

**BY ORDER OF THE COMMANDER
AIR FORCE GLOBAL STRIKE COMMAND**

**AIR FORCE GLOBAL STRIKE COMMAND
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***Nuclear, Space, Missile, Command and
Control***

**AIRBORNE LAUNCH CONTROL
SYSTEM (ALCS) CREW TRAINING AND
CERTIFICATION**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This manual implements Air Force Policy Directive (AFPD) 13-5, *Air Force Nuclear Mission* and is consistent with Air Force Instruction (AFI) 13-520, *Aircraft and ICBM Nuclear Operations*. This manual defines roles, responsibilities, and minimum requirements for Airborne Launch Control System (ALCS) mission-ready training programs for employment of the Minuteman III Intercontinental Ballistic Missile (ICBM). This publication applies to personnel assigned to Air Force Global Strike Command (AFGSC), Eighth Air Force (8 AF) and Air Force Reserve. This manual does not apply to Air National Guard (ANG) or United States Space Force (USSF) units. This publication requires the collection and/or maintenance of information protected by the Privacy Act of 1974 authorized by Title 10 U.S.C., Sec 9013, Secretary of the Air Force. The applicable System of Records Notice F036 AF PC C, Military Personnel Records System is available: <https://dpcl.d.defense.gov/privacy/SORNS.aspx>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the DAF Form 847, *Recommendation for Change of Product*; route DAF Forms 847 from the field through the appropriate functional chain of command in accordance with (IAW) **paragraph 1.3**. Individual paragraphs to this manual may only be supplemented by 8 AF. Supplements will not be less restrictive than the provisions of this publication and will be coordinated for AFGSC/A3T review prior to certification and publishing. The authorities to waive wing/unit level requirements in this publication are identified with a Tier ("T-0, T-3") number following the compliance statement. See Department of the Air Force Manual (DAFMAN) 90-161, *Publishing Processes and Procedures*, 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 IAW

[paragraph 1.4](#), or alternately, to the publication OPR for non-tiered compliance items. Ensure all records generated as a result of processes prescribed in this publication adhere to AFI 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. See [Attachment 1](#) for a glossary of references and supporting information. Units will implement requirements within this manual no later than 60 days from its publication date.

SUMMARY OF CHANGES

This document has been revised and must be reviewed in its entirety. Significant changes included (1) assigning T-3 waiver authority to the 95th Wing, (2) introducing the Air Resource Tool Enterprise Mission Information System (ARTEMIS) as the electronic system of record, (3) establishing Maternity/Paternity Leave as proration criteria, (4) modifying proration calculation to match the ALCS Ready ICBM Program (RIP) Tasking Memorandum (RTM) cycle, and (5) establishing Missile Wing Continuation Training as a biennial requirement.

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Chapter 1

GENERAL INFORMATION

1.1. Training Program. Self-study and crew level training are the foundational elements of crew member knowledge and proficiency. Unit level training supports these activities with formal standardized training. Training must ensure personnel are capable of performing the unit's mission. Training goes beyond qualification requirements and is intended to increase a person's knowledge of job-related tasks, other duty positions, and the work environment.

1.1.1. Missile Combat Crew Member-Airborne (MCCM-A) skills are dependent on experience level which can differ by individual. This regulation incorporates a tiered approach to training: emphasizing the needs, requirements, and responsibilities of the individual crew member. Emphasis is also placed on the responsibility of the MCCM-A for their level of training, proficiency, and effectiveness.

1.1.2. The unit will design and implement a structured training program to ensure procedures contained in applicable technical orders, checklists, and operations manuals are standardized, accurate, and properly used to effectively accomplish the mission. They should incorporate applicable volumes of the Air Force Tactics Techniques and Procedures into training events to ensure widest dissemination of lessons learned and best practices, as well as to encourage continual improvements to the documents IAW DAFMAN 11-260, *Tactics Development Program*.

1.1.3. Units will train, at a minimum, in accordance with established weapon system Performance Standards (PS). The PS are designed to ensure crew members meet the mission requirements for the operational configuration of the weapon system.

1.1.3.1. Reference AFGSC ALCS Ready ICBM Program Tasking Memorandum for a complete listing of currency and proficiency events.

1.1.3.2. Reference AFGSCI 13-5302V2, *Airborne Launch Control System (ALCS) Crew Standardization and Evaluation*, for ALCS training and evaluation standards.

1.1.4. Units will apply the Air Force Instructional Systems Development/Design (ISD) process to all types and phases of training development and management. Reference DAFH36-2675, *Information for Designers of Instructional Systems*, for additional guidance on integrating ISD into squadron produced training materials.

1.1.5. In the event of a contradiction between this manual and other ALCS crew member training guidance found in another Major Command (MAJCOM) or lower publication, this manual will take precedence. Units will notify Headquarters (HQ) AFGSC/A3T and the OPR of the conflicting guidance through appropriate channels of the specific paragraphs.

1.2. Clarification of Guidance. Submit requests for clarification via memorandum or message to AFGSC/A3T. Clarification requests will describe the issue with sufficient detail. The intent of Clarification of Guidance is to clarify guidance established in this volume. It is not meant to address "what if" scenarios. Within 15 working days the MAJCOM will provide a complete answer or notify the unit that further coordination with other units is required and provide a projected timeline.

1.3. Guidance Change Requests. Submit recommended changes for this publication to the OPR, AFGSC/A3T, 245 Davis Avenue East, Barksdale AFB, LA 71110 or AFGSC.A3T.Workflow.1@us.af.mil using the DAF Form 847 located at <https://usaf.dps.il/sites/AFGSC-HQ/hq/A3-6/a3t/a3tv/daf874/SitePages/Home.aspx>.

1.3.1. Coordinate and route DAF Form 847s through the appropriate chain of command.

1.3.2. Recommended changes submitted for approval must include concurrence or non-concurrence recommendations/comments from the 625th Strategic Operations Squadron Commander (STOS/CC).

1.3.2.1. Initiating unit will upload the DAF Form 847 to the “MM-III” tab. AFGSC/A3T will provide coordination with other staff agencies, as required. The request will then be moved to the “MM-III Pending CHG” tab. Provide notification verbally or via email of upload.

1.3.2.2. AFGSC/A3T will maintain all approved DAF Form 847s and is responsible for ensuring all changes are incorporated into the next available interim change or publication rewrite.

1.4. Waivers. 625 STOS/CC is the untiered waiver authority for this manual. Waiver authority may not be further delegated. Waivers will be granted on an individual and controlled basis.

1.4.1. If approved, waivers remain in effect for 30 days following the approving commander’s change of command unless the new commander renews the waiver or the commander or the commander states a specific period of time, cancels the waiver in writing, or issues a change that alters the basis for the waiver. Rationale will be provided within the waiver response. Transmit approved waivers via e-mail to AFGSC/A3TO for trend analysis.

