

**BY ORDER OF THE COMMANDER 4TH
FIGHTER WING**



**DEPARTMENT OF THE AIR FORCE
MANUAL 11 -202, VOLUME 2**

**AIR COMBAT COMMAND
Supplement**

SEYMOUR JOHNSON AIR FORCE BASE

Supplement

8 JANUARY 2024

Flying Operations

**AIRCREW STANDARDIZATION AND
EVALUATION PROGRAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(Added-SeymourJohnsonAFB) AFMAN11-202V2, Aircrew Standardization and Evaluation Program, is supplemented as follows: This supplement provides information and instructions for 4th Operations Group Aircrew Standardization/Evaluation (Stan/Eval) Program. This supplement applies to Active and AFR units under 4OG oversight. This publication requires the collection and/or maintenance of information protected by the Privacy Act of 1974 authorized by Title 10 USC, Sec (§) 9013, Secretary of the Air Force. Forms containing Personally Identifiable Information require Privacy Act Statements; additional information is located at <http://dpclo.defense.gov/Privacy/SORNs.aspx>. The Privacy Act System of Records Notice F011 AF XO A, Aviation Resource Management Systems, covers required information. Vigilance must be taken to protect Personally Identifiable Information when submitting or sending nominations, applications, or other documents to Department of Defense (DoD) agencies through government internet, software applications, systems, email, postal, faxing or scanning. Refer to the following directives for additional guidance: AFI 33-332, Air Force Privacy and Civil Liberties Program, DoD 5400.11-R, Department of Defense Privacy Program. Send comments and suggested improvements to this supplement on Department of the Air Force (DAF) Form 847, Recommendation for Change of Publication, through Stan/Eval channels, to ACC/A3TV, 205 Dodd Blvd, Suite 101, Langley AFB VA 23665-2789, accdotvsrtb@langley.af.mil. 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.

1.1.1.1. **(Added-SeymourJohnsonAFB)** Roles and Responsibilities. The 4 OG/CC owns and oversees all Stan/Eval functions within the constraints of AFMAN 11-202V2 and ACCSUP. 4 OG/OGV is the commander’s primary custodian of the program’s administration and serves as the Wing’s Chief Flight Examiner (FE). Squadron CCVs are responsible for administering squadron Stan/ Eval programs under the prerogative of squadron commanders and the guidance of OGV. FEs are responsible for the conduct of flying and ground evaluations as outlined in this supplement.

3.2.2.5.1.1. **(Added-SeymourJohnsonAFB)** The 4 OG trend is defined as a 10% discrepancy rate for permanent party or 15% for formal course students. PEX will be used to identify trends for evaluations and testing. All trends will be reported during the Standardization/Evaluation Board (SEB). Following the identification of trend data, the 4 OG/CC will approve follow-on actions as required.

3.2.2.5.4.1. **(Added-SeymourJohnsonAFB)** All Flight Examiners will brief current trend items during the brief on any evaluation they are administering.

3.2.2.7.2.1. **(Added-SeymourJohnsonAFB)** The TS/CC, OSS/CC, OSS/OSOR, Det. 15/CC, FW/SE, 307 FS/CC and 414 FG/CC will be invited to attend each SEB.

3.2.2.7.4. **(Added-SeymourJohnsonAFB)** OGV will post copies of the SEB briefing slides and the SEB minutes to the 4 OG/OGV Sharepoint site.

3.2.2.15.1. **(Added-SeymourJohnsonAFB)** All Aircrew will ensure required flying publications (1F-15E-1CL-1, 1F-15E-1-34CL-1, and 4 FW In-Flight Guide) are current before flying. OGV will maintain OGV EFB Library through Box App. If OGV members are unavailable to update the library, squadron CCVs are able to make changes. Aircrew can choose to use Box App or Goodreader as the means to read the publications on their EFB.

