



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS AIR MOBILITY COMMAND

AMCI11-270\_AMCGM2026-01

18 March 2026

MEMORANDUM FOR AMC 801X Forces

FROM: AMC A3/10  
503 Ward Street  
Scott AFB IL 62225-5302

SUBJECT: Air Mobility Command Guidance Memorandum (GM) to AMCI 11-270, *Mobility Air Forces Electronic Flight Bag Program*

By Order of the Commander Air Mobility Command, this Guidance Memorandum immediately implements changes to AMCI 11-270, *Mobility Air Forces Electronic Flight Bag Program*, Nuclear Alert Mission Restrictions. Compliance with this memorandum is mandatory. To the extent its directions are inconsistent with other publications, the information herein prevails, in accordance with Department of the Air Force Instruction (DAFI) 90-160, *Publications and Forms Management*.

This guidance is applicable to Regular Air Force, Air Force Reserve and Air National Guard personnel tasked, participating in, and/or exercising nuclear alert missions.

Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule which is located in the Air Force Records Information Management System.

This memorandum becomes void after one year has elapsed from the date of this memorandum, or upon publication of an interim change (IC) or rewrite to AMCI 11-270, whichever is earlier.

DEREK M. SALMI, Brig Gen, USAF  
Director of Operations, Strategic Deterrence  
and Nuclear Integration

Attachment:  
Guidance Changes



DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS AIR MOBILITY COMMAND

**Attachment**  
**Guidance Changes**

**(Changed) 3.13. Nuclear Alert Mission Restrictions.** Aircrew and Maintenance personnel participating in training, local exercises, command-directed exercises, assessments, inspections, and real-world execution may use EFBs and eTools supporting nuclear alert mission OPLANs if visible or discussed classified information in the aircraft compartment (cockpit or cargo) is SECRET or below; and when EFBs or eTools are configured in accordance with AMCI 11-270, **paragraph 3.4.** (EFBs) or DAFI 21-101\_AMCSUP, paragraph 1.7.3.12. (eTools) and with owning wing Cybersecurity Office approval. When TOP SECRET classified materials are visible or discussed, EFBs and eTools will be stored in a separate compartment, preferably in a Faraday container.

**BY ORDER OF THE COMMANDER  
AIR MOBILITY COMMAND**

**AIR MOBILITY COMMAND  
INSTRUCTION 11-270**



**6 FEBRUARY 2023**

***Flying Operations***

***MOBILITY AIR FORCES ELECTRONIC  
FLIGHT BAG PROGRAM***

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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**RELEASABILITY:** There are no releasability restrictions on this publication

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(Maj Gen Darren R. Cole)

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This publication implements AAFP 11-2, *Aircrew Operations*, by prescribing procedures for the Mobility Air Force (MAF) Electronic Flight Bag (EFB) program implementation, execution, and sustainment, and replaces the MAF EFB Initiative Concept of Employment. This publication applies to all AMC flying units and MAF units within the Air National Guard, and has been coordinated with Pacific Air Forces and United States Air Forces Europe-Air Forces Africa. This publication does not apply to the Air Force Reserve or US Space Force. Ensure all records generated as a result of processes prescribed in this publication adhere to AFI 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication to HQ AMC Aircrew Standardization, Evaluation and Readiness Division (AMC/A3V), using the DAF Form 847, *Recommendation for Change of Publication*. The authority to waive wing/unit level requirements in this publication are identified with a tier number (T-0, T-1, T-2, T-3) following the compliance statement. See DAFMAN 90-161, *Publishing Processes and Procedures*, for a description of the authorities associated with Tier numbers. Submit waiver requests through chain of command to the appropriate tier waiver approval authority, or alternately, to the publication OPR for non-tiered compliance items. This publication may be supplemented at any level, but all direct supplements must be routed to the OPR of this publication for coordination prior to certification and approval. The use of the name or mark of any specific manufacturer, commercial product, commodity, or service in this publication does not imply endorsement by the Department of the Air Force.

## Chapter 1

### GENERAL INFORMATION

**1.1. Purpose.** This instruction provides directive guidance on the MAF EFB program, to include its processes, operation, and employment.

**1.2. Program Overview.** The MAF EFB Program establishes and maintains an aircrew publications library required by AFMAN 11-202V2, *Aircrew Standardization and Evaluation Program*. The library is distributed in a readily accessible digital format on mobile devices allowing quick and reliable access to current flight operations related publications anywhere in the world. The versatility and sophistication of the EFB device also enables a wide range of interconnected applications for access to in-flight data, communications, and mission management functions when combined with peripheral devices such as Global Satellite Navigation System receivers, Automatic Dependent Surveillance Broadcast (as permitted), and approved onboard wireless Internet-connected devices. The EFB fuses this capability with Air Force Network-resident programs and other systems of record to support efficient, real time data transfer to simplify and expedite global mobility mission information processes.

