COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

This instruction implements Air Force Policy Directive (AFPD) 10-2, *Readiness*, AFPD 11-2, *Aircrew Operations,* AFPD 35-101*;* and interfaces with AFPD 11-4, *Aviation Service* and Department of Defense Instruction (DoDI) 5040.02, *Visual Information*. This volume states the procedures for Combat Camera aircrew training. It applies to individuals assigned to the Air Force Public Affairs Agency or its subordinate Combat Camera Squadrons to include the 4th Combat Camera Squadron (Air Force Reserve Command). This manual is not applicable to the Air National Guard. Refer recommended changes and questions about this publication to the office of primary responsibility (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. The authorities to waive wing/unit level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. See Air Force Instruction (AFI) 33-360, *Publications and Forms Management*, Table 1.1, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to the Publication OPR for non-tiered compliance items. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Manual (AFMAN) 33-363, Management of Records, and disposed of IAW the Air Force Records Information Management System.

Chapter 1

GENERAL

1.1. Combat Camera (COMCAM) is an essential information-related capability that supports strategic, tactical, and operational mission objectives. It is a deployable capability that provides Commanders with combat-trained documentation teams that are primary suppliers of operational imagery to support battlefield information superiority. In order to fulfill this mission Air Force Public Affairs Agency (AFPAA) has established the COMCAM aerial photographer training program. When mobilized, the 4th Combat Camera Squadron falls under operational control of AFPAA.

1.1.1. The description, COMCAM aerial photographer, is a generic term for Broadcast Journalists (3N0X2) and Photojournalists (3N0X5) from the public affairs career field tasked to acquire official imagery in support of Department of Defense (DoD) operations and assigned to the 1st Combat Camera Squadron, its subordinate detachments or the Air Force Reserve Command's 4th Combat Camera Squadron at Charleston Air Force Base, when activated.

1.1.2. All COMCAM aerial positions are non-rated, non-career enlisted aircrew positions. COMCAM aerial photographers are specialized aircrew as defined in AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program*, Chapter 8. COMCAM personnel, when assigned a primary aircraft will comply with the 11-2-series guidance for that weapon system. **(T-1).**

1.2. Training Objective . This manual prescribes basic policy and guidance for training Combat Camera (COMCAM) aerial photographers in United States Air Force (AF) military aircraft according to AFI 11-202, Volume 1, *Aircrew Training*. It is an original source document for many areas but, for efficacy, restates information which may be found in aircraft flight manuals, flight information publications, and other AF instructions/directives. When guidance in this instruction conflicts with another basic/source document, that document takes precedence. For matters where this instruction repeats information in another document, follow waiver authority outlined in the basic/source document.

1.2.1. The COMCAM aerial photographer training program is to develop and maintain a high state of mission readiness for immediate and effective employment of COMCAM aerial photographer forces in worldwide crisis, contingencies, exercises and wartime operations. Mission readiness and effective employment are achieved though the development and mastery of core competencies for COMCAM aerial photographers.

1.2.2. COMCAM aerial photographers document all phases of flight, highlighting special interest items of national significance to include air refueling, tactical ingress and egress, and airdrops. This includes the ability to independently conduct photographic operations in-flight without jeopardizing the aircraft and crew members aboard.

1.2.3. Local Training Guidance. COMCAM units may supplement this instruction to account for additional training requirements required by specific AFI 11-2-mission design series Volume 1 instructions. Units will submit an info copy to Air Force Public Affairs Agency (AFPAA) after approval by the host wing operations group commander to which COMCAM aerial photographers are attached for flying. **(T-1)**.

1.3. Roles and Responsibilities.

1.3.1. The Director, Secretary of the Air Force Office of Public Affairs (SAF/PA) is the functional authority for the Public Affairs community and delegates to the AFPAA Commander the authority to manage all training requirements and tasks for the COMCAM aerial photographer program. The SAF/PA Command Information Division (SAF/PAI) establishes policies for AF COMCAM aerial photography through SAF/PA.

1.3.2. The AFPAA Commander will appoint an Aerial Photographer Program Manager to oversee the AF COMCAM aerial photographer program.

1.3.3. The AFPAA COMCAM Aerial Photographer Program Manager:

1.3.3.1. Establishes the standards for system-wide organization, equipage and training of aerial COMCAM forces. Ensures Total Force coordination for standards for AF-wide COMCAM aerial photographer crew and mission support training requirements, for aerial photography missions, and for COMCAM aerial photographer crew performance.

1.3.3.2. In coordination with AF Deputy Chief of Staff, Operations, Plans and Requirements (AF/A3), approves initial qualification training, mission qualification training, continuation training, and locally taught upgrade courses. **(T-2)**.

1.3.3.3. In coordination with user commands, approve continuation training requirements or adjustments, and short-notice specialized in-unit upgrade.

1.3.3.4. Initiates, reviews, and staffs all waiver packages.

1.3.3.5. Hosts a Realistic Training Review Board biennially, or more frequently as required. The board reviews all training programs for currency, applicability, compliance, and effectiveness. Attendees should include training representatives from COMCAM units.

1.3.3.6. Establishes standards for initial and continuation training of all COMCAM aerial photographer members.   AFPAA will use standardized training tables with the concurrence of those major commands to which COMCAM aerial photographer members are attached to for flying **(T-2)**.

1.3.4. User Commands. User commands are those commands to which COMCAM crew members are attached to for the purpose of flying. User commands should evaluate available resources (aircraft) necessary to accomplish COMCAM's training requirements and identify known shortfalls to AF/A3 for resolution. COMCAM aerial photographers do not require special mission generation and can accomplish required training during normally scheduled missions conducted by the user commands. COMCAM units will develop local agreements with the host wing for attachment of COMCAM aerial photographers and submit the request to the host wing's major command A3 office **(T-2)**.

1.3.5. Combat Camera Squadron (CTCS) Commander:

1.3.5.1. Assigns an aerial photographer the duties of Flying Program Manager at the unit level. **(T-2)**. Aerial photographers should be selected based on experience, availability, and time on station.

1.3.5.2. Convenes and chairs a Squadron Training Review Panel (may be delegated to the director of operations). Panel members should have a flying background and include

representatives from training, standardization and evaluation and flight chiefs from video and photo. The Squadron Training Review Panel should focus on training objectives, ensuring standards are being met, selecting upgrade candidates, and ensuring completion of required continuation training.

1.3.5.3. Ensures a designated representative monitors the quality of training being accomplished and identifies any training deficiencies. Trainers will complete the trainer requirements listed in AFI 36-2201, *Air Force Training Program*. **(T-2)**.

1.3.6. CTCS Flying Program Manager.

1.3.6.1. Manages the squadron aerial photographer training program and establishes training objectives.

1.3.6.2. Ensures adequate training continuity and supervision of assigned crew members. May assign additional requirements based on individual crew member's experience and proficiency.

1.3.6.3. Reviews training and evaluation records of newly assigned crew members to determine the necessary training required to complete/certify the individual Basic Aircrew Qualified.

1.3.7. Combat Camera Squadron (CTCS) Training Review Panel.

1.3.7.1. Requirements. The Squadron Training Review Panel convenes monthly (quarterly for Air Force Reserve unit) and maintain minutes IAW AF Records Information Management System. Squadron Training Review Panel minutes are approved by the CTCS commander (or director of operations) and may be produced/distributed/stored electronically by the Flying Program Manager. **(T-3)**

1.3.7.2. Format. The Squadron Training Review Panel should review staff and crew member management actions necessary to complete squadron flight and ground training programs. The Squadron Training Review Panel will review the current status of aircrew training to ensure that current training objectives are being met and that those individuals selected for upgrade training are the best candidates after reviewing their experience, proficiency level, and retainability. **(T-3).**

1.3.7.3. Topics should include but are not limited to: crew position gains/losses, current upgrade/requalification training (i.e. crew members in an active training status), recently completed training (including performance during training and current certification status), future training (individuals already approved via Squadron Training Review Panel), upgrade candidates, current waivers, projected waivers, and continuation training status.

1.3.8. CTCS Instructor/Flight Examiner Meeting,

1.3.8.1. The Flying Program Manager will convene a meeting at least quarterly. **(T-3)**

1.3.8.2. The meeting reviews training issues and trends in written examinations and flight training/evaluations with all assigned instructor/flight examiners. Sample instructor/flight examiner meeting agenda and minutes are found in **Figure A2.4**.

1.4. COMCAM Use of Flying Hours.

1.4.1. Structure COMCAM aerial photographers flying training missions to achieve optimum training. Any by-product opportunity resulting from training must not degrade the intended training in any way and will comply with applicable DoDI 4515.13, *Air Transportation Eligibility,* AFI 11-401, *Aviation Management,* and AFI 11-202 Volume 1. It is essential that personnel at all levels prevent the misuse of resources as well as the perception of their misuse.

1.4.2. Training on Operational Missions. Unless specifically prohibited or restricted by weapon system operating procedures or specific theater operations order, the operations group commander exercising operational control may approve upgrade, qualification, and/or continuation flight training events for COMCAM aerial photographers on operational missions under the supervision of an instructor aerial photographer. In order to maximize efficient utilization of training resources, COMCAM aerial photographers should take maximum advantage of opportunities to conduct appropriate continuation training events which may be suited to concurrent operational mission segments. The pilot in charge ensures that the training will not impact mission effectiveness.