1.4.2. Submit T-0, T-1 and T-2 waivers via e-mail to AFGSC/A3TO describing the specific requirement creating the problem and explaining why a waiver is needed. 625 STOS will provide justification using DAF Form 679 with the requested waiver. AFGSC/A3TO will then forward to AFGSC/A3T, who will present a recommendation to AFGSC/A3. AFGSC/A3 will submit T-0 and T-1 waivers to the applicable agency. If approved, waivers remain in effect for 30 days following the approving commander’s change of command unless the new commander renews the waiver or the commander states a specific period of time, cancels the waiver in writing, or issues a change that alters the basis for the waiver. Rationale will be provided within the waiver response.

1.4.3. Submit T-3 waivers to 95th Wing for approval. If approved, waivers remain in effect for 30 days following the approving commander’s change of command unless the new commander renews the waiver or the commander states a specific period of time, cancels the waiver in writing, or issues a change that alters the basis for the waiver. Rationale will be provided within the waiver response.

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. HQ AFGSC, Director of Operations (A3):

- 2.1.1. Establishes a MAJCOM OPR (AFGSC/A3T, Training, Test and Standards and Evaluations) to implement the training programs and guidance outlined in this publication.
- 2.1.2. Establishes and implements policy, basic requirements, and guidance for ALCS operations training programs.
- 2.1.3. Develops and provides PS to subordinate units.
- 2.1.4. Conducts semi-annual reviews of the PS and Airborne Launch Control System (ALCS) Ready ICBM Program (RIP) Tasking Memorandum (RTM) events for changes or additions.
- 2.1.5. Conducts Staff Assistance Visits to assess the unit's ability to meet mission requirements. The unit's Squadron Commander (Sq/CC) will determine the programs and scope of review.
- 2.1.6. Participates in Utilization and Training Workshops to establish and maintain training requirements with Air Education and Training Command (AETC) in accordance with DAFI 36-2670, *Total Force Development*.
- 2.1.7. Determines fiscal year trained personnel requirements for formal AETC training courses and submits requirements to HQ Air Force/A3, A5, and A10.
- 2.1.8. Establishes and/or modifies CMR position requirements. Current positions include those listed in [paragraph 3.2](#).

2.2. 8 AF: Ensures administrative support and personnel management for 625 STOS personnel.

2.3. 625th Strategic Operations Squadron Commander (625 STOS/CC):

- 2.3.1. Ensures effective training programs are established and executed.
- 2.3.2. Establishes a training flight/section to develop and maintain training programs required to ensure all assigned personnel are adequately trained. Reference DAFI 36-2670 for additional guidance on training programs and training program management.
- 2.3.3. Reviews all new or changed publications for impacts on operations procedures and training programs.
- 2.3.4. Supports the establishment and implementation of the instructor training program.
- 2.3.5. Chairs a Training Review Board (TRB) quarterly and additionally at their discretion. TRB minutes will be sent to AFGSC/A3T within 15 working days upon completion of a TRB.
- 2.3.6. Designates the Assistant Director of Operations (ADO) and Chief, Weapons and Tactics to meet training requirements as defined by this manual.
- 2.3.7. Maintains and documents currency, proficiency, and training events/information through Patriot Excalibur (PEX), or locally generated tracking system if PEX is unavailable, and individual Training Folders as defined in [Attachment 2](#) of this manual.

2.3.8. Ensures individuals receive training to successfully execute unit's mission and maintain proficiency.

2.3.9. Administers academic and simulator training for required weapons system, codes and Emergency Action Procedures (EAP) tasks.

Chapter 3

MISSION QUALIFICATION STATUS AND QUALIFICATION

3.1. Combat Mission Ready (CMR). A CMR member is defined as an aircrew member who has satisfactorily completed Initial Qualification Training (IQT) and maintains qualification and proficiency in the unit's operational and test mission.

3.1.1. Training documentation is accomplished to ensure the status of training, qualifications, and certifications is validated.

3.1.2. Unit will document final certifications and qualifications IAW [Attachment 2](#).

3.2. Combat Mission Ready Qualification. The status of an individual who has satisfactorily completed CMR IQT maintains qualification, currency and proficiency, and is responsible for completing their unit's operational and/or test missions. Qualification, currency, and proficiency are maintained through the accomplishment of training, test missions, and operational alerts. Personnel with access to unauthorized launch data and/or current ICBM Wing Code Processing System operational coding will not be CMR certified. Current CMR qualified positions include: MCCM-A, Instructor, Evaluator, Flight Commander (Training and Operations flights), ADO, Director of Operations (DO) and Sq/CC.

3.2.1. In order to meet qualification requirements, individuals will:

3.2.1.1. Meet Missile Operations Duty (MOD) qualifications established in DAFMAN 48-123, *Medical Examinations and Standards*, or civilian equivalent.

3.2.1.2. Obtain Initial Class III Flight Physical prior to ALCS training start date and maintain current flying status as established in DAFMAN 48-123. Individuals in civilian ALCS positions are required to meet flight qualification requirements per the Federal Aviation Administration or Department of the Air Force guidelines. To cover unique circumstances and operational needs, the 625 STOS/CC can allow a student to begin ALCS training prior to completion of the appropriate flight physical. These situations will be evaluated on a case by case basis.

3.2.1.3. Complete the Initial Physiological Training course (Altitude Chamber) as part of the AFSC-granting formal training program to be a non-rated aircrew member, i.e. MCCM-A.

3.2.1.3.1. All efforts will be made to accomplish prior to ALCS training start date.

3.2.1.3.2. To cover unique circumstances and operational needs, the 625 STOS/CC can allow a student to begin ALCS training prior to completion of the Physiological Training Course.

3.2.1.4. Complete the Water Survival Course

3.2.1.4.1. All efforts will be made to accomplish prior to ALCS training start date.

3.2.1.4.2. To cover unique circumstances and operational needs, the 625 STOS/CC may allow a student to begin ALCS training prior to completion of the Water Survival Course.

3.2.1.5. Meet qualifications for Personal Reliability Assurance Program (PRAP) duty established in DoDM 5210.42_AFMAN 13-501, *Nuclear Weapons Personnel Reliability Program (PRP)*. Initial PRAP certification must be documented.

3.2.1.6. Complete CMR IQT, CMR requalification training (RQT), or local training as required.

3.2.1.7. Complete an initial or qualification evaluation as required by AFGSCI 13-5302V2.

3.2.1.8. Accomplish an EAP certification briefing IAW [paragraph 3.5](#).

3.2.1.9. Accomplish a codes certification. Document the codes certification on the AFGSC Form 165, *USSTRATCOM Code Handler Certification and Training Record*.

3.2.2. Qualifying Official. The Squadron Commander or Operations Officer documents CMR qualification for crew members in the position, ensuring successful completion of all required training and evaluations.

3.2.3. Currency and Proficiency Requirements. CMR qualified individuals will maintain currency and proficiency requirements IAW the ALCS RTM.

