COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

This publication implements Air Force Instruction (AFI) 10-403, *Deployment Planning and Execution*, to enable the Installation Deployment Officer to fulfill the requirements in AFI 10-403, which will be reflected in the Installation Deployment Plan. It is to be used in conjunction with AFI 10-403. This instruction provides Air Mobility Command (AMC) deployment policy, guidance, and capability standards for AMC active component forces and mobilized Air National Guard (ANG) and Air Force Reserve Command (AFRC) forces. Information contained herein provides AMC-specific policy and amplifies guidance that is listed in other AFIs or AMC Instructions used by Installation Deployment Officers. This instruction contains specific mobility capability standards for AMC to effectively execute the Mobility Airlift world-wide mission (Airlift, Air Refueling, Aeromedical Evacuation, Global Reach Laydown, and technical services). Where an Office of Primary Responsibility (OPR) and/or Office of Coordinating Responsibility (OCR) is listed for a section/sub-paragraph, then that Directorate or Division, as AMC/OPR and/or OCR, is the functional subject matter expert for that content. Unit Designed Operational Capability statements should be referred to for unit-specific response times. AFI 10-401, *Air Force Operations Planning and Execution*, describes resource requirements through the Manpower and Equipment Force Packaging System. All service agreements will be IAW AFI 25-201, *Intra-Service, Intra-Agency, and Inter-Agency Support Agreements Procedures*. This publication may not be supplemented at lower levels. Comments and suggested improvements to this instruction should be submitted on Air Force Form 847, *Recommendation for Change of Publication*, through command channels to AMC/Operations Management Division (A3O), 402 Scott Drive Unit 3A1, Scott AFB, IL 62225-5302, **amc.a33@us.af.mil**, using procedures outlined in AFI 11-215, *USAF Flight Manuals Program (FMP)*. 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. See AFI 33-360, *Publications and Forms Management*, Table 1.1, 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 AMC/A3/10 for non-tiered compliance items. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS).

SUMMARY OF CHANGES

This publication is substantially revised and requires a complete review. These changes clarify, update, and streamline all previous guidance. Updated location for current AMC command structure, units, AFRC, and ANG units. Readiness Driven Allocation Process (RDAP) replaces Commander, Air Force Forces (COMAFFOR) Apportionment and Allocation Process (CAAP).

1. AMC Command Relationships. The Secretary of Defense (SecDef) Forces for Unified Combatant Commands in the Global Force Management Implementation Guidance (GFMIG) assigns AMC as the Component Major Command (MAJCOM) to United States Transportation Command (USTRANSCOM). Secretary of the Air Force (SecAF) designated AMC as the Lead MAJCOM for the air mobility mission area.

   1.1. **Component-MAJCOM to USTRANSCOM.** (OPR A5/8X). As the Component-MAJCOM to USTRANSCOM, AMC:

1.1.1. Presents air mobility forces to execute missions tasked by USTRANSCOM, to include airlift, air refueling, aeromedical evacuation, and air mobility support.

1.1.2. Acts as designated lead for the Global Air Mobility Support System (GAMSS), a structure of fixed and en route locations augmented by deployable air mobility support forces.

1.1.3. Serves as air element force provider for Joint Task Force Port Opening (JTF-PO) and, on order, serves as lead-component for command and control (C2) of JTF-PO forces.

1.2. **Lead-MAJCOM Role.** (OPR: A3O). As Lead-MAJCOM for air mobility mission area, AMC:

1.2.1. Serves as Air Force lead for airlift, air refueling, aeromedical evacuation, and air mobility support, managing and coordinating policy and processes with other MAJCOMs to ensure efficient employment and interoperability of all air mobility forces, regardless of command assignment.

1.2.2. Defines, in coordination with other MAJCOMs, the tactics, techniques and procedures for airlift, air refueling, aeromedical evacuation, and air mobility support forces, to include interfaces with Geographic Air Operations Centers (AOC).

1.2.3. Manages the process to identify future air mobility requirements and modernization needs and incorporates them into the Air Force and joint modernization planning processes, to include the Joint Capabilities Integration and Development System (JCIDS).

1.3. **Current AMC command structure.** Units and ANG units are listed on the AMC/A1 Portal page under AMC OT&E Organization Charts. AMC/A1MPO is the point of contact for this website.

1.3.1. For AFRC units contact AFRC/A1MP.

1.4. **Basic Concept of Operational Command.**

1.4.1. SecDef uses the GFMIG to assign all Mobility Air Forces (MAF) assets, excluding Air Education and Training Command, to a designated Combatant Commander (CCDR): CDRUSTRANSCOM (AMC); Commander, United States European Command (US Air Forces Europe); and Commander, United States Pacific Command (US Pacific Air Forces).

1.4.2. A SecDef-signed Deployment Order is required to direct a Change in Operational Control of MAF assets from one Combatant Commander to another. The Deployment Order is a planning directive from SecDef, issued by the Chairman of the Joint Chiefs of Staff, which authorizes and directs the transfer of forces between Combatant Commanders by reassignment or attachment. Other orders, Concept Plans, or Concept of Operations may specify or shape command relationships, but they do not transfer forces.

2. **AMC Deployment Preparation and Standards.**

2.1. **Ready to Deploy.** (OPR: A3OD). Forces are ready to deploy when they are ready to load and be transported to a deployment location via aircraft, ship, train, or other transportation mode. Prior to arriving for loading, they should have completed all pre-deployment training and deployment processing and are cleared to deploy for an extended

period of time. All required support equipment, personnel and supplies are operationally ready for transport in accordance with supporting war plans or contingency tasking.

2.2. **Aircrew Arming.** (OPR: A4S). All personnel assigned to a deployment position will receive small arms training. **(T-2)**. In addition, all emergency essential civilians will receive all training required IAW AFI 36-129, *Civilian Personnel Management and Administration*. **(T-2)**. Per AFI 10-403, ensure all personnel postured against Unit Type Codes (UTC) P-coded as A/DW, A/DX and, if personnel have an Air Force Deployment Folder (or electronic equivalent) containing the items in Figure A3.1, Deployment Folder Table of Contents, of AFI 10-403. Personnel filling DW and DX positions will maintain the highest state of readiness. **(T-2)**.

2.2.1. Everyone assigned to a deployment position as determined by the UTC Availability (UTA), or UTC Management Information System for ANG, will complete weapons qualification IAW the training priorities established in AFI 36-2654, *Combat Arms Program*. **(T-2)**.

2.2.2. Group "A" personnel with an arming requirement must complete weapons qualification annually and group "B" personnel postured against a deployable DW UTC position to complete small arms qualification training every 36 months. Specific weapons qualification training requirements and frequencies are directed by AFI 36-2654.

2.3. **Chemical, Biological, Radiological and Nuclear Defense Training.** (OPR: A4OC). Air mobility forces will receive Chemical, Biological, Radiological and Nuclear Defense Training according to AFI 10-2501, *Air Force Emergency Management Program*, Table 6.4. **(T-2)**. HQ AMC ensures that the Civil Reserve Air Fleet (CRAF) will have ground crew Individual Protection Equipment when the AMC/A3/10 deems it appropriate based on the chemical or biological threat in the deployment area. All CRAF carriers must provide annual Chemical, Biological, Radiological, Nuclear and High Yield Explosives (CBRNE) defense training to their crews. AMC will provide just-in-time training for CRAF carriers at locations identified by AMC/A3BC.

2.4. **Civil Engineer Readiness Training.** (OPR: A4OC). Unit commanders will pre-identify UTC personnel requiring specialized Civil Engineer Readiness training, i.e., shelter management, contamination control (decontamination), etc., to the installation civil engineering readiness flight for scheduling of initial and refresher training. **(T-2)**. **Note:** Aircrew members will not be designated for specialized Civil Engineer Readiness teams. **(T-2)**.

2.5. **Antiterrorism.** (OPR: A4S). Department of Defense Instruction (DoDI) O-2000.12, *DoD Antiterrorism (AT) Program*, applies to all service personnel both Continental United States (CONUS) and Outside Continental United States (OCONUS). This instruction establishes responsibility for Antiterrorism/Force Protection training. The following direction is from DoDI O-2000.12:

2.5.1. All personnel deploying OCONUS including Non-Department of Defense (DoD) personnel traveling under DoD sponsorship must comply with Department of Defense Directive (DoDD) 4500.54E, *DoD Foreign Clearance Program (FCP)*.

2.5.2. Geographic Combatant Commanders establish Antiterrorism/Force Protection requirement for their Area of Responsibility (AOR). All personnel deploying OCONUS must complete antiterrorism training as dictated by the Geographic combatant commander of the Area of Responsibility of deployment. **(T-2)**. **Note:** The geographic Combatant Commanders' Antiterrorism policies take precedence over all AT policies or programs of any DoD Component operating or existing in the area of responsibility for that command.

2.5.3. DoDI O-2000.16, Volume 1, *DoD Antiterrorism (AT) Program Implementation*, is the reference for all Antiterrorism/Force Protection programs. The following direction is from DoDI O-2000.16, Volume 1:

2.5.4. Antiterrorism Officers shall be assigned in writing at each installation or base, as well as deploying organizations. **(T-2)**.

2.5.5. Commanders shall:

2.5.5.1. Ensure all assigned personnel receive appropriate training to advance antiterrorism awareness. Individual records shall reflect antiterrorism training. **(T-2)**.

2.5.5.2. Ensure that every military service member, DoD employee, regardless of rank, receive Level I training, to include Area of Responsibility specific threat brief, as specified in DoDI O-2000.16. **(T-2)**.

2.5.5.3. Provide Level I Antiterrorism training as follows:

2.5.5.3.1. Annually to all CONUS-based personnel who are eligible for OCONUS deployment. **(T-2)**.

2.5.5.3.2. Individuals traveling OCONUS for either permanent or temporary duty shall have completed Level I Antiterrorism Training within 3 months prior to travel. **(T-2)**.

2.6. **Immunizations.** (OPR: SG). DoD requires at a minimum that all deploying personnel be current for tetanus-diphtheria (1-time dose Tdap), influenza, and hepatitis A, Hepatitis B, measles/mumps/rubella, varicella, meningococcal and polio immunizations. Service-specific immunization requirements are summarized in AFI 48-110, *Immunizations and Chemoprophylaxis for the Prevention of Infectious Diseases*. Deployment-specific medical countermeasures are based upon the geographical location. The supported combatant command or AMC/SG will determine the need for additional immunizations. Base-level public health personnel maintain the knowledge base for all immunization requirements for all exercises and operations.

