BY ORDER OF THE COMMANDER AIR FORCE GLOBAL STRIKE COMMAND

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AIRCRAFT AND MISSILE SCHEDULING PROCEDURES

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This instruction implements AFPD 21-1, *Maintenance of Military Materiel*; AFI 21-101, *Aircraft and Equipment Maintenance Management*, AFI 21-101_AFGSCSUP, *Aircraft and Equipment Maintenance Management*; and AFI 21-200, *Munitions and Missile Maintenance Management*. It establishes policy and assigns responsibility for the operations group (OG), maintenance group (MXG), and mission support group (MSG) commanders to develop and execute flying and maintenance programs. It provides a broad management framework for the Group Commanders to adjust procedures to compensate for mission, facility, and geographic differences of the units. This instruction also prescribes policies and procedures governing aerospace equipment maintenance management and intercontinental ballistic missile (ICBM) maintenance management for Air Force Global Strike Command (AFGSC). It applies to all AFGSC Aircraft,

Munitions and ICBM maintenance personnel regardless of Air Force Specialty Code. This publication applies to the Air National Guard (ANG) and the Air Force Reserve Command (AFRC) Classic Associations. Units may publish a single supplement to consolidate local policies mandated by this AFGSCI. Units may also develop separate Operating Instructions as long as they are referenced in their 21-165 instruction. 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). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*, through appropriate chain of command to **AFGSC.A4BX.workflow@us.af.mil.** The authority to waive wing/unit level requirements in this publication is delegated to AFGSC A4 unless stated otherwise following the compliance statement.

(BARKSDALE) This publication implements the aircraft scheduling policies in Air Force Global Strike Command Instruction (AFGSCI) 21-165, dated 29 December 2015. It provides guidance and procedures on conducting maintenance operations throughout Barksdale AFB. It applies to all 2d Bomb Wing units involved in aircraft maintenance and flying schedules or related activities for the MXG and OG. This publication does pertain to the Air National Guard and Air Force Reserve operationally assigned to 2 BW. 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).Contact supporting records managers as required. Refer recommended changes and questions about this publication to the OPR listed above using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate chain of command.

SUMMARY OF CHANGES

This interim change revises AFGSCI 21-165 by (1) corrects administrative discrepancies, (2) the duty title “AMU Lead Production Superintendent” is injected into numerous paragraphs throughout the instruction, (3) includes hot pit guidance for the B-1 units as it pertains to deviation recording, (4) removed duplicate guidance on the Annual Planning Cycle process.

Chapter 1

MANAGEMENT PHILOSOPHY

1.1. Scheduling. The purpose of the wing flying hour program (FHP) is to maintain the readiness of the aircrews to assigned Designed Operational Capability (DOC) missions or to provide initial training. It should be a planned, methodical approach to achieve this goal. Additionally, the weekly flying and maintenance schedule directly dictates the workload of a major portion of wing personnel from flight line mechanics to dining facility personnel. The program is directly tied to wing funding and is one of the most important products the wing produces. The right resources should be dedicated to producing an effective and efficient plan.

1.2. Annual Plan. The annual plan is the most important element of the FHP. With smart planning, programming and updating of the immediate (in-year) and long-range (out- year) programs, the challenges of managing this program can be largely eliminated. Programs that are not carefully worked and planned waste an inordinate amount of resources in preparation effort and may cause the unit to fall short of meeting their flying hour goals.

1.3. Planning. The more planning factors that can be built into the flying schedule, the more stability you will have to meet the operations and maintenance workload. Additionally, maintenance schedulers can target maintenance resources and use them more efficiently to reduce the variation within the scheduling process. It is critical that Maintenance Management Analysis (MMA), along with Plans, Scheduling and Documentation (PS&D), perform a monthly maintenance, personnel and facility capability studies as part of First Look, and cross-check this study with the flying hour program to ensure the program is supportable. If the unit's mission cannot be supported within the unit's organic capacity limitations, then changes must be made to ensure successful execution. Always be mindful that resources (personnel, aircraft, and equipment) should not be over-tasked. When capability is exceeded, notify squadron and group senior leadership so the plan can be adjusted to meet objectives. Remember, failure by the schedulers to make appropriate inputs and properly project capabilities could force the wing or squadron to try to execute a program that is not supportable.

1.4. Deployments. As the program is developed, schedulers should also consider the time required to prepare for deployments. Scheduling normal flying or surges in the days immediately preceding a deployment/ temporary duty (TDY) may impact the ability of maintenance personnel to prepare the aircraft appropriately. Personnel need time to prepare for deployments (pre-deployment briefs, out-processing and personal business). Conversely, you have a problem if you plan to resume normal operations too quickly after returning to home station. This is a sure way to deplete your resources, wear down your personnel, and fail to meet your programmed goals.

1.5. Unscheduled Events. Solid planning is the key to success, but pop-up events can influence or cause turbulence to the scheduling process. For example, poor winter weather has forced units to heavily weigh their programs toward the good weather months via planned attrition. However, weather being what it is—"unpredictable"-- may not materialize as planned. If this occurs, units are then faced with a dilemma: maintain the sortie utilization (UTE) plan as is or overfly the program. The recommended solution is to take advantage of the unexpected "good" weather and fly. However, care must be exercised not to exceed the maintenance capability for

the sake of getting ahead. If you overfly or underfly the approved program by more than 10 percent, then units should consider reflowing the balance of their flying program.

1.6. Overflys. In developing the reflow, care must also be exercised to ensure sufficient sorties/hours remain in the months from which the sorties/hours are removed. Wings will supplement and develop local policy to manage this resource.

1.7. Bomber FHP Management. The Training and Standardization Evaluation Division (AFGSC/A3T) is the point of contact for changes that impact the overall yearly flying program. All changes that impact the overall programmed hours or sorties must be approved by AFGSC/A3T and subsequently AFGSC/A3 prior to final approval by ACC/A3T. If the changes do not affect the overall program, the unit's OG, in coordination with the MXG, will provide a copy of the reflow to AFGSC/A3T to ensure the correct numbers are being reported at the local, MAJCOM, and Air Staff level.

1.8. Helicopter FHP Management. The Helicopter Operations Division (AFGSC/A3H) is the MAJCOM manager of the helicopter yearly FHP. All changes that impact the overall programmed hours or sorties must be approved by 20 AF/A3 and AFGSC/A3H and subsequently AFGSC/A3. Any changes to the programmed FHP should be coordinated with the 582 HG, who in turn will provide a copy of the reflow to 20 AF/A3H, then AFGSC/A3H to ensure the correct number is being reported to AF/A3O.

1.9. Surges. A surge is a method of generating an increased number of sorties and hours to make up for short comings in meeting the FHP or ops training requirements. Surges should be forecasted to meet aircraft availability. The Aircraft Maintenance Unit (AMU) scheduler will provide aircraft availability in concert with the AMU Lead Production Superintendent and the Operations Schedulers to efficiently plan and execute a surge.

Chapter 2

GENERAL RESPONSIBILITY AND POLICY

2.1. Responsibilities. Commanders at all levels are responsible for compliance with this instruction.

2.2. Policy. This instruction provides procedures and audit methods for units to develop their flying and maintenance scheduling program, and analyze their effectiveness. It is intended to be a local tool for operations and maintenance activities to use in support of their programs. Reviewing reasons for deviating from the flying and maintenance schedule will allow wing commanders (WG/CC) and staff to evaluate unit flying program and scheduling procedures. Higher Headquarters (HHQ) management attention is directed to those areas beyond a unit's control.

2.3. Objectives. This instruction allows units the flexibility to meet mission requirements through effective flying and maintenance scheduling. Scheduling evaluation procedures provides an audit trail to identify problems in flying and maintenance schedules. The primary purpose of unit scheduling assessment is to evaluate the effectiveness of the unit's flying program in support of combat capability.

2.4. Applicability. This publication is applicable to all AFGSC units possessing or units supporting AFGSC aircraft; including contractor maintained aircraft. **Exception: Chapter 5**, Maintenance Scheduling Effectiveness, is applicable to missile wing ICBM maintenance. For purposes of this instruction, 582 HG/CC (or designated representative, authorized in writing) is equivalent to WG/CC.

2.5. Reporting Requirements. Units will use Integrated Maintenance Data System (IMDS) reporting procedures; this includes contractor-maintained, wing-assigned aircraft. In the event the contractor is not obligated to utilize IMDS, the MXG commander is responsible to ensure all reporting procedures are followed.

2.6. Standards. Standards and goals assist commanders in assessing the effectiveness of unit performance. The AFGSC maintenance scheduling effectiveness standard is 95 percent for aircraft maintenance and 90 percent for ICBM maintenance. There are three aircraft flying scheduling effectiveness (FSE) standards developed by AFGSC/A4B, approved by AFGSC/A4, and disseminated to units each September. Overall FSE rate is measured using recorded deviation data as outlined in **Chapter 4**. Operations and Maintenance (O&M) FSE rate includes deviations only in the maintenance and operations categories.

2.6.1. **(Added-BARKSDALE)** Flying Scheduling Effectiveness (FSE) and Maintenance Scheduling Effectiveness (MSE) is calculated against the signed 2 BW/CC published flying pages on the 2 MO scheduling SharePoint which includes pen-and-Ink changes when authorized. **NOTE:** Published flying pages will identify all sorties in local date and time by take-off sequence.

2.6.1.1. **(Added-BARKSDALE)** AMU sections will provide reasons for all missed maintenance actions to Wing PS&D NLT one hour prior to the daily MXG stand up meeting.

2.6.2. **(Added-BARKSDALE)** Any maintenance action that requires outside agency for completion is required to be published in the weekly maintenance schedule (e.g. DFT/CFT) but will not be included in the calculation of MSE.

2.7. Waivers. Waiver authority for this publication rests with HQ AFGSC/A4. AFGSC waiver requests are submitted by the WG/CC. See **Attachment 2**, Waiver/Change Request Format.

2.8. Standardization. Wings/Groups will develop a supplement to this instruction standardizing scheduling practices for the wing and each assigned mission design series (MDS). Minimum topics will include standardized flying windows, specific surge rules, quiet hour policies, cross country take-offs and returns, minimum turn times, crew ready times, etc. Supplements will include local schedule input and publishing deadlines along with any wing unique requirements.

2.8.1. **(Added-BARKSDALE)** Weekly schedule meeting slides and changes to the schedule are due to OSS/MO PS&D as follows: For the OSS/AMXS Pre-21-165 meeting (normally held on Tuesday): 0900 Tuesday, the 2 OG/MXG/CC Pre-21-165 meeting (normally held on Wednesday): 0800 Wednesday, and the 2 BW/CC 21-165 meeting (normally held on Thursday): 1230 Thursday, MO PS&D will compile all 2 MXG unit submissions 1-hour prior to the scheduled meeting start time to 2 OSS/Scheduling. 2 OSS/Scheduling will compile the completed briefing slides for the meeting.

2.8.1.1. **(Added-BARKSDALE)** Patriot Excalibur (PEX) flying pages will be considered final at 0900 on Wednesdays and 1100 on Thursdays in preparation for the 21-165 meetings. MO PS&D will forward PEX flying pages to the AMU production staffs by COB Thursday. Both operations and maintenance schedulers will validate the flying pages. This effort will de-conflict take-offs and landings, verify proper fuel loads, configuration codes, tail-numbers and spares. All weekly schedule inputs are due to MO PS&D by NLT two hours prior to the 21-165 meeting (normally held at 1500 on Thursday). Any changes identified during the 21-165 briefing to the 2 BW/CC will be corrected by 1600 that same day.

2.8.1.2. **(Added-BARKSDALE)** The weekly schedule will normally be signed on Thursday at the 1500 Wing Stand Up (21-165) meeting. In the event of a family day, training day, safety day, federal holiday, down day, wing UTE day, etc. the schedule will be signed on Wednesday at the 21-165 meeting or when directed by the 2 BW/CC.

2.8.1.3. **(Added-BARKSDALE)** During weeks in which there is only a 3 day workweek (e.g. Monday-Wednesday) two weeks' worth of weekly schedules will be signed the week prior. (Example: Week 3 is a 3 day workweek. During Week 2, the weekly schedules for Week 3 and 4 will be signed). In the event of a scheduled exercise the weekly schedule will be signed for two weeks (Example: Week 2 is a scheduled exercise week. During Week 1, the weekly schedules for Week 2 and 3 will be signed).

2.8.2. **(Added-BARKSDALE)** Weekend air shows and flybys that do not run concurrently with previously scheduled training will be limited to two per month and will be approved by the 2 MXG/CC and 2 OG/CC.

2.8.3. **(Added-BARKSDALE)** Requests for aircraft static displays must be sent to the following addresses (The only exception is "Warrior Huddle" days. These days are designated static display days.) : **2MOS.MXOOP@us.af.mil** and **2OSSOSO@us.af.mil**. Requests must be submitted at least 2 weeks prior to event. Due to aircraft availability, last minute requests will be considered on a case by case basis by OG & MXG leadership. Static displays will be briefed at the weekly shared resources meeting and Pre-21-165 meeting.

2.8.4. **(Added-BARKSDALE)** PS&D will publish the weekly, monthly, quarterly and annual schedules in the PS&D SharePoint. In the event of SharePoint being down, PS&D will e-mail out schedules to the appropriate workcenters.

2.9. Airframe Capability and Scheduling. To ensure accurate projection of operations and maintenance capacity, units will compute airframe capabilities using only the number of Primary Aircraft Inventory (PAI) aircraft; do not include Backup Aircraft Inventory (BAI) or attrition reserve aircraft. Operational and training schedules will be based on the capability of PAI aircraft to execute the schedule. The OG/CC and MXG/CC will ensure BAI and attrition reserve aircraft are not computed when building the flying program.

2.9.1. **(Added-BARKSDALE)** To the maximum extent possible to meet Maintenance and Operational needs a 12- hour flying window measured from first scheduled take-off to last scheduled landing should be adhered to for flights originating/terminating from home station. Requirements to exceed 12 hour window will be approved by 2 OG/CC (or designated representative) and the 2 MXG/CC (or designated representative) NLT Pre-21-165 the week prior.

2.9.2. **(Added-BARKSDALE)** For noise abatement, Quiet Hours refer to Barksdale Instruction 11-250.

2.9.3. **(Added-BARKSDALE)** Planning factors used to maximize sortie production. Planners will use the flying turn pattern in Table A2.9.3. for turn patterns. If a deviation from these turn times is required, the flying squadron scheduling section or operations supervisor must coordinate with Aircraft Maintenance Unit (AMU) OIC/NCOIC.

2.9.4. **(Added-BARKSDALE)** AMU production superintendent will call the Maintenance Operations Center (MOC) when aircraft are crew ready no later than two hours prior to take off. Crew station times will be 1-hour and 30 minutes prior to scheduled take off time (2-hours with weapons).

2.9.5. **(Added-BARKSDALE)** Barksdale AFB will use general surge rules when directed by group and/or wing leadership. The following rules are guidelines and NOT intended to be inflexible: avoid starting a surge on the first duty day of the week; schedule recovery time after the surge in the weekly/monthly schedule, typically 1 to 2 days of little to no flying, thus maximizing pilot availability and limiting heavy maintenance, Weapons Load Training (WLT) and phase. Try to schedule sortie surges in the first two weeks of the month to the maximum extent possible to avoid insufficient time remaining in the month to recover from unscheduled weather cancels and other unforeseen events.

2.9.6. **(Added-BARKSDALE)** Sortie surges should not be scheduled Friday through Sunday and should be 50% or greater than the normal daily sortie rate. Sortie surge

operations should be discussed and approved as part of the Quarterly and MOP process. The maintenance community, by knowing when surges are programmed, can ensure the force is properly managed so that preventative maintenance actions are properly scheduled and the aircraft phase/inspection flow is managed in preparation for the surge.

2.9.7. **(Added-BARKSDALE)** Cross-country take offs and returns will be printed in the weekly schedule. Use of MO PS&D designated sortie sequence numbers for MMA and MOC tracking purposes in IMDS. When an aircraft is not generated from Barksdale the take-off and landing times will be TBD and coordinated NLT 24 hours prior with the AMU OIC/NCOIC or lead production superintendent.

2.10. Alert Aircraft. Aircraft Maintenance Unit (AMU) Officer in Charge (OIC) and Noncommissioned Officer in Charge (NCOIC) will ensure aircraft entering or coming off alert are managed to avoid Hangar Queen status as a result of extended idle alert periods. MMA will review sortie performance and reliability trends of aircraft coming off alert/immediate response (IR) and present performance analysis to affected AMU and Maintenance Operations (MO) supervision.

2.11. Electronic Publishing. Plans and schedules may be published via electronic means (e.g., web pages or e-mail) provided operations security is not compromised. Normal daily operations and training schedules are FOUO and should not be restricted to classified systems.

Chapter 3

FLYING AND MAINTENANCE SCHEDULING PROCEDURES

3.1. Flying and Maintenance Planning Cycle. The objective of the flying and maintenance planning cycle is to execute the wing FHP consistent with operational requirements (AFI 11-102, *Flying Hour Program Management*) and maintenance capabilities. These procedures enhance operations and maintenance interface. The flying and maintenance planning cycle begins with the annual allocation of flying hours and UTE, refer to AFI 11-102_AFGSCSUP, *Flying Hour Program Management,* for additional information on flying hour allocation and planning procedures. Maintenance schedulers must understand operational needs to determine supportability and operations schedulers must consider maintenance capabilities. Maintenance and operations schedulers will develop a proposed annual flying plan balancing both operational requirements and maintenance capabilities. The annual plan, detailed by month, will evaluate the capability of maintenance to support the annual flying hour program. OSS Current Operations Flight Scheduling will coordinate, consolidate and forward the plan to the Current Operations Flight/CC, AMXS/CC, MOO, Munitions Officer/Munitions Control, MO/OIC and MO PS&D. The printed wing plan will include an assessment of the wing's ability to execute the flying hour program. The plan will be presented to the OG and MXG CCs for approval before being approved by the WG/CC. Commit the fewest number of aircraft possible to meet programmed UTE standards and goals. The annual plan is further refined into quarterly/monthly operations and maintenance plans and then into weekly schedules using the guidelines contained in the following sub-paragraphs.

3.1.1. The number and length of sorties are of prime consideration in planning to meet programmed UTE standards/goals based on FHP development based on RAP models or course syllabus.

3.1.2. Principal areas of concern are in the overall flying schedules. For mission accomplishment and improved efficiency, the following must be considered: maximize crew training on all flights, plan alternate missions when possible, ensure configurations and fuel loads are accurate, establish launch and recovery patterns, and utilize historical attrition data.

3.1.3. In wings operating aircraft supported by the MxCAP2 model, PS&D and MMA will coordinate with the AMXS Operations Officer/MX SUPT to establish local requirements, responsibilities and procedures for utilizing the MxCAP2 model to develop, sustain or reflow FHP/contingency requirements.

