purpose Identifier Code (PIC)**—Two-letter code that identifies a specific use or mission for an aerospace vehicle. See **Attachment 3** for assignment PICs.

**Reclamation**—Aircraft removed from operational service due to damage, depreciation, administrative decision, or completion of projected service life.

**Reclamation Insurance Type**—Aircraft set aside for potential future parts reclamation. Typically aircraft in RIT have already been reclaimed and terminated from the Air Force inventory.

**Storage**—Aircraft removed from the active inventory and held in a preserved condition. Purpose Identifier Codes XS, XT, XV, and XX. Can at times be referenced by T.O. 1-1-686 definition of 1000 (XS/XT), 2000 (XV) or 4000 (XX).

**Termination**—The deletion of an aerospace vehicle from the Air Force Inventory because any of these apply: it is transferred to a non-Air Force activity, it is damaged beyond economical repair, or it is destroyed.

**Total Active Inventory (TAI)**—Aircraft assigned to operating forces for mission, training, test, or maintenance functions. Sum total of PAI + BAI + AR.

**Total Inactive Inventory (TII)**—Aircraft in storage, bailment, loan or lease outside the defense establishment, used as Government Furnished Property, or otherwise not available for military service.

**Total Overall Aerospace Vehicle Inventory (TOAI)**—The sum of TAI and TII.

**Trainer**—Equipment designed and procured specifically for formal training programs. For this regulation, trainers are reportable.

**Unmanned Aerial System (UAS)**—That system whose components include the necessary equipment, network, and personnel to control a remotely piloted aircraft.

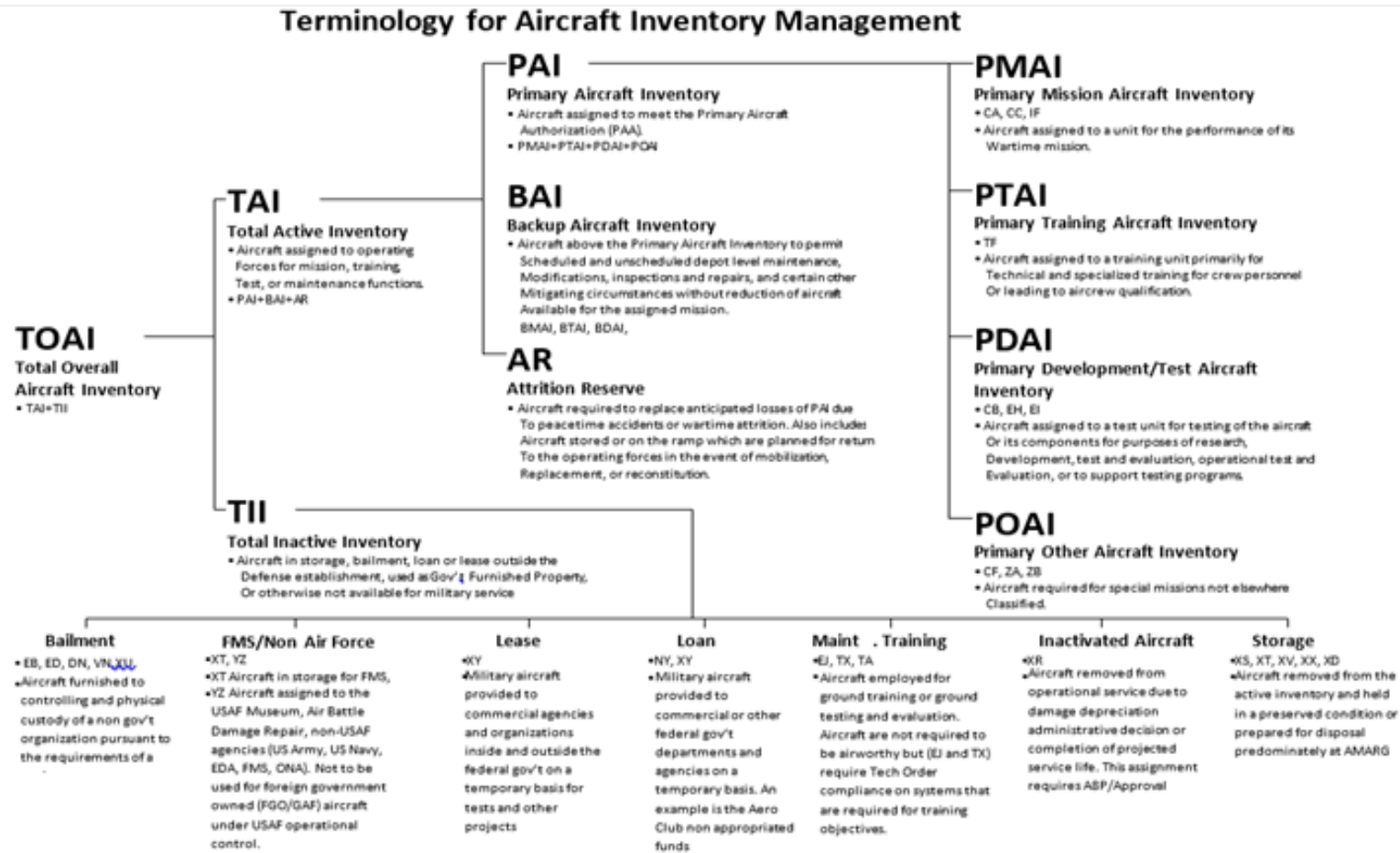
**Weapons System Code (WSC)**—Refers to a combination of one or more weapons with all related equipment, materials, services, personnel, and means of delivery and deployment (if applicable) required for self-sufficiency.



## Attachment 2

### TERMINOLOGY FOR AIRCRAFT INVENTORY MANAGEMENT

Figure A2.1. Terminology for Aircraft Inventory Management.