1.2.1. System Concept. Due to advances in software and security credential handling, the EFB system will typically utilize one or more online file transfer system(s) using Purebred mobile device authorization credentials, Microsoft SharePoint® and applications that are approved and listed in the baseline EFB Authorized Hardware/Software List (AHSL—see [paragraph 2.1](#)). Use of a stand-alone computer system for file transfer to devices is necessary as a backup and to load required documents to devices that do not have Purebred capabilities (e.g., emergency issue devices). As device and application capabilities change, the system configuration can be readily adapted to take advantage of new features. AMC System Requirements Directorate (AMC/A5R), AMC/A3V, and the Aircraft System Program Office (SPO) continually monitor and assess device operation in concert with aircraft systems, security requirements, aircrew human factors requirements, and mission considerations.

1.2.2. Program Support. Currently, the system requires oversight and administrative support at MAJCOM, Wing, Operations Group, and Squadron level for device and application approval, purchase, configuration, issuance, training, setup, operation, and oversight. Commander support and individual user responsibility for appropriate use is critical to program success. The MAF EFB program continues to pursue official Program of Record status and budget approval for sustainment. Until that time, device costs are borne by the participating MAF wings, and application license costs are shared by various agencies depending on the application. Until budget support becomes available, manpower support is provided by MAF units as additional duties, or by dedicated contract support as individual wing program budgets allow.

1.2.3. Program Compliance. Failure to follow EFB guidance contained in this instruction, the EFB Authorization to Operate (ATO), EFB User Agreement, and applicable Air Force and DoD publications can have serious Information Security, Operational Security, and Computer Security implications that can place the mission, Air Force Network, personal information, and EFB program at risk. Non-compliance may result in administrative or disciplinary action as determined by commanders. EFB users are expected to conform with the structure and limitations of the EFB program as described in this instruction. AMC/A3V and AMC/A5R

provide guidance on changes resulting from new capabilities, security, or revised processes when available.

### 1.3. Roles and Responsibilities.

1.3.1. AMC Directorate of Operations, Strategic Deterrence and Nuclear Integration (AMC/A3-10) will provide overarching guidance for the EFB program requirements and operational use of the EFB on MAF aircraft.

1.3.1.1. AMC/A3V will serve as the AMC/A3-10 OPR for the EFB program, coordinates program management functions with AMC/A5R, coordinates training requirements with the AMC Aircrew Tactics and Training Division (AMC/A3T), and coordinates communication with the AMC Network Integration Division (AMC/A6N). AMC/A3V oversees EFB Program standardization and evaluation functions in lower echelon units and evaluates use as a digital format for publications and flight-related media IAW AFMAN 11-202V2 and associated MAJCOM supplements and aircraft-specific publications.

1.3.1.2. AMC/A3V will provide operational policy and guidance on EFB use. MAF flight evaluators at unit, Numbered Air Force, and/or MAJCOM levels (as applicable) will evaluate proper EFB knowledge and use by crewmembers during recurring and/or spot flight evaluations.

1.3.1.3. AMC/A3V will maintain a process to verify all documents are approved for distribution on the EFB and are IAW DAFI 61-201, *Management of Scientific and Technical Information (STINFO)*. AMC/A3V ensures a distribution method (such as the Air Crew Publications Microsoft SharePoint® site) to provide publications to aircrew in a timely manner.

1.3.2. AMC Directorate of Strategic Plans, Requirements and Programs (AMC/A5/8) will serve as MAJCOM liaison to Mission Design Series (MDS) SPO concerning EFB-related interoperability with aircraft, systems and onboard equipment.

1.3.2.1. AMC/A5R Program Office will serve as the MAF EFB Program Manager (PM), providing regular technical and administrative support to the EFB program, liaison with external agencies for program management, continuity, and compatibility with technical guidelines and requirements, and assists AMC/A3V in developing checklist and guidance for inspection items. AMC/A5R maintains an AMC EFB Microsoft SharePoint® site (see below) as focal point for the latest information, policy, and guidance affecting program management and technical operation of EFB devices. AMC/A5R coordinates with AMC/A3V for policy and guidance and changes to device configuration and technical standards. AMC/A5R provides a DoDD 8140.01, *Cyberspace Workforce Management*, certified Information System Security Manager (ISSM) as cybersecurity advisors on EFB issues.

1.3.2.2. The MAF EFB Program Manager will maintain a folder containing the current EFB AHSL, and announces changes and additions to the EFB configuration on EFB Microsoft SharePoint®: <https://usaf.dps.mil/sites/A3V/EFB/SitePages/Home.aspx>

1.3.3. AMC/A6N will advise and assist AMC/A5R and AMC/A3V on all communications and IT aspects of the EFB program.

1.3.4. Wing commanders will ensure wing-level advocacy and support for the EFB program as specified in AFMAN 11-202V2, and this instruction. Account for EFB sustainment costs in annual wing budgetary processes. EFB-related sustainment costs include, but are not limited to, purchase of EFB devices, procurement of approved mounting solutions (suction cup mounts, kneeboards, etc.), EFB-compatible flight gloves, purchase additional EFBs (recommended 30% annual refresh), purchase of certain EFB application licenses, and commercial Internet contracts required to support EFB connectivity requirements.

