

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

**AIR FORCE RESERVE COMMAND
INSTRUCTION 36-2603**



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Personnel

**AIR FORCE RESERVE SEASONING
TRAINING PROGRAM (STP)**

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This instruction implements Air Force Policy Directive (AFPD) 36-26, *Total Force Development and Management*, by assigning responsibilities and providing guidance and procedures for managing the Air Force Reserve seasoning training program (STP). It extends the guidance of Air Force Instruction (AFI) 36-2670, *Total Force Development*; and Air Force Manual (AFMAN) 36-2136, *Reserve Personnel Participation*. It applies to all Air Force Reserve Command (AFRC) units to include direct reporting and geographically separated units as well as associate units. This publication does not apply to the Air National Guard. The purpose of this instruction is to define the AFRC STP and provide guidance on effectively managing this program. Sections of this instruction will be used as an internal management tool to assist the AFRC commanders, force support units, finance/resources advisors, and functional managers in administering the AFRC STP. Ensure that all records created as a result of processes prescribed in this publication are maintained IAW AFI 33-322, *Records Management and Information Governance Program*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command. This publication may be supplemented at any level, but all Supplements must be routed to the OPR of this publication for coordination prior to certification and approval. 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 DAFI 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 Publication OPR for non-tiered compliance items.

SUMMARY OF CHANGES

This document has been substantially revised and needs to be completely reviewed. The number was changed to reflect alignment under AFPD 36-26. This change redefines AFRC roles and responsibilities. It outlines the purpose of the STP and procedures and updates office symbols to reflect current AFRC organizations.

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1. Purpose:

1.1. The AFR seasoning training program (STP) is designed to build a ready force. The purpose of this program is to provide a means to accelerate upgrade training to become a fully qualified mobilization resource. The program allows eligible Airmen to voluntarily remain in an active duty for training (ADT) status for the purpose of on-the-job training (OJT).

1.2. This program is used as a tool to recruit, train, and retain Airmen in the US Air Force Reserve. STP will be offered each fiscal year provided funding and training capability exists.

1.3. Airmen eligible for a progression tour are not eligible for STP. For these Airmen, seasoning training is accomplished via mission qualification training within the progression tour.

1.4. STP funding is based upon command and local training requirements to support a mobilized force and authorized for core task training in support of this requirement. Any other use will be considered an inappropriate use of STP funds. Instances of misuse will be reported to HQ AFRC/A1K STP Program Manager or HQ AFRC/FMAR and the appropriate action will be taken to remove Airmen from active duty for training.

2. Program Overview:

2.1. STP is designed as a means to accelerate training in core tasks only as required by the Air Force Specialty Code (AFSC) for deployment eligibility. For the purposes of STP, Airmen are considered “trained” once they have completed the mandatory core tasks required for upgrade to the 5-skill level or the proficiency obtained per Career Field Education and Training Plan (CFETP) (if available)/Master Training Plan (MTP)/Unit CC for commissioned officers.

2.2. Eligibility

2.2.1. Eligible skills for STP are identified through an annual process and approved by the Commander, Air Force Reserve Command (AFRC/CC). The Wing Training Office should coordinate any issues/concerns with the respective STP Program Manager and the MAJCOM Career Field Manager (CFM)/MAJCOM Functional Manager (MFM).

2.2.2. STP eligible skills are authorized to receive AFRC central funding, as available. STP is intended to achieve unit readiness and therefore not intended for Airmen that are overages; however, STP funds can be used to fund overages at the discretion of CFMs/MFMs in order to meet the requirements of units.

2.2.3. STP eligible skills are subject to change each FY. While certain skills may maintain eligibility across FYs, there is no guarantee that skills will remain eligible in a successive FY. To ensure AFRC central funding for STP, eligible Airmen must begin seasoning active duty prior to the end of the FY. Furthermore, an AFRC Form 100, *Seasoning Training Program Statement of Understanding* (SOU) must be completed and returned to the Wing Training Office before a tour can begin.

2.3. AFRC central funding is limited to 139 days (excluding travel time and leave). The specific number of days authorized must be approved by the applicable Air Force Reserve CFM/MFM. Trainees may only participate in the program for the maximum allowable days authorized. Extensions to the centrally funded 139-day limitation may be initiated by the CFM/MFM and approved by the AFRC/CD or authorized and funded at the unit using non-STP reserve personnel appropriations (RPA).