### Attachment 3

## REQUIRED COORDINATION AND DOCUMENTATION PRIOR TO REMIS UPDATES

**Table A3.1. Active Disposition Changes.**

<p>The following tables provide user a matrix of what minimum coordination, documents, and REMIS CFO reporting requirements involved in the different types of aircraft transfer.</p> <p>Active Disposition Changes <b>NOTE:</b> All active disposition changes require agreement with the Force Structure Worksheet. If they do not have a POM or a PCR, action is required prior to AF Form 913 completion. Very few exceptions can be made with Panel Chair Approval. See <b>Chapter 3.</b></p>			
Types of Active Disposition Changes (CA, CB, CF, EH, EI, IF, TF, TJ, ZA, ZB, DN, XC)	Minimum Coordination Required prior to AF Form 913 (additional internal MAJCOM as required)	Documentation required for AF AVDO to update REMIS	REMIS Chief Financial Officer (CFO) Reporting Requirements
<b>New Production</b>	<ul style="list-style-type: none"> <li>• Gaining MAJCOM AVDO</li> <li>• Lead Command AVDO</li> <li>• AF Force Programmer</li> <li>• System Program Manager</li> <li>• <i>Engine Manager Info Copy</i></li> </ul>	<ul style="list-style-type: none"> <li>• DD-250</li> <li>• AF Form 913</li> <li>• Assignment Directive Number is accomplished after REMIS has been loaded</li> </ul>	IAW AFI 21-103 5 business days: Unit costs Useful life
<b>MAJCOM to MAJCOM</b>	<ul style="list-style-type: none"> <li>• Losing MAJCOM AVDO</li> <li>• Gaining MAJCOM AVDO</li> <li>• AF Force Programmer</li> <li>• <i>System Program Manager Info Copy</i></li> </ul>	<ul style="list-style-type: none"> <li>• AF Form 913</li> <li>• IAW AFI 21-103:</li> <li>• AFTO 290 or DD 1149</li> <li>• Loss Message</li> </ul>	
<b>Changes to Mission Design Series, Purpose Code, Program Element Code</b>	<ul style="list-style-type: none"> <li>• Assigned MAJCOM AVDO</li> <li>• Lead MAJCOM AVDO</li> <li>• AF Force Programmer</li> <li>• <i>System Program Manager Info Copy</i></li> </ul>	<ul style="list-style-type: none"> <li>• AF Form 913</li> <li>• DD 250 for MDS changes only</li> </ul>	Cost changes to MDS Example F-16 to QF-16 PPE to OM&S CFO Modification

<b>Inactive to Active</b> <ul style="list-style-type: none"><li>• Regeneration from AMARG</li><li>• Transfer from another agency such as Navy</li></ul>	<ul style="list-style-type: none"><li>• Gaining MAJCOM AVDO</li><li>• Lead Command AVDO</li><li>• AF Force Programmer</li><li>• System Program Manager</li><li>• <i>Engine Manager Info Copy</i></li></ul>	<ul style="list-style-type: none"><li>• AF Form 913</li><li>• Original DD 250 if available and DD 1149</li><li>• MAJCOM loss Message IAW AFI 21-103</li></ul>	
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Table A3.2. Internal AF Inactive Disposition Changes.

Types of Active Disposition Changes	Coordination Required prior to AF Form 913	Documentation required prior to REMIS update	REMIS CFO Reporting Requirements
Divestment from Active Inventory	<ul style="list-style-type: none"> <li>• Losing MAJCOM AVDO</li> <li>• Lead MAJCOM AVDO</li> <li>• Gaining MAJCOM AVDO</li> <li>• AF Force Programmer</li> <li>• System Program Office</li> <li>• <i>Engine Manager Info Copy</i></li> <li>• AF/A4LM screening is required IAW DoDM 4160.21 Vol 4.</li> <li>• Additional coordination is required based upon results of the screening described below:</li> </ul>	<ul style="list-style-type: none"> <li>• AF Form 913</li> <li>• DD 1149</li> <li>• MAJCOM transfer Message IAW AFI 21-103 Reference termination</li> </ul>	
GITA and TAA (TX, TA)	<ul style="list-style-type: none"> <li>• Divestment Coordination above</li> <li>• Recipient of aircraft with MAJCOM AVDO</li> </ul>	Optional MAJCOM GITA assessment (refer to <b>Attachment #15</b> of this publication)	
Inactive Test (EB, ED, EJ)	<ul style="list-style-type: none"> <li>• Divestment Coordination above</li> <li>• For assignment to AFMC MAJCOM requires the AFMC Fleet Board approval</li> </ul>	AF Form 913 IAW AFI 21-103 AFTO 290 or DD 1149	
AMARG Storage Inductions (XS, XT, XV, XX)	<ul style="list-style-type: none"> <li>• Divestment Coordination above</li> <li>• AMARG AVDO</li> <li>• “AFMC/A4M” Parts Reclamation Office for aircraft in Type 2000 and 4000 storage.</li> </ul>	<ul style="list-style-type: none"> <li>• AF Form 913</li> <li>• AFTO 290</li> <li>• AFTO 345</li> <li>• Induction Checklist</li> <li>• IAW AFI 21-103</li> </ul>	<ul style="list-style-type: none"> <li>• Dependent upon the type of Storage</li> <li>• Type 1000 retain CFO reporting</li> <li>• Type 2000 and below no longer requires CFO reporting</li> </ul>

Inactive Government Furnished Equipment (GFE) loans (XU)	<ul style="list-style-type: none"> <li>• Loaned identified Coordination above</li> <li>• AF Sponsor remains assigned and possession and contractual documents support the subsequent understanding. GEO Location documented in REMIS</li> </ul>	<ul style="list-style-type: none"> <li>• AF Form 913</li> <li>• IAW AFI 21-103</li> <li>• DD 1149</li> </ul>	<ul style="list-style-type: none"> <li>• CFO reporting based</li> <li>• Contractual document</li> </ul>
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Table A3.3. Termination Codes.

<b>Termination Disposition changes</b>	<b>Coordination Required prior to AF Form 913</b>	<b>Documentation and steps required prior to REMIS updates</b>	<b>REMIS CFO Reporting Requirements</b>
Transfer to another DoD to include CAP Agencies (XY)	<ul style="list-style-type: none"> <li>• Divestment Coordination above</li> <li>• Guided by AF/A4LM with exception to mishap</li> <li>• Losing MAJCOM AVDO</li> <li>• Lead MAJCOM AVDO</li> <li>• AF Force Programmer</li> <li>• Program Office</li> <li>• <i>Engine Manager Info Copy</i></li> <li>• Gaining DoD Organization POC</li> <li>• Gaining organization DoD Accounting / SRANs</li> </ul>	<ul style="list-style-type: none"> <li>• AF Form 913</li> <li>• AFTO 290 or DD 1149.</li> </ul>	
Transfer to NMUSAF (XY)	<ul style="list-style-type: none"> <li>• Divestment Coordination above</li> <li>• NMUSAF POC from WPAFB (required)</li> </ul>	<ul style="list-style-type: none"> <li>• AF Form 913</li> <li>• AFTO 290 or DD 1149</li> </ul>	
Transfer to Agency outside of DoD through GSA (XY)	<ul style="list-style-type: none"> <li>• Divestment Coordination above</li> <li>• GSA Coordination</li> <li>• POC from receiving organization</li> </ul>	<ul style="list-style-type: none"> <li>• SF-120</li> <li>• SF-122/123</li> <li>• DD 1149</li> <li>• DoDM 4160.28 V1 and V3 Demil and Declassification Certificates for DLA/OSD</li> <li>• AF Form 913</li> </ul>	