3.1.3.1. When developing the annual plan, units will utilize the MDS specific MxCAP2 model, if available.

3.2. The Proposed FHP Requirements.

3.2.1. **Proposed FHP process.** The proposed FHP process initiates funding and a unit's FHP for the next fiscal year. MO PS&D and OSS Current Ops lead the development of their Wing's proposed FHP. It's critical that all operational requirements are reviewed and weighed against maintenance capability factors. Units will ensure thorough coordination with all assigned squadrons, aircraft maintenance, 20 AF and AFGSC/A3 prior to ACC submission.

3.2.1.1. **Developing the proposed FHP response:** MO PS&D and OSS Current Ops will ensure the proposed FHP process is initiated **NLT 15 March**. MO PS&D will coordinate with MMA and other work centers to populate MxCAP2 Model requirements for each AMU. **Note:** Manning information is current data for each AMU based on historical data. The capabilities are due back to MO PS&D no later than the last workday of March. This process identifies operational requirements and maintenance capability for the next fiscal year. Units will perform the flowing steps prior to submitting their FHP to AFGSC/A3.

3.2.1.2. MO MMA will develop, or assist with the compilation of any historical airframe, personnel and facility data, as needed, for the FHP model development.

3.2.1.3. MO PS&D will validate/refine any data provided by MO MMA for the FHP Model development. Once the FHP model is updated, MO PS&D will ensure that the FHP model data is provided to Operations Squadron (OS) Scheduling, Operations Support Squadron (OSS), AMU OIC/NCOIC, AMXS/CC/MOO and to MXS/CC/MOO.

3.2.1.4. NLT 5 duty days after OSS Current Ops receives the proposed FHP message (NLT 31 May IAW AFI 11-102 and AFI 11-102_AFGSCSUP); OSS Current Ops will provide MO PS&D a copy of the proposed FHP message and a breakdown of operational requirements to include at a minimum, the following data:

3.2.1.4.1. O&M days

3.2.1.4.2. Sorties/hours/average UTE (hourly & sortie) required (programmed)

3.2.1.4.3. Sorties/hours scheduled (programmed + attrition)

3.2.1.4.4. Average sorties per O&M day and expected turn patterns

3.2.1.4.5. NLT 15 duty days after OSS Current Ops receives the proposed FHP message, MO PS&D will provide proposed FHP maintenance capability projections in a monthly format to OS Director of Operations, AMU OIC/NCOIC and AMXS/CC/MOO. Projections will include proposed FHP operational requirements, an assessment of maintenance's ability to support the monthly contract requirements, and an overall assessment of the unit's maintenance capability to meet the annual flying hour program.

3.2.1.5. NLT 25 duty days after OSS Current Ops receives the proposed FHP message, MO PS&D will gather the AMXS and OS coordinated responses to the proposed FHP message and forward them to OSS Current Operations Flight Scheduling for consolidation into a comprehensive package that includes a breakdown of the following items by OS/AMU:

3.2.1.6. **Utilization (UTE) Rate** is the number of sorties (SUTE) or hours (HUTE) an aircraft must fly per month in order to meet the annual requirement. UTE will be computed by month for the entire fiscal year for contracted (required) and scheduled sorties or hours. See AFI 21-101, Chapter 15 for additional guidance. SUTE/HUTE is calculated using the following formula: **(Sorties/Hours flown per month) / (PAI per month).**

3.2.1.7. Aircraft Authorizations:

3.2.1.7.1. HQ USAF specifies the PMAI for each unit in the USAF Programs Aerospace Vehicles and Flying Hours.

3.2.1.7.2. Units projected to possess less aircraft than authorized may be assigned a revised PMAI or Chargeable Aircraft Authorization (CHRG) for UTE and flying hour computations. The CHRG will be displayed for each applicable unit in allocation messages.

3.2.1.8. **Sorties contracted/scheduled per day.** Sorties/hours per day will be computed by month for each OS/AMU per O&M day to meet the operational requirement using the following formula: **(Number of Sorties/Hours Required) / (Number of O&M days in a Given Month).**

3.2.1.9. **Monthly scheduled sorties.** Compute monthly scheduled sortie requirements using the following formula and rounding any part to the next whole sortie or hour: **(Number of Sorties/Hours Required) / (1 Minus the Attrition Factor).**

3.2.1.10. **Phase Dock Capability**. MO PS&D and MO MMA will compute and provide the phase dock capability projection. This projection will be reviewed with AMXS and MXS supervision. Phase dock capability correlates to how many airframe inspection hours maintenance can support in a given month. Compute dock capability using the following formula: (Number of O&M Days) divided by (Number of PH/ISO Days) multiplied by (Inspection Cycle) = Inspection Dock Capability.

3.2.1.10.1. NLT 30 duty days after OSS Current Ops receives the proposed FHP message, MO PS&D and OSS Current Ops will co-chair a proposed FHP meeting with all required agencies. Agencies will include but are not limited to AMXS, MXS, MUNS, MSG (e.g., Fuels) and OS. Capability studies and operational requirements will be discussed and reviewed. Any maintenance, operational, or support shortfall will be noted and briefed to the MXG, OG and MSG CCs.

3.2.1.10.2. MO PS&D and OSS Current Ops will compile the airframe, personnel, and facility capability studies, operational requirements (paragraph 3.2.1.4), and any noted shortfall. A package will be prepared and briefed to group commanders (MXG/OG/MSG) prior to the WG/CC's final approval. Once approved, the OG and MXG will provide 20 AF/A3, and subsequently, AFGSC/A3 a coordinated proposed FHP response message. AFGSC/A3 will forward the FHP message to ACC/A3T. The message will depict the operational requirements by month for the next fiscal year and provide an overall capability statement of the unit's ability to meet the plan. Maintenance and operational shortfalls will be noted and explained.

3.2.1.10.3. NLT 35 duty days after OSS Current Ops receives the proposed FHP message, they will compile a package to present to the MSG, OG and MXG/CCs (or equivalents) before being presented to the WG/CC for approval. MO PS&D will review the comprehensive package submitted to OSS Current Operations Flight Scheduling and provide feedback to AMU OIC/NCOIC, AMXS/CC/MOO and MXG/CC as required. Final assessments of maintenance capabilities to support the operations proposed FHP projections are then sent to ACC/A3TB and ACC/A4M (after prior coordination and approval from 20 AF/A3, AFGSC/A4 and AFGSC/A3).

The proposed FHP response message is due to ACC/A3T NLT the proposed FHP message suspense date.

3.3. COMBAT AIR FORCES (CAF) Baseline Allocation Message. Once COMACC approves a unit's proposed FHP response, the CAF Baseline Allocation message will become the contract. This message will be forwarded to the unit **NLT 1 Sep** each year and will be the basis for the unit's annual flying and maintenance planning process. **Note:** IAW AFI 11-102_AFGSCSUP, except for emergencies or HHQ tasking at year-end (e.g., hurricane evacuations), **UNIT FLYING HOUR PROGRAMS WILL NOT BE OVERFLOWN** by more than 20 hours per MDS **WITHOUT PRIOR HHQ APPROVAL.** Wing commanders are not required to "zero out" their annual flying hour program at the end of the fiscal year. The last flying day of the year should be planned and flown as a normal flying day and should not be truncated solely because the annual flying hour contract has been satisfied.

3.4. Annual Maintenance Planning Cycle. The annual planning cycle develops the wings maintenance and operation plan to support/sustain the FHP established by the CAF Baseline Allocation message. MO PS&D and OSS Current Ops will lead the development of their wing's annual plan. Both maintenance and operations are required to refine their requirements and re-evaluate their capability to support the FHP. It is critical all factors are considered and operational requirements are balanced with maintenance capability throughout the year. MO PS&D will identify all major maintenance impacting airframe availability using IMDS products, such as Time Distribution Index (TDI), Planning Requirements, and Workable TCTO Report (WTR) background products to determine long-range maintenance requirements. MO PS&D and MMA will validate all capability studies. OSS Current Ops will validate their requirements and O&M days.

3.4.1. **Developing the Annual Plan:** MO PS&D and OSS Current Ops will ensure the annual planning process is initiated NLT **15 March** and their Final Flying Hour Program (proposed FHP response) message will be submitted through 20 AF/A3 and AFGSC/A3 to ACC/A3T/A4M NLT the proposed FHP message suspense date. Units will ensure compliance with step 3.4.2 prior to submitting their final FHP (Annual plan).

3.4.2. MO PS&D and MO MMA will build and validate all capability studies which include: airframe, personnel, facility and phase dock projections. The studies will be reviewed and analyzed with AMXS and MXS supervision. Capability shortfalls will be noted and briefed to the MXG/CC.

3.4.2.1. DELETED.

3.4.2.2. DELETED

3.4.2.3. DELETED

3.4.2.4. OSS Current Ops will validate their monthly breakdown of hours and sorties (based on RAP/contingency/curriculum requirements) in the baseline allocation message and provide maintenance the following planning factors:

3.4.2.4.1. DELETED

3.4.2.4.2. DELETED

3.4.2.4.3. DELETED

3.4.2.4.4. DELETED

3.4.2.4.5. DELETED

3.4.2.4.6. DELETED

3.4.2.4.7. DELETED

3.4.2.4.8. DELETED

3.4.2.4.9. DELETED

3.4.3. DELETED

3.4.4. DELETED

3.4.4.1. **(Added-BARKSDALE)** During the execution of the fiscal year Flying Hour Program (FHP), changes and reflows to the annual and monthly plan will be discussed during the quarterly, monthly and weekly scheduling process. The reflow of over or under flown hours, in a specific month, will be accomplished as early as possible. A message will be forwarded to HQ AFGSC/AT3B through 2 OG/CC each time the total contracted hours in any given month are changed. 2 OSS/OSO is responsible for required message traffic to AFGSC/A3TB concerning flight hour management and will ensure coordination with MO PS&D, AMU OIC/NCOIC, and AMXS/MXA. Follow guidelines in AFI 11-102, *Flying Hour Program Management*, for flying hour management and reflow assessments.

3.5. Quarterly Scheduling:

3.5.1. Quarterly scheduling starts with the operational requirement for flying hours, UTE, airframe availability, alert, and other scheduling related data. The OS Director of Operations will provide these requirements to the AMU OIC and Lead Production Superintendent, MUNS Control/Munitions OIC and PS&D NLT the first weekly scheduling meeting the month prior to the effective quarter. AMU supervision and the OS Director of Operations officer discuss these requirements at the scheduling meeting before the quarter being scheduled. Launch/recovery blocks, sortie flow timing, etc., are established based on training ranges and air refueling allocations.

3.5.2. Schedulers ensure quarterly plans are as detailed and accurate as possible at the time of preparation. Include known special missions, depot maintenance input and output schedules, higher headquarters commitments, and lateral command support requirements.

3.5.2.1. Use the following priority to determine which objectives to support if a lack of resources prevents meeting requirements:

3.5.2.1.1. Alert commitments.

3.5.2.1.2. Higher Headquarters directed missions.

3.5.2.1.3. Training.

3.5.3. The OG/CC and MXG/CC will jointly chair a quarterly meeting (e.g., Oct - Dec, Jan - Mar, Apr - Jun, Jul - Sep) NLT the monthly meeting prior to the effective quarter. Quarterly meeting may be held in conjunction with monthly meeting. A rolling 3-month plan briefed each month meets the intent of the quarterly scheduling process. OSS Current Ops compiles,

coordinates, and briefs the quarterly plan to include operational requirements, support capability, and difficulties expected. This meeting may be held in conjunction with the weekly scheduling meeting or as a separate scheduling meeting. Once an approved quarterly plan is established, OSS Current Ops will forward a copy to OS, AMXS, MO, OG/CC, and MXG/CC along with all scheduling agencies. The plan will be posted so it may be viewed by both maintenance and operations. When changes to the quarterly plan are required to achieve the unit objectives, make necessary adjustments to the monthly and weekly plans while keeping within unit capabilities.

3.5.3.1. **(Added-BARKSDALE)** 2 OSS/OSO will post the approved quarterly plan to the 2 OSS scheduling web page and will notify by email the OG/CC, MXG/CC, MO PS&D, and 2 AMXS supervision once the approved plan has been uploaded.

3.6. Monthly Scheduling:

3.6.1. Monthly plans refine quarterly requirements. Forecast and monitor requirements for the current and next 2 months. Include predictable maintenance factors based on historical data along with other inputs, such as flow times for maintenance, all known operational events (e.g., exercises, deployments, and surges) to determine maintenance capability to meet operational requirements.

3.6.1.1. Long-range maintenance plans will be developed in as much detail as possible. All maintenance requirements will be consolidated into a single long-range plan using AF Form 2401, *Equipment Utilization and Maintenance Schedule*, or automated product. As a minimum, the long-range plan will show the current month and the next 2 months' known flying and maintenance requirements. Known maintenance requirements are defined as events that impact aircraft availability and/or require management attention to ensure smooth flow of scheduling/completion. **Maintenance events should be consolidated during a single down period to the greatest extent possible**. As a minimum, include calendar inspections that prevent operational utilization for that day(s) flying schedule, calendar time change items, Time Compliance Technical Order (TCTO)'s in workable status, PDM schedules, training aircraft, cannibalization aircraft, and aircraft phase inspections. Specific locally-developed codes may be used to identify each different special inspection, TCI, and TCTO on the AF Form 2401. Other maintenance requirements, such as engine changes, hourly requirements, inspections, training aircraft and cannibalization aircraft will be posted as they become known or planned. Refine monthly and weekly schedules to ensure the quarterly plan objectives are met.

3.6.1.1.1. **(Added-BARKSDALE)** 2 OSS/OSO will chair a MOP working group to include the next 3 months operational requirements in as much detail as possible immediately after the second weekly Pre-21-165 meeting of the month. 2 OSS/OSO will brief the plan to 2 OG/CC and 2 MXG/CC immediately after the third pre-21-165 and to the 2 BW/CC immediately after the third 21-165 of the month. 2 OSS/OSO will provide weekly updates to the 2 OG 3-month calendar via 21-165 briefings.

3.6.1.2. **(Added-BARKSDALE)** The purpose of the monthly flying hour goal is to ensure the annual flying plan is closely managed and monitored. Monthly flying hour goals will reflect the annual flying hour plan for that month. 2 OSS/OSO will track

scheduled and accomplished flying hour validation daily to compare with monthly and annual goals. 2 OSS/OSO and MO PS&D will coordinate with the flying and maintenance squadrons and seek 2 MXG/CC and 2 OG/CC approvals if a reflow of hours, or change in operations tempo is necessary to meet wing goals.

3.6.2. The OS Director of Operations and AMU OIC and Lead Production Superintendent will review their applicable portion of the monthly schedule prior to submission to MO PS&D. To optimize aircraft and munitions support, MXS, AMXS and OS commanders will ensure the number of aircraft committed to the schedule and/or munitions configurations are minimized and standardized. Use the following sequence of actions to ensure monthly planning results in a contracted flying schedule:

3.6.2.1. NLT the first weekly OG/MXG scheduling meeting of the month, the Director of Operations officer will provide AMU OIC and Lead Production Superintendent, MUNS Control/Munitions OIC and MO PS&D with the estimated operational needs for the following month in as much detail as possible. Include known take-off times, landing times, the flying hour window and munitions configurations. If the take-off and landing times are unknown, block turn patterns are required.

3.6.2.2. NLT the second weekly OG/MXG scheduling meeting of the month, the AMU OIC and Lead Production Superintendent will tell the OS Director of Operations whether requirements can be met or limitations exist which may prevent successful fulfillment of requirements. MUNS Control/ Munitions OIC will tell the OS Director of Operations whether munitions requirements can be met or limitations exist. Make adjustments to the proposed monthly flying and maintenance plan to satisfy maintenance and operational requirements.

3.6.2.3. NLT the third weekly OG/MXG scheduling meeting of the month, operations and maintenance will formalize next month's plan prior to presenting it to the WG/CC for approval.

3.6.2.4. **(Added-BARKSDALE)** Prior to the third weekly scheduling meeting, the monthly contract/schedule will be reviewed by 2 AMXS/MXA, 2 MXS/MXM, 96 BS/DO, 20 BS/DO, and 343 BS/DO.

3.6.3. During the monthly meeting, OS scheduling will outline past accomplishments, status of flying goals, problems encountered, and detailed needs for the next month.

3.6.3.1. AMU/AMXS will outline projected maintenance capability, and aircraft/equipment availability. MUNS control NCOIC/Munitions officer outlines projected munitions supportability.

3.6.3.2. Operational requirements and maintenance capability scheduling conflicts that cannot be solved by planned alternatives will be arbitrated by the group and wing commanders to decide what portion of the schedule will be executed.

3.6.4. When the proposed monthly flying schedule contract is agreed upon and approved by the WG/CC, it is included as a portion of the monthly flying and maintenance schedule. The monthly flying and maintenance schedule is published/distributed NLT 5 duty days prior to the beginning of the effective month. All agencies will submit their monthly plan inputs to MO PS&D before presentation to the WG/CC.

3.6.4.1. **(Added-BARKSDALE)** A complete paper/electronic copy of the monthly plan will be approved and signed by the 2 BW/CC, 2 OG/CC, and 2 MXG/CC or their designated representatives. MO PS&D will publish and post the monthly plan to the Wing PS&D scheduling SharePoint.

3.6.4.2. **(Added-BARKSDALE)** MO PS&D will publish the current monthly calendar provided by 2 OSS/OSO as part of the monthly plan. 2 OSS/OSO will provide an approved MOP to MO PS&D and 2 MUNS NLT the first weekly scheduling meeting of the month.

3.6.5. The sortie/flying hour contract specifies the number of sorties and hours required to be flown. The contract is the final resolved product between operational requirements and maintenance capabilities. The total forecasted attrition factor will be considered and added to the required sorties to ensure fulfillment of the contract. The annual required sorties for the month, plus the historical attrition factor (note paragraph 8.1: MXG approved revised attrition is also permitted), is the basis for the development of the monthly flying and maintenance schedules. Attrition sorties are not substitutes for capability shortfalls; they are figured against the contract. The monthly flying schedule will reflect the number of sorties contracted, the number of attrition sorties added, and the number of sorties scheduled for each unit. **Note:** The calendar in **Table 3.1** is an example month and represents when group and wing level quarterly, monthly, and weekly scheduling meetings should be held. The calendar also illustrates when maintenance and operations requirements must be met. **Each unit may hold scheduling meetings at times during the week/month convenient to the organization, as long as the timelines in this instruction are met.**

Table 3.1. Unit Planning/Scheduling Meeting Example (Month).

