



**11 JUNE 2015**

**Transportation**

**CIVIL AIRLIFT PROGRAMS**

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OPR: HQ AMC/A3B

Certified by: HQ AMC/A3B  
(Merlin L. Lyman, GS-15)

Pages: 17

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This instruction implements United States Transportation Command Instruction (USTRANSCOMI) 24-9, 13 October 2011, which directs Air Mobility Command (AMC) to manage and execute commercial air carrier program policy to ensure safe, quality, and reliable airlift services to meet Department of Defense (DOD) peacetime and contingency requirements. It is applicable to all Air Mobility Command staff agencies, to include associated Air National Guard and Reserve agencies, tasked to support transportation using commercial air assets. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, Management of Records, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS)", Air Force Instruction (AFI) 33-360, Publications and Forms Management, paragraph 6.5.6.4. Refer recommended changes and questions on this publication to the Office of Primary Responsibility (OPR) using Air Force (AF) Form 847, Recommendation for Change of Publication; route form through the appropriate functional command channel to: Headquarters (HQ) Air Mobility Command / DOD Commercial Airlift Division A3B, 402 Scott Dr., Unit 3A1, Scott AFB, IL 62225-5302; commercial phone (618) 229-1751 or DSN 779-1751; [AMC.A3BC.Civil.Reserve.Air.Fleet.Branch@us.af.mil](mailto:AMC.A3BC.Civil.Reserve.Air.Fleet.Branch@us.af.mil). This publication may be supplemented at any level, but all Supplements must be routed to the OPR of this publication for coordination prior to certification and approval. When new / additional information is received, it will be provided as a change to this publication. 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 Air Force. Submit requests for waivers

through the chain of command to the appropriate tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items.

This instruction outlines the roles and responsibilities of AMC organizations regarding operations and management of the commercial air programs assigned to the Command. The authorities and responsibilities assigned flow from public law; national, DOD and Air Force policy; and duties and responsibilities assigned by the United States Transportation Command.

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**1. References and Supporting Information.** Attachment 1 lists all references, related publications, abbreviations, acronyms and terms used in this Instruction.

**2. AMC headquarters directorates are involved to some degree in numerous commercial air carrier related contracts and agreements constituting Commercial Air Carrier Programs.** These include the Charter Airlift Service Contract (commonly known as the Civil Reserve Air Fleet (CRAF) Contract), Domestic Charter Airlift Service Contract, Alaska Air Cargo and Passenger Service Contract, General Services Administration (GSA) City Pair Program (CPP) Contract, Theater Heavyweight Express (THX) Contract, Total Delivery Services (TDS) Contract, International Heavyweight Air Tenders (IHAT), Category A (CAT A) Contract, various Military Air Transportation Agreements (MATA) and Blanket Purchase Agreements (BPA), etc.

**3. Roles and Responsibilities.**

3.1. Directorate of Intelligence, Surveillance and Reconnaissance (AMC/A2) will:

3.1.1. Chair and manage the AMC Threat Working Group (TWG) while ensuring inclusion of civil airlift considerations such as:

3.1.1.1. Conducting airfield and country risk assessments to determine risk to CRAF and commercial chartered / contracted aircraft.

3.1.1.2. Making risk-based recommendations to the Commander, 18th Air Force (18AF/CC) on locations assessed as permissive for commercial flights.

3.1.1.3. Functioning as the AMC focal point for requests to Federal Aviation Administration (FAA) for exemptions to Special Federal Aviation Regulations (SFARs) which prohibit US commercial flights based on threat.

3.1.1.4. Functioning as the AMC focal point for coordinating risk mitigation measures for commercial flights with Theater Air Components as necessary.

3.1.2. Support intelligence requirements of CRAF and commercial air charter companies in accordance with AFI 14-202, Volume 3, General Intelligence Rules, to include:

3.1.2.1. Developing plans to provide intelligence briefings and debriefings to CRAF activated commercial aircrews at main and forward operating bases and staging locations transited by CRAF aircraft.

3.1.2.2. Acquiring and tasking the necessary equipment, facilities, and people to provide intelligence to CRAF companies and aircrews during CRAF activation for contingencies or wartime operations.

3.1.2.3. Preparing to flight follow and provide real time threat warning support to CRAF missions during mission execution via the 618 Air Operations Center (Tanker Airlift Control Center) (618 AOC (TACC)).