<p>Disposal in place due to mishap or no continued use at the end of the screening. (N/A)</p>	<ul style="list-style-type: none"> <li>• Divestment Coordination above if approved to retire by Repair or Retire Process for Class A Mishap</li> <li>• Program Office approval for repairs under \$2M.</li> <li>• For mishap aerospace vehicles only, owning base legal office will submit request for legal release through MAJCOM to Air Force Legal Operations Agency (AFLOA) Joint Base Andrews, IAW AFI 51-503 paragraph 9.5</li> <li>• GSA release letter is dependent upon circumstances GSA Coord is only required for CONUS aircraft.</li> </ul>	<ul style="list-style-type: none"> <li>• Refer to AFI 21-103 for total loss. AF Form 913 is not required</li> <li>• MAJCOM AVDO contacts Program Offices for reclamation determination</li> <li>• Legal Release from AFLOA</li> <li>• GSA Release Letter</li> <li>• Dependent on the circumstances DLA Disposition Checklist. (MAJCOM AVDO will provide)</li> <li>• AF Form 913</li> <li>• DD 1348 is DLA Disposition Services turn-in hand receipt.</li> </ul>	<p>Termination codes Total loss versus other types of termination.</p>
<p>AMARG Disposal (XD)</p>	<ul style="list-style-type: none"> <li>• AMARG AVDO</li> <li>• Program Office</li> <li>• AFMC AVDO</li> <li>• <i>Info Copy</i></li> <li>• <i>Lead Command AVDO</i></li> <li>• <i>AF Force Programmer</i></li> <li>• <i>AMARG Disposal POC</i></li> <li>• <i>Engine Manager</i></li> </ul>	<p>Legal release for mishap aircraft at AMARG (Only)</p> <ul style="list-style-type: none"> <li>• AF Form 913</li> <li>• SF 120 GSA website</li> <li>• GSA Release</li> <li>• DD 1348</li> <li>• *DLA Demil Certification</li> </ul>	

## Attachment 4

## ASSIGNMENT PURPOSE IDENTIFIER CODES

Table A4.1. Assignment Codes.

<b>1. Active Inventory Assignment Codes. Identified in Force Structure Worksheet (FSW) developed by AF/A8P (AFI 21-103 Attachment 17)</b>		
Code	Short Title	Data Code Definition
CA	Combat Support	Direct support of units engaged in conflict
CB	Combat Tactics OT&E	Developing, improving, or evaluating operational employment ability (OT&E)
CC	Combat	Delivering munitions or destructive material against or engaged in direct contact with enemy forces
CF	Combat Auxiliary Support	Aerospace vehicles assigned or possessed to accomplish essential functions that cannot be performed economically in the primary aerospace vehicles of combat and combat support units.
EH	Test Support	Participation in test programs
EI	Test	Complete systems evaluation or testing to improve the capabilities of the weapon system
IF	Industrial Fund	Assigned by AMC for the accomplishment of weapon system program manager operations for airlift service
TF	Training	Student training, combat crew training or dissimilar air combat training or combat crew training
ZA	Special Activity	Special Missions (e.g., Aerial Demonstration, Embassy Liaison, Presidential Support)
ZB	Operational Support	Air Force directed support airlift during peacetime contingencies and wartime. (e.g., priority personnel or cargo)
<b>2. Remain active programmed aircraft for most situations. Identified in FSW as a new MDS when aircraft are expected to be completed. Aircraft are unavailable for mission during major modification. Exception: QF-16 aircraft are inactive and then available for DN status.</b>		
DN	Depot Assignment	Depot level work resulting in an MDS change. Aerospace vehicles in this category will be reported as both assigned and possessed by AFMC.
VN	Contract Work - MDS Change	Contract Work Resulting in MDS Change: Aerospace vehicles on contract to a civilian facility for the performance of vehicle modification or instrumentation resulting in Mission-Design-Series (MDS) change. Aerospace vehicles in this category will be reported as both assigned and possessed by AFMC.

<b>3. Inactive Assignment Purpose Codes</b>		
Code	Short Title	Data Code Definition
EB	Contractor Test/Test Support	Aerospace Vehicles provided to contractors as Government Furnished Property (GFP) in support of a prime Air Force contract. These aerospace vehicles will be utilized for complete system evaluation testing to improve the capabilities of the designated aerospace vehicle support of specific test programs or production support.
XD	Excess Disposal	Inactive aerospace vehicles which are excess to all DoD needs with no preservation of airframe and engines (309 AMARG 4000 type storage). Aircraft will be reclaimed upon designation to XD, unless programmed reclamation was previously accomplished, normally upon placement into XX or unless the Air Force Reclamation Program Manager waives reclamation. Weapon System PM can direct priority reclamation, as required. Components and repair parts are not excess until DoD programmed reclamation requirements have been satisfied. After programmed reclamation, the aircraft will be processed for disposal
XR	Inactivated Aerospace Vehicle	Removed from operational service due to damage, depreciation, administrative decision, or completion of projected service life. Requires AF/A8P approval.
XS	Inviolable Storage	Stored in anticipation of specific future AF operational requirements. Parts may only be removed with approval of AF/A4L and only if serviceable replacement parts are ordered. If parts are removed, the Weapon System PM and engine PM will take concurrent action to acquire serviceable replacements, which need not be reinstalled, but must be earmarked for the specific aerospace vehicles from which removed (parts must be collocated at the installation the aerospace vehicle is stored). AF/A4L is the approval authority for any parts not stored at 309 AMARG. If it is not feasible to acquire replacement parts, the Weapon System PM will submit a waiver request to AF/A4L or a request to reclassify the aircraft to another storage category to AF/A4LM. Aerospace vehicles or trainers will not be moved to "XS" until all replacement parts are acquired to restore the aerospace vehicle to a flyable condition. Aerospace vehicles are under the authority of HAF.



