

**BY ORDER OF THE COMMANDER  
47TH FLYING TRAINING WING**

**AIR EDUCATION AND TRAINING  
COMMAND INSTRUCTION**



**11-203**

**LAUGHLIN AIR FORCE BASE  
Supplement**

**18 JUNE 2025**

***Flying Operations***

**FLYING TRAINING SIMULATOR  
INSTRUCTOR PROGRAMS**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**ACCESSIBILITY:** Publications and forms are available on the e-Publishing website at [www.e-Publishing.af.mil](http://www.e-Publishing.af.mil) for downloading or ordering.

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

---

OPR: 47 OG/OGV

Certified by: 47 OG/CC  
(Colonel Joseph D. McCane)

Pages: 11

---

AETC Instruction 11-203, *Flying Training Simulator Instructor Programs*, is supplemented as follows: It applies to commanders, military instructor pilots, civilian supervisors, and civilian simulator and academic instructors assigned/attached to the 47th Operations Group, including reservists. This instruction does apply to the Air National Guard and/or Air Force Reserve Command when assigned. This publication may not be further supplemented. Refer recommended changes and questions about this publication to 47 OG/OGV using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command. 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 the Air Force Records Information Management System (AFRIMS) Records Disposition Scheduled (RDS).

1.4. **Waivers.** 47 OG/CC is the waiver authority for all compliance items unless they are derived from the other publications in which case the waiver authority listed in parent publication will be used. 47 OGV will document, file and distribute all AF Form 679 waivers.

1.5.5.6.1. **(Added)** Lead Weapons System (LWS)-CSIs (or designated representative) will forward MDS-specific LoX to the Lead CSI for review and signature as needed when instructor

qualifications or certifications have changed. The LoX should contain (as a minimum) the following certifications/qualifications: Qualified CSI, Academic Instructor (AI), Instructor CSI (ICSI), and CSI Evaluator (CSIE).

1.5.5.11. **(Added)** See [Attachment 5](#) to this supplement for the Organizational Chart.

1.9.1.1. **(Added)** If G/TIMS is used for recording QT, a G/TIMS resume printout should be used to document QT.

1.9.2.5. CSI training personnel will use the G/TIMS certification tab in lieu of the AF Form 4348. See [Table 1.1](#) for certifications. The 'Certifying Official' column designates the individual authorized to sign the certification entry in the G/TIMS certification tab.

**Table 1.1. (Added) CSI Certifications.**

CERTIFICATION	CERTIFYING OFFICIAL	SOURCE DOCUMENTATION
Instructor Civilian Simulator Instructor	Lead CSI	G/TIMS
Civilian Simulator Instructor Evaluator	Lead CSI	G/TIMS
Academic Lesson XXX	Lead CSI	G/TIMS
<b>Notes:</b> 1. MSI certifying official will be the same as for their IP Qualification IAW AFMAN11-202V2 and applicable supplements. 2. Academic Instructors are only authorized to teach classroom material specifically certified for on the G/TIMS Certification Tab. The LoX will be generated in G/TIMS and reflect these certifications.		

1.9.2.5.1. **(Added)** The following qualifications should be included in ARMS for assignment of status, training tables and tracking events/currency requirements: CSI and AI.

1.9.2.6.2. **(Added)** Unit Letter of Xs are to be provided to SARM and HARM offices to update CSI certifications and qualifications. The AF Form 1522 should be provided to SARMS to update dates for certifications, qualifications, and IRC.

1.9.3.1. **(Added)** AF Form 4293s should be maintained in G/TIMS when G/TIMS is being used.

1.10. **Go/No-Go Procedures.** See [Attachment 3](#) for Go/No-Go procedures.

2.1.2. See [Attachment 4](#) for MSI training program for qualified IPs/ICSOs.

2.12.1.2. Quarterly SI-Specific CT meetings should be conducted for each MDS.

2.12.1.3. Meeting minutes and attendance records will be maintained electronically. Meeting minutes will be distributed via G/TIMS/e-mail (as appropriate) to all CSIs.

2.13.1. Simulator cockpit time on EP sorties will be utilized to improve proficiency with emergency procedures, develop instructional skills and promote training standardization. While CSIs in the 47 OG will not be evaluated on operations from the simulator cockpit, they will attempt to gain as much proficiency as practical with flying maneuvers and managing EPs in order to enhance their instructional skill set.