2.4. STP is available to any traditional reservist (TR) or individual mobilization augmentee (IMA) participating for pay and points and in good standing with the Air Force Reserve that has been awarded a 3-skill level via formal school, waiver, Military Occupational Specialty conversion (MOS) or other 3-skill level awarding course (Transportation Proficiency Center [TPC] or Field Training Detachment [FTD]). It is not for Airmen that have already obtained their 5-skill level (enlisted) in their Duty Air Force Specialty Code (DAFSC) or qualified AFSC (commissioned officer).

2.4.1. To be eligible for STP, all enlisted participants must have a STP eligible skill (3-level control Air Force specialty code (CAFSC)) and be in either training status code

(TSC) “B” (upgrade training for initial award of the 5-skill level) or “F” (upgrade training for award of a subsequent 5-skill level due to retraining). The eligibility window to complete STP is 12 months (TSC B) or 9 months (TSC F). NOTE: Exception for 3P0X1 personnel moving from one shred to another.

2.4.2. The enlisted eligibility window starts the day they are entered into upgrade training (TSC B/F) regardless if the member is actively participating in seasoning. The date entered training should be established IAW AFI 36-2670 guidelines or as of the date awarded the skill level due to MOS conversion or approval of 3-skill level waiver.

2.4.3. Commissioned officers are eligible to participate within 9 months from graduation from an initial skills school or upon assignment to a new DAFSC, if an initial skills school is not required.

2.4.4. All participants must:

2.4.4.1. Be in good standing with the Air Force Reserve to include a record of satisfactory participation and not denied reenlistment based on performance, attitude, bearing, or behavior.

2.4.4.2. Be medically cleared as able to participate in all OJT activities required for skill level upgrade and have a current and passing fitness assessment score.

2.4.4.3. Be assigned to duty status code (DSC) “00” (present for duty).

2.4.4.4. Possess a security clearance at the appropriate level to actively participate in required training.

3. General Program Guidance:

3.1. The Wing Training Office, Unit Training Managers (UTMs), and trainers must monitor participants’ actual training days. Due to the orders including additional days (for leave and travel) outside of authorized seasoning training days, participants are only to train for the number of authorized days. Leave must be reconciled at the appropriate time.

3.2. Funding for rental cars or for personnel to provide training is not authorized via centrally funded STP. Commanders may authorize use of unit funds for these purposes, if needed.

3.3. Training statuses will be tracked through mandatory monthly monitoring of milestones on the unit OJT roster and the status of training (SOT) reports.

3.4. Airmen must be removed from active duty if training tasks are completed prior to the scheduled order completion.

3.5. The UTM is responsible for advising the Wing Training Office and servicing comptroller of the withdrawal date. In the absence of the UTM, the commander/director should notify the Wing Training Office unit to expedite processing. NOTE: Any delay in notification could potentially result in a debt incurred by the unit and Airman.

3.6. For the purpose of preserving entitlements, STP orders must reflect the entire active duty period. Commanders/directors are to remain cognizant of the impact of entitlements when authorizing breaks in training.

3.7. STP participants' duty location should not change for the duration of the active duty for training. Temporary duty (TDY) for the purpose of non-core task training, is not authorized. If an Airman is required to attend training for core task training, it must be previously identified and approved in the AFSC STP MTP. All other training events (e.g., FTD, annual training) will require the STP order to be stopped and a separate STP SOU must be accomplished for additional STP participation. A waiver to perform a portion of core tasks at an alternate duty location may be requested through HQ AFRC/A1KI and approved by the MAJCOM CFM/MFM.

3.8. Airmen may use TDY for seasoning training ONLY after verification that no local capability or capacity is available. Alternate training locations must be approved by the MAJCOM CFM/MFM and are not authorized solely for an Airman's convenience. The use of an alternate location must be included in the STP request for funding. For medical Airmen only, an alternate location will be acceptable if there is an approved Consolidated Training Plan (CTP) at an AF Medical Treatment Facility (MTF) or a Training Affiliation Agreement (TAA) at a Sister Service MTF/civilian medical facility.

