

**BY ORDER OF THE  
CHIEF OF THE AIR NATIONAL  
GUARD BUREAU**

**AIR NATIONAL GUARD INSTRUCTION  
10-110**

**24 JULY 2023**

**Operations**



**AIR NATIONAL GUARD COMBAT  
READINESS TRAINING CENTERS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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

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OPR: NGB-A3/10T

Certified by: NGB-3/10  
(Brig Gen Allison Miller)

Supersedes: ANGI10-110, 1 September 2020

Pages: 41

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This publication defines the mission and responsibilities of the Air National Guard (ANG) Combat Readiness Training Centers (CRTC). This Air National Guard Instruction (ANGI) implements the ANG CRTC program which provides Air National Guard Airmen and other agencies the opportunity to enhance war fighting skills and complete requirements that cannot be obtained through home station training. It also outlines and applies the roles and responsibilities of the Air National Guard Air, Space, Operations Director (NGB A3), OTI, and Exercises Division (NGB A3/10T), CRTC Commanders and ANG Wing Commanders. It will assist commands at all levels to identify AFSC skill level training that can be accomplished at the CRTCs. This instruction further implements and establishes criteria for training in accordance with (IAW) Air Force Policy Directive (AFPD) 11-2, *Aircrew Operations*; Air Force Instruction (AFI) 11-2, *Mission Design Series (MDS) Specific*; DAFI 10-706, *Electronic Warfare*; AFI 10-201, *Force Readiness Reporting*; DAFMAN 32-1084, *Standard Facility Requirements*. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the DAF Form 847, *Recommendation for Change of Publication*; route DAF Forms 847 from the field through the appropriate functional chain of command. The authorities to waive wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See DAFMAN 90-161, *Publishing Processes and Procedures*, and ANGMAN 90-161, *Management of Air National Guard Waivers*, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items.

***SUMMARY OF CHANGES***

This document has been substantially revised and must be completely reviewed. This rewrite of ANGI 10-110 is in response to commander/visiting unit feedback, process improvements, and reorganizations. It updates and clarifies tier waiver authority application/designation; Lead Command guidance; and inherently governmental functions. The document also incorporates multiple templates for reporting, scheduling requests, and a section in special considerations to develop CRTC internal control self-assessment checklists.

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## Chapter 1

### INTRODUCTION

**1.1. General.** Under the direction of this Instruction, the four Air National Guard Combat Readiness Training Centers and additional training elements are located as follows:

- 1.1.1. Alpena CRTC, Michigan
- 1.1.2. Gulfport CRTC, Mississippi
- 1.1.3. Savannah CRTC, Georgia
- 1.1.4. Volk Field CRTC, Wisconsin

**1.2. Mission.** The CRTC mission is to provide an integrated, year-round, realistic training environment (airspace, ranges, instrumentation integration, facilities, and equipment) for units to cost-effectively enhance their combat capability and readiness up to MAJCOM level. Enable users to conduct training which cannot be effectively accomplished or is not available at their home station. Establish a training arena that approximates a deployed, combat-oriented operating location, and provide a setting for deployed training, exercises, evaluations, and inspections. Additionally, the CRTCs provide site-specific, unique training exercises, facilities, and services for DoD branches, federal and state law enforcement agencies on a non-interference, cost reimbursable basis. All CRTCs are Joint National Training Capability (JNTC) accredited sites.

**1.3. Organizational Relationships.** CRTCs are resourced by NGB A3/10T and commanded by the appointed commander at each site. CRTCs are identified as “centers” IAW AFI 38-101 paragraph 25.2.10.

- 1.3.1. CRTCs will perform operations IAW NGB A3/10T policies and procedures as well as governing DoD, Air Force, and NGB directives, policies, and instructions. **(T-2)**
- 1.3.2. CRTCs report to respective State JFHQ for administrative control where a Higher Headquarters would have the appropriate authority, i.e., medical, personnel, etc.
- 1.3.3. CRTCs provide units the cost-effective way to accomplish mandatory readiness resource reporting and other contingency training requirements. Training at CRTCs provide a venue so that ANG units can conduct Ready Aircrew Program (RAP) and Agile Combat Employment (ACE) elements to ensure Airmen are Ready, Reliable, and Relevant.
- 1.3.4. The CRTCs will:
  - 1.3.4.1. Ensure all military members (both full time and traditional) are trained to a minimum of the 7-skill level for their AFSC within a timely manner (i.e. retraining, new recruits, etc.) to provide critical need of management and leadership of functional shops, as well as liaison duties with visiting unit personnel. Additionally, this requirement will be identified in an appropriate self-assessment checklist. **(T-3)**
  - 1.3.4.2. Ensure that all Aircrew Position Indicator (API) 3 and 6 positions on Unit Manpower Document (UMD) are filled with qualified officers with the intent to continue flying in an MDS that enhances CRTC capabilities and mission. **(T-3)**

1.3.4.3. Identify a primary and alternate Scheduling Point of Contact (POC) for each CRTC. POCs will be responsible for all coordination between the CRTC and scheduled visiting units. **(T-3)**

1.3.4.4. Ensure that all training assets are maintained in a neat, orderly, serviceable, and operational condition IAW governing directives. **(T-3)** Note: CRTC's are not staffed/funded with a Quality Assurance Section. Quality Assurance will be minimally accomplished, in house, with the serviceability of equipment/facilities as its primary goal. It is the visiting unit's responsibility to ensure training assets meet their needs and to identify substandard serviceability training assets to the primary CRTC POC.

**1.4. Scheduling.** NGB A3/10T will hold an annual CRTC scheduling conference. All relevant ANGRC Functional Area Managers (FAMS) and Readiness Exercise team members will be invited to participate. When scheduling conflicts occur, the CRTC scheduler will work with all interested parties to maximize utilization. If unresolvable conflicts occur, the following rank-ordered list will be utilized to prioritize potential users with NGB A3/10T. CRTCs will leave one week of white space before and after scheduled readiness training events or ANG inspections/evaluations. **(T-3)**

1.4.1. ANG Formal Readiness Exercises (IG inspections/evaluations) **(T-2)**

1.4.2. A3/10T sponsored Readiness Training Events (Readiness Training Program) / Special Focus Event (SFE) **(T-2)**

1.4.3. ANG Readiness Preparatory Exercises **(T-3)**

1.4.4. ANG unit training **(T-3)**

1.4.4.1. Wing annual training deployment (or equivalent)

1.4.4.2. AFSC specific training

1.4.5. Other DoD entities **(T-3)**

1.4.6. Non-DoD entities **(T-3)**

1.4.6.1. Federal agencies

1.4.6.2. State agencies

1.4.6.3. Local agencies

## Chapter 2

### RESPONSIBILITIES

**2.1. General.** Combat Readiness Training Centers provide ANG Wing Commanders and other visiting agencies operational training infrastructure to help ensure their units are trained in providing combat readiness IAW wing mission tasking.

**2.2. Responsibilities.** Defines roles and responsibilities at all levels of command in reference to CRTCs.

2.2.1. The NGB Air, Space, and Operations, OTI, Exercises Division (A3/10T) is designated the office of primary responsibility (OPR) for the CRTCs and will:

2.2.1.1. Provide policy and guidance to Training Centers for ANG requirements.

2.2.1.2. Coordinate CRTC issues with other ANG directorates through an ANG level working group. This group will consist of a representative from each ANG functional area and be formed on an “as needed” basis. Each representative of the working group will be the POC to work issues in that functional area for the CRTC.

2.2.1.3. Validate manning, organization, facility, and funding requirements by utilizing one Program Element Code (PEC).

2.2.1.4. Validate utilization data.

2.2.1.5. Ensure CRTC has clearly established visiting unit in processing and utilization procedures. See [Attachment 2](#) - CRTC Reporting Instructions for a template.

2.2.2. The NGB/Inspector General Directorate may provide policy and guidance to CRTC for implementation of Air Force Inspection System.

2.2.3. State headquarters will provide oversight of CRTC activities through their respective Adjutant General and CRTC Commander.

2.2.4. CRTCs will perform their mission in accordance with all applicable directives and regulations and will:

2.2.4.1. Manage facilities and resources to meet mission needs. **(T-2)**

2.2.4.2. Develop a CRTC customer support request IAW the template located in [Attachment 3](#) – CRTC Schedule Request Form. This request shall outline procedures and specific requirements unique to each site’s operation. Included will be information reflecting CRTC capabilities. **(T-2)**

2.2.4.3. Forward monthly utilization reports to A3/10T via SharePoint quarterly and a final annual report each FY. See [Attachment 4](#) – CRTC Utilization Report for a template. **(T-2)**

2.2.4.4. Provide environment to allow primary focus areas of readiness training exercises, Ready Aircrew Program (RAP) requirements referencing AFD 11-2, Aircrew Operations; AFD 11-4, Aviation Service; and AFI 11-202V1, Aircrew Training. **(T-2)**

2.2.4.5. Provide each CRTC/CC for membership on the CRTC Weapon Systems Council. **(T-2)**

2.2.4.6. Stay engaged with Air Staff, MAJCOMS, Unified Commands, and Combatant Commands to ensure CRTCs are providing training opportunities relevant to the total force to include USAF and ANG Weapons and Tactics conference, Realistic Training Review Board, Combat Training Ranges, ACC working groups, etc. **(T-2)**

2.2.5. Visiting units utilizing CRTCs will:

2.2.5.1. Provide proper coordination with CRTCs to ensure unit training requirements are met during the deployment. Provide an acceptable level of service for Security and Fire or additional resource responsibilities. **(T-3)**

2.2.5.2. Pay for any damage caused by neglect or abuse and accomplish Financial Liability Investigation of Property Loss if required. (Reference, AFI 25-201, NGR 5-1, and DoD Financial Management Regulation, [Chapter 7](#). **(T-3)**)

2.2.5.3. Accomplish the applicable CRTC customer support request or Memorandum of Agreement/Understanding IAW CRTC-established timelines and procedures to insure proper coordination of unit deployments. (Reference AFI 25-201) **(T-3)**

2.2.5.4. Coordinate movement to and redeployment from CRTCs. Movement requests, particularly those for aerial transportation, should be coordinated with the CRTC scheduler IAW CRTC-established timelines to ensure support is available. **(T-3)**

2.2.5.5. Bring appropriately safety trained individuals (flight, ground, munitions safety, etc.) to initiate and coordinate any mishap investigations which occur while utilizing the CRTC or surrounding training areas IAW DoDI 6055.07 and 91 series AFIs and AFMANs. **(T-3)**

2.2.5.6. Ensure Munitions Accountable Systems Officer (MASO) duties are coordinated with the CRTC prior to arrival on site. **(T-3)**

2.2.5.7. Provide Lessons Learned and appropriate feedback to CRTC leadership IRT facilities, operations, etc. to allow for Continuous Process Improvement at all locations. **(T-3)**

## Chapter 3

### FACILITIES AND EQUIPMENT

**3.1. General.** Facilities and equipment are authorized at each venue for the primary mission of providing MDS and AFSC training. Each CRTC provides facilities and equipment, along with the core authorizations.