3.1.2.4. Developing and implementing, in conjunction with the AMC TWG, processes and procedures for providing CRAF and contract charter carriers with periodic intelligence updates and/or products as follows:

3.1.2.4.1. Global hotspots (current or projected) – minimum of twice a year, or as determined by the TWG.

3.1.2.4.2. National Intelligence Community assessments on the threat to commercial aviation – when published and when classification permits dissemination to commercial carriers.

3.1.2.4.3. Airfield briefs on airfields located in TWG Watch List Tier 1 countries, or other airfields approved for commercial operations with an assessed risk of other than LOW – minimum of twice a year, or as determined by the TWG.

3.1.2.4.4. Summary of significant events, intelligence reporting and/or threat streams for airfields located in TWG Watch List Tier 1 countries approved for commercial operations – at least monthly, or as determined by the TWG.

3.1.2.4.5. Intelligence or significant events which may impact CRAF activated or AMC contracted/chartered commercial flights at any location worldwide - at least monthly, or as determined by the TWG.

3.1.2.4.6. Immediate notification to individual carriers of any threat reporting correlated to a specific commercial mission.

3.1.3. Establish lines of communication with the FAA's 24/7 Intelligence Watch Center and provide cross talk and event notification as required.

3.1.4. Incorporate commercial air operations appropriately into applicable publications (instructions, manuals, doctrine, plans, etc.) under AMC/A2 purview.

### **3.2. Directorate of Operations (AMC/A3) will:**

3.2.1. Develop, maintain, and revise command instructions affecting DOD's processes for management of civil airlift operations.

3.2.2. Incorporate commercial air operations appropriately into applicable publications (instructions, manuals, doctrine, plans, etc.) under AMC/A3 purview.

3.2.3. Execute the requirements of the Quality and Safety Oversight of the Commercial Air Carrier Program.

3.2.3.1. Serve as chairman and executive agent for the Commercial Airlift Review Board (CARB).

3.2.3.2. Ensure compliance with the charter transportation requirements prescribed by 10 United States Code (USC), Chapter 157, Section 2640, Charter Air Transportation of Members of the Armed Services (Public Law 99-661), 32 Code of Federal Regulations (CFR) 861, Department of Defense Commercial Air Transportation Quality and Safety Review Program, and Department of Defense Instruction (DODI) 4500.53, DOD Commercial Air Transportation Quality and Safety Review Program.

3.2.3.3. Conduct preliminary reviews of new entrants for potential CARB approval.

3.2.4. Designate liaisons to organizations representing the aviation industry, as appropriate.

3.2.5. Serve as the primary Point of Contact (POC) to interface with the FAA Flight Standards Division, the National Transportation Safety Board (NTSB), industry trade organizations (A4A, NACA, IATA, RAA, etc.), and other government agencies on aviation safety and regulatory matters.

3.2.5.1. Facilitate the open exchange of pertinent inspection and safety information with the FAA Flight Standards Division and NTSB as required by applicable memorandums of understanding (MOU).

3.2.5.2. Provide necessary interface with FAA and NTSB officials for information relevant to any fatal or serious commercial carrier accident that will necessitate CARB review/decision in accordance with requirements defined in applicable MOUs.

3.2.6. Directly interface with commercial air carriers at the appropriate level on applicable commercial air programs and operational issues.

3.2.7. Execute and manage CRAF operations as the CRAF Program Management Office to support National Security Decision Directive (NSDD) 280 in accordance with AMCI 10-402 and the applicable Charter Airlift Services Contract. Specific responsibilities include but are not limited to:

3.2.7.1. Managing the readiness posture of the commercial air industry to respond to crisis.

3.2.7.2. Training, equipping, and evaluating commercial air carrier operations to ensure their readiness to operate in the event of CRAF activation.

3.2.7.3. Funding and managing the CRAF Contingency Fund.

3.2.7.4. Conducting Mobility Representative (MOBREP) training at least once each calendar year for appropriate personnel from the CRAF carriers.