Sun	Mon	Tue	Wed	Thu	Fri	Sat
						1
					WG/CC approves next week's plan OPS provide next week's requirements to maintenance (2 duty days before OG/MXG meeting).	
2	3	4	5	6	7	8

Week 1		OG/MXG Weekly Scheduling Meeting. OPS provides requirements for next month/quarter to AMU OIC and Lead Production Superintendent/MUNS Control NCOIC/ Munitions Officer.			WG/CC approves next week's plan Distribute next week's plan. OPS provide AMU OIC/NCOIC & AMXS maintenance Operations/MUNS Control NCOIC/Munitions Officer with following quarter/week operations requirements.	
9	10	11	12	13	14	15
Week 2		OG/MXG Weekly-Scheduling Meeting. Quarterly plan briefed. AMU OIC/NCOIC/AMXS maintenance Operations/MUNS Control NCOIC/ Munitions Officer tells Ops if next month's/quarter's			WG/CC approves next week's plan Distribute next week's plan. OPS provides following week's requirements to maintenance.	
16	17	18	19	20	21	22
Week 3		OG/MXG Weekly Scheduling Meeting. Monthly/Quarterly plan briefed.			WG/CC approves next week's/month's plan. Distribute next week's plan. OPS provide following week's requirements to maintenance.	
23	24	25	26	27	28	29

Week 4		OG/MXG Weekly Scheduling Meeting. Distribute next month's plan			WG/CC approves next week's plan Distribute next week's plan. OPS provide following week's requirements to maintenance.	
30	31					

3.6.6. Monthly flying and maintenance schedule will include the following:

3.6.6.1. Detailed monthly operations utilization calendar which specifies total aircraft flying hours, total sorties and missions, alert requirements, and scheduled sortie or mission requirements, and daily turn plans for each MDS by squadron, group, or wing.

3.6.6.1.1. **(Added-BARKSDALE)** For successful long range planning, each AMU scheduler will provide the AMU OIC/NCOIC and lead production superintendent the next month's projected Monthly Maintenance Plan NLT three weeks prior to the beginning of the next month.

3.6.6.2. Maintenance workload requirements.

3.6.6.3. Transient work schedules, if applicable.

3.6.6.4. Aircraft scheduled inspections, deployments, TCTOs, engine changes, time changes, contract or depot maintenance, washes, corrosion control, training aircraft, and alert commitments. The letter "F" (F2, F3, etc…) may be printed on the AF Form 2401 or automated product to reflect the number of sorties each aircraft is scheduled to fly and to facilitate TDI/Phase management. **As a minimum, automated products must reflect all required entries and must be standardized for each MDS.**

3.6.6.5. Support equipment scheduled inspections, contract or depot maintenance, TCTOs, time changes, washes, and corrosion control.

3.6.6.6. Engine Management schedules to include engine in shop inspections, maintenance needs, special inspections, TCIs and TCTOs.

3.6.6.7. Munitions, electronic countermeasures and other mission loading or configuration requirements, including ammunition changes.

3.6.6.8. Total ordinance requirements for aircraft support listed by quantity and type. Include the following statement in the schedule for units with munitions after coordinated between MO PS&D and MASO: "The types and quantities of munitions listed in this schedule, plus previous expenditures, do not exceed AFI 11-212 authorized allowances." This statement eliminates the need for submitting certificates of authorization when ordering munitions to support the flying schedule.

3.6.6.8.1. **(Added-BARKSDALE)** OSS/A3T will provide next month's ordinance requirements to 2 MUNS and Wing PS&D NLT the first weekly

scheduling meeting of the month.

3.6.6.9. Scheduled inspections, TCTOs, assembly, or repair operations for tanks, racks, adapters, pylons and war reserve materiel.

3.6.6.10. Quality Assurance (QA) scheduled inspections listed by type and quantity unless published separately by QA.

3.6.6.11. Monthly training schedules, if not published separately.

3.6.6.11.1. **(Added-BARKSDALE)** All requests for aircraft training will be coordinated through Wing PS&D for MTF/Fire Department Training (FDT) prior to the monthly plan being published. WLT and Training Detachment (TD) will provide PS&D a monthly schedule of their request for aircraft to support training requirements. These training schedules will be published with the monthly wing maintenance and operations schedule. Requirements must be as specific as possible to include whether aircraft will require power-on capability, special locations and the POC requesting the aircraft. Training requirements must be requested by the first weekly scheduling meeting of the month for the following month to ensure aircraft availability. The monthly training plan will be broken down into weekly segments to be used in the published weekly schedule.

3.6.6.12. Detailed support requirements, as applicable, including:

3.6.6.12.1. Petroleum, oil, and lubricants (POL) servicing.

3.6.6.12.2. Supply requirements.

3.6.6.12.3. Food service requirements.

3.6.6.12.4. Fire department requirements.

3.6.6.12.5. Security requirements.

3.6.6.12.6. Civil engineer requirements.

3.6.6.12.7. Airfield operations requirements.

3.6.6.12.8. Nuclear munitions maintenance schedule.

3.7. Weekly Scheduling:

3.7.1. Weekly scheduling is the final refinement to the monthly plan and results in the weekly flying and maintenance schedule. Its execution is measured by the procedures outlined in this instruction. The OS Director of Operations officer, AMU OIC and the Lead Production Superintendent review the proposed weekly flying and maintenance schedule with OS, AMXS, MXS and MUNS Control/Munitions officer prior to presenting it to the OG and MXG commanders. The group approved schedule will be submitted to the MO PS&D for consolidation prior to submission to the wing commander. MO PS&D reviews the schedules for adequate utilization of aircraft and proper scheduling of maintenance requirements. Weekly scheduling meetings will be conducted at the group and wing level as follows:

3.7.1.1. The OG/CC and MXG/CC, or their designated representatives, will chair the group meeting to consolidate and review proposed flying and maintenance plans. The

OG and MXG will review the past week's accomplishments, negotiate alternatives, and approve refinements to the coming week's schedule.

3.7.1.1.1. **(Added-BARKSDALE)** 2 MXG/CC and 2 OG/CC will chair a weekly OG/MXG (Pre-21-165) scheduling meeting with 2 MXS/MXA, 2 AMXS/MXA, 20 BS/DO, 96 BS/DO, 343 BS/DO, AMU OIC or NCOIC, 2 MXG/MXOS PS&D, and 2 MUNS to review the proposed weekly flying and maintenance schedule.

3.7.1.1.2. **(Added-BARKSDALE)** The 2 OG/MXG pre-21-165 scheduling meeting will normally be held Wednesday at 1000 in the 2 OG conference room.

3.7.1.2. The WG/CC will chair a weekly scheduling meeting at which the groups (OG/MXG/MSG) will present the flying and maintenance plan for approval. MO PS&D ensures a completed (paper or electronic) copy is submitted to the WG/CC (or equivalent) at the weekly scheduling meeting.

3.7.1.2.1. At the scheduling meeting, evaluate the past week’s accomplishments, to include Flying and Maintenance Scheduling Effectiveness, and refinements to the coming week's schedule.

3.7.1.2.2. **(Added-BARKSDALE)** The (21-165) Wing scheduling meeting will normally be held Thursday at 1500 in conjunction with the Daily MX standup in the Daugherty Conference Center (DCC).

3.7.2. NLT 2 duty days before the OPS/AMU weekly scheduling meeting, the flying squadron operations officer gives the AMU OIC and Lead Production Superintendent, MO PS&D, MXS maintenance operations and MUNS Control/Munitions Officer the following information:

3.7.2.1. Aircraft take-off and landing times.

3.7.2.1.1. **(Added-BARKSDALE)** See published weekly checkerboard and standard configuration pages for current 2 BW configuration codes.

3.7.2.2. Configuration requirements.

3.7.2.3. Munitions requirements by quantity and type.

3.7.2.4. Fuel loads.

3.7.2.5. Special or peculiar mission support requirements.

3.7.2.6. Alert requirements.

3.7.2.7. Exercise vulnerability.

3.7.2.7.1. **(Added-BARKSDALE)** See 2 BW Strategic Planning Calendar for planned exercises.

3.7.2.8. Deployments.

3.7.2.9. Off-base sorties.

3.7.2.10. On-equipment training requirements.

3.7.2.11. Targeting Pod Requirements.

3.7.2.12. Other special requirements.

3.7.2.13. Nuclear munitions maintenance schedule. **Note:** When one maintenance unit supports more than one flying unit at a base, the OS Directors of Operations will consolidate and de-conflict those requirements and submit a single operational requirement to maintenance. This will ensure operational requirements do not exceed aircraft availability and maintenance capability.

3.7.3. Operations and maintenance schedulers discuss weekly needs and arrive at an acceptable, coordinated schedule for group commanders' review. **Note:** Closely monitor the flying window. The window drives shift scheduling but be aware, operations and maintenance are not the only agencies involved in sortie generation. POL; Air Traffic Control (ATC); Weather (WX) and many others will assist in the effort. Supervision must cover the entire flying window and then some. The length of the flying window determines the effectiveness of maintenance repair shift. Turbulence in the flying window equals stress on the flight line--keep it consistent throughout the week. Combining a late start today with an early start tomorrow hurts! It compresses/shortens the maintenance repair/generation window. **Note:** Ensure maintenance schedulers are flowing aircraft -6 maintenance inspections, commodity TO/workcards, time changes, and TCTO requirements as smoothly as possible to maximize aircraft availability and reduce excessive maintenance downtime.

3.7.4. The OG/CC and MXG/CC present the proposed flying schedule to the WG/CC for approval. If an agreement cannot be reached before the weekly scheduling meeting, the problem is referred to the WG/CC for decision. Once approved and signed by the OG/CC, MXG/CC, and WG/CC the flying schedule is the final planning guide for both operations and maintenance and every effort will be made to execute the schedule as printed. The weekly schedule will be signed NLT 1500L Friday.

3.7.4.1. 582 HG/CC is approval authority for the proposed flying schedule.

3.7.5. MO PS&D ensures distribution of the schedule to each appropriate activity and workcenter NLT 1600L on Friday. Automated methods are acceptable (ensure security requirements are met). Once printed in the weekly flying and maintenance schedule, the aircraft or equipment is made available to meet that schedule. MO PS&D records maintenance scheduling deviations and forwards computations to MMA weekly for publication in the monthly maintenance summary as outlined in **Chapter 5**. The maintenance operations center (MOC) reports flying scheduling deviations.

3.7.6. Units will publish a weekly schedule for normal home base operations, deployments, (to include a printed schedule at the deployed locations, weapons training or detached site), and planned sortie surges. Deployed units will send weekly schedules to home station for historical filing within three duty days of the following week. Units operating by daily Air Tasking Order (ATO) will publish a schedule IAW paragraph **3.7** and **4.7** and file it as a weekly schedule after execution.

3.7.6.1. **(Added-BARKSDALE)** OSS/OSO will ensure sortie sequence numbers, bomb squadron line ownership, and type of training are included in the weekly flying pages prior to the 2 OG/MXG Pre-21-165 meeting. Changes to the weekly flying schedule will reference the sortie sequence number on AF IMT Form 2407.

3.7.6.2. **(Added-BARKSDALE)** The 2 MXG QA will provide MO PS&D a list of new or revised publications, T.O. indexes, inspection work cards, checklists and -6 codebooks to be published in the weekly schedule. This list will include release/change dates.

3.7.7. Weekly flying and maintenance schedule will include the following:

3.7.7.1. Sortie sequence numbers, aircraft tail numbers (primary and spares), scheduled take-off and landing times, aircraft or equipment scheduled use times, configurations, fuel loads and special equipment requirements. **Note:** Units will publish landing times.

3.7.7.2. Spare aircraft requirements are based on projected aircraft first sortie logistics losses. Spare requirements are computed and printed by day for each unit in the weekly flying and maintenance schedule. See **Chapter 8** for factors used to determine spares.

3.7.7.3. Scheduled maintenance actions by aircraft and equipment serial number to include inspections, TCTOs, time changes, contract and depot inputs, engine changes, washes or corrosion control, documents review, deferred discrepancies and hours remaining to phase. A job control number/event ID will be printed in the weekly flying schedule for each scheduled maintenance event.

3.7.7.4. Required pre-inspection and other maintenance meeting schedules to include minimum attendees.

3.7.7.5. Wash facility use.

3.7.7.6. Training requirements plus aircraft and equipment in support of these requirements.

3.7.7.7. Include the following statement in the schedule for units with munitions after coordinated between MO PS&D and MASO: "The types and quantities of munitions listed in this schedule, plus previous expenditures, do not exceed AFI 11-212 authorized allowances." This statement eliminates the need for submitting certificates of authorization when ordering munitions to support the flying schedule.

3.7.7.8. The AF Form 2402, *Weekly Equipment Utilization and Maintenance Schedule*, is used as a summary of the week. The AF Form 2403, *Weekly Aircraft Utilization/Maintenance Schedule*, is more finite in the depiction of aircraft utilization and maintenance. Electronic versions of the above forms are authorized. Whatever forms are used, all requirements must be entered. Weekly schedules may be published electronically provided local security requirements are met.

3.8. Changes to the Weekly Schedule:

3.8.1. **Types:**

3.8.1.1. **The pen-and-ink AF Form 2407, *Weekly/Daily Flying Schedule Coordination*, is not intended to be used as a tool to extend the scheduling process by another day.** Pen-and-ink changes are non-reportable and become part of the printed weekly flying schedule. Pen-and-ink changes are only authorized for units flying night operations, Geographically Separated Units (GSUs), and Unit Training Assembly (UTA) Weekends. For night flying operations, approved pen-and-ink changes will be made to next week's schedule NLT 2 hours after the last scheduled/published night flying landing. For

GSUs, the approved pen-and-ink changes will be made NLT Friday, 1600L. For UTA weekends the approved pen-and-ink changes will be made NLT Sunday, 1600L.

Note: Units that support Continuous Bomber Presence (CBP) deployments are NOT considered geographically separated units (GSU).

3.8.1.1.1. The intent of the pen-and-ink AF Form 2407 is to correct minor errors and not for complete revisions of the WG/CC previously approved schedule. Minor changes include corrections to erroneous tail numbers, addition or deletion of maintenance requirements, and tail swaps to replace a NMC aircraft. Major changes are those changes that will significantly impact the unit, such as adding additional aircraft, missions, or increase in the flying window. Major changes require approval of the OG/CC and MXG/CC prior to incorporating into the final schedule.

3.8.1.1.2. **(Added-BARKSDALE)** When applicable, pen-and-ink changes must be finalized and turned in to PS&D no later than 1400 in the day that they are due which will ensure all changes are coordinated and approved prior to the deadline. Pen-and-ink changes will be coordinated/approved by operations and maintenance supervision prior to group-level approval. During scheduled UTA weekend flying, pen-and-ink for the following week's schedule will be coordinated by 707 PS&D/OSS personnel on the last scheduled weekend fly-day.

3.8.1.2. Tail Number Swaps. Tail number swaps should be used to prevent reconfigurations and unnecessary expenditures of work hours when the primary aircraft is not mission-capable by its scheduled take-off time. Every effort is made to make the aircraft tail number swaps at the daily maintenance production meeting the day prior to the aircraft scheduled flight and entered on the AF Form 2407. All tail number swaps made at the daily maintenance production meeting are entered on an AF Form 2407 for audit and analysis purposes.

3.8.1.3. Configuration. Configurations will be finalized at the daily maintenance production meeting and documented on an AF Form 2407. To prevent excessive expenditures of work hours, configuration changes made after the daily maintenance production meeting and prior to the first crew ready time the next day, require an AF Form 2407 coordinated through the required agencies as listed in **3.8.2**

3.8.2. **Procedures.** The agency requesting the change initiates the AF Form 2407 and coordinates it through the affected production superintendent, AMU OIC and Lead Production Superintendent, AMXS maintenance operations, OS director of operations officer, operations group, munitions control, maintenance group, and wing staff agencies, as applicable (e.g., MOC, PS&D, etc..). Changes affecting munitions requirements will be coordinated with Munitions Control to ensure proposed munitions changes can be met. The requested changes should be coordinated prior to the daily maintenance production meeting to allow sufficient time to determine supportability of the change. Changes during the daily maintenance production meeting require an AF Form 2407. The initiator of AF Form 2407 will include the specific reason for each change. Any change to the printed schedule will require an AF Form 2407 with the following exceptions:

3.8.2.1. A change to the original printed take-off or landing time of 30 minutes or less.

3.8.2.2. A change of aircrew names, call signs, ranges, minor configuration changes such as AME configuration locations (i.e. forward weapons bay, mid weapons bay, aft weapons bay) or airspace.

3.8.2.3. Any change arising after the first crew ready time for the affected AMU for that day unless adding aircraft or sorties, or expanding the flying window.

3.8.2.4. After the published schedule, any aircraft/sortie added to the flying schedule and any sortie duration changes that extends flying or landing beyond the flying hour window will be coordinated using an AF Form 2407. **Exception: Changes arising after the first crew ready time for the remainder of the flying day (e.g. tail number swaps) do not require an AF Form 2407; however, these changes will be coordinated by telephone or radio with all affected agencies.**

3.8.2.5. After coordination, a copy of the AF Form 2407 is filed in the MOC and in PS&D with the weekly schedule. The MOC will ensure MO MMA receives all AF Form 2407s for deviation accounting. AF Forms 2407 will be disposed of IAW RDS.

3.8.2.5.1. **(Added-BARKSDALE)** Once the schedule is signed by the 2 BW/CC, all personnel changes must be approved by SQ/CC/DO (or their designated representative). Approved changes will be forwarded to 2 OG/CC (or designated representative) for review. Personnel changes do not require AF IMT Form 2407 unless the change is the call sign of the sortie. In this event, an INFO AF IMT Form 2407 will be sent out to the MOC to be forward out to appropriate units. All AF IMT Form 2407's will reference a squadron/office symbol and a sequential change number starting with pen-and-Ink through all change requirements for the effective schedule (XX AMU Chg #1, next AF IMT Form 2407, XX AMU Chg #2, etc.) This will assist in an audit trail of all submitted AF IMT Form 2407s. AF IMT Form 2407s will be sent electronically, at a minimum to the following: 2 OSS/OSO, MOC, MO PS&D, MDSA, Munitions Control, and any other affected agencies. NOTE**:** All AF IMT Form 2407s will reflect the agency requesting the change and the reason for the change.

3.8.2.6. MO PS&D will input all pen-and-ink changes in IMDS using procedures in AFCSM 21-565V2, *Operational Event Subsystem*. After the Friday daily maintenance production meeting, MOC will input all changes (non-pen- and-ink). Maintenance debrief will input utilization data for all sorties considered "flown as scheduled" (e.g., FCF/OCF, X/C returns, surge, second and subsequent goes). MOC will input any AF Form 2407 coordinated changes made after pen-and-ink changes have been made and posted to IMDS by MO PS&D.

3.8.2.7. MO MMA will review all AF Form 2407s daily for deviation accounting. **Note:** Use of the AF Form 2407 does not negate the recording of deviations.

3.8.2.8. For 582HG assigned units:

3.8.2.8.1. All schedule changes will be coordinated using AF Form 2407. The 2407 will indicate the name and rank of the initiator, coordinator and approval authority, as well as the date/time each agency is notified.

3.8.2.8.2. Coordinated AF Form 2407s will clearly identify the required changes (time, date, configuration, etc.) and specify a detailed reason for the change (e.g. Functional Check Flight required, Maintenance ADD, Operations ADD, changes in take-off and landing times). Multiple AF Form 2407s may be used in the event that a single one is insufficient to cover all changes. The initiator of the change is responsible for coordinating and routing the AF Form 2407 to the appropriate agencies. Initiators may include—but are not limited to—helicopter operations, helicopter maintenance, missile operations, missile maintenance, security forces, and other host wing agencies. Finalized copies of the AF Form 2407 will be sent to helicopter maintenance PS&D for proper recording and disposition.