3.2.4. Restricted Status. Restricted status is defined as a CMR qualified MCCM-A who is unqualified, noncurrent or incomplete in required continuation training (CT), or as determined by the qualifying official. Personnel in restricted status will not perform alert duties and will not perform unsupervised test missions. The unit will document restricted status in PEX, or locally developed documentation if PEX is unavailable, via Memorandum For Record (MFR) to the 55 WG Aviation Resource Management office. At a minimum, CMR personnel will become restricted for the following:

3.2.4.1. Failure to maintain currency IAW AFGSCI 13-5302V2.

3.2.4.2. Failure to maintain currency IAW ALCS RTM.

3.2.4.3. Regression for Proficiency Events. Failure to maintain RIP tasked proficiency events at the end of the training cycle will require regression to restricted status unless waived by the Sq/CC.

3.2.4.4. Failure to maintain medical currencies in accordance with AFI 48-170, *Periodic Health Assessment*. Restricted status will begin the first day the individual becomes overdue.

3.2.4.5. The qualifying official determines an individual should be restricted.

3.2.5. Removal from restricted status.

3.2.5.1. Failure to Complete Training Requirements. Individuals who fail to complete their proficiency requirements will be restricted and have their training history reviewed by the Sq/CC. The Sq/CC may remove the individual from restricted status after demonstration of, at a minimum, the deficient proficiency event in the Virtual Airborne Procedures Trainer (VAPT) and classroom training with an instructor. Events accomplished for this restoration may count towards the member's cumulative proficiency event for the new training cycle.

3.2.5.2. Individuals who have failed an evaluation (Q3) must successfully complete a requalification evaluation and all corrective actions in accordance with AFGSCI 13-5302V2.

3.2.5.3. Individuals who have not received a qualification evaluation prior to their delinquency date must receive a qualification evaluation in accordance with AFGSCI 13-5302V2.

3.3. Recurrency. Recurrency is required whenever a crew member does not meet a currency requirement listed in the ALCS RTM. Overdue training requirements must be satisfied before the crew member is considered ready to perform operational duties. Upon completion of required training for currency, an AF Form 1522, *Aviation Resource Management System (ARMS) Additional Training Accomplishment Report*, or local documentation if PEX/Air Resource Tool Enterprise Mission Information System (ARTEMIS) is unavailable, will be provided to the unit Squadron Aviation Resource Management (SARM) office. Regaining currency is based on time elapsed from the date the individual became noncurrent.

3.3.1. Up to 6 months: Training as directed by Sq/CC and a proficiency demonstration of the noncurrent event to an instructor.

3.3.2. 6 months through 1 year: Training as directed by the Sq/CC. MCCM-A will accomplish a VAPT qualification evaluation.

3.3.3. Over 1 year: Individual must be recertified IAW [paragraph 3.4.2](#).

3.3.4. Individuals whose medical currencies have expired must receive an examination(s) and be determined medically qualified for CMR duty.

3.4. Decertification/Recertification Requirements.

3.4.1. Decertified personnel will not perform duties in the applicable duty position(s). Units will document decertification. Decertify personnel for any of the following:

3.4.1.1. Permanent PRAP decertification.

3.4.1.2. Failure to maintain the appropriate security clearance.

3.4.1.3. Noncurrent for over 12 months.

3.4.1.4. Permanent Change of Assignment or Permanent Change of Station (PCS) to a Non-CMR position.

3.4.1.5. As deemed necessary by the qualifying official.

3.4.1.6. A disqualifying medical condition as determined by AFGSC/SG.

3.4.2. Recertification.

3.4.2.1. Personnel must meet requirements outlined in [paragraph 3.2](#) to be recertified as CMR. IQT/RQT can be tailored to crew member experience level.

3.4.2.2. When significant hardware, software, or procedural changes impact unit mission requirements, personnel will be recertified to address the changes. AFGSC/A3T will determine the requirement for recertification based on recommendations from Sq/CC.

3.5. EAP Certification. The unit commander is responsible for ensuring each individual is qualified and certified for the unit's EAP mission. EAP certification provides unit commanders a

final approval of a crew member's qualification to execute the unit's EAP mission based on demonstrated knowledge and capability.

3.5.1. EAP certifications are required prior to CMR qualification, and when directed by a SQ/DO or higher authority.

3.5.2. Format of the briefing is at the discretion of the squadron commander.

3.5.3. Crew members may certify individually or as a crew. Simultaneous crew certifications are authorized at the discretion of the Sq/CC. Any crew member participating in an EAP certification is considered to be certifying and will be documented as having accomplished an EAP certification.

3.5.4. EAP certification briefings will be given to the Sq/CC or SQ/DO at a minimum. The Sq/CC and SQ/DO will present their certification briefings to the next senior commander or deputy in the operational chain of command. **(T-3)**

3.5.5. EAP certifications are not transferable to or from missile wings.

3.5.6. EAP certifications may be required in preparation for a major EAP change.

3.6. Code Controller Certification. Units will ensure personnel receive two-person concept and nuclear surety training in accordance with DAFI 91-101_AFGSCSUP, *Air Force Nuclear Weapons Surety Program* prior to codes certification.

Chapter 4

FORMAL TRAINING

4.1. Missile Combat Crew Member – Airborne Training. This chapter outlines the formal training for the MCCM-A position. Reference DAFH 36-2675, *Information for Designers of Instructional Systems* for all instructional material development.

4.1.1. Training programs must be designed and implemented using PS to ensure crew members meet the mission requirements for the operational configuration and performance of the weapon system. Training programs will instruct personnel on new or revised procedures and equipment as directed by AFGSC or per Sq/CC direction.

4.1.2. Training materials (soft or hard copy) will be retained for a minimum of twelve months.

4.1.3. All training scripts and lesson plan documents that simulate real world documents will be marked “For Training Use Only.” Do not store these documents near their real-world counterparts.

4.2. Physiological Training, Water Survival, and Other Training Courses.

4.2.1. Physiological Training. Reference [paragraph 3.2.1.3](#) for the requirements for Physiological Training

4.2.2. Water Survival. Reference [paragraph 3.2.1.4](#) for the requirements for Water Survival.

4.2.3. Other Training Courses. Accomplish additional local training courses, as required by host base (i.e. Local Area Survival Training & Aerospace Flight Equipment Training).

4.3. ICBM Weapons Instructor Course. This course is taught at the USAF Weapons School. Candidates undergo a competitive selection process. Weapons officers will be assigned as Flight Commander, Weapons & Tactics or Chief, Weapons & Tactics and will not be assigned unrelated additional duties IAW DAFMAN 11-415, *Weapons and Tactics Programs*.

Chapter 5

QUALIFICATION TRAINING

5.1. General Information. Qualification training includes CMR IQT and RQT.

5.2. Combat Mission Ready Initial Qualification Training. CMR IQT upgrades newly assigned MCCM-As to CMR in order to accomplish the unit's missions. Guidance in this chapter is provided to assist the unit in developing their IQT program. Units may further tailor their program based on current qualification, experience, currency, documented performance, and formal training.