2.13.2.3. Mishap lessons learned may be briefed if not accomplished in the simulator.

2.18. **ID Sorties.** Simulator cockpit time on ID sorties will be utilized to improve proficiency with flying procedures from the various syllabus training categories, develop instructional skills and promote training standardization. While CSIs in the 47 OG will not be evaluated on operations from the simulator cockpit, they will attempt to gain as much proficiency as practical with flying maneuvers in order to enhance their instructional skill set.

3.2.1. FE upgrade training will be documented via the 47 OG CSI Examiner Certification Checklist located on the 47 OG/OGV SharePoint. CSIs will document the training in G/TIMS utilizing the task-based training module.

3.2.1.1. **(Added)** OGV will maintain an FE Handbook to standardize and provide local guidance for FEs. The FE Handbook will be maintained electronically on the 47 OG/OGV SharePoint site.

3.4. **Simulator Instructor Qualification Evaluations.** CSIs assigned to the 47 OG will not be evaluated on performance from the simulator cockpit or in the manipulation of cockpit controls.

3.4.1.2. MSN evaluations are not required and will not be conducted for CSIs assigned to the 47 OG.

3.4.3.3. Normal mission preparation time for all MDS simulator missions begins at the time the daily schedule is published for the day prior to the simulator mission.

3.4.3.3.1. A minimum of 10 percent of CSI evaluations should be No-Notice evaluations.

3.4.17. **(Added)** Evaluation Debrief.

3.4.17.1. **(Added)** A supervisor in the examinee's chain of command should attend the debrief of any evaluation resulting in an overall grade of Q2 or Q3.

3.4.17.1.1. **(Added)** In the case of a Q2, if no supervisors are available to attend, one may be verbally briefed prior to the evaluation debrief (e.g. over the phone) and may approve the evaluation debrief in their absence on a case by case basis.

3.4.17.1.2. **(Added)** In the event of a Q3, if no supervisors are available to attend, the evaluation debrief will be postponed until one is available.

3.4.17.2. **(Added)** A supervisor in the examinee's chain of command will be briefed on all EQs prior to the evaluation debrief.

3.7.1. **(Added)** CSI specific exams, if used, should normally be maintained by the Lead Weapon System CSI and can be administered by any CSIE.

3.8.1. Unless specifically covered in AETCI 11-203 or this supplement, AF Form 8s for CSIs should be completed in accordance with local guidance from 47 OGV.

3.8.1.7.1.1. "Boldface" should be used.

3.8.1.9.2.1. When the Lead CSI is the examinee, the Reviewing Officer should be the 47 OGV Chief or aircraft specific branch chief if the Chief of OGV is unavailable.

3.8.1.10.3.5.6. **(Added)** Enter any "Commendable" remarks as Additional Comments. For example: "D. Additional Comments. Grading Area 2, Mission Briefing, was commendable (with amplifying information justifying commendable relative to "Q" criteria)."

3.8.1.10.3.5.7. **(Added)** Include in Additional Comments supervisors who have been briefed on the results of the evaluation and/or that attended the debrief (such as for a Q2, Q3, or EQ). Examples: “Mr. Doe, 47 OG/DA, was debriefed on the results of this evaluation.” “Mr. Smith, 47 OG/DAP, attended the evaluation debrief.”

3.8.1.10.3.7. Additional reviewers will be the applicable MDS Branch Chief for the CSI evaluation (e.g. a T-38C CSI evaluation will be reviewed by the T-38C Branch Chief).

3.9.2. FEFs will be maintained by the LWS-CSIs (or designated representative).

3.9.4.2. Maintain any discrepancy log behind the AF Form 942.

3.9.5.1. After the initial review is complete, document on the AF Form 942 by annotating “Initial FEF Review” under the Type of Evaluation block and enter the date the review was accomplished under the Date Completed block.

3.9.5.3. The periodic FEF review should be accomplished every 12 months; however this review may be extended up to 15 months. Document the periodic review on the AF Form 942 with a one line entry on the AF Form 942. “Periodic FEF Review” should be entered in the Type of Evaluation column and the date the review was completed entered in the Date Completed column.