2.7. **Passports and/or Visa Requirements.** (OPR: A1R). Refer to the foreign clearance guide and any associated Personnel Processing Codes to determine passport and visa requirements.

2.8. **Airfield and Base Operations Pre-Deployment Surveys.** (OPR: A3X). Prior to deployment, the senior deploying commander will ensure a pre-deployment vulnerability assessment has been conducted. **(T-2)**. These assessments will be accomplished by a team that includes a medical member qualified to evaluate the safety and vulnerability of local food and water sources, perform an epidemiological risk assessment, evaluate local medical capabilities, perform a vector/pest risk assessment, determine adequacy of hygiene of local

billeting and public facilities, perform an environmental risk assessment and initiate an Environmental Baseline Survey.

3. AMC Mobility Response Standards. (OPR: A3O; OCR: A5X).

3.1. **Contingency Response Wing:**

3.1.1. The 621st Contingency Response Wing has Contingency Response Groups that must be capable of deploying as a base opening module in support of the base opening concept. **(T-2)**. Additionally, Contingency Response Wing forces must be capable of deploying in augmentation of an existing operation. **(T-2)**. In either case, the deployment requirement will be dependent on the environment and magnitude of the airlift operation supported and home station workload. The Contingency Response Wing sub organizations (i.e., Contingency Response Groups) must conduct sustained operations under surge workload conditions and be capable of deploying postured forces within 12 hours of notification, unless otherwise directed by a higher state of readiness. **(T-2)**.

3.1.2. Operations Squadron Response Capability: units have met their required response time when tasked UTCs are available to load on common user or organic lift (ready-to-load at origin). The Air Mobility Operations Squadrons must maintain capability to be ready to meet their response time and deploy worldwide in accordance with AFI 10-201, *Force Readiness Reporting*, (paragraph 1.4.3.). The reporting and response time criteria of the unit (Response Time Tables, DOC Statement, etc.) can be found on the Defense Readiness Reporting System, **https://drrs.csd.disa.smil.mil/drrs/**, which serves as the authoritative data system (ADS) for readiness reporting.

3.1.2.1. Deploy first initial communications team within 12 hours of notification.

3.1.3. The Contingency Response Wing is manned with a cadre of personnel that deploy and provide global capabilities of opening airfields and supporting surge airlift requirements as tasked by AMC/CC. Unique mission requirements may dictate various derivatives or combinations of open the airbase, command and control, aircraft maintenance, and aerial port UTCs to be tasked. However, tasking these capabilities or UTCs may adversely affect the capability of the Contingency Response Wings to deploy in their designed capability. Deployment of all UTCs must be coordinated for approval through appropriate AMC Functional Area Manager and 618th Air Operations Center (618 AOC). **Note:** 618 AOC will be used throughout this regulation instead of its official title 618 AOC (Tanker Airlift Control Center).

3.1.3.1. Airlift Control Flights. Air Reserve Component (ARC) units ordered to active duty to support AMC mobility mission will be ready to deploy in 72 hours from unit notification of mobilization.

3.1.3.2. Contingency Response Force. Contingency Response Forces are composed of UTCs consisting primarily of personnel and equipment maximized for self-sustained operations. A Contingency Response Force contains an Operations Center, minimum essential on-load and off-load and maintenance capability. They may contain functional area contingency support elements such as intelligence, finance, contracting, logistics, weather, security and medical forces.

3.1.3.3. Air Mobility Liaison Officers (AMLO). The principle purpose of the AMLO program is to facilitate joint operations integration between air and ground component commanders and their agencies during all phases of full spectrum, joint air movement and maneuver and sustainment operations. AMLO are highly qualified, worldwide deployable, rated Mobility Air Force officers selected, trained and equipped to integrate with and provide air mobility planning and expertise to supported Army, United States Marine Corps (USMC), Special Operations service and joint force component staffs at the echelon(s), making decisions for planning, validation, prioritization, preparation and execution of these efforts. AMLO are capable of providing tactical combat support and training to include drop zone control and drop zone survey, landing zone safety officer duties and basic airfield assessments.

3.1.3.3.1. Command Relationships. AMLO assigned to AMC are stationed at operating locations collocated and aligned with selected Army, USMC and Special Operations unit headquarters. The AMC/CC normally retains Operational Control of the AMLO assigned to AMC and gains Operational Control of AMLO assigned to other MAJCOMs through the SecDef Operations Book process when appropriate. Delegation of Tactical Control of AMLO will be articulated in specific AMC operational and/or fragmentary orders. AMLO are granted Direct Liaison Authority (and Coordinating Authority when specified) to provide essential coordination with and between agencies supporting joint air movement and maneuver and sustainment operations including but not limited to the 618 AOC, theater Air Mobility Divisions, operations and sustainment components of Army, USMC, Special Operations units, supporting aircrews, Contingency Response Forces, and other AMLO, etc. For Administrative Control, administrative and logistics support, they are variously assigned to the 621st Mobility Support Operations Squadron and the 34th Combat Training Squadron. AMLO assigned to the Expeditionary Operations School constitute the training cadre for the Air Mobility Liaison Officer Qualification Course.

3.1.3.3.2. Employment. AMLO UTC designed to provide full spectrum deployed and in-place capability are listed in the UTA. The AMC/CC may task AMLO to deploy concurrently with their aligned ground component commander, another supported unit headquarters, and/or as directed to accomplish specified mission requirements and tasks. AMC/A3/10 coordinates tasking and deployment of Air Mobility Liaison Officer UTCs through the AMC Air Mobility Liaison Officer Functional Area Manager, who coordinates with the assigned unit for personnel and equipment availability and sourcing.

3.1.4. Depending on the situation, any deployed mobile command and control team may be responsible for reporting directly to the National Military Command Center, Air Mobility Division, Air Mobility Operations Control Center or the 618 AOC.

3.1.5. Mobility Support Advisory Squadrons (MSAS): MSAS squadrons provide a USTRANSCOM capability to conduct operations and engagements to assess, train, advise, assist and equip partner nations in developing, enhancing and sustaining an aviation enterprise. The 621st Contingency Response Wing Commander provides tailored forces to set the conditions for interaction with partner nations, military forces, or

relevant populations. The complex set of Building Partnership/Building Partner Capacity/Theater Security Cooperation mission types demands a case-by-case command-relationship determination. Air Force Transportation (AFTRANS) Commander or designee will task units to employ teams to conduct partner nations training engagements by written Fragmentary Order (FRAGORD) or by electronic FRAGORD. 618 AOC/CC will accomplish C2 for the execution of the MSAS mission set.

3.1.5.1. Preparation of the environment events (e.g., planning conferences, pre-deployment site surveys, etc.) to country locations at Force Protection Conditions (A or B), and for mission durations of eight days or less will receive an electronic FRAGORD that will have a confirmation number assigned by 618 AOC/XOPM MSAS Mission Coordinator pending completion of requirements as outlined in order.

3.1.5.2. Personnel and medical deployment requirements will be in accordance with AFTRANS standing order.

3.2. **Air Mobility Wings, Airlift Wings (except the 89th Airlift Wing), and Air Refueling Wings must be able to:**

3.2.1. Provide aircraft and crews in accordance with the Readiness Driven Allocation Process to meet operational requirements.

3.2.2. ARC units mobilizing to support AMC missions have a response time of 72 hours from unit notification of mobilization.

3.2.3. Response time includes 24 hours for mobilization. **Note:** Response time for units with mobility missions (i.e., non-alert, non-Operations Plan 801X) is defined as the time that unit is ready to begin loading of common user or organic lift (i.e., ready-to-load date at origin). **Note:** Air Expeditionary Forces units' response time varies according to Air Expeditionary Forces cycle and tasking.

3.2.4. Provide all UTCs listed in the UTA or ANG database equivalent.

3.2.5. Provide headquarters element support to deployed locations when required.

3.2.6. Provide intelligence, aircrew flight equipment and tactics support for mobility forces.

3.2.7. Aerial Port Squadrons and Aerial Port Flights, Regular Air Force (RegAF) and ARC may not be available to support their home station host wings for home station mobility and unit deployments. Under current national military strategy scenarios, Aerial Port Squadrons and Aerial Port Flights are independently tasked from the collocated wing or group. Therefore, they may be required to deploy to other locations to support an Operations Plan and may not be available for home station activities. Base deployment programs should either use host base support for deployment or have a program developed that uses the available wing or group resources. The Aerial Port Squadrons and Aerial Port Flights are not included as "available resources" in this context unless they are wartime tasked for home station. During peacetime, the Aerial Port Squadrons and Aerial Port Flights can certainly assist in the training of the base deployment and provide expertise as needed.

3.3. **Air Mobility Wings and Airlift Wings, except the 89th Airlift Wing, must also be able to:**

3.3.1. Provide stage crew management at designated en route or deployed locations when the number of stage crews is greater than four. **(T-2)**.

3.3.2. Active Component units tasked to fly inter-theater airlift missions will have a response time of 36 hours from notification.

3.4. **Air Refueling Wings must also be able to:**

3.4.1. Deploy designated air refueling forces to support intertheater operations worldwide. Air refueling forces supporting intratheater operations in the Area of Responsibility are under the operational control of the unified commander when there is a change of operational control. This can only be directed by the SecDef.

3.4.2. Meet rapid reaction mobility requirements necessary to support deployments of AMC, other commands, or services.

3.4.3. Active Component tanker units tasked to deploy from home station to provide theater support will have a response time in accordance with the Unit Response Time Table, found on the Defense Readiness Reporting System homepage.

3.4.4. Response time includes 24 hours for mobilization. **Note:** Response time for units with mobility missions (i.e., non-alert, non-Operations Plan 801X) is defined as the time that unit is ready to begin loading of common user or organic lift (i.e. ready-to-load date at origin).

3.5. **Functionals.**

3.5.1. Aircrew Flight Equipment. (OPR: A3T). At the base level, the Aircrew Flight Equipment Program is the lead function for executing Aircrew Flight Equipment directives and coordinating planning and programming efforts concerning the Air Force Aircrew Flight Equipment, in accordance with AFI 11-301_AMCSUP Volume 1, *Aircrew Flight Equipment (AFE) Program*.

3.5.2. Logistics Support Requirements. (OPR: A4R). AMC Active Component and ARC units must be able to deploy IAW the Unit Response Time Table, found on the Defense Readiness Reporting System homepage and the Air Expeditionary Forces Online Functional Area Posturing and Guidance website, **https://aefonline.afpc.randolph.af.mil/default.aspx**. **(T-2)**.