3.2.7.5. Verifying the need for increasing the level of commercial airlift support and soliciting additional commercial volunteerism, in coordination with 618 AOC (TACC) and United States Transportation Command, Directorate of Acquisition

- (TCAQ), before making adjustments to the training fence or recommending CRAF activation.
- 3.2.7.6. Recommending that the Commander, Air Mobility Command (AMC/CC) request CRAF activation of the Commander, United States Transportation Command (TCCC) when DOD airlift requirements exceed organic lift and available commercial capacity.
- 3.2.7.7. Developing and managing CRAF activation and deactivation processes.
- 3.2.7.8. Managing communications security (COMSEC) equipment provided to the CRAF carriers, to include required training, inventorying, and technical support.
- 3.2.7.9. Ensuring incorporation of commercial air operations appropriately into applicable doctrine, planning, etc., documents under AMC/A3 purview.
- 3.2.7.10. Managing CRAF aircrew counter-chemical, biological, radiological, and nuclear warfare defense support in accordance with the requirements and procedures in AMC Pamphlet 10-260.
- 3.2.7.11. Coordinating and overseeing the use of military installations by CRAF carriers.
- 3.2.7.12. Managing the process to determine Mobilization Value points, to include but not limited to processing data provided by CRAF carriers, allocating aircraft to appropriate fleet segments/sections/elements/stages, and maintaining supporting documentation.
- 3.2.7.13. Determining suitability, based on technical capability, of carriers and aircraft for CRAF membership and providing Letters of Technical Ineligibility for those carriers deemed to be unqualified.
- 3.2.7.14. Managing the CRAF flight information publications (FLIP) program by working closely with the National Geospatial-Intelligence Agency (NGA) and the Defense Logistics Agency (DLA) to ensure that each CRAF carrier is provided aeronautical flight information publications necessary to accomplish DOD airlift missions during activation and non-activation periods.
- 3.2.7.15. Facilitating commercial contract operator access to other planning tools for mission execution to include but not limited to: Notice to Airmen (NOTAMs), Giant Report, and the DOD Foreign Clearance Guide (FCG).
- 3.2.7.16. Supporting the CRAF Executive Working Group (EWG) process, as required.
- 3.2.7.17. Managing, preparing, and distributing the AMC Form 312, CRAF Capability Summary, and the Department of Transportation (DOT) CRAF Allocation Letter, as needed.
- 3.2.8. Determine, in coordination with 18 AF and AMC/A2, when operational requirements warrant seeking SFAR exemptions to facilitate contracted commercial operations.
- 3.2.9. Facilitate periodic commercial air synchronization meetings with the USTRANSCOM (J3, J5/J4, AQ, JA, LL) and AMC staffs (A3B, 618 AOC (TACC)).

3.2.10. Identify, based on projected airlift requirements provided by TCJ4 and 618 AOC (TACC), Commercial Augmentation Fixed Buy / Assured Business minimums for cargo, passenger, and other valid requirements to support operational needs and CRAF readiness. Provide resulting data to Air Mobility Command Financial Management and Comptroller (AMC/FM).

3.2.11. Provide program management and functional management of the Air Carrier Analysis Support (ACAS) System, an information technology system critical to DOD's compliance with 10 USC 2640.

3.2.12. Provide Airfield Detail information from the Global Decision Support System (GDSS) database (Giant Report) upon request to a US commercial air carrier conducting a DOD-contracted mission. Foreign air carriers sub-contracted to and conducting a DOD mission for a US commercial air carrier must have requests for GDSS airfield information (Giant Report) approved through the AMC Foreign Disclosure office. Airfield detail information from the GDSS database (Giant Report) may only be provided to an air carrier listed on the DOD Approved Air Carrier Listing (accessible via milBook).

**3.3. Directorate of Logistics (AMC/A4) will:**

3.3.1. Provide cargo (including hazardous materials (HAZMAT)), passenger, and pet transportation policy as it relates to contracted commercial air operations.

3.3.2. Facilitate and manage customer comments resulting from commercial air operations.

3.3.3. Provide policy and management of AMC-controlled aerial ports to promote efficiency of commercial air operations.

3.3.4. Provide for the storage and distribution of protective ground chemical warfare defense ensembles (CWDE) for CRAF aircrews.

3.3.5. Manage and administer the Ramp Inspection Program in accordance with AFI 21-101 AMCSUP I.

3.3.6. Incorporate commercial air operations appropriately into applicable publications (instructions, manuals, doctrine, plans, etc.) under AMC/A4 purview.

3.3.7. Provide briefing support to the annual CRAF MOBREP training, as required.

3.3.8. Serve as Program Managers with Contracting Officer Representative (COR) for the TDS and CAT A contracts, to include:

3.3.8.1. Providing technical assistance to the Contracting Officer (CO) and ensuring the contractor's compliance with the technical requirements specified in the contract.

3.3.8.2. Evaluating and documenting contractor's performance in accordance with the contract and maintaining detailed records to substantiate services received and not received.

