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Command Policy

**COMBAT CAPABILITY ASSESSMENTS,
ASSISTANCE VISITS AND TECHNICAL
INSPECTIONS**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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CAPABILITY ASSESSMENT,
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This instruction establishes policies and procedures for Combat Capability Assessments (CCA), and Staff Assistance Visits (SAV)/Technical Assistance Visits (TAV) of Twentieth Air Force (20 AF) units as well as Technical Inspections (TI) of the 576th Flight Test Squadron, 595th Space Group OL-A, and 76th Helicopter Flight Maintenance Element. This instruction applies to HQ 20 AF, subordinate units and 576th Flight Test Squadron, 95th Space Group OL-A and 76th Helicopter Flight. Maintain and dispose of records created as a result of prescribed processes in accordance with AFMAN 37-139, *Records Disposition Schedule* (will become AFMAN 33-322, Vol. 4); comply with AFI 33-332, *Privacy Act*, for documents containing Privacy Act Information; and For Official Use Only information comply with DoDR 5400.7, *Freedom of Information Act Program*, Air Force Supplement, Chap 4.

SUMMARY OF REVISIONS

This document is revised to incorporate the following changes in CCA programs: Removes emergency security operations, changes make-up of crew evaluations, changes codes testing format, adds time limits to codes and EWO testing, removes missile squadron instructor observation, adds M-4 and M-240B to weapons employment, and adds technical inspection criteria for 576 FLTS Peacekeeper Flight and 76 HF Maintenance Element.

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1. Combat Capability Assessment.

1.1. Definition, Roles and Responsibilities.

1.1.1. The Combat Capability Assessment (CCA) is an in-depth evaluation of nuclear technical responsibilities and capabilities of Intercontinental Ballistic Missile (ICBM) units. HQ 20 AF evaluators perform the CCA.

1.1.2. The CCA is usually accomplished immediately following an AFSPC/IG-conducted Nuclear Surety Inspection (NSI). However, the Commander, 20 AF, may direct a CCA at any time.

1.1.3. The CCA will primarily focus on operations, security, maintenance, communications, safety and helicopter operations.

1.1.4. Twentieth Air Force Safety and Nuclear Surety Division will provide scheduling inputs to the unit to be evaluated 45 days prior to start of a CCA. The inputs will include: functional requirements and schedules, a personnel roster, vehicle and lodging requirements and work center requirements.

1.1.5. Twentieth Air Force evaluators and augmentees are trained and certified to operate equipment in the performance of the CCA. CCA Functional Area Managers will ensure personnel training and certification is current prior to operation of any equipment.

1.1.6. Twentieth Air Force evaluators are authorized to supervise personnel who are rated unqualified to perform duties or functions until replacements are made.

1.2. Purpose.

1.2.1. The CCA serves a dual purpose:

1.2.1.1. Provides the Commander, 20 AF, with information to certify as Commander, Task Force 214, the combat capability of ICBM forces provided to USSTRATCOM.

1.2.1.2. Validates a unit's ability to correctly operate, maintain and secure ICBMs.

1.3. Combat Capability Assessment Scope and Scoring. The weighted average scores for Functional Areas, Operations Group, Maintenance Group, Security Forces Group and, as applicable, Mission Support Group, determine the overall Wing CCA rating. The titles of the areas that receive ratings in the CCA report are underlined in the following paragraphs. **NOTE:** The criteria contained within this instruction were established by 20 AF staff agencies after a careful evaluation of the requirements within each rated area. These criteria will not necessarily cover all possible situations that may arise during the CCA. The CCA Team Chief may assign ratings that accurately reflect observed performance regardless of statistical outcomes. Specific criteria are designed as a guide and are not a substitute for the judgment of the evaluator. The CCA Team Chief may assign an adjectival rating that more accurately describes the situation encountered after coordination with 20 AF/CC and the appropriate staff agency.

1.3.1. Functional Areas. An unsatisfactory rating in certain functional areas will result in an overall unsatisfactory CCA rating (see paragraph 1.6.5.).

1.3.1.1. Crew Evaluations measure the proficiency of operations crews in their peacetime and wartime missions. Proficiency is measured by evaluating crews in the Missile Procedures Trainer (MPT) and Launch Control Center (LCC). All evaluations are factored into the crew

evaluations rating. At the 91st Space Wing (SW), 13 crews will be administered proficiency evaluations in the MPT and 6 crews will be administered LCC evaluations. At the 90 SW and the 341 SW, 18 crews will be administered proficiency evaluations in the MPT and 8 crews will be administered LCC evaluations. A full evaluation will be administered to the OSS and OGV Senior Crew(s). An evaluation will be administered to one crew from OSS and OGV. Three crews from each missile squadron will be evaluated by OGV using local scripts. Evaluation results are also a factor in the respective squadron scores. Crews will be randomly selected. The crew evaluation rating is calculated by dividing the total points earned by the total number of possible points. Points are deducted for each critical, major, and minor error committed. The percentage drops as points are deducted. The rating is based on the percentage of points remaining. Crew evaluations are also rated under the critical area in accordance with paragraph 1.6.5.