3.8.1. An alternate training location is authorized in the event a trainee resides within the commuting distance of another training location where training capability exists. Coordination between unit of assignment and TDY location must occur to verify all items required for training are available prior to the member's reporting to the TDY location.

3.9. Airmen are not authorized to perform operational support while in an STP (i.e., active duty for training) status. Airmen participating in STP will remain mobility assets for their units and are subject to recall and mobilization. If recalled, mobilized or deployed, active duty for training will end immediately and the Airman will be considered minimally qualified and mission capable; therefore, not authorized to return to STP status. If training is required upon return, it will be unit funded active duty.

3.9.1. Duties such as cutting grass, cleaning facilities, gate guard duty, or any other details not associated with upgrade training are prohibited. Although an exercise or inspection are valuable experiences, they are not to be considered as authorized training associated with STP.

3.10. Injuries that occurred while participating in the STP may require a Line of Duty (LOD) determination. If member is to be found in the line of duty, the Airman must transition from a STP order to a unit special tour order to avoid misuse of STP. Once medically cleared to return to training, trainees may resume STP, if approved, with a new STP SOU.

3.11. STP is voluntary and therefore Airmen are not required to complete the entire number of days authorized. Participation is at the discretion of the Airman and the purpose of the STP SOU is to establish the time frame of availability. The STP SOU is an agreement between the Airman, supervisor/trainer, and the commander/director and must be signed by all parties prior to participation.

3.12. If the allowable number of STP days exceed 139, the STP order must reflect the entire tour length to prevent loss of entitlements. In the event the Airman lives outside the commuting distance of the base assigned and the order exceeds 139 days, this would constitute a permanent change of station (PCS) and the appropriate entitlements would apply

in accordance with the Joint Federal Travel Regulation (JFTR). If the Airman cannot complete the entire tour, the order may be curtailed.

4. HQ AFRC/A1K STP Program Manager responsibilities:

- 4.1. Be responsible for the overall development/management of the STP to include process guidance and program budget.
- 4.2. Coordinate with the MAJCOM CFM/MFM and HQ AFRC/FMAR on any issues concerning disbursement and management of STP funds (e.g., additions, cancellations, curtailments), provide the previous year participants list, and actual execution budget data.
- 4.3. Provide periodic training as needed to ensure program awareness and continuity.
- 4.4. Publicize annual AFSC MTP(s) in support of STP and coordinate any exceptions to the AFSC STP MTP(s) with the MAJCOM CFM/MFM.
- 4.5. Ensure all applicants meet AFSC and eligibility window timeframes and forward requests to the appropriate CFM/MFM for consideration.
- 4.6. Input all approved tours into the Budget Reporting System (BRS).

5. MAJCOM CFM/MFM responsibilities:

- 5.1. Develop business case annually for STP consideration to include forecasted participants and budget.
- 5.2. Develop a training plan for each AFSC with the minimum requirements IAW AFI 36-2670, *Total Force Development*, to support seasoning training man-day requirements. The validated plan will be provided to HQ AFRC/A1KI and be published as the AFSC STP MTP.
- 5.3. Upon receipt of seasoning training requests:
 - 5.3.1. Assess the number of STP days requested; considering the amount of time/training that has occurred since completion of initial skills/technical training and the applicable CFETP. Only the appropriate number of days to complete core task requirements should be approved.
 - 5.3.1.1. Individually consider the use of the alternate duty location for training. Use of an alternate location should only be used in the event no training capability exists at the primary location. Alternate duty locations for training should be located within the member's geographic region.
 - 5.3.1.2. Waivers of more than 139 days should be used as an exception to policy only. Waiver submissions with justification can be approved by AFRC/CD.
- 5.4. Annually review/validate required AFSC STP MTP(s) in coordination with HQ AFRC/A1K STP Program Manager. Additionally, updated AFSC STP MTP(s) are required within 60 days of receipt of a revised/new CFETP.

6. HQ AFRC/FM responsibilities:

- 6.1. Process STP data from HQ AFRC/A1KI into BRS database management system.
- 6.2. Utilize Personal Accounting Symbol (PAS) code to route the transaction from HQ to the proper wing (OBAN). Unit FM's must ensure that their Organization Assignment Table

(OAT) in BRS is maintained to reflect all assigned organizations and their associated full eight character PAS codes.