3.2.2.15.2. **(Added-SeymourJohnsonAFB)** Foreflight will be primary FLIP location and aircrew may use Aero App as back-up. Aero App will have the most current FLIP downloaded if used. Foreflight will require the following downloaded and current:

3.2.2.15.2.1. Taxi Diagrams and A/FD

3.2.2.15.2.2. Terminal Procedures

3.2.2.15.2.3. VFR Charts

3.2.2.15.2.4. IFR Low Charts

3.2.2.15.2.5. IFR High Charts

3.2.2.15.2.6. Taxi Diagrams and A/FD

3.2.2.15.2.7. Terminal Procedures

3.2.2.15.2.8. United States

3.2.2.15.2.9. All DOD Documents Folder

3.2.2.15.2.10. States Selected: Alabama, Arkansas, Florida, Georgia, Indiana, Kansas, Kentucky, Louisiana, Maryland, Mississippi, Missouri, North Carolina, Ohio, Oklahoma, Pennsylvania, South Carolina, Tennessee, Texas, Virginia, West Virginia

3.2.2.16. **(Added-SeymourJohnsonAFB)** Each squadron will execute 10 evaluations or 10% of evaluations annually, whichever is greater, as no-notice for permanent party.

3.3.3. 1 **(Added-SeymourJohnsonAFB)** The OG/CC is the delegated authority to a non-certified flight examiner as CCV Chief. A memorandum will be created and kept on file until the aircrew member is upgraded to FE status.

5.2.6.3.3. **(Added-SeymourJohnsonAFB)** No-notice evaluation administration is at the discretion of the flying SQ/CC. Good candidates include, but are not limited to, individuals who have received a Q-2 or Q-3 evaluation in their previous two evaluations or have been accepted as mission ready from a previous assignment. No-notice notification should occur no earlier than twenty-four hours prior to flight and no later than scheduled brief time.

5.3.3.3.2. **(Added-SeymourJohnsonAFB)** Examinee will ensure publications on EFB used are up-to-date (ref AFMAN 11-2F-15EV2 3.4.1.2. for required publications), i.e., a simulator EFB's publications are still required to be current for an EPE even though the aircrew does not own the EFB.

5.5.2.2.4. **(Added-SeymourJohnsonAFB)** MSN EPEs will use the OGV developed MSN EPE profiles in the MTC.

5.8.2.1. **(Added-SeymourJohnsonAFB)** The 4 OG expectation is to have requisites complete by the end of the 4th month of the eligibility period, with the flight complete by the end of the 5th month. Squadrons may set more conservative requirements. If aircrew fail to complete requisite examinations by the end of the 4th month, CCVs will notify the squadron operations officer.

6.3.2.1. **(Added-SeymourJohnsonAFB)** Permanent party aircrew will accomplish all requisite examinations electronically via Patriot Excalibur (PEX). For deployed units, the CCV Chief or SELO may hand carry PEX-generated printed examinations if the 4FW PEX server is not accessible from the deployed location. FTU students will test electronically in PEX or by using PEX-generated paper copies of requisite examinations supplied by OGV. CCV shops will maintain security of the paper copy examinations. If an FTU student fails an examination, the student will retest electronically in PEX.

6.4.1.3.1. **(Added-SeymourJohnsonAFB)** Open Book examination question sources are T.O. 1F-15E-1-1, 1F-15E-1, 1F-15E-34-1, 1-1M-34, AFI 11-214, and AFMAN 11-2F-15EV3.

6.9.4.3. **(Added-SeymourJohnsonAFB)** If an individual fails a requisite exam, OGV or CCVs will immediately restrict the individual to supervised status in PEX and notify the individual's operations officer and squadron CCV. The test proctor will produce an "Unsat Testing Letter" available on the OGV Sharepoint:

https://usaf.dps.mil/sites/SeymourJohnson/4th_fw/Operations/ogv/programs/Aircrew%20Testing?viewpath=%2Fsites%2FSeymourJohnson%2F4th%5Ffw%2FOperations%2Fogv%2Fprograms%2FAircrew%20Testing. This letter will be hand-delivered to the examinee's flying squadron Operations Supervisor to ensure immediate supervision requirements are met for any follow-on flying events.

6.10.4. **(Added-SeymourJohnsonAFB)** Periodic testing will be accomplished by all permanent party aircrew during June and December and is a Go/No-Go item beginning 1 July and 1 January. Aircrew who inprocess after 1 January or 1 July or are deployed for contingency operations during June or December are not required to complete the periodic test until the next cycle. Members of TDY units must complete the exam as soon possible upon return to home station if the exam is not accessible from the TDY location. Questions for the exam will include recent suite/publication changes, recent supplementary evaluation topics, FCIFs, SIIs, T.O. 1F-15E-1, T.O. 1F-15E-34-1, AFMAN 11-202V3, and AFMAN 11-2F-15EV3. The exam may be administered via PEX or on paper as determined by OGV.