TYLER J. ELLISON, Colonel, USAF  
Commander, 47th Flying Training Wing

**Attachment 1**

**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

***References***

AFMAN 11-210, *Instrument Refresher Program (IRP)*, 21 December 2021

***Prescribed Forms***

No Forms Prescribed

***Adopted Forms***

AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*

***Abbreviations and Acronyms***

**ARMS**— Aviation Resource Management System

**HARMS**—Host Aviation Resource Managers

**LOX**—Letter of X's

**LWS**—Lead Weapons System

**SARMS**—Squadron Aviation Resource Managers

**OG/DA**—Operations Group Director of Academics

**OG/DAS**—Simulator Dispatch

**Attachment 2****BUDDY SIMULATOR INSTRUCTOR (BSI) PROGRAM**

**A2.1. BSI Program.** Unless specified otherwise, BSI ground training briefings may be given by the 47 OG/DA, LWS-CSI, or via appropriate digital media.

A2.1.1.12. **(Added)** Check section brief will be given by the applicable MDS FTS Check Section Chief.

### Attachment 3 (Added)

#### GO/NO-GO PROCEDURES FOR 47 OG/DA

**A3.1. Go/No-Go Procedures.** These Go/No-Go procedures are used to ensure simulator instructors only conduct training for missions/classes in which they are qualified/certified and current.

A3.1.1. The LWS-CSIs are responsible for, and make the final determination on, the status of a CSI regarding Go/No-Go. They can delegate this responsibility as needed to cover periods when they are unavailable.

A3.1.1.1. The primary method of preventing go/no-go violations is through active scheduling and monitoring by LWS-CSI.

A3.1.1.2. LWS-CSIs provide simulator dispatchers with a roster listing any CSIs that are restricted from conducting any type of training. The roster only needs to be updated as individual CSI statuses change. Simulator Dispatchers assist in identifying potential Go/No-Go conflicts. When a conflict is identified, they should inform the LWS-CSI for direction on how to proceed. If a LWS-CSI (or higher supervisor) is unavailable, they will not allow the CSI to conduct the restricted training. They may coordinate alternative training/schedule to accommodate the restriction as needed.

A3.1.1.3. The primary method for tracking Go/No-Go items should be ARMS. G/TIMS (if capable of displaying ARMS information) or manual tracking may be used as a backup/substitute as appropriate to ensure accuracy of data or to improve operational efficiency.

A3.1.2. MSI Go/No-Go responsibility and procedures are detailed in [Attachment 4](#) of this supplement.

#### **A3.2. Go/No-Go Items.**

A3.2.1. The following items will be considered as No-Go items:

A3.2.1.1. Any expired or Q3 CSI evaluation.

A3.2.1.2. Failed boldface or non-completion of monthly boldface.

A3.2.1.3. Non-current for Instructional Sorties will result in No-Go for all simulator training.

A3.2.1.4. Non-current for a category of training will only result in No-Go for that category simulator training. Other categories of training may be conducted.

A3.2.1.5. CSIs non-current for ELP will be No-Go for Transition and Emergency missions where ELP's are conducted. (T-6 qualified CSIs only).

A3.2.1.6. CSIs non-current for instrument approaches will be No-Go for missions where instrument approaches are conducted.

A3.2.1.7. Failure to complete any semi-annual event requirement from [Table 2.4](#) of this instruction will result in No-Go for all training. The CSI will be returned to Go status at the direction of the 47 OG/CC, either through a waiver of requirements or the accomplishment of training specified by the 47 OG/CC.

A3.2.2. DNIF Status:

A3.2.2.1. CSIs do not have a DNIF status.

A3.2.2.2. MSIs who are on DNIF status must have their DD Form 2992 annotated to show they are cleared for simulator duty.

**Attachment 4 (Added)****MSI TRAINING FOR QUALIFIED IPS**

**A4.1. MSI Training.** All IP qualified MSI candidates will comply with the training requirements listed below.

**A4.2. MSI Ground Training.** MSI candidates will complete the following ground training as a minimum:

A4.2.1. Simulator Syllabus Review. This review will be conducted by an ICSI. It should cover syllabus issues unique to the student simulator training as well as any information associated with local student simulator mission profiles.

A4.2.2. IOS Operations. A current and qualified ICSI will instruct the MSI on IOS operations at the IOS. Include any local directives or procedures regarding simulator operations.