3.3.8.3. Providing subject matter expertise to DOD and participating Federal Agency shipping activities.

3.3.9. Provide policy guidance and technical assistance to COR personnel at AMC passenger terminals, AMC commercial gateways, and Navy-operated AMC terminals in accordance with established procedures.

3.3.10. Serve as the Command focal point for GSA CPP, to include:

3.3.10.1. Coordinating commercial travel issues and DOD traveler trends and analysis with Defense Travel Management Office (DTMO).

3.3.10.2. Supporting GSA CPP special source selection evaluation boards.

3.3.10.3. Supporting quality of life programs for military service member such as Holiday Exodus.

**3.4. Directorate of Strategic Plans, Requirements and Programs (AMC/A5/8) will:**

3.4.1. Incorporate commercial air operations appropriately into applicable publications (instructions, manuals, doctrine, plans, etc.) under A5/8 purview.

3.4.2. Explore, develop, and advocate future concepts, capabilities, and technologies that advance commercial air carrier support of DOD airlift requirements.

**3.5. Directorate of Communications (AMC/A6) will:**

3.5.1. Provide support, advice, and assistance as required to promote an awareness and, where possible, a cyber-security capability protecting the interface between DOD and commercial air carriers.

3.5.2. Provide briefing support to the recurring CRAF EWG meetings and annual MOBREP training, as required.

**3.6. Directorate of Installation Mission Support (AMC/A7) will:**

3.6.1. Develop, maintain, and manage Raven policy recommendations in relation to commercial air operations, working through the AMC TWG, for approval by the 18 AF/CC.

3.6.2. Support CRAF aircrew chemical, biological, radiological, and nuclear warfare defense requirements in accordance with AMC Pamphlet 10-260.

3.6.3. Ensure appropriate funding and programming for CRAF CWDE.

3.6.4. Provide guidance to 618 AOC (TACC) when determining Aircraft Rescue Firefighting (ARFF) requirements for contracted missions.

3.6.5. Incorporate commercial air operations appropriately into applicable publications (instructions, manuals, doctrine, plans, etc.) under AMC/A7 purview.

3.6.6. Provide briefing support to the annual CRAF MOBREP training, as required.

**3.7. Directorate of Analyses, Assessments and Lessons Learned (AMC/A9) will:**

3.7.1. Provide organic channel flying hours required to meet TCJ3 future business projections.

3.7.2. Provide analysis to support commercial air programs.

3.7.3. Provide briefing support to the recurring CRAF EWG and annual MOBREP training, as required.

**3.8. AMC Financial Management and Comptroller (AMC/FM) will:**

3.8.1. Ensure fiscal architecture to support commercial air carrier operations.

3.8.2. Request budget and program objective memorandum (POM) data for Commercial Augmentation Fixed Buy / Assured Business minimums for cargo, passenger, and other validated air transportation requirements based on projections from AMC/A3 and commercial airlift gateways from AMC/A4.

3.8.3. Monitor and report financial data supporting Commercial Augmentation and notify appropriate offices when additional funding is required.

3.8.4. Ensure resource advisor is trained and aware of process to certify funding availability for the Commercial Augmentation Mega Purchase Requests submitted in the Commercial Operations Integrated System (COINS).

**3.9. AMC Staff Judge Advocate (AMC/JA) will:**

3.9.1. Provide legal guidance and review for the decisions affecting the status of commercial air carriers in the DOD transportation system.

3.9.2. Provide legal support for AMC CARB issues and policy as required by DODI 4500.53.

3.9.3. Provide legal support for all phases of airlift and CRAF policy development at AMC.

3.9.4. Provide briefing support to the annual CRAF MOBREP training, as required.

**3.10. Eighteenth Air Force (18 AF) will:**

3.10.1. Supervise the AMC TWG.

3.10.2. Serve as the approval authority for all risk assessments, including limitations on commercial operations controlled by 618 AOC (TACC).

3.10.3. Serve as the waiver approval authority for all 618 AOC (TACC) controlled commercial missions which deviate from established force protection policy.

**3.11. 618 AOC (TACC) will:**

3.11.1. Manage, support, and oversee commercial daily operations in the DOD airlift system, as arranged and awarded by TCAQ.

3.11.1.1. Provide planning factors to commercial contract operators for mission execution. Planning factors will include airfield and AMC air terminal hours of operation, Maximum on the Ground (MOG) and airfield restrictions.

3.11.1.2. Schedule commercial contract missions. The appropriate TACC scheduling office and the contract carrier will agree on specific times and dates. The TACC will publish these missions in GDSS.