5.2.1. The CMR IQT program will include the following:

5.2.1.1. ALCS weapon system, EAP, and codes training needed to attain CMR status.

5.2.1.2. Nuclear surety training.

5.2.1.3. Training must be provided on the ALCS EAP assignment, procedures, and responsibilities.

5.2.1.4. VAPT session(s) (and/or a Sq/CC-approved venue at the Sq/CC discretion) are required prior to CMR qualification. Quantity and content of training is determined by the Sq/CC. Additionally, hands-on training on the E-6B is required during IQT prior to CMR qualification as listed in the ALCS RTM.

5.2.1.5. Training on local procedures.

5.2.2. While in CMR IQT, all training accomplished may be recorded to establish currency dates. However, the MCCM-As in CMR IQT will not receive proficiency credit toward the current RTM cycle. The MCCM-A must be CMR certified in order to receive proficiency credit. MCCM-As are exempt from RTM reporting requirements for the RTM cycle they enter.

5.3. Requalification Training. RQT is given to qualify crew members who have been CMR decertified in order to restore the individual to CMR status. RQT will be developed by the unit to address the situation leading to the crew member's decertification and to meet the training requirements for the individual. The RQT will be approved by the individual's qualifying official.

Chapter 6

CONTINUATION TRAINING

6.1. General Information. The CT program provides crew members with the training necessary to maintain proficiency in the assigned certification/qualification level. The unit commander is ultimately responsible for ensuring crew members receive sufficient CT to maintain individual proficiency.

6.2. Ready ICBM Program (RIP). The RIP is designed to focus training on capabilities needed to accomplish the mission in a safe, secure, and effective manner. The program provides crew members with the volume, frequency, and mix of training necessary to maintain proficiency in the mission. Events accomplished on alert or in the VAPT are used to achieve currency and proficiency. Total event numbers are minimums. Minimums are set to ensure training continually meets all mission requirements. These minimums will not be reduced except in proration or waiver situations. The Sq/CC has the authority to set the quantities higher based on operational needs. Events and frequencies listed in the currency table are those events that every crew member must accomplish in order to maintain a minimum level of currency to perform the mission. Events listed in the proficiency table are those events that must be accomplished by each crew member by the end of the training cycle.

6.2.1. Sq/CC has the authority and is expected to tailor their unit's training program to focus on those events and Tactics, Techniques and Procedures that are most critical to mission accomplishment.

6.2.2. Log all events accomplished in training, evaluations, or on operational alert into PEX/ARTEMIS or local documentation process if PEX/ARTEMIS is not available. The unit is responsible for tracking currency and proficiency events accomplishment.

6.3. RIP Reporting. Squadron RIP training status reports are intended to provide a snapshot assessment of squadron readiness as supported by RIP guidance. RIP is designed to provide the minimum required mix of semi-annual events and sorties CMR members must accomplish to sustain combat mission readiness. Accurate reporting of RIP events and alerts accomplished permits the MAJCOM to apply resources, policy, or guidance to address or prevent shortfalls. Additionally, this report provides an opportunity for the squadron commander to provide valuable feedback to the MAJCOM on the overall effectiveness of the RIP. Reference current RTM for report template.

6.4. Training Review Board. The purpose of the TRB is to identify currency and proficiency progress and trends, determine manning utilization, discuss any limiting factors (LIMFACS) inhibiting training and recommend updates or changes to the RIP. The TRB typically covers the following topics: CT, waivers, in-unit qualification training, and other items as desired by the convening commander.

6.4.1. The Sq/CC will chair a TRB once a quarter and additionally as needed. Panel members should include DO, ADO, Flt/CCs, and other members as deemed appropriate by the convening commander.

6.4.2. LIMFACS are factors (constraints, restrictions, etc.), that degrade training effectiveness. Report only significant LIMFACS of events that affect a significant number of the ALCS crew force. Include possible solutions or specific assistance required, if able.

AFGSC will address noted LIMFACS and engage United States Strategic Command (USSTRATCOM) as required.

6.5. Academic Training Requirements. Academic training sessions are designed to facilitate discussion of weapon system and EAP concepts, operations, and problems.

6.5.1. Academic training will be accomplished quarterly and include, at a minimum, a subset of the requirements listed in the current RTM. Training sessions will be conducted by instructors. Waiver authority for academic training is IAW the referenced directive listed in the RTM.

6.5.1.1. The RTM covers the minimum required topics that must be shown in the academic environment. Units are encouraged to also use academic training days as an opportunity to have focused conceptual discussions on integrated topics that help provide the “why” and “how” behind the weapon system and crew procedures.

6.5.1.2. Additional discussion topics may include, but are not limited to: Targeting, LF and ALCS Subsystems, Nuclear Command and Control, EAP, Codes, and Weapon System Safety Rules.

6.5.1.3. The Sq/CC is responsible for establishing and maintaining the academic training program. The Sq/CC will ensure crew members accomplish academic training requirements and may direct additional training as necessary. **(T-3)**

6.5.2. A certified instructor must be present when an uncertified instructor is conducting academic training.

6.6. Self-Study Training. The unit will ensure self-study programs are produced as needed to complement the unit’s academic training program. Self-study programs should be designed to assist Missile Combat Crew-Airborne on conceptual topics (e.g., topics similar to items covered in academic training) and requirements that cannot easily be demonstrated in the VAPT or on alert (e.g., ALCS Codes Posture/Deposture, UHF Radio Guide, Weapon System Safety Rules, and E-6B Emergency Procedures).

6.7. Proration of End of Cycle (Semi-annual) Requirements. The Sq/CC may prorate proficiency event training requirements. Prorate end of cycle requirements when Duties Not to Include Flying (DNIF), emergency leave, Maternity/Paternity Leave, or temporary duty preclude training for a portion of the training period. Ordinary annual leave will not be considered as non-availability. This allows for accurate reporting of mission and event accomplishments.

6.7.1. Proration will only be used to adjust for genuine circumstances of training non-availability, not to mask training or planning deficiencies. It allows the Sq/CC the flexibility to waive a portion of the proficiency requirements based on the criteria described in the following paragraphs.

6.7.2. Proration is based on cumulative days of non-availability during the training period. Use [Table 6.1](#) to determine the number of months to be prorated based on cumulative calendar days of non-availability.

6.7.3. Proration Example: A crew member was granted 17 days of short notice leave for an emergency in January and attended SOS in residence from March through April for 56 consecutive calendar days. Based on 73 days of cumulative non-availability, the Sq/CC authorized a total of 2 months proration from the training cycle.

Table 6.1. Proration Allowance.

CUMULATIVE DAYS OF NON-AVAILABILITY	MONTHS OF PRORATION ALLOWED	PERCENTAGE OF EVENT VOLUME REQ
0—15	0	100%
16—45	1	91.66%
46—75	2	83.33%
76—105	3	75%
106—135	4	66.66%
136—165	5	58.33%
166—195	6	50%
196—225	7	41.66%
226—255	8	33.33%
256—285	9	25%
286—315	10	16.66%
316—345	11	8.33%
346 - 365	12	0%

6.7.4. Use the following formula to determine training requirements: number of months available, divided by the total number of months in the training period, multiplied by the event volume. Round down to the nearest whole number (e.g., 5.6 rounds to 5), but not less than 1 unless the individual was available for less than 30 days during the training cycle. Example: Months available (4) divided by Total months in the RTM (12) = 33.33% of each proficiency event. Then, 33.33% multiplied by required event volume and rounded down to nearest whole number will determine how many times the individual must see the event on a prorated basis.