3.8.2.8.3. The AF Form 2407 Coordination Matrix, **Attachment 3**, lists the mandatory coordination processes and approval authorities for schedule change requests. Squadron commanders or designated representatives will resolve schedule change disputes within their own units. The HG/CC, or designated representative, will make final determination for schedule change disputes that cannot be resolved at the SQ/CC level.

3.8.3. **AF Form 2407 Approval Authority.** Both the OG and MXG commander (or group level representative, designated in writing by group commander) will approve all AF Form 2407 changes that add aircraft and/or sorties or increase the flying window. Squadron commander(s) (or designated representative) will approve all other AF Form 2407 changes that affect them. The MOC will coordinate higher headquarters directed taskings that require immediate execution. Electronic coordination is acceptable provided receipt is acknowledged and the sender enters the name of the person notified and the date/time on the AF Form 2407. **(T-3)**

3.8.3.1. OG and MXG commanders (or group level representative, designated in writing by group commander) will also approve pen-and-ink AF Form 2407s. The group approved pen-and-inks are required because pen-and-inks change the schedule/contract signed at the weekly scheduling meeting and becomes the new basis for deviation recording. **(T-3)**

3.8.3.2. **(Added-BARKSDALE)** Bomb squadron flight scheduling will coordinate with AMU OIC/NCOIC prior to obtaining approval from the 2 OG/CC or designated representative for all AF IMT Form 2407 change requests that require 2 OG and 2 MXG approval. Bomb squadron flight scheduling will continue coordination process with all other required/affected agencies to include obtaining approval from 2 MXG/CC or designated representative, if needed. Bomb squadron flight scheduling will forward a copy of the approved AF Form 2407 either electronically or via fax to the MOC (2 MXG/MXOC) for distribution to all other affected agencies. Electronic distribution of an approved AF IMT Form 2407 is acceptable provided receipt is acknowledged and the sender ensures the name of the person(s) notified/coordinated and the date/time is annotated on the AF Form 2407.

3.8.3.2.1. **(Added-BARKSDALE)** The 2 OSS/OSO wing scheduling office will be the central point to validate correct coordination/distribution on any 2 OG initiated AF IMT Form 2407. MOC will be the central point to validate correct coordination/distribution on any 2 MXG initiated AF IMT Form 2407. Both of these

offices, within their respective groups, have the oversight authority to require corrections to AF IMT Form 2407 if the initiator did not properly coordinate the AF IMT Form 2407. If MOC does not receive Pen-and-Ink changes by the deadline, then the approved signed 2 BW weekly schedule will be inputted into IMDS and acquire deviations.

Chapter 4

FLYING SCHEDULING EFFECTIVENESS

4.1. Purpose. This chapter provides formulas for computing Flying Scheduling Effectiveness and defines flying schedule deviations. Flying Scheduling Effectiveness is a tool to identify those processes within the wing's control that can be improved to help drive down turbulence for both the operator and maintainer.

4.1.1. A cornerstone of successful flying scheduling and execution is an understanding of how the schedule is executed versus how it was planned to be executed. These differences in scheduled versus actual events are only recorded in the execution phase of the scheduling process and are called deviations. Deviation data must be recorded so that follow-up analysis can identify the appropriate corrective actions, if needed. Without deviation data, this analysis is impossible. Deviation data recording and analysis is the beginning of the process that will in the end, improve a unit's flying operations. The unit is responsible for documenting deviations to the weekly flying and maintenance schedule and determining the cause for each deviation. Deviations must be coordinated with the appropriate squadron/AMU before being assigned to a specific category. Schedule deviations that result from a sequence-of-events will be assigned a primary cause. A determination of the primary cause will be made by the parties involved to arrive at a unit position. The OS Director of Operations officer and the AMU OIC/AMXS maintenance operations, along with MO, will monitor deviations to ensure they meet the criteria in this publication. When conflicts arise, leadership of involved units will resolve them at the lowest level. All deviations will be recorded as prescribed in this publication.

4.1.2. Flying Scheduling Effectiveness (FSE). This leading indicator is a measure of how well the unit planned and executed the weekly flying schedule. The flying schedule developed by tail number is the baseline upon which the FSE is derived by comparing each day's deviations. Deviations that decrease the FSE from 100% include: scheduled sorties not flown because of maintenance, supply, operations adds, deletes, and ground aborts; scheduled sorties that take-off more than 30 minutes prior to scheduled take-off; and scheduled sorties that take-off more than 30 minutes after their scheduled take-off time. Disruptions to the flying schedule can cause turmoil on the flight line, sending a ripple effect throughout other agencies, and adversely impact scheduled maintenance actions.

4.2. Requirements. FSE computation and deviation recording are required for all AFGSC assigned aircraft. Reporting procedures are contained in **Chapter 7** of this publication.

4.3. Flying Schedule Deviations.

4.3.1. Schedule deviations apply to the printed weekly flying and maintenance schedule, even though a coordinated change is accomplished using an AF Form 2407. When a unit coordinates a change to the printed weekly flying schedule, using an AF Form 2407, the unit is informing every one of the changed information and deviations will be recorded as appropriate. **Note: Multiple deviations against a single line entry will not count towards FSE except for additions that air or ground abort, additions that cancel, added aircraft/sorties that take-off late, or late take-offs that air abort.** The AFTO Form 781, *ARMS Aircrew Mission Flight Data Document*, is the official source document for take-off

and landing data. For all deviations, MOC or debriefing personnel recording the deviations in IMDS will provide a detailed explanation in the remarks section and a maintenance event ID using IMDS TRIC DEV, Deviation Start/Stop/Correction/Abort/Delete, for all maintenance cancellations, ground/air aborts, and in-flight emergencies.

4.3.2. Flying schedule deviations fall into one of the following categories (Use **Table 4.1** to determine FSE Deviation reporting):

Table 4.1. Common Flying Scheduling Effectiveness Deviation Determination Matrix.

Event	Is the deviation recorded in IMDS?	Is the deviation calculated in FSE?	Remarks
Pen-and-Ink changes to the schedule are made on an AF Form 2407.	No	No	Pen-and-Ink changes are not deviations and are considered part of the printed schedule. See para **3.8.1.1.**
Take-off or landing time is changed after approved Pen- and-Ink submissions via AF Form 2407.	Yes	Yes	See paragraphs **3.8.2.** Calculation in FSE is determined by late and early criteria in para **4.3.3.3.** and **4.3.3.5.**
Aircraft configuration is changed after approved Pen-and-Ink submissions via AF Form 2407.	No	No	These changes will be tracked locally to prevent reoccurrence and get a true picture of the total scheduling turmoil.
A sortie is added to the flying schedule (excluding OCFs/FCFs and XC returns).	Yes	Yes	Para **4.3.2.1.**
A sortie is added for an OCF/FCF.	No	No	These are considered flown as scheduled, para **4.3.2.1.1.1.**
A sortie is canceled.	Yes	Yes	Once the decision is made to cancel the sortie, it is a cancel. If a decision is made after the cancel to go ahead and fly the sortie, it becomes an added line, para **4.3.2.1.2.**

A sortie is determined to be non-effective.	No	No	Not a deviation. The determination is made by operations and has no bearing on FSE, para **4.3.3.1.**
A take-off is determined to be late.	Yes	Yes	Para **4.3.2.1.4.**
A take-off is determined to be early.	Yes	Yes	Para **4.3.2.1.3.**
A landing is determined to be early or late.	Yes	No	A late landing may result in a late take-off on a subsequent sortie. See para **4.3.3.3.** and **4.3.3.5.** to determine the cause of the subsequent late take-off.
During a surge, more sorties are flown than were printed and the statement "Sortie Surge" is NOT printed in the remarks section of the affected day's flying schedule.	Yes	Yes	Sorties printed in the weekly schedule will be flown as printed. Additional sorties not printed will be considered added lines, para **4.3.2.1.1.**
During a surge, more sorties are flown than were printed and the weekly schedule contains "Sortie Surge" in the remarks section of the affected day.	No	No	During planned and printed surges and combat sortie generations, additional lines are considered flown as scheduled, para **4.9.1.6.**
During a surge, an aircraft turn sortie takes off early or late.	No	No	Units should track late take-offs of turn sorties locally during surges to prevent reoccurrence. Late take-offs are recorded for surge first go sorties only, para **4.3.2.1.3. & 4.3.2.1.4.**
Maintenance is performed during a stop in a continuation sortie and the mission continues.	Yes	Yes	An "add" is recorded for the subsequent sortie. Be sure the added line is designated as a continuation sortie to prevent further deviations for other scheduled stops, para **4.9.2.**

A sortie is added to the schedule for weather attrition.	Yes	No	Para **4.5.2.**
A sortie is canceled at any time due to weather.	Yes	Yes	Prior to crew show, it is a cancel. After crew show, it is a weather abort, para **4.3.2.1.2.** & **4.4.5.**
A spare aircraft printed on the flying schedule is used in a printed line.	Yes	No	Para **4.3.2.1.6.**
An aircraft in the printed schedule is swapped with an aircraft in another printed line.	Yes	No	Para **4.3.2.1.6.2.**
An aircraft not printed in the flying schedule is used in a printed line. (Excluding aircraft already flown that day such as OCF/FCF, XC returns).	Yes	Yes	One deviation is recorded for the added aircraft. The result is the same as adding an aircraft as a spare, then tail swapping it into a printed line, para **4.3.2.1.**
An aircraft not on the printed flying schedule is added as a spare.	No	Yes	Counts as an FSE deviation even if the aircraft does not fly. IMDS currently lacks the capability to capture this so MMA must manually input data, para **4.3.2.1.**
An aircraft not printed in the flying schedule that has flown that day is flown/used in a printed line.	Yes	No	Examples include previously flown FCF/OCF, XC returns, para **4.3.2.1.6.3.**
A ground abort is replaced with another aircraft/spare on the printed schedule.	Yes	No	Both the ground abort and spare action will be recorded in IMDS. If the replacement aircraft takes-off on time, no deviation is recorded, para **4.3.4.2.**

A printed aircraft ground aborts and is replaced with an aircraft **NOT** on the printed schedule and the second aircraft also ground aborts and the original aircraft is fixed, takes off late, and flies the sortie.	Yes	Yes	The original aircraft is recorded as a ground abort and late take-off. The second aircraft is recorded as an "add" and a ground abort. Ground aborts in themselves are not deviations calculated in the FSE rate, but are calculated in the ground abort rate, para **4.3.**

4.3.2.1. Ground Deviations. Ground deviations are events occurring before aircraft take-off. All ground deviations are recorded in IMDS and used in FSE calculations unless otherwise noted. Specific ground deviations are:

4.3.2.1.1. Addition (AD). A sortie or aircraft added to the schedule not previously printed on the weekly schedule will be recorded against the agency (OP, MX, HQ) requesting the additional sortie or aircraft. Sorties added to the schedule will be used in Total Sorties Scheduled for FSE computation. Aircraft added to the schedule will not be used as a part of the Total Sorties Scheduled for FSE computation; however, aircraft adds (e.g. added spares) will be captured in the FSE calculated-deviations computation.

4.3.2.1.1.1. Functional Check Flights (FCF) or Operational Check Flights (OCF) whose primary purpose is to perform maintenance checks are not addition deviations but will be coordinated using AF Form 2407. FCF/OCF sorties and sorties originating off-station without home-unit support will be considered "flown as scheduled" without recording deviations. **Note:** All additions will be coordinated using the AF Form 2407 and approved IAW paragraph **3.8.3**

4.3.2.1.1.1. **(BARKSDALE)** OCFs/FCFs will not be loaded in IMDS in advance of flight, but will be debriefed flown as scheduled.

4.3.2.1.1.1.1. **(Added-BARKSDALE)** If known, Operational Check Flight (OCF)/Functional Check Flight (FCF) requirements will be printed on the weekly flying/checkerboard pages. IAW AFI 21-165

4.3.2.1.2. Cancellation (CX). An aircraft or sortie removed from the printed schedule for any reason prior to crew show. **Note:** For hard line sorties (sorties supporting other defense customers), cancellations occur when it is determined the originally scheduled mission cannot be met. For training sorties, if the sortie can launch and recover during the squadron's flying window and perform its original mission, a cancellation is not recorded. If any sortie does not launch within the late take-off criteria, a late take-off is recorded.

4.3.2.1.3. Early Take-off (ET). An early take-off is a scheduled sortie launching more than 30 minutes prior to the published take-off time. **EXCEPTION**: On B-1 aircraft, do not record early take-off deviations for hot pit turn sorties.

4.3.2.1.4. Late Take-off (LT). A late take-off occurs when a scheduled sortie becomes airborne more than 30 minutes after the scheduled take-off time. If the printed tail number is a ground abort and is replaced with a spare that takes off late, only the late take-off is computed in FSE. Another example is an aircraft landing late and subsequently takes off late due to insufficient time to turn the aircraft; the late take-off deviation will then be recorded to the original cause of the late landing, such as, operations. Commanders must consider the impact when a sortie takes off late and the aircraft is scheduled to turn to another sortie that day. It may be best to shorten the sortie duration after a late take-off and land at the scheduled landing time, rather than fly the scheduled duration, due to a higher priority mission later in the day.

4.3.2.1.5. Spare (SP). A spare is a designated aircraft on the printed schedule to be used in case a scheduled primary aircraft cannot fly its scheduled sortie. Spare aircraft can also include aircraft that are scheduled to fly in sorties later in the day, have aborted from an earlier sortie, have flown earlier or released after FCF/OCF. Do not count printed spares flown in scheduled lines as deviations when computing FSE.

4.3.2.1.6. Tail Number Swap (TS). Tail swaps are changes to the printed flying schedule involving aircraft tail numbers printed on that day's schedule. Tail swaps may be made up to crew show time. Tail swaps made after crew show are recorded as spare. AMU production will notify MOC of all tail swaps and MOC will record all tail swaps in IMDS. Do not count tail number swaps as deviations when computing FSE. Below are specific examples of tail swaps:

4.3.2.1.6.1. Changing aircraft in printed line numbers with printed spare aircraft.

4.3.2.1.6.2. Changing aircraft in printed line numbers to different printed line numbers.

4.3.2.1.6.3. Changing aircraft in printed line numbers to any previously flown aircraft. For example, tail swaps are allowed for aircraft after release from OCF/FCF or Cross Country (XC) return aircraft.

4.3.3. **Air Deviations.** Air deviations are events occurring after take-off. They are recorded in IMDS but are not included in FSE calculations. Ground deviations take precedence over air deviations when only one deviation can be loaded in IMDS. Air deviations fall into the following categories:

4.3.3.1. Air Abort (AA). An air abort is an aircraft/sortie that cannot complete its mission for any reason. Air aborts are considered a sortie flown against the flying hour program when reporting total sorties flown, but may not be considered a successful sortie based on mission effectiveness by operations to meet RAP/training/contingency requirements. Air aborts will be coded to the agency or condition that caused the aborted mission. **Note:** Effective mission decisions will be made by operations; however, a non-effective mission decision by operations does not necessarily mean an air abort occurred as defined in TO 00-20-2. For example, if one planned mission task out of a planned five tasks is not completed or operations flies an alternate mission (close air support, reconnaissance, etc.) and does not return the aircraft immediately to maintenance, the sortie should not be coded as an air abort if operations later determines, based on the

original mission profile, the sortie was non-effective. The air abort rate is used as a maintenance reliability indicator and as a measure of re-work (sorties re-flown).

4.3.3.2. Air Abort, IFE (AI). An air aborted aircraft/sortie with a situation resulting in an in-flight emergency declared by the aircrew.

4.3.3.3. Early Landing (EL). An early landing is an aircraft/sortie landing more than 30 minutes before the scheduled landing time. Early landings deviations are not used when computing FSE.

4.3.3.4. IFE (FE). An aircraft/sortie with a situation resulting in an in-flight emergency declared by the aircrew after the mission is accomplished.

4.3.3.5. Late Landing (LL). A late landing is an aircraft/sortie landing more than 30 minutes after the scheduled landing time. If the sortie originated on time, record any subsequent late take-off or cancellation against the agency that caused the late landing. If the extended sortie did not originate on time, record any subsequent sortie deviation against the agency that caused the original delay. Late landings are not included in FSE calculations.

4.3.4. **Ground Aborts.** A ground abort by itself is not a deviation from the flying schedule, but can cause a deviation such as lost sortie or late take-off. A ground abort is an event after crew show time preventing a "crew ready" aircraft from becoming airborne. Ground aborts will be recorded to the responsible agency or condition that caused the aircraft to abort. Ground aborts are categorized as GAA, GAB, GAC, operations, HHQ, weather, sympathy, other, etc. For maintenance ground aborts, do not use cause code MTx, only use GAA, GAB, or GAC. For example, if an aircraft ground aborts and the sortie is not replaced by a spare, the lost sortie is a deviation towards FSE.

4.3.4.1. Ground aborts on FCFs/OCFs will not be used when computing FSE, but will be recorded in IMDS.

4.3.4.2. If a ground aborted aircraft is replaced by a spare, and the spare can meet the mission requirements, the original aircraft will be coded as a **"spare ground abort"** and is not used in computing FSE.

4.3.4.3. If the original aborted aircraft is launched on the original scheduled mission, but exceeds the 30-minute late take-off criteria, the sortie will be recorded as a late take-off.

4.3.4.4. If an aircraft ground aborts and is replaced by a spare; and the spare ground abort causes the sortie not to be flown; both ground aborts will be counted in the overall ground abort rate; and the lost sortie will be considered cancelled and included as the deviation in FSE. The first ground abort would not be used in computing FSE.

4.3.4.5. If an aircraft ground aborts and is replaced by a spare; and the spare ground abort causes the sortie not to be flown; both ground aborts will be counted in the overall ground abort rate; and the lost sortie will be considered cancelled and included as the deviation in FSE. The first ground abort would not be used in computing FSE.

4.3.4.4. **(B-1 aircraft only)** If the aircraft lands, takes fuel via the hot pits, incurs an NMC condition after completion of hot pit refueling (receptacle disconnected) and can no longer continue, a ground abort is recorded.

4.4. Deviation Causes. Deviations will be assigned a primary cause. See guidance in paragraph **4.1.1**. to resolve questions concerning assigning deviations between maintenance and operations. Deviations will be assigned one of the following causes:

4.4.1. Maintenance (MT_). Deviations resulting from aircraft discrepancies, unscheduled maintenance, or for actions taken for maintenance consideration.

4.4.2. Operations (OP_). Deviations resulting from operations/aircrew actions, mission changes causing an early/late take-off, or cancellation including substitution/aircrew illness (including short notice aircrew physical/mental disqualification), and over-stressing the aircraft. OP_ are also deviations resulting from unit controlled operations factors including those caused by mission/load planning, life support, intelligence, base operations, range scheduling, and passengers.

4.4.3. Supply (SU_). Deviations resulting from a Partially Mission Capable Supply or Not Mission Capable Supply condition as well as for late Supply or POL delivery. **Note:** The actual time required for installation will be considered.