1.5. In-Unit Training Time Limitations. COMCAM aerial photographers entered into in-unit training (initial qualification, requalification, instructor, etc.) should complete final training events within time limitations listed in **Table 1.1**. COMCAM aerial photographers entered into the in-unit training program should be dedicated to that program on a full-time basis. In-unit qualification training will begin no later than 45 days (90 days Air Force Reserve Command) following successful completion of the initial training requirements IAW AFI 11-202, Volume 1. **(T-3)**.

1.5.1. COMCAM units will notify AFPAA before the crew member exceeds upgrade training time limits extension in **Table 1.1**. **(T-2)**.

1.5.1.1. Request waivers IAW AFI 33-360, paragraph 1.9. Include training difficulty, unit corrective action to resolve and prevent recurrence, and estimated completion date.

1.5.1.2. The CTCS commander may extend training time up to 60-days. Extensions exceeding 60-days require AFPAA approval.

1.5.2. Training Time Start Date:

1.5.2.1. In-unit aerial qualification training begins when the first significant training events begin, (all training events required in **Table 2.1**) This training initiates in-unit training time limitations in **Table 1.1**.

1.5.2.2. All other training (i.e. Basic Aircrew Qualified) should begin 45-days (90-days Air Force Reserve Command) after being attached to a flying unit. See **Table 1.1**.

Table 1.1. In-Unit Training Time Limitations.

Training	Active Duty Time Limitations	Air Force Reserve Time Limitations	Note
Initial Qualification/Mission	120 days	180 days	1
Basic Aircrew Qualified	180 days	180 days	
Requalification	90 days	180 days	1
Instructor Upgrade	60 days	120 days	1
NOTE: For individuals on extended Duty Not Involving Flying status (pregnancy, physical therapy, etc.) when assigned or attached to a unit, training time limits begin (or continue, if training has already started) once formally removed from Duty Not Involving Flying status, see paragraph 1.8.			

1.6. Training Documentation.

1.6.1. Document all training requirements IAW **Attachment 2**.

1.6.2. Update COMCAM aerial photographer qualifications in the aviation resource management system using the Air Force Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*.

1.6.3. Use Air Force Form 4024, *Aircrew Training Accomplishment Report*, and AF Form 4023, *Aircrew Training Progress Report*, to document flight training events.

1.7. COMCAM Flight Examiner.   Use Flight Examiners as instructors for any phase of training to capitalize on their expertise and experience. Units may use Flight Examiners as instructors for qualification, local upgrade, or corrective-action training.

1.7.1. Flight Examiners should not evaluate personnel they have primarily trained or recommended for upgrade.

1.7.2. Flight Examiners will successfully complete initial and periodic mission evaluations. Mission evaluations should be as realistic as possible with a minimum of simulated events.

1.8. Instructor and Examiner Training and Supervision Requirements:

1.8.1. All instructors and examiners will be mission ready. **(T-2)**.

1.8.2. When performing COMCAM aerial photographer crew member duties, the following personnel will be under direct supervision of an instructor. **(T-2)**.

1.8.2.1. All non-current COMCAM aerial photographers.

1.8.2.2. All COMCAM aerial photographer crew members in initial, upgrade, or requalification flying training.

1.8.2.3. Any other personnel designated by the CTCS commander.

1.8.3. For unqualified crew members in a primary crew position, an instructor will be seated as close as possible to the student during critical phases of flight. **(T-3)**. For non-current crew members, direct supervision is required while performing the non-current event.

1.9. Aircrew Training While in Duty Not Involving Flying Status.   Crew members whose status is Duty Not Involving Flying may log ground training events if the member's physical

condition allows it. Consult the flight surgeon initiating the DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*, to determine if the Duty Not Involving Flying status includes ground training limitations**.**

1.10. Nonrated Aircrew.   All COMCAM aerial positions are non-rated aircrew positions identified and reflected in Air Force Specialty Code by an X (Basic Aircrew), K (Instructor), or Q (Examiner) prefix. Requirements for X-prefix fliers will be IAW AFI 11-202, Volume 1, Table 2.

1.10.1. When Air Force Form 8, *Certificate of Aircrew Qualification*, is completed for the applicable flight evaluation, then that COMCAM aerial photographer crew member is qualified to perform all duties assigned to that crew qualification regardless of skill level.

1.10.2. Unqualified COMCAM aerial photographers use the title unqualified aerial photographer while in training and mission aerial photographer once qualified per a flight evaluation on flight authorizations.

Chapter 2

INITIAL AND MISSION QUALIFICATION TRAINING

2.1. Requirements. AFI 11-202, Volume 1, defines initial qualification training for specialized aircrew. This chapter provides an overview of the training requirements for initial qualification and requalification for COMCAM aerial qualified personnel and the fundamental building blocks to the COMCAM aerial qualification training program. An additional certification event as determined by AFI 11-2 mission design series Volume 1 or 2 may be required. This chapter also specifies the Newly qualified COMCAM aerial photographers will be able to perform in-flight aerial photographer primary duties in their primary mission design series aircraft. COMCAM aerial photographers are limited to aircrew positions on aircraft that can accommodate additional aircrew members without impacting mission execution.

2.1.1. As specialized aircrew, COMCAM aerial photographers may perform in-flight COMCAM aerial photographer primary duties in all mission design series-aircraft.

2.1.2. On completion of initial qualification training, COMCAM aerial photographers will be classified as Basic Aircrew Qualified. IAW with AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program,* COMCAM aerial photographers must then comply with mission qualification and continuation training requirements.

2.1.3. COMCAM personnel may train on operational missions. Therefore, initial qualification and mission qualification training may occur simultaneously.

2.1.4. Formal Survival, Evasion, Resistance, and Escape courses. Aerial photographers will complete appropriate Survival, Evasion, Resistance, and Escape courses to obtain mission ready status IAW AFI 16-1301, *Survival, Evasion, Resistance, and Escape (SERE) Program.* (T-1). Formal training requests should be sent through AFPAA for enrollment.

2.1.5. Centrifuge Training. All rated aircrew, nonrated aircrew, operations support flyers, mission essential, or other individuals assigned aeronautical orders participating in high-G flight must complete centrifuge training IAW AFI 11-404, *Fighter Aircrew Acceleration Training Program.*

2.1.6. The events in **Table 2.1**., with the exception of Survival, Evasion, Resistance, and Escape Training and Water Survival Training, Parachuting are completed at the unit level.

Table 2.1. Initial and Requalification Ground/Flying Training Requirements.

Event	Notes
Flight Physical	1,2, 4
Physiological Training	1,2, 4
Proficiency Sortie	
Passport (Application)	
Secondary Passport (Application)	
Information Protection	6
Human Relations	6
Force Protection	6
Self Aid Buddy Care	
Initial Crew Resource Management	6
Aircrew Flight Equipment	1,2,5,
Emergency Egress Training -Non Ejection Seat	1,2,3,8
Aircrew Flight Equipment Training	1,2
Local Area Survival	1,2,5
Conduct After Capture	
Emergency Parachute Training	1,2
Survival, Evasion, Resistance, and Escape Training	
Water Survival Training, Parachuting	
Mobility Records Review	8
Aircrew Intelligence Training	9
Law of Armed Conflict	9
Isolated personnel Report (review)	9

NOTES: Event requirements are defined in Chapter 5.
1. Will be accomplished prior to first flight. (T-1).
2. Mandatory grounding item; individual will not fly until required training is accomplished. Refer to AFI 48-123, *Medical Examinations and Standards* and AFI 44-170, *Preventive Health Assessment*. (T-1)
3. Qualified instructors may teach emergency egress training for COMCAM prior to flight on their primary aircraft, provided that the training is "hands-on" IAW AFI 11-301, Volume 1, *Aircrew Flight Equipment (AFE) Program,* and is documented on an AF Form 1522, *ARMS Additional Training Accomplishment Report*.
4. Flight Physical and Physiological Training are tracked on the top of each crew member's Individual Training Summary. Therefore, there is no need to assign and track these training events in the training module of aviation resource management system.
5. One time event per primary assigned aircraft for COMCAM personnel.
6. Total Force Awareness Training. See Air Force Portal for link to web-based training.
7. Must complete applicable egress training prior to first flight on each mission design series.
8. Unit should determine frequency.
9. Individuals should complete this event within 180 days of initial or

requalification or a mission requiring this event.

2.2. Ground Training Requirements. Complete ground training requirements for initial qualification IAW AFI 11-202, Volume 1, this manual, and the COMCAM Ground Training Plan. To complete initial and requalification training, students will accomplish all training events in **Table 2.1**.

2.2.1. Ground Training Level. The CTCS commander assigns initial students for Ground Training Level during qualification and requalification training. Upon completion of initial or requalification ground evaluation, personnel are placed in further training.

2.2.2. Instructor to student ratio. For academic ground training requirements there are no restrictions on instructor to student ratios.