3.11.1.3. Provide mission tracking for commercial contract missions.



- 3.11.1.4. Forward real time threat warnings provided by AMC/A2 to affected commercial contract operators with missions in execution.
- 3.11.1.5. Provide 24/7 guidance for cargo/passenger operations to AMC aerial ports worldwide for commercial contract channel missions in execution.
- 3.11.1.6. Provide assistance with acquiring diplomatic clearances when appropriate.
- 3.11.2. Provide cargo/passenger movement analyses for TACC scheduled commercial contract missions.
- 3.11.3. Support the Aviation Disaster Family Assistance Act by providing a complete and accurate passenger manifest to the CRAF carrier after an accident covered by the Act.
- 3.11.4. Provide requirements for contract airlift to TCAQ and cooperate in determining contract business forecasts, as required.
- 3.11.5. Provide data and briefing support to the annual CRAF MOBREP training, as required.
- 3.11.6. Incorporate commercial air operations appropriately into applicable publications (instructions, manuals, doctrine, plans, etc.) under 618 AOC (TACC) purview.

BROOKS L. BASH, Lieutenant General, USAF  
Vice Commander, Air Mobility Command

## Attachment 1

### GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

#### *References*

**10 USC, Chapter 157, Section 2640 (Public Law 99-661)**, *Charter Air Transportation of Members of the Armed Services*

**32 CFR 861**, *Department of Defense Commercial Air Transportation Quality and Safety Review Program*

**DODI 4500.53**, *DOD Commercial Air Transportation Quality and Safety Review Program*, 20 October 2008

**USTRANSCOMI 24-9**, *Civil Airlift Programs*, 13 October 2011

**AFI 14-202, Volume 3**, *General Intelligence Rules*, 10 March 2008

**AFI 21-101, AMCSUP 1**, *MAF Aircraft and Equipment Maintenance Management*, 14 February 2011

**AFI 33-360**, *Publications and Forms Management*, 25 September 2013

**AFM 33-363**, *Management of Records*, 1 March 2008

**AMCI 10-402**, *Civil Reserve Air Fleet*, 17 November 2011

**AMCI 14-106**, *Threat Working Group*, 14 April 2014

**AMCP 10-260**, *Civil Reserve Air Fleet (CRAF) Aircrew Chemical-Biological (CB) Warfare Defense Procedures*, 26 September 2012