4.4.4. Higher Headquarters (HHQ). Deviations resulting from a higher headquarters tasking including closing of low level routes/ranges or external customer-driven mission change. When an aircraft that was scheduled for a higher headquarters directed alert or off-base mission is replaced by a spare refer to paragraph 6.6. for unit options.

4.4.5. Weather (WX_). Deviations resulting from weather conditions such as sorties canceled because of severe weather conditions. For example, if an aircraft taxied to the end of runway and the wing commander cancels all flying due to weather, the deviation is a weather abort. Sorties/aircraft cancelled prior to crew show are weather cancels.

4.4.6. Sympathy (SY_). Deviations occurring when a flight of two or more aircraft, under the command of a flight leader or instructor pilot are canceled, aborted, or late due to a cancellation, abort, or delay of one of the aircraft in the flight or a supporting flight. Sorties, which are to replace sympathy aborts or cancellations on the same day, will be recorded as sympathy additions. Sorties lost caused by the aircraft's scheduled mated tanker/receiver/mission event will be recorded as sympathy. The following missions should be coded as SY deviations: loss of release times, tanker support, Minimum Interval Take-Off (causing take-off delay or cancellation), deviations caused by another unit or command support. **Note:** Deviations caused by aircraft/missions earlier scheduled lines will be assigned to the cause of the earlier deviation, not SY.

4.4.7. Air Traffic Control (AT_). Deviations resulting from air traffic control problems. For example, flight clearance delays, tower communication failure, conflicting air traffic, runway change, or runway closure.

4.4.8. Other (OT_). Deviations resulting from unusual circumstances not covered by other causes listed. OT may include:

4.4.8.1. Malfunctions, failures, or necessary adjustments to equipment undergoing tests or evaluations.

4.4.8.2. Unusual circumstances such as bird strikes, damage during air refueling, and unscheduled alert swap out.

4.4.8.3. Equipment, non-AFGSC. For example, deviations caused by National Airborne Operations Center, Air Intelligence Agency, Air Force Material Command equipment, and other non-AFGSC support and equipment.

4.4.9. Utilization day (UTE). Commander's authorized management deletions IAW paragraph **4.5.3**

4.4.10. Exercise, Higher Headquarters (EXH). Deviations resulting from higher headquarters directed exercises, including alarm/force protection conditions.

4.4.11. Exercise, Local (EXL). Deviations resulting from wing/unit directed exercises, including alarm/force protection conditions.

4.5. Scheduling Exceptions:

4.5.1. **Limited Number of Possessed Aircraft.** AMUs with 50% of their possessed aircraft deployed are authorized to schedule tail numbers daily. Units may consider alert/IR aircraft and aircraft in possession code PJ or PR as non-possessed when applying the 50% rule. Units will print aircraft tail numbers in the weekly schedule. Aircraft tail numbers may be changed at the daily maintenance production meeting using AF Form 2407 without recording deviations **(sorties added or canceled are chargeable).** Immediately following the daily maintenance production meeting, the selected aircraft tail numbers for the next day's flying schedule will be entered in IMDS. **Aircraft tail number changes will be chargeable against FSE after tail numbers are confirmed during the daily maintenance production meeting. Note:** No additional sorties may be added under this scheduling option without addition deviation rules being applied as applicable in paragraph **4.3.2.1**

4.5.2. **Adverse Weather.** Units may add sorties to the flying schedule to make up for weather losses. Sorties will only be added to the schedule when the planned weather attrition for the month, prorated daily, has been exceeded for that month. The number of sorties added will not exceed the difference between the planned weather attrition and actual weather losses. Sorties added for weather that do not exceed prorated weather attrition, are not included in the OPS-MT-FSE-Rate. For example, planned weather attrition for the month equals 30 sorties on the 10th O&M day of the month (of 20 O&M days of the month), then the unit may add no more than 15 sorties as (weather adds). The maintenance schedule and the ability of maintenance to support the additional requirements must be carefully considered before adding sorties. Under no circumstances will the number of sorties added for weather exceed the difference between actual weather losses and the prorated expected weather losses for the month. For an example of computing weather attrition for the flying schedule, see paragraph **8.3.1**

4.5.3. **Achievement of Utilization.** Utilization management is accomplished throughout the month. Attrition should be closely monitored and a determination to adjust the number of sorties required should be made before each weekly schedule is developed. This practice ensures an even sortie flow, eliminates excessive maintenance actions and limits the number of sorties canceled. The OG/CC is responsible for the flying program, and will coordinate with the MXG/CC to add or cancel sorties anytime during the month. FSE will be recorded when changing the weekly schedule. The OG/CC in coordination with MXG/CC and MSG/CC is encouraged to modify or cancel all or part of the schedule when they are reasonably assured the UTE goal for the month will be met. Sorties may be cancelled for

UTE management during the last five O&M days of the month and will be recorded as "UTE." Sorties cancelled for UTE are not included in the FSE rate computation.

4.5.4. **Year End Closeout.** During the last 15 O&M days of the fiscal year, units are permitted to selectively add/cancel scheduled sorties to manage the end-of-year flying hour closeout. These additions/cancellations will be recorded as "UTE." This provision is intended to help units gradually close out end-of-year flying without creating hangar queen aircraft and unintentionally exceeding the UTE. Sorties cancelled for UTE are not included in FSE rate computation. Sorties requiring munitions support should be evenly distributed throughout the fiscal year to preclude a high demand for munitions support during the month of September. Semi-annual inventories must be started and finished in March and September IAW AFI 21-201, *Munitions Management*.

4.6. Combat/Contingency Sortie Generation. Combat/contingency sortie generations are conducted to exercise the wing's ability to meet to the unit's combat or contingency sortie generation tasking under current war plans or contingency operations.

4.6.1. For scheduled combat/contingency sortie generations, publish the weekly flying schedule as a normal schedule. On the days the unit plans to exercise, annotate scheduled exercise on the flying schedule and AF Form 2402, AF Form 2403 or electronic product. If an unannounced exercise is initiated, the remainder of the printed weekly schedule may be canceled and may be deleted from IMDS by MO PS&D.

4.6.2. Combat sortie generation will include operations using ATO's. See paragraph **4.7** for procedures.

4.6.3. When a scramble launch scenario is used, a launch "window" will be established for each line number or block of line numbers. Normal deviations will be assessed against all sorties.

4.6.4. Sorties lost due to required scenario responses such as chemical warfare condition "black," airfield attacks, etc., will be recorded as "EXH or EXL."

4.6.5. If more sorties are flown than line numbers printed, those sorties will be considered flown as scheduled.

4.6.6. Once the objectives established by higher headquarters or the commander have been met, the remainder of that day's schedule may be canceled/deleted from IMDS by MO PS&D.

4.6.7. At the termination of the combat sortie generation, the unit's originally printed weekly flying schedule may be revised, canceled, or replaced with a new weekly schedule without recording deviations. Normal deviation reporting procedures will apply once finalized.

4.7. Air Tasking Order. The Air Tasking Order (ATO) can contain mission numbers, on-status time/time on target and configurations. A daily flying schedule, including aircraft tail numbers for the first lines and spares, will be finalized and confirmed to operations and the MOC not later than 2 hours prior to the first on-status/take-off time. The new published schedule derived from the ATO, is applicable to all affected organizations and no AF Form 2407 is required to implement the new schedule. All changes after the new schedule has been published, up to the first unit crew show time, will be documented and coordinated on an AF Form 2407. Unlike a planned sortie surge, early and late take-offs are recorded on second and subsequent

sorties, unless an OPS change is made to the ATO. Normal deviations will be recorded against all sorties using the new published schedule derived from the ATO. Schedules will be sent to home station for historical filing within three duty days of the following week while ensuring classification guidance IAW ATO is met. **Note: All sorties launched under "Classified ATOs" will be considered flown as scheduled. Classified ATO lines that are missed will be recorded as cancels in IMDS. Cancellations will be loaded into IMDS once the sortie is declared cancelled regardless of actual scheduled take-off time and ground aborts will be recorded in IMDS.**

4.7.1. **Alert Sorties.** Sorties flown from alert because of a higher headquarters exercise, active air or practice scramble, or committed to fly from alert on the printed weekly schedule will be considered sorties flown as scheduled. Ground aborts will be recorded in IMDS; however, no deviation is recorded against FSE. **Note: Alert sorties are considered unscheduled, or an impromptu event, and should not be entered as a scheduled event in the MIS; these sorties (take-off/land times) will be entered into the MIS during debrief process.**

4.8. Unscheduled Tasking. When a unit is tasked with an unscheduled higher headquarters tasking, self-initiated tasking (mobility exercises or weather evacuations), or other services tasking which significantly impacts the printed weekly flying schedule, MO PS&D may revise or delete the printed schedule from IMDS and replace with a new weekly schedule without recording any deviations. For weather evacuations, the schedule will be cancelled in IMDS, not deleted, so the data is available for historical attrition.

4.8.1. If the schedule is revised or canceled/reprinted, the following procedures will be used:

4.8.1.1. The revised schedule will be finalized a minimum of 2 hours before the first scheduled launch.

4.8.1.2. Once the tasking terminates, the original schedule may be used or it may be revised or reprinted for the tasking period, as required. Normal deviation reporting is used once the revised or reprinted schedule is finalized.

4.8.1.3. Normal deviation reporting procedures will be followed after a take-off time is established to a tasking by higher headquarters or other services.

4.8.2. If the unscheduled tasking has an adverse impact on the monthly UTE goal, the commander has the option to adjust the monthly sortie UTE goal.

4.8.3. An unscheduled tasking or actual combat operations may include use of an ATO. Deviations for all aircraft will be recorded IAW this instruction.

4.9. 1. Planned Sortie Surge. Units may plan to produce sorties at a higher than normal rate. A unit may also use a planned sortie surge when the rest of the unit is deployed to a different location. A planned sortie surge is not considered a combat sortie generation or an unscheduled tasking. It should be conducted in a manner that takes full advantage of training opportunities inherent in a period of increased operations and maintenance activity. The number of sorties will be determined by training objectives and established by the OS Director of Operations and AMXS Supervision. Printed sortie surge rates will exceed the daily sortie rate (average contracted sortie per O&M day based on the applicable monthly sortie/flying hour contract) of the unit by at **least 50%,** but not less than the contract required sorties scheduled on the monthly

contract/plan. For example, if a unit normally flies 6 sorties in a day, to qualify for a surge, that same unit would schedule at least 9 sorties for the surge day. The statement "Sortie Surge" must be printed in the remarks section of the affected day's flying schedule to add sorties without incurring deviations.

4.9.1. **Planned Sortie Surge.** Units may plan to produce sorties at a higher than normal rate. A unit may also use a planned sortie surge when the rest of the unit is deployed to a different location. A planned sortie surge is not considered a combat sortie generation or an unscheduled tasking. It should be conducted in a manner that takes full advantage of training opportunities inherent in a period of increased operations and maintenance activity. The number of sorties will be determined by training objectives and established by the OS and AMXS commanders. Printed sortie surge rates will exceed the daily sortie rate (average contracted sortie per O&M day based on the applicable monthly sortie/flying hour contract) of the unit by at **least 50%,** but not less than the contract required sorties scheduled on the monthly contract/plan. For example, if a unit normally flies 6 sorties in a day, to qualify for a surge, that same unit would schedule at least 9 sorties for the surge day. The statement "Sortie Surge" must be printed in the remarks section of the affected day's flying schedule to add sorties without incurring deviations.

4.9.1.1. DELETED

4.9.1.1.1. DELETED

4.9.1.2. DELETED

4.9.1.3. Aircraft tail numbers, take-off times, land times, line numbers, and configurations will be printed in the weekly schedule for each aircraft's first sorties of each day. Include the statement "sortie surge" in the remarks section for each affected day.

4.9.1.4. Only line numbers are required on the weekly schedule for subsequent sorties (i.e., the total number of sorties/line numbers the unit intends to fly). Other data such as take-off times, configurations, and missions may be printed as required by the unit.

4.9.1.4.1. **(Added-BARKSDALE)** The subsequent sorties are only required to have line numbers. For example, if lines 201-204 have a 0900 take-off time and line numbers 205-208 (subsequent sorties) have a 1030 take-off time, lines 205-208 do not require take-off times, configurations, or missions.

4.9.1.5. Units will confirm subsequent sorties NLT the daily maintenance production meeting on the day prior.

4.9.1.5.1. Early and late take-offs are not recorded on second and subsequent sorties. For all other deviations, normal deviation reporting applies.

4.9.1.5.2. **(Added-BARKSDALE)** "Subsequent sorties" refers to the second go of sorties. The second go of sorties are any sorties that take off after the first set of sorties/take-off times, as shown in the example in 4.9.1.4.

4.9.1.6. If more sorties are flown than what was intended (e.g., line numbers printed), these sorties will be considered flown as scheduled.

4.9.2. **Continuation Sortie.** A continuation sortie is a sortie containing scheduled operations stops. Continuation sorties are designed to accommodate training events, optimize aircraft use and minimize maintenance manpower expenditure. This scheduling option is intended to allow the exchange of aircrew while the aircraft engines/Auxiliary Power Unit (APU) remains running. Aircraft possession does not return to maintenance, therefore maintenance support is limited to chocking the aircraft and fire/safety observer. **Exception:** On B-52 aircraft, engines may be shut down to re-pack drag chutes while crew change occurs. **Note:** Returning the aircraft to maintenance terminates the continuation sortie. Continuation sorties will be clearly identified in the published weekly flying schedule. The initial crew on the sortie will brief the follow- on crew at the aircraft. **A continuation sortie ends when the later mod is debriefed since both are assigned the same sortie number.** Units may add continuation mods onto scheduled sorties to make up for sorties lost earlier in the same week without recording deviations. Do not include these added continuation mods in FSE unless there were no lost sorties earlier in the week. If no sorties were lost in the same week, the added continuation mod will be an "add" deviation in FSE.

4.9.3. **Engine Running Crew Change (ERCC).** The ERCC sortie is used to optimize aircraft use. It involves turnaround of an aircraft incorporating partial or full crew change between two separate sorties. **The difference between ERCC and continuation sorties is minor maintenance and servicing can be performed between sorties and since each is a separate sortie, deviations apply to each sortie.** An aircraft is scheduled to fly an ERCC sortie in the published weekly schedule. Upon landing, aircrew members are exchanged at the aircraft with at least one engine running. **Exception:** On B-52 aircraft, engines may be shut down to re-pack drag chutes while crew change occurs. Minimum ground time should be scheduled between sorties. The aircrew of the first sortie must brief the aircrew of the second sortie at the aircraft. Other aircraft on the published flying schedule or previously flown aircraft not on the flying schedule (OCF, FCF, adds) can be tail swapped into the second sortie. For example, if two aircraft are scheduled to land at approximately the same time, either aircraft could ERCC to the later sortie.

4.9.3.1. **(Added-BARKSDALE)** Exception: On B-52 aircraft, engines may be shut down to refuel while crew change occurs.

4.10. Flying Scheduling Effectiveness Computations. Compute monthly flying scheduling effectiveness rate by aircraft mission and design using **Table 4.2**

Table 4.2. Flying Scheduling Effectiveness Computations.

Total sorties scheduled = Total sorties flown + cancellations – Additions (added sorties only).
Adjusted sorties scheduled = Sum of total sorties scheduled (home base, off station or deployed) – UTE cancellations.
Calculated deviations = Sum of all deviations (including added aircraft) – [air deviations, tail swaps, printed spare actions, ground aborted sorties flown by spare aircraft (on-time), and UTE cancellations/additions].

OP/MT deviations = Sum of all calculated deviations recorded using OP_ or MT_ as the deviation cause code (include GAA, GAB and GAC).

Overall FSE rate = Adjusted sorties scheduled – calculated deviations / adjusted sorties scheduled × 100.

OP-MT-FSE-rate = OP-MT deviations / adjusted sorties scheduled × 100.

Chapter 5

MAINTENANCE SCHEDULING EFFECTIVENESS

5.1. Purpose. MSE is a leading indicator that measures the unit's ability to plan and complete scheduled maintenance events (inspections, periodic maintenance, etc.) and scheduled use of maintenance resources (static/Immediate Response (IR)/training aircraft, etc.) on-time per the maintenance plan. The AFGSC goal for MSE is 95 percent for aircraft maintenance and 90 percent for ICBM maintenance. A low MSE rate may indicate a unit is experiencing a high rate of turbulence on the flight line, field or back shops. MSE is primarily used as a reliability indicator for maintenance managers assessing the unit's capacity to execute the scheduled maintenance plan.

5.1.1. A cornerstone of successful maintenance scheduling and execution is an understanding of how the schedule is executed versus how it was scheduled to be executed. These differences in scheduled versus actual events are only recorded in the execution phase of the scheduling process and are called deviations. All deviations to the printed weekly maintenance schedule will be coordinated using AF Form 2407. Deviation data will be recorded so that root cause analysis can identify the appropriate corrective actions, if any are needed. Without deviation data, analysis is impossible. Deviation data recording and analysis is used to improve the scheduling and execution process that leads to improved unit operations. The unit is responsible for documenting deviations to the weekly maintenance schedule and determining the cause for each deviation. Deviations must be coordinated with the appropriate AMU OIC/AMXS/MMXS supervision before being assigned to a specific category. Schedule deviations that result from a sequence of events will be assigned a primary cause. A determination of the primary cause will be made by the parties involved to arrive at a unit position. The squadron supervision and MO PS&D will monitor deviations to ensure they meet the criteria in this publication. When conflicts arise, leadership of involved units will resolve them at the lowest level. All deviations will be recorded as prescribed in this publication.

5.2. Computations. Compute MSE using scheduled maintenance events in the printed weekly schedule. In order to make this data valuable, it is important that the integrity of the data be maintained. Additionally, do not discard standard accepted scheduling practices in order to improve rates, e.g., scheduling all inspections on Friday or not including hourly inspections in the weekly schedule. See **Table 5.3** (for Aircraft MSE Computation) and **Table 5.4** (for ICBM MSE Computation).

5.2.1. The IMDS database will be used to determine whether or not the maintenance actions were completed on time. For example, if a maintenance event is scheduled in the weekly maintenance schedule for Monday through Wednesday, IMDS must show completed by 2359 hrs on Wednesday for credit.

5.2.1.1. When ICBM timeline restrictions prevent debriefing of maintenance actions upon return from dispatch, debriefing actions will occur at earliest opportunity following crew rest. Credit for completion will be based on actual date the scheduled maintenance activity was accomplished.

5.2.1.2. For maintenance events extending into the next week, credit for completion is based on the last day of the scheduled event. ICBM periodic inspection, Rivet MILE phase, and aircraft phase completion will be measured using the completion date of the inspection, as indicated on the maintenance page of the Weekly Schedule.

5.2.1.3. AMXS and MXS supervision will standardize the scheduled duration of the aircraft (Phase/Periodic) inspection for each MDS based upon the work card deck and fix phase critical path data as determined using IMDS/MIS historical data provided by MO MMA, and Supervision assessments. The standardized duration for these particular aircraft inspections will be documented, and provided to MO PS&D.