2.2.3. Any qualified instructor may teach general ground training subjects.

2.2.4. Students will be supervised by an instructor during training missions. Instructors will have no more than one student in a crew position. **(T-2)**.

2.2.5. The training and upgrade folder of individuals must be reviewed by the instructor prior to each mission briefing for each training period. **(T-2)**. Areas that were previously identified unsatisfactory or unsafe must be reviewed and corrective measures discussed in detail with the student. **(T-2)**.

2.2.6. Testing. The student will take open-book and closed-book examinations once the instructor has documented, on the AF Form 4023, *Aircrew Training Progress Report,* the recommendation for testing. **(T-1)**. The student must successfully complete the open/closed-book examination prior to initial flight evaluation. **(T-1)**.

2.3. Flying Training. Complete flying training requirements for initial qualification and requalification IAW AFI 11-202 Volume 1, this manual, and the COMCAM Flying Lesson Plan. COMCAM aerial photographers should receive their flight evaluation on their primary assigned aircraft.

2.3.1. Initial Flight Training Level and Training Event Credit.

2.3.1.1. Initial and requalification training students will be placed in Flying Training until they successfully complete their initial or requalification flight evaluation. **(T-1)**. Upon completion of initial or requalification flight evaluation, personnel will be placed in further training to gain Basic Aircrew Qualified Status. **(T-2)**.

2.3.1.2. Those flight events accomplished on a satisfactory initial qualification/mission or requalification qualification/mission evaluation may be credited towards the COMCAM aerial photographer's continuation training requirements. New due dates will be established for those events based on satisfactory completion.

2.3.1.3. Log flying time IAW AFI 11-401.

2.3.2. Mission Training. The minimum training standard for a COMCAM aerial photographer includes visual documentation of the mission. Members must comply with pre-flight, in-flight and post-flight guidance contained in the locally developed training materials. **(T-3)**.

2.3.3. The flight training requirement from **Table 3.3** can be accomplished on training missions or operational missions. During operational missions COMCAM aerial photographers are authorized credit toward a Proficiency Sortie. Refer to AFI 11-401 for guidance on logging time.

2.4. Requalification Training. AFI 11-202 Volume 1, specifies requalification training limits and requirements. An aircrew member is unqualified upon expiration of his or her qualification evaluation, loss of currency exceeding 6 months (for currency items specified in applicable AFI 11-2 mission design series, Volume 1. A COMCAM aerial photographer is unqualified upon expiration of qualification (QUAL) evaluation or loss of mission currency exceeding 6 months.

2.4.1. Requalification training requires CTCS commander directed training and flight evaluation. Requalification training students will complete events in **Table 2.1**. CTCS commander directed training will be documented on the AF Form 4022, *Aircrew Training Folder*. **(T-1)**.

2.4.2. In-unit requalification training should be accomplished using the COMCAM Flying Lesson Plan.

2.4.3. Basic and instructor requalification training can be conducted simultaneously on a case-by-case basis. Initiate a waiver request and include proposed training events to regain instructor status. When used, the unit should compare the requalification lesson plan and instructor lesson plan and provide a recommendation of training events in the request to include an instructor evaluation.

Chapter 3

CONTINUATION TRAINING

3.1. Description.   This chapter establishes the minimum flying and related ground training requirements to maintain currency. The CTCS commander will ensure each COMCAM aerial photographer receives sufficient continuation training to maintain individual proficiency. **(T-1**).

3.2. Aircrew Status.   The CTCS commander will assign COMCAM aerial photographers to Mission Ready, Non-mission Ready or Basic Aircrew Qualified status**.**

3.2.1. Mission Ready. For Status of Resources and Training System, operational tasking, and deployments, a mission ready crew member is defined as one who is available, current and qualified (completed qualification/mission training).

3.2.2. Non-Mission Ready. A crew member who is unqualified, non-current or incomplete in required continuation training.

3.2.2.1. Failure of Continuation Training. The CTCS commander will place aerial photographers in supervised status and have them complete training as soon as possible or request a waiver from AFPAA for training events in **Table 3.1**. **(T-2)**. If a waiver is granted the COMCAM aerial photographer remains on mission ready status. COMCAM aerial photographers failing to complete non-waivered non-mission ready events will be placed in supervised status. **(T-2)**

3.2.2.2. COMCAM aerial photographers non-mission ready for failure to maintain continuation flying requirements (**Table 3.3**) are placed in supervised status for the deficient training event. The individual must fly with an instructor until required training is accomplished. **(T-2)**. The COMCAM aerial photographer cannot deploy until the required training is completed.

3.2.2.3. Failure to complete ground continuation training requirements (**Table 3.1**) prohibits an individual from accomplishing unsupervised in-flight duties until the required training is completed or waived. The crew member cannot deploy Outside Continental United States until all continuation training is completed.

Table 3.1. Combat Camera Ground Continuation Training Requirements.

(Failure to Accomplish = Non-Mission Ready)		
Event	**Frequency**	**Notes**
Flight Physical	A/R	1,2
Physiological Training	QQ	1,2,3
Aircrew Intelligence Training	A	
Emergency Egress Training – Ejection Seat	A/R	1,4
Emergency Egress Training – Non Ejection Seat	A	1,4
Aircrew Flight Equipment	A	4
Aircrew Flight Equipment Fit Check	A/R	
Combat Survival Training	36M	
Conduct After Capture	36M	
Water Survival Training	36M	
NOTES: Key: A-Annual, A/R-As Required, M-Months, QQ-5 Years. Event requirements defined in Chapter 5. 1. Mandatory grounding item; individual will not fly until required training is accomplished. 2. Flight Physical and Physiological Training are tracked on top of each crew member's Individual Training Summary. These events will not be tracked in the training module of the aviation resource management system. Flight physicals expire on the expiration date indicated on the DD Form 2992. The required frequency may vary to address waivers and or individual physical limitations (as determined by the flight surgeon). Refer to AFI 48-123 and AFI 44-170. 3. Currency expires five years after the last day of the month in which accomplished. 4. IAW AFI 11-202, Volume 2, mission design series-specific training will be accomplished.		

3.2.3. Basic Aircraft Qualification. A COMCAM aerial photographer who has satisfactorily completed initial or requalification training in designated mission design series aircraft is qualified to perform aerial photographer duties. In this status the COMCAM aerial photographer has not completed requirements to achieve mission ready status.

3.2.4. Mission ready and Basic Aircrew Qualified crew members must accomplish and/or maintain the requirements in AFI 11-202, Volume 1 (for their respective status) and the appropriate events in the ground and semi-annual flying continuation tables in this chapter. **(T-2)**.

3.3. Training Levels. The CTCS commander assigns crew members to training levels IAW **paragraphs 2.2** and **2.3**. Ground and Flight training levels are graded on a Go/No-Go basis.

3.4. Training Events/Tables. Standardized aviation resource management system training events and descriptions are in **Chapter 5**.

3.4.1. Crediting Event Accomplishment. Credit may be given to required events accomplished on an operational training mission. Those flight events accomplished on a satisfactory qualification/mission or requalification evaluation may be credited towards the individual's currency requirements and new due dates will be established for those events based on satisfactory completion.

3.4.2. For an unsatisfactory flight evaluation, do not credit continuation training requirements for those events until requalified.

3.4.3. COMCAM aerial photographers performing extended alert duty (more than 72-hours) may accomplish ground training that does not degrade required response time or mission accomplishment.

3.4.4. Training (ground or flying) is creditable towards the new training period.

3.5. Continuation Training Requirements.

3.5.1. Failure to accomplish continuation training events in **Table 3.1** leads to grounded or non-mission ready status. See **paragraph 3.7** for exceptions and for regaining mission ready status.

3.5.2. Failure to complete mobility training in **Table 3.2** does not lead to non-mission ready status, but may restrict member from certain missions.

3.5.3. Failure to complete semi-annual continuation flying requirement listed in **Table 3.3** leads to non-mission ready status.

3.5.4. COMCAM aerial photographers attached to units may accomplish ground training events at locations other than their unit of attachment. When this is done, the COMCAM aerial photographer is responsible for reporting accomplished training events to their unit of attachment (squadron aviation resource management system office).

3.5.5. All training events are recorded in the aviation resource management system. Input all one-time events and events required for permanent change-of-station in the aviation resource management system.

Table 3.2. Aircrew Mobility Training Requirements.