6.7.5. If IQT is re-accomplished, a crew member's training period will start over at a prorated share following completion of IQT training.

6.7.6. Newly assigned crew members and crew members achieving CMR after the 1st of the month are considered to be in CT on the first day of the following month for proration purposes. A prorated share of RIP proficiency events must be completed in CT. Prior to CMR qualification, newly assigned crew members may only fulfill RTM currency requirements during IQT or RQT. Following CMR qualification, crew members are eligible to fulfill proficiency requirements.

6.7.7. RTM tasks may be prorated or waived but cannot be both for an individual.

6.8. Training Locations. The VAPT provides a controlled off-line environment to emphasize crew interaction, dynamics, and prioritization while simulating operational scenarios to accomplish training in addition to an ALCS configured aircraft. The E-6B provides a realistic, tactile environment that cannot be provided by the VAPT.

6.8.1. Units should maximize use of an off-line environment to conduct training with the exception of event IDs that are required to be shown onboard the E-6B as listed in the ALCS RTM. When training devices are off-line, non-existent or degraded, efforts will be made to limit the impact on the operational environment.

6.8.2. Prior to conducting a training session in the operational environment, units must gauge impact to LOOKING GLASS or ALCS Test operations before accomplishing training aboard the aircraft. The on-duty Missile Combat Crew Commander-Airborne (MCCC-A) or Test Manager maintains authority during the session.

6.8.3. Only ALCS certified instructors may conduct training in the operational environment. Safety and operational requirements take priority over simulated activities.

6.8.4. If, during the course of operational training, a change in status occurs and the trainee is unable to detect the change, instructors will apply the following:

6.8.4.1. In situations requiring immediate crew response to prevent personnel injury, damage to equipment or mission degradation the instructor will immediately bring the status to their attention.

6.8.4.2. In situations NOT requiring immediate crew response to prevent personnel injury, damage to equipment, or mission degradation the instructors will use discretion in determining when to bring the status to their attention.

6.8.5. Only certified instructors are authorized to conduct RTM training in the VAPT.

6.9. Specialized Training. Specialized Training (ST) is developed, conducted, and documented under the supervision of a certified instructor to train crew members on new or changed procedures, hardware or software changes (when RQT is not warranted), and significant upcoming events (Simulated Electronic Launch-Minuteman, code change, communication system exercises, etc.). ST will be developed by the unit's Weapons and Tactics or Training and Evaluation Flight based on the operational impact(s) of the new or changed procedure(s), hardware, or software.

6.9.1. Changes directly affecting mission accomplishment or safety, as determined by the Sq/CC, will be trained to all personnel before they perform crew duty (alert, evaluation, or VAPT session, etc.); otherwise, changes will be trained to all personnel during CT.

6.9.2. Only certified instructors will develop and deliver ST.

6.10. Supplemental Lesson Plans. Supplemental Lesson Plans (SLP) will be developed by the unit's Weapons and Tactics or Training and Evaluation Flight based on the operational impact(s) of the new or changed procedure(s), hardware, or software. The Training Flight will teach all SLPs to appropriate personnel.

6.11. Missile Wing Continuation Training. 625 STOS personnel, as core 13Ns, will return to operational missile wings at least every two years to meet operational requirements and complete familiarization and specialized training.

6.11.1. 625 STOS personnel will accomplish relevant weapon system training to stay up to date on evolving mission requirements.

6.11.2. 625 STOS/CC may waive this requirement at his/her discretion to meet operational requirements. This requirement will have no impact on ALCS CMR status.

6.11.3. The 625 STOS will coordinate the number of personnel, dates, and location of training with 20 AF/A3/6 at least 60 days in advance of intended training start date. 20 AF/A3/6 will ensure that the date and location of training is communicated to the appropriate agencies at the missile wing.

Chapter 7

INSTRUCTOR UPGRADE AND CERTIFICATION PROGRAM

7.1. General Information. The Instructor Upgrade and Certification Program is developed and administered to ensure certified instructors can conduct standardized, objective based training.

7.1.1. AFGSC/A3T in conjunction with 625 STOS will develop a standardized instructor training program to meet initial and recurring instructor training requirements.

7.1.2. Squadron Commanders will administer and document certifications.

7.2. Instructor Training Requirements. Instructor trainees will be observed and supervised by a certified instructor during all instructor training activities. 625 STOS will develop and conduct an instructor observation program to observe and provide performance feedback to instructor trainees. Prior to certification, instructor trainees must fulfill the following requirements:

7.2.1. Observe a certified instructor conduct a training session using a standardized script. Observing a training session includes participation in pre- and post-training activities.

7.2.2. Complete an instructor trainee observation program. Individuals must be observed administering a set of VAPT training sessions for certification by a certified instructor. The quantity and content of the training sessions is determined by the Squadron Commander. Individuals previously certified as an instructor are only required to be observed administering a minimum of one standardized VAPT training session.

7.2.3. Receive instruction on the following items: Instructor responsibilities, VAPT configuration, training material handling and control procedures, training presentation techniques, identifying deficiencies, pre- and post-training requirements and activities, documentation requirements, construction and administration of individual or multiple-event training scenarios, construction and administration of lesson plans, and relevant unit policies and requirements.

7.3. Instructor Certification. Instructors will be trained, observed, and recommended for certification.

7.3.1. Only instructors who are CMR are authorized to conduct formal instruction on the E-6B.

7.3.2. There is no limit to the number of certification observations it takes for an instructor to become certified.

7.3.3. The Squadron Weapons and Tactics Flt/CC, the ALCS Training Flt/CC, and other appropriate authorities are authorized to conduct certification observations for instructor trainees as determined by the Sq/CC.

7.3.4. The Sq/CC, SQ/DO, ADO, and unit Weapons Officers are automatically certified as instructors based on the position. VAPT familiarization and operational training may be required based on member's experience level prior to giving training in the VAPT.

7.3.5. If the instructor trainee is not recommended for certification during their certification training session, the certified instructor observing the training will become the instructor of record.

7.3.6. If an instructor fails to certify after being observed, retraining must be accomplished in the deficient area(s) before the next attempt at certification.

7.3.7. After the instructor trainee has been trained and observed administering applicable training session, the individual that observed the trainee will provide certification recommendations to the Sq/CC or DO.

7.3.8. The unit commander or operations officer will certify individuals as instructors and document their certification.

7.4. Instructor Recurring Training Requirements. Instructors must be trained, observed and maintain currency.

7.4.1. Instructors must receive recurring instructor training to ensure standardization and to maintain instructor proficiency. Recurring instructor training will be conducted quarterly.