1.3.5. Operations Group (OG) Commanders will ensure OG-level advocacy and support for the EFB program and account for EFB sustainment costs in annual OG budgetary processes. EFB-related sustainment costs may include but are not limited to purchase of EFBs devices, procurement of MAJCOM-approved mounting solutions (suction cup mounts, kneeboards, etc.), EFB-compatible flight gloves, purchase of additional EFBs devices (recommended 30% annual tech refresh), purchase of certain EFB application licenses, and commercial Internet contracts required to support EFB connectivity requirements.

1.3.5.1. Units hosting an AMC Aircrew Training System are responsible for purchase and configuration management to ensure standardization of devices for contract flight instructors.

1.3.5.2. The OG Aircrew Standardization and Evaluation office, in order to establish and maintain the unit EFB program IAW AFMAN 11-202V2 will:

1.3.5.2.1. Designate and provide, in writing, Primary and Alternate OG EFB PMs to the MAF EFB team at [amc.efb@us.af.mil](mailto:amc.efb@us.af.mil) NLT 30 days after appointment; squadron EFB PM appointment notifications may be consolidated on this list. **(T-2)**

1.3.5.2.2. Ensure OG EFB PMs conduct all maintenance, upgrades, patching, and restoration functions on Exclusive Use Stand Alone (EUSA) printers, and any other authorized equipment attached to EFB network router/firewalls. **(T-2)**

1.3.5.2.3. Ensure OG EFB PMs establish user procedures for updating the EFB operating system and applications to the authorized versions on the MAF EFB AHSL, located in the AMC/A3V Aircrew Pubs Library\Master Library Verified\All Global\EFB\_SharePoint folder. **(T-2)**

1.3.5.2.4. Ensure procedures are established for evaluating use of publications and flight-related media in digital format using the EFB. OG Aircrew Standardization and Evaluation office evaluates aircrew use of electronic device operation to readily access required publications and flight-related data specified in the applicable AFMAN11-2MDSV2. **(T-2)**

1.3.5.2.5. Enforce standardization and evaluation policy applicable to the EFB program, including currency of required flight publications and configuration compliance with EFB AHSL. **(T-2)**

1.3.5.2.6. Manage local wing electronic publications and provide information on how to access updated publications and other flight-related products. **(T-2)** Flight publication-related EFB requirements and concerns should be identified, and elevated to local unit leadership, AMC/A3V and MAF EFB PM.

- 1.3.5.2.7. Manage the flight manual program in coordination with Technical Order Distribution Officers to provide aircrew with current electronic flight publications and provide guidance on approved methods for aircrew to keep all required publications and EFB configurations up-to-date. **(T-2)**
- 1.3.5.2.8. Ensure standardization of EFB program functions through the squadrons, including evaluating currency and proper posting of electronic flight publications, as well as knowledge of the care and use of the EFB, EUSA, and Commercial Internet Networks as professional equipment IAW applicable AFMAN11-2MDSV2 evaluation criteria. **(T-2)** Proper care and use of the EFB will be IAW AFMAN11-2MDSV2 grading criteria for Area 1, Directives, Publications, Personal and Professional Equipment, including maintaining correct configuration and software compliance IAW this instruction.
- 1.3.6. Designated unit-level EFB PMs will coordinate with AMC/A3V, AMC/A5R, local flying and communication squadrons to establish the program and guidance for utilization and publication management tools IAW AFMAN 11-202V2, to include:
- 1.3.6.1. Serve as the unit EFB system administrator, coordinating with squadrons to ensure devices are purchased, configured, issued, tracked, updated, maintained, and refreshed as required by applicable Air Force and DoD guidance. **(T-2)**
- 1.3.6.2. Coordinate with unit Technical Order Distribution Officers to provide aircrew with current electronic flight publications and guidance on approved methods to keep all required publications up-to-date on the EFB IAW this AMCI. **(T-2)**
- 1.3.6.3. Coordinate with Wing Cybersecurity POCs to identify and ensure compliance with applicable Communication Security, Transient Electro Magnetic Pulse Emanation Standard, Emission Security, and Classified Processing Area (CPA) guidance in conjunction with the MAJCOM EFB Program ISSM. **(T-2)**
- 1.3.6.4. Provide the MAF EFB PM with feedback on operational assessments and development of EFB solutions. Units designated as lead for testing and evaluation will provide monthly project updates to include at a minimum, status, issues encountered and timeline updates, until testing and evaluation is complete. **(T-2)**
- 1.3.6.5. Complete required training as specified in the EFB Sys Security & Admin Guide (SS&AG) or other applicable program management documentation. **(T-2)**
- 1.3.6.6. Complete training to accomplish required device management and Enterprise Mobile Management (EMM) administration tasks. The MAF EFB Program Office will provide detailed information on training required for EMM administration. **(T-2)**
- 1.3.6.7. Ensure devices are tracked, setup, and configured as specified in this instruction for initial issue to users. EFB PMs may also serve as the Property Custodian and will follow guidance indicated in DAFMAN 17-1203, *Information Technology Asset Management (ITAM) and Accountability*. Loss or replacement of devices within the Defense Property Accounting System inventory must be coordinated with the Unit Property Custodian as per DAFMAN 17-1203. **(T-2)**
- 1.3.6.8. Create and maintain a continuity binder (physical or virtual) for controlling of records and position transition per EFB SS&AG or other applicable EFB program