Event	Frequency	Notes
Passport	QQ	1
Flight Records Review	A	
Mobility Folder Review	A	
Isolated personnel Report Review	180D	2
Small Arms Training (M-9)	24M	3
Self Aid Buddy Care	B	
Chemical, Biological, Radiological, and Nuclear, and High Yield Explosives Survival Skills	A/R	4
Contingency Survival, Evasion, Resistance, and Escape Indoctrination	A/R	
NOTES: Key: A-Annual, B-Biennial, QQ-5 Years, M-due in listed number of months, D-due in number of days, A/R-as required. Event descriptions and requirements are listed in Chapter 5. 1. In-phase date in aviation resource management system should be 3 months prior to passport expiration. 2. Review of Isolated Personnel Report within 90 days prior to Air Expeditionary Forces/contingency deployment is mandatory. (T-3) 3. COMCAM aerial photographers maintain qualification for operational requirements IAW AFI 36-2654, *Combat Arms Program.*		

4. Follow training frequency IAW AFI 10-2501, *Air Force Emergency Management Program* and Air and Space Expeditionary Force online:

Table 3.3. **Combat Camera Semi-annual Flying Continuation Requirement.**

Combat Camera Flight Level			
Events	**Sorties**	Frequency	**Notes**
Proficiency Sortie	18	6 months	

3.6. Ancillary Training.   Ancillary training is guidance or instruction that contributes to mission accomplishment, but is separate from an Air Force specialty or occupational series. IAW AFI 11-202, Volume 1, the source AFI provides training frequency for these events unless an approved waiver has been authorized. See the unit deployment manager representative to ensure compliance with additional United States Air Force personnel training requirements.

3.7. Failure to Complete Training Requirements.   Individuals will be placed on supervised status and declared non-mission ready in the Status of Resources and Training System if they fail to maintain flying currency or, fail to complete semi-annual flying continuation training or ground training requirements.

3.7.1. Flight Training Currency. Flight currency is associated with those events denoted in the flying continuation training **tables 2.1** and **3.3** when an event must be accomplished.

3.7.1.1. Loss of Currency. Place individuals delinquent in one or more events in supervised training status and declare them non-mission ready until the flying event is completed or waived. Loss of mission ready status prohibits an individual from accomplishing unsupervised in-flight duties. COMCAM aerial photographers are non-current the day after event currency expires (i.e., a crew member with a 60-day requirement accomplished on 1 September, becomes non-current on the 61st day, 1 November)**.**

3.7.1.2. Regaining Currency. Loss of currency exceeding 12 months. COMCAM aerial photographers are declared unqualified and must complete CTCS commander directed requalification training (**paragraph 2.4**) and receive an aircrew flight evaluation IAW AFMAN 11-2AP Volume 2, *Combat Camera Evaluation Criteria*. **(T-2)**

3.7.1.2.1. Non-current COMCAM aerial photographers will fly with an instructor in their primary crew position. **(T-1).** If a member does not meet the minimum requirements to regain currency the instructor recommends training and a repeat currency flight. Opening a training folder is not required.

3.7.1.2.2. Following completion of the applicable requirements, the instructor will document and sign on the file copy of the Flight Authorization and the Air Force Technical Order 781, *ARMS Aircrew/Mission Flight Data Document* the following: "*Rank, name of COMCAM member*, has completed requirements to regain currency on this mission." **(T-1)**.

3.7.2. Failure to Complete Semi-annual Flying Training Events. Individuals who fail to complete semi-annual flying training requirements (**Table 3.3**) are declared non-mission ready and prohibited from unsupervised in-flight duties, flying outside of the continental United States or deployment until the required training is completed or waived.

3.7.2.1. The CTCS commander reviews aviation resource management system products at the end of each semi-annual training period. For individuals who fail to accomplish training requirements, the CTCS commander will either declare them non-mission ready or request an AFPAA waiver for the requirement. **(T-3).**

3.7.2.2. If the AFPAA waiver is not accomplished, place COMCAM aerial photographers who are non-mission ready for failure to complete semi-annual flying training events in supervised status until the required training is accomplished.

3.7.2.3. Training (ground or flying) is creditable towards the new training period.

3.7.3. Ground Training Events. Individuals who fail to complete ground training requirements (**Table 3.1**) are declared non-mission ready. The crew member cannot deploy until training is accomplished. **(T-2)**

3.7.3.1. With the exception of mandatory grounding events in **Table 3.1**, AFPAA may waive ground continuation training events identified in the table notes. This waiver authority will be used judiciously.

3.7.3.2. AFPAA determines the allowable time of the waiver. The make-up period should be accomplished at the earliest opportunity. This waiver is only for unforeseen circumstances and events that will not degrade mission accomplishment.

3.7.4. Mobility Training. Individuals failing to complete Mobility Training events does not affect mission ready status, but restricts crew members from performing missions that require the delinquent event(s) until the training is accomplished.

3.7.5. Waivers for Continuation Training Events. The AFPAA Commander may waive continuation training events. The decision to grant a waiver is based on the individual crew member's experience and proficiency level (i.e., waivers will not be based on a crew member's availability).

3.8. Requirements Before Removal From Active Flying. AFI 11-202, Volume 1, specifies requirements before removal from active flying**.**

3.9. Requirements While In Inactive Flying Status. AFI 11-202, Volume 1, specifies requirements while in inactive flying status**.**

3.10. Requirements for Headquarters Aircrew Training. COMCAM aerial photographers assigned to a headquarters or AFPAA position should attach to a flying unit along with COMCAM squadron members and maintain mission ready status.

3.11. Aircrew Flying With Other Than US Air Force Units. AFI 11-202, Volume 1, addresses individuals flying in this status**.**

3.12. Training Period. Continuation training program is based on 6-month (semi-annual) periods (1 January – 30 June; 1 July – 31 December)**.**

Chapter 4

AIRCREW INSTRUCTOR/FLIGHT EXAMINER UPGRADE PROGRAM

4.1. Description.   This chapter identifies the prerequisites and training requirements for qualified COMCAM aerial photographers to upgrade to instructor/flight examiner. The unit commander determines the number of instructor/flight examiners required for their unit. The unit instructor/flight examiner program is administered according to AFI 11-202, Volume 2, and AFMAN 11-2AP, Volume 2.

4.2. Scope.   COMCAM aerial photographer instructor candidates should be selected based upon experience, judgment, ability to instruct, flying experience, skill and knowledge. The unit commander selects nominees on the basis of leadership recommendation and unit needs**.**

4.3. Prerequisites.   All instructor candidates adhere to the following:

4.3.1. Initial instructor candidates should be qualified as mission ready for a minimum of one year.

4.3.2. COMCAM aerial photographers will complete instructor candidate training within 60 days (120 days for Air Force Reserve) after selection. **(T-3)**. The CTCS commander is the waiver authority for extending this time limit.

4.3.3. All instructor candidates will receive instruction on the items located on the COMCAM Instructor Lesson Plans, AF Form 4023, and the AF Form 4024, *Aircrew Training Accomplishment Report with* instructor/flight examiner overprint. **(T-1)**. In-unit instructor upgrade training consists of academic and flight training.

4.3.4. All instructor candidates should complete the Air Force Training Course.

4.4. The CTCS Commander.   The CTCS commander will ensure the unit training section uses this publication, AF Form 4024 with instructor/flight examiner overprint, AF Form 4023, and the locally developed training materials. **(T-1)**.

4.5. Flight Instructor Responsibilities.   Instructors will use AF Forms 4022, 4023, *and* 4024 for upgrade training. **(T-1)**.

4.5.1. Instructors are responsible to provide thorough preflight briefings and critiques. Instructors will comply with mission outlines, as appropriate, for the type of mission being flown or ground training period being conducted. **(T-1)**.

4.5.2. Instructors will review each instructor candidate's training record prior to performing each training flight or ground training session and document proficiency standards on the AF Form 4024 and AF Form 4023 after each mission/session. **(T-1)**.

4.5.3. Instructors will ensure all required upgrade training items are completed, signed off, and proficiency demonstrated IAW AFMAN 11-2AP, Volume 2, grading requirements, before recommending trainee for evaluation. **(T-1)**. Instructors should further ensure training, operations sections, and the flight commander or designated representative is aware of trainee's status.

4.5.4. Flight Instructors are responsible for instructor candidate supervision and safety regardless of rank. Should the judgment or proficiency of the instructor candidate raise a

question in the instructor's mind as to their ability to safely execute the duties of the COMCAM aerial photographer position at any time during the flight, the instructor will immediately take over those duties prior to the instructor candidate resuming duties. **(T-1)**.The instructor will explain and demonstrate the proper method of executing those duties prior to the instructor candidate resuming duties. **(T-1)**. Use instructors for any phase of training to capitalize on their expertise and experience.

4.6. COMCAM Aircrew Instructors. COMCAM Aircrew Instructors will be familiar with the following references: **(T-2).** The instructor candidate is not required to memorize regulation chapters or paragraphs.

4.6.1. AFMAN 11-2AP, Volume 1, *Combat Camera Aircrew Training.*

4.6.2. AFMAN 11-2AP, Volume 2, *Combat Camera Aircrew Evaluation Criteria.*

4.6.3. AFMAN 11-2AP, Volume 3, *Combat Camera Operations.*

4.6.4. AFI 11-202, Volume 1, *Aircrew Training.*

4.6.5. AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program.*

4.6.6. AFI 11-401, *Aviation Management.*

4.6.7. Applicable AFI 11-2 mission design series-series publications.

4.6.8. AFMAN 36-2234, *Instructional System Development.*

4.6.9. Applicable Technical Orders.

4.7. Overall Objectives.   The instructor candidate will:

4.7.1. Demonstrate the ability to apply information IAW the training course. **(T-1)**.

4.7.2. Apply knowledge of all applicable aircraft systems, publications, and procedures to enhance mission accomplishment/training objectives. **(T-1)**.