**A4.3. MSI Simulator Training.** MSI candidates will complete the following simulator training as a minimum:

A4.3.1. Observe a current and qualified ICSI during one mission in any category of training.

A4.3.2. Qualified TI MSI pilots may accomplish training based on ICSI availability.

**A4.4. MSI Certification.**

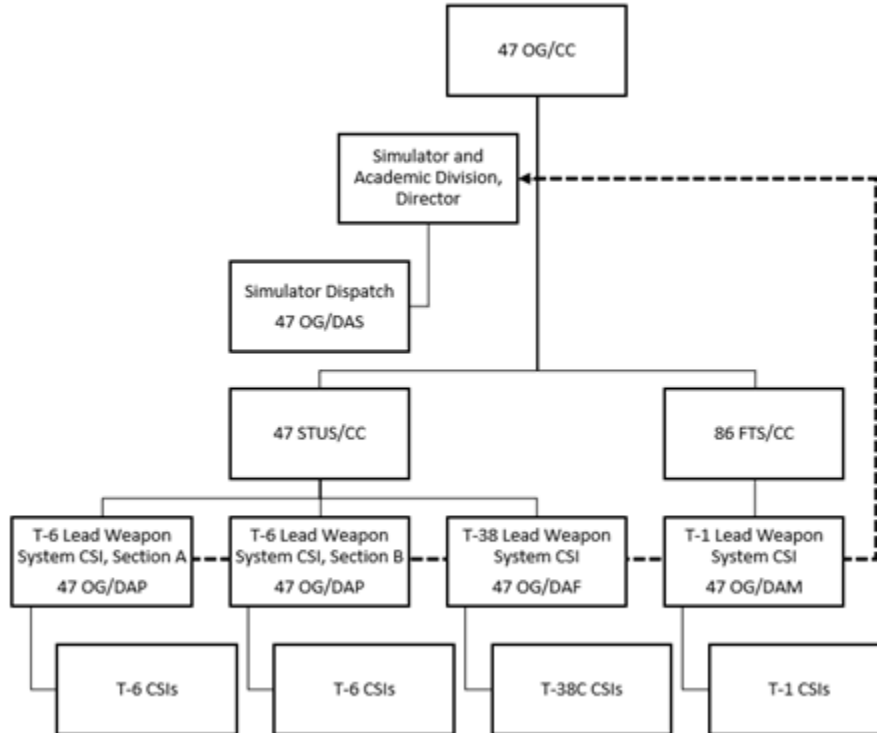
A4.4.1. At the completion of the training specified in A4.2 and A4.3, the MSI candidate's squadron commander will certify the MSI IAW guidance outlined in AFMAN 11-202V1, AFMAN 11-202V2, and applicable supplements.

A4.4.2. Once certified, the assigned flying squadron will track the MSI's Go/No-Go status, simulator restrictions, training documentation, and currencies.

Attachment 5 (Added)

SIMULATOR AND ACADEMIC DIVISION ORGANIZATIONAL CHART

Figure A5.1. Simulator and Academic Division Organizational Chart.



**Attachment 6 (Added)****REQUIRED PUBLICATIONS**

**A6.1. The primary source for publications is the 47 OG/OGV e-pubs SharePoint page.**

**A6.2. MDS Specific Publications.** Required paper publications for each MDS are listed below:

**A6.2.1. T-1 Publications:**

A6.2.1.1. T.O. 1T-1A-1, T-1A Flight Manual

A6.2.1.2. T.O. 1T-1A-1-1, T-1A Flight Manual, Performance Data

A6.2.1.3. T.O. 1T-1A-1CL-1, Pilot's Abbreviated Flight Crew Checklist

A6.2.1.4. T.O. 1T-1A-1CL-1-,1, Pilot's Fanfold Checklist

A6.2.1.5. 47 OG T-1 In-Flight Guide and required inserts

**A6.2.2. T-6 Publications:**

A6.2.2.1. T.O. 1T-6A-CL-1, Pilot's Abbreviated Flight Crew Checklist

A6.2.2.2. 47 OG T-6 In-Flight Guide and required inserts

**A6.2.3. T-38 Publications:**

A6.2.3.1. T.O. 1T-38A-CL-1, Pilot's Abbreviated Flight Crew Checklist

A6.2.3.2. 47 OG T-38 In-Flight Guide and required inserts