3.5.3. Operational Weather Support. (OPR: A3AW). AMC maintains a force of weather personnel capable of deploying worldwide to provide airfield weather services, mission weather services and staff weather services for garrison and expeditionary aircrews and installations. These personnel must be ready to deploy worldwide within 72 hours of initial notification.

3.5.4. Security and Forces Protection. (OPR: A4S). AMC must maintain a security force capable of deploying worldwide to protect AMC aircraft and resources at airfields and forward operating locations during combat and contingency operations. Depending on the requirements of the contingency, this force could include elements of all three principal force protection functional areas, including security forces, Air Force Office of Special Investigation and AMC intelligence. These units must be ready to deploy worldwide within 12 hours of notification.

3.5.4.1. Security forces must be capable of establishing area security to protect deployed aircraft and resources immediately on arrival at deployed locations. When operating in locations of increased threat, PHOENIX RAVEN Security Teams will deploy with aircrews following guidance in Air Mobility Command Instruction (AMCI) 11-208, *Mobility Air Forces Management*, Chapter 9. **(T-2)**.

3.5.4.2. Air base defense elements must be able to immediately employ in a defensive mode (24-hour security coverage for AMC aircraft parking area/mobility ramp and living area) on arrival at deployed locations. **(T-2)**.

3.5.4.3. ARC security forces units ordered to active duty to support AMC mobility missions will be ready to deploy within 72 hours from unit notification of mobilization. The response time includes 24 hours for mobilization. **(T-2)**.

3.5.5. Aeromedical Evacuation. (OPR: A3OE). ARC Augmentation Requirements. Depending on the demand for airlift resources, AMC will depend on AMC-gained ARC assets to support its mission responsibilities. ARC units ordered to active duty to support AMC missions shall be ready to deploy within 72 hours from unit notification of mobilization. **(T-2)**. The response time includes 24 hours for mobilization.

3.5.6. Personnel Support teams for Contingency Operations. (OPR: A1). Consider Personnel Support teams for Contingency Operations teams as essential personnel who must be among the first in and the last out of employment locations to maintain accurate strength accountability. These personnel must be ready to deploy within 24 hours of initial notification and two members must be part of the advanced echelon team. **(T-2)**. ARC units ordered to active duty to support AMC mobility missions will be ready to deploy within 30 hours from unit notification of mobilization. **(T-2)**. The response time includes 24 hours for mobilization.

4. AMC Deployment Execution Guidance. See AFI 10-403. (OPR: A3 and A4).

4.1. **Mobility Bag Requirements.** (OPR: A4R). Refer to AFI 10-403 and AFI 10-2501 for mobility bag guidance. **Note:** To ensure seamless ARC force integration after full mobilization, ARC units will adhere to standards set in this document.

4.1.1. Aircrew-Specific Requirements. AMC aircrews will use AFI 11-301 Volume 2, *Management and Configuration Requirements for Aircrew Flight Equipment (AFE)*, as authorization for aircrew body armor to meet body armor protection requirements for flying operations and are not part of mobility bags. **(T-2)**. Aircrew body armor provides Level IIIA protection and the proper integration with AFE (e.g., Aircrew Chemical, Biological, Radiological and Nuclear equipment, survival vests and parachutes). Aircrew body armor (Level IIIA) may be used by aircrews in conjunction with the Kevlar helmet to meet body armor protection requirements during ground operations. However, AFE does not supply and is not responsible to provide Level IV ballistic plates for aircrew body armor. Commanders may authorize the ground crew body armor in addition to aircrew body armor for ground operations.

4.1.1.1. KC-135 units will differentiate between Operations Plan 8010-FY deployment requirements and conventional UTC tasks, as listed in the UTA (UTC Management Information System for the ANG), to compute total mobility bag

requirements. **(T-2)**. Mobility A, B, and C-1 bags are only authorized for the most demanding of these two tasks, not both.

4.1.1.2. For deliberate planning, an A, B and C-1 bag is authorized for each of the intertheater aircrew force not already in a deployment position. If tasked to enter a Chemical or Biological Threat Area, one complete operational ground crew ensemble will be issued to each intertheater aircrew member. **(T-2)**.

4.1.2. Aircrew Mobility Bag Supply Management.

4.1.2.1. Individual operational units perform supply management for their assigned aircrew.

4.1.2.2. Whenever possible, items will not be issued for deployment if the planned deployment time will exceed the shelf life expiration date. **(T-2)**.

4.1.2.3. The supply mobility section will submit C bag requirements. AFE will summit D-bag requirements. Each function will follow annual C-1 bag/D bag validation and funding processes as directed by Headquarters Air Force and the Air Force Civil Engineer Center (AFCEC)/CXR. AFCEC/CXR centrally funds C-1 and D-bags with PE 27593, CBRNE Passive Defense.

4.1.2.4. IAW AFI 25-201 mobility bags should not be outlined in a host and tenant support agreement unless it is augmenting plans already in place. Mobility bags should already be identified as far as appropriate number for storage and requirements for all units assigned.

4.1.3. Individual Responsibility. See AFI 10-403, AFI 23-101, *Air Force Materiel Management*, and AFI 23-101_AMCSUP, *Air Force Materiel Management*, for guidance.

4.2. **Arming Requirements.** (OPR: A4S).

4.2.1. An Operations Order, Concept of Operations or tasking message provides the arming requirements for deploying personnel. The Concept of Operations or tasking message describes the arming requirements, the anticipated tasks that armed members will perform, and the command and control elements.

4.2.2. One weapon will be available for each manpower requirement reflected in the deployable conventional UTCs. This does not include Operations Plan 801-FY listed in the UTA (UTC Management Information System for ANG), except as otherwise stated in the medical Air National Guard Instructions and chaplain AFIs. Security Forces weapons requirements (multiple weapons) are identified in appropriate Logistics Details. AFMAN 21-209 Volume 1, *Grounds Munitions*, lists ammunition requirements.

4.2.2.1. Allowance Standard 538 determines the type of weapon assigned to each position. However, the MAJCOM UTC functional area managers/Air Force Installation Mission Support Center functional area managers may determine the type of weapon(s) based on the UTC requirements. Functional area managers must ensure the table of Allowance Standard 538 is updated as soon as possible to identify any unit peculiar weapons their people are required to carry.

4.3. **Personnel Recovery Support.** (OCR: A3D).

4.3.1. AMC Survival, Evasion, Resistance, and Escape (SERE) specialists provide Personnel Recovery Support for mission planning and theater-specific High Risk of Capture briefings IAW AFI 16-1301, *Survival, Evasion, Resistance, And Escape (SERE) Program.* They also provide support to:

4.3.1.1. Intelligence personnel providing briefing support in bare-base environments.

4.3.1.2. Global Air Mobility Support System Forces (small teams) such as, Air Advisors, AMLO, Maintenance Recovery Teams, Contingency Air Load Preparation and Training Teams, Joint Inspections Teams and Airfield Survey Teams.

4.3.1.3. Contingency Response Forces.

4.4. **Regular Air Force substitution to a mobilized Air Reserve Component position.** (OPR: A3O).

4.4.1. An AMC-gained ARC unit with an active association may utilize a RegAF member from that active association to fill part of a mobilized line if the following requirements are met:

4.4.1.1. The mobilized line is split and open to ARC volunteers. A mobilized line may be split to encourage volunteerism.

4.4.1.2. The RegAF member is a volunteer and has the RegAF commander's approval. The RegAF volunteer must be informed of their continued obligation to fill their individual Air Expeditionary Forces-assigned commitment. **(T-2)**. Additionally, the RegAF unit remains responsible for meeting UTC deployment requirements.

4.4.2. AMC/A3O coordination is required for proper adjudication in Deliberate Crisis Action Planning Execution Segment to ensure tasking flows to appropriate units.

4.4.3. Supported Combatant Commander Guidance governs tour length and the ability to split lines. This may restrict the ability to substitute members.

4.4.4. While not always feasible, due diligence in attempting to schedule deployment of ARC and Active Association concurrently is necessary. This prior coordination and planning in the tasking and mobilization process can preclude the need for substitution producing a more accurate mobilization order.

5. Base Operations Support (BOS). (OPR: A3O; OCR: A3A, A4R, A4O, Air Force Installation Mission Support Center Det 9, AMC/A5X, 618 AOC/XOP, and USAF Expeditionary Center).

5.1. **Base Operations Support.** A force (US, coalition, or partner nation) directly assisting, maintaining, supplying and distributing support of forces at the operating location. This will normally include, but will not be limited to, the following:

5.1.1. Supply and spares storage, requisitioning and issue under standard supply system procedures. AMC units should plan on using their mobility readiness spares package for the first 30 days.

5.1.2. Available and dependable Petroleum, Oil, and Lubricants (POL) stocks and refueling capability, as required.

5.1.3. Base transportation capability to include vehicle operations and vehicle maintenance.

5.1.4. Civil engineering support, including site layout, utilities, Fire Emergency Services, passive defense, emergency management, and Explosive Ordnance Disposal (EOD).

5.1.5. Services support including food service, lodging, organizational laundry, mortuary affairs, recreation, fitness support and field exchanges.

5.1.6. Medical support and facilities.

5.1.7. Chaplain support and facilities.

5.1.8. Staff Judge Advocate support and facilities.

5.1.9. Off-equipment maintenance within host capability.

5.1.10. If intelligence support programmed or offered by the host is inadequate, AMC may provide organic augmentation to support mobility-oriented intelligence requirements.

5.1.11. If security or defense requirements at the deployed base exceeds host capabilities, US Air Force assistance may be required.

5.1.12. Common-user Communications management services. Support to include Enterprise Information Management processes, client enterprise information management support for diverse information management processes, content/portal management, functional area records management, web page development/web site management, internet/e-mail training policy education/oversight and basic client support administration duties. Deployed units will submit daily Communication Status to the AMC MAJCOM Communications Coordination Center. Communication Status will/should include current status of all deployed communications assets as well as detailed line items on any equipment/system not Fully Mission Capable.

5.1.13. Aircrew Flight Equipment.

5.2. **Organizations, Manpower, and Personnel Support.** (OPR: A1M).

5.2.1. Manpower and Organizations.

5.2.1.1. Utilization of manpower personnel is essential in basic planning of any operation, exercise, or contingency for employment as well as redeployment actions. Manpower personnel provide G-series orders, obtain Personnel Accounting Symbol codes, flow levy tasks, manage UTCs and review Designed Operational Capability (DOC) and mission capabilities statements.