#### *Prescribed Forms*

No forms or IMT's prescribed by this publication

#### *Adopted Forms*

**AF Form 847**, *Recommendation for Change of Publication*

**AMC Form 312**, *CRAF Capability Summary*

#### *Abbreviations and Acronyms*

**18 AF**—18th Air Force

**18 AF/CC**—Commander, 18th Air Force

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

**A4A**—Airlines for America

**ACAS**—Air Carrier Analysis Support System

**AF**—Air Force

**AFI**—Air Force Instruction

**AFMAN**—Air Force Manual

**AFRIMS**—Air Force Records Information Management System

**AMC**—Air Mobility Command

**AMCI**—Air Mobility Command Instruction

**AMCP**—Air Mobility Command Pamphlet

**AMC/A2**—Air Mobility Command Directorate of Intelligence, Surveillance, and Reconnaissance

**AMC/A3**—Air Mobility Command Directorate of Operations

**AMC/A3B**—DOD Commercial Airlift Division

**AMC/A4**—Air Mobility Command Directorate of Logistics

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

**AMC/A6**—Air Mobility Command Directorate of Communications

**AMC/A7**—Air Mobility Command Directorate of Installation Mission Support

**AMC/A9**—Air Mobility Command Directorate of Analyses, Assessments, and Lessons Learned

**AMC/CC**—Commander, Air Mobility Command

**AMC/FM**—Air Mobility Command Financial Management and Comptroller

**AMC/JA**—Air Mobility Command Staff Judge Advocate

**ARFF**—Aircraft Rescue Fire Fighting

**BPA**—Blanket Purchase Agreement

**CARB**—Commercial Airlift Review Board

**CAT A**—Category A

**CFR**—Code of Federal Regulations

**CO**—Contracting Officer

**COINS**—Commercial Operations Integrated System

**COMSEC**—Communications Security

**COR**—Contracting Officer Representative

**CPP**—City Pair Program

**CRAF**—Civil Reserve Air Fleet

**CWDE**—Chemical Warfare Defense Ensemble

**DLA**—Defense Logistics Agency

**DOD**—Department of Defense

**DODI**—Department of Defense Instruction

**DOT**—Department of Transportation

**DTMO**—Defense Travel Management Office  
**EWG**—Executive Working Group  
**FAA**—Federal Aviation Administration  
**FAR**—Federal Acquisition Regulations  
**FCG**—Foreign Clearance Guide  
**FLIP**—Flight Information Publication  
**GDSS**—Global Decision Support System  
**GSA**—General Services Administration  
**GTPPS**—Government Third Party Payment System  
**HAZMAT**—Hazardous Material  
**HQ**—Headquarters  
**IATA**—International Air Transport Association  
**IHAT**—International Heavyweight Air Tenders  
**ITV**—In-transit Visibility  
**MATA**—Military Air Transport Agreement  
**MOBREP**—Mobility Representative  
**MOG**—Maximum on Ground  
**MOU**—Memorandum of Understanding  
**N/A**—Not Applicable  
**NACA**—National Air Carrier Association  
**NGA**—National Geospatial-Intelligence Agency  
**NOTAM**—Notice to Airmen  
**NSDD**—National Security Decision Directive  
**NTSB**—National Transportation Safety Board  
**OPR**—Office of Primary Responsibility  
**POC**—Point of Contact  
**POM**—Program Objective Memorandum  
**RAA**—Regional Airline Association  
**RDS**—Records Disposition Schedule  
**SDDC**—Surface Deployment and Distribution Command  
**SFAR**—Special Federal Aviation Regulation  
**TCAQ**—United States Transportation Command, Directorate of Acquisition

**TCCC**—Commander, United States Transportation Command

**TCJ3**—United States Transportation Command, Directorate of Operations and Plans

**TCJ5/J4**—United States Transportation Command, Directorate of Strategy, Capabilities, Policy, and Logistics

**TCJA**—United States Transportation Command Staff Judge Advocate

**TDS**—Total Delivery Services

**THX**—Theater Heavyweight Express

**TWG**—Threat Working Group

**US**—United States

**USC**—United States Code

**USTRANSCOM**—United States Transportation Command

**USTRANSCOMI**—United States Transportation Command Instruction

### *Terms*

**Air Carrier Analysis Support (ACAS) System**— An information technology system essential to the congressionally mandated analysis, review, and technical evaluation of the safety and quality practices of commercial air carriers that provide airlift services to the DOD in accordance with 10 USC 2640 and DODI 4500.53. ACAS automates the planning, management, and wartime analysis of the Civil Reserve Air Fleet (CRAF) program. ACAS provides a capability for inter-staff communication/communication among AMC/USTRANSCOM/SDDC staff agencies that are involved in commercial contract airlift. Specific to USTRANSCOM/TCAQ, ACAS supports the commercial airlift contract award and administration processes; tracking and reporting air mission delays; and reliability rates.

**Airlines for America (A4A)**— Airlines for America advocates on behalf of its members to shape crucial policies and measures that promote safety, security and a healthy US airline industry. A4A works collaboratively with airlines, labor, Congress and the Administration and other groups to improve air travel for everyone. Members include Alaska Airlines, American Airlines, Atlas Air Worldwide, Delta Air Lines, FedEx Express, Hawaiian Airlines, JetBlue Airways, Southwest Airlines, United Airlines, UPS, and US Airways.

**Alaska Air Cargo and Passenger Service Contract**— Provides intra-Alaskan cargo and passenger air transportation services from Elmendorf AFB to locations throughout the state of Alaska, including the Aleutian chain. Destinations include, but are not limited to Eareckson AFS (Shemya Island), Cape Lisburne, Barter Island, Cape Newenham, Cape Romanzoff, Cold Bay, Eielson AFB, Galena, Indian Mountain, King Salmon, Oliktok, Point Barrow, Point Lay, Sparrevohn, and Tin City.

**AMC Threat Working Group (TWG)**— The focal point for coordinated threat and risk analysis in support of global mobility operations. The TWG provides 18 AF/CC with functionally integrated risk assessments and mission execution policy recommendations which mitigate threat and security vulnerabilities. The TWG consist of experts from intelligence, counterintelligence, medical, communications, Security Forces, tactics, cyber, and operations.

**Category A (CAT A)**— Provides international commercial air cargo delivery service for less than full pallet loads (non-463L palletized) to users authorized by USTRANSCOM. The scope of work requires the contractor to provide time-definite, door-to-door pick-up and delivery, transportation, In-transit Visibility (ITV), Government Third Party Payment System (GTPPS) participation, and expedited customs processing and clearance of less than full pallet loads. CAT A includes the movement of hazardous, refrigerated / cold chain (perishable), life and death, oversized, and general cargo shipments.