management guidance/documentation. At a minimum, include applicable AF Form 4433, *US Air Force Mobile Device User Agreement*, and a process for verifying records of Mobile Device Training, internal EFB management processes and contacts. **(T-3)**

1.3.6.9. Provide and document user training on the proper use of EFBs IAW **paragraph 2.8. (T-2)**

1.3.6.10. NLT 30 days after appointment, complete requisite EMM training at: <https://esd.us.af.mil/blackberry/> and provide completed training certificate to: [amc.efb@us.af.mil](mailto:amc.efb@us.af.mil). **(T-2)**

1.3.6.11. Unit EFB concerns should be identified, addressed, and elevated as necessary and in the order of local unit leadership, AMC/A3V, and the MAF EFB Program Office.

1.3.7. Flying Squadron Commanders will ensure unit compliance with EFB usage requirements ancillary to flight operations. Squadron Commanders will designate and provide, in writing, Primary and Alternate Squadron EFB PMs to the OG EFB PM for submission to the MAF EFB PM at [amc.efb@us.af.mil](mailto:amc.efb@us.af.mil), and provide annual EFB sustainment costs to annual budgetary processes. **(T-2)** EFB-related sustainment costs include, but are not limited to, purchase of EFB devices, procurement of approved mounting solutions (suction cup mounts, kneeboards, etc.), EFB-compatible flight gloves, purchase of additional EFBs devices (recommended 30% annual tech refresh), purchase of certain EFB application licenses, and commercial Internet contracts required to support EFB connectivity requirements. **(T-2)**

1.3.8. Squadron EFB PMs will support and assist the functions of the OG EFB PMs and directly assist unit users, to include:

1.3.8.1. Ensure MAJCOM directives defining EFB use on the aircraft are available to unit members. **(T-2)**

1.3.8.2. Assist unit members in establishing and managing EFB configuration for use on the aircraft IAW the approved EFB hardware/software authorization list located on AMC EFB Microsoft SharePoint®: <https://usaf.dps.mil/sites/A3V/EFB/SitePages/Home.aspx>. **(T-2)**

1.3.8.3. Ensure new users are instructed to verify their EFB configuration is up-to-date prior to flight as required by device configuration notices (recommended verification on the first duty day of each month).

1.3.8.4. On a quarterly basis, ensure users are reminded to review the approved hardware/software list for changes or new capabilities. **Note:** This is a user responsibility for daily missions. **(T-2)**

1.3.9. Wing Communications Squadron Commanders will ensure communications, information assurance, and IT support are provided to wing-level EFB programs as follows:

1.3.9.1. Ensure EFB hardware accountability in the Air Force Information Technology Asset Management/Asset Inventory Management module and the appropriate unit Equipment Control Officer's account IAW DAFMAN 17-1203. **(T-2)**

1.3.9.2. Provide communication support to the designated EFB PM in ensuring respective EFB user accounts are properly created and placed into the appropriate security groups. **(T-2)**

1.3.9.3. Support procurement, troubleshooting, maintenance and periodic inspection/Emission Security survey of commercial Internet within the boundaries of the EFB ATO and Defense Information Systems Agency Commercial Internet Exception to Policy or applicable Global Information Grid waiver. Additional reference is AFMAN 17-2101, *Long-Haul Communications Management*. Commercial Internet access is a unit-funded mission-critical requirement. **(T-2)**

1.3.9.4. Coordinate unit-level policies and procedures IAW applicable MAJCOM, Air Force, and DoD policy to permit the introduction of EFB devices into CPAs identified as mission essential by unit-level EFB PMs. **(T-2)**

## Chapter 2

### DEVICE ADMINISTRATION

**2.1. Authorized Hardware/Software List.** The only approved EFB devices, peripheral and network equipment, and software are listed on the current EFB AHSL on EFB Microsoft SharePoint®: <https://usaf.dps.mil/sites/A3V/EFB/SitePages/Home.aspx>. These devices are also the only devices allowed to be used on the Unit\Wing\Squadron\etc. commercial Internet networks. Changes and additions to the EFB configuration are announced on EFB Microsoft SharePoint® and via EFB Manager distribution list (email [amc.efb@us.af.mil](mailto:amc.efb@us.af.mil) to get added). **Exception:** MAJCOM A3s may temporarily accept risk of using devices identified by AMC/A5RS as “eligible for use” while awaiting completion of routine Hazards of Electromagnetic Radiation to Ordnance testing. This temporary approval must be documented in writing prior to authorizing purchase or use of devices. AMC/A5R will update the approved status on the AHSL as “temporary risk acceptance by (MAJCOM)/A3 for (aircraft) until (date)”. Upon completion of testing, the status is updated to “Approved.” **Note:** Only government-issued, Enterprise Mobile Management EFB devices may be used for flight operations IAW AFMAN 11-202V3\_AMCSUP, *Flight Operations*, and this instruction.