3.1.1. Facilities and equipment will be maintained in a constant state of readiness to ensure quality training and IAW applicable regulations and instructions. **(T-3)**

3.1.2. If equipment becomes inoperable or facilities are damaged due to abuse or negligence by visiting unit, it is the responsibility of the visiting unit to fund equipment and facilities repairs to be returned to operational status. Visiting unit will ensure repair of equipment and facilities will be accomplished through its own funding channels (Reference, AFI 25-201, NGR 5-1 (CNGBI 9101.00, National Guard Grants and Cooperative Agreements), and DoD Financial Management Regulation, **Chapter 7**). **(T-3)**

**3.2. Authorizations.** Changes in equipment and facilities authorizations will be coordinated between CRTC, NGB A4, and NGB A3/10T.

**3.3. Equipment Management.** All equipment assets will be tracked IAW DAFI 23-101. The accountable property system of record (APSR) is the Defense Property Accountability System (DPAS). NGB A4 is the lead for all ANG equipment assets. **(T-3)**

**3.4. Aircraft Maintenance.** Aerospace Ground Equipment (AGE) and other aircraft maintenance equipment will be maintained IAW DAFI 21-101. **(T-3)** AGE flight maintains a wide array of support equipment to accommodate day-to-day maintenance operations for both heavy and fighter aircraft. In shop work bays, tools, and office area are provided to facilitate visiting unit AGE training. AGE flight maintains solid waste stream for aircraft fluids including turbine and hydraulic oil as well as waste-soaked absorbents.

**3.5. Special Facility Considerations.** Many facilities replicate Wing equivalent training environments but do not function day to day as typical wing operations. See **Attachment 7** for more details. **(T-3)**

**3.6. Contingency Quarters (CQ).** CRTCs provide viable quarters for utilization of visiting personnel. Quarters should be scheduled IAW CRTC procedures and payments made IAW governing instructions and directives. See **Attachment 7** for additional information. **(T-2)**

**3.7. Unaccompanied Housing.** IAW AFI 32-6000, members of the Air National Guard on active duty for training (school and annual tours) and for reasons other than training (mandays, activation, mobilization), may be assigned UH as determined by the Commander at the permanent duty station. Ensure members utilizing UH are on "Dependent Restrictive Tours." IAW DAFMAN 32-1084, CRTC CE will establish ten rooms designated for UH. See **Attachment 6** - UH Memorandum for Record for an example template. **(T-2)**



## Chapter 4

### TRAINING OPPORTUNITIES

**4.1. General.** Combat Readiness Training Centers provide a broad spectrum of operational training infrastructure to include controlled areas designed to support the Combat Air Force (CAF) at multiple classification levels that are available to deployed and regional users that cannot be fully duplicated at the local unit level. The CRTC allows the users the opportunity to expand home base training and provide RAP and AFSC specific training that may be unavailable or cost prohibitive at home station. Each CRTC has these core capabilities but are not exact duplicates of each other due to airspace, range, facility, and local restrictions. Review attached appendices for specific CRTC site details or contact the CRTC POC of choice to determine if that venue meets training criteria. The core training suite consists of the following (see [Attachment 5](#) for specific capabilities):

4.1.1. Air Combat Training System (ACTS). ACTS provides interoperable air combat training capabilities for U.S. and coalition forces. The system utilizes a multitude of systems (FAA radar feeds, ADS-B, etc.) enabling real time tracking throughout assigned airspace. ACTS provides real-time training for air-to-air and air-to-ground combat training missions. Through datalinks, state of the art software and tracking hardware, these combined systems can also provide real-time weapons simulations, real-time kill notification, and live monitoring functions. Additionally, the system can enhance the Live, Virtual and Constructive (LVC) training environment.

4.1.2. Air to Ground bombing range. CRTCs provide outstanding air-to-ground training opportunities that may not be available at a unit's "backyard" range. Precision Guided Munitions (PGM) capability, along with access to Joint Terminal Attack Controller (JTAC) units, allows the CRTC ranges to tailor training to the visiting unit's needs. These ranges are also instrumented via the ACTS which can provide real-time weapons simulation, as well as integrated Large Force Exercise (LFE) training.

4.1.3. Airspace. Air National Guard CRTCs provide outstanding air combat training airspace daily. The ability to provide supersonic, PGM, off range Close Air Support (CAS), and 4th/5th generation integration training airspace allows a visiting unit to greatly enhance its combat training capabilities. Air National Guard CRTCs also have access to multiple Drop Zones and Assault Landing Zones. Visiting units have priority scheduling to all airspace managed by the respective CRTC. **(T-3)**

4.1.4. Electronic Warfare (EW). CRTCs provide an expanded array of EW training opportunities. Daily access to multiple threat emitters can provide the visiting unit with a functional Integrated Air Defense System (IADS). Air National Guard Training threat emitters provide great flexibility in providing training support for the visiting unit and are an essential part of the training suite.

4.1.5. Fire Fighter Training Facility. For Combat Readiness Training Center (CRTC) and ANG Regional Training Site (RTS) locations Fire Fighter Training Facility: The facility supports the recurrent proficiency training of fire suppression personnel permitting realistic live training fires in structures, aircraft, and selected weapons systems. The complex consists of an aircraft mockup area; gas storage tanks; a control building; a water conservation pond;

maneuvering pavements and/or gravel; a structural fire trainer; related infrastructure (such as underground gas and water lines, dedicated electrical panel, etc.); and related storage needs. O&M is not centrally managed thus each location should budget for upkeep with local funds. Major repairs will need coordination with NGB/A4XF. The complex must comply with TO 35E1-2-1-13-1 and NFPA standard for fire training facilities. Structural trainers must comply with NFPA 1403. Facility requires a mockup of a typical mission assigned aircraft located in a bermed enclosure commensurate with the typical aircraft fuel load. A stabilized area around the spill area is required to permit all weather multidirectional access, including drive around capability by the largest assigned vehicle.

**4.2. Readiness Training Program.** NGB A3/10T utilizes CRTCs to provide NGB sponsored, AFFORGEN Capstone training events, and/or JNTC accredited Large Force Exercise and Special Focus Events opportunities through the functional areas of the training sites. Visiting units can coordinate with appropriate POCs for Large Force/Special Focus Events to tailor support to the needs of the unit. Visiting units can also utilize NGB A3/10T Field Training Managers coordinate with the CRTC functional areas to ensure participating units training needs are met. Readiness Training events are built from the bottom up and 100% tailorable to train personnel of the requesting units to meet specific training requirements not easily met at other formal training venues due to timelines and other limiting factors. These opportunities are used as low-cost venues to assist units in accomplishing training objectives that they could not normally get at home station (No-cost lodging for ANG units and typically more cost effective per diem). **(T-2)**

KEITH G. MACDONALD, Major General, USAF  
Commander, ANGRC

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

AFI 25-201, *Intra-Service, Intra-Agency, and Inter-Agency Support Agreements Procedures*

AFI 38-101, *Manpower and Organizations*

NGR 5-1, *National Guard Grants and Cooperative Agreements*

DoDI 6055.07, *Mishap Investigation, Reporting, and Recordkeeping*

AFPD 11-2, *Aircrew Operations*

AFI 11-2, *Mission Design Series (MDS) Specific*

AFI 11-202 series, *Aircrew Training and Standardization*

AFPD 11-4, *Aviation Service*

DAFI 23-101, *Material Management*

DAFI 21-101, *Aircraft and Equipment Maintenance Management*

DAFI 10-706, *Electronic Warfare*

AFI 10-201, *Force Readiness Reporting*

DAFMAN 32-1084, *Standard Facility Requirements*

AFI 32-6000, *Unaccompanied Housing*

DAFMAN 90-161, *Publishing Processes and Procedures*

ANGMAN 90-161, *Management of Air National Guard Waivers*

AFI 48-101, *Aerospace Medicine Enterprise*

***Abbreviations and Acronyms***

**ACTS**—Air Combat Training System

**AEF**—Aerospace Expeditionary Force

**AFI**—Air Force Instruction

**AFIMS**—Air Force Incident Management System

**AFMAN**—Air Force Manual

**AFSC**—Air Force Specialty Code

**AME**—Aerospace Medicine Enterprise

**ANG**—Air National Guard

**ANGI**—Air National Guard Instruction

**ANGRC**—Air National Guard Readiness Center

**API**—Aircrew Position Indicator

**BASH**—Bird/Wildlife Aircraft Strike Hazard  
**CC**—Unit Commander  
**CRTC**—Air National Guard Combat Readiness Training Center  
**CTS**—Combat Training System  
**CQ**—Contingency Quarters  
**DFAC**—Dining Facility  
**EM**—Emergency Management  
**EW**—Electronic Warfare  
**FAM**—Functional Area Manager  
**FSM**—Flight Safety Manager  
**FSNCO**—Flight Safety NCO  
**FSO**—Flight Safety Officer  
**FOL**—Forward Operating Location  
**GMU**—Guard Medical Facility  
**GPC**—Government Purchase Card  
**GSU**—Geographically Separated Unit  
**HATR**—Hazardous Air Traffic Reporting  
**IADS**—Integrated Air Defense System  
**IAW**—In Accordance With  
**IEMP**—Installation Emergency Management Plan  
**JNTC**—Joint National Training Capability  
**JTAC**—Joint Terminal Attack Controller  
**LFE**—Large Force Exercise  
**LSMTF**—Limited Scope Medical Treatment Facility  
**MACA**—Midair Collision Avoidance  
**MAS**—Medical Aid Station  
**MDS**—Mission Design Series  
**MRE**—Meal Ready to Eat  
**MTF**—Medical Treatment Facility  
**NGB A3/10T**—Air, Space, and Cyber Operations Directorate  
**NGB A4R**—Air National Guard Logistics Readiness Division  
**OPR**—Office of Primary Responsibility

**OTI**—Operational Training Infrastructure

**PEC**—Program Element Code

**PGM**—Precision Guided Munitions

**POC**—Point of Contact

**RAP**—Ready Crew Airmen

**RTP**—Readiness Training Program

**SAC**—Self Assessment Checklist

**SFE**—Special Focus Event

**TO**—Technical Order

**UGR**—Unitized Group Rations

**UH**—Unaccompanied Housing

**UMD**—Unit Manpower Document

**USR**—Unit Safety Representative

**WRM**—War Reserve Material

Attachment 2

REPORTING INSTRUCTIONS TEMPLATE

A2.1. Part I and Part II.