XT	Security Assistance (SAP) Hold Storage.	<p>Inactive aerospace vehicles or trainers stored in anticipation of specific future SAP requirements for transfer to foreign governments either as a FMS or at no cost as EDA.</p> <p>Aerospace vehicles and trainers in this category are excess to DoD needs as flyable aircraft, but may not be excess to DoD spare parts or component requirements. Aerospace vehicles in this category will normally be prepared for a storage period in excess of 90 business days and in a manner which will provide maximum aircraft preservation (309 AMARG 1000 type storage). Since SAF/IA offers aerospace vehicles to foreign partners in a specific condition code which includes all parts and systems that were installed on the aircraft at the time of induction, the Weapon System PM will coordinate parts removal actions with SAF/IA and AF/A4LM through AF/A4LY prior to any removal. Upon concurrence, acquisition of replacement parts will be initiated only if the aircraft is reclassified to "XS"</p>
XU	Contractor Other	<p>Aerospace vehicles or trainers provided to approve AF contractors as government furnished property for other than RDT&amp;E purposes. Aerospace vehicles in this category will be reported as both assignment and possession codes.</p>
XV	AF Storage (Note 1)	<p>Inactive aerospace vehicles or trainers stored to provide spare parts and components for the remaining operational mission aircraft. Aerospace vehicles and trainers in the category will normally be prepared for a storage period in excess of 90 business days. When XV aircraft remain in this storage category for an extended period of time and extensive priority parts removals have occurred, the Weapon System PM should consider moving the aerospace vehicle into programmed reclamation. PMs must review their rationales for holding aircraft in XV status and justify their assumptions in the annual Migration Plan. Aircraft are preserved in a manner that will minimize expenditure of resources while maintaining components and parts in a reclaimable condition (2000 type storage). The Weapon System PM may direct selected parts removal on input to storage, and priority removals during storage, with no parts procurement or replacement action required unless the aircraft are re-categorized to "XS" or designated for withdrawal in other than "as is, where is" condition. Aerospace vehicles or trainers in this category are not excess to DoD requirements.</p>

XX	Excess Storage (Note 1)	Inactive aerospace vehicles or trainers placed in short term economical storage with no preservation of airframe and engines (309 AMARG 4000 type storage). AF/A4LM will ensure aircraft in this category are excess to DoD operational needs and place them on a reclamation project upon transfer to this storage category. After reclamation the Weapon System PM will direct they be placed into Reclamation Insurance Type (RIT) or processed for disposal. The PM may direct selected parts removal upon input to storage and priority removals during RIT storage with no parts procurement or replacement action required unless the aircraft are re-categorized to XS or designated for withdrawal in other than "as is, where is" condition. Components and repair parts are not excess until DoD reclamation requirements have been satisfied. Aircraft remain in this category until AF/A4LM or the Weapon System PM directs disposal or other disposition.
XY	Lease/Loan	Aerospace vehicles or trainers on lease to commercial agencies or loaned to other governmental agencies for accomplishment of tests or other projects.
YZ	National Museum of the AF, ABDR, & Non - AF REMIS Accountability Only	Aerospace vehicles assigned to the NMUSAF, ABDR, non-AF agencies (e.g., USA, USN, EDA, FMS, ONA). Not to be used for foreign government owned (FGO/GAF) aircraft under AF operational control.
<b>NOTE 1:</b> Aircraft Engines: When aircraft are assigned to a storage category other than XS or XT, the engines assigned to those aircraft are available to the AF Engine Manager for use as whole engines or for parts support. The Weapon System PM shall notify the applicable engine PM of these types of assignments/transfers (T-2).		

## Attachment 5

## AIRCRAFT DISPOSITION WEBSITE REQUEST TEMPLATE

Figure A5.1. Aircraft Disposition Website Request Template.

**Sample:** Aircraft disposition request on disposition website (<https://www.acdisposition.hq.af.mil/>) The disposition website is intended to be primarily accessed by MAJCOM AVDOs. Migration Planning data can be found on the SharePoint website (<https://www.intelink.gov/sites/a8pb/wss/default.aspx>)

STATUS: Active to Inactive

TRACKING NUMBER: 7142-04

REQUESTOR: Capt John Doe

NAME: Mr. Joe Smith

ORGANIZATION: ANG/A4MM-AVDO

GAINING PROGRAM ELEMENT CODE: 0708016F

GAINING PURPOSE CODE: XV

SOURCE: ANG

FINAL RECIPIENT: MTC (309 AMARG)

SUBJECT: F-16 Battle Damage

REQUEST JUSTIFICATION: Subject aircraft sustained significant battle damage from enemy fire during a close air support mission over Miami in December 02. Losing this aircraft will not adversely affect fleet sustainment. ACC/A5 concurs with ACC/A4 recommendation to not fix this aerospace vehicle, to cannibalize the salvageable parts, and ship to 309 AMARG.

MDS, TAIL NUMBER (S/N), AND BASE LOCATION: F-16/81-XXXX/Homestead.

ESTIMATED DATE EXCESS VEHICLE WILL BE AVAILABLE FOR DISPOSITION/TRANSFER: As soon as possible, NLT 25 Mar 07.

RECOMMENDED DISPOSITION: Request that 81-XXXX be transferred from combat coded (CC) to excess (XX) for the purposes of reclamation. Upon approval of mission change by AF/A8P, we would like this aircraft placed on a reclamation project. The wings will be pulled in support of the F-16 FALCON STAR.

REMARKS: If the aircraft is transferred to another agency or museum, an agreement outlining the aircraft's acceptable deliverable configuration would have to be negotiated prior to transfer. In the event the aircraft is transferred to a museum, request is made for a waiver to be granted for compliance of phase, time changes, or TCTO requirements. If required, a complete save list will be provided after disposition of the aircraft has been decided.

**POINTS OF CONTACT:**

**REQUESTOR:** Mr/Ms AVDO/MAJCOM/Office Symbol/DSN Phone (Normally the command AVDO)

**REQUESTING DIVISION CHIEF (0-6 OR EQUIVALENT):**

Col Smith, MAJCOM /Office/DSN Phone

**LEAD COMMAND AVDO:**

Current AVDO/MAJCOM/Office Symbol/DSN Phone

Weapon System PM, Weapon System Program Office (PO), or Weapon System Program Director (PD): Weapons System PM/MAJCOM/Office Symbol/DSN Phone.

**FORCE PROGRAMMER:** Put proper 4 letter panel and AF/A4LM will provide POC info

**OTHERS:** Title/Name/Office/Phone

## Attachment 6

AF FORM 913 COMMON TERM CROSSWALK AND PROJECT NUMBER  
ASSIGNMENT

Table A6.1. Purpose Codes.

Purpose ID Codes	AF Storage Project Codes	Commonly Used Terms	T.O. 1-1-686 Preservation Terms
XS	STS-xx-xxx	Inviolate	Type 1000/1500
XT	STT-xx-xxx	FMS/SAP Hold	Type 1000/1500
XV	STV-xx-xxx	Potential Reclamation	Type 2000
XX	STX-xx-xxx	Excess	Type 4000
XD	STD-xx-xxx	Excess Disposal	Type 4000

**Table A6.2. Project Number Assignment.**

Prefixes	Fiscal Year and Aircraft Type Assignment	Fiscal Year Sequential Number	Eight Digit Project Number
STS	7A – 2007/Attack	001 – 999	STS-7A-001
STT	7B – 2007/Bomber	001 – 999	STT-7B-010
STV	7C – 2007/Cargo	001 – 999	STV-7C-012
STX	7O – 2007/Observation	001 – 999	STX-7O-065
STD	7Q-2007/Remotely Piloted Aircraft	001 - 999	STD-7Q-091
FMS – Foreign Military Sales	7T – 2007/Trainer	001 – 999	FMS-7T-076
AFM – NMUSAF	7F – 2007/Fighter	001 – 999	AFM-7F-089
RCL – Reclamation	7M – 2007/Missile	001 – 999	RCL-7M-098
MTC – AFMC	7H - 2007/Helicopter	001 – 999	MTC-7H-104
ONA – Other National Agencies Outside DoD, NASA, CIA, GSA etc.			
USA – US Army			
USN – US Navy			
USC – US Coast Guard			
SPC – AFSPC			
SOC – AFSOC			
AFE – USAFE			
PAF – PACAF			
ACC – ACC			
AMC – AMC			
AFR – Air Force Reserve			
ANG – Air National Guard			
AET - AETC			
GBS – AFGSC			



## Attachment 8

## PARTS REMOVAL APPROVAL LETTER SAMPLE

Figure A8.1. Parts Removal Approval Letter Sample.