**Charter Airlift Service Contract**— Provides full plane passenger and cargo airlift services in support of day-to-day commercial augmentation air transportation requirements of the DOD. Additionally, this document is the primary contractual vehicle supporting the CRAF program.

**Civil Reserve Air Fleet (CRAF)**— The CRAF program is a national plan, based on the Defense Production Act of 1950 and Executive Order 12656, to utilize airlift resources of US air carriers to support DOD airlift requirements in a national security situation. Refer to AMCI 10-402 for operational concepts, policies, procedures, definitions, and specific responsibilities regarding the CRAF program. CRAF, along with international commercial augmentation requirements, is administered through the Charter Airlift Service Contract.

**Commercial Airlift Review Board (CARB)**— Chartered by public law and a responsibility of the Office of the Secretary of Defense. CARB membership is comprised of Senior Officials assigned to AMC, USTRANSCOM, and SDDC. CARB authority allows formal due process hearings with commercial air carriers. CARB actions can include nonuse, suspension, initial entry, and reinstatement.

**Contracting Officer Representative (COR)**— A Service member or Department of Defense civilian appointed in writing and trained by a contracting officer, responsible for monitoring contract performance and performing other duties specified by their appointment letter.

**CRAF Activation**— The formal act of notifying CRAF carriers that a CRAF stage, segment, section, and/or element, or any portions thereof, are activated and operational.

**CRAF Deactivation**— The formal act of notifying CRAF carriers that a CRAF stage, segment, section, and/or element, or any portions thereof, are deactivated and no longer operational.

**Domestic Charter Airlift Services Contract**— Provides FAA Part 121 and 135 air charter transportation services for one-time and long term domestic passenger, cargo, and combined movements at both military and commercial airfields. Performance of services take place within the Continental United States and other locations (i.e., Mexico, Canada, or Puerto Rico) as specified in the individual or long term task orders.

**GSA City Pair Contract**— Routes between two cities that have been contracted by the General Services Administration for official travel with a specific scheduled service airline at a contracted fixed rate. Some routes have two levels of coach class city pairs—capacity controlled and non-capacity controlled.

**Hazardous Material (HAZMAT)**— A substance or material which has been determined by the Secretary of Transportation to be capable of posing an unreasonable risk to health, safety, and property when transported in commerce, and which has been so designated. The term includes hazardous substances, hazardous wastes, marine pollutants, and elevated temperature materials as defined in this section, materials designated as hazardous under the provisions of 49 CFR, Part

172.101 and materials that meet the defining criteria for hazard class and divisions in 49 CFR, Part 173.

**Holiday Exodus**— A term commonly applied to the late-December timeframe when military training schools are on hiatus to permit students to travel on leave for the holidays.

**International Air Transport Association (IATA)**— Association of member airlines and developer of International Air Transport Association Dangerous Goods Code that is used as a reference and unofficial guidance for air shipment of hazardous material. The International Air Transport Association Dangerous Goods Code includes special restrictions imposed by its member airlines.

**International Heavyweight Air Tenders (IHAT)**— Provides door-to-door international delivery services for cargo in excess of 300 pounds. Tenders do not follow Federal Acquisition Regulation (FAR) guidelines and are last resort when no FAR contract is available to service customer requirements. IHAT is inclusive of country-to-country pairings, including CONUS outbound, inbound, and inter-country lateral routes.

**In-transit Visibility (ITV)**— The ability to track the identity, status, and location of Department of Defense unit and non-unit cargo (excluding bulk petroleum, oils, and lubricants) and passengers; patients; and personal property from origin to consignee or destination across the range of military operations.

**Military Air Transport Agreement (MATA)**— Provides the terms and conditions under which a commercial air carrier may provide transportation of DOD passengers in situations not already provided for under FAR contracts. It specifically applies to the transportation of groups of 10 or more passengers (military or civilian) routed on commercial scheduled services of major, national, regional, or commuter air carriers by AMC or DOD travel offices. It also provides for the charter of FAA Part 135 (air taxi and helicopter) aircraft in situations that occur sporadically, are unpredictable in nature, and do not warrant the creation of a binding contractual agreement. It does not bind the Government to award movements to the carrier and does not bind the carrier to offer to provide service. The MATA may apply to movements between points within the CONUS, Alaska, and Hawaii, or as otherwise requested by AMC. It is effective when approved and signed by AMC, and will remain in effect until terminated in writing by the carrier or canceled in whole or in part by AMC so long as the air carrier meets and complies with the DOD Commercial Air Carrier Quality and Safety Requirements. The MATA does not apply to individual passengers ticketed under the provisions of the GSA Airline City Pair Contract nor does it apply to aircraft chartered under the provisions of the Domestic Charter Airlift Services Contract, the Charter Airlift Services Contract, or any other binding contractual agreement.