6.3. Ensure the BRS database management system for STP is programmed to reject incoming transactions that are found to be in error such as duplicates, conflicting tour dates, errors in PAS codes, etc. BRS reports will show an audit trail to include cancellations.

6.4. Immediately contact the HQ AFRC/A1K STP Program Manager (afrc.a1.kki@us.af.mil) for discussion and resolution should the system pass a transaction in error.

6.5. Issue centrally managed STP tour funds, according to the BRS estimate, at least twice a month following the approval of the fiscal year Appropriations Bill and receipt of official funding. Note: STP dollars are used for the purpose of OJT ONLY and cannot be utilized for other unit requirements, i.e. annual tour, ancillary training, exercises, etc. Any TDY for training, of 140 consecutive days or more, is paid as a Permanent Change of Station (PCS), and the applicable rules cannot be waived.

7. Commander/Director responsibilities:

7.1. Local commanders, in conjunction with the servicing Wing Training Office, are responsible for implementing an effective STP and preventing any inappropriate use. Training effectiveness is measured through satisfactory progression of training completion. Units will track milestones and thoroughly document task completion to justify expenditure of funds.

7.2. Sign or designate an official to sign the STP SOUs authorizing Airmen to participate in STP.

7.2.1. Commanders/Directors may appoint the Senior Air Reserve Technician (ART), Operations Officer, or Superintendent to approve STP in their absence.

7.3. Ensure receipt of monthly updates of the trainee's STP progression from the UTM via the on-the-job training (OJT) rosters and status of training (SOT) briefing. As a point of emphasis, updates should contain milestones of trainee's satisfactory training progression as documented in their appropriate training record.

7.4. Coordinate with the trainer or unit providing training whenever concerns exist.

7.5. Submit program concerns to HQ AFRC/A1K STP Program Manager (afrc.a1.kki@us.af.mil) for awareness and resolution.

7.6. Curtail STP tours when the Airman is failing to progress or if the training capability or capacity is no longer available.

8. Servicing comptroller responsibilities:

8.1. Access BRS database management system for a listing of all tours identified for their respective OBAN. BRS reports will identify tours that have been funded, as well as those scheduled for funding.

8.2. Receive STP funds and ensure allocation to the wing level PBAS "STP" work center and related Responsibility Center/Cost Center (RC/CC) codes for travel if applicable. The

Wing FM will also certify orders and assist the wing training office with validation of STP orders and related coding.

8.2.1. Ensure that Training Category Code (TCC) "MC" is only utilized for centrally funded STP.

8.3. Brief members on JFTR information, benefits/entitlements/policies pertaining to STP. **Note:** Pay particular attention to length of order to ensure PSC/TDY policies are considered. Breaks in active duty are not authorized for the specific purpose of circumventing PCS policies.

8.4. Process reconciliation procedures for the estimated costs versus the actual cost of the active duty, within BRS on a quarterly basis to validate the accuracy of STP funding levels after the fiscal year appropriations bill is signed and official funding is issued. Submit the reconciliations to HQ AFRC/FMAR (afrc.fmar@us.af.mil) for funding adjustments.

9. Servicing Wing Training Office (ARPC for IMAs) responsibilities:

9.1. Ensure members are medically cleared to participate in OJT activities.

9.2. Verify security clearance status before entering into training.

9.3. Ensure Airmen accept or decline (in writing) the STP SOU with their intentions and sign/date the document. If the Airman declines, provide a copy of the STP SOU to the UTM. If the Airman accepts, provide the original STP SOU to the UTM for continued processing.

9.4. Verify AF Form 2096, *Classification/On-the-Job Training Action*, (award of 3- skill level and TSC) has been processed and updated in MilPDS (enlisted only). Initiate the document when the UTM is not available.

9.5. Ensure completed STP SOUs are received from the unit.

9.6. Maintain a copy of all documents related to Airman's STP participation. Documents must include STP SOU, order(s), and all relevant training correspondence.