5.2.1.2. Expeditionary Unit. (OPR: A1M; OCR: A3O). The COMAFFOR establishes Air Force Expeditionary units as required in support of wartime or contingency operations. Organize expeditionary units the same way as regular units; expeditionary units meet the same mission requirements as their regular unit counterparts. Once it is determined that AMC maintains Operational Control of deploying forces, establish G-series orders outlining command relationships and organization structure. Coordinate G-series orders through AMC Commander, 618 AOC, Staff Judge Advocate (JA) and functional staffs prior to official publishing by

A1M. Publish G-series orders at least 10 days prior to deploying, redeploying or moving forces to another location.

5.2.1.3. Provisional Personnel Accounting Symbol (OPR: A1M; OCR: A1R). A manpower technician obtains a provisional Personnel Accounting Symbol code, assigns. Personnel Accounting Symbol codes to expeditionary units, and registers the units in the Personnel Accounting Symbol system.

5.2.1.4. Designed Operational Capability Statement (OPR: A1R; OCR: Functional Staff). Review Designed Operational Capability statements for correct UTC and Unit Identification Codes. Perform a "requirement-to-resources" match to ensure there are enough manpower resources on the Unit Manpower Document to fill requirements in the UTC. If discrepancies are found, work with the functional area manager to correct the Designed Operational Capability statement.

5.2.1.5. Work with Functional Managers to establish any new UTCs that AMC will be the OPR for the Manpower and Equipment Force Packing System. Review the AFSCs, grade mix and number of manpower requirements to ensure accuracy. Review mission capabilities for correct substitution rules and accuracy. Ensure UTC data is properly entered and coordinated in Deliberate Crisis Action Planning Execution Segments (DCAPES) prior to transmitting to Air Force for coordination.

5.2.2. Personnel Support for Contingency Operations (PERSCO) teams provide essential support to deployed forces including critical strength accountability for deployed commanders and owning MAJCOMs. Additionally, the utilization of these teams is basic to the planning of any operation, exercise, or contingency for employment as well as redeployment actions. The manpower technician selected to deploy must be familiar with and be able to assist in the establishment of the correct organizational structure and identify the correct number of manpower requirements needed to support the mission. The manpower technician must be able to export and import data from the wartime system into a standard spreadsheet, then analyze the data, and prepare and brief senior leaders. In addition, the manpower technician must be familiar with database management system software, organization policies, organization change requests, deployment manning requirement documents and unit type codes.

5.2.3. Military Personnel Appropriation Manday Program (OPR: A1; OCR: AMC/A3O). In order to ensure Military Personnel Appropriation man-days are available to support ARC activation to Title 10 status for RegAF mission support, AMC/A1RM annually submits the Military Personnel Appropriation manday requirements (steady state and supplemental funded) for the Command by mission set to AF/A1MP for validation by the Active Duty for Operational Support Panel and subsequent funding by the Personnel and Budget Review Committee. AMC/A3, in coordination with AMC Functional Area Managers, must determine when ARC forces will be required to support a particular mission. Functional areas must submit Military Personnel Appropriation Manday requirements to A1RM during the planning phase of the mission; A1RM will coordinate with AMC/A3OP to prioritize requirements prior to submission to AF/A1MT.

5.2.4. Services.

5.2.4.1. AMC must maintain a force capable of deploying worldwide to provide initial and sustainment food, lodging, organizational laundry, mortuary, fitness and recreation and field exchange support to a bed down population of up to 1,100 people using expedient or existing facilities. This force consists of teams, ready to deploy within 22 hours of notification, and capable of providing the aforementioned services during combat operations or contingencies. ARC units ordered to active duty to support AMC mobility missions will be ready to deploy within 28 hours from unit notification of mobilization. **(T-2)**. The response time includes 24 hours for mobilization.

5.2.4.2. If deployed to an established installation, coordinate with the host wing Force Support Squadron or equivalent to arrange any required support. If deploying to a bare-base environment, include Services personnel in the advanced echelon, or, as a minimum, on the first aircraft departing. It is critical for Services to establish, in conjunction with Civil Engineering, lodging and food operations locations prior to the reception of the main force. Additionally, Services personnel must be available to assign and track lodging arrangements (including Lodging locator—coordinated with Personnel Support teams for Contingency Operations) for all personnel and ensure initial feeding requirements are met.

5.3. **Operations Support Staff.** (OPR: A2, A3, A4, A6, FM, HC, HO, JA, PA, SG, Air Force Installation Mission Support Center Det 9, and Air Force Installation Contracting Agency-KM).

5.3.1. Airfield Operations and Weather Support. (OPR: A3A).

5.3.1.1. AMC will maintain a force of airfield operations personnel [airfield operations officers, airfield management, air traffic control, and radar, airfield, and weather systems (RAWS) maintenance] capable of deploying worldwide to serve airlift and air refueling operations or to augment intra-theater operations. AMC/A3A determines augmentation requirements as necessary. In the event CONUS operations must be limited to support contingency requirements, AMC/A3A will coordinate authorization for AMC CONUS units to curtail services if required; i.e., reduce airfield and Air Traffic Control (ATC) facility operating hours. AMC/A3AP manages airfield management and air traffic control UTCs as part of the AEF Agile Combat Support package; however, these UTCs align under the expeditionary operations group, not the expeditionary mission support group.

5.3.1.2. Weather briefing support to forward-deployed AMC flying units that remain under AMC OPCON/TACON is normally provided by 618 AOC/XOW via Global Decision Support System IAW the Weather Supplement to the War and Mobilization Plan, Volume 1. However, if required, AMC weather personnel have the capability to forward-deploy to provide mission planning/execution weather support. Observations terminal aerodrome forecasts, and weather warning for the host base are normally provided by theater-owned base weather teams/equipment. When AMC aircraft are Operational Control (OPCON) or Tactical Control (TACON) to a Geographic CCDR, mission planning/execution weather support may be provided via reachback to the theater AOC, theater-aligned Operational Weather Squadron (OWS), or base weather teams at the discretion of the COMAFFOR. AF weather operations

require access to common-user NIPR/SIPR communications provided by theater-owned or deployed AMC communications teams/equipment. AMC/A3AW manages weather UTCs as part of the AEF Agile Combat Support package; however, these UTCs align under the expeditionary operations group, not the expeditionary mission support group.

5.3.2. Theater Weather Support. (OPR: A3AW).

5.3.2.1. Personnel deploying in support of inter-theater en route tanker and airlift forces will be under the Operational Control of 618 AOC, but will coordinate airbase weather support with the theater OWS. **(T-2)**. To maintain proficiency, weather personnel will adhere to training requirements IAW AMCI 15-101, *Weather Operations and Support*.

5.3.2.2. Weather Equipment.   Weather units must identify equipment and maintenance requirements to the appropriate communications units. **(T-2)**. Adequate communication capabilities (including tactical) are essential for weather teams to provide meteorological services to deployed forces. When dedicated circuits cannot be provided, the appropriate communication units will give weather support personnel access to common-user or command and control communications with a priority dictated by operational considerations. **(T-2)**.

5.4. **Logistics Support.** (OPR: A4).   For Base Operation Support information, see functional area Unit Training Standard mission capability, Prioritization and Sequencing, Designed Operational Capability statements, mobilization guidelines found in US Code and functional specific guidance.

5.5. **Communications.** (OPR: A6).   AMC maintains ability to provide Knowledge Operations Management, Cyber Systems Operations, Client Systems Management, Cyber Transport Systems, RF Transmission Systems, Spectrum Operations, and Cable & Antenna Systems personnel from its Communications Squadrons. These resources are aligned with AMC and AMC-gained forces and detailed in the UTA, unit Designed Operational Capability statements, and operational plans. Tactical communications packages in AMC reside within the Contingency Response Wing.

5.6. **Civil Engineering, Security, and Force Protection.** (OPR: Air Force Installation Mission Support Center Det 9, A4S and A4OC).

5.6.1. AMC must maintain a Prime Base Engineer Emergency Force capable of deploying worldwide to provide initial bed down of Air Force personnel and equipment using expedient or existing facilities.   AMC must conduct integration planning, execution, follow-on operations and maintenance support of facilities and utilities to assess, recover and restore mission capability during combat operations or contingencies. These personnel must be ready to deploy worldwide within 24 hours of notification. **(T-2)**. ANG and AFRC units ordered to active duty to support AMC mobility missions will be ready to deploy within Designed Operational Capability response time. **(T-2)**. The response time includes 24 hours for mobilization. These forces will maintain a 24-hour essential Fire Emergency Services capability for aircraft, structures, POL, and munitions supported by Fire Emergency Services personnel, equipment and vehicles during combat operations and contingencies. **(T-2)**.

5.6.2. Air Force Civil Engineer Emergency Management UTCs will provide planning and execution capability to integrate AMC resources and to advise the deployed commander on preparing, reacting and mitigating the effects of the enemies' use of CBRNE weapons. They will maintain major accident and natural disaster response capability during combat operations and contingencies.

5.6.3. AMC is responsible for providing at least a six person EOD lead UTC, equipped to survey bed down locations for explosive hazards: to protect personnel, facilities and resources from the effects of unexploded ordnance, hazardous components and to clear booby traps and clandestine explosive devices from areas, enabling operations to begin or continue in a safe environment. The EOD team augments the United States Secret Service and the United States State Department in protection of the President, Vice President and other dignitaries who might visit operational locations. AMC EOD teams must be ready to deploy worldwide within 22 hours of notification. Additional EOD personnel and equipment UTCs are available to support other requirements and are available through the Aerospace Expeditionary Force Center EOD Enabler Library.

5.7. **Intelligence.** (OPR: A2).

5.7.1. Intelligence personnel will assist in the development of threat assessments to include criminal, terrorist, economic, political, military, and paramilitary threats to base personnel. Intelligence personnel will also maintain vigilance on the changing worldwide situation and assist in determining the possible effect on the threat to base personnel.

5.7.2. For deployments to high threat or unstable areas, the AMC Threat Working Group will make threat mitigation recommendations to reduce risk to OCONUS aircraft missions. AMC/A2 and the Threat Working Group will also post recommendations, briefings, and assessments on the AMC/A2 classified web page. AMC/A4S may assign a Security Forces non-commission officer to Contingency Response Forces as a security coordinator for large or high threat operations. The non-commission officer will coordinate security measures with host nation-assigned security personnel to ensure protection of aircraft and resources IAW AFI 31-101, *Integrated Defense (ID)*. Additionally, AMC/A4S may assign personnel to accompany airfield survey teams and other deployments for the purpose of evaluating physical security of deployed locations, and AMC/SG will assign personnel to accompany airfield survey teams and other deployments to evaluate and mitigate medical and environmental health threats at a deployed location.