7.4.2. Units will develop and conduct an instructor observation program to observe and provide performance feedback to each instructor once a year. Observations will be conducted by the Squadron Weapons and Tactics Flt/CC, the Training and Evaluation Flt/CC or higher authority.

7.5. Instructor Restricted Status. An individual may be prohibited from performing instructor duties without being decertified.

7.5.1. Instructors will be prohibited from providing training if:

7.5.1.1. The instructor is placed in restricted status due to an unqualified rating on any phase of an evaluation or receives a commander directed downgrade IAW AFGSCI 13-5302V2. The instructor must successfully complete corrective training and/or a VAPT evaluation prior to administering training.

7.5.1.2. The instructor becomes noncurrent or is in regression for any event and the Sq/CC determines the loss of currency or proficiency for that event is of sufficient importance to consider the individual uncertified to perform instructor duties. If the Sq/CC does not elect this option, instructor status may be retained, but the instructor will not instruct in that event until the required currency or proficiency is regained.

7.5.1.3. The individual does not receive quarterly recurring instructor training. Prior to administering training, the individual must complete the applicable training that was missed.

7.5.1.4. The individual fails to receive a recurring instructor evaluation IAW AFGSCI 13-5302V2. Prior to administering training, individual must receive an annual observation.

7.5.1.5. At the discretion of the unit commander or operations officer.

7.5.2. Units will document instructor restricted status on an MFR retained by the unit until corrective actions are complete.

7.6. Decertification and Recertification Requirements. The Squadron Commander will decertify and recertify instructors when needed. The Squadron Commander may delegate this authority down to the Operations Officer.

7.6.1. Units will document instructor decertification using the AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*, or locally developed document if

PEX/ARTEMIS is unavailable. Instructors will be decertified at the discretion of the Squadron Commander or Operations Officer.

7.6.2. An instructor may be recertified following completion of corrective actions as directed by the certifying official.

7.7. Tailored Instructor Training. Once an individual has been certified as an instructor within AFGSC, they will not be required to re-accomplish an entire training program at their new assignment. Training offices must assess the individual's previous instructor experience to determine whether an individual requires further training to meet the unit's needs. At a minimum, provide training on local procedures and equipment before certifying the individual.

Chapter 8

MISCELLANEOUS

8.1. Training Documentation. Upon completion of each currency and proficiency event individuals will document the events accomplished to provide a means to track individual performance or progression.

8.1.1. Documenting Academic Training Events. The instructor of record is responsible for providing events covered during any academic training session to the unit ARTEMIS representative via an AF Form 1522 or locally developed document if PEX/ARTEMIS is unavailable.

8.1.2. Documenting Alert Events. Each MCCM-A is responsible for documenting RTM events during training, evaluations, exercises and alert. All MCCM-As will submit alert events using the Mission Accomplishment Report (MAR), or locally developed document if PEX/ARTEMIS is unavailable, to the unit training office. MARs will also be submitted to the unit ARMS representative for validation, if available. The MCCC-A of record will provide oversight.

8.1.3. The Unit Training Office and, if available, a unit ARTEMIS representative, will retain documentation of academic training currency and proficiency events as applicable for individual crew members.

8.2. New or Upgrade System Requirement. For new or upgraded missile systems, the unit training office will develop the training program to meet requirements within this manual and the Performance Standards and Training/Evaluation Constraints Memorandum. When a new unit or duty position is established, new equipment or system modifications occur, or new or significantly changed operations procedures requiring training or evaluation occur, the most experienced or qualified personnel in the unit may be designated as the Subject Matter Experts (SME).

8.2.1. The Sq/CC or designated representative will appoint a limited number of SMEs in writing. Forward the SME designation memorandum through the chain of command directly to AFGSC/A3T.

8.2.2. SME designation only applies to those individuals necessary to develop and conduct the appropriate training and evaluation programs, or individuals necessary to support the operations, test, and evaluation process.

8.2.3. SMEs must accomplish the appropriate training for the duty position, such as contractor-provided Type I training and meet requirements in [paragraph 3.2](#). Upon completion of SME training individuals will be CMR. The primary duty of the CMR certified SMEs is to develop technical documentation, training materials, and to conduct training.

8.2.4. SMEs will be evaluated in accordance with AFGSCI 13-5302V2.

SCOTT P. WEYERMULLER
Brigadier General, USAF
Director of Operations

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

DoDM5210.42_AFMAN 13-501, *Nuclear Weapons Personnel Reliability Program*, 24 Jun 2025

EAP-STRAT Volume 1, *General (S)*, 1 Oct 2024

EAP-STRAT Volume 11, *LERTCON System (S)*, 1 Oct 2024

EAP-STRAT Volume 16, *ICBM Code Component Control Policy and Procedures*, 1 Aug 2025

AFPD 13-5, *Air Force Nuclear Mission*, 17 Jul 2018

DAFMAN 11-260, *Tactics Development Program*, 16 Mar 2023

DAFMAN 11-415, *Weapons and Tactics Programs*, 1 Aug 2023

AFI 13-520, *Aircraft and ICBM Nuclear Operations*, 26 Jul 2021

AFI 33-322, *Records Management and Information Governance Program*, 27 Jul 2021

DAFH 36-2675, *Information for Designers of Instructional Systems*, 15 Apr 2022

DAFI 36-2670, *Total Force Development*, 24 Jun 2020

AFI 48-170, *Periodic Health Assessment*, 7 Oct 2020

DAFMAN 48-123, *Medical Examinations and Standards*, 8 Dec 2020

DAFI 90-160, *Publications and Forms Management*, 14 Apr 2022

DAFMAN 90-161, *Publishing Processes and Procedures*, 18 October 2023

DAFI 91-101_AFGSCSUP, *Air Force Nuclear Weapons Surety Program*, 14 Nov 2023

AFGSCI 13-5302V2, *Airborne Launch Control System (ALCS) Crew Standardization and Evaluation*, 19 Jul 2017

Prescribed Forms

None

Adopted Forms

DAF Form 679, *Department of the Air Force Publication Compliance Item Waiver Request/Approval*

DAF Form 847, *Recommendation for Change of Publication*

AF Form 1522, *ARMS Additional Training Accomplishment Report*

AF Form 4023, *Aircrew Training Progress Report*

AF Form 4025, *Aircrew Summary/Close-Out Report*

AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*

AFGSC Form 165, *USSTRATCOM Code Handler Certification and Training Record*

Abbreviations and Acronyms

ADO—Assistant Director of Operations

AETC—Air Education and Training Command

AFGSC—Air Force Global Strike Command

AFGSCI—Air Force Global Strike Command Instruction

AFGSCMAN—Air Force Global Strike Command Manual

AFH—Air Force Handbook

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPD—Air Force Policy Directive