Table A2.1. Example Reporting Instructions Template.

*****
THE FOLLOWING REPORTING INSTRUCTIONS WILL BE USED TO PROCESS ALL PERSONNEL DEPLOYING IN SUPPORT OF THE CRTC
*****
INSTRUCTIONS ARE IN THREE PARTS PART I - GENERAL INFORMATION PART II – SITE SPECIFIC REPORTING INSTRUCTIONS PART III – POINTS OF CONTACT
*****
PART I
GENERAL INFORMATION
<b>1. Compliance with the following instructions and requirements is mandatory when processing personnel deploying to the CRTC.</b>
<b>2. CRTC Checklist:</b>
2.1. There are specific items required for CRTC deployments, see Attachment 1. Each unit must ensure that members hand carry these items to the deployed location.
<b>3. Classification: (UNCLASSIFIED)</b>
<b>4. TDY orders:</b>
4.1. NATO orders are not required for this site.
4.2. CED orders are not required for this site.
4.3. If member is taking leave enroute, ensure TDY orders reflect leave enroute authorization and include leave address and emergency contact phone number.
4.4. Meals and lodging: it is mandatory for all DTS travel authorizations to indicate a meal option and a lodging option. See Part II, specific reporting instructions, for the applicable options at each location.
<b>5. Duty uniform:</b>
5.1. OCPs or flight suit as appropriate.
<b>6. Required items:</b>
6.1. All members must bring a record of the following:
6.1.1. Valid id card (not expired)
6.1.2. To gain access to facilities at multiple classification levels the following information needs to be provided to Security Manager.
6.1.2.1 SMO: XXXXXX
6.1.2.2 Visit name: XXXXXXXX
6.1.2.3 Select start and end date:
6.1.2.4 Select access level: SECRET

6.1.2.5 Reason: SECRET facility access
6.1.3. Government/state/international driver’s license (if applicable)
6.2. All members must bring the following communications equipment as needed to accomplish their missions.
6.2.1. Computer or notebook computer, network card, RJ45 network cable (6 foot or more) and administrative rights. Printer, printer cables and associated drivers & necessary paper
6.2.2. Pre-programmed land mobile radio (LMR)
6.3. Other required/recommended equipment items:
6.3.1. Reflective belts for use during nighttime operations. Web belt with canteen or camel-back water container.
6.3.2. Recommended personal items: members are encouraged to bring additional towels, toiletries, sunscreen, insect repellent, shower shoes, locks.
6.3.3. Members billeted at the CRTC in hard billets will be issued one room key.
<b>7. Funding:</b>
7.1. Deployment funding: each unit is providing their own annual training days and travel & per diem dollars for agile rage unless otherwise arranged via the weight of effort process.
7.2. ESP codes: contact your local finance office.
7.3. Special expenses reimbursement: if special expenses are not covered in orders and expenses are incurred, member should provide justification signed by supervisor or commander upon return.
7.4. Members must deploy with their government travel card and an adequate supply of personal checks.
7.5. Members must file a travel voucher within 5 workdays after return to home station.
<b>8. Weapons:</b>
8.1. Weapons are not required for deployment, unless required for performance of duties in exercise.
8.1.1. Members carrying weapons at the CRTC must bring a current AF FM 522.
8.1.2. The primary custodian for the CRTC armory is Rank Name, email, phone.; POC can coordinate and document the explosive license for the facility if needed. If you require access to the armory, you must submit an EAL to prior to arrival.
8.1.3. It is highly recommended that members that will be accessing the restricted area (i.e. aircraft parking ramp) bring your home station restricted area badges (RAB). This will help to ensure that only members that have restricted area access are in the restricted area.
8.1.3.1 CAC cards will work and can be used but RAB will help expedite the process.
8.1.4. Ang units that intend to expend munitions must contact Munitions POC prior to your arrival.
<b>9. Transportation:</b>
9.1. Each individual unit will arrange transportation for their members and coordinate those efforts with the agile rage planning staff.
9.2. Units bringing/shipping palletized equipment, supplies, etc., must ensure the pallets are weather-proof. Pallets may be stored in uncovered areas.

9.3. Rental cars: authorization of rental cars will be determined and funded by each individual unit unless prior arrangements have been coordinated by agile rage planning staff.
9.4. Privately owned vehicles (POVs): each individual unit commander may authorize members to travel to and from the training sites via POV.
<b>10. Medical requirements:</b>
10.1. All personnel deploying to agile rage must meet worldwide deployable fitness criteria, regardless of anticipated length of stay or deployment location.
10.2. Personnel must also deploy with a sufficient supply of all prescription medications, required medical equipment, and required occupational health personal protective equipment.
<b>11. Training:</b>
11.1. All units are required to ensure their members are up to date on all aspects of required training.
11.2. Medical and camera personnel who will need to perform duties aboard aircraft must provide documentation certifying they are authorized to perform those functions. Units may submit this documentation to the agile rage staff in the form of an alpha roster, which identifies all personnel in the unit who are authorized to work aboard DOD aircraft. (ie. List of names qualified per AF form 1042).
<b>12. PERSCO</b>
12.1. In/out-processing: individuals arriving at the CRTC must report to the LOCATION to complete an AF 245 form, check in, receive lodging assignments, room key, and view right start presentation. The RIGHT START briefing will include welcome, safety, security, exercise rules of engagement, dining facility information, base policies, etc. All personnel must report (in-process) through the PERSCO staff. Allow 2 hours upon arrival to complete this process. All personnel must <u>out-process</u> with the local PERSCO at the same location prior to redeployment to home station to return room keys and receive AF form 245. All personnel must complete out-processing checklist prior to departure from the exercise.
<b>13. Personnel readiness function processing requirements:</b>
13.1. Completed AF 245.
<u>13.2. Ensure every member has reviewed reporting instructions prior to arrival.</u>
<b>14. Policies:</b>
14.1. Sexual harassment will not be tolerated. Sexual harassment is a form of unlawful sex discrimination under Federal law in the United States.
14.2. Safety. Units will apply USAF/ANG or civilian risk management procedures. In addition, adhere to CRTC safety first policies, and follow standard home station safety policies. Risk assessment will be sent to unit POC's. Return completed form via email Safety Rep. In addition, courtesy copies of incident reports will be filed with host station safety office and the exercise control group.
<b><u>PART II</u></b>
<b><u>SITE SPECIFIC REPORTING INSTRUCTIONS</u></b>
<b>1. Specific Site</b>
1.1. Duty uniforms: OCP, flight suits, as appropriate. All personnel are expected to bring necessary field equipment for successful completion of training.



1.2. Meals and lodging for CRTC: government lodging is available free of cost to all ANG participating units that have precoordinated their lodging needs. During the periods of breakfast, dinner and lunch, government meals are available at no cost to the members as long as their DTS orders show that all meals are provided (showing only a \$5 ME&I for each day).
1.2.1. In order to eat at the DFAC, meal sticker must be presented at the door (sticker will be provided once member has in-processed)
1.2.2. No sandals or tank tops will be allowed in the dining facility.
1.2.2.1. Recommended items for barracks: towels, toiletries, shower shoes, flashlight, and reflective belt.
<b>2. Other:</b>
2.1. Personnel operating on firing ranges must receive range briefs prior to deploying.
2.2. The legal age in to consume alcohol is 21 years.
2.3. Driving while intoxicated (DWI) and driving under the influence (DUI) will not be tolerated.
2.4. Mail service. Personnel requiring mail delivery to CRTC shall use the following address:
Unit,
Attn: Rank, Name
Address
2.5. WIFI will be available in all workable locations during the exercise, allowing personnel to access personal email accounts. You must bring your own laptops and cable.
<b>3. Special notes:</b>
3.1. Equipment that will need to be staged/secured prior to unit arrival, coordinate with logistics POC prior to staging. Any equipment (antennas, etc.) that require securing to building rooftops or on the ground need to be authorized by CE.
3.2. Commercial hauled equipment will be accepted by CRTC personnel after appropriate coordination. Full time CRTC logistics personnel will be augmented by participants before execution, who may assist unit POCs with this coordination.
3.3. Air-shipped equipment will be handled/received by assigned CRF. Unit POC must be available upon its arrival at CRTC. If POC is not available, prior coordination must be accomplished.
3.4. Unit representatives will turn in all loaned equipment, and provide convoy movement schedules, air, and surface POC contacts as scheduled and required.
<b>4. Red cross notifications:</b>
4.1. All red cross messages will be forwarded by the local red cross chapter to the Armed Forces Emergency Center and finally to CRTC.