5.7.3. Contingency Response Force Commanders must ensure an Antiterrorism/Force Protection Officer or Non-commission Officer is assigned to all OCONUS deployments as their subject matter expert and advisor on Antiterrorism/Force Protection matters. This individual must ensure each person within the unit is aware of the terrorism threat, and is trained to employ methods to reduce risk or mitigate the effects should an attack occur. Additionally, the Antiterrorism/Force Protection advisor will assist the commander in ensuring compliance with DoDI O-2000.12. Antiterrorism/Force Protection advisors must be graduates of an approved Level II Antiterrorism Course from an Air Force training center, including the Air Mobility Warfare Center. Qualified Air Force Office of Special Investigation, Air Force Installation Mission Support Center Det 9, or Intelligence personnel may serve as an Antiterrorism/Force Protection advisor.

5.7.4. AMC intelligence personnel provide intelligence support for mission planning, force protection, deployed command and control assets and ground personnel. They also provide aircrew intelligence briefing and debriefing support in bare-base environments according to this document as noted below under Bare Base Support. AMC forces will retain the capability for self-support of intelligence requirements in situations where such support cannot be satisfied by the host unit.

5.8. **Contracting Support.** (OPR: Air Force Installation Contracting Agency-KM and A4OC).

5.8.1. Contracting support is essential. Every effort must be made to include contracting support in the advanced echelon, or, as a minimum, on the first aircraft departing. This contingent is responsible for contracting for the initial arrival of personnel for any required contract quarters, subsistence and transportation, as well as any other support required for material or parts. Ensure the accounting and finance function provides sufficient disbursing agents to allow timely contracting support for the contingency contracting officers.

5.8.2. Contracting support is essential. Every effort must be made to include contracting support in the advanced echelon, or, as a minimum, on the first aircraft departing. This contingent is responsible for contracting for the initial arrival of personnel for any required contract quarters, subsistence and transportation, as well as any other support required for material or parts. Ensure the accounting and finance function provides sufficient disbursing agents to allow timely contracting support for the contingency contracting officers.

5.9. **Financial Management Support.** (OPR: FM).

5.9.1. If deployed to an established installation, coordinate with the host wing Comptroller to arrange any required financial support. If deployed to a bare-base environment, include Financial Management technicians in the advanced echelon, or, as a minimum, on the first aircraft departing along with the contracting personnel. It is essential that financial management and contracting personnel deploy together to ensure logistics requirements for arriving personnel have been satisfied.

5.10. **Chaplain Support.** (OPR: HC).

5.10.1. Chaplain Corps teams provide essential religious support to deployed forces, including, but not limited to, worship opportunities, pastoral counseling, unit visitation and advising the commander on religion, ethics, morals, morale, and quality of life issues. Include these teams in basic planning of any operation, exercise or contingency. Deploy AMC-gained chaplain teams as required.

5.11. **Historian Support.** (OPR: HO).

5.11.1. A historian technician will normally be deployed to collect and preserve information and documents and provide historical coverage of the contingency in accordance with guidance.

5.12. **Staff Judge Advocate Support.** (OPR: JA).

5.12.1. The Staff Judge Advocate office provides support and advice on all legal issues and disciplinary matters that may arise. These may include: military justice matters,

claims, fiscal and contract law, international law including status of forces, basing rights, international agreements, foreign criminal jurisdiction, Rules of Engagement, Rules for the Use of Force, the Law of Armed Conflict, personal legal assistance for deployed troops, and IAW with DoDI 1400.32, *DoD Civilian Work Force Contingency and Emergency Planning Guidelines and Procedures*, limited legal assistance for DoD civilians or contractors accompanying the force. Include judge advocate(s) and paralegal(s) in basic planning of any operation, exercise, or contingency. Deploy on a first-in and last-out basis.

5.13. **Public Affairs Support.** (OPR: PA).

5.13.1. Public Affairs may be deployed to support air mobility tasks within CONUS or overseas to fixed locations, along the en route system, or to a bare-base environment. Public Affairs provides trusted counsel to leaders; builds, maintains, and strengthens Airman morale and readiness; builds public trust and support; and promotes global influence and deterrence through campaigns communicating the Air Force missions of air and space superiority and the capabilities of global attack and rapid global mobility. The Public Affairs mission in the deployed environment is maximum release of information to target audiences through internal information, media relations and civic outreach efforts, providing security review to ensure information and imagery are within national and operational security guidelines. Public Affairs integrates efforts with Information Operations (IO) consistent with policy or statutory limitations. Duties include, but are not limited to, working with the media and producing internal information products. Public Affairs is fully integrated into Air Expeditionary Forces and may be subject to other short-notice deployments. Public Affairs should be sourced during basic planning for all operations, exercises, or contingencies. When deployed, Public Affairs personnel will require full messing, lodging and sustainment support.

5.14. **Medical Support.** (OPR: SG).

5.14.1. Medical Support. (OPR: SGP and SGX). Medical support for AMC deploying airlift and tanker forces will be provided either by identifying organic AMC medical assets to deploy with airlift and tanker elements, Medical Global Reach Laydown Team or by arranging for the supported Air Force Component Command or other collocated medical element to provide medical and other base support. The AMC/SGP Functional staff will decide the size of the medical support package by evaluating the number of forces deployed to an operational location, the safety and vulnerability of local food and water sources, local medical capabilities, the threats of local infectious and vector-borne diseases, the hygiene of local billeting and public facilities, and the local environmental and industrial threats.

5.14.2. Aeromedical Evacuation System. (OPR: A3 and SG). The Aeromedical Evacuation system can operate as far forward as fixed-wing aircraft are able to conduct air/land operations. Aeromedical evacuation is conducted using organic airlift aircraft appropriate for the volume and clinical requirements of the patients to be moved and is selected by the airlift control agency. Aeromedical evacuation is integral to Air Mobility and any mention of airlift assets in this instruction includes aeromedical evacuation assets as well.

5.14.2.1. Aeromedical Evacuation can significantly improve casualty recovery rates by providing timely and effective transportation of the sick and wounded to medical facilities offering appropriate levels of care. The Aeromedical Evacuation system provides:

5.14.2.1.1. Integrated control of casualty movement by air transport;

5.14.2.1.2. Clinical and operational support personnel;

5.14.2.1.3. Equipment for in-flight supportive care and ground support operations;

5.14.2.1.4. Critical Care Air Transport Teams to monitor and manage specific patients requiring intensive care;

5.14.2.1.5. Staging facilities on or in the vicinity of airheads and air bases for the administrative processing and care of casualties entering, en route through, or leaving the Aeromedical Evacuation system;

5.14.2.1.6. Command and control of all theater Aeromedical Evacuation forces and Aeromedical Evacuation operations; and

5.14.2.1.7. Support to the communication network between airlift command and control agencies.

5.14.2.2. AMC/A3 provides operational control, policies and procedures for Aeromedical Evacuation operational personnel (Aeromedical Evacuation crews/operations teams/Command Squadrons/communication teams). AMC/SG provides clinical policies and procedures for all Aeromedical Evacuation personnel in the En Route Care System as well as policies and procedures for en route patient staging system personnel, en route critical care personnel and all aeromedical evacuation equipment packages.

5.14.2.3. Command and control functions exercised over Aeromedical Evacuation missions are consistent with those for all air mobility missions and are conducted in accordance with the command and control processes described in Joint Publication (JP) 3-17, *Air Mobility Operations*.

5.14.3. Medical Oversight. (OPR: SG).

5.14.3.1. Joint Force Surgeon. Appointed by the Joint Force Commander to serve as the theater or special staff officer responsible for establishing, monitoring, or evaluating joint force health service support (JP 4-02, *Joint Health Services*). The Joint Force Surgeon is responsible for coordinating and integrating health service support within the Area of Responsibility as well as coordinating intra-theater patient movement support to the Joint Task Force Commander. The Joint Force Surgeon establishes patient movement policies and should coordinate with USTRANSCOM, supported combatant command, and other Component Commands. The Joint Force Surgeon should appoint a theater Medical Director who is responsible for the quality of patient movement clinical care provided within the Area of Responsibility. The Medical Director appoints the theater Validating Flight Surgeon(s) who will support a joint patient movement requirements center mobilized to their Area of Responsibility.

The theater Validating Flight Surgeon and Patient Movement Requirements Center provides clinical oversight over theater Aeromedical Evacuation operations.

5.14.4. TRANSCOM Patient Movement Requirements Centers.

5.14.4.1. Global and theater patient movement is the responsibility of the TRANSCOM Patient Movement Requirements Center. The Patient Movement Requirements Center manages and coordinates all patient movement. It validates patient movement requests, regulates patients to appropriate medical facilities for continued medical care, and determines the mode of transportation (air, sea, or ground) for the movement of patients. Patient Movement Requirements Centers should exist at the joint level, as an element of the joint movement center, to ensure visibility of joint assets for patient movement lift options. Patient Movement Requirements Center staffing includes Flight Nurses as Patient Movement Clinical Coordinators. One or more theater Validating Flight Surgeons are assigned or delegated by the theater Command Surgeon to work with the Patient Movement Clinical Coordinators. Theater Validating Flight Surgeons provide physician medical direction and clinical oversight of patient movement validation, transfer, en route care planning, and en route care, as needed, during Aeromedical Evacuation. The Patient Movement Clinical Coordinators provide nursing care and administrative expertise during validation, and may be delegated validation authority by the Validating Flight Surgeon for routine patients using approved algorithms.

5.14.5. Aeromedical Evacuation Coordination.

5.14.5.1. The 618 AOC or Aeromedical Evacuation Control Team, provides command and control for tasking and execution for air mobility assets used to accomplish Aeromedical Evacuation missions within their respective areas of operation. These agencies provide the critical link between command and control of airlift operations and medical/joint interface. The theater Validating Flight Surgeon and Patient Movement Requirements Center provide operational clinical oversight of theater Aeromedical Evacuation operations. In coordination with the Global Patient Movement Requirements Center, the Joint Patient Movement Requirements Center/Theater Patient Movement Regulating Center receive, consolidate, and validate theater requests for patient movements. The 618 AOC/AE Cell (618 AOC/XOPA) is the source of Aeromedical Evacuation clinical and operational expertise and mission execution and oversees all strategic intertheater and CONUS Aeromedical Evacuation missions. The Aeromedical Evacuation Cell informs/reports mission progression and medical issues to the appropriate Patient Movement Requirements Center when applicable. Global Patient Movement Requirements Center coordinates with regional lead agents for CONUS movement requirements, as required.