**Mobility Representative (MOBREP)**— An individual assigned by a CRAF-member carrier to be the primary point of contact, with whom the CRAF Program Management Office (AMC/A3BC) maintains communication during peacetime and CRAF activation.

**National Air Carrier Association (NACA)**— The National Air Carrier Association (NACA), founded in 1962, is comprised of fourteen air carriers, certificated under Title 14, Part 121 of the Code of Federal Regulations. Members are a diverse group of air carriers, providing non-scheduled and scheduled passenger and cargo services. As of September 2014, the members include Air Transport International, Allegiant Air, Atlas Air, Everts Air Cargo, Kalitta Air, Lynden Air Cargo, Miami Air International, National Airlines, Northern Air Cargo, Omni Air

International, Southern Air, Sun Country Airlines, USA Jet Airlines and Western Global, along with associate members A J Walter Aviation (UK), Bristol Associates, Inc. (Washington DC), ICF International (Fairfax, VA), MIS Choice (Illinois), Leipzig-Halle (Germany) Airport, and Shannon (Ireland) Airport.

**National Transportation Safety Board (NTSB)**— The National Transportation Safety Board is an independent US government investigative agency responsible for civil transportation accident investigation.

**Raven**— Air Mobility Command's Phoenix Raven program consists of teams of specially trained security forces personnel dedicated to providing security for Air Mobility Command aircraft that transit high terrorist and criminal threat areas.

**Regional Airline Association (RAA)**— RAA represents North American regional airlines, and the manufacturers of products and services supporting the regional airline industry, before the Congress, DOT, FAA and other federal agencies. Founded in 1975, Washington, DC-based RAA also provides a wide array of technical, government relations, and public relations services for regional airlines. The association's 31 member airlines and 280 associate members represent the key decision makers of this vital sector of the commercial aviation industry.

**Tender**— A paper or electronic voluntary or negotiated offer by a qualified carrier to provide transportation service to the United States Department of Defense at specified rates or charges and submitted by the carrier to a central authority (the Military Surface Deployment and Distribution Command is the central authority for Department of Defense domestic and United States territory tenders) for official acceptance and authorization for use to route traffic.

**Theater Express (THX)**— Provides international commercial transportation services for the Combined Air Operations Center (CAOC), Air Mobility Division / Airlift Control Team (AMD/ALCT). Services include time-definite, Aerial Port-to-Aerial Port pick-up and delivery, In-transit Visibility (ITV), and customs processing and clearance of 463L palletized and roll-on / roll-off cargo to Central Command (CENTCOM) Forward Operating Base / Forward Operating Locations (FOB/FOL).

**Total Delivery Services (TDS)**— Replaced / combined Worldwide Express (WWX) and Domestic Express (DOMEX) effective 1 Oct 14. TDS encompasses an International segment (formerly WWX) and Domestic segment (formerly DOMEX). For both segments (International and Domestic), the scope of work requires the contractor to provide time-definite, door-to-door pick-up and delivery, transportation, timely and accurate In-transit Visibility (ITV), Government Third Party Payment System (GTTPS) participation, and customs clearance processing. Specific to the International segment, contractors are required to provide international commercial express package delivery service for the Department of Defense (DOD), civilian federal agencies, and cost-reimbursable contractors for shipments up to and including 300 pounds. For the Domestic segment, contractors are required to provide domestic express delivery service inclusive of next-day (0800, 1030, and 1500), second-day, and third-day delivery for the DOD and cost-reimbursable contractors for delivery of packages up to 150 pounds within CONUS and for delivery of packages up to 300 pounds between CONUS and Alaska, Hawaii, and Puerto Rico, and within Alaska, Hawaii, and Puerto Rico.

**Training Fence**— A term denoting the defined separation between aircraft available to support operational requirements and aircraft designated to support unit training requirements.



**United States Transportation Command (USTRANSCOM)**— The unified command with the mission to provide strategic air, land, and sea transportation and common-user port management for the Department of Defense, across the range of military operations.