**A2.2. Part III.**

**Figure A2.1. Points of Contact.**

RANK	NAME	ROLE	CELL PHONE	PRIMARY E-MAIL


**A2.3. Part A and Part B.**

**Table A2.2. Example Reporting Instructions Template (con't).**

<b>PART A</b>
<b>CRTC IN-PROCESSING</b>
<i>(Mandatory for all personnel)</i>
UNIT/AGENCY LEAD POCS ARE RESPONSIBLE TO ENSURE THE DEPLOYING MEMBERS HAVE THE FOLLOWING ITEMS. THE PERSCO REP WILL BE CHECKING THESE ITEMS UPON ARRIVAL. PLEASE ENSURE MEMBERS HANDCARRY ALL ITEMS.
Valid ID Card (Not Expired) **
Completed copy of AF Form 245 (Employment Locator Card) **
Government/State/International Driver’s License (If Applicable)
AF FM 1199 (Restricted Area Badge, If Applicable)
**These items must be hand carried to building identified upon arrival.
<b>PART B</b>
<b>CRTC EXERCISE OUT-PROCESSING</b>
<i>(Mandatory for all personnel participating)</i>
UNIT/AGENCY LEAD POCS ARE RESPONSIBLE TO ENSURE THE DEPLOYING MEMBERS CLEARED BILLETING AND LODGING
<ul style="list-style-type: none"> <li>▪ All trash must be out of rooms.</li> <li>▪ Linens must be placed dropped off at identified locations.</li> <li>▪ All vehicles must be turned in to ground transportation.</li> <li>▪ All vehicles must be washed before returned.</li> <li>▪ All vehicles must be fueled before returned.</li> <li>▪ All equipment signed out through CRTC needs to be turned in.</li> <li>▪ If departing military airlift, unit POCS needs to schedule luggage pickup, transportation, and manifest area with lead LRS.</li> <li>▪ If departing commercial, unit POCS need to schedule transportation with arrival team.</li> </ul>



Attachment 3

CRTC SCHEDULING REQUEST FORM TEMPLATE

Figure A3.1. CRTC Scheduling Request Form Template.

**CRTCSCHEDULING REQUEST FORM**

Reservation is secured, but subject to change/cancellation, when this form is approved by the Alpena CRTC Base Scheduler. If multiple units are involved, Lead Unit POC will be the primary contact for deployment coordination. Reservation of facilities, lodging, vehicles, and any other needed assets is the responsibility of the visiting unit(s). This form becomes <b>FOR OFFICIAL USE ONLY</b> when approved. ANG/Military units have priority over civilian units.		
<b>SECTION 1 - VISITOR INFORMATION</b>		
Unit(s) Designation and Address:		
Purpose of Visit:	Start Date:	End Date:
<b>SECTION 2 - CONTACT INFORMATION</b>		
Lead Unit POC Name:	Phone # and Email:	
Lead Unit Billing Address:		
Unit Alternate POC Name:	Phone # and Email:	
<b>SECTION 3 - PERSONNEL INFORMATION</b>		
Number of ADVON personnel:	ADVON Arrival Date:	
Number of Males:	Number of Females:	
Number of Main Body (Total Personnel):	Main Body Arrival Date:	
Number of Males:	Number of Females:	
<b>SECTION 4 - CRTC SECTION REQUIRED</b> (Click on each header to E-Mail the POC) Click <a href="#">here</a> for Phone Listing USE DROPDOWNS TO SELECT IF SECTION SUPPORT IS NEEDED AND CHECK BOXES IF YOU ARE REQUESTING THE ITEM(S)		
Bringing Act: Type:	IF YES IS MARKED THE FOLLOWING TWO BLOCKS <b>MUST</b> BE FILLED IN IF MORE SPACE IS NEEDED UTILIZE REMARKS SECTION	
Contact AM Operations for PPR: Tentative Fly Window:(Zulu/Local) NVD Operations; (tentative times)		
Unit Personnel Support for Airfield Management	Live Load Ops-Request CAPA 2 or CAPA 3	
Hot Pits	For Tentative Times, Contact AM Operations for Site Plan Locations	
Airfield Driving Briefing Mandatory for Units operating on the Airfield: (Must have current home station AF Form 483)		
<b>Transient Aircraft Support</b>		
Fuel Ground/Aircraft (POL):	LOX/GOX	
Fuel Amount Required (in Gallons):	Billing DODAAC (Required if fuel is needed)	
<b>Air to Ground Range Complex</b>		
<u>Special Use Airspace Complex:</u>		
Air Combat Training Systems (ACTS):	Joint Threat Emitter	PS ACMI Pods
Air Crew Debriefing	SADL/Link 16 with LVC Capability	
<b>Munitions - Bomb Dump</b>		
MHU/110 Trailers (10Ea):	MHU/141 Trailers (12 Ea):	MAC-1 Munitions Conveyor (1 Ea):
M10 Missile Trees (4 Ea):	GCU-30 w?Argon (1 Ea)	2.75" Rocket Transport Module (1 Ea):
BDU-33 Transport Module (1 Ea)	Flare Transport Module (1 Ea)	Conventional MX CTK (1 Ea):
<b>Fire Department Support</b>		
<b>TMO/Supply or other Material Management Support</b>		
<b>AGE - Aircraft Support Equipment</b>		
COMMUNICATIONS SUPPORT REQUIRED (Email - <a href="mailto:@us.af.mil">@us.af.mil</a> )		

Email Completed Form to: [@us.af.mil](mailto:@us.af.mil)





Attachment 5

CRTC FACILITIES AND CAPABILITIES

A5.1. CRTC Facilities.

Table A5.1. CRTC Facilities Matrix.

Facilities	Alpena	Gulfport	Savannah	Volk	Remarks
Squadron Buildings	80,444	56,500	32,774	39,770	Square footage for deployed unit, less maintenance/hangar square footage
Squadron Maintenance	17,912	19,600	33,560	16,965	Square footage for deployed unit
Hangar Space	28,022	28,000	61,135	25,719	Square footage for deployed unit
“Play” Area	394	110	122.8	1867	Acres
Ramp Space	29	30	23.04	34.7	Acres
General Officers Suites	2	5	1	2	Number of beds
Group CC & Senior Staff Quarters	19	10	11	5	Number of beds
One Person Rooms	8	38	12	128	Number of rooms
Two Person Rooms	429	366	87	450	Number of rooms
Three Person Rooms	0	24	0	0	Number of rooms
Four Person Rooms	0	0	100	0	Number of rooms
Open Bays	284	60	120	0	Number of beds
Quarters without Attached Latrines	0	0	4	0	
Quarters without Attached Day Room/Kitchen	13	10	13	0	
Total Beds Available	1,171	917	728	1035	
Munitions Storage	7500	2,000	4200	18,274	Square Footage for deployed unit
Net Explosive Weight Capacity	1.1/62,600 1.2.1/723,300 1.2.2/990,300 1.2.3/1,027,150 1.3/1,032,000 1.4/ Capacity	10,000 lbs/1.3	4,800 lbs/1.1 10,000 1.2.1 20,000 1.2.2 30,000 1.3	111,130 /1.1	Max limit of highest class/division
Munitions Assemble Area	11250	2,000	1,800	4,533	Square footage for deployed unit
Acreage	630	270	153	2,385	Total less range
Buildings	106	83	100	137	Total number less range
SAP-F		1			
Meeting Rooms					
10-25 Persons	6	1	2	8	
26-50 Persons	5	5	2	3	
51-75 Persons	6	2	1	6	
76-100	0	1	3	2	
101-200	5	0	1	13	
201 or more	2	2	3	1*	*Divisible into 4 rooms
Dining Hall	2	1	1	1	
Max Capacity	418	374	215	350	

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### A5.2. CRTC Equipment.

**Table A5.2. CRTC Equipment Matrix.**

Equipment	Alpena	Gulfport	Savannah	Volk	Remarks
Vehicle Equivalents	544.8	255.0	474.6	628.4	
RRR Mini-Kit	Yes	Yes	No	Yes	
MAAS	Yes		No	Yes	
Powered AGE	114	82	109	82	Number of pieces
Non-Powered AGE	89	114	76	145	Number of pieces
Radar	1 Radar 1 STARS	0	0	2	Number of pieces
UHF Radios	12	6 See Remarks	21	53	5 URC-200 + 1 ARC-164 = 6 total Rng - 8
VHF Radios	53	47 See Remarks	50	36	18 VHF/AM Mobiles + 17 VHF/FM Mobiles + 12 VHF/FM Base stations = 47
LMRs	569	72	366	406*	*Limited numbers for using unit exercise use
Computers	281	0	170	338	Number ITAMS
Munitions Handling Equip.	28	20	27	27	Number of pieces
Tents					
Sections	18 TMPR	2 TMPR	0	2 TMPR	
General Purpose (Small)	0	0	0	0	
General Purpose (Medium)	0	14	0	20*	*Expandable Frame
General Purpose (Large)	0	0	0	0	
ALASKA Small Shelter	8		2	4	
MKT	0	1	1	0	
SPEC	1		1	1	
R11 Refueler		8			
Diesel Mobile Truck		1			
LOX carts		3			

### A5.3. CRTC Communications.

**Table A5.3. CRTC Communications Matrix.**

Communications	Alpena	Gulfport	Savannah	Volk	Remarks
Message Center Capability	Yes	N/A	Yes	Yes	
TV distribution system to Billets	Yes 100%	100	86	100	Percentage
CCTV Capability	Yes100%	100	0	100	Percentage
Telephones in individual billet rooms	4	100	86	100	Percentage
Number of DSN lines	23	24	24	23	
Size of PBX (lines)	1000	1500	1,200	2400	
Number of PBX lines in use	800	1237	720	1500	



Number of LMR freqs for units use	18	15	18	13	
LAN Access in Visiting Unit facilities	100	100	100	100	Percentage
Number of Visiting Unit facilities with Fiber	25	14	29	28	
LAN Capabilities at Ranges	Yes	Yes	Yes	Yes	
Emergency/Public Address Warning	Yes	Yes	Yes	Yes	
Communications Duct System	100	90	90	100	Percentage
LAN Manager (3C0XX) assigned	Yes	Yes	Yes	Yes	