6. Employment Guidance for Austere Base Operations. (OPR: A3O; OCR: A3A, A4R, A4OC, A5X, Air Force Installation Mission Support Center Det 9, 618 AOC/XOP, and USAF Expeditionary Center).

6.1. **Austere Basing.** (OCR: A5X). In addition to base support requirements noted in **paragraph 5** above, Austere Basing Concept of Operations must consider the following:

6.1.1. AMC forces must prepare to conduct operations at a bare base. Certain operational situations and environments may require AMC forces to conduct operations at an austere base environment. As a result, there is a need to organize, train and equip forces able to deploy in minimum time and respond to immediate bare-base operational requirements.

6.1.2. A prime consideration for AMC operations is reducing the number of personnel and the quantity and weight of equipment to the minimum required for. Support for AMC forces and the methods used to provide such support are dependent on location, the concept of operations and the availability of local resources. The following basic concepts and standards provide general guidance for the mobility of AMC forces during deployment, employment, and redeployment, when using austere bases.

6.1.3. AMC/A4 coordinates logistics support requirements with appropriate unified and specified commands, other services, and geographic area commanders. Where AMC units use bare-base installations operated by other commands or services for staging, dispersing or other operations, the command or service having jurisdiction over the base will provide logistics support to AMC tenant units as mutually agreed upon between the commands concerned.

6.2. **Maintenance Operations Support Requirements.** (OCR: A4R). AMC/A4R will develop and review the support requirements for AMC, Contingency Response Force, Maintenance Recovery Team, aerial port, Tanker Task Force and deployable technical services units; and, will specify detailed requirements such as utilities, security, covered storage, open storage, and parking ramps for each AMC deployable unit listed above. **Note:** During wartime or contingencies, 618 AOC/XOP will develop requirements in conjunction with the affected functional area manager.

6.2.1. AMC Unique Assets and Equipment (A4R) Deployment and pre-positioning of AMC required assets will be in accordance with guidelines specified in the logistics annex of applicable Operations Order, Operational Control, or mission directives. AMC/A4R will fulfill the following actions:

6.2.1.1. Screen AMC assets scheduled for deployment or pre-positioning to avoid unnecessary duplication and exceeding the capabilities of allocated air mobility assets.

6.2.1.2. Determine the quantity of AMC unique assets to be deployed or pre-positioned based on maintenance concepts, required reaction time and flexibility and peacetime authorizations of equipment for the using organizations.

6.2.1.3. AMC retains control of AMC unique assets deployed or pre-positioned in support of a bare base operation at all times. These assets will not transfer to other units without concurrence of the senior AMC representative on site.

6.3. **Maintenance Support.** (OCR: A4R). Maintenance support requirements are defined on applicable designed operational capability statements and UTC mission capabilities of tasked UTCs. Units will deploy with equipment and personnel necessary to perform on-equipment flight line maintenance as provided in this guidance.

6.4. **Support Requirements.** (OCR: A4R). US Air Force policy on theater-positioned war reserve materiel (WRM) provides for support of deploying AMC mobility forces and technical services. WRM guidance and equipment accountability guidance is found in AFI 25-101, War Reserve Materiel (WRM), AFI 23-101 and Air Force Handbook (AFH) 23-123 Volume 3, *Air Force Equipment Management*.

7. Post Deployment and Reintegration. [OPR: A3O; OCR: A1 (Community Action Information Board-Integrated Delivery Systems Team)].

7.1. **Pre-deployment/Deployment/Redeployment/Reintegration Support Process.** The AMC goal is to successfully reintegrate Airmen with families, friends, community, and work centers following a long term deployment. (Reference **Attachment 2**).

7.1.1. Every commander should ensure that the personnel assigned to their unit are familiar with AMC Deployment/Redeployment/Post Deployment Reintegration Process Amplifying Guidance (**Attachment 2**), AMC Reintegration Program (**Attachment 3**) and, as applicable, Sample Reintegration Wingman Checklist (**Attachment 4**).

7.1.2. Post deployment reintegration is comprised of decompression and reintegration phased events, as well as follow-up contact. The follow-up contact should occur after the post deployment downtime is completed.

7.1.3. An essential component of post deployment reintegration is the early identification of individuals that may be at higher-risk for readjustment problems. Specifically, those individuals being deployed on Contingency, Exercise, Deployment orders, (i.e. on an Air Expeditionary Forces rotation to the Southwest Asia Area of Responsibility) and those deployed on Temporary Duty or Aircrew orders, as is the case for many aircrew and support members. The reintegration process for individuals who are deployed on deployment orders is captured in a DoD directed Deployment Health Assessment program and is also included in **Attachment 3**.

7.1.4. A significant number of AMC aircrews and support personnel accumulate particularly high numbers of days temporary duty that are not accounted for under the normal deployment processes. In order to assess and minimize the effects of accumulated days temporary duty on these airmen, the Community Action Information Board - Integrated Delivery Systems Team has developed a reintegration program that will be implemented at the squadron level. The basic requirements for this program follow, and is amplified in **Attachment 3**.

7.1.5. The squadron commander or designated representative will conduct a face-to-face support and reintegration briefing with individuals as they accumulate 120 days of temporary duty per a 365 day time period. **(T-2)**.

7.1.6. The Integrated Delivery Systems Team will provide post deployment support and reintegration training to members as they accumulate 165 days of temporary duty per a 365 day time period. **(T-2)**. The member will complete a post deployment assessment with the squadron commander or representative when they reach the 165 days of temporary duty per the 365 days milestone. **(T-2)**.

7.1.7. The Integrated Delivery Systems Team will provide redeployment support and reintegration training to members as they accumulate 200 days of temporary duty per a

365 day time period. **(T-2)**. The member will complete an additional post deployment assessment with the squadron commander when they reach the 200 days of temporary duty per the 365 day milestone. **(T-2)**.

7.1.8. When ARC airmen are located on or near an AMC installation, it is preferable to employ a Total Force post deployment reintegration approach. Squadron commanders will ensure that ARC airmen are aware of post deployment reintegration requirements before departure from the AOR and are given appropriate briefings and assessments. **(T-2)**.

7.2. **Post Deployment Downtime.** (OPR: A1R; OCR Aircrews: A3O). IAW AFI 10-403, paragraph 8.3., the AMC/CC Post Deployment Downtime program is designed to help maintain quality of life and retain valued Air Force members to keep our military strong and ready.

7.2.1. All members, following a deployment away from home station of 45 to 89 days, will be given not more than 7 days compensatory time (3-day special pass IAW AFI 36-3003, *Military Leave Program*, and 4 days unscheduled time). **(T-2)**. Following a deployment away from home station of 90 days or longer, authorized compensatory time is not more than 14 days (4-day special pass IAW AFI 36-3003 and 10 days unscheduled time). During compensatory time, members will not be assigned formal duties and will be given appropriate time to care for personal and professional matters deferred while temporary duty. **(T-2)**. The member must be able to check in daily and report to duty within 24 hours during the unscheduled time period or must take leave. Commanders must use their discretion IAW AFI 36-3003. **(T-2)**. **Note:** Aircrew members can't combine post deployment downtime with post mission crew rest as defined in applicable AFMAN 11-2 Volume 1 guidance.

7.2.1.1. Compensatory time applies to Active Component personnel, ARC personnel when activated under a mobilization authority, and ARC personnel when serving temporary tours on Military Personnel Appropriation days. Functional Area Managers must take into account compensatory time for aircrew as well as all members when calculating Military Personnel Appropriation day requests. **Note:** Military Personnel Appropriation management is the responsibility of AMC/A1 and is operated and managed through MAJCOM Directorate Functional Area Managers by A1RM.

7.2.1.2. Services personnel assigned to Port Mortuary Support UTCs RFSRK and RFSRJ while stationed at Dover AFB and deployed in-place to support the Air Expeditionary Forces mission at the Air Force Mortuary Affairs Operations Port Mortuary, will receive compensatory time off as mentioned in **paragraph 7.2.2**. **(T-2)**. Compensatory time will allow for Services personnel to fully reintegrate and complete all required resiliency programs before returning to base level Services functions.

7.2.2. All personnel must in-process through their Commander Support Staff; AFRC and ANG personnel thru their equivalent offices. **(T-2)**. Personnel should in-process no more than 72 hours upon return. **(T-2)**. Failure to comply could adversely affect member's duty status.

7.2.3. In/out-processing time is included in the post deployment downtime IAW AFI 36-2619, *Military Personnel Appropriation Manday Program*. Post deployment downtime will start the day after personnel return from their deployment. **(T-2)**.

7.2.4. If a member takes leave immediately following deployment, the commander has the discretion to allow compensatory time upon return.

7.2.5. Unit commanders should make liberal use of the special 4-day pass as provided in AFI 36-3003 during post deployment downtime, particularly for ARC members deployed away from their home unit.

7.2.6. The OG Commander can waive post-mission crew rest or post deployment downtime in the event of an emergency or impending disaster that requires the member to be on duty. In cases where the waiver is implemented, commanders will make every attempt to restore the lost downtime at a later date. **(T-2)**.