4.7.3. Demonstrate the ability to interpret information contained in student training folder and develop training plans allowing sufficient time to meet student training requirements, providing an environment conducive to open exchange of information. **(T-1)**.

4.7.4. Demonstrate the ability to reconstruct the training period during critique and provide appropriate feedback. **(T-1)**.

4.7.5. Using this publication, correctly demonstrate annotation and documentation on the qualification/certification training records. **(T-1)**.

4.8. Instructional Guidance.

4.8.1. Develop training plan. The instructor will outline expectations of the instructor candidate and maximize the use of training aids and situations to meet mission/training objectives. **(T-2)**

4.8.2. Using scenarios, the instructor will teach the instructor candidate to identify performance expected of a student during training sessions. **(T-2)**.

4.8.3. The instructor candidate will demonstrate/verbalize general knowledge of standardized lesson plans and a thorough knowledge and understanding of all directives governing COMCAM operations. **(T-2)**.

4.8.4. The instructor candidate, with supervision, will instruct a student, using applicable directives and handbooks. **(T-2).**

4.9. Evaluation of Training.

4.9.1. Conduct review/critique of the training period IAW AFMAN 36-2234. Highlight strengths, accomplishments, and suggested opportunities for improvement.

4.9.2. Instructor candidate will document all training completed in accordance with **Attachment 2** of this publication. **(T-2)**.

4.9.3. The instructor candidate will review the training folder, focusing on identified strengths and weaknesses. **(T-2)**. Address recommendations made by instructor in previous training periods.

4.9.4. Instructor candidates will satisfactorily complete a written examination prior to initial qualification or requalification flight evaluation. **(T-1)**. Examinations will be administered IAW AFI 11-202, Volume 2, and AFMAN 11-2AP, Volume 2. **(T-1)**. Before being designated an instructor, instructor candidates will successfully complete an instructor evaluation flight. **(T-1)**.

4.10. Flight Examiner Certification.

4.10.1. Instructors identified for certification as a Flight Examiner should possess superior knowledge of training and evaluation policies and procedures and the ability to administer evaluations according to AFI 11-202, Volume 2 and AFMAN 11-2AP, Volume 2.

4.10.2. All examiner candidates will receive instruction on the items located on the AF Form 4024 with instructor/flight examiner overprint and AF Form 4023. In-unit examiner upgrade training consists of academic and flight training. **(T-1)**.

4.10.3. Examiner candidates will complete locally developed training programs for examiner certification. **(T-3)**. Training should include, at a minimum, review of applicable publications, examiner responsibilities, local procedures, observing an Emergency Procedures Evaluation, and observing an evaluation flight. The CTCS commander may waive this requirement if the candidate is a previously certified flight examiner.

4.10.4. The CTCS commander determines if Flight Examiner status is maintained based on current examiners numbers to sufficiently meet the unit's mission requirements.

Chapter 5

**AVIATION RESOURCE MANAGEMENT SYSTEM TRAINING EVENT IDENTIFIERS
AND DESCRIPTIONS**

5.1. Description. Aviation resource management system event identifiers are standardized for COMCAM aerial photographers. A qualified COMCAM aerial photographer that instructs (a class) may receive credit for the academic training.

5.2. Documentation. Use AF Form 1522 to record ground training events. The course instructor should deliver the completed/certified forms to the appropriate scheduling and training documentation sections within one duty day after the class is taught. In addition to the AF Form 1522, record small arms training on AF Form 522, *USAF Ground Weapons Training Data*.

5.3. United States Air Force Specified Training Event. Administered in-flight according to AFI 11-202, Volume 2 and AFMAN 11-2AP, Volume 2, as supplemented and is required prior to unsupervised flight. A qualification evaluation is also required as a course completion item for qualification, requalification, and upgrade training as directed by this volume. **(T-2)**

5.4. Miscellaneous Events.

5.4.1. **Mobility Records Review.** The CTCS commander ensures unit personnel prepare for deployment IAW this AFI and AFMAN 10-409-O, *Support to Adaptive Planning*. In addition to the COMCAM aerial photographer specific training items contained in this AFMAN, members have AF specific and theater specific requirements that must be met prior to deployment. **(T-1)**

5.4.2. **Passport (no-fee/maroon).** The aviation resource management system is used to track passport expiration dates for crew members. All crew members must have a current Official United States passport in order to comply with country entry requirements specified in the *Foreign Clearance Manual (*also referred to as *Electronic Foreign Clearance Guide, eFCG)*.

5.4.3. **Secondary Passport.** As required for unit mission. Primary use is for visa application, and the aviation resource management system is used to track secondary passport expiration dates for crew members.

5.5. Ground Training Events.

5.5.1. **Flight Physical.** Ensure that COMCAM aerial photographers are physically fit to perform their duties. Flight physicals expire on the expiration date indicated on the DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*. The required frequency may vary to address waivers and or individual physical limitations (as determined by the Flight Surgeon). Refer to AFI 48-123 and AFI 44-170.

5.5.2. **Physiological Training.** Currency expires 5 years after the last day of the month in which accomplished IAW AFI 11-403, *Aerospace Physiological Training Program*. (Example: If training was accomplished 19 Oct 2017, training is due not later than 31 Oct 2022). See AFI 11-403 for details.

5.5.3. **Aircrew Intelligence Training.** Provides crews with the fundamentals of threat knowledge, visual recognition, and collection and reporting requirements.

5.5.4. **Anti-Hijacking.** Provides crew members with training on United States Air Force policy that includes war and peacetime requirements for arming United States Air Force personnel and the use of deadly force.

5.5.5. **Law of Armed Conflict.** This training includes the principles and rules of the Law of Armed Conflict for aircrews to carry out their duties and responsibilities according to the Hague Convention IV 1907, 1949 and Geneva Conventions and status of forces agreements.

5.5.6. **Isolated Personnel Report Review.** The Isolated Personnel Report review may be completed during an aircrew's Aircrew Intelligence Training. All crew members will maintain a digital Isolated Personnel Report in Personnel Recovery Management System, IAW Joint Personnel Recovery Agency guidance. **(T-1)**. Once printed, the Isolated Personnel Report card is classified CONFIDENTIAL and must be safeguarded. Personnel will review Isolated Personnel Report upon deployment, prior to the first mission of the day, and at least every 180 days. **(T-3)**

5.5.7. **Crew Resource Management Refresher.** Mission-specific continuation Crew Resource Management training conducted according to AFI 11-290, *Cockpit/Crew Resource Management Program*, as supplemented. Course provides crew members with training on how to successfully use all crew members to resolve problem situations. Syllabus and teaching methods/aids are at the instructor's discretion and are based on teaching material provided by Crew Resource Management Facilitators Course.

5.5.8. **Initial Crew Resource Management Training.** Introduces common core subjects (according to AFI 11-290 as supplemented). Initial Crew Resource Management must be accomplished within 45-days for active duty and 90-days reserve personnel of reporting to home station. **(T-3)**

5.5.9. **Small Arms Training (M-9).** Academics and firing range exercise includes use of force and live fire or simulator training. Simulator training may not be used for initial qualification (AFI 36-2654 and AFI 31-117, *Arming and Use of Force by Air Force Personnel.* Trains crew members in successful engagement of enemy targets within the range and capabilities of their assigned weapon. **Additional Information:** Course will meet requirements of AFI 36-2654 and include use of force training from AFI 31-117. Air Force Reserve Command may define alternate frequency requirements. Frequency is not to exceed 12 months IAW AFI 36-2654.

5.6. Aircrew Flight Equipment Training Events.

5.6.1. **Aircrew Flight Equipment Familiarization. A** one-time event, per every base assignment. It should be conducted during COMCAM aerial photographer processing. At a minimum, ensure this requirement is completed prior to the first flight at home station. The event should familiarize COMCAM aerial photographers with local aircrew flight equipment policies and procedures to include equipment issue, use, inspection, fit, preflight, and post-flight requirements.

5.6.2. **Emergency Egress Training – Ejection Seat.** Evaluates aircrew and passenger ability to demonstrate proficiency in air and ground emergency egress/ejection procedures. In aircraft with multi-crew ejection seat capability, stress importance of aircrew coordination actions in emergency situations. Ensure aircrews are aware of their responsibilities for

conducting safety and passenger briefings IAW AFI 11-202, Volume 3, *General Flight Rules*.

5.6.3. **Emergency Egress Training – Non Ejection Seat.** Evaluates aircrew ability to demonstrate proficiency in air and ground emergency egress procedures. Stress the importance of aircrew coordination, aircrew responsibilities and use of appropriate emergency egress equipment. Ensure aircrews are aware of their responsibilities for conducting safety briefings IAW AFI 11-202, Volume 3.

5.6.4. **Aircrew Flight Equipment Training.** An academic and equipment training event, in which aircrew members demonstrate their ability to locate, preflight, and use all aircrew and passenger aircrew flight equipment carried aboard unit aircraft or issued to aircrew members. This training includes the limitations and safety issues related to aircrew flight equipment. Additionally, include aircrew clothing items and information on hazards associated with improper wear and failure to use only authorized clothing and equipment items.