**2.2. Hardware, Software, and Application Changes.** EFB-related requests for modification are submitted via AF Form 1067, *Modification Proposal*, to the AMC/A3V organizational email address ([amc.a37v@us.af.mil](mailto:amc.a37v@us.af.mil)) for consideration; following AMC/A3V review/approval, it will then be forwarded to the AMC/A5R PM to adding to the next available IT Change Review Board for processing.

2.2.1. Care and handling. Each member issued an EFB will ensure proper care and handling of the device. Users will not modify the EFB device from the settings as per the AHSL. **(T-2)** Report any loss, theft, loss of functionality, display readability, or battery problems to a unit-designated EFB PM. Consult the EFB SS&AG and/or other applicable programmatic guidance as published by the EFB Program Office for guidance on determining liability.

2.2.2. Repair and Maintenance. Consult EFB SS&AG and/or other applicable programmatic guidance as published by the EFB Program Office. If the warranty period has lapsed, or if the devices require repair for reasons not covered by the warranty, the unit is responsible for funding a replacement device or repair at a manufacturer-authorized service provider. Do not seek assistance with EFB maintenance issues from Communications Squadrons. Communications Squadron personnel are not funded, manned, or trained to handle EFB maintenance issues. **Note:** In order to protect Controlled Unclassified Information, all Air Force-used devices must be wiped using the native or Apple Configurator® 2 process before being returned for repair. If a wipe cannot be performed then the device must be considered non-serviceable and must be destroyed. **(T-0)**

**2.3. Unit Enterprise Mobile Management.** Units will use EMM capabilities to allow authorized devices access to the Air Force network for publications transfer. Units will ensure the EFB PM and a designated alternate, at a minimum, are properly trained on EFB EMM requirements, and obtain appropriate training and administrator rights through the MAF EFB Program Office. **(T-2)** Implementation instructions and information are published on MAF EFB Microsoft SharePoint®: <https://usaf.dps.mil/sites/A3V/EFB/SitePages/Home.aspx>. EMM functions include, but are not limited to:

- 2.3.1. AHSL configuration control.
- 2.3.2. Operating system and application updates.
- 2.3.3. Device provisioning.
- 2.3.4. Enforcement of security policy.
- 2.3.5. Device auditing.
- 2.3.6. Content management, including distribution and updating of electronic publications.
- 2.3.7. Access to the Air Force- or DoD-approved Mobile Application Store.

**2.4. Configuration.** EFB devices will only be imaged with the approved MAF EFB operating system and the software identified on AHSL. All devices will be provisioned and configured prior to individual issue. **(T-2)**

- 2.4.1. EFB PMs will work with the OG/squadron resource advisor and, when applicable, the unit Contracting Office to purchase new iPads.
- 2.4.2. EFB PMs must ensure iPad purchases are made through an authorized Apple® reseller that has the ability to input devices into Apple Business Manager®.

**2.5. Hardware Refresh.** EFB devices must be periodically replaced on pace with manufacture upgrades to ensure compatibility with operating system security updates. **(T-2)** EFB PMs should plan significant hardware refresh in 30% annual increments, to reduce mass device provisioning/configuring/issue workload and limit annual budget requests while still maintaining general device commonality. Upgraded device models purchased must be authorized on the AHSL before use. Hardware refresh will include devices for use by unit-hosted Aircrew Training System contract instructors.

**2.6. Passcode Policy.** Device passcode policy is set by the Defense Information Systems Agency Security Technical Information Guide (STIG) and EFB has a safety of flight waiver to use four-digits instead of six. Units will not allow use of common device passcodes for issued devices. **(T-2)** Passcode updates are enforced using the EMM profile or Configuration file via the tools provided by the MAF EFB Program Manager.

**2.7. User Agreements.** Users will review and sign an AF Form 4433, and receive required training prior to being issued an EFB device. The AF Form 4433 will also serve as a hand receipt for valuation purposes. EFB PMs may download the MAF EFB User Agreement and other documents applicable to EFB device issue from MAF EFB Microsoft SharePoint®. MAF EFB User Agreements will be maintained on-file until a new User Agreement has been signed or the member surrenders the EFB. **(T-2)**

**2.8. User Training.** EFB training is required prior to initial in-flight use on the following minimum requirements: **(T-2)**

- 2.8.1. Demonstration of Electronic Publications access/update.
- 2.8.2. Navigation of device and each approved application.
- 2.8.3. Procedures in case of device/app failure.
- 2.8.4. Battery charging requirements and conservation techniques.
- 2.8.5. Security practices to protect against sensitive data loss.