MEMORANDUM FOR AF/A4LM

FROM: Program Office

SUBJECT: Request for Parts Removal from MDS (A-10, for example) Aircraft in Type 1000 Storage at Aerospace Maintenance Regeneration Group (309 AMARG).

1. Request approval to remove X (number) each of the following part from aircraft which is/are currently in XS storage at 309 AMARG to support current MICAPs and/or Depot aircraft work stoppages:

MDS: A-10 (example)

Tail Number: 81-0001 (example)

Noun: Aft Nose Landing Gear Door (example)

NSN: 1560010349013FJ (example)

P/N: 160D136171-1 (example)

Quantity: 2 (example)

Payback: October 06 (example)

MICAPs: 1 (example)

Work Stoppages: 1 (example)

Monthly Demand Rate: .7 (example)

2. Justification: (What is the supply problem and reason for not pulling from aircraft in Type 2000, 3000 or 4000 storage at 309 AMARG) The OO-ALC repair shop is currently experiencing work stoppage due to lack of -93 pans. Delivery is dependent upon the first article passing and the delivery following within 90 business days. In addition, these doors are trimmed to fit and we have exhausted all of the larger doors from the 126 aircraft in pick-and-pull at 309 AMARG. (example)

3. Payback: We are also working on a redesign of the door. The prototype is to be completed in July and then it will have to go through FAT. The item manager, (ORG/OFFICE SYMBOL/NAME) estimates he won't be able to get an NSN assigned and on contract before the end of FY05. These new redesigned doors will be used for payback unless repaired doors are available for issue. (example)

If payback of part will not occur, include evaluation/rationale for keeping aerospace vehicle in type 1000 storage.



4. If there are any questions or comments, please contact SM (name/org/DSN).

SIGNATURE BLOCK

**NOTE: Send to “AF/A4LM Workflow”**

PARTS REMOVAL APPROVAL LETTER SAMPLE

This action has been coordinated with AF/A8P. Request for parts removal is Approved/ Disapproved. A copy of this memo must be submitted to 309 AMARG along with the Form 44 priority removal request, to the Item Manager. A copy of the approval must be maintained by the program office and the 309 AMARG until part is replaced or the donor aircraft is/are transferred from XS 1000 storage.

SIGNATURE BLOCK

## Attachment 9

MEMORANDUM OF AGREEMENT TEMPLATE FOR RESERVE COMPONENT  
LOANS

Figure A9.1. Memorandum of Agreement Template for Reserve Component Loans.

MEMORANDUM OF AGREEMENT  
BETWEEN

UNITED STATES AIR FORCE (*ENTER MAJCOM HERE*)

AND

*AIR FORCE RESERVE COMMAND and/or AIR NATIONAL GUARD (As appropriate)*

FOR THE TEMPORARY TRANSFER OF AIRCRAFT

**1. PURPOSE.** This Memorandum of Agreement (MOA) outlines the major responsibilities and actions required for aircraft transfer between *ENTER THE ARC and MAJCOM INFORMATION HERE*.

**2. AUTHORITIES.** The contents of this MOA are consistent with Section 345 of the NDAA for Fiscal Year (FY) 2011 (Public Law 111-383; 10 USC § 8062 notes) and DoDI 1225.06, *Equipping the Reserve Forces*, Enclosure 3 and AFI 16-402, *Aerospace Vehicle Programming, Assignment, Distribution, Accounting, and Termination*. Possession-only transfer is authorized by AFI 16-402, *Aerospace Vehicle Programming, Assignment, Distribution, Accounting, and Termination*, paragraph 4.4.3.

**3. PARTIES/SIGNATORIES.** This agreement shall be executed by the Chief of Staff of the Air Force (CSAF), the Director, Air National Guard, *and/or* the Commander, Air Force Reserve Command. The CSAF represents the equitable interest of *ENTER AFFECTED MAJCOM*, taking into account the interests of the Active and Reserve Components.

**4. PARTICIPANT ORGANIZATIONS.** The Signatories shall execute this agreement for the temporary transfer of *ENTER ARC HERE* aircraft to the active component on behalf of the following participating organizations.

- a. The supported (receiving) active duty organization is *ENTER MAJCOM HERE*
- b. The supporting (providing) ARC organizations is/are: *ENTER ARC UNIT(S) INFO HERE*

**5. BACKGROUND.** *ENTER PERTINENT INFORMATION TO EXPLAIN SITUATION LEADING UP TO THE NEED FOR THE TRANSFER*

**6. OBJECTIVES.** This MOA supports achievement of the following objective(s):

- a. *ENTER INFORMATION TO EXPLAIN WHAT OBJECTIVES THIS TRANSFER ENABLES*

b. *ENTER SECOND OBJECTIVE HERE, CONTINUE WITH PARAGRAPH C FOR THIRD OBJECTIVE, ETC.*

## 7. RESPONSIBILITIES.

a. **GENERAL.** The Director ANG and/or Air Force Reserve Command/Commander (AFRC/CC), and *MAJCOM/CC HERE* are mutually responsible for ensuring appropriate budgeting, funding, programming, administering, and executing the responsibilities and activities described herein, in coordination with each other. Each will ensure, in coordination with SAF/FM, all present and future budgets accurately reflect the responsibilities assigned under this agreement. All participants shall comply with AFI 21-103.

b. **SUPPORTED ACTIVE DUTY ORGANIZATION.** *MAJCOM HERE* shall, consistent with Annex A and terms (If an Annex is appropriate) below, take temporary possession of the identified *ANG/AFRC* aircraft. For the period it is in temporary possession of an aircraft, *MAJCOM HERE* shall bear all responsibilities associated with delivery, operation, maintenance and return of the aircraft. These responsibilities include budgeting, funding, programming and administering aircraft operations and maintenance. Furthermore, *MAJCOM HERE* shall take the lead in ensuring that AF budget planning and execution properly reflects the mission responsibilities of the participants under this MOA.

c. **SUPPORTING ANG/AFRC ORGANIZATION(S).** The *ANG/AFRC* shall make the aircraft identified in Annex A (If an Annex is appropriate) available to *ACTIVE MAJCOM HERE* as specified.