9.7. Review all STP orders for accuracy (e.g., dates according to STP SOU, no rental car authorization, enlisted Airman is in TCC MC (Mission/Mobility Qualification Training-item 20 on the AF938).

9.7.1. Airmen are not authorized to begin participating in the STP without approved orders. Airmen must be in appropriate military status in the event of accident, injury, emergency, etc. **Note:** VOCO may incur unit expense

9.7.2. The authorized number of days within the order will contain the STP, leave days and travel, if applicable. Ensure UTMs track actual STP authorized training days during the active duty to prevent training during authorized leave periods. Airmen must use accrued leave associated with the STP or the order must be curtailed.

9.8. Maintain the STP SOU for non-participants according to transitory file disposition instructions. If a non-participant elects to participate at a later date, a new STP SOU is required.

9.9. If the UTM is not available, brief STP participants and trainers on individual duties and responsibilities.

9.10. Establish internal validation processes to ensure all training is being accomplished and documented. Additionally, ensure all training records are maintained as required for a staff assistance visit (SAV) and/or inspection.

10. Unit Training Manager (HQ RIO Detachment for IMAs) responsibilities:

10.1. Home Station.

10.1.1. For all 3-level school graduates, ensure AF Form 2096 (award of 3-skill level and training status code [TSC]) has been processed and updated in MilPDS (enlisted only).

10.1.2. Ensure the STP SOU is briefed, completed and signed. When training is accomplished at a location other than the permanent duty station, coordinate the STP SOU with the assigned trainer for signature.

10.1.3. Forward a copy of the Airman's approved STP order to the Wing Training Office.

10.1.4. Immediately, notify the Wing Training Office and comptroller before amending STP orders (AF Form 973, *Request and Authorization for Change of Administrative Orders*) to terminate the active duty or make other adjustments as appropriate, if an Airman is not progressing satisfactorily.

10.1.5. Verify any STP break in training authorized by the Airman's commander/director and document it on the STP SOU. Breaks in training to circumvent PCS entitlements are not authorized; abuse could result in Airman's indebtedness to the government.

10.1.6. Validate training capability (equipment/trainer) and capacity by verifying AFSC STP MTP. Ensure these tools are available for a qualified trainer/certifier throughout the duration of the STP tour.

10.1.7. Prior to entering into the STP active duty, ensure milestones are briefed to the member along with expectations of the program. Establish a training record for the member and monitor progress monthly (at a minimum) on the OJT roster. Ensure all training is thoroughly documented.

10.1.8. Report STP progress on a monthly basis during status of training briefing to the commander/director and send a copy to the Wing Training Office. Updates will contain trainee's task progression, any deviations to training, and status of required monthly training record documentation.

10.2. Training Location (Other Than Permanent Duty Station).

10.2.1. In the event STP training is held at an alternate duty location, the following items will be provided by the host location to encourage facilitation of a successful training tour:

10.2.1.1. Maintain contact with the STP participant's unit of assignment for completion of the STP SOU, AFSC STP MTP and any other pertinent training data.

10.2.1.2. Validate training capability (equipment/trainer) and capacity by verifying the AFSC STP MTP. Ensure these tools are available for a qualified trainer/certifier throughout the duration of the STP active duty.

10.2.1.3. In-process the Airman as an augmentee to the unit. Verify Airman has a travel order which corresponds with the STP SOU. Resolve any discrepancies with the Airman's unit of assignment.

10.2.1.4. Develop a tracking system to monitor the Airman's progress. Report progress to the Airman's UTM and home station supervisor monthly (at a minimum). Ensure all training is thoroughly documented.

10.2.1.5. Maintain up-to-date emergency contact information for the Airman.

11. Supervisor/Trainer responsibilities:

11.1. Ensure appropriate training capability exists prior to Airman entering STP. If training capability becomes unavailable, STP is no longer authorized or funded. Issues must be immediately addressed through appropriate personnel and finance channels. Training capability is defined as having a trainer(s) and equipment available. Funding for "trainers" is a unit responsibility. If a training capability does not exist on the base the Airman is assigned, a unit with a training capability nearest to the unit of assignment or nearest to the Airman's primary residence (whichever is most cost effective) will be used. Selection of a TDY location solely for the convenience of the Airman is not authorized.