5.2.2. The MXG/CC may select additional areas for local scheduling effectiveness tracking. The unit will establish standards for these programs. When reported to HHQ, these locally selected areas will not be included in MSE rates. The standards requirement is not applicable for WSA/MSA maintenance schedules; however, MUNS/CC may elect to create MSE requirements for internal tracking. If WSA/MSA units create an MSE requirement they must create a local policy with assigned weighted points for all maintenance actions.

5.2.3. MO PS&D will implement procedures for reviewing and recording scheduled maintenance actions daily and forward this data to maintenance analysis weekly for computation and publication as a monthly metric (e.g., 1-31 Jan, 1-30 Jun, etc.). Daily review will be accomplished by MO PS&D and will not be delegated.

5.2.3.1. **(Added-BARKSDALE)** MO PS&D will validate the previous day's scheduled maintenance NLT 0745 daily using the job control numbers (JCN) published on the weekly schedule's maintenance page. Once the JCN is scheduled, it will not be canceled. If the maintenance action is not completed by the last day scheduled for a multi-day event, the maintenance action will be considered a deviation; consideration will be given if IMDS has been down. Maintenance Scheduling Effectiveness (MSE) will be briefed at the daily MXG production meeting. AMUs will take an active role in monitoring the day-to-day maintenance efforts in order to ensure timely completion of all scheduled maintenance and training events.

5.2.4. When a unit is tasked with a combat sortie generation, unscheduled tasking, unannounced exercise/real world contingency, or HHQ exercise that significantly impacts the printed weekly maintenance schedule, the plan may be revised or reprinted without incurring deviations. Utilizing **Table 5.1** (for aircraft) or **Table 5.2** (for ICBM), normal deviation reporting procedures will be followed once the revised or reprinted plan is finalized. The unaccomplished portion of the original maintenance schedule will not be included in the scheduling effectiveness formula.

Table 5.1. Aircraft MSE Deviations and Functions.

DEVIATION	FUNCTION
Maintenance (MT)	Actions canceled due to adding aircraft to the flying schedule, lack of manpower, equipment or as a result of mismanagement.

Operations (OP)	Actions canceled or not completed on-time for operational considerations or as a result of adding aircraft to the flying and maintenance schedule to meet operations requirements. This also includes maintenance events not completed due to operations group actions, e.g., Aircrew Flight Equipment section not completing scheduled maintenance as published in the wing weekly flying and maintenance schedule.
Higher headquarters (HHQ)	Actions canceled or not completed as a result of higher headquarters tasking from outside of the wing.
Weather (WX)	Actions canceled or not completed as a result of weather conditions.
Supply (SU)	Deviations that result from verified parts back order condition.
Other (OT).	Aircraft impounded after publication of the weekly schedule, unscheduled major maintenance where the scheduled maintenance action cannot be accomplished because of tech data restrictions, aircraft off base and unable to return or as a result of productivity/utilization goal days.
EXCEPTION: Any scheduled maintenance for an aircraft that is possessed by depot/PDM/Contract Field Team (CFT), that is not complied with because the aircraft is not released for possession as scheduled to the owning unit does not count toward MSE computations.	

Table 5.2. ICBM MSE Deviations and Functions

DEVIATION	FUNCTION
Maintenance (MT)	Lack of manpower (maintenance personnel), equipment or as a result of mismanagement.
Weather (WX)	Actions canceled or not completed as a result of weather to include wind restrictions for high profile vehicles, active flooding/rain, general missile complex travel restrictions due to ice/snow, and loss of helicopter for weather related flight restrictions.
Defense Access Roads (DR)	Actions canceled due to inability to reach site as a result of missile complex road restrictions such as bridge/culvert limitations, washed out roads, or any physical road condition identified during route surveys that result in a canceled action.
Guards (GS)	Actions canceled as a result of lack of security forces availability to meet guarding requirements (e.g. SET, fire team, airborne fire team/helicopter coverage)
Higher Priority Mx (DH)	Actions canceled or not completed on-time as a result of team diverted to higher priority mx per ICBM Maintenance Priority Table (AFI 21-

	202 Vol 1).
Vehicle (VP)	Action canceled due to lack of general or special purpose vehicle to include crane, payload transporter, transporter erector, or periodic maintenance team (PMT) van.
Parts/Supply (PS)	Deviations that result from verified parts back order condition.
Higher headquarters (HHQ)	Actions canceled or not completed as a result of higher headquarters tasking from outside of the wing.
Team Chief/Team Member (CCM)	Deviations that result from unforeseen loss of scheduled team members due to Personnel Reliability Program (PRP) suspensions, mandatory crew rest, time line restrictions or remain overnight (RON).
Other (OT).	Actions canceled due to circumstances that do not meet the categories listed above.

5.2.5. Units may revise or reprint the following day's or remainder of that week's maintenance schedule to compensate for adverse weather. This adjustment should be used only in extreme cases and recorded on AF Form 2407. Once changed, normal deviation reporting procedures will apply.

5.2.6. MO PS&D will coordinate with AMU Lead Production Superintendent to cancel and reschedule maintenance actions to coincide with the portion of the flying schedule that was canceled after the unit or OS has achieved the UTE goal for the month. These canceled maintenance actions will not be included in MSE computations.

5.2.6.1. To obtain only the aircraft OP-MX MSE rate, treat events with deviations in categories other than OP or MT as if they were not missed.

5.2.6.2. To obtain only the ICBM MX MSE rate, treat events with deviations in categories other than MT as if they were not missed.

5.2.7. In addition to the MSE metric, the ICBM missile maintenance dispatch deviation rate (Scheduling Effectiveness) is used as a management indicator to identify how well a unit is executing daily dispatches for all field activities. Maintenance dispatches that are deviated and canceled will be documented using the codes provided in IMDS for security forces availability, weather, road conditions, supply, vehicle problems, team member/team chief availability or other applicable condition codes.

5.2.7.1. The main focus of the dispatch deviation rate is to strengthen maintenance managers' ability to identify trends and causes for canceled dispatches. Each canceled dispatch represents a missed maintenance opportunity. The dispatch deviation rate provides objective data to direct process improvements and advocate for required resources or support.

5.2.7.2. Missile maintenance work centers will enter teams in the daily schedule that are necessary to meet work center production and maintenance requirements. The maintenance schedule should not be built to a predetermined or perceived constraint in support. In order to maximize maintenance capacity and identify limiting factors, teams

should be scheduled and deviated when a confirmed shortfall in dispatch support is identified.

5.2.7.3. The ICBM dispatch deviation rate is determined by dividing the number of dispatch deviations by the total number of scheduled dispatches. It is calculated as follows: **Dispatch deviation rate = [(# of dispatches deviated and cancelled) / (# of scheduled dispatches)] × 100%**

5.3. Overall Aircraft and ICBM Maintenance Scheduling Effectiveness Rate Formula: Overall Maintenance Scheduling Effectiveness Rate = Total Points Earned / Total Points Possible x 100

Table 5.3. Aircraft Maintenance Scheduling Effectiveness Computation.

SCHEDULED EVENT	A WEIGHTED POINTS	B NUMBER OF SCHEDULED EVENTS	C POSSIBLE POINTS (A x B)	D COMPLETED AS SCHEDULED	E POINTS EARNED (A x D)
Phase Inspections	6				
Hourly Post Flights	5				
464 System Checkout	5				
Engine Changes	5				
Time Changes	4				
TCTOs	4				
Corrosion Control/ Paint/Wash	4				
Training Aircraft	3				
Static/IR/Alert Prep	3				
Special Inspections	3				
Delayed Discrepancies	3				
Document Reviews	2				

	Total Points Possible:		Total Points Earned:	

Table 5.4. ICBM Maintenance Scheduling Effectiveness Computation.

SCHEDULED EVENT	A WEIGHTED POINTS	B NUMBER OF SCHEDULED EVENTS	C POSSIBLE POINTS (A x B)	D COMPLETED AS SCHEDULED	E POINTS EARNED (A x D)
Programs/ Modifications (Note 1)	6				
Test (Note 2)	6				
Time Changes (Note 3)	6				
REPO/DEPO	6				
Depot (Note 4)	5				
NCE Periodics	5				
TCTO	5				
Periodics	4				
Delayed Discrepancies (WRF)	4				
		Total Points Possible:		Total Points Earned:	

Notes:

1. Includes support for weapon system modification/upgrade programs, HHQ directed programs, and maintenance supporting treaty compliance or force structure changes.
2. Scheduled events supporting FDE, SELM and HSEP.
3. Includes events to replace items that are on a scheduled time interval such as LLC, MGS PIGA time changes, and emergency storage batteries.
4. Includes Rivet MILE phase and -107 depot assistance requests.

5.4. Changes to the Weekly Maintenance Schedule (ICBM Only).

5.4.1. **Changes to the Weekly Schedule**. All deviations to the weekly maintenance schedule will be coordinated using AF Form 2407. The AF Form 2407 is also required IAW AFI 21-200. ***Note:*** N/A to maintenance standby teams.

5.4.2. **Procedures.** The agency requesting the change initiates the AF Form 2407 and coordinates it through the affected Flight OIC/Chief/MOO. The AF Form 2407 will be coordinated with other agencies/squadrons as applicable.

5.4.2.1. Changes affecting munitions requirements will be coordinated with Munitions Control to ensure proposed munitions changes can be met. The requested changes should be coordinated prior to the daily maintenance production meeting to allow sufficient time to determine supportability of the change. Changes during the daily maintenance production meeting require an AF Form 2407. The initiator of AF Form 2407 will include the specific reason for each change.

5.4.2.2. Coordinated AF Form 2407s will clearly identify the required changes (time, date, configuration, etc.) and specify a detailed reason for the change (Personnel/Qualifications/Equipment/ Weather/ etc.). Multiple AF Form 2407s may be used in the event that a single form is insufficient to cover all changes.

5.4.2.3. The initiator of the change is responsible for coordinating and routing the AF Form 2407 to the appropriate agencies. Finalized copies of the AF Form 2407 will be sent to PS&D for proper recording and disposition.

5.4.3. **AF Form 2407 Approval Authority.**

5.4.3.1. The MXG/CC (or group level representative, designated in writing by group commander) will approve all AF Form 2407 changes to the weekly schedule. The MMOC will coordinate HHQ directed taskings that require immediate execution. Electronic coordination is acceptable, provided receipt is acknowledged and the sender enters the name of the person notified including the date/time on the AF Form 2407. **(T-3)**

Chapter 6

DEPLOYED OPERATIONS AND OFF-STATION SORTIES

6.1. Purpose. This chapter establishes rules and procedures used in planning, executing, evaluating, and reporting of unit flying and maintenance schedules at deployed locations where unit maintenance is provided. Sorties flown at deployed locations where no parent unit maintenance is provided are considered off-station sorties. If parent unit support is deployed, this is considered the same as home station support and normal deviation reporting applies. Limited launch support is not considered parent unit maintenance.

6.2. General. Normal deviation reporting applies to deployed operations except as noted in this chapter. Data from deployed operations will be transmitted or forwarded back to home station to be included in unit totals IAW TO 00-20-2.

6.3. Scheduling. In addition to the procedures for home station scheduling and reporting, deployed units will use the following procedures when developing a weekly flying schedule and reporting deviations:

6.3.1. Separate block(s) of sortie sequence numbers will be assigned for deployment location(s).

6.3.2. **Additions and cancellations at deployed locations, which are required to accomplish specific aircrew training requirements and make optimum use of available range time, are considered flown as scheduled.** This does not relieve operations and maintenance from developing a viable and realistic flying schedule at the deployed location. The primary purpose of this flexibility is to allow the unit to make up non-effective sorties to ensure accomplishment of the deployment training plan. Procedures for changing the weekly schedule in **Chapter 2** apply to deployment location flying and maintenance schedules. Additions and cancellations caused by ineffective planning are recorded.

6.3.3. When operating at a deployed location using a daily ATO, follow procedures outlined in paragraph **4.7** of this instruction.

6.4. Continuous Bomber Presence (CBP) Aircraft Rotation Planning.

6.4.1. A Nonstandard Aircraft Rotation Justification memorandum is required only when planning aircraft rotations which do not maximize the allowable tarry time at the alternate location.

6.4.2. Aircraft rotation planning maximizes fleet aircraft availability by keeping aircraft at the alternate location as long as necessary for the mission and as long as allowable per applicable technical guidance (currently six months). When fleet health can be demonstrably improved by a nonstandard aircraft rotation, the MXG/CC shall submit a Nonstandard Aircraft Rotation Justification memorandum summarizing:

6.4.2.1. The problem being solved by the nonstandard aircraft rotation(s).

6.4.2.2. The course of action (COAs) considered.

6.4.2.3. The operational benefits analysis, especially for the selected COA.

6.4.3. Nonstandard Aircraft Rotation Justification memorandums shall be submitted to AFGSC/A4 for approval (NAF/CC and AFGSC/A3 in coordinating roles) NLT 30 days prior to the CBP mission.

6.4.3.1. See **Attachment 4** for Nonstandard Aircraft Rotation Justification memorandum template.

6.5. Deployed Daily Activity Report. Required information for deployed AFGSC units will be transmitted to home station IAW applicable unit deployment plans. See TO 00-20-2 for required data.

6.6. Off-Station Sorties. Off-station sorties are those sorties flown from other than home station and parent unit maintenance is not provided (e.g., cross-country sorties). Units will publish sorties planned while off-station. Take-off and landing times may be TBD when supporting another unit and the specific times are unknown at the time of publishing. The following paragraphs outline the rules that apply to higher headquarters alert or off-station sorties:

6.6.1. When a spare is launched to the off-station/cross country location in place of the originally intended aircraft, or for a scheduled deployment to a Forward Operating Location (FOL), one of the following options applies to the home and off-station location flying and maintenance schedules:

6.6.1.1. Option 1. The originally scheduled prime aircraft, which remained on base, may fly the sorties of the departed aircraft for the remainder of the week without recording FSE deviations. MSE is based on the published weekly schedule.

6.6.1.2. Option 2. The sorties may be tail-swapped with a printed spare aircraft on each day's schedule.

6.6.2. When an aircraft is off-station and cannot return to home station for its scheduled sortie, a deviation will be recorded for the reason the aircraft was unable to return. The reasons will be specific, (e.g., maintenance, operations, weather, etc.). **Note:** If the off-station aircraft can fly its scheduled mission from its location, no deviation is recorded.

6.7. Deployed MO PS&D Support Operations.

6.7.1. NLT 7 days after a new units arrival, MO PS&D Superintendent will visit all decentralized scheduling activities and provide technical assistance as needed.

6.7.2. Units will follow home station guidance.

6.7.3. Home stations will perform Aerospace Vehicle Distribution Office (AVDO) duties on deployed aircraft unless the possession changes to the deployed location. With home station AVDO approval, deployed MO PS&D will make IMDS inventory/status transactions and coordinate message requirements with home station AVDOs. If possession changes, deployed MO PS&D will perform all AVDO duties.

Chapter 7

FLYING SCHEDULING REPORTING PROCEDURES

7.1. Purpose. The flying schedule must be loaded in IMDS to track scheduling and deviation data. Once loaded, the IMDS *Proposed Maintenance Report* (TRIC PMP) provides detailed base-level retrieval of flying and maintenance schedules from IMDS. IMDS will also be used to provide higher headquarters reporting of aircraft utilization.

7.2. Responsibilities:

7.2.1. The MXG/CC will ensure procedures are established to verify the accuracy of all scheduling and deviation data.

7.2.2. MO PS&D section will publish the weekly flying schedule IAW **Chapter 3** on AF Forms 2400 series or computer generated forms. The MO PS&D will load the following weeks flying schedule into IMDS by 1630L Friday (or the last scheduled flying day, Saturday or Sunday, for UTA weekends) IAW AFCSM 21-565V2. **Exception:** 2 hours after the squadrons last landing during printed wing night flying weeks.

7.2.3. The MOC will review the IMDS TRIC DRC (Debrief Sortie Recap) to ensure accuracy of aircraft debriefing inputs. MOC will also review the TRIC DSM (Deviation Summary Inquiry) and the TRIC UOL (Uncompleted Operational Events) daily to ensure uncompleted sortie lines are deleted using TRIC OED (Operational Events Delete), as necessary, after coordination with the debrief section and MO PS&D. Additionally, MOC will review TRIC AUR (Accomplishment Utilization Report) weekly to ensure accuracy of reported deviations. MOC will also load additions, cancellations before crew show, late and early take-offs and landings, and tail swaps in IMDS as deviations occur.

7.2.3.1. The debrief section will load aborts and in-flight emergency incidents in IMDS during the IMDS automated debriefing process. After a primary aircraft ground aborts and is replaced by a spare, debrief sections will ensure the deviation code is recorded as a spare deviation with the appropriate cause code SP/GAA (GAB or GAC) against the original aircraft; debrief sections will not record the deviation as a ground abort GA/GAA (GAB or GAC) against the original aircraft that was replaced by a spare.

7.2.3.2. Analysis will count SP/GAA (GAB or GAC) as one ground abort deviation but will not count this against FSE (see paragraphs **4.3.2.1.5** and **4.3.4**.). For all other spare and ground abort deviations procedures, debrief will follow procedures in paragraph **4.3**

7.2.3.3. The MOC will coordinate with both the flying squadron and AMU on all changes and deviations to the daily flying schedule to assist in determining correct debriefing status codes. The MOC will provide sortie sequence numbers and sortie numbers to the squadron/AMU for all additions and cross-country sorties. Sortie numbers assigned to a specific tail number must be in sequential order (for example sortie number 101 must be used on a specific tail number before sortie number 102). Unique sortie sequence numbers will be developed for deployed sorties.

7.2.3.3.1. **(Added-BARKSDALE)** Sortie sequence numbers are assigned to each flying squadron schedule. Reference Table 7.1

7.2.3.3.2. **(Added-BARKSDALE)** Home Station sorties are defined as any sortie that originates from Barksdale AFB, regardless of where it lands. *Exception:* ATO sorties are not considered home station (see 7.2.3.3.2.).

7.2.3.3.3. **(Added-BARKSDALE)** Deployed sorties are defined: as launched from home station to a deployed location or as any sortie launched from any base other than Barksdale AFB that has a full contingent of home station maintenance.

7.2.3.3.4. **(Added-BARKSDALE)** Off station sorties are sorties not launched from Barksdale AFB other than deployment and exercise lines.

7.2.3.3.5. **(Added-BARKSDALE)** Exercise sorties are sorties flown at home station for local and HHQ exercises. Exercise sorties are also used for aircraft sorties flown to a deployed location and or returning from a deployed location for local and HHQ exercises.

7.2.4. The codes in **Table 7.1** or one of the ground deviation codes in AFCSM 21-565V2 apply to the following:

7.2.4.1. IMDS TRIC LCC, *Maintenance Defer Codes/Operational Deviation Cause Codes*

7.2.4.2. IMDS TRIC OED, *Operational Event Delete*

7.2.4.3. IMDS TRIC OES, *Operational Event Tail Number Swap/Tail Number Spare*

7.2.4.4. IMDS TRIC DEV, *Deviation, Start/Stop/Correction Abort/Delete.*

Table 7.1. Ground Deviation Codes and Functions.