COREY J. MARTIN, Major General, USAF
HQ AMC Director of Operations, Strategic
Deterrence & Nuclear Integration

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

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Prescribed Forms

None

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

DoD Form 2900, *Post-Deployment Health Re-assessment*

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Abbreviations and Acronyms

618 AOC—618th Air Operations Center (Tanker Airlift Control Center)

ADS—Authoritative Data System

AFCEC—Air Force Civil Engineer Center

AFE—Aircrew Flight Equipment

AFMAN—Air Force Manual

AFRC—Air Force Reserves Command

AFRIMS—Air Force Records Information Management System

AFTRANS—Air Forces Transportation (Component)

AMC—Air Mobility Command

AMCI—Air Mobility Command Instruction

AMLO—Air Mobility Liaison Officers

ANG—Air National Guard

AOC—Air Operations Center

AOR—Area of Responsibility

ARC—Air Reserve Components

AT—Antiterrorism

ATC—Air Traffic Control

BOS—Base Operations Support

C2—Command and Control

CAAP—Commander, Air Force Forces (COMAFFOR) Appointment and Allocation Process

CBRNE—Chemical, Biological, Radiological, Nuclear and High Yield Explosives

CCDR—Combatant Commander

CDRUSTRANSCOM—Command to United States Transportation Command

COMAFFOR—Commander, Air Force Forces

CONUS—Continental United States

CRAF—Civil Reserve Air Fleet

DCAPES—Deliberate Crisis Action Planning Execution Segments

DOC—Designed Operational Capability

DRU—Direct Reporting Unit

EOD—Explosive Ordnance Disposal

FCP—Foreign Clearance Program

FOA—Field Operating Agency

FMP—Flight Manuals Program

FRAGORD—Fragmentary Order

GAMSS—Global Air Mobility Support System

GFMIG—Global Force Management Implementation Guidance

IAW—In Accordance With

IO—Information Operations

JA—Judge Advocate

JCIDS—Joint Capabilities Integration and Development System

JTF-PO—Joint Task Force Port Opening

MAF—Mobility Air Forces

MAJCOM—Major Command

MSAS—Mobility Support Advisory Squadrons

OCONUS—Outside Continental United States

OCR—Office of Coordinating Responsibility

OPCON—Opertaional Control

OPR—Office of Primary Responsibility

PDHRA—Post-Deployment Health Reassessment

PERSCO—Personnel Support for Contingency Operations

POL—Petroleum, Oil, and Lubricants

RAWS—Radar, Airfield, and Weather Systems

RDAP—Readiness Driven Allocation Process

RDS—Records Disposition Schedule

RegAF—Regular Air Force

SecAF—Secretary of the Air Force

SecDef—Secretary of Defense

SERE—Survival, Evasion, Resistance, and Escape

TACON—Tactical Control

USMC—United States Marine Corps

USTRANSCOM—United States Transportation Command

UTA—Unit Type Code (UTC) Availability

UTC—Unit Type Code

WRM—War Reserve Material

Terms

G—series orders—MAJCOMs, FOAs, and DRUs must publish G-series orders to activate, inactivate, redesignate, assign or attach provisional (including expeditionary) units. The G-Series order provides the legal authority for provisional units.

Attachment 2

APPENDIX A, AMC DEPLOYMENT/REDEPLOYMENT/POST DEPLOYMENT REINTEGRATION PROCESS AMPLIFYING GUIDANCE TO AMCI 10-403

A2.1. Community Action Information Board and Integrated Delivery Systems Team.

A2.1.1. The consequences of deployments and other long term temporary duties are an Air Force community responsibility. The AMC Community Action Information Board and Integrated Delivery Systems Team are responsible for recommending solutions to address resulting personnel issues. The goal of this appendix is to ensure that AMC commanders address the needs of AMC personnel who are at high risk to experience interpersonal challenges as a result of a high operations tempo either from a single long term deployment or from cumulative short periods of temporary duty.

A2.2. High risk situations.

A2.2.1. An essential component of post deployment reintegration is the early identification of individuals that may be at higher-risk for readjustment problems. This group includes individuals who have been exposed to unusual levels of threat, experienced and witnessed traumatic loss of life and other disturbing events, have been injured, or who are dealing with predeployment or newly developed family problems.

A2.2.2. A significant numbers of AMC's aircrews and support personnel accumulate a particularly high number of days temporary duty that are not accounted for under the normal deployment processes. The cumulative effects of these numerous days temporary duty exert many of the same types of stress on personal well-being and interpersonal relationships as does a single long term deployment.

A2.3. Post Deployment Reintegration.

A2.3.1. Healthy readjustment to home station is important for all members, and we must ensure that readjustment issues are addressed for AMC members, including married and single members. Reintegration is a "process" not an "event." The process takes into account the need to balance the member's desire to take time off with family and AMC's need to ensure every Airman has the tools to adapt to a changed environment in the quickest and safest way possible.

A2.3.2. The deployment/redeployment/post deployment reintegration process also has applicability to members who accumulate significant numbers of days temporary duty over an extended period of time. AMC's goal is to successfully maintain Airmen integration with families, friends, community, and work centers during extended or numerous periods of temporary duty.

A2.3.3. The post deployment reintegration process begins on an individual's return to home station. Post deployment reintegration is comprised of decompression and reintegration phased events, as well as follow-up contact. The follow-up contact should occur after the post deployment downtime is completed (i.e., compensatory time off, 4-day special pass, leave, etc.).

A2.3.4. Successful redeployment and reintegration does not end when an Airmen arrives home, it begins!   Successful reintegration combines recognition and identification of

stressors with proper intervention and assistance to enable the returnees to eliminate the stressors or to compensate and adjust to their unique situations.

A2.4. Unit level responsibilities in the reintegration process.

A2.4.1. Squadron commanders are responsible for establishing a method and to track the total number of days temporary duty for their members. AMC's assigned units, including theater assigned units, will use a graduated approach to ensure our Airmen successfully reintegrate with family members, friends, and co-workers within their community.

A2.4.2. Critical points for commander's intervention are set at 120 days, 165 days and 200 days of temporary duty per a 365 day period. (**Note:** This is cumulative days and not necessarily consecutive days per the 365 day period.) The number of days temporary duty total returns to zero and the 365 days period begins again after an individual exceeds 200 total days temporary duty. Upon implementation of this publication, the start date for the initial 365 day period will be set at 90 days prior to the effective date of this publication. This will ensure that individuals that are already at risk due to a high temporary duty rate will be captured by the first 120 day milestone.

A2.4.2.1. The squadron commander, or representative thereof, will conduct a face-to-face support and reintegration assessment with individuals as they accumulate 120 days total temporary duty per 365 days. The squadron commander will keep an informal record of the accomplishment of this event. If appropriate, the commander will note on record that the individual neither declares nor appears to have any issues that require an individual referral to a base support agency. If appropriate, the commander will suggest, and if necessary, refer an individual to a base support agency for an additional assessment. **Note:** If the squadron commander's assessment is delegated to a squadron commander's representative, the representative must be an individual in the position of an Assistant Director of Operations or higher and must be at least in the grade of Major or higher. This delegation must be made in writing for a stated period of time.

A2.4.2.2. The Integrated Delivery Systems Team will provide post deployment support and reintegration training to members as they accumulate 165 days total temporary duty. The squadron will need to contact and coordinate with the Integrated Delivery Systems Team to schedule this training. The member will complete a post deployment assessment with the squadron commander or representative when they reach the 165 days temporary duty per 365 day milestone.

A2.4.2.3. The Integrated Delivery Systems Team will provide redeployment support and reintegration training to members as they accumulate 200 days total temporary duty. The squadron will need to contact and coordinate with the Integrated Delivery Systems Team to schedule this training. The member will complete an additional post deployment assessment with the squadron commander when they reach the 200 days temporary duty per 365 days milestone.

A2.4.3. Successful execution of this plan is the responsibility of leadership. However, we must also recognize that the health of our force is every Wingman's responsibility. Keep in mind, although not every Airman has operated under hostile conditions, time away from home station support systems can be disruptive to typical good adjustment and health. Program elements may be adjusted to meet a Wing's, Group's, or Squadron's culture.

A2.5. Summary and Synopsis of the AMC Reintegration Program.

A2.5.1. The Air Force pre-deployment, deployment, redeployment, post deployment and reintegration processes are in place to support our Airmen and to maintain the war fighting skills for expeditionary combat operations while nurturing Airmen and their families during periods of extraordinary stress. Effective management of this critical program requires high visibility. Leaders must display flexibility and common sense in order to meet the needs of their installation and unit unique culture. The ultimate success in carrying out the intent of this guidance lies with every Airman, family member, and unit leader.

A2.5.2. Every commander should ensure that the personnel assigned to their unit are familiar with the AMC Deployment/Redeployment/Post Deployment Reintegration Process (**Attachment 2**) AMC Reintegration Program (**Attachment 3**) and, as applicable, Sample Reintegration Wingman Checklist at **Attachment 4**.

Attachment 3

APPENDIX A, AMC REINTEGRATION PROGRAM

A3.1. AMC Commander-directed program. The AMC Commander-directed the creation of the Community Action Information Board and Integrated Delivery Systems Team in developing this program. The program consists of a five phase approach to assist Airmen in resolving personnel issues that are the results of long term deployments and warfare. Commanders will ensure that every Airman assigned to their unit is familiar with this program. Commanders can use this appendix, the Community Action Information Board and the Integrated Delivery Systems to assist in making the AMC Reintegration process a success.

A3.1.1. AMC's goal is to successfully reintegrate Airmen with families, friends, community, and work centers following a long term deployment (30+ days). The deployment/redeployment/post deployment reintegration process covers approximately 30 days prior to member's departure and 30 days prior to the redeployment homecoming, and continues well into the post deployment period.

A3.1.2. The post deployment reintegration process should begin within 7 days of an individual's return to home station. Post deployment reintegration is comprised of decompression and reintegration phased events, as well as follow-up contact. The follow-up contact should occur after the post deployment downtime is completed (i.e., compensatory time off, leave, 4-day pass, etc.; refer to **paragraph 7.2**).

A3.1.3. The Five-Phase Approach consists of the following phases:

A3.1.3.1. Phase I – Pre-deployment Training and Education (**paragraph A3.1.4**)

A3.1.3.2. Phase II – Deployment (**paragraph A3.1.5**)

A3.1.3.3. Phase III – Redeployment Screening-In-Theater (**paragraph A3.1.6**)

A3.1.3.4. Phase IV – Post deployment and Reintegration-Home Station (**paragraph A3.1.7**)

A3.1.3.5. Phase V – Evaluation (**paragraph A3.1.8**)

A3.1.4. Phase I – Pre-deployment Training and Education.

A3.1.4.1. Forum: Phase I prepares Airmen and their families for deployment.

A3.1.4.2. OPR: Airman and Family Readiness Flight.

A3.1.4.2.1. Consults with leadership and sets up pre-deployment briefing schedules (minimum 30-days prior).

A3.1.4.2.2. Contacts required and recommended OCRs.

A3.1.4.2.3. Consults with leadership to ensure Airmen are notified of mandatory briefing by Unit Deployment Managers.

A3.1.4.2.4. Encourages family participation.

A3.1.4.2.5. Ensures Phoenix Spouses are trained and ready to perform peer-to-peer duties.

A3.1.4.3. Required OCR: Life Skills Support Center, Chaplain Corps, Legal, Family Support Center, Finance, Red Cross, Sexual Assault Response Coordinator.

A3.1.4.3.1. Prepares pre-deployment group/individual presentation.

A3.1.4.3.2. Coordinates on pre-deployment training and education schedules with OPR.

A3.1.4.3.3. Ensures representation at each scheduled group briefing.

A3.1.4.3.4. Ensures Airmen are provided a pre-deployment checklist available through Airman and Family Readiness Flight.

