

**BY ORDER OF THE COMMANDER
AIR FORCE MATERIEL COMMAND**

**AIR FORCE MATERIEL COMMAND
MISSION DIRECTIVE FOA**



3 AUGUST 2026

Mission Directive

FIELD OPERATING AGENCIES (FOA)

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This mission directive implements DAFI 38-107, *Air Force Mission Directives*, and defines the mission of HQ Air Force Materiel Command (AFMC) Field Operating Agencies (FOA). This publication applies to all AFMC Regular Air Force. This publication does not apply to United States Space Force, Air Force Reserve, or Air National Guard units. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFI 33-322, *Records Management and Information Governance Program*, and disposed of in accordance with the Air Force Records Disposition Schedule located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to the 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. HQ AFMC/A1 is the waiver authority for compliance items in this publication. Submit requests for waivers through the chain of command to the publication OPR for consideration. This mission directive may not be supplemented.

SUMMARY OF CHANGES

Updates to this publication were made to refine the mission and clarify the roles and responsibilities of the AFMC Law Office and AFMC Operations Office.

1. Mission.

1.1. AFMC Law Office. Provides highly specialized acquisition and intellectual property law expertise to accelerate and protect the discovery, development, and delivery of war-winning capabilities.

1.2. AFMC Operations Office. Ensures AFMC Command-wide steady-state and crisis/contingency command and control while managing AFMC Readiness and Deployments; Mission Assurance Program; Continuity of Operations Program; AFMC Exercise Execution; AFMC Critical Asset Protection; Counter Weapons of Mass Destruction Program; Readiness Reporting and Mission Type Order Execution; and the Air Reserve Component Military Personnel Appropriation Program.

2. Command.

2.1. AFMC Law Office. A FOA of HQ AFMC, reports to AFMC/JA.

2.2. AFMC Operations Office. A FOA of AFMC, reports to AFMC/A3/6.

3. Responsibilities .

3.1. AFMC Law Office. Responsible for acquisition legal advice to all Air Force Lifecycle Management Center (AFLCMC), Air Force Research Laboratory (AFRL) acquisition activities located at Wright-Patterson AFB, Hanscom AFB, Eglin AFB, and Joint Base San Antonio to include Portfolio Acquisition Executives (PAEs) programs, Program Executive Officers (PAOs) programs, and AFRL Technology Directorates' research efforts under the Department of the Air Force Technology Executive Officer (TEO). Consults with the Air Force General Counsel (SAF/GC) regarding PAE systems acquisition legal issues. Manages the Command Acquisition Integrity Program, including advice on procurement integrity and pursuit of contract fraud, civil, criminal, contractual and administrative remedies. Advises on acquisition ethics, including standards of conduct, conflicts of interest in support of PAE and TEO programs. Provides legal counsel to AFLCMC, AFRL and others in all aspects of intellectual property law including patent, trademark and copyright, and technology transfer. Serves as the Department-wide focal point for patent, and technology transfer. Provides discovery and litigation support to the Civil Law and Litigation Directorate and the Department of Justice in patent infringement cases. Administers the Invention Secrecy Act on behalf of the Air Force. HQ AFMC/JA and all subordinate legal offices retain all organize, train, and equip support for their associated mission execution and enabling organizations.

3.2. AFMC Operations Office. Responsible for managing the AFMC Air Force Force Generation scheduling, sourcing and execution. Executes Command Center Operations for HQ AFMC and oversees Command Post functions for 88 Air Base Wing (ABW). Manages the Command's Crisis Action Team to include organization, senior staffing, guidance creation, and training. Manages the AFMC Operations Center for execution of steady-state information flow to senior leaders. Provides guidance oversight for AFMC command and control. Maintain HQ AFMC Operations Center and Command Center facilities and equipment. Implements Air Force national and joint participation exercises program. Performs functions of the MAJCOM Readiness Office and ensures reporting units submit accurate and timely readiness assessments. Manages command's Counter Weapons of Mass Destruction program and execution of the Chemical, Biological, Radiological, and Nuclear (CBRN) Survivability program. Serves as the HQ AFMC Mission Assurance (MA) Office integrating seventeen

related programs and activities and executing the DoD MA Strategy. Oversees AFMC's Continuity of Operations program, International Arms Control Treaties and Agreements activities and the Critical Asset Risk Management Program. Manages the budgeting process for Air Reserve Component (ARC) Military Personnel Appropriation (MPA) for all USSF BOS-I 4G Airman and the United States Air Force Military Funeral Honors Operations. Performs over-site of the formulation, review, and implementation of MPA support policies and standards across AFMC, USSF and the Air Force Military Funeral Honors Programs to ensure consistent and effective operations.

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

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

DAFI 38-107, *Air Force Mission Directives*, 16 September 2025

Prescribed Forms

None

Adopted Forms

DAF Form 847, *Recommendation for Change of Product*

Abbreviations and Acronyms

ABW—Air Base Wing

AFLCMC—Air Force Lifecycle Management Center

AFMC—Air Force Materiel Command

AFRL—Air Force Research Laboratory

ARC—Air Reserve Component

CBRN—Chemical, Biological, Radiological, and Nuclear

DAF—Department of the Air Force

FOA—Field Operating Agencies HQ—Headquarters

HQ AFMC—Headquarters Air Force Materiel Command

MAJCOM—Major Command

MA—Mission Assurance

MPA—Military Personnel Appropriation

OPR—Office of Primary Responsibility

PAE—Portfolio Acquisition Executive

PAO—Program Executive Officers

TEO—Technology Executive Officer

Office Symbols

HQ AFMC/A1—HQ Air Force Materiel Command Directorate of Manpower, Personnel, and Services

HQ AFMC/A1M—HQ Air Force Materiel Command Manpower and Organization Division

HQ AFMC/A3/6—HQ Air Force Materiel Command Air, Space and Cyberspace Operations

HQ AFMC/JA—HQ Air Force Materiel Command Judge Advocate

HQ AFMC/MA—HQ Air Force Materiel Command Mission Assurance Office

SAF/GC—Air Force General Counsel