CODE	FUNCTION
AD	Addition
CX	Cancellation
ET	Early Take-off
GA	Ground Abort
LT	Late Take-off
SP	Spare
TS	Tail Number Swap

Table 7.1. (BARKSDALE) Sortie Sequence Numbers.

Mission	20 BS	96 BS	343 BS
Home Station	201 - 250	301 – 350	251 - 300
Deployed	501 - 550	601 – 650	551 - 600
FCF/OCF	701 - 720	721 – 740	741 – 760
Off Station (O/S)	801 - 850	901 – 950	401 - 450
Exercise	851 - 890	951 – 990	451 - 500

7.2.5. All deviations will be recorded and have the following code from **Table 7.2** to indicate the deviation:

Table 7.2. Category Codes and Functions.

CODE	FUNCTION
C	Recorded Deviation (all deviations are recorded, but not all are chargeable against the FSE see **Table 4.1**)
N	Do not use N code (all deviations are recorded). Code is available for use in IMDS but AFGSC units will not use this code.

7.2.6. Enter one of the codes from **Table 7.3** to indicate the reason for a deviation, or the agency, which caused a deviation. These codes must be entered into the IMDS Cause Code table as outlined in AFCSM 21-565V2. The maintenance indicator block is left blank when loading Cause Codes listed in **Table 7.3** For maintenance ground aborts do not use cause code MTx, only use GAA, GAB, or GAC.

Table 7.3. Cause Codes and Functions.

CODE	FUNCTION	CODE	FUNCTION

ATx	Air Traffic	HQT	Higher Headquarters, MAJCOM (non-exercise)
GAA	Ground Abort, before engine start, maintenance	HQN	Higher Headquarters, NAF (non-exercise)
GAB	Ground Abort, after engine start, before taxi, maintenance	HQP	Higher Headquarters, other (non-exercise)
GAC	Ground Abort, after taxi, maintenance	MTx	Maintenance
OPx	Operations	OTx	Other
SUx	Supply	SYx	Sympathy
XUT	UTE Cancel	WXx	Weather
EXH	Exercise, HHQ	EXL	Exercise, Local
xxx	Local Option		
Note: Use x for any character for local use.			

7.2.7. Enter one of the codes from **Table 7.4** or one of the air deviation codes in AFCSM 21-565V2 for each deviation that occurs after aircraft take-off. Air deviations are not included in FSE rate computations, but must be recorded.

Table 7.4. Air Deviation Codes and Functions.

CODE	FUNCTION	CODE	FUNCTION
AA	Air Abort (includes operations, weather, sympathy, ATC, no IFE, and other)	AI	Air Abort, IFE
EL	Early Landing	FE	IFE
FI	In-flight Incident	LL	Late Landing

Chapter 8

ATTRITION AND SPARES

8.1. Attrition. Attrition factors represent historical percentage of scheduled sorties lost to causes outside unit control. Maintenance and operations schedulers add attrition sorties to monthly contracts to ensure mission goals are met. Units may, with HQ AFGSC/A4B approval use different attrition factors from statistical attrition rates calculated by MMA.

8.1.1. Attrition sorties are not substitutes for unit capability shortfalls; they are added to the contract to mitigate scheduling turbulence to ensure that unit's mission goals are met. Attrition sorties are planned based on historical sortie losses captured and measured by MMA. The monthly flying and maintenance plan will clearly identify attrition sorties for planning purposes. If attrition is less or more than planned, adjustments to the weekly flying and maintenance schedule will be made to prevent over-extending maintenance or exceeding the unit's contract. A sortie lost will normally be flown in the same month the loss occurred. If at the end of a quarter combined losses exceed attrition figures, the OG and MXG/CCs will negotiate a resolution to the shortfall.

8.1.2. The factors used to compute attrition will be MTx, OPx, SUx, WXx, ATx, SYx, OTx, EXH, EXL, and HQx cancels. Attrition and spare factors will be computed for and applied to each flying squadron. Monthly statistical attrition anomalies should be identified, documented and factored out of attrition calculations, if necessary. MMA will compute attrition factors monthly for each OS/AMU and provide the results to MO PS&D and OSS Current Operations Flight Scheduling. During the annual "Proposed FHP", MMA will provide attrition factors by month for the entire next fiscal year. **Note:** Attrition and spare factors need not be developed for test and evaluation (CB) possession identifier coded aircraft.

8.2. Attrition Factor Application. Attrition computation is based on unit historical data from previous similar flying months. For example, when computing attrition for Jan 12, use historical data for Jan 11, Jan 10, Jan 09, Jan 08, Jan 07, etc. Use as much historical data as required, ensuring seasonal variations are considered to determine a basis for attrition. When computing attrition, use the total sorties lost in a particular category. Do not use the difference between the sorties lost and those sorties added to make up for the losses. The example for computing the attrition factor is shown in **Table 8.1** or **Table 8.2**

Table 8.1. Attrition Computation Example:

MX Cancels	.02
OP Cancels	.01
SU Cancels	.01
OT Cancels	.01
AT Cancels:	.01

SY Cancels:	.01
EXH Cancels:	.00
EXL Cancels:	.01
HQ Cancels:	.01
Cancels attrition factor	.09
WX Cancels:	.03
Total attrition factor	.12
Overall attrition factor is .12 or 12%	

Table 8.2. Sample Application of Total Attrition Factor.

Sorties Required	1000
Subtract attrition factor from 1:	(1 - 0.12) = 0.88
Divide 1000 by 0.88	
Required sorties to schedule 1,136.36, round up to 1137.	
Based on historical attrition of 0.12%, the unit can expect to lose 137 sorties to meet the required 1000 sorties.	

8.3. Prorated Weather Attrition Computation: Weather attrition sorties will only be used when sorties are lost because of weather. Weather attrition sorties will not be carried over into another month. Using example provided in **Table 8.3** compute the number of anticipated sortie losses for weather. Divide the number of weather losses by the O&M days. This will determine the prorated weather attrition.

Table 8.3. Sample Application of Prorated Weather Attrition Factor.

Sorties Required	1000
Subtract the weather attrition factor from 1	(1-0.03) = 0.97
Divide 1000 by 0.97	1000/0.97
Equals Required Sorties to Schedule	1031
Minus Sorties Required	1000

Expected Weather Losses	31
Divide 31 by O&M Days (20 for this exercise)	31/20
Expected Sortie Losses per O&M Day	1.55

8.3.1. From the example in **Table 8.3**, a unit would expect 1.55 sorties lost each O&M day in the month for weather. Thus, a total of 31 sortie losses (1.55 sorties x 20 O&M days) would be expected for that month. Whenever weather losses exceed the total projected weather losses (number of O&M days to date x 1.55, round up to the next whole number), a unit may add sorties not to exceed the difference between the sorties lost due to weather and the total projected weather losses. For example, on the 11th O&M day of the month, a unit lost a total of 30 sorties to-date due to weather. The expected prorated weather sorties lost to-date is 18 (1.55 times 11 equal 17.05, round up). The unit also added 4 weather sorties earlier in the month. The unit could add up to 8 sorties (30 sorties lost to date due to weather minus 18 prorated losses minus 4 weather adds equals 8 weather adds available).

8.4. Spares. The spare requirements will not exceed 50 percent of aircraft committed to the flying schedule, rounded up to the next whole aircraft. **Note:** During planned sortie surges, the MXG/CC determines the amount of spares that will be committed. Units should be cognizant of their historical break rates and spare constraints when scheduling surges. Spares are used quickly during surges and once spares are exhausted the capability to meet surge goals is severely limited.

8.4.1. MMA computes annual spare aircraft requirements by month, using historical aircraft first sortie logistics losses and provides this information to the MO PS&D for use in computing spare aircraft requirements. Spare computation is based on unit historical data from previous similar flying months. For example, when computing spares for Jan 11, use historical data for Jan 10, Jan 09, Jan 08, Jan 07, Jan 06, etc. Use as much historical data as required, ensuring seasonal variations are considered to determine a basis. The formula for computing spare factors is Historical First Sortie Deletions/Cancellation divided by historical first sorties scheduled. See **Table 8.4**

8.4.1.1. A first sortie is defined as a sortie flown by an aircraft that has not previously flown for the day (flying period between 0001-2400). For example, if 4 aircraft are committed to the schedule and there are 6 total sorties scheduled, the first 4 sortie line numbers (e.g., 101-104) should reflect all 4 committed aircraft tail numbers before they are re-scheduled (turned) against the last 2 (e.g., 105-106). This would be reflected as a 4 x 2 and should not be reflected as a 2 x 4 because of scheduled take-off times.

8.4.1.1.1. Operations may define first sorties or turns by mission profile and take-off times, but for the purposes of this instruction the sortie turn pattern is defined against initial aircraft flown and scheduled turns of the same or a portion of the same aircraft.

Table 8.4. Sample Application of Spare Factors.

1st Sortie Maintenance Cancellations	0.10

1st Sortie Supply Cancellations	0.03
1st Sortie Ground Aborts	0.05
Spare factor	0.18 or 18%

8.4.1.2. A sample of 4 first sorties is used in the following computation:

8.4.1.2.1. Spare aircraft required = 1st sorties scheduled times the spare factor

8.4.1.2.2. 4 x 0.18 = 0.72 (rounded up to the next whole number). Thus, the spare required is 1.

8.4.2. The computed spare requirement may be adjusted to compensate for multiple configurations and syllabus constraints. When additional spares are added for multiple configurations, units will not exceed one spare per configuration.

8.4.2.1. Additional spares are authorized to support higher headquarters tasks and special missions (if required by the tasking).

8.4.2.2. At least one spare aircraft is authorized per MDS for each flying day.

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(BARKSDALE)

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Commander, 2d Bomb Wing

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFCSM 21-565V2, *Operational Event Subsystem*, 1 May 2015

AFI 11-102, *Flying Hour Program Management,* 30 August 2011

AFI 11-102_ AFGSCSUP, *Flying Hour Program Management*, 1 February 2010

AFI 11-212, *Munitions Requirements for Aircrew Training*, 23 August 2013

AFI 16-402, *Aerospace Vehicle Programming, Assignment, Distribution, Accounting, and Termination*, 30 May 2013

AFI 21-101, *Aircraft and Equipment Maintenance Management*, 21 May 2015

AFI 21-101_AFGSCSUP, *Aircraft and Equipment Maintenance Management*, 26 October 2015

AFI 21-103, *Equipment Inventory, Status and Utilization Reporting,* 26 January 2012

AFI 21-200, *Munitions and Missile Maintenance Management*, 2 January 2014

AFI 21-201, *Munitions Management,* 3 June 2015

AFI 21-202 Vol. 1, *Missile Maintenance Management*, 17 September 2014

(Added-BARKSDALE) AFGSCI 21-165**,** *Aircraft and Missile Scheduling Procedures, 29 December 2015*

(Added-BARKSDALE) AFMAN 33-363, *Management of Records, 01 March 2008*

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

AFPD 21-1, *Maintenance of Military Materiel,* 29 October 2015

TO 00-20-2_AFGSCSUP1, *Maintenance Data Documentation,* 10 February 2014

Prescribed Forms

None

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

AF Form 2401, *Equipment Utilization and Maintenance Schedule*

AF Form 2402, *Weekly Equipment Utilization and Maintenance Schedule*

AF Form 2403, *Weekly Aircraft Utilization/Maintenance Schedule*

AF Form 2407, *Weekly/Daily Flying Schedule Coordination*

AFTO Form 781, *ARMS Aircrew/Mission Flight Data Document*

Abbreviations and Acronyms

AA—Air abort

ACC—Air Combat Command

AD—Addition (see definition of terms in this attachment)

AF—Air Force

(Added-BARKSDALE) AF2407— Weekly/Daily Flying Schedule Coordination.

AFCSM—Air Force Computer Systems Manual

AFGSC—Air Force Global Strike Command

AFGSCI—Air Force Global Strike Command Instruction

AFI—Air Force Instruction

AFMAN—Air Force Manual

(Added-BARKSDALE) AFPAM—Air Force Pamphlet

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFRIMS—Air Force Records Information Management System

AFTO—Air Force Technical Order

AI—Air abort, IFE

AMU—Aircraft Maintenance Unit

AMXS—Aircraft Maintenance Squadron

ANG—Air National Guard

APU—Auxiliary Power Unit

AT or ATC—Air Traffic Control

ATO—Air Tasking Order

ATx—Air Traffic

AVDO—Aerospace Vehicle Distribution Office

(Added-BARKSDALE) BAFB—Barksdale Air Force Base

BAI—Backup Aerospace Vehicle Inventory

(Added-BARKSDALE) BS—Bomb Squadron

(Added-BARKSDALE) BW—Bomb Wing

CAF—Combat Air Forces

(Added-BARKSDALE) Cancellation— An aircraft or sortie that is removed from the printed schedule for any reason.

CBP—Continuous Bomber Presence

CC—Commander

(Added-BARKSDALE) CHG—Change

CHRG—Chargeable

COA—Course of Action

(Added-BARKSDALE) continuation sorties—. If the sortie originated on time, record the subsequent late takeoff or cancellation against the agency that caused the late landing. If the extended sortie did not originate on time, record the subsequent sortie deviation against the agency that caused the original delay. Late landings are not included in FSE calculations.

(Added-BARKSDALE) Crew Show— The time that the aircrew arrives at the aircraft.

CX—Cancellation (see definition of terms in this attachment)

(Added-BARKSDALE) Daily Maintenance Production Meeting— Meeting required by AFI 21-101 to review the previous day's accomplishments, verify aircraft and equipment utilization and scheduled maintenance requirements for the current and next day, establish work priorities, and coordinate schedule changes.

(Added-BARKSDALE) Deployed Sorties— Sorties launched away from home base or isolated areas at home base, with

(Added-BARKSDALE) Deviation— A departure from the printed weekly flying schedule.

(Added-BARKSDALE) DO—Director of Operations

(Added-BARKSDALE) Early Takeoff— Scheduled sorties launched more than 30 minutes prior to scheduled takeoff.

EL—Early Landing

ERCC—Engine Running Crew Change

ET—Early Take-off (see definition of terms in this attachment)

EXH—Exercise, Higher Headquarters

EXL—Exercise, Local

FCF—Functional Check Flight (see definition of terms in this attachment)

(Added-BARKSDALE) FDT—Field Detachment Training

FE—IFE (see definition of terms in this attachment)

FHP—Flying Hour Program

FI—In-flight Incident

(Added-BARKSDALE) Flying Scheduling Effectiveness (FSE) Rate - Percentage of sorties flown as scheduled—. This rate determines how efficiently the planned/printed schedule was executed. It also indicates unit turmoil caused by flying schedule deviations.

FOL—Forward Operating Location

FSE—Flying Scheduling Effectiveness

(Added-BARKSDALE) FTU—Flying Training Unit

(Added-BARKSDALE) Functional Check Flight (FCF)— The flight of an aircraft, in accordance with the applicable dash -6 manual, to verify the airworthy condition of the aircraft.

GA—Ground Abort

GAA—Ground abort, before engine start, maintenance

GAB—Ground abort, after engine start, before taxi, maintenance

GAC—Ground abort, after taxi, maintenance

HHQ—Higher Headquarters (see definition of terms in this attachment)

(Added-BARKSDALE) Higher Headquarters— A controlling agency above wing level.

(Added-BARKSDALE) Home Station Sortie— Sorties launched from the home base or deployed locations where parent unit maintenance is provided.

HQ—Headquarters

HQN—Higher Headquarters, NAF

HQP—Higher Headquarters, other

HQT—Higher Headquarters, MAJCOM

HUTE—Hourly Utilization

IAW—In Accordance With

ICBM—- Intercontinental Ballistic Missile

IFE—In-flight Emergency (see definition of terms in this attachment)

IMDS—Integrated Maintenance Data System

(Added-BARKSDALE) IMT—Information Management Tool

IR—Immediate Response

(Added-BARKSDALE) JCN—Job Control Number

(Added-BARKSDALE) Late Landing - Aircraft landing 30 minutes past its scheduled landing time—. Does not apply to

(Added-BARKSDALE) Late Take—off - Scheduled sortie launched more than 30 minutes after scheduled takeoff time.

LL—Late Landing

LT—Late Take-off (see definition of terms in this attachment)

(Added-BARKSDALE) Maintenance Scheduling Effectiveness— A measurement used to determine what percent of the scheduled maintenance actions were actually completed as scheduled in the weekly flying schedule.

MAJCOM—Major Command

MASO—Munitions Accountable Systems Officer

MDS—Mission Design Series

(Added-BARKSDALE) MDSA—Maintenance Data System Analysis

MMA—Maintenance Management Analysis

MMOC—Missile Maintenance Operations Center

MMXS—Missile Maintenance Squadron

MO—Maintenance Operations

MOC—Maintenance Operations Center

(Added-BARKSDALE) MOC—Maintenance Operation Center

MOO—Maintenance Operations Officer

(Added-BARKSDALE) MOP—Monthly Operation Plan

MSE—Maintenance Scheduling Effectiveness

MSG—Mission Support Group

MT—Maintenance

(Added-BARKSDALE) MTF—Maintenance Training Flight

MTx—Maintenance

(Added-BARKSDALE) MUNS—Munitions

MXG—Maintenance Group

NCOIC—Noncommissioned Officer in Charge

NLT—No Later Than

(Added-BARKSDALE) ***NOTE:***—Do not record early takeoff deviations for hot pit turn sorties.

OCF—Operational Check Flight (see definition of terms in this attachment)

(Added-BARKSDALE) Off-Station Sorties - Sorties flown away from home base (cross-country) and parent unit maintenance is not provided (Including PDM)—. This includes aircraft that divert or break off-station and parent unit maintenance is sent to repair and launch the aircraft. **NOTE:** Off-station sorties are considered flown as scheduled. Deviations incurred are not used in scheduling effectiveness or abort rate computations.

OG—Operations Group

O&M—Operations and Maintenance (see definition of terms in this attachment)

OIC—Officer in Charge

(Added-BARKSDALE) Operational Check Flight (OCF)— The first flight of an aircraft that has had extended downtime or extensive maintenance which does not require an FCF.

(Added-BARKSDALE) OPR—Office of Primary Responsibility

OPS—Operations

OPx—Operations

OS—Operations Squadron

OSS—Operations Support Squadron

OT—Other

OTx—Other

PAI—Primary Aircraft Inventory

(Added-BARKSDALE) parent-unit maintenance provided—. For the purpose of this instruction deployed sorties are considered home station sorties.

PDM—Programmed Depot Maintenance

PE—Program Element

(Added-BARKSDALE) PEX—Patriot Excalibur

PMAI—Primary Mission Aircraft Inventory

(Added-BARKSDALE) POC—Point of Contact

POL—Petroleum, Oil, and Lubricants

PS&D—Plans, Scheduling, and Documentation

RAP—Ready Aircrew Program

RDS—Records Disposition Schedule

QA—Quality Assurance

(Added-BARKSDALE) Scheduled Maintenance Action— A maintenance requirement printed in the weekly schedule.