5.6.5. **Aircrew Flight Equipment Fit Check.** Ensure a comprehensive fit check of all aircrew flight equipment gear worn during flight in ejection seat aircraft (e.g., helmet and O2 mask, survival vest, torso harness and anti G-suit) is accomplished every 4 months unless otherwise directed by AFI 11-202, Volume 1, and AFI 11-2 mission design series, Volume 1. Aircrew flight equipment gear worn during flight in non-ejection seat aircraft (e.g., helmet and O2 mask) will be fit checked upon initial assignment, with no periodic refit required unless otherwise directed by AFI 11-202, Volume 1 and AFI 11-2 mission design series, Volume 1. Aircrews performing duties on aircraft without individually fit aircrew flight equipment requirements are exempt from this requirement. Fit checks will be documented as a separate event, aircrew flight equipment Fit Check, on AF Form 1522, or equivalent and tracked in the aviation resource management system. Aircrew flight equipment Fit Check is a grounding event.

5.6.5.1. Fit checks may be accomplished concurrently with other training events such as Emergency Egress Training; however, real world equipment is not authorized for use during training.

5.6.5.2. Fit checks on individually fit Aircraft Chemical, Biological, Radiological, and Nuclear, and High Yield Explosives equipment will be conducted upon initial issue and every three years thereafter. **(T-1)**. Aircraft Chemical, Biological, Radiological, and Nuclear, and High Yield Explosives fit checks will be documented in the Flight Equipment Records Management System or equivalent A3O-AI approved tracking system and are not a grounding item. **(T-2)**.

5.7. Mission Specific Training Events. A Proficiency Sortie provides training in a flying environment for COMCAM aerial photographers. This sortie includes a comprehensive review of the various phases of flight associated with the flying mission. It also provides the ability to improve mission ready skills required for the accomplishment and photographic documentation of the mission profile. To receive credit for a proficiency sortie, the COMCAM aerial photographer will be in an authorized crew position (mission aerial photographer, instructor aerial photographer, examiner aerial photographer), and actively performing duties with his/her assigned crew position. The aerial photographer must attend preflight briefing, review of aircraft emergency procedures, review of aircraft, in-flight duties, and attend mission debrief.

5.8. Qualification Events.

5.8.1. Open-book and Closed-book Qualification Examinations. See AFMAN 11-2AP, Volume 2.

5.8.2. Flight Publications Check IAW AFI 11-215, *USAF Flight Manuals Program (FMP)*, Chapter 7.

5.8.3. Flight Evaluation Folder Review. See AFMAN 11-2AP, Volume 2.

5.9. Survival Training Events. AFI 16-1301 is the parent regulation. In such case where there is a conflict between this reference and the parent regulation, the parent regulation takes precedence. Refer to AFI 16-1301, Table 2.4, for event frequencies and grounding items. All survival training events will be conducted by a 1T0X1 (Survival, Evasion, Resistance, and Escape Instructor) or designated instructor. **(T-1)**.

5.9.1. **Local Area Survival.** Local Area Survival is a one-time requirement prior to first flight. Personnel who have a permanent change-of-station and then return for subsequent assignments must accomplish this training during each reassignment. **(T-2)** Local Area Survival provides local standard operating procedures preparing aircrew for possible aircraft emergencies near the base of assignment.

5.9.2. **Combat Survival Training.** Mission ready personnel assigned to combat-coded units will receive Combat Survival Training on a triennial basis. **(T-2)** Combat Survival Training must be completed prior to awarding mission ready status. **Additional Information**: Each unit is responsible for tailoring training to meet unit needs, IAW AFI 16-1301. Units may schedule crew members to complete both Combat Survival Training and Water Survival Training events in a single training day.

5.9.3. **Conduct after Capture.** Mission ready personnel assigned to combat-coded units will receive Conduct After Capture training on a triennial basis. **(T-2)** Conduct After Capture training must be completed prior to being awarded mission ready status. **(T-2)** Conduct After Capture training, commonly referred to as Resistance Training, provides refresher training for wartime, governmental, and hostage detention situations. Only qualified personnel will instruct Conduct After Capture training.

5.9.4. **Water Survival Training.** Mission ready and personnel assigned to combat-coded units will receive Water Survival Training on a triennial basis. **(T-2)** Water Survival Training must be completed prior to being awarded mission ready status. **(T-2)** Aircrew will demonstrate proficiency in tactics, techniques, and procedures for survival and recovery from a water environment using weapons system specific survival equipment. **(T-2)** This training should be conducted in natural waters (pond, lake, or ocean) or an environmental pool if logistically possible. **Additional Information**: See AFPD 11-3, *Aircrew Flight Equipment (AFE)* and AFI 16-1301.

5.9.5. **Contingency Survival, Evasion, Resistance, and Escape Indoctrination.** Contingency Survival, Evasion, Resistance, and Escape Indoctrination is a combatant command-directed activity and is designed to prepare High Risk of Capture personnel deploying to a specific theater of operations or contingency. Contingency Survival, Evasion, Resistance, and Escape Indoctrination will be tailored to the specific mission, e.g., fighters, transport aircraft, or ground forces. **(T-2)** Contingency Survival, Evasion,

Resistance, and Escape Indoctrination is also referred to as High Risk of Capture theater preparation. Contingency Survival, Evasion, Resistance, and Escape Indoctrination should be accomplished within 60 days prior to deployment.

5.9.6. **Level C, Survival, Evasion, Resistance, and Escape Training.** Trains aircrew members and other designated personnel in post-egress parachute descent procedures and in the principles, procedures, techniques, and equipment essential to maintaining life and honor, and returning regardless of conditions.

5.9.7. **Water Survival Training, Parachuting.** Trains aircrew members and other designated personnel in the equipment that improve their ability to survive and be recovered after an over-water ejection, bailout, or ditching.

5.10. Unit Defined (X) Events.   Reserved for use by local units. The CTCS commander should review all unit defined events for relevancy to the unit's mission during the Training Review Panel. This review will be documented in the Training Review Panel minutes. **(T-2)** See AFI 11-202, Volume 2. COMCAM aerial photographers should also review specific requirements, to include grounding items and course, for 11-2 mission design series specific aircraft.

MARK C. NOWLAND, Lt Gen, USAF
DCS, Operations

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 10-2501, *Air Force Emergency Management Program*, 19 Apr 2016

AFMAN 11-2AP, Volume 1, *Combat Camera Aircrew Training*, 12 July 2018

AFMAN 11-2AP, Volume 2, *Combat Camera Evaluation Criteria*, 12 July 2018

AFMAN 11-2AP, Volume 3, *Combat Camera Operational Procedures*, 12 July 2018

AFI 11-202, Volume 1, *Aircrew Training*, 22 Nov 2010

AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program*, 13 Sep 2010

AFI 11-202, Volume 3, *General Flight Rules*, 10 Aug 2016

AFI 11-215, *USAF Flight Manuals Program (FMP)*, 22 Dec 2008

AFI 11-290, *Cockpit/Crew Resource Management Program*, 15 Oct 2012

AFI 11-301, Volume 1, *Aircrew Flight Equipment (AFE) Program*, 10 Oct 2017

AFI 11-401, *Aviation Management*, 10 Dec 2010

AFI 11-403, *Aerospace Physiological Training Program*, 30 Nov 2012

AFI 11-404, *Fighter Aircrew Acceleration Training Program*, 9 Jun 2017

AFI 16-1301, *Survival, Evasion, Resistance, and Escape (SERE) Program*, 3 Aug 2017

AFI 31-117, *Arming and Use of Force by Air Force Personnel*, 2 Feb 2016

AFI 33-360, *Publications and Forms Management*, 1 Dec 2015

AFI 36-2654, *Combat Arms Program*, 13 Jan 2016

AFI 44-170, *Preventive Health Assessment*, 30 Jan 2014

AFI 48-123, *Medical Examinations and Standards*, 5 Nov 2013

AFMAN 10-409-O, *Support to Adaptive Planning*, 19 Apr 2016

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

AFMAN 36-2234, *Instructional System Development*, 1 Nov 1993

AFPD 10-2, *Readiness*, 6 Nov 2012

AFPD 11-2, *Aircrew Operations*, 19 Jan 2012

AFPD 11-3, *Aircrew Flight Equipment (AFE)*, 24 Sep 2013

AFPD 11-4, *Aviation Service*, 1 Sep 2004

DoDI 4515.13, *Air Transportation Eligibility*, 9 Feb 2018

DoDI 5040.02, *Visual Information,* 23 Apr 2018

Forms Adopted

AF Form 8, *Certificate of Aircrew Qualification*, 8 December 2006

AF Form 522, *USAF Ground Weapons Training Data*, 4 January 2018

AF Form 847, *Recommendation for Change of Publication*; 22 September 2009

AF Form 1522, *ARMS Additional Training Accomplishment Report*, 1 August 2003

AF Form 4022, *Aircrew Training Folder*, 1 October 1997

AF Form 4023, *Aircrew Training Progress Report*, 1 October 1997

AF Form 4024, *Aircrew Training Accomplishment Report*, 1 October 1997

AF Form 4324, *Aircraft Assignment/Aircrew Qualification Worksheet*, 27 Aug 2007

Air Force Technical Order 781, *ARMS Aircrew/Mission Flight Data Document*, 3 Jul 2017

DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*, 1 Jan 2015

Abbreviations and Acronyms

AF—Air Force

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPAA—Air Force Public Affairs Agency

AFPD—Air Force Policy Directive

COMCAM—Combat Camera

CTCS—Combat Camera Squadron

DoDI—Department of Defense Instruction

IAW—In Accordance With

OPR—Office of Primary Responsibility

QUAL—Qualified

Attachment 2

AIRCREW TRAINING DOCUMENTATION

A2.1. General Information. This attachment provides guidelines on proper training documentation. Instructions are provided for AF Form 4022, AF Form 4024 and aircrew training guides.