ALCS—Airborne Launch Control System

ARTEMIS—Air Resource Tool Enterprise Mission Information System

CMR—Combat Mission Ready

CT—Continuation Training

EAP—Emergency Action Procedures

Flt/CC—Flight Commander

HHQ—Higher Headquarters

HQ—Headquarters

IAW—In Accordance With

ICBM—Intercontinental Ballistic Missile

IQT—Initial Qualification Training

ISD—Instructional Systems Development/Design

LIMFACS—Limiting Factors

MAJCOM—Major Command

MAR—Mission Accomplishment Report

MCC-A—Missile Combat Crew - Airborne

MCCC-A—Missile Combat Crew Commander - Airborne

MCCM-A—Missile Combat Crew Member - Airborne

MFR—Memorandum for Record

OPR—Office of Primary Responsibility

PCS—Permanent Change of Station

PEX—Patriot Excalibur

PRAP—Personnel Reliability Assurance Program

PS—Performance Standard

RIP—Ready ICBM Program

RQT—Requalification Training

RTM—RIP Tasking Memorandum

SARM—Squadron Aviation Resource Management

SLP—Supplemental Lesson Plans

SME—Subject Matter Expert

Sq/CC—Squadron Commander

SQ/DO—Squadron Director of Operations

ST—Specialized Training

STOS—Strategic Operations Squadron

T.O.—Technical Order

TRB—Training Review Board

USSTRATCOM—United States Strategic Command

VAPT—Virtual Airborne Procedures Trainer

Office Symbols

20 AF/A3/6—20th Air Force Director of Operations, Communications and Security

8 AF—Eighth Air Force

625 STOS—625th Strategic Operations Squadron

625 STOS/CC—625th Strategic Operations Squadron Commander

AF/A10—Air Force Directorate of Force Management and Integration

AF/A3—Air Force Directorate of Operations

AF/A5—Air Force Directorate of Plans and Programs

AFGSC/A3—Air Force Global Strike Command Directorate of Operations

AFGSC/A3T—Air Force Global Strike Command Directorate of Operations, Operations Training, Test, and Standardization/Evaluation Division

AFGSC/A3TO—Air Force Global Strike Command Directorate of Operations, Operations Training, Test, and Standardization/Evaluation Division, Operations Training Branch

AFGSC/A3TV—Air Force Global Strike Command Directorate of Operations, Operations Training, Test, and Standardization/Evaluation Division, Standardization and Evaluation Branch

AFGSC/SG—Air Force Global Strike Command, Surgeon General

Attachment 2

MCCM-A TRAINING FOLDERS

A2.1. Training Folders. Units will maintain individual training documentation in a training folder for all CMR personnel. Each individual will have a separate folder. Electronic formatted training folders are authorized and recommended, provided that a separate electronic folder is maintained for each individual and there are proper security measures, backup capability, and sustainment plans in place.

A2.2. Electronic Records. Training folders maintained in an electronic format will contain two sections.

A2.2.1. Section 1 – Qualification and Certification. Include all forms used to track qualification and certification of the crew member to include all certification and decertification forms, documentation for completed training requirements, and all AF Form 4324s.

A2.2.1.1. Create subfolders as needed to organize documents for ease of reference.

A2.2.1.2. Applicable waivers and/or associated MFRs to support actions taken that affect an individual's qualification/certification will be maintained in the appropriate folder.

A2.2.2. Section 2 – Formal Training. At a minimum, the unit must retain all Training Progress Reports and Aircrew Summary/Close-Out Reports associated with the individual's Initial Qualification Training, Requalification Training, and any additional upgrade training. Use of the AF Form 4023 and AF Form 4025 or a similar in-unit created form is preferred.

A2.2.2.1. Create subfolders as needed to organize documents for ease of reference.

A2.2.2.2. Aircrew Training Accomplishment Reports completed during formal training are not required to be maintained in the individual training folder. These are submitted in PEX and are maintained by the SARM office.

A2.3. Physical Records. Individual training folders maintained in hardcopy format will have two sections and follow the guidance provided for the maintenance of electronically generated training folders.

A2.3.1. File AF Form 4324s with the most recent form on top.

A2.3.2. File any applicable waivers and/or associated MFRs to support actions taken that affect an individual's qualification/certification directly behind the corresponding certification document.

A2.4. Handling of Training Folders.

A2.4.1. The unit will develop a plan to ensure adequate security procedures are in place to prevent tampering by unauthorized personnel and to document timely back-up and recovery procedures. Regardless of format (hardcopy or electronic), the unit is ultimately responsible for the information contained on these forms.

A2.4.2. The unit will add required documents to the training folder within one week following completion of any event requiring documentation.

A2.4.3. The unit will provide the training folder to the individual upon their PCS for transfer to gaining unit.

Attachment 3

TRAINING SCENARIOS AND SCRIPTS GUIDE

A3.1. Training Scenarios. The purpose of a training scenario is to reinforce academic training, guide individual self-study, and allow students to develop proficiency and expertise. The unit has the responsibility to ensure technical accuracy of training scripts, lesson plans and associated products.

A3.1.1. Crew members should be trained in a realistic crew environment.

A3.1.2. Each VAPT session must have the following items available:

A3.1.2.1. TEAP

A3.1.2.2. CHAOS Binder

A3.1.2.3. Training targeting documents [e.g. Training Target and Timing Document (TTATD)].

A3.1.2.4. Applicable directives [e.g. AFI 91-117, *Safety Rules for the Airborne Launch Control System*, Commander USSTRATCOM Emergency Action Procedures (EAP-STRAT) Volume 1, *General (S)*, EAP-STRAT Volume 11, *LERTCON System (S)*, and EAP-STRAT Volume 16, *ICBM Code Component Control Policy and Procedures*].

A3.1.2.5. Checklists and simulation materials not listed above that are necessary to present a scripted scenario.

A3.1.3. Crews will receive a focused training session immediately prior to the standardized VAPT training. Crews will conduct mission planning prior to entering the VAPT to apply critical thinking skills necessary to execute the event.

A3.1.4. Prior to entering the VAPT, the instructor will provide focused training; it will consist of an instructor-led discussion of events that will be accomplished by the MCC- A during the VAPT session. Unit will develop a lesson plan associated with the standardized script that is tailored by the instructor to meet the needs of the MCC-A.

A3.2. Debriefing and Out Briefing the Trainee. The crew debrief and instructor out brief provides feedback to the trainee and the training program.

A3.2.1. The debrief is intended to provide crews with the opportunity to conduct critical self-assessment of their performance, identify deficiencies and develop mitigation strategies for continual improvement. Data gathered in debrief will be used in the formal instructor out brief.

A3.2.2. The out brief is intended to provide instructors with the opportunity to discuss positive performance, strengths and crew goals, any noted deficiencies, probable causes, areas for improvement, deficiency mitigation, and direct or indirect impacts to the mission, personnel, and other organizations.

A3.3. Scenario Support Personnel. Scenario support personnel are individuals in addition to instructors that participate in presenting a training scenario as required. These may include, but are not limited to, VAPT operator, trusted agents, and other personnel necessary to ensure proper scenario presentation.

A3.4. Training Scripts. The unit will produce and coordinate all training scripts. Instructors will use scripts to conduct training scenarios to ensure standardization of presentation and proper application of performance standards.