## 8. AIRCRAFT.

a. Number of aircraft and location(s) from which they will be temporarily transferred:  
*ENTER THE NUMBER OF AIRCRAFT HERE, THE LOCATIONS OF THE BASES THEY ARE COMING FROM, AND WHEN THE TRANSFER WILL START AND STOP*

b. Possession of aircraft: All *AFRC/ANG (as appropriate)* aircraft will remain permanently assigned to their respective components. Temporary possession of the aircraft will pass to the *ENTER ACTIVE COMPONENT WING HERE (ADD MAJCOM HERE)*. Responsibility for ensuring appropriate day-to-day maintenance, scheduling and utilization will be exercised by *ENTER THE SUPPORTED COMMAND HERE*, to facilitate efficient operation and maintenance consistent with normal Air Force procedures.

c. Schedule for return of aircraft to supporting (providing) ARC Organization: Aircraft will return to the unit (s) of assignment by *ENTER DATE(S) HERE ALONG WITH ANY OTHER PERTINENT INFORMATION FOR THE RETURN SCHEDULE.*

d. Description of aircraft condition, including estimated remaining service life when returns to the supporting (providing) ARC Organization: *ATTACH AN ANNEX WITH A TABLE* if more than one aircraft is involved

**9. MAINTENANCE.**

a. Field-level maintenance functions (e.g., hourly/phase inspections) and any unprogrammed depot maintenance, and/or operation-specific modifications (and associated costs with returning aircraft to pre-modification configuration) generated as a result of the transfer will be scheduled, executed and funded by the supported active duty command. Prior to aircraft return to *supporting ARC organization*, inspections having exceeded over 50% of their inspection interval will be accomplished IAW Technical Order 00-20-1, paragraph 8.1.8.

b. Programmed depot maintenance and/or modification requirements will be funded by the command of assignment, consistent with funds appropriated to that command for that purpose.

**10. FUNDING.**

a. Each party to this agreement is independently responsible for budgeting, funding and executing the responsibilities described herein. However, all commitments made in this MOA are subject to the availability of appropriated funds. Nothing in this Agreement, in and of itself, requires the participants to expend or obligate appropriations.

b. Any endeavor involving reimbursement or contribution of funds between the participants to this MOA will be handled in accordance with DoDI 4000.19, and will be subject to separate subsidiary support agreements with reimbursements executed via Military Interdepartmental Purchase Requests.

**11. IMPACT ON ANG/AFRC (*as applicable*).**

a. Effects on manpower for locations from which aircraft are transferred: There will be no effect on manpower for locations from which the aircraft are transferred. Units will retain current manpower authorizations in support of current mission requirements. *(USE THIS PROVIDED STATEMENT IF THERE ARE NO NEGATIVE EFFECTS ON MANPOWER. IF THERE ARE NEGATIVE EFFECTS, ELIMINATE THE PROVIDED STATEMENT AND INSTEAD DESCRIBE THE EFFECTS IN THIS PARAGRAPH).*

b. Effects on skills and proficiency of ARC personnel affected by the transfer of aircraft: There will be no adverse effects anticipated on the skills and proficiency of ANG/AFRC (*as applicable*) personnel affected by the transfer. *(USE THIS PROVIDED STATEMENT IF THERE ARE NO NEGATIVE EFFECTS ON SKILLS/PROFICIENCIES. IF THERE ARE NEGATIVE EFFECTS, ELIMINATE THE PROVIDED STATEMENT AND INSTEAD DESCRIBE THE EFFECTS IN THIS PARAGRAPH).*

**12. AGREEMENT AND ADMINISTRATION.**

a. This Agreement is to take effect upon signature of all Parties. This Agreement may be amended at any time by mutual written consent of the Parties.

b. This Agreement will be reviewed by the participants annually. It will remain in effect unless modified, it is determined the mission is completed, or, upon annual review, one or both parties determine the agreement is no longer necessary.

c. This agreement may be terminated by mutual consent of the parties or 180 calendar days after written notice of termination issued by a party/signatory.

d. To the extent that the terms of any prior agreement within the Air Force, including any agreement between the components of the Air Force, may be inconsistent with the terms of this Agreement, this Agreement will take precedence.

e. The participants to this agreement (*MAJCOM AND ARC HERE*) may enter into bi-lateral agreements not inconsistent with the terms of this MOA, and are encouraged to do so at the lowest appropriate level.

f. Any concerns or disputes should be resolved by the participant at the lowest possible level. However, where matters may not be amicably resolved, they shall be elevated through the respective chains of command as required for resolution. If matters cannot be resolved by the participants, they shall be raised to the Parties/Signatories for final resolution.

g. Mishap will be reported and investigated IAW AFI 91-204. In the event of a mishap, the MAJCOM which exercised operational control of the mission/activity and exercised day-to-day safety oversight will actively seek transfer of Convening Authority. Such transfer will require approval by the gaining and losing AFRC/MAJCOM Commanders and AF/SE IAW AFI 91-204

\_\_\_\_\_ Date: \_\_\_\_\_ *and/or* \_\_\_\_\_ Date: \_\_\_\_\_  
 AFRC/CC NAME HERE NAME HERE  
 Commander, Air Force Reserve Command Director, Air National Guard

\_\_\_\_\_ Date: \_\_\_\_\_  
 CSAF NAME HERE  
 General, USAF  
 Commander

Attachment: (If appropriate)  
ANNEX A- Aircraft Information

## Attachment 10

## PROGRAM OFFICE TEMPLATE FOR REPAIR OR RETIRE RECOMMENDATIONS

Figure A10.1. Program Office Template For Repair Or Retire Recommendations.