A2.1.1. Create an AF Form 4022, for training courses (in-unit), mission qualification, flight examiner certification training, in-unit upgrade program to the next higher crew qualification, requalification training (in-unit) and all corrective action or additional training.

A2.1.1.1. Electronic versions of the AF Forms 4022, 4023 and 4024 are authorized.

A2.1.1.2. At the unit's discretion, training folders for an individual undergoing more than one training program in a short period of time may combine all training into one AF Form 4022.

A2.1.1.3. The flight instructor or flight examiner who evaluated the aircrew member's performance will enter comments pertinent to the training deficiency on AF Form 4023 or the training guide. (T-1) The AF Form 4023 is used to document training accomplished in conjunction with the 4024 and is necessary to accurately record performance and pass on pertinent information to both other instructors and the student. Use the existing training folder for end-of-course evaluations that result in additional training.

A2.1.2. The unit maintains the training folders for assigned personnel in a location readily accessible to instructors and supervisory personnel. **(T-2).** The trainee may review his or her training folder at any time.

A2.1.3. The instructor or trainer reviews the training folder, to include AF Form 4024, prior to all training periods. **(T-2)** Those areas not previously accomplished or those, in which crew members require additional training, are noted for possible inclusion during the current training period. The CTCS commander, director of operations, or superintendent reviews active training folders quarterly. **(T-2)** Squadron representatives conduct a monthly review. **(T-2)**

A2.1.4. For the purposes of training documentation, Ground Training is considered all training not associated with a flight or Aircrew Training Device.

A2.1.5. The squadron retains all AF Forms 4022 and contents for 1-year after training close out, then the contents of the folder are maintained as a permanent attachment to the member's flying folder. **(T-1)**

A2.2. Instructions for Air Force Form 4022. This form is a folder constructed of hard stock paper. The inside covers have tables for documenting training. AF Form 4024 and additional information (waivers, memorandums, etc.) are attached through the top centered clasps of the folder. The form is available through the Air Force publications system. Comply with the following when documenting aircrew training on the form.

A2.2.1. **Trainee information (cover):** Provides trainee and course information.

A2.2.1.1. **NAME and GRADE** . Enter last name, first name, MI and rank (i.e. Doe, John E. SSgt).

A2.2.1.2. **AIRCREW POSITION.** For COMCAM aerial photographers in an upgrade program, enter the aircrew position to which they are obtaining qualification (i.e. mission aerial photographer, instructor aerial photographer, examiner aerial photographer).

A2.2.1.3. **UNIT of ASSIGNMENT.** Self-explanatory.

A2.2.1.4. **TYPE of TRAINING.** Enter formal course title, or for other types of training, enter a descriptive identifier, IAW AFI 11-202, Volume 2 (i.e., Initial qualification/mission, Instructor).

A2.2.1.5. **CLASS NUMBER.** Enter formal school class number (if applicable); otherwise leave blank.

A2.2.1.6. **COURSE NUMBER:** Enter formal course number (if applicable), otherwise, leave blank.

A2.2.2. **GROUND TRAINING SUMMARY** (inside left). This section provides a chronological record of ground training events. Record non-flying training events. Entries are required for Ground Training.

A2.2.2.1. **DATE** . Day, month, year format (i.e. 1 Jan 01).

A2.2.2.2. **TRAINING PERIOD** . Use sequential periods (i.e. Ground Training, Antiterrorism). Complete one training period before moving on to the next sequential event.

A2.2.2.3. **INSTRUCTOR/TRAINER** (Qualification). Enter the name of the instructor or trainer and aircrew qualification. Print first initial, last name, highest qualification (i.e. instructor aerial photographer). There is no signature requirement in this block. (i.e., J. Doe, instructor aerial photographer)

A2.2.2.4. **TRAINING TIME** . Time spent training in hours and tenths (5.5). Do not include time normally associated with pre-brief and debrief. Single Ground Training period will not exceed eight hours.

A2.2.3. **TRAINING PERIOD DESIGNATORS** . COMCAM utilizes the "Ground Training" designator for ground training and "SIM" for events completed on a Static Training Mission.

A2.2.4. **WRITTEN EVALUATIONS** .

A2.2.4.1. **DATE** . Enter the date the written evaluation was satisfactorily completed (i.e. 1 Jan 01).

A2.2.4.2. **TYPE** . Enter the Air Force Instruction 11-202, Volume 2, description or other appropriate identifier. This includes initial open and closed book exams and instructor open book exam.

A2.2.4.3. **GRADE** . Enter according to Air Force Instruction 11-202, Volume 2.

A2.2.5. **PERFORMANCE EVALUATION SUMMARY** . Record data on required evaluations including re-evaluations (if applicable).

A2.2.5.1. **DATE RECOMMENDED** . Enter date recommended for a flight evaluation (i.e. 1 Jan 01).

A2.2.5.2. **TYPE EVALUATION** . Evaluation description identifier IAW AFMAN 11-2AP, Volume 2, or other appropriate identifier.

A2.2.5.3. **INSTRUCTOR** (Qualification). Enter the name and aircrew qualification of the instructor recommending the student for an evaluation. Print first initial, last name and highest qualification. (i.e., J. Doe, instructor aerial photographer)

A2.2.5.4. **OPERATIONS REVIEW** . Following the recommendation for evaluation, the CTCS commander, director of operations, or superintendent initials the performance evaluation summary indicating a records review has been accomplished after a recommendation for evaluation. **(T-2). NOTE:** If training is scheduled to be completed and the student is recommended for the evaluation away from home station, the operations review is accomplished prior to departure.

A2.2.5.5. **DATE EVALUATED** . Enter the date the evaluation was completed.

A2.2.5.6. **EXAMINER** . Self-explanatory.

A2.2.5.7. **GRADE** . Enter according to Air Force Manual 11-2AP, Volume 2.

A2.2.6. **FLYING TRAINING SUMMARY** . This section provides a chronological record of flying training sorties. Log all sorties scheduled even if canceled by external factors such as weather (WX) or maintenance (MX).

A2.2.6.1. **DATE** . Day, month, year format (e.g. 1 Jan 01).

A2.2.6.2. **TRAINING PERIOD** . Use sequential periods. Complete one training period before moving on to the next sequential event. COMCAM utilizes only "ST- Locally scheduled training mission Trainer or OT-Operation training" designator for flight training.

A2.2.6.3. **STATUS** . If the scheduled training period was not completed due to external factors (e.g., weather or maintenance), an "INC" is entered in the status block along with the proper identifier ("WX-weather", "MX-maintenance"). Leave blank if not used.

A2.2.6.4. **INSTRUCTOR/TRAINER** (Qualification). Enter the name and aircrew qualification of the instructor. Print first initial, last name and highest qualification (i.e. instructor aerial photographer). There is no signature requirement in this block. (i.e., J. Doe, instructor aerial photographer)

A2.2.6.5. **MISSION TIME** . Enter the total mission time in the top half of the block. Lower half of block is used to document flight training in primary crew position. Log all flying sorties scheduled, even if cancelled for weather (WX) or maintenance (MX).

A2.2.6.6. **CUMULATIVE TIME** . Enter the total cumulative mission time in the top half of the block. Lower half of block is used to document total cumulative flight training in primary crew position.

A2.2.7. **AF Form 4022 Aircrew Training Folder Closure** . The Training Folder is considered closed upon successful completion of the final event required by the training

program. Final training events include flight evaluation; instructor validation of training; and/or CTCS commander certification.
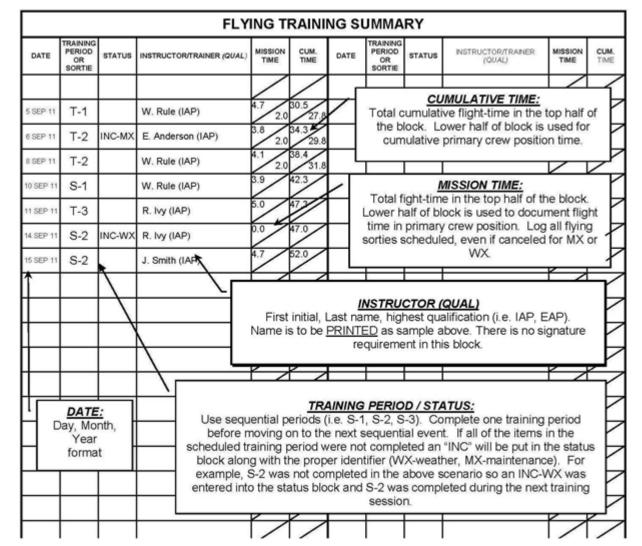
Figure A2.2. AF Form 4022 (page 3), Flying Training Summary.