2.8.6. Annual completion of Cyber Awareness Challenge training.

**2.9. Exclusive Use Stand Alone Backup System Requirements.** Units will use MAF EFB Program–approved EMM solutions as specified in the AHSL. OG EFB PMs will ensure their sites maintain a Primary and Alternate EUSA backup system. **(T-2)** Guidance for mandatory configuration, maintenance, operational use and recovery of EUSAs can be found in the EFB SS&AG or other applicable EFB Program Office guidance.

## Chapter 3

### OPERATION AND EMPLOYMENT

**3.1. Operating Instructions.** Basic EFB operation training is available on the MAF EFB Microsoft SharePoint® site.

**3.2. Physical Security.** Users will maintain physical control over their issued EFB to prevent loss or unauthorized access.

**3.3. Publications Currency.** Each aircrew member will ensure all publications required for flight are current, accessible, and viewable on their issued device prior to flight. Aircrew members should synchronize/update their files at the start of each flying period. Only publications required for flight IAW MDS-specific guidance are required to be current. Official publications not required for flight are permitted on the EFB for reference purposes and are not required to be current. Units should identify publications releases that are critical for the mission and ensure off-station crewmembers receive them as soon as practical by any means necessary. Non-critical releases can wait until the crewmember returns to home station.

**3.4. Use within a Classified Processing Area.** To meet mission requirements, EFBs must be permitted within certain CPAs such as aircrew mission planning facilities and Weapons System Trainers IAW MAJCOM policy. OG EFB PMs will identify CPAs where EFB use is required and coordinating with wing Cybersecurity Office for any local authorization and security requirements that go above and beyond guidance/checklists already provided by the EFB Program Office. Specific approval from the site security manager is required to carry an EFB into any area where classified information is being used or processed.

3.4.1. When operating an EFB authorized for use within a designated CPA, the EFB user will ensure the EFB CPA entry checklist is followed verbatim. The EFB is intended for devices handling only unclassified information. (T-2)

3.4.2. In the event of classified spillage, classified messaging incidents, malicious logic, or a COMSEC incident involving an EFB, individuals will follow the guidance in the EFB SS&AG or other applicable EFB Program Office guidance.

**3.5. Physical and Environmental Considerations.** The EFB system requires the same physical and environmental conditions as those provided to standard administrative desktop/laptop resources and should be reasonably safeguarded from excessive heat, moisture, or physical shock.

**3.6. Monitoring Device Performance.** During use, aircrew members will verify the EFB is performing as expected and configured IAW the AHSL. (T-2) This includes, but is not limited to:

3.6.1. Appropriate connectivity icons are displayed IAW this instruction and the applicable environment where the device is being operated (e.g., Airplane icon when Airplane Mode is required, Wi-Fi icon on when Wi-Fi connectivity is authorized and required, Bluetooth icon not on unless specifically authorized).

3.6.2. Verify that no device features are operating autonomously, such as the camera, or applications activating without user input. Note and report to unit EFB PM any unapproved or unexpected application icons appearing on the home screen.

**3.7. Charging and Battery Levels.** EFB users should make every effort to fully charge their device before flight. Aircraft power may only be used to power/charge EFB devices if the applicable MDS SPO has certified the power supply, as indicated on the AHSL. **(T-2)** Aircraft commanders and individual aircrew members will ensure battery charge of their devices are sufficient to meet mission requirements. Without a power source or available recharging method, minimum EFB device battery level is 10% for each hour of planned flight time, but not less than 50%. **(T-2)** For missions with any single leg lasting longer than 8 hours, the battery should be fully charged to 100% prior to departure, but not less than 80% for that leg of flight.

**3.8. Mounting Locations.** Mounting locations must not impede flight controls in any way, or obstruct the pilots' view in front of the aircraft. **(T-0)** Other crew positions (e.g., Navigators, Flight Engineers, etc.) may also employ EFB mounts. A listing of approved device mounts is contained in the AHSL. Approved EFB mounting solutions have been evaluated for easy removal to avoid complications or injury during emergency egress. Time and circumstances permitting, EFB devices, peripheral equipment, charging devices and cables that are not a permanent part of the aircraft should be stowed prior to egress.

**3.9. In-Flight Device Setup and Use.** The following provides for efficient in-flight use of the EFB IAW applicable directives and security guidelines. Failure to set screen lock and passcode settings as prescribed below constitute an Information Assurance violation, a STIG violation, and may subject the user to adverse administrative action.