(Added-BARKSDALE) Scheduled Sortie - An aircraft scheduled for flight by tail number on the weekly flying schedule and confirmed on the daily flying schedule—. Incentive flights are considered scheduled sorties and published in the weekly schedule. Functional Check Flights (FCF) and Operational Check Flights (OCF) are excluded.

(Added-BARKSDALE) SOF—Supervisor of Flying

(Added-BARKSDALE) Sortie - A sortie begins when an aircraft becomes airborne or takes off vertically from rest at any point of support—. It ends after airborne flight when the aircraft returns to the surface except for continuation sorties.

(Added-BARKSDALE) Sortie Contract - A written agreement between operations and maintenance and approved by the WG/CC—. It specifies the number of sorties and hours to be flown.

SP—Spare (see definition of terms in this attachment)

(Added-BARKSDALE) Spare Aircraft – An aircraft specifically designated on the flying schedule to replace aircraft that cannot fly its sortie—. Spares can include aircraft that have been canceled, aborted, flown an earlier sortie, scheduled in a later sortie, or an aircraft that has been released after FCF/OCF. Do not count "Printed Spares" used as deviations when computing FSE.

SU—Supply

SUTE—Sortie Utilization

SUx—Supply

SY—Sympathy

SYx—Sympathy

TCTO—Time Compliance Technical Order

(Added-BARKSDALE) TD—Training Detachment

TDI—Time Distribution Index

TDY—Temporary Duty

TO—Technical Order

TRIC—Transaction Identification Code

TS—Tail number Swap or Exchange

USAF—United States Air Force

UTA—Unit Training Assembly

UTE—Utilization

(Added-BARKSDALE) WG—Wing

(Added-BARKSDALE) WLT—Weapons Load Training

(Added-BARKSDALE) WPS—Weapons School

WX—Weather

WXx—Weather

XC—Cross Country

(Added-BARKSDALE) XP—Plans

xxx—Local option

Terms

Active Associate—ARC/ANG component unit retains principal responsibility for weapon system or systems; shares with one or more AD units.

Addition—An increase in sorties or aircraft added to the printed weekly flying schedule.

Air Abort—An airborne aircraft that cannot complete its primary or alternate mission.

Air Deviation Code—A deviation from the scheduled sortie flight plan occurring after aircraft take-off.

Alert Sorties—Sorties flown from alert because of a higher headquarters exercise, active air or practice scramble, or committed to fly from alert on the printed weekly schedule will be considered sorties scheduled and flown as scheduled.

Attrition—Losses expected based on historical data. Sorties added by maintenance scheduling to a unit's sortie contract to allow for expected losses due to maintenance, operations, supply, air traffic control, sympathy, HHQ, other cancels, and weather cancels. If attrition is less or more

than planned, adjustments to the schedule should be made to prevent overextending maintenance and/or to stay within the unit's sortie flying hour program. Attrition sorties are not substitutes for capability shortfalls; they are additive to the contract to ensure mission goals are met. A sortie lost will normally be flown in the week/month the loss occurred. If at the end of a quarter, losses exceed attrition figures, the OG/MXG CCs will come to an agreement on how the shortfall will be corrected.

Attrition Reserve—Attrition reserve aircraft are those aircraft required to replace primary aircraft inventory losses in a given year projected over the life span of the weapons system. These aircraft are distributed to operational and training units to evenly spread life cycle fatigue and ensure all aircraft receive periodic systems upgrades and modifications. Assigned attrition reserves are occasionally realigned to maintain fleet balance. Reference: AFI 16-402.

Backup Aircraft Inventory (BAI)—Aircraft above the PMAI to permit scheduled and unscheduled maintenance, modifications, inspections and repair without reduction of aircraft available for operational missions.

Cancellation—An aircraft or sortie that is removed from the printed schedule for any reason.

Change—A recompilation of a unit's month-by-month flying hour plan, this is required when the unit's flying hour allocation changes.

Chargeable Aircraft (CHRG ACFT)—The number of aircraft against which units should build their programs. Except in cases where possessed aircraft is forecast to be significantly different from the PMAI such as in building or down-sizing units, chargeable aircraft will normally equal the unit's PMAI, PTAI, or PDAI, as applicable. In these cases, HQ ACC/A3 will assign a chargeable aircraft accountability for the unit in the ACC Flying Hour First Look and Baseline Messages.

Classic Associate—AD component unit retains principal responsibility for weapon system or systems; shares with one or more ARC/ANG units.

Combat Sortie Generation—A process by which aircraft are generated in a minimum time, during peacetime or wartime, through concurrent operations that may include refueling, munitions loading/unloading, aircraft reconfiguration, and -6 inspection and other servicing requirements. These exercises test a wing’s ability to meet current war plans and contingency operations.

Continuation Sortie—A scheduled sortie containing scheduled operation stops. When a crew completes their training/mission and performs an operation stop, the engines/APU remains running and maintenance does not service the aircraft. The aircraft can subsequently be launched without the participation of maintenance personnel, except for a fire/safety observer. The prime purpose is to on/off load crew members.

Crew Ready—An aircraft that has been properly inspected, fueled, required weapons loaded, necessary maintenance actions completed, the exceptional release signed off (for the first flight of the day) and the tail number passed to operations. ***Note:*** Units will develop and publish specific crew ready times for each assigned MDS as agreed upon by the OG/CC and MXG/CC.

Crew Show—The time that the aircrew arrives at the aircraft.

Deployed Sorties—Sorties launched away from home base or isolated areas at home base, with parent-unit maintenance provided. For the purpose of this instruction deployed sorties are considered home station sorties.

Daily Maintenance Production Meeting—Meeting required by AFI 21-101 and AFI 21-101_AFGSCSUP to review the previous day's accomplishments, verify aircraft and equipment utilization and scheduled maintenance requirements for the current and next day, establish work priorities, and coordinate schedule changes.

Deviation—A departure from the printed weekly flying schedule.

Early Landing—Scheduled sorties landing more than 30 minutes prior to scheduled landing time. Early landing deviations are not included in FSE calculations.

Early Take—off—Scheduled sorties launched more than 30 minutes prior to scheduled take-off. ***NOTE:*** Do not record early takeoff deviations for hot pit turn sorties.

Exercise—A unit or higher headquarters event designed to test or evaluate an organization's plans, procedures, and operational/maintenance capabilities. Exercises are a planned sortie surge, a combat sortie generation, or an unscheduled tasking. Operational readiness inspections and wing directed operational readiness evaluations are combat sortie generations.

Extended Sortie—Scheduled sorties that land more than 15 minutes past the scheduled landing time. If the extended sortie originated on time, record the subsequent late take-off or deletion against the agency that caused the late landing. If the extended sortie did not originate on time, record the subsequent sortie deviation against the agency that caused the original delay.

Ferry Sortie—Those sorties flown to transfer an aircraft to or from a maintenance facility or to a new assignment, including inter-command, inter-unit transfers.

Flown as Scheduled Sortie—A sortie flown by a specific aircraft on the date and time indicated on the printed weekly schedule, and those aircraft that are defined as "flown as scheduled" elsewhere in this instruction.

Flying Scheduling Effectiveness (FSE) Rate—The FSE rate is the percentage of sorties flown as scheduled. This rate determines how efficiently the planned/printed flying schedule was executed. It also indicates unit turmoil caused by flying schedule deviations.

FSE Maintenance/Operations (MX/OPS) Deviation Rate—The number of maintenance and operations deviations divided by adjusted sorties scheduled multiplied by 100. It reflects the number of deviations within unit control. The MX/OPS deviation rate is a subset of FSE. Only count the MX/OPS deviations used to compute the FSE rate.

Functional Check Flight (FCF)—The flight of an aircraft, in accordance with the applicable dash -6 manual, to verify the airworthy condition of the aircraft.

Geographically Separated Unit (GSU)—A unit separated from or without a parent Maintenance Group. Units not aligned under a maintenance group.

Ground Abort—Event after crew show time that prevents a "crew ready" aircraft from becoming airborne. Ground aborts are categorized as maintenance (GAA, GAB, GAC), operations, HHQ, weather, sympathy, other, etc… The difference between a ground abort and a cancellation is after crew show it is a ground abort, before crew show it is a cancel. A ground abort by itself is not a deviation, but can cause a deviation such as lost sortie or late take-off.

Higher Headquarters—A controlling agency above wing level.

Home Station Sortie—Sorties launched from the home base or deployed locations where parent unit maintenance is provided.

Immediate Response Aircraft—Mission capable aircraft postured to meet short-notice taskings which allow flexibility in meeting required Designed Operational Capability (DOC) timing.

In—Flight Emergency (IFE)—An airborne aircraft that encounters a situation or emergency that results in an IFE being declared by the aircrew. (Not a deviation, but will be recorded IAW **Chapter 4**.)

Night Operations—Flight time logged between the end of evening civil twilight and the beginning of morning civil twilight

Tail Swap—Tail number swaps made to the daily flying schedule IAW paragraph 4.3.2.1.6. Aircraft tail swaps are swaps between printed aircraft on the same day, between printed aircraft and spare aircraft on the same day or between printed aircraft and aircraft that have previously flown that day (cross country return, OCF, FCF, etc.). The term is synonymous with the previously used term "Interchange."

Late Landing—Aircraft landing 30 minutes past its scheduled landing time, does not apply to continuation sorties. If the sortie originated on time, record the subsequent late take-off or cancellation against the agency that caused the late landing. If the extended sortie did not originate on time, record the subsequent sortie deviation against the agency that caused the original delay. Late landings are not included in FSE calculations.

Late Take-off—Scheduled sortie launched more than 30 minutes after scheduled take-off time.

Maintenance Scheduling Effectiveness—A measurement used to determine what percent of the scheduled maintenance actions were actually completed as scheduled in the weekly flying schedule.

Mission, Design, and Series (MDS)—An acronym for aircraft mission, design, and series. For example: B052H, B002A, etc.

Off-Station Sorties—Sorties flown away from home base (cross-country) and parent unit maintenance is not provided. This includes aircraft that divert or break off-station and parent unit maintenance is sent to repair and launch the aircraft. **Note:** Off-station sorties are considered flown as scheduled. Deviations incurred are not used in scheduling effectiveness or abort rate computations.

Operational Check Flight (OCF)—The first flight of an aircraft that has had extended downtime or extensive maintenance which does not require an FCF.

Operations and Maintenance Day (O&M)—Monday through Friday, not including federal holidays or command directed family days.

Pen-and-Ink Changes—Changes made to next week's flying schedule on AF Form 2407 after the WG/CC has signed the schedule and prior to 1600 hours local Friday. **Exception: Pen-and-Ink changes are allowed 2 hours after the squadron's last landing during printed wing night flying weeks.**

Planned Sortie Surge—A scheduling option where a unit may plan to produce sorties at a higher than normal rate. To qualify as a surge, the number of planned sorties will exceed the normal daily sortie rate by at least 50 percent. This will be based on the monthly daily sortie rate as determined by MO PS&D.

Possessed Aircraft—Aircraft under a WG/CC's operational control and responsibility IAW AFI 21-103.

Primary Aircraft Inventory (PAI)—Aircraft assigned to meet the primary aircraft authorization (includes PDAI, PMAI, POAI, PTAI). PMAI will not change except when approved by HQ USAF. Reference: AFI 16-402.

Primary Development/Test Aircraft Inventory (PDAI)—Formerly CB or Test. Aircraft assigned primarily for the test of the aircraft or its components for purposes of research, development, test and evaluation, operational test and evaluation, or support for testing programs.

Primary Mission Aircraft Inventory (PMAI)—Formerly CC/CA PAA Coded Aircraft. Aircraft assigned to a unit for performance of its wartime mission.

Primary Other Aircraft Inventory (POAI)—Formerly ZA, ZB. Aircraft required for special missions not elsewhere classified.

Primary Training Aircraft Inventory (PTAI)—Formerly TF. Aircraft required primarily for technical and specialized training for crew personnel or leading to aircrew qualification.

Program Element (PE)—The PE is the smallest unit of military output controlled at the DOD level. It is identified by a six-digit alphanumeric program element code (PEC). The sixth character, “F", identifies the PE with the Air Force.

Program Element Code (PEC)—The six-digit alphanumeric code used to identify the Program Element (see definition above).

Ready Aircrew Program (RAP)—Continuation training regulated under the AFI 11-2 MDS specific series for training of aircrews assigned to units primarily flying fighter, bomber, and LDHD PMAI. The AFGSC flying hour program centers around unit RAP tasking orders and the associated flying hours derived using the flying hour program models.

Scheduled Sortie—An aircraft scheduled for flight by tail number on the weekly flying schedule and confirmed on the daily flying schedule. Incentive flights are considered scheduled sorties and published in the weekly schedule. FCFs and OCFs are excluded.

Scheduled Maintenance Action—A maintenance requirement printed in the weekly schedule.

Sortie—A sortie begins when an aircraft becomes airborne or takes off vertically from rest at any point of support. It ends after airborne flight when the aircraft returns to the surface except for continuation sorties.

Sortie Contract—A written agreement between operations and maintenance and approved by the WG/CC. It specifies the number of sorties and hours to be flown.

Spare Aircraft—An aircraft specifically designated on the flying schedule to replace aircraft that cannot fly its sortie. Spares can include aircraft that have been canceled, aborted, flown an

earlier sortie, scheduled in a later sortie, or an aircraft that has been released after FCF/OCF. Do not count "Printed Spares" used as deviations when computing FSE.

Spare Ground Abort—Event after crew show time that prevents a "crew ready" aircraft from becoming airborne, but is replaced by a spare that meets the mission requirement. Spare ground aborts are categorized as maintenance (GAA, GAB, GAC). The difference between a ground abort and a spare ground abort is the scheduled line is accomplished, where the ground abort is not. A spare ground abort is not a deviation, but can cause a deviation such as late take-off. Spare ground aborts do not count towards FSE.

Total Active Inventory (TAI)—Aircraft assigned to operating forces for mission, training, test, or maintenance functions (includes primary aircraft inventory, backup aircraft inventory, attrition, and reconstitution reserve).

Training Goal—The unit's completion of a formal course training syllabus and/or phase of instruction (TF coded units only).

Unscheduled Tasking—Tasking in which initial notification occurs after publication of the weekly schedule.

Unit Training Assembly (UTA)—A planned period when guard or reserve personnel participate in training duty, instruction, or test alert. For the purposes of this instruction, one UTA is considered a single Saturday through Sunday weekend.

Utilization Rate (UTE Rate)—Average number of sorties or hours flown per primary assigned aircraft per period. Usually time period is based on a monthly rate. For AFGSC aircraft, the UTE is expressed in the number of sorties flown per aircraft per month.

Weekly Flying and Maintenance Schedule—The schedule, agreed to by operations and maintenance, and signed by the OG/MXG/WG/CCs, to support the unit's flying and maintenance requirements. In this publication it is referred to as the "flying schedule."

Attachment 2

WAIVER/CHANGE REQUEST FORMAT

A2.1. Waiver Format. The following format should be used in submitting waiver requests:

A2.1.1. Submitting Organization

A2.1.2. Date

A2.1.3. Subject (Waiver or Change Request)

A2.1.3.1. Priority of request (Urgent or Routine)

A2.1.4. Reference: include chapter, paragraph, and line number or table/figure number.

A2.1.5. Proposed waiver or change requested

A2.1.6. Background (unique circumstances or history leading up to request)

A2.1.7. Discussion (rationale for waiver or change and any workarounds)

A2.1.8. Recommendation (include unit(s) to which waiver/change applies and duration of waiver)

A2.1.9. POC (Name, office symbol, DSN, and e-mail)

Attachment 3

AF FORM 2407 ROUTING COORDINATION MATRIX (582 HG)

Table A3.1. AF FORM 2407 Routing Coordination Matrix (582 HG).

Agency	Reason						
	Pen & Ink Changes	Add Lines (Non-MW Support)	Add Lines (MW Support)	Expand Flying Window	Tail Number Changes	Change T/O and Land Times	Configuration Changes
Initiator	Name & Office	Name & Office	Name & Office	Name & Office	Name & Office	Name & Office	Name & Office
Helo/Mx PS&D	Coord	Coord	Coord	Coord	Coord	Coord	Coord
Helo/Mx Site Lead	Coord	Coord	Coord	Coord	Coord	Coord	Coord
HS/DO	Coord	Coord	Coord	Coord	Coord	Coord	Coord
HS/OPS Sup	Coord	Coord	Coord	Coord	Coord	Coord	Coord
MUNS	Info	Info	Info	Info	Info	Info	Info/Coord[1]
SFS/MSC[2]	Info	Info	Info	Info		Info	
MMOC[2]	Info	Info	Info	Info		Info	
Missile Wing Agency[3]			Coord[3]				
HG/CC or Designated Rep	Approval	Approval	Approval	Approval			

Notes:
1. MUNS coordination is only required for configuration changes affecting aircraft munitions.
2. An informational copy of the 2407 will be provided for MW support lines.
3. Requests for ADDED lines in support of Missile Wing mission sets require O-6-level approval from the organization requesting support (e.g. MXG/CC, SFG/CC, MSG/CC, OG/CC, MW/CV) prior to submission to the 582 HG/CC.

Attachment 4

NONSTANDARD AIRCRAFT ROTATION JUSTIFICATION TEMPLATE

<Letterhead>
<DATE>
MEMORANDUM FOR HQ AFGSC/A4
FROM: X MXG/CC
SUBJECT: Nonstandard Aircraft Rotation
1. The X Bomb Wing is requesting consideration for a Nonstandard Aircraft Rotation for the next rotation, xx Mon xx, to X……. AFB IAW AFGSCI 21-165. An analysis of the X wing's capability to support the standard tour indicates associated benefits of shortening the normal 180-day duration for x of the x deployed aircraft.
2. Recommend courses of action (COA) with expected risk associated to meet assigned objects are listed as follows:
1. COA 1
2. COA 2
3. COA 3
3. Describe the operational benefits of the selected COA.
4. My POC for this request is Xxx Xxx, X MXG/MXOS, DSN xxx-xxxx.

JOHN H. DOE, Colonel, USAF

cc:
1st Ind, AFGSC/A4, Nonstandard Aircraft Rotation
MEMORANDUM FOR X MXG/CC
I have reviewed your request for CBP Nonstandard Aircraft Rotation and concur / non-concur with the proposed plan to manage your fleet.
LAWRENCE S. KINGSLEY, SES, DAF
Director Logistics, Engineering,
and Force Protection

Attachment 5 (Added-BARKSDALE)

FLYING TURN TERMS

Table A5.1. (BARKSDALE) Flying Turn Terms.

ERCC [E]	
1	Control of aircraft remains with operations
2	Scheduled for 2 hours down between sorties (Landing to next takeoff)
3	Engines remain running
	Exception: Engines shutdown to repack drag chute
4	Only minor maintenance allowed IAW 21-165 (typically drag chute R2)
QUICK TURN (QT)	
1	Control of aircraft returns to maintenance
2	Standard is 4 hours down to accomplish QT inspection/refueling/repack drag chute
PIT (P)	
1	Control of aircraft remains with operations
2	2 hours down to accomplish aircraft turn with fuel instead of chute