A2.3. **Instructions for AF Form 4024,** *Aircrew Training Accomplishment Report***:**   This form tracks, for each sortie, individual event and task accomplishment and grades. Ground and flight training events may be combined on a single AF Form 4024 provided they are separated in the SORTIE and DATE row/columns sequentially. Maintain AF Forms 4024 on the right side of AF Form 4022. At a minimum, units will supplement this instruction with unit specific overprints identifying unit specific Training Event/Task listing, total number of repetitions required, and the Required Proficiency Level (RPL) for any additional unit specific Training Event/Task. **(T-2).**

A2.3.1. **NAME** . Print last name, first name, middle initial and rank (i.e. Doe, John E. SSgt).

A2.3.2. **CREW POSITION** . Self-explanatory. For aircrew members in an upgrade program, enter the aircrew position to which they are obtaining qualification for (i.e. instructor aerial photographer).

A2.3.3. **COURSE/PHASE** . Print appropriate phase of training (i.e., Initial qualification/mission).

A2.3.4. **SORTIE/TRAINING** . Use sequential period (i.e. Ground Training-0, Ground Training-1, etc.).

A2.3.5. **DATE** . Day, month, year format (i.e. 1 Jan 01).

A2.3.6. **TRAINING EVENT AND TASK LISTING** . Reflects the tasks and sub-tasks in the training program that require specific student performance or knowledge proficiency standards.

A2.3.7. **NUMBER ACCOMPLISHED.** Reflects the number of times an event was accomplished on that sortie/training period. "1" – Reflects the number of times an event was accomplished during ground training or flight training.

A2.3.8. **GRADE** . Enter a "P", "S", or "U" as appropriate (see **Table A2.1**).

A2.3.8.1. "P" – Proficient; crew member has achieved the required proficiency level.

A2.3.8.2. "S" – Satisfactory; crew member has not achieved the required proficiency level but progress is satisfactory.

A2.3.8.3. "U" – Unsatisfactory; crew member was previously proficient, but has regressed or progress is unsatisfactory. **NOTE:** Once a crew member has received "P" for an event, the only subsequent grade allowed is either "P" or "U". Any event graded "U" must have an associated remark on AF Form 4023.

A2.3.9. **TOTAL NUMBER REQUIRED** . Indicates the total repetitions of an event or task required to meet required proficiency level. The total number required is determined by the unit leadership.

A2.3.10. **TOTAL NUMBERED ACCOMPLISHED** . Total number of repetitions actually accomplished.

A2.3.11. **REQUIRED PROFICIENCY LEVEL (RPL).** Each event and task will have a performance standard designated for the required proficiency level the crew member must achieve. **(T-2).** In addition, each event and task may have (optional) knowledge standard designated and used in the same manner as a performance standard. The Required Proficiency Level is based upon the knowledge or performance standard in **Table A2.1**.

Table A2.1. Event and Task Performance Standard.

Event And Task Performance Standard		
Code	Performance is:	Definition:
1	Extremely Limited	Individual can do most activities only after being told or shown how.
2	Partially Proficient	Individual can do most of the behaviors, but not necessarily to the desired levels of speed, accuracy, and safety.
3	Proficient	Individual can do and show others how to do the behavior in an activity at the minimum acceptable levels of speed, accuracy, and safety without the assistance of an instructor. For copilots, proficiency may involve actual aircraft control or copilot duties only. For instructors, proficiency includes the ability to demonstrate, instruct, and supervise ground and flight activity.

4	Highly Proficient	Individual can do behaviors in an activity at the highest level of speed, accuracy and safety.

Event And Task Knowledge Standard		
Code	Knowledge of:	Definition:
A	Facts and Nomenclature	Individual can identify basic facts and terms about the subject and when used with a performance code, can state nomenclature, simple facts, or procedures involved in an activity.
B	Principles and Procedures	Individual can explain relationship of basic facts and state general principles about the subject and when used with a performance code, can determine step-by-step procedures for sets of activities.
C	Analysis, and Operating Principles	Individual can analyze facts and principles and draw conclusions about the subject and when used with a performance code, can describe why and when each activity must be done and tell others how to accomplish activities.
D	Evaluation and Complete Theory	Individual can evaluate conditions and create new rules or concepts about the subject and when used with a performance code, can inspect, weigh, and design solutions related to the theory involved with activities.

Figure A2.3. AF Form 4024, Aircrew Training Accomplishment Report.

AIRCREW TRAINING ACCOMPLISHMENT REPORT

NAME: Last, First MI

CREW POSITION: MAP

COURSE/PHASE: INIT QUAL/MSN

Callout	Text
Print appropriate phase of training (INIT, QUAL, MSN, RQ, etc.)	
Training Period Designator	Use sequential period (i.e., GT-0, GT-2)
Total Required	Total of repetitions required to meet RPL established by the unit
Number Accomplished	Reflects the number of times an event was accomplished during GT or FT

Event Grades WILL BE "S", "P", or "U" for all events

"S" – Satisfactory: Crewmember has not achieved the required proficiency level but progress is satisfactory.

"P" – Proficient: Crewmember has achieved the required proficiency level.

"U" – Unsatisfactory: Crewmember was previously proficient but had regressed or progress is unsatisfactory. Once a crewmember has received "P" for an event ONLY subsequent grade allowed is either "P" or "U". Any event graded "U" must have an associated remark on AF Form 4023.
For equipment not in squadron inventory, "N/A" will be written in the block.

GRADE vs. RPL

DO NOT agive a grade for "C" or "3"

The Required Proficiency Level will be based upon the knowledge of performance standard (A, B, C, D, or 1,2,3,4,) respectively.
Grades given for each event taught to a specific level will be graded with an "S", "P", or "U".

Training Event/Task Listing (with sortie columns GT-0, GT-1, FT-0, FT-1 and dates 20170830, 20170908, 20170830, 20170908):

1. Qualification
a. Sa...
b. Fl...
c. A...
d. Boldface (Critical)
e. Aircraft Emergency Equipment
d. Knowledge of Directives/Publications
e. Mission Prep/Planning/Crew Briefing
f. Use of Checklist
g. Crew Coordination
h. Anti-hijacking/Aircraft Security
i. Knowledge/Completion of Forms
j. Personal/Professional Responsibilities
k. Aircraft Systems
l. Emplaning/Deplaning
m. Standards of Aerial Documentation
2. Mission
a. AP Equipment (Critical)
b. Enroute Mission Preparation

AF IMT 4024, 19971001, V3   REPLACES (AETC & AMC) MC FORMS 45, SEP 95, WHICH ARE OBSOLETE.

Figure A2.4. I/Flight Evaluator Meeting Minutes Example.

NOTE: The I/Flight Evaluator meeting should address and document, at a minimum, the information indicated below.

MEMORANDUM FOR

FROM:

SUBJECT: I/FLIGHT EVALUATOR MEETING MINUTES

1. Personnel attending: (name and organization/office symol)

    a. Lt Col I.M. Badd, 1CTCS, CC
    b. MSgt Joe Smuffy. 1CTCS, XC

2. Overview

    a. Manning. (Enter any training manning problems discussed or deviations from authorized manning to include instructor/student assignments). Record all current flight instructors including attached HHQ and or attached squadron flight instructors.

    b. Summary

        (1) Reports/Exams by crew position and type of instruction, i.e., any upgrades to instructor or requals, etc.

        (2) Include results from evaluations, when applicable: No names or ranks, just position

            (a) Q-1s

            (b) Q-2s

        (3) Waivers and Extensions. Identify all training waivers and extensions granted to extend the period of training or waivers sent to AFPAA.

        (4) Trends. Identify new, continuing and resolved trends. Where necessary, report corrective action as OPEN/CLOSED, the OPR(s) and any suspense date.

            (a) Required training program inspection results.

            (b) Aircrew flight publication program. REVIEW OPEN AF Forms 847 submitted and status.

            (c) Training program reviews. 6 versus 12 month training plan (way ahead).

3. Old Business. Enter the disposition of any items left open at the last I/Flight Evaluator meeting. If final action was taken on an item during the quarter, state the action taken and then close the item if closure is approved by the I/Flight Evaluator meeting chairman. If an item remains open, list the action taken since the last meeting. Findings from formal inspection will be addressed and covered until they are closed.

4. New Business. Enter all new business discussed during the meeting. The new Business items are those included on the published agenda along with any unplanned items discussed.

5. Other. This is an optional paragraph that can be used as necessary.

6. Training updates. New training or equipment updates.

<div align="center">Signature Block</div>

Attachments:
1. Meeting Agenda
2. Flight Instructor Roster
3. TRP Slides
4. GTL/FLT Levels