**A5.4. CRTC Ranges.**

**Table A5.4. CRTC Ranges Matrix.**

	Alpena	Gulfport	Savannah	Volk	Remarks
<b>Air-to-Air</b>					
AMRAAM Capable	Yes <sup>3</sup>	Yes	Yes	Yes	
Airspace from SFC' to FL 500	Yes <sup>5</sup>	Yes	Yes	Yes	
Supersonic	Yes	Yes	Yes	Yes	
Chaff Use Authorized	Yes	Yes	Yes	Yes	
Flare Use Authorized	Yes	Yes	Yes	Yes	
ECM/ECCM use Authorized	Yes	Yes	Yes	Yes	
ACMI Capability	Yes	Yes	Yes	Yes	
DART Capable	Yes	Yes	Yes	Yes	
GCI Capable/co-located	Yes <sup>1</sup>	Yes	Yes	Yes	
<b>Air-to-Ground</b>					
Range Name	Grayling	Shelby	Townsend*	Hardwood	*MCAS Beaufort
Federal Interest	Yes	Yes	Yes	Yes	
Restricted Area Airspace to FL 250	No <sup>2</sup>	Yes	Yes	Yes*	*Available on request
400 Sq. Miles of SUA	Yes <sup>4</sup>	Yes	Yes	Yes	
LLTRs down to 300'	Yes	Yes	Yes	Yes	
Adequate Attack Cones	Yes	Yes	Yes	Yes	
Airdrop/LZ Capable	Yes	Yes	Yes/Yes^	Yes/Yes*	*Ft McCoy ^Stewart
Night Operations	Yes	Yes	Yes	Yes	
Live Drop Capable	Yes <sup>6</sup>	Yes	No	No	
Loft/Med Altitude Capable	Yes <sup>6</sup>	Yes	Yes	Yes	
Realistic/Mobile Target Arrays	Yes	Yes	Yes	Yes	
High Fidelity Laser & IR Targets	Yes	Yes	Yes	Yes/Yes	
ACMI/NBDS Capable	No	Yes	Yes	Yes	
Integrated Threat Emitters	Yes <sup>7</sup>	No	Yes	Yes	
Threat Video	Yes	No	Yes	Yes	
Area Scoring System	Yes	No	Yes	Yes	

ECM Capable	Yes	Yes	No	Yes	
Chaff Capable	Yes	Yes	Yes	Yes	
Flares Capable	Yes	Yes	Yes	Yes	
Low End Threat Emitters	No	No	Yes	Yes	
Buildings	5	6	3	8	
Acreage	19,000	13,300	34,000	7,865	Impact Area
<p>1. EADS "Huntress" GCI control available, not collocated.  2. R4201A to FL230 only  3. Future AIM 9X &amp; gunnery employment (Past gunnery and small rocket permitted in R4207)  4. 63nm restricted area SUA, rest of SUA is not collocated with Range, ATCAA above  5. R4207only. (Pike West MOA 300'-FL500)(Pike East 6000'-FL500)  6. R4207 also available for inert heavy weight drops (JDAM primary)  7. Three assigned Joint Threat Emitters 1 Wide Band and 2 Kit Ones</p>					

### A5.5. CRTC Additional Capabilities.

**Table A5.5. CRTC Additional Capabilities Matrix.**

Additional Site Capabilities	Alpena	Gulfport	Savannah	Volk	Remarks
Medical Readiness/Technician Training	Yes	No	No	No	
Airbase Ground Defense	Yes	Yes	Yes	Yes	
ATSO Training	No	No	Yes	No	
JTAC/TAC-A Training Capability	Yes	Yes	Yes	Yes	
ATC Training	Yes	No	No	Yes	
Airfield Management Training	Yes	No	Yes	Yes	
Fire Training	Yes	Yes	Yes	Yes	
Rapid Runway Repair	Yes	Yes	No	Yes	
Utilities/Tactical Training Area	Yes	No	Yes	Yes	
Specialized Vehicle Training	Yes	Yes	Yes	Yes	
Computer Classroom	Yes	No	Yes	Yes	
Hot Pit/R-14 Training/ATHRS	Yes <sup>1</sup>	No	Yes <sup>1</sup>	Yes <sup>1</sup>	
WMD Training Capability	Yes	Yes	Yes	Yes	
LE Drug Training/Small Arms	Yes	Yes	Yes	Yes	
Military RAPCON	Yes	No	No	Yes	
Wholly Owned Airfield	No	No	No	Yes	
APOE Mission	No	Yes	Yes	Yes	
Military NAVAIDS	No	No	Yes	Yes	
Assigned Weather Observers	Yes <sup>2</sup>	No	No	Yes	
Tenant Units	Yes	Yes/2	Yes/1	Yes/2	
POL Storage (CRTC Owned)	Yes	Yes	No <sup>3</sup>	Yes	
Security (CRTC Owned)	Yes	Yes	No <sup>3</sup>	Yes	
Obstacle Course	Yes	Yes	No	Yes	
ATV Driver Training	Yes	No	No	Yes	
MOUT Training	Yes	No	No	Yes	
High Angle Rescue Training	Yes	Yes	Yes	Yes	

Confined Space Training	Yes	Yes	Yes	Yes	
Cold Water/Water Survival Training	Yes	Yes	No	Yes	
UAV/UAS/RPA Operations Support at Range		Yes		Yes	
UAV/UAS/RPA Operations Support at Airfield		No		Yes	
DOMOPS Training (“Collapsed Structure Training Venue”?)		Yes		Yes	
Convoy Training		Yes		Yes	
Shoot House/High Risk Entry Facility		Yes		Yes	
Static Aircraft / CDDAR Trainer		No		Yes	
WST/EST		Yes		Yes	
1. Hot Pit only off R-11 2. Contract WX Observer 3. Host Wing Supported					

**A5.6. CRTC TRANSFORMATION AND SUSTAINMENT TABLES.**

**Table A5.6. ANG CRTC Transformation Issues.**

<b>Organization</b>	<b>Transformation Issues</b>
Alpena CRTC	<ul style="list-style-type: none"> <li>▪ Homeland Defense training for DoD and Non-DoD personnel.</li> <li>▪ The Alpena CRTC has features very favorable to UAS basing and training. Low civilian air traffic, large airspace complex, DASR/ASR-11 capability, close air-to-ground range and large Army training complex make Alpena an excellent location for this new mission.</li> <li>▪ The Alpena CRTC could be a place of choice to conduct interoperability training for Civil Support Teams, Medical and other first responders. The combination of current medical readiness training, firefighting training equipment and facilities, Military Operation Urban Terrain (MOUT) complex, expanded security forces training and relationship with civilian agencies make the CRTC an ideal location for homeland security &amp; DOMOPS training.</li> <li>▪ Airspace and Ranges: The Alpena CRTC owns one of the largest airspace complexes east of the Mississippi. Three Joint Threat Emitters are available with one being a wideband kit. In addition, the range is datalink capable (JRE), and JDAM capable with JTAC instructors on site. The Alpena CRTC/Grayling Air Gunnery Range houses a 4-meter Joint Terminal Attack Controller (JTAC) simulator, with JTAC-Instructors. Simulator will be certified to count for currency controls at the end of FY 12. The use of this simulator for currency controls is a recruitment tool for ground units. Use of the simulator also allows for more efficient air to ground missions with a foreseeable reduction of flying costs.</li> </ul>

Gulfport CRTC	<ul style="list-style-type: none"> <li>▪ Homeland Defense training for DoD and Non-DoD personnel.</li> <li>▪ Airspace and Ranges: <ul style="list-style-type: none"> <li>- As part of the Joint Gulf Range Complex, Gulfport can provide airspace that covers most of the Gulf of Mexico, enabling the capacity for large joint exercises or use by new, modern aircraft</li> <li>- Gulfport's air-to-air and air-to-ground ranges are fully instrumented</li> <li>- Shelby Air-to-Ground range is located on the country's largest Army mobilization center, which can provide joint training capabilities with ground units</li> </ul> </li> <li>▪ Leverage tenants or nearby military units to provide Joint Training capabilities: <ul style="list-style-type: none"> <li>- 255 Air Control Squadron provides ground-based GCI for air battle Command and Control</li> <li>- 209 Special Operations Civil Engineering Squadron is an AFSOC CE squadron</li> <li>- 1108 Theater Aviation Support Maintenance Group is an Army National Guard depot level helicopter maintenance organization</li> <li>- 890<sup>th</sup> Engineer Battalion is an Army National Guard engineering unit providing Army battlefield engineering support</li> <li>- FMS#4 Field Maintenance Shop is an ARNG maintenance unit providing high level maintenance and repairs to wheeled equipment</li> </ul> </li> <li>▪ Location: located on a civilian airfield with an over 9,000 ft runway, the Gulfport CRTC can support almost any mission from any branch of service.</li> <li>- APOE/APOD: With proximity to one of two Navy Construction Battalion Centers and the Army's largest MOB center at Camp Shelby, the CRTC provides Aerial Port of Embarkation/Debarcation support to personnel deploying overseas.</li> <li>- Gulfport also supports the Towed Banner mission, providing live fire weapons training for fighter crews in the Joint Gulf Range Complex</li> <li>▪ Camp Shelby: <ul style="list-style-type: none"> <li>- A/G Range: Provides a joint force aerial bombing range supporting precision munitions and fifth gen aircraft</li> <li>- C-17/C-130 Assault Strip: Gulfport has access to a 4,000 ft assault strip that can be used for critically needed assault landing training</li> </ul> </li> <li>▪ Installation: <ul style="list-style-type: none"> <li>- The Gulfport CRTC, as part of its mission statement, provides areas for units to practicing deploying to a bare base environment, with living quarters, maintenance, and operational facilities</li> <li>- The CRTC can provide facilities and spaces for conferences at little cost</li> <li>- Gulfport has a secure space that can support the most advanced briefing/debriefing needs as well as classified material storage</li> <li>- The CRTC also has a Fire Training Simulator, which is a mockup of an aircraft with propane burners to provide training to ANG fire fighters, all of whom must be aircraft certified</li> </ul> </li> </ul>
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	<ul style="list-style-type: none"> <li>▪ State Mission: Gulfport CRTC has become the center of operation for any State response to a natural disaster or other action requiring the State to respond anywhere in the southern part of Mississippi. With its unique mission, which is to provide a bare base to deploying ANG Wings, the CRTC can support the operation and bed down forces from the State.</li> </ul>
Savannah CRTC	<ul style="list-style-type: none"> <li>▪ <b>Combat Training System (CTS)</b> is a communications centric expansion of the former Air Combat Maneuvering Instrumentation (ACMI) system and now includes:             <ul style="list-style-type: none"> <li>- P-5 GPS pods</li> <li>- Datalink capability JTIDS (Link-16, SADL, etc.)</li> <li>- Microwave voice and data “backbone” between Townsend Range, the CRTC, and MCAS Beaufort, an ethernet backbone is primary.</li> <li>- ANG’s Distributed Training Operations Center (DTOC) in Iowa is the persistent site for connectivity to JFCOM’s Joint Training and Exercise Network (JTEN) for Savannah CTS providing live virtual and constructive training for all DoD agencies</li> <li>- Opposing Forces and Electronic Warfare Systems simulators</li> <li>- Ground to Air Passive Surveillance Radar, and multiple radar feeds to form a common air picture display</li> <li>- GTS BOSS SYSTEM (TCG Corp) JTIDS ground training system.</li> <li>- Central CONTROL SYSTEM (CCS) for handling threat data</li> </ul> </li> <li>▪ <b>Atlantic Joint Combat Training Capability (AJCTC)</b> for the SE Atlantic area to include South Carolina and Florida. AJCTC will build the infrastructure for advancing the combat capability for all locally based military units in these three states. AJCTC currently supports the training events listed below:             <ul style="list-style-type: none"> <li>- Winter-based training for northern tier flying units</li> <li>- NATO’s Trial Mace (future event in planning stages)</li> <li>- Joint Training operations with Ft Stewart, Georgia</li> </ul> </li> <li>▪ <b>Joint Communications Schoolhouse</b> the CRTC will establish a JCSE training suite for initial and proficiency communications training for ANG and other DoD personnel. Training will be integrated into Savannah-sponsored joint training events.</li> <li>▪ <b>Dual base operations, transient ramp, hangar renovation:</b> The Savannah CRTC has sufficient ramp space and parking for 43 fighter sized aircraft. Additionally, the completion of a new fifth generation capable hanger provides for maintenance operations on F-22 and F-35 aircraft as well as all fourth-generation fighters.</li> </ul>
Volk CRTC	<p>In addition to supporting regular deployed unit-in-training exercise and general training support requirements common to all four CRTCs (airspace, ranges, facilities, equipment), Volk Field provides significant value-added opportunities for multiple audiences. The most important of these non-standard training opportunities along with specific near-term tasks/goals for each are noted below.</p>