6.10.4.1. **(Added-SeymourJohnsonAFB)** For the purposes of periodic testing accountability, FTU Instructor Course students will take the periodic test, all other FTU students enrolled in a formal course will not be required to take the periodic test.

7.3.10.2.4.1. **(Added-SeymourJohnsonAFB)** All evaluations will include an additional review by 4 OG/OGV.

7.3.10.2.5. 1 **(Added-SeymourJohnsonAFB)** For FTU student evaluations, the student's flight commander should sign as the reviewing officer. If the flight commander was the FE, then the SQ/DO will sign as the reviewing officer.

7.3.12.1.1. **(Added-SeymourJohnsonAFB)** The evaluator responsible for the last accomplished flight requisite and the overall grade for the evaluation will produce an examinee's temporary evaluation documentation. This will be accomplished by the evaluator producing and signing a paper-copy temporary Form 8 and deliver it to the squadron CCV. CCVs are responsible for entering the evaluation data into PEX and saving the Paper Temp Form 8 until final evaluation is printed and added to FEF.

7.7.5.1.3. **(Added-SeymourJohnsonAFB)** Initial reviews will be accomplished by squadron CCVs upon receipt of an individual's FEF using the checklist provided on the 4 OG/OGV Sharepoint site at https://usaf.dps.mil/sites/SeymourJohnson/4th_fw/Operations/ogv/SitePages/Home.aspx CCVs will document the initial review in PEX on the AF Form 942 (Example: Initial Review, 1 Jul 16). The initial review satisfies the requirement for a periodic review. Any missing documents that are not in PEX will be uploaded into the system.

7.7.5.2.2.1. **(Added-SeymourJohnsonAFB)** CCVs will conduct a posting review IAW AFMAN 11-202V2 once all the required signatures are obtained in PEX. If the final signature is dated after the end of the third month following the completion date, an entry will be made in the Minor Discrepancy Log in PEX, otherwise, no documentation of the posting review is required.

7.7.5.3.3.1. **(Added-SeymourJohnsonAFB)** Squadron CCVs will accomplish the periodic review during the first month of the individual's QUAL evaluation zone using the checklist on the 4 OG/OGV Sharepoint at https://usaf.dps.mil/sites/SeymourJohnson/4th_fw/Operations/ogv/SitePages/Home.aspx. The periodic review will be a thorough review and verification of the FEF. CCVs will document the periodic review in PEX on the AF Form 942 (Example: Periodic Review, 1 Jul 22).

7.7.6.2.1. **(Added-SeymourJohnsonAFB)** Minor discrepancies will be documented in the PEX Minor Discrepancy Log.

9.1.1.2. **(Added-SeymourJohnsonAFB)** Publications Library. Squadrons will maintain EFBs with OGV EFB Library provided by OGV.

9.1.1.1.2. **(Added-SeymourJohnsonAFB)** OGV is the OPR for distribution and update of all publications and Technical Orders (T.O.s) maintained in the FCIF Library on Sharepoint and on EFB drives. OGV will service as the Technical Order Distribution Office (TODO) manager and 4 OG FCIF Monitor. Each squadron will appoint in writing a primary and alternate Technical Order Distribution Account (TODA) Custodian and FCIF Monitor using the form provided on 4 OG/OGV Sharepoint. TODAs are primarily responsible for dissemination of T.O.s. and FCIF Monitors are primarily responsible for maintenance of all items required by the FCIF Library Index. Additional TODA functions and training requirements are described in T.O. 00-5-1 ACC Sup. The TODA and primary FCIF Monitor may be the same individual.

9.1.1.1.2. **(Added-SeymourJohnsonAFB)** FCIF Library Management. OGV will maintain an electronic FCIF Library online and a backup electronic library on the OGV shared drive on EFBs. At SQ/CC discretion, CCVs do not need to maintain a separate squadron backup provided a EFB is available for aircrew at Top-3 desk.

9.1.1.1.3. **(Added-SeymourJohnsonAFB)** Ops CCVs should establish and maintain a minimum hard copy library of flight pubs for any short-notice HHQ taskings.