3.9.1. EFB screen Auto-Lock will normally be set to 15 minutes. Upon entering the aircraft, the user may under Device Settings, set the Auto-Lock feature to "Never"; upon exiting the aircraft, Auto-Lock will be set back to 15 minutes. **Note:** When Auto-Lock is set to "Never," the device remains "awake" with the screen on, which could result in excessive battery drain. To limit power drain, toggle the power button to shut off the screen when not in use.

3.9.2. To avoid having to enter the password each time the screen is shut off (e.g., to limit battery drain or to improve night vision), upon entering the aircraft aircrew may set the "Require Passcode" setting to "After 4 Hours." Upon exiting the aircraft, users will reset "Require Passcode" back to "Immediately." **(T-2)**

3.9.3. EFB back-lighting should be adjusted to minimize impact on night vision during night operations.

3.9.4. Own-ship position and moving map (if equipped) is authorized and encouraged to aid situational awareness during ground and in-flight operations. In-flight weather data may also be used to aid situational awareness and augment the aircraft radar. Delays caused by refresh rates and system transmission limitations can be up to 45 minutes. IAW AFMAN11-202V3, *Flight Operations*, the EFB is not to be used as a primary flight reference, nor is downloaded weather data to be used exclusively to maneuver the aircraft.

**3.10. Network Connections.** EFBs will only be connected to secure wireless networks configured with Wi-Fi Protected Access (WPA) utilizing WPA2 or WPA3 encryption. **(T-2)** Connecting to unsecure "open" wireless networks, such as those found in retail establishments and airports are specifically prohibited **Exception:** Refer to AFMAN11-202V3\_AMCSUP guidance for austere or remote locations. While connected to EFB Program managed Wi-Fi networks, all EFBs must remain connected to Service Set Identifiers specified for EFB use only as indicated by the EFB SS&AG or other MAF EFB Program Office guidance.

3.10.1. Government-owned wireless routers procured for EFB support will be configured by appropriate EFB ISSMs and/or ISSOs. **(T-2)** All routers supporting EFB requirements will be approved and listed in the AHSL. **(T-2)**

3.10.2. Government-procured cellular hotspot use (via puck or phone) is authorized. Cellular hotspot devices must also be properly managed and secured to prevent unauthorized access. 15-character complex passwords for the Wi-Fi portion of the hotspot are required. **(T-2)**

3.10.3. In-flight wireless connection requires specific authorization from AMC/A3-10. Disable wireless connectivity by placing the device in “Airplane Mode–On, Wireless–Off” prior to takeoff. EFBs will remain disabled until after landing. **Exception:** Bluetooth devices may be connected only as authorized by AHSL and MAJCOM guidance.

**3.11. EFB Failure.** Reference EFB Supplemental Procedures to troubleshoot EFB failures. If function cannot be restored during flight, the aircraft commander will determine use other crewmember EFB devices and/or spare EFB devices (as applicable) to minimize aircrew workload, maximize situational awareness and maintain safety of flight.

3.11.1. If an EFB fails while in use during a critical phase of flight, obtain a backup EFB and seek another crewmember’s assistance with accessing required information. A user’s individual password may be shared if needed to back-up a primary crewmember’s failed EFB, but common group passwords will not be used.

3.11.2. EFB Back-Up Requirements. Unless operating with a paper back-up for electronic Flight Information Publications, a minimum of one EFB per crewmember will be carried and loaded with current electronic Flight Information Publications. **(T-2) Exception:** Optional for Aeromedical Evacuation crewmembers, Flight Attendants, and as required by MDS-specific guidance for non-primary crew members.

**3.12. Use of Electronic Checklists.** Approved digital versions of aircraft checklists may be used on the EFB if authorized by MDS-specific guidance. A paper backup is required unless the digital checklists are specifically authorized by MDS-specific guidance to be used without paper backups.

**3.13. Nuclear Alert Mission Restrictions.** EFBs are not authorized on any aircraft supporting nuclear alert mission OPLANs until requirements of DoDD 8100.02, *Use of Commercial Wireless Devices, Services, and Technologies in the Department of Defense (DoD) Global Information Grid (GIG)*, paragraph 4.2 have been met with specific guidance to implement Certified Tempest Technical Authority and Authorizing Official approval. This restriction includes training, local exercises, command-directed exercises, assessments, inspection, and real-world execution. **(T-2)**

DARREN R. COLE, Maj Gen, USAF  
Director of Operations, Strategic Deterrence and  
Nuclear Integration

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

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

AFMAN 11-202V2, *Aircrew Standardization and Evaluation Program*, 30 August 2021

AFMAN 11-202V3, *Flight Operations*, 10 January 2022

AFMAN 11-202V3\_AMCSUP, *Flight Operations*, 14 June 2021

AFPD 11-2, *Aircrew Operations*, 31 January 2019

DAFI 61-201, *Management of Scientific and Technical Information (STINFO)*, 30 November 2020

DAFMAN 17-1203, *Information Technology Asset Management (ITAM) and Accountability*, 13 September 2022