A3.4.1. Scripts will contain valid peacetime and wartime stimuli as appropriate. Stimuli will be identified by the ALCS RTM event ID and task description. The script should contain the following as applicable: information for instructors, initiation instructions, simulated inputs, appropriate agency responses, expected trainee response, status card inputs, and instructor notes.

A3.4.2. Estimated scenario run times, if included, are for scenario presentation only and do not establish a time standard for completing actions. Applicable time standards must be annotated within the script.

A3.4.3. Do not create actual conditions that could jeopardize personnel safety or cause equipment damage.

A3.4.4. Each scenario-based script should include, at a minimum, the following focus areas: Mission Planning, EAP, Emergency Procedures, and Nuclear Surety related items.

A3.4.5. Script training content for CT should not be designed to exceed 2 hours.

A3.4.6. Units can determine when to remove a training script from active use in either paper or electronic copy. Units will maintain scripts for at least 12 months following removal from active use. This does not require a removable storage element for old revision products. Off-line scripts do not require updates.

A3.4.7. Scripts must utilize a system to track changes made throughout the script's effective time. Units will include a List of Effective pages tracking all changes to the script after publication date.

A3.4.8. Script Coordination. All products or scripted events will be coordinated with applicable offices and agencies for approval. Training products should be coordinated through the respective Subject Matter Experts (i.e., 625 STOS/DOM, J37, etc.) to ensure technical accuracy.

A3.5. Performance Standards and Timing Constraints. The PS are designed to ensure crew members meet the mission requirements for the operational configuration and performance of the weapon system. PS apply in all venues (i.e., training, evaluations, and field operations). However, due to the dynamic nature of field operations, circumstances may exist that do not allow crew members to meet established PS. For these situations, the crew will prioritize and accomplish required actions in an expeditious manner.

A3.5.1. PS will be used for preparing and presenting training and evaluation materials.

A3.5.2. PS are divided into three levels.

A3.5.2.1. Level A: Tasks, if not performed correctly in the operational environment, could result in mission failure, endangerment of human life, serious injury or death.

A3.5.2.1.1. Level A tasks have the greatest potential for mission and/or personnel impacts and drive the most stringent training and evaluation program requirements.

A3.5.2.1.2. An asterisked Level A is used where a direct correlation exists between exceeding the time and a tangible undesirable outcome, or a task requires a higher level of proficiency necessary for mission accomplishment.

A3.5.2.1.3. Non-asterisked Level A performance standards provide an objective measurement guideline for performances requiring urgent action. Because event outcome may be influenced by outside factors, there is not always a direct correlation between outcome and successful completion of task-associated actions within the specified time parameter(s). Exceeding one of these times may not indicate a serious deficiency based on judgment and assessment of the specific scenario.

A3.5.2.1.4. If the subsequent event has a Level A time standard, time it normally, without adjustment for the "pending" original time standard.

A3.5.2.1.5. When more than one Level A time standard is running simultaneously, time them concurrently only if specifically written for concurrent timing, otherwise, time separately and sequentially.

A3.5.2.2. Level B: Tasks deemed integral to the performance of other tasks and required to sustain acceptable weapon system operation and mission execution. Level B tasks apply where no finite time standard can be identified, but depending on the specific task and scenario, may require expeditious action in order to prevent mission failure, serious injury, or death (e.g., Perform In-Flight CV Load).

A3.5.2.3. Level C: Rudimentary or simple tasks related to weapon system operations that by themselves have little or no impact on mission execution. The standard is to accomplish the task proficiently in accordance with technical orders and governing directives.

A3.5.3. Scenario Constraints. All training scenarios should be realistic, although this is a secondary consideration to ensuring adequate training of concepts and procedures. Compliance with constraints in the ALCS Performance Standards and Evaluation Constraints Memorandum are strongly recommended for unit created training scenarios.

A3.6. Status Presentation. Crew members must be presented with proper configuration and status for operational realism.

A3.6.1. Instructors should always provide status that crew members would normally detect with their senses (heat, air, smoke, etc.) when it cannot be simulated by the VAPT. Status cards will be used to the maximum extent possible. Instructors will ensure proper configuration is programmed whenever possible or briefed to the crew.

A3.6.2. Status presentation requirements and configuration actions for fire/overheat conditions, nuclear detonation and Electromagnetic Pulse/High Altitude Burst are located in the Performance Standards and Training/Evaluation Constraints Memorandum for additional presentation or configuration requirements.

A3.6.3. Status cards and briefings will be standardized and presented in accordance with AFGSC/A3T direction.

A3.7. Briefings. It is the responsibility of the instructors to conduct appropriate briefings throughout the course of the VAPT session.

A3.7.1. Instructors will conduct a pre-brief to set the environment of the training and to ensure the trainee clearly understands expectations, responsibilities, limitations, and other rules of engagement before being administered training scenarios.

A3.7.2. For training scenarios conducted in the operational environment, instructors will pre-brief the on-alert ALCS Officer, Aircraft Commander, Mission Commander, and Test Manager as applicable, ensuring they understand their roles and limitations.

A3.7.3. Safety and operational requirements take priority over simulated activities. Instructors will intervene to prevent a safety hazard or damage to equipment. Additionally, for training conducted in the operational environment, instructors will intervene to prevent mission failure or degradation.

A3.7.4. Instructors may use briefings as necessary for scenario transitions, scenario presentation in accordance with the script and to emphasize concepts presented in the lesson plan.

A3.7.5. Instructors will not lead or prompt trainees into taking a correct action, except in an operational environment. To ensure effective use of training resources and prevent improper procedures from being reinforced, they may step in to redirect trainees once they are satisfied the crew is accomplishing incorrect actions or failing to accomplish required actions.

A3.7.6. Provide training to correct deficiencies and reinforce the proper actions for task accomplishment as soon as practical after a trainee takes an incorrect action.

Attachment 4
DEFICIENCY CODES

Table A4.1. Deficiency Codes.

Code	TITLE	EXPLANATION
DC01	Lack of Knowledge	Did not know or unable to discern requirement. May be indicated by failure to accomplish a required task/subtask or accomplishing an incorrect task/subtask.
DC02	Lack of Proficiency	Lack of Proficiency Knew the requirement, but experienced difficulty because of a skill, ability, and/or expertise deficiency. May be indicated by failure to meet stated time standards.
DC03	Lack of Association	Did not associate the impact of various statuses. Could not correlate information.
DC04	Lack of Discipline	Inattention to detail, for example, skipped steps, misread clock, or did not detect status. May be indicated by poor checklist discipline.
DC05	Faulty Prioritization	Accomplished task/subtask, but unnecessarily delayed a relatively more urgent task/subtask.
DC06	Inadequate Crew Coordination	Inadequate Crew Coordination May be indicated when one crew member had incomplete status or when the error was attributed to inadequate use of demand-response techniques.
DC07	Other	Other Any identifiable deficiency not otherwise listed. If this code is used, a complete description of the cause of the deficiency must be included in the remarks.