- Domestic Operations (DOMOPS) training for DoD and Non-DoD personnel. In concert with Wisconsin Emergency Management's Regional Emergency All Climate Training (REACT) Center and Wisconsin's Counter Drug High Risk Entry Facility (HREF), Volk Field currently supports high quality DOMOPs training, exercises, and evaluations. The base's recent selection as one of ten national CBRN training venues has brought additional visibility to local capabilities. In partnership with Fort McCoy, the base was further identified in this process as one of only three sites that can host large scale Tier III and IV (up to 6,500 participant) DOMOPs events.
- Continue expansion of Patriot Exercise which currently supports HRF, CERFP, and CST communities as well as local, state, and federal first responder and response support agencies. Ends state goal is to have Patriot recognized JCS accredited event.
- Continue relationship with REACT and HREF to provide additional training and evaluation opportunities for all facets of the NGB's CBRN Enterprise; provide a spectrum of opportunities from full-unit support to individual skills training.
- Work in concert with Fort McCoy to position both installations to support national level CBRN exercises such as Vibrant Response; socialize combined capabilities with NGB/J37, NORTHCOM, and ARNORTH.
- Expand the number of collapsed structure training venues on the facility to support larger scale training, exercise, and evaluation events.
- Large Force, Joint Training exercise support. Volk Field has a long history of generating and executing large scale joint force training exercises for regional fighter, bomber, tanker, C2, JTAC, ASOS, and rotary wing assets.
- Utilize existing base planning and execution knowledge to robust and expand Northern Sentry / Lightning / Strike exercises; critical training areas will continue to be Time Sensitive Targeting, Close Air Support (including High Density Urban CAS), Combat Search and Rescue, Offensive Counter Air, Defensive Counter Air, Command & Control, and communications connectivity (including full data link and Common Air Picture access by all participants.)
- Continue capitalizing on proximity of Fort McCoy and contiguous nature of Volk Field and Fort McCoy airspace to maximize Army integration into regularly scheduled exercises.
- Continue to provide a robust exercise threat environment utilizing local and loaner threat replicators such as the UMTE and JTE.
- UAS / RPA support. Volk Field's Non-Joint Use Class D Airspace provides excellent UAS/RPA training opportunities. The 32<sup>nd</sup> Infantry Brigade Combat Team currently has a RQ-7 Shadow Platoon stationed on the airfield and the unit regularly supports ANG exercises. Hardwood Range currently supports Group 1 and 2 UAS operations.

	<p>Options there are limited by the lack of an operational surface for Group 3 UASs.</p> <ul style="list-style-type: none"> <li>▪ Expand on current Non-Joint Use Class D Airspace RQ-7 Shadow COA to support a wider variety of UAS / RPA types.</li> <li>▪ Further incorporate UASs / RPAs into both OCO and DOMOPs exercise scenarios.</li> <li>▪ Provide dedicated operational surfaces at both Volk Field and Hardwood Range to further expand UAS / RPA support capabilities.</li> <li>▪ Coordinate with regional UAS / RPA units to explore the need for a LRE site at Volk Field to support those units' OREs and ORIs.</li> <li>▪ Specialized training courses. Volk Field personnel have taken the initiative to utilize base facilities to host or propose a wide variety of specialized training courses for ANG personnel. The need for such classes exists principally due to a limit on ANG seats at formal schools teaching the same subject. While many of these classes may not allow actual certification of the participants, they do provide them with operational training to accomplish their missions. Minimal billeting and dining facility costs at the CRTC makes this a very cost-effective means of providing classroom or practical instruction in a wide variety of areas. To date, Volk Field has supported or is planning to support Bioenvironmental Engineer Refresher Training, Stryker Fire Truck and R-11 Refueling Vehicle maintenance, R-14 Hydrant Refueling maintenance, Supply Material Control Management Training, FM (Budget Officer/Comptroller) Training, Munitions Training, etc.</li> <li>▪ Seek out additional section-level training opportunities that can be efficiently and effectively supported by the CRTC.</li> </ul>
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**A5.7. ANG CRTC Sustainment Issues.**

**Table A5.7. ANG CRTC Sustainment Issues.**

<b>Organization</b>	<b>Sustainment Issues</b>
Alpena CRTC	<ul style="list-style-type: none"> <li>▪ A limitation to the air to ground range is the issue of Low Altitude Airspace connected with the range. Maneuvering airspace is more important for precision guided munitions and general LOWAT training. This is a multi-million-dollar study and takes several years.</li> <li>▪ The base currently has six alert hangars that can accommodate only F-16 aircraft. The lack of large aircraft shelters severely limits attracting customers during late fall and winter months.</li> <li>▪ The current vehicle fleet configured for one large deployment at a time and is not conducive to accommodating multiple smaller units, as has been the trend over the last five years. Flexibility to add or subtract specific types of vehicles based on evolving mission requirements would offer us the ability to meeting those rapidly changing requirements.</li> </ul>
Gulfport CRTC	<ul style="list-style-type: none"> <li>▪ Current vehicle fleet configured for one large deployment at a time.</li> </ul>

	<ul style="list-style-type: none"> <li>▪ Water mainlines are original to 1940s and need replaced. City maintenance maintains system and slow to respond to any water issues.</li> </ul>
Savannah CRTC	<ul style="list-style-type: none"> <li>▪ A new aircraft ramp was completed in 2010. The latest Giant Report shows the Pavement Evaluation resulted in 92% of our ramp being scored as a PCN of 97. The remaining 8% (old concrete sections / parking spots E8-E10, F9-F12, and G9) received a PCN of 46.</li> <li>▪ The base lodging capacity is approximately 800 bed spaces.</li> </ul>
Volk CRTC	<ul style="list-style-type: none"> <li>▪ Infrastructure: Play area and permanent party facilities are generally in very good shape but some facility locations, sizes, and configurations are not ideal for using unit or permanent party use. Recent and upcoming Installation Development Plan (IDP) activities provide a forum to address some of these issues, but a lack of MILCON will likely prevent their complete resolution. Use of SRM will be required to maximize usability of these facilities. Reduced square footage allocations associated with the updated DAFMAN 32-1084 will further exacerbate this concern.</li> <li>▪ Purple Support: The amount of Joint or “Purple” activity at Volk Field continues to expand each year. We feel this is appropriate and accurately reflects current employment CONOPs for real-world Overseas Contingency and Domestic Operations. Some barriers to Joint support exist, though. Principle among these is the difficulty of defining reimbursements from Joint organizations like those involved in the CBRN enterprise. Confusion arises when the ANG portion of a CERFP, for example, stays on base free of charge but the ARNG portion of the same unit is required to pay for billeting. The installation has also received pushback on the CRTC’s support of projects such as UAS operational surfaces on base and at Hardwood Range. These assets directly support Army missions, but those Army missions directly support ANG missions and are vitally important to the quality training of ANG personnel. The trend line in this area is positive, but still requires work to streamline support to these agencies.</li> </ul>



## Attachment 6

## UNACCOMPANIED HOUSING MEMORANDUM FOR RECORD

Figure A6.1. Example Unaccompanied Housing Memorandum For Record.

{Date}

MEMORANDUM FOR CRTC SV

FROM: CRTC/CC

SUBJECT: Unaccompanied Housing (UH) Authorization for {RANK NAME}

1. In accordance with AFI 32-6000, members of the Air National Guard on active duty for training (school and annual tours) and for reasons other than training (mandays, activation, mobilization), to be assigned UH as determined by the Commander at the permanent duty station. I authorize {Rank Name} to occupy UH as designated by CRTC services/lodging. These rooms are established IAW DAFMAN 32-1084.