9.4.6.1. **(Added-SeymourJohnsonAFB)** Go/No-Go Procedures. Go/no-go for aircrew will be tracked by Operations Duty Desk personnel IAW AFI 11-401. Currency/proficiency for applicable items listed in AFMAN11-202V1, DAFMAN 11-401, DAFMAN 11-421, AFMAN11-2F-15EV1, and periodic testing requirements established by this supplement and the parent regulations will be verified. Squadrons will use PEX to document aircrew acknowledgment of all FCIFs. If PEX is not available, squadrons may use a hardcopy sign-off sheet.

9.4.7.1. **(Added-SeymourJohnsonAFB)** Operations Supervisors (Top-3) and the on-duty ICO will verify all required items have been accomplished prior to releasing aircraft tail numbers. This will be done prior to each flying period through PEX, ARMS product review (IAW AFI 11-421), and Duty Desk Operating Procedures Checklists.

9.4.7.2. **(Added-SeymourJohnsonAFB)** At a minimum, the following must be checked prior to stepping crew members:

9.4.7.2.1. Current FCIF Part B and Squadron Read File

9.4.7.2.2. Current SEPT

9.4.7.2.3. Current DD FORM 2992, not on DNIF status

9.4.7.2.4. Current Egress / Hanging Harness training

9.4.7.2.5. Current Water Survival training IAW AFMAN 11-301V2, Management and Configuration Requirements for Aircrew Flight Equipment (AFE).

9.4.7.2.6. Current Physiological training

9.4.7.2.7. Current Centrifuge (if required)

9.4.7.2.8. AFMAN 11-2F-15EV1, F-15E—Aircrew Training currencies (as required for mission)

9.4.7.2.9. Permanent party Semi-Annual Test (grounding on 1 July or 1 January)

9.4.7.2.10. Signed out on Daily Flight Authorization

9.4.7.2.11. Passenger Manifest utilized as required IAW DAFMAN 11-401_ACCSUP, Aviation Management.

9.4.7.2.12. Current CRM training

9.4.7.2.13. ORM worksheet (one per formation) completed and reviewed by the flight lead

9.4.7.2.14. Flight Surgeons – current flight surgeon examination and previous flight within 60 days

9.4.7.2.15. Visiting Aircrew – complete Visiting Aircrew Checklist (available on 4 OG/OGV Sharepoint)

Lucas J. Teel, Col, USAF
Commander, 4th Fighter Wing

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

DAFMAN11-401_ACCSUP, Aviation Management, 30 Jul 2021

AFMAN 11-202V1, Aircrew Training, 27 Sep 2019

AFMAN 11-2F-15EV1, F-15E—Aircrew Training, 20 Jun 2019

AFMAN 11-2F-15EV2, F-15E—Aircrew Evaluation Criteria, 20 May 2019

AFMAN11-2F-15EV3, F-15E—Operations Procedures, 24 Sep 2020

AFMAN11-214, Air Operations Rules and Procedures, 29 Nov 2022

AFMAN11-301V1, Aircrew Flight Equipment (AFE), 31 May 2023

AFMAN 11-301V2, Management and Configuration Requirements for Aircrew Flight Equipment (AFE) 13 Feb 2020

AFMAN11-421, Aviation Resource Management, 23 Mar 2020

AFI11-418, Operations Supervision, 22 Dec 2021

Prescribed Forms

None

Adopted Forms

AF Form 8, Certificate of Aircrew Qualification

AF Form 847, Recommendation for Change of Publication

AF Form 942, Record of Evaluation

AF Form 1522, ARMS Additional Training Accomplishment Report

DD Form 2992, Medical Recommendation for Flying or Special Operational Duty

Abbreviations and Acronyms

AFRC—Air Force Reserve Command

AFRIMS—Air Force Records Information Management System

CRM—Crew Resource Management

FCIF—Flight Crew Information File

FE—Flight Examiner

FTU—Formal Training Unit

MTC—Mission Training Center

OPR—Office of Primary Responsibility

PEX—Patriot Excalibur

RDS—Records Disposition Schedule

RM—Risk Management

SEB—Stan/Eval Board

TODA—Technical Order Distribution Account

TODD—Technical Order Distribution Office

Attachment 8 (Added-ACC)

BRIEFING FACILITIES GUIDANCE

A8.1.9. (Added-SeymourJohnsonAFB) Squadrons will maintain briefing rooms in accordance with the 4 OG/ OGV Briefing Room Checklist located on the 4 OG/OGV

https://usaf.dps.mil/sites/SeymourJohnson/4th_fw/Operations/ogv/SitePages/Home.aspx