**MDS TAIL NUMBER** *tail number*

1. **Lead Command assessment of operational impacts if aerospace vehicle is not repaired:** ACC/A4V22 indicates that with the limited number of F-22s, the CAF will have difficulty in meeting the broad range of OPlan taskings assigned to F-22 organizations without repair of this aircraft. ACC desires repair of 05-4089 rather than disposal. The F-22 System Program Office concurs.
2. **Assessment of reparability of the damaged aerospace vehicle:** The estimated total cost to return the aircraft to a fully mission air worthy capable configuration is \$13M. ACC/A4V22 and the F-22 Program Office agree the engineering estimate is sufficient to collectively make an informed repair decision.
  - a. **MDS (mission, design and series), serial number and location of aerospace vehicle:** F-22A, Block 30, A/C 05-4089 is assigned to the 325 FW, Tyndall AFB FL.
  - b. **Overview of proposed repair strategy:** The repair is to be performed at Hill AFB, UT where the mishap occurred. The largest cost drivers are post-production diminishing manufacturing source (DMS) items, manufacture of parts, labor and engineering. Similar landing gear and wing repairs have been accomplished by Contract Field Teams (CFT) and depot in the past and they are deemed to be low risk.
  - c. **Total cost estimate including labor, all materials and replacement equipment, fixtures, TDY, transportation, engineering design, packaging, shipping, etc:** Estimated cost is \$13M to restore to the aircraft to its fully mission capable configuration.
  - d. **Length of time required to complete repair, including procurement of long-lead times:** The repair process will require approximately 8 months after receipt of parts (lead times on critical parts currently unknown & in-work). With contracting process times, parts acquisition, aircraft induction, and actual repairs, the aircraft is estimated to return to service no earlier than CY18. Acquisition estimates of time required to obtain needed repair parts are based on required vendors still being in business, but they will need time to re-tool and manufacture parts.
  - e. **Airworthiness assessment of proposed repair:** The proposed repairs are within the capacity and capabilities of Lockheed Martin and Boeing. They possess all necessary tools and knowledge required to perform the repairs and return the aircraft to an airworthy, original equipment condition.

f. **Cost, schedule, and technical risk assessment:** Cost: \$13M

Schedule: Parts + 8 months total to repair. The schedule is based on previous repairs of other type aircraft with similar damage.

Technical Risks: There is a possibility of hidden damage not readily apparent to structural engineers during damage evaluation. This risk is assessed as Low/Moderate.

g. **Proposed repair source and capacity:** The aircraft is not currently airworthy. The basis of estimate has all required repairs performed at Hill AFB by a CFT/Depot.

h. **Funds availability:** Repair will be funded with the F-22 Centralized Asset Management (CAM) budget. CAM governance for out of cycle request and reprioritization may be utilized to ensure available funding.

i. **Configuration of vehicle (which significant modifications are or are not installed):**

Tail 05-4089 was initially delivered to the AF in a Block 30 configuration and was upgraded to a 3.1 avionics/radar package & has already had SRP II upgrades installed.

j. **Remaining service life:** Tail 05-4089 has flown 1661.2 hours. 6338.8 flying hours will remain on the airframe at the completion of these repairs (8,000 flight hour maximum service life).

k. **Fleet retirement/phase-out projection:** IAW the F-22 Fleet Management Plan, 05-4089's projected retirement date based on current usage rates is November 2045.

1. **Other constraints and consideration:** No additional constraints or considerations.

3. **Cost/schedule/funds/availability/risk assessment of alternate strategies to replace the aircraft with similar aircraft, if possible (e.g., activate from AMARG, procure additional if still in production, etc.):**

4. **Replacement:** Replacing the aircraft is currently not possible because the F-22 production line closed in the spring of 2012 and the tooling was dispersed to Sierra Army Depot for storage.

5. **Retirement:** Neither ACC/A4V22 or the F-22 System Program Office wish to retire this airframe due to the limited F-22 fleet and the vital strategic role they play in this nation's defense.

**DEMIL/Disposal in Place:** Not recommended at this time.

## Attachment 11

## GSA SF-120 TEMPLATES FOR GSA SCREENING

Figure A11.1. GSA SF-120 Templates for GSA Screening.

**DoDAAC of unit:** example FB03022)

**Property Location and Custodian (Unit level) POC:**

Unit:

Name:

Mailing Address:

Phone commercial/ DSN and Fax number if you have one

**Reporting POC (AF/A4LM)**

AF/A4LM Excess Aircraft Disposition

Room 4A1062B, 1070 Air Force Pentagon, Washington DC 20330-1070

Phone 703-692-1475 DSN 222-1475

**Manufacturer: NORTHROP CORPORATION**

**Make:** T-38

**Model:** C

**Manufacture Date (MM/DD/CCYY):** 09/05/1964

**Acquisition Date (MM/DD/CCYY):**

**Serial Number(s):** 64-13202

**Are Major Components Missing?** Yes

**If yes:** Boattail, Engines, Ejection Seats and Windscreen.

**Original Cost:** \$8.2M

**DEMIL Code:** C

**Is the Dataplate Available?:** Yes

**Are Historical and Maintenance Records Available?:** Yes

**Has aircraft been certificated by the Federal Aviation Administration?:** No

**Has aircraft been maintained to Federal Aviation Administration standards?:** No

**Has the aircraft been used for non-flight purposes?:** No

**If yes:** Ground Training

Static Display

Extensive disassembly and re-assembly

Repeated burning for fire-fighter training

Extensive cannibalization

**Description:**

**Equipment:**

**Condition of the aircraft:**



**NOTE TO GSA:** If category C aircraft per DoDM 4160.21, aircraft will not be ready for pick-up 3-6 months after acceptance due to demil requirement set forth in DoDM 4160.21. Additionally, aircraft are subject to reclamation procedures set forth in AFMCI 23-111. All aircraft loaned for static display will not include engines. Recipient may incur demil costs pending condition of aircraft.

Attachment 12

GSA SF-120 FOR REQUESTING GSA RELEASE LETTER FOR MISHAP AIRCRAFT

Figure A12.1. GSA SF-120 for Requesting GSA Release Letter For Mishap Aircraft.