2. {Rank Name} is directed to stay as long as necessary, if the service member follows the rules established by the CRTC SV. Additionally, service members eligibility requires the service member is on "Dependent Restrictive Tours."

3. The OPR is CRTC/SV at {Contact Information}.

{CRTC CC}, Col, {ST} ANG  
Commander, CRTC

## Attachment 7

### SPECIAL CONSIDERATIONS

#### A7.1. General.

A7.1.1. **Organizational Chart** – Each site will create standard organizational chart clearly identifying CRTC personnel and duties for inspection consistency and data collection purposes. (T-2)

#### A7.1.2. Inspections.

A7.1.2.1. Each site will develop and maintain a local instruction or MOU clearly defining mutual support between the CRTC and supporting elements for all inspectable items. (T-2)

A7.1.2.2. This document will be used to develop necessary Self-Assessment Checklists (SAC) and mutually support IG teams during formal inspection processes. (T-2)

#### A7.2. Aviation Safety.

A7.2.1. **Program Management.** CRTCs do not sustain a comprehensive aviation safety program. Deploying organizations that conduct or support flight operations must incorporate CRTC location-specific program elements into their aviation safety program. (T-2)

A7.2.2. **Plans.** CRTCs are not authorized aviation safety staffing. Deploying organization's Flight Safety Officer (FSO)/Flight Safety Manager (FSM)/Flight Safety NCO (FSNCO) will coordinate with the CRTC safety office to ensure the adequacy of appropriate emergency response plans. (T-3)

#### A7.2.3. Programs.

A7.2.3.1. CRTCs will maintain elements of the following aviation safety plans/programs:

A7.2.3.1.1. **Bird/Wildlife Aircraft Strike Hazard (BASH) Plan.** While deployed to a CRTC, units that conduct or support flight operations will incorporate the location-specific BASH plan into their aviation safety program. (T-2)

A7.2.3.1.2. **Midair Collision Avoidance (MACA) Program.** While deployed to a CRTC, organizations that conduct or support flight operations will incorporate the location specific MACA program into their aviation safety program. (T-2)

A7.2.3.1.3. **Airfield Maintenance, Construction and Waivers (Installation).** CRTC Safety Office and Airfield Management Office will monitor the impact of airfield routine maintenance and major construction projects on flight operations. Deploying organizations that conduct or support flight operations will incorporate CRTC location-specific airfield maintenance and construction projects into their aviation safety program. (T-3)

A7.2.3.2. CRTCs will **not** maintain the following aviation safety plans/programs:

A7.2.3.2.1. **Hazardous Air Traffic Reporting (HATR) Program.** While deployed to a CRTC, organizations that conduct or support flight operations will report potentially hazardous aviation practices or procedures through that organization's HATR program. (T-3)

- A7.2.3.2.2. **Aviation Safety Awards Program.**
- A7.2.3.2.3. **Operational/Training Squadron Flight Safety Program.**
- A7.2.3.2.4. **Data-centric Proactive Safety Programs.**
- A7.2.3.2.5. **Small Unmanned Aircraft Systems Flight Safety Program.**
- A7.2.3.2.6. **Aero Club Operations.**
- A7.2.3.2.7. **Training Meetings and Briefings.**
- A7.2.3.2.8. **Inspections/Assessments and Monitoring.**

### **A7.3. Occupational Safety.**

A7.3.1. **Program Management.** CTRCs sustain a comprehensive occupational safety program and risk management processes integrating hazard reduction and safety policy into daily operations and activities. Organizations deploying to a CRTC will designate, by signed memo, a Unit Safety Representative (USR) for occupational safety. The deployed USR is responsible for sustaining their organization's Occupational Safety Program by integrating CRTC location-specific program elements. **(T-2)**

### **A7.4. Weapons Safety.**

A7.4.1. **Program Management.** CTRCs are not authorized weapons safety staffing and do not sustain a comprehensive weapons safety program. Organizations with an explosive, missile, nuclear or directed energy weapons mission deploying to a CRTC must incorporate location-specific program elements into their weapons safety program. The deploying organization's Weapon Safety Manager will ensure that weapons-related written instructions, deployment plans, operational orders and local directives involving the storage, handling and inspection of nuclear weapons, missiles, explosives or directed energy weapons are reviewed, modified, and enforced to accommodate CRTC local operating conditions. **(T-3)**

#### **A7.4.2. Plans and Programs. (T-2)**

A7.4.2.1. CTRCs will maintain the following elements of weapons safety plans/programs:

- A7.4.2.1.1. Explosive Site Plan
- A7.4.2.1.2. Base Explosives Map
- A7.4.2.1.3. Installation Hazards of Electromagnetic Radiation to Ordnance (HERO) Survey
- A7.4.2.1.4. Explosives Facility License
- A7.4.2.1.5. Local Instructions affecting weapons safety
- A7.4.2.1.6. Mishap Reporting Process

A7.4.2.2. CTRCs will **not** maintain the following weapons safety plans/programs:

- A7.4.2.2.1. Missile Safety
- A7.4.2.2.2. Nuclear Surety
- A7.4.2.2.3. Directed Energy Safety Program

#### A7.4.2.2.4. Weapons Safety Committees

### A7.5. Medical.

A7.5.1. **Aerospace Medicine Enterprise (AME).** CRTCs are not organized, trained nor equipped as a Medical Treatment Facility (MTF), Guard Medical Unit (GMU), Limited Scope Medical Treatment Facility (LSMTF) or Medical Aid Station (MAS) within the Aerospace Medicine Enterprise (AME). CRTC AME staffing is insufficient to provide timely and professional emergency response to aviation, operational, mass casualty, and aircraft mishap response, CBRN events to minimize adverse health consequences and preserve operational capabilities based on the principles of the Air Force Incident Management System (AFIMS) IAW AFI 10-2501, Air Force Emergency Management (EM) Program Planning and Operations and AFI 41-106, Medical Readiness Program Management. (T-2)

A7.5.2. **CRTC Aerospace Medicine Enterprise Support Agreements .** CRTCs will implement AME programs through a support agreement with a GMU or contract. NGB/SG will assign/coordinate a supporting GMU for each CRTC. The overall responsibility for execution of AME programs at a CRTC resides with the GMU, even though services may be provided through a contract. CRTCs will establish and sustain a support agreement with a GMU or contract to provide AME programs. At a minimum, the support agreement will address the following programs: Flight and Operational Medicine, Occupational and Environmental Health, Force Health Protection and Medical Readiness, Community Health, Human Performance Sustainment, Emergency Response/Disaster Management, and Health Promotion. (T-2)

A7.5.3. **CRTC Medical Training Facilities .** DAFMAN 32-1084, Facility Space Standards, establishes a functional standard for a Reserve Forces Medical Training/Administration facility (CATCODE 171-450) at a CRTC. The purpose of the facility is to provide space for medical training and administration, with areas designated for the commander, chief nurse, physical and dental exams, immunization, classrooms, nurses' station, bio-environmental engineering and environmental health, and medical administration to support a flying unit while deployed to a CRTC. (T-2)

### A7.6. Aircraft Maintenance.

A7.6.1. **See DAFI 21-101 ANG Supplement.**

**A7.7. Fire.** IAW DAFI 32-2001, ANG CRTC Fire staffing primarily consist of civilian state employees and fire services members led by a qualified fire chief. Their primary purpose and functions are to protect CRTC (and tenant/civilian organization) installations, personnel, and resources from fire/emergency service activity and/or damage. (T-2)

**A7.8. POL & Material Management.** To be published at a later date.

**A7.9. Emergency Management (EM).** IAW AFI 10-2501, CRTC EM Focal Points will publish Unit Control Centers and specialized team requirements in the appropriate supplement to this AFI and Installation Emergency Management Plan (IEMP) 10-2. (T-2)

A7.9.1. **Command Post/Crisis Action Team/Emergency Operations Center Functions.** IAW AFI 10-2501, commanders have discretion on the size and scope of Command Post, Crisis Action Team, and Emergency Operations Center management.

**A7.10. Security.** ANG CRTC security staffing primarily consists of civilian state employees and/or contracted security services led by a senior security forces enlisted service member. Their primary purpose and functions are to protect CRTC (and tenant organization) installations, personnel, and resources from criminal activity, damage, espionage, sabotage, and terrorism. CRTC security staffing is organized as follows:

A7.10.1. **Security Management** . A CRTC senior security forces enlisted leader oversees the standardization and evaluation of security functional mission performance. **(T-2)**

A7.10.2. **Intelligence Flight** . CRTC security functions do not include intelligence staffing to provide force protection, intelligence liaison and investigations. **(T-3)**

A7.10.3. **Operations and Training Flight** . Functions include day-to-day installation security and administering security training programs. Confinement program management and military working dog management is not included. **(T-2)**

A7.10.4. **Logistics Flight** . Functions include security resource advisor, armory, weapons maintenance (CRTC weapons only), supply management, vehicle management, and electronic system security management. Mobility (unit deployment) management and combat arms training is not included. **(T-2)**

A7.10.5. **Plans and Programs Flight** . Functions include reports and analysis, plans administration, installation security, resource protection, physical security, crime prevention, antiterrorism program, police services planning, Security Forces Management Information System, and contractor oversight. Pass and Identification is not included. **(T-3)**

A7.10.6. Organizations deploying weapon systems and platforms to a CRTC bear responsibility for providing any extraordinary security measures beyond the scope of CRTC security capabilities. The deploying organization is responsible for providing materiel and personnel for extraordinary security measures (those that require heavy expenditures of funds, equipment, manpower or unique or unusual technology) necessary to protect assets deployed to a CRTC. **(T-3)**