DAFMAN 90-161, *Publishing Processes and Procedures*, 15 April 2022

DoDD 8100.02 *Use of Commercial Wireless Devices, Services, and Technologies in the Department of Defense (DoD) Global Information Grid (GIG)*, 14 April 2004

DoD 8140.01, *Cyberspace Workforce Management*, 5 October 2020

***Prescribed Forms***

None

***Adopted Forms***

DAF Form 847, *Recommendation for Change of Publication*

AF Form 1067, *Modification Proposal*

AF Form 4433, *US Air Force Mobile Device User Agreement*

***Abbreviations and Acronyms***

**AHSL**—Approved Hardware/Software List

**AMC**—Air Mobility Command

**CPA**—Classified Processing Area

**EFB**—Electronic Flight Bag

**EMM**—Enterprise Mobile Management

**EUSA**—Exclusive Use Stand Alone

**ISSM**—Information System Security Manager

**MAF**—Mobility Air Force

**MAJCOM**—Major Command

**MDS**—Mission Design Series

**SPO**—System Program Office

**SS&AG**—System Security and Administration Guide

**WPA**—Wi-Fi Protected Access

### *Office Symbols*

**AMC/A3-10**—Air Mobility Command, Directorate of Operations, Strategic Deterrence and Nuclear Integration

**AMC/A3T**—Air Mobility Command, Aircrew Tactics and Training Division

**AMC/A3V**—Air Mobility Command, Aircrew Standardization, Evaluation, and Readiness Division

**AMC/A5/8**—Air Mobility Command, Directorate of Strategic Plans, Requirements and Programs

**AMC/A5R**—Air Mobility Command, System Requirements Division

**AMC/A6N**—Air Mobility Command, Network Integration Division

### *Terms*

**Class 1 EFB Hardware**—Portable commercial off-the-shelf-based computers, considered to be portable electronic devices with no aircraft manufacturer and/or System Program Office (SPO) design, production, or installation approval for the device and its internal components. Class 1 EFBs are not mounted to the aircraft, connected to aircraft systems for data, or connected to a dedicated aircraft power supply. Class 1 EFBs can be temporarily connected to an existing aircraft power supply for battery recharging. Class one EFBs that have Type B applications for aeronautical charts, approach charts, or an electronic checklist must be appropriately secured and viewable during critical phases of flight and must not interfere with flight control movement. Portable Class 1 EFB components are not considered to be part of aircraft type design (i.e., not in the aircraft Type Certificate or Supplemental Type Certificate).

**Class 2 EFB Hardware**—Portable commercial off-the-shelf-based computers, considered to be personal electronic devices with no aircraft manufacturer and/or SPO design, production, or installation approval for the device and its internal components. Class 2 EFBs are typically mounted. Must be capable of being easily removed from or attached to their mounts by flight-crew personnel. Class 2 EFBs can be temporarily connected to an existing aircraft power supply for battery recharging. They may connect to aircraft power, data ports (wired or wireless), or installed antennas, provided those connections are installed IAW aircraft manufacturer or system program office guidelines (portable Class 2 EFB components are not considered to be part of aircraft design).

**Class 3 EFB Hardware**—EFBs permanently installed in the aircraft IAW applicable airworthiness regulations.

**Electronic Flight Bag (EFB)**—An electronic display system intended primarily for aircraft flight deck use that includes the hardware and software necessary to support an intended function. EFB devices can display a variety of aviation data or perform basic calculations (e.g., performance data, fuel calculations, etc.). In the past, some of these functions were traditionally accomplished using

paper references or were based on data provided to aircrew by a flight dispatch function. Scope of EFB functionality may include various other hosted databases and applications. Physical EFB displays may use various technologies, formats, and forms of communication. An EFB must be able to host Type A and/or Type B software applications.

**Enterprise Mobile Management (EMM)**—A service providing enterprise administration of mobile devices, such as smartphones, tablets and laptops, providing management features such as policy, certificates and back-end infrastructure for an enterprise.

**Mobile Content Management**—A third-party system for mobile devices which provides device or web template-specific content delivery, access control, and location services for an enterprise.

**Security Technical Implementation Guide (STIG)**—STIGs are configuration standards developed by the Defense Information Systems Agency. They are designed to make device hardware and software as secure as possible, safeguarding DoD IT network and systems.

**Type A Software Applications**—Paper replacement applications primarily intended for use during flight planning, on the ground, or during non-critical phases of flight.

**Type B Software Applications**—Paper replacement applications that provide aeronautical information required to be accessible for each flight at the pilot station, and are primarily intended for use during flight planning and all phases of flight. Type B applications include miscellaneous non-required applications (e.g., aircraft cabin and exterior surveillance video displays, maintenance applications).

**Type C Software Applications**—Software approved using RTCA/DO-178B compliance or another acceptable means. These are non-EFB software applications found in avionics and include intended functions for communications, navigation, and surveillance that require aircraft manufacturer and/or SPO design, production, and installation approval. Type C applications are for airborne functions with a failure condition classification considered to be a major hazard or higher.