REPORT OF EXCESS PERSONAL PROPERTY		1. REPORT NUMBER	2. DATE MAILED	3. TOTAL COST				
		FB6201		\$ 45,247,260				
4. TYPE OF REPORT (Check one only of "a," "b," "c," or "d")		<input checked="" type="checkbox"/> a. ORIGINAL <input type="checkbox"/> b. CORRECTED <input type="checkbox"/> c. PARTIAL <input type="checkbox"/> d. TOTAL W/D		(Also check "e" and/or "f" if appropriate) <input type="checkbox"/> e. OVERSEAS <input type="checkbox"/> f. CONTRACTORS INV				
5. TO (Name and Address of Agency to which report is made) THRU				6. APPROPRIATION, TREASURY ACCOUNTING SYMBOL (TAS) OR FUND TO BE REIMBURSED (if any)				
GSA, Region 9, Property Management Branch, 450 Golden Gate Ave, San Francisco, CA 94102 (Attention Sandra Klar)								
7. FROM (Name and Address of Reporting Agency)				8. REPORT APPROVED BY (Name and Title)				
Ms. Ruth Cole, AF/A4LM, 1030 Air Force Pentagon, Washington, DC 20330-1030 703 692-1475, ruth.a.cole8.civ@mail.mil								
9. FOR FURTHER INFORMATION CONTACT (Title, Address, and Telephone Number)				10. AGENCY APPROVAL (if applicable)				
Custodian: Unit, Name, and physical location of the aircraft				AF/A4LM digital Signature				
11. SEND PURCHASE ORDERS OR DISPOSAL INSTRUCTIONS TO (Title, Address, and Telephone Number)				12. GSA CONTROL NUMBER				
13. LOCATION OF PROPERTY (If location is to be abandoned, give date)		14. REIMBURSEMENT REQUIRED?		15. AGENCY CONTROL NUMBER	16. SURPLUS RELEASE DATE			
308 Emmonds Rd, Bldg 891 Joint Base Langley-Eustis, VA 23665		YES <input type="checkbox"/> NO <input type="checkbox"/>						
EXCESS PROPERTY LIST		ITEM NUMBER	COND	UNIT	NUMBER OF UNITS	ACQUISITION COST		FAIR VALUE %
FSC GROUP (a)	DESCRIPTION (b)	(c)	(d)	(e)	(f)	PER UNIT (g)	TOTAL (h)	(i)
	Mishap Type: Aircraft Accident on 27 Aug 14, Request GSA release letter F-15C tail #86-0157 Air National Guard unit 131FS, 104FW Barnes Air National Guard, Massachusetts. Aircraft crashed in the George Washington National Forest resulting in the fatality of the pilot. In accordance with AFI 51-503 paragraph 9.5 the wreckage from this mishap is released from AF/JA legal hold for appropriate disposal and disposition. No claims or litigation, administrative or disciplinary action that would justify continued retention of the wreckage. A wreckage release by AFLOCA/JACC is a release from legal hold only and not a final disposal authorization.				1	45,247,260	45,247,260	

## Attachment 13

**TEMPLATE FORMAT FOR REQUESTING GROUND INSTRUCTIONAL TRAINING AIRCRAFT (GITA) OR TRAINING AID AIRCRAFT (TAA)****Figure A13.1. Template Format for Requesting Ground Instructional Training Aircraft (GITA) or Training Aid Aircraft (TAA)**

- 1 Requesting wing
- 2 Equipment designator (EQD) requested
- 3 Quantity of aircraft
- 4 Describe briefly what aircraft configurations are necessary to accomplish the mission
- 5 Systems required operational for training
- 6 Date aircraft required
- 7 Weekly utilization programmed
- 8 Configuration management required
- 9 Title of courses to be supported
- 10 Training deficiencies that could result if GITA or TAA is not made available
- 11 Projected training requirements by FQ for 3 fiscal years
- 12 Aerospace ground equipment required
- 13 TO-21 equipment required
- 14 Adequacy of present facilities to support requested GITA or TAA
- 15 Estimate of the itemized cost to beddown the GITA or TAA
- 16 Estimate of cost of follow-on maintenance for 3 fiscal years

## Attachment 14

## REQUESTING AN AIRCRAFT TAIL NUMBER

Table A14.1. Requesting an Aircraft Tail Number

Steps	Process for Requesting an Aircraft Tail Number
1)	<p>Various customers (requestors) from Army, Air Force, Navy, and FMS fill out the form (Tab 2) to request an aircraft serial number (<a href="https://afmc-xr.wpafb.af.mil/ACNums/ACNumbersHome.aspxr.wpafb.af.mil/ACNums/ACNumbersHome.asp">https://afmc-xr.wpafb.af.mil/ACNums/ACNumbersHome.aspxr.wpafb.af.mil/ACNums/ACNumbersHome.asp</a> )</p> <p>A example of the request form is located in the A5RL EIM Site</p>
2)	System OPR (AFMC/A5-8-9, DSN: 312-787-7040) receives a request for Aircraft Serial Number Assignment email (Tab 3) that was automatically created from the database at Tab 1
3)	<p>Within 5 working days of receipt of the request email, the System OPR goes to the website (Tab 4 – <a href="https://afmc-xr.wpafb.af.mil/ACNums/ACNumbersHome.aspxr.wpafb.af.mil/ACNums/ACNumbersHome.asp">https://afmc-xr.wpafb.af.mil/ACNums/ACNumbersHome.aspxr.wpafb.af.mil/ACNums/ACNumbersHome.asp</a>) and reviews the on-line request form (Tab 5) and:</p> <ul style="list-style-type: none"> <li>a) Ensures completeness of form;</li> <li>b) Approves (ensures no duplication of numbers); or</li> <li>c) Declines request (due to duplication or incompleteness)</li> </ul>
4)	If further "coordination" is needed, the System OPR "puts" the on-line request in the "further coordination" section in the database (located at Tab 4)
5)	<p>If the request is declined, the System OPR notifies the requestor (by telephone or email) to either:</p> <ul style="list-style-type: none"> <li>a) Finish completing the form or;</li> <li>b) To submit a new request form with new numbers (in the case of duplication)</li> </ul>
5a)	If the requestor provides more information, the System OPR opens the form from the "Further Coordination" section in the database at Tab 4, and completes the form (Tab 5) with the information obtained from the requestor. Once completed, the form is then put back into the on-line process section of the database.
5b)	In the case of duplication, the requestor is notified to complete a new request form with new number(s). The System OPR opens the form from the "Further Coordination" section in the database at Tab 4, and deletes the form with duplicated number(s). Awaits the new request (in the database at Tab 1) for aircraft serial numbers from the original requestor.
6)	<p>If the request for aircraft serial number is approved by the System OPR, a serial number assignment (confirmation) email (Tab 6) is generated by the database and sent both to the requestor and the System OPR with the requested serial numbers assigned.</p> <p>The number(s) is/are archived into the ASNMS (indefinitely) to avoid duplication of number(s).</p>

7)	System OPR also files a copy of the confirmation email in her personal Outlook folder for future reference.
<b>Questions</b>	
<i>If questions/concerns with the database, please contact AFMC/A6IC, 937-257-7552</i>	

## Attachment 15

TEMPLATE FOR ANNUAL PHYSICAL INVENTORY MAJCOM AVDO AF AVDO  
MEMORANDUMFigure A15.1. Template for Annual Physical Inventory MAJCOM AVDO AF AVDO  
Memorandum.

DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS AIR FORCE RESERVE COMMAND

21 Mar 2019

MEMORANDUM FOR AFMC/AF AVDO  
AF/A4LM

FROM: AFRC/A4MM  
549 Pine Street  
Robins AFB GA 31098

SUBJECT: Military Equipment Out of Cycle Aircraft Inventory

1. All AFRC assigned aircraft have been physically inventoried and accounted for.
  - a. Completed “eyes on” physical inventory of all assigned tail numbers on and off station
  - b. Verified all deployed and depot possessed aircraft
  - c. All inventory was verified in the MIS and in REMIS
  - d. No errors found during reconciliations
2. POC is NAME, OFFICE SYMBOL, DSN, EMAIL

NAME, RANK, USAF  
Command