## **A7.11. Logistics and Supply.**

### **A7.11.1. Traffic Management Office.**

A7.11.1.1. The primary purpose and functions are to receive and package items for shipment or storage, prepare budget estimates for materials and equipment, and inspect items for identity, quantity, and condition. TMO also certifies hazardous cargo to be moved by surface/air and ensure hazardous or oversized permits are required before movement. TMO uses carrier tariffs and rates to determine the mode and cost of commercial transportation to move and arrange shipments and are required to operate and maintain material-handling equipment, such as forklifts and hand trucks. ANG CRTC complies with AFMAN 24-206, AFI24-301 and DAFI 24-602 V2 only. **(T-2)**

A7.11.1.2. Organizations deploying to the CRTC must notify prior to deployment if shipping/receiving, Forklift operations, or hazmat certification support is required. Organizations must also provide a TAC or FedEx account authorization. If line hauling cargo to ANG CRTC must provide forklift operators to meet cargo at destination. Incoming Units must provide Ground Transportation personnel for movement of assets, as

well as provide 2T2s for deployment regeneration. JI certifiers prior to airlift are required. **(T-3)**

#### **A7.11.2. Material Management.**

A7.11.2.1. ANG CRTC Materiel Managers follow DAFI 23-101, AFMAN 23-122, and AFH 23-123. CRTC Materiel Management sections primarily consist of Asset Management, Individual Equipment, Hazmat Pharmacy, Customer Service Section/Flight Service Center, and Equipment Accountability Element. Their primary purpose and functions are to manage the receipt, stockage, storage, issuance, inventory, and inspection of CRTC assets, operating materials, supplies, and equipment. Also manages item, monetary and inventory controls, and warehousing functions for accountable assets. **(T-2)**

A7.11.2.2. ANG CRTC does not provide PPE, office supplies, or military equipment organizations unless coordinated in advance. **(T-3)**

A7.11.2.3. ANG CRTC do not store hazardous materials. All hazardous materials are ordered as needed through Enterprise Environmental, Safety & Occupational Health-Management Information System (EESOH-MIS). Organizations deploying to a CRTC are to inform Environmental of all hazardous materials coming on the installation prior to arrival. Organizations are responsible for disposal and must take all hazardous materials brought with them upon departure. **(T-3)**

#### **A7.12. Services.**

##### **A7.12.1. Contingency Quarters**

A7.12.1.1. ANG CRTCs operate Contingency Quarters (CQ) facilities as an integral part of their infrastructure providing an integrated, year-round, realistic training environment for deployed units to enhance their capabilities and combat readiness. DAFMAN 32-1084, Facility Requirements Standards, labels ANG CRTC CQ facilities as “Contingency Quarters”, designed for housing a mixture of officer and enlisted personnel deployed on training events. These facilities provide bare minimum shelter that does not meet the criteria for dormitory space. DAFMAN 32-1084 Facility Space Standards, further describes Contingency Quarters facilities to include sleeping rooms (open bay barracks and individual), lounges or day rooms, study areas, vending areas, laundries, and bathrooms. Additionally, CRTC CE will establish ten rooms as Unaccompanied Housing. **(T-2)**

A7.12.1.2. CQ facilities are not part of the Air Force lodging program and do not adhere to lodging standards defined in AFMAN 34-135, Air Force Lodging and Air Force Laundry and Linen Exchange Programs. The Commander has authority IAW AFI 32-6000, for members of the Air National Guard on active duty for training (school and annual tours) and for reasons other than training (mandays, activation, mobilization), to be assigned UH as determined by the Commander at the permanent duty station. Service members requesting UH must ensure their orders are “Dependent Restrictive Orders.” See [Attachment 6](#) – UH Memorandum for Record template. **(T-2)**

A7.12.1.3. CRTCs do not charge ANG members for use of CQ facilities unless the level of service exceeds day-to-day sustainment costs i.e. daily room cleaning service, loss, damage or theft of CQ furnishings and equipment, rental of equipment, placement and pickup of dumpsters and portable latrines; or additional refuse pickups. Each site in

coordination with State USPFO will develop and maintain a lodging rate cost analysis review annually. The site should maintain these reviews for up to five fiscal years. **(T-2)**

A7.12.1.4. When authorized in writing by the CRTC Commander, non-ANG Federal agencies, including DoD components, may utilize CQ facilities. These entities will reimburse the CRTC through an interservice, intraservice or intragovernmental support agreement enumerating the details concerning facility use and costs. **(T-3)**

#### **A7.12.2. Dining Facilities (DFAC).**

A7.12.2.1. ANG CRTCs maintain the facilities and equipment necessary for deploying organizations to conduct food services operations. Organizations deploying to a CRTC are responsible for conducting food services operations by providing an ANG Services team or utilizing their Contracting Office to arrange a food service contractor. CRTCs will provide facilities for storage of food (perishable, semi-perishable and operational) and food service equipment. **(T-3)**

A7.12.2.2. Organizations deploying to a CRTC are responsible for coordinating the ordering the subsistence and other food service supplies prior to arrival. Likewise, the deploying organization will utilize appropriate Contracting Office and subsistence Government Purchase Card (GPC) to purchase subsistence or other food service supplies not available through the normal subsistence provider. **(T-3)**

A7.12.2.3. ANG CRTCs are not authorized to maintain or distribute War Readiness Materiel (WRM) type rations such as Unitized Group Rations (UGR) and Meals Ready to Eat (MRE). Organizations requiring WRM operational rations to supplement their training are responsible for coordinating their authorization, acquisition, storage, use, and replacement. Units in need of rations will coordinate with CRTC/SVS and NGB/A1XR. Unit will follow the NGB/A1XR operation rations guide. **(T-2)**

A7.12.2.4. Organizations deploying to a CRTC and conducting food services operations are responsible for ensuring a contingency plan is in place to mitigate unforeseen DFAC closures or a food service contractor fails to meet the conditions of the contract. **(T-3)**

#### **A7.12.3. Services Oversight.**

A7.12.3.1. CRTC Services will maintain functional oversight of related programs to include Fitness & Sports, Morale Welfare & Recreation, contingency quarters, and food service. Develop internal controls for assets and funds management.

A7.12.3.2. CRTCs Services fulltime and DSG staff are authorized to attend the NGB/A1 Skill Enhancement Courses (SEC). POC for SECs is NGB/A1XR.

#### **A7.13. Finance.**

A7.13.1. In concert with designated parent wing, that wing shall serve as the Financial Management Flight (FMF) officer and maintain financial oversight of all Federal resources, IAW AFI65-601 Vol. 1, **para. 1.1**. Some sites have FMF officers providing oversight for federal funding. MIL and CIV pay are still handled by appropriate parent wings.

A7.13.1.1. The wing shall serve as the Comptroller and Budget Officer for both parties. Some sites have Comptroller and Budget Officer roles.

A7.13.2. The wing shall provide training and maintain documentation for all Resource Advisors; to include, but not limited to appointments, terminations, and training certificates. Some sites maintain training and appointment documentation for Resource Advisors.

A7.13.3. The wing shall provide Customer Service/Customer Support functions, IAW AFMAN65-116, Vol.1 and AFI 38-101; to include, but not limited to PRA audits, entitlement certifications (i.e. BAH, PCS), Leave audits, and access to financial systems as necessary/required to support financial operations.

A7.13.3.1. The wing shall serve as the Terminal Area Security Officer (TASO) for both parties. Some sites have TASOs assigned.

A7.13.4. The wing shall provide all civilian pay functions IAW DoDFMR Vol. 8; to include, but not limited to, updates to the Defense Civilian Pay System, Timekeeper and Certifier training, staff assistance visits, reporting and audits.

A7.13.5. The wing shall conduct Financial Working Groups (FWG) and Financial Management Boards (FWB) for both parties, IAW AFI65-601 Vol. 2, para. 9.3, 9.3.1, and 9.3.1.2. Some sites conduct internal FWG and FMB supporting local funding.

A7.13.6. Serve as the Financial Management Quality Assurance Manager (QAM) for both parties, IAW AFI65-202, para 2.3, 2.4 and figure 2.1 and ensure CRTC personnel are included in QAM meetings.

A7.13.6.1. Monitor internal controls to prevent Fraud, Waste, and Abuse.

A7.13.6.2. Ensures compliance with Financial Improvement and Audit Readiness.

**A7.14. Airfield Management.** All aircraft movements scheduled to occur outside of published ANG CRTC apron hours will be covered by the unit's Airfield Management manning support, unless otherwise coordinated. Qualified Airfield Management manning support should arrive prior to, or on, the first aircraft's arrival and leave on the final aircraft or following the unit's redeployment. Manning support will obtain local airfield familiarization training, coordinate the visiting unit's aircraft parking plan and bring yellow, retroreflective tape for marking aircraft spots, if applicable. The visiting unit's Airfield Driving Program Manager will receive non-controlled movement area airfield driving training, plus training materials, to train all players utilizing vehicles and equipment on ANG aprons. A signed memorandum stating individuals were trained and previously had an airfield competency card from home station will be on file with the CRTC prior to apron utilization. CRTC Airfield Management is available to train on Specialty Training Standards, mission dependent and with prior coordination

**A7.15. Vehicle Maintenance.** Vehicle Maintenance provides transportation such as blue fleet vehicles, GSAs, and MHE for visiting units that have the requirement for their deployment. Only vehicles from the base training fleet will be signed out to visiting units. A vehicle request will be filled out and sent to the Vehicle Dispatch office prior to arrival. Any vehicle that is required to leave the permissive operating distance (POD) will be required to fill out an out of POD request and signed by the Vehicle Fleet Manager and the Director of Support prior to leaving. Visiting units are responsible for providing drivers. All vehicles will be signed out by the unit's Vehicle Control Officer who will coordinate with the CRTC for designated requirements.

**A7.16. Petroleum, Oils, and Lubricant (POL).** IAW AFI 23-201, POL maintains and operates fuels and cryogenic facilities and equipment. Inventories, receives, stores, transfers, and issues



petroleum, cryogenics, and alternative fuel products. Performs quality analysis on petroleum and cryogenics products. Performs preventive and operator maintenance on fuel dispensing vehicles and handling equipment, fuel dispensing systems, and conducts operator inspection and maintenance on facilities. Prepares receipt, inventory, and issue documents to support fuel and cryogenic product accountability. Operates specialized fuels vehicles and support equipment.