11.2. Brief the AFSC STP MTP to the Airman prior to STP participation.

11.3. Sign and date the STP SOU regarding STP participation intent along with STP guidelines, policies, procedures and participation. **Note:** This is required regardless of training location (email/faxed copy acceptable).

11.4. Track and monitor progression using the Airman's training record and AFSC STP MTP. Ensure all training is thoroughly documented.

11.5. Notify the unit/wing training manager and comptroller, as appropriate, of any break in training prior to modifying the STP order.

11.6. Immediately notify UTM/wing training manager and comptroller, as appropriate, if Airman is injured in the line of duty or if the Airman is suspected of committing a Uniform Code of Military Justice (UCMJ) offense.

12. Airman/Participant responsibilities:

12.1. Be actively participating for pay and points and be in good standing prior to and through completion of the STP.

12.2. Process through UTM and Wing Training Office as appropriate, after graduation from an initial skills school or awarded a 3-skill level via waiver, TPC, FTD, MOS conversion, etc.

12.3. Sign and date the STP SOU regarding STP participation intent along with STP guidelines, policies, procedures and participation. **Note:** This is required regardless of training location (email/faxed copy acceptable).

12.4. Be medically cleared to participate in training activities. If no longer able to participate due to medical reasons, notify the UTM or Wing Training Office. The STP order will be terminated.

12.5. Ensure any break-in-training is authorized, in writing, by the unit commander/director, based upon initial request for STP (exceptions will be considered on an individual basis and approved through unit commander/director).

12.6. Bring copies of the following items to the training location:

12.6.1. Travel order(s).

12.6.2. Completed and signed STP SOU.

12.6.3. Training records (if not using electronic databases such as Total Force Training Record [TFTR], Training Business Area [TBA] or Automated Life-Sustaining Equipment Records Tracking System [ALERTS]).

12.6.4. AFSC STP MTP.

12.7. Attend unit training assemblies at training location, if applicable, in active duty status for the duration of STP. Any deviations must be coordinated with unit and trainer. Dual compensation is not authorized.

12.8. Actively participate in all opportunities for core task training.

12.9. Other training or volunteer opportunities, such as continuous process improvement events, professional military education, annual tour, or cross-utilization training, are not authorized. Airmen not progressing in their assigned core tasks will have their tour curtailed.

RICHARD W. SCOBEE, Lt Gen, USAF
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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

AFI 36-2670, *Total Force Development*, 25 June 2020

AFMAN 36-2136, *Reserve Personnel Participation*, 06 September 2019

AFPD 36-26, *Total Force Development and Management*, 18 March 2019

Prescribed Form

AFRC Form 100, *Seasoning Training Program Statement of Understanding*

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

AF Form 973, *Request and Authorization for Change of Administrative Orders*

AF Form 2096, *Classification/On-the-Job Training Action*

DD Form 214, *Certificate of Release or Discharge from Active Duty*

Abbreviations and Acronyms

AFRC—Air Force Reserve Command

AFSC—Air Force Specialty Code

AGR—Active Guard/Reserve

ALERTS—Automated Life-Sustaining Equipment Records Tracking System

ART—Air Reserve Technician

BRS—Budget Reporting System

CAFSC—Control Air Force Specialty Code

CFETP—Career Field Education and Training Plan

DRU—Direct Reporting Unit

FTD—Field Training Detachment

GSU—Geographically Separated Unit

IMA—Individual Mobilization Augmentee

LOD—Line of Duty

MilPDS—Military Personnel Data System

MOS—Military Occupational Specialty

MTF—Military Treatment Facility

MTP—Master Training Plan
OAT—Organization Assignment Table
OJT—On-The-Job-Training
PAS—Personal Accounting Symbol
PBAS—Program Budget Accounting System
PCS—Permanent Change of Station
RC/CC—Responsibility Center/Cost Center
STP—Seasoning Training Program
SOU—Statement of Understanding
TBA—Training Business Area
TCC—Training Category Code
TDY—Temporary Duty
TFTR—Total Force Training Record
TPC—Transportation Proficiency Center
TR—Traditional Reserve
TSC—Training Status Code
UTA—Unit Training Assembly
UTM—Unit Training Manager