A3.1.4.4. Recommended Additional OCR: TRICARE, Family Member Support Flight, and Housing.

A3.1.4.4.1. Prepares pre-deployment group/individual presentation.

A3.1.4.4.2. Coordinates on pre-deployment training and education schedules with OPR.

A3.1.4.4.3. Ensures representation at each scheduled group briefing.

A3.1.4.5. Required OCR (Individual Deployer): Completes pre-deployment requirements.

A3.1.4.6. Structure: Group Deployers, Individual Deployer.

A3.1.5. Phase II – Deployment.

A3.1.5.1. Forum: Airmen may deploy to overseas theater or CONUS locations. Phase II helps maintain stability of Airmen and their family members.

A3.1.5.2. OPR: Community Action Information Board/Integrated Delivery Systems Membership.

A3.1.5.2.1. Ensures adherence to policy guidance established by higher headquarters.

A3.1.5.2.2. Provides supplemental guidance.

A3.1.5.3. Required OCR: Installation Squadron Leadership.

A3.1.5.3.1. Airmen receive in-theater support.

A3.1.5.3.2. Contacts deployed leadership to maintain communication on welfare of deployed members.

A3.1.5.3.3. Maintains routine contact with squadron Phoenix Spouse(s) and families of deployed personnel.

A3.1.5.3.4. Refers to Airman's Guide to Assisting Personnel in Distress located at **http://www.afms.af.mil/airmansguide**.

A3.1.5.4. Recommended Additional OCR: Airman and Family Readiness Center, Chaplain Corps, Life Skills Support Center, Family Advocacy Program, Health and Wellness Center, Family Member Support Flight.

A3.1.5.4.1. Offers wide variety of services and activities that help sustain families of deployed personnel.

A3.1.5.4.2. Maintains routine contact with families of deployed personnel.

A3.1.5.4.3. Maintains routine contact with other support networks on/off the installation.

A3.1.5.5. Required OCR (Individual Deployer): Support provided to Airmen in-theater and to families at home station.

A3.1.5.6. Structure: Group Deployers, Individual Deployer.

A3.1.6. Phase III – Redeployment Screening (In-Theater).

A3.1.6.1. Forum: Phase III prepares Airmen for return and highlights significant issues of concern that may require special attention. Additionally, emphasis needs to be placed on families, friends, co-workers, duty stations, and the community as integral partners in the reintegration process.

A3.1.6.2. OPR: Deployed Location Leadership, Home Station Leadership.

A3.1.6.2.1. Deployed Location Leadership:

A3.1.6.2.1.1. Informs home station leadership of significant events involving deployed member.

A3.1.6.2.1.2. Refers to Airman's Guide to Assisting Personnel in Distress located at **http://www.afms.af.mil/airmansguide**.

A3.1.6.2.1.3. Ensures DoD Form 2796, *Post-Deployment Health Assessment*, is completed not earlier than 30 days prior to departure from deployed location (helps gain insights to deployed issues impacting member) or within 30 days of return to home station.

A3.1.6.2.2. Home Station Leadership:

A3.1.6.2.2.1. Refers to Airman's Guide to Assisting Personnel in Distress located at **http://www.afms.af.mil/airmansguide**.

A3.1.6.2.2.2. Contacts deployed location squadron leadership for updates.

A3.1.6.2.2.3. Contacts families of deployed members and offers reintegration briefings to spouses and children.

A3.1.6.3. Required OCR: Life Skills Support Center, Chaplain Corps, Legal, Airman and Family Readiness Flight, Finance, Red Cross, Sexual Assault Response Coordinator.

A3.1.6.3.1. Remains vigilant of commander-referral issues in AOR and home station.

A3.1.6.3.2. Provides reintegration education in the AOR 30 days prior to redeployment (Life Skills Support Center and Chaplains).

A3.1.6.3.3. Ensures desired resources are available in the AOR (Airman and Family Readiness Flight).

A3.1.6.3.4. Partners with leadership and offers reintegration briefings to spouses and children.

A3.1.6.3.5. Coordinates with leadership to develop "Wingman Reintegration Checklist" (Airman and Family Readiness Center). Sample checklist at **Attachment 4**.

A3.1.6.4. Required OCR (Individual Deployer): Follows established redeployment screening process.

A3.1.6.5. Structure: Group Deployers, Individual Deployer.

A3.1.7. Phase IV – Post deployment and Reintegration Home Station.

A3.1.7.1. Forum: Phase IV welcomes and reintegrates Airmen back to the home station mission.

A3.1.7.2. OPR: Home Station Leadership.

A3.1.7.2.1. Meets returning Airmen at airport or returning airlift.

A3.1.7.2.2. Appoints a "Reintegration Wingman" where appropriate, to meet each returnee and assist him/her with reintegration activities/scheduling. (Refer to **Attachment 4** to this publication).

A3.1.7.2.3. A reintegration Wingman is not mandatory for Airmen returning as part of a large group.

A3.1.7.2.4. Establishes contact with each returning Airmen during leadership interviews which allows opportunity for "Eyes-On" within 7 days of members' return from the AOR, and follow up thereafter in 30 and 60 days or until no longer required.

A3.1.7.2.5. Request feedback from Airmen on lessons learned from the AOR.

A3.1.7.2.6. Provides cross-talk to CONUS agencies (higher headquarters, etc.).

A3.1.7.2.7. Reviews policies and procedures, programs, training requirements and ensures members are scheduled.

A3.1.7.2.8. Coordinates with Airman and Family Readiness Center to schedule base agencies to come into the squadron (or designated area) to conduct mandatory briefing/processing.

A3.1.7.2.9. Refer to Airman's Guide to Assisting Personnel in Distress located at **http://www.afms.af.mil/airmansguide/**.

A3.1.7.3. Required OCR (Group): Life Skills Support Center, Chaplain Corps, Legal, Airman and Family Readiness Center, Finance, Military Personnel Flight, Public Health.

A3.1.7.3.1. Representation at group briefings.

A3.1.7.3.2. Finance – travel voucher, leave and earnings Statement, etc.

A3.1.7.3.3. Military Support Squadron/Military Personnel Flight – in/out processing, down time, and leave.

A3.1.7.3.4. Chaplain – provides briefing and confidential counseling for Airmen or couples.

A3.1.7.3.5. Life Skills Support Center – provides briefings and individual assessments as required; coordinates traumatic stress debriefings.

A3.1.7.3.6. Public Health – ensures Post-Deployment Health Assessment and Post-Deployment Health Reassessment are completed.

A3.1.7.3.7. Airman and Family Readiness Center – consults with leadership and coordinates group briefings and provides Airman and Family Readiness Center briefing.

A3.1.7.4. Recommended Additional OCR: Sexual Assault Response Coordinator, Family Advocacy Program, Health and Wellness Center, Family Member Support Flight.

A3.1.7.4.1. Offers wide variety of services and activities that help during reintegration and reunion of deployed members/families.

A3.1.7.4.2. Provides crisis management and referral resources.

A3.1.7.5. Required OCR (Individual Deployer): Completes redeployment requirements.

A3.1.7.6. Structure: Group Deployers, Individual Deployer.

A3.1.8. Phase V – Evaluation.

A3.1.8.1. Forum: Phase V assists wing leaders with program evaluation.

A3.1.8.2. OPR: Wing Commander/Community Action Information Board Leadership.

A3.1.8.2.1. Ensures data tracking is in place for reporting to installation Community Action Information Board.

A3.1.8.2.2. Provides cross talk to higher headquarters on issues that cannot be resolved on a local level and on installation's best practices.

A3.1.8.3. Required OCR: Integrated Delivery Systems Team Membership, Unit Deployment Managers, and others as required for data collection and reporting.

A3.1.8.3.1. Unit Deployment Manager notifies member to complete DoD Form 2900, *Post-Deployment Health Reassessment (PDHRA)*, at 90-180 days after return from a deployment, IAW AFI 48-122, *Deployment Health*.

A3.1.8.3.2. Integrated Delivery Systems develops system of reporting on deployments, redeployments, and post-deployment and reintegration processes.

A3.1.8.3.3. Integrated Delivery Systems analyzes, tracks, and develops strategies to resolve issues and chronicles best practices to share with leadership.

A3.1.8.3.4. Provides post-deployment report to Community Action Information Board membership at least quarterly (Airman and Family Readiness Center).

A3.1.8.4. Recommended Additional OCR: As determined by Community Action Information Board / Integrated Delivery Systems membership.

A3.1.8.5. Required OCR (Individual Deployer): Completes DoD Form 2900 at 90-180 days after return from a deployment, IAW AFI 48-122.

A3.1.8.6. Structure: Group Deployers, Individual Deployer.

Attachment 4

SAMPLE REINTEGRATION WINGMAN CHECKLIST

Figure A4.1. SAMPLE REINTEGRATION WINGMAN CHECKLIST.

Returning Airman Information:

Wingman Name/Rank: _____ Date Assigned: _____

Duty Phone: _____Home Phone: _____ Cell Phone_____

Family Contact: _____

Assigned Airman Information:_____

Squadron POC: _____Duty Phone: _____

Expected Date of Return: _____

"Congratulations on your selection as "Reintegration Wingman!" Your selection represents your leadership's confidence in you to perform this important task. You are charged with distinct responsibilities to welcome the assigned Airman and note any issues of concern that may require special attention. Your primary duties are to meet and greet the Airman at the airport and assist him/her with coordinating and meeting scheduled appointments. Due to potential changes in timetables, you are expected to maintain contact with the Commander's Support Staff and Unit Deployment Manager on return dates and times. Within 3 days after the member is released for downtime, please complete this form and return it to the Commander's Support Staff for leadership's review. Thank you!"

Met deployed personnel at the airport.   Yes_____   No_____

(If your answer is no, please explain.)

Provided transportation as needed for returning Airman.   Yes_____   No_____

(If your answer is no, please explain.)

Coordinated reintegration appointments (please obtain list from squadron   Yes_____   No_____
point of contact and attach to this form).

(If your answer is no, please explain.)

4. Notified returning member of appointment times and locations.   Yes_____   No_____

When necessary, accompanied member to appointments.   Yes_____   No_____

(If your answer is no, please explain.)

5. Created a welcoming environment by providing information, resources   Yes_____   No_____
and services based on member's needs. Provide details:

6. Reported any unusual circumstances or readjustment   Yes_____   No_____   N/A___
difficulties. (heavy drinking, risk-taking behaviors, depressed
mood, etc.).

Who did you report this information to?