1.3.1.2. Weapon System Tests measure the readiness of the missiles. All on-alert Category-A sorties will be tested. The following missile tests and interrogations will be conducted to validate sortie effectiveness: Computer Memory Verification Check (CMVC), Preparatory Launch Command-Alpha (PLCA) verification, Missile Test (both segments for Minuteman), Enable Test, and Sensitive Command Network Test (SCNT)/Ground System Test (GST). The results of these tests and interrogations determine the rating for Weapon System Tests. Additionally, for Minuteman systems, the Preparatory Launch Command-Bravo (PLCB) Stack verification test will be conducted to validate the weapon system equipment in the Launch Control Centers (LCC). The results of the LCC tests affect the Operations Support Squadron (OSS) and applicable Missile Squadron ratings. Additional tests for all systems may be directed at the discretion of the CCA Team Chief.

1.3.1.3. Hardware Inspection measures the condition of Launch Facility (LF) and Missile Alert Facility (MAF) maintenance/communications hardware, Wing Command Post (WCP) communications hardware, and associated support equipment. For 91 SW, six LFs and two MAFs will be inspected for missile maintenance hardware. For 90 SW and 341 SW, eight LFs and two MAFs will be inspected for missile maintenance hardware. Fifty percent of the launch facility inspections will include a launch tube (deep hole) inspection. The number and significance of discrepancies form the basis for determining a score for the LF and MAF hardware inspections. The overall hardware grade is based upon a weighted average of the hardware inspections.

1.3.1.3.1. In the communications arena, hardware maintenance assessment measures the condition of MAF, LF, and Wing Command Post communications equipment. Items are evaluated for operation, serviceability, cleanliness, corrosion control and proper configuration.

1.3.1.3.1.1. Two MAFs per discipline will be evaluated to include as a minimum, equipment in **Table 1**.

Table 1. MAFs - Minimum Equipment Evaluated.

<u>HICS</u>	<u>MRAD</u>	<u>SATCOM</u>	<u>STRATCOM</u>
Cable Air Dryers	UHF radio Systems	Milstar capable AFSAT (AN/FRC-175) and rack	Site telecomm systems (LCC to SCC, MAF interphone, MAF to LF, EWO-1/2, Dial lines 1-4, hardened voice channel, maintenance communication network, interphone circuit) and associated commercial circuits
Pressure Monitor Receiver/Transmitter (PMRT)	VLF Radio Systems (SLFCS) and rack	ISST (AN/FSC-111) and rack	Site cables/wiring
ESA Room	Dual mode antenna system	Dual mode antenna system	Phone/jack boxes
	Antenna cables	Radome Structure and UHF antenna	SACCS equipment and racks
	Mobile radio systems (LMR)	Antenna cables	HAC/RMPE
			Headsets and handsets

1.3.1.3.1.2. Two LFs will be evaluated by HICS and STRATCOM to include as a minimum, equipment in [Table 2](#).

Table 2. LFs - Minimum Equipment Evaluated.

<u>HICS</u>	<u>STRATCOM</u>
Cable Air Dryers	Site telecomm systems (LF interphone and MAF to LF lines)
	Site cables/wiring
	Handset
	Phone/jack boxes

1.3.1.3.1.3. WCP will be evaluated for equipment condition and operator/maintainer familiarity with configuration requirements. As a minimum, items in [Table 3](#) will be evaluated.

Table 3. WCP - Minimum Equipment Evaluated.

<u>MRAD</u>	<u>SATCOM</u>	<u>STRATCOM</u>
UHF radio System	Milstar capable AFSAT (AN/GSC-42) and rack	SACCS equipment and racks (U, K and M)
VHF radio systems	Radome Structure	KOI-18 and cable
HF radio systems	Antenna cables	SACCS patching cables
Mobile radio systems (LMR)		Co-located User Terminal Elements (CUTE) consoles
Antenna and associated cables		

1.3.1.4. Communications Capability measures the Emergency Action Message reception performance of LCC command and control systems through an analysis of operational and EAM message tests over the previous 90-day period. As a minimum the following tests will be examined: Communications Continuing Evaluation Program (COMM CEP), Polo Hat and Giant Ball missions. In addition, a test of the Ultra High Frequency (UHF) voice radio system may be performed during the CCA. This test will consist of Communications Squadron personnel conducting a UHF voice poll with each LCC. The test will be conducted between a helicopter and each LCC using the crews' normal operating frequency. One COMM CEP test will be conducted during the assessment to validate wing responses to communications outages and COMM CEP data processing procedures. The rating is determined by compiling an average of individual test results using number of valid receipts per number of expected receipts on all systems available. Individual test results are equally weighted and averaged for the final rating. The rating for communications capability will be lowered one grade as a result of missed EAMs due to incorrect communications equipment configuration (IAW AFSPC Communications and Reporting Directive and EAP STRAT Volume 7) or failure to comply with COMSPOT requirements. References: COMM CEP - Strategic Command Directive (SD) 513-3, COMSPOT - SD 701-1 and associated OPORDs.

1.3.1.5. Command and Control measures the proficiency of on duty Command Post controllers in their peacetime and wartime missions. Proficiency is measured by a combination of the following: two written exams evaluating controllers in Emergency Actions (EA) and Operational Reporting (OPREP), two console evaluations, one training evaluation and an evaluation of the command post Top Secret Control Account (TSCA). The overall Command and Control grade will be weighted as follows: 20 percent Written Exams, 50 percent Console Evaluations, 20 percent Training Evaluation and 10 percent TSCA Evaluation

1.3.1.5.1. Written Exams. The EA and OPREP tests will each be a closed-book exam consisting of 25 questions. Minimum passing score for both exams is 90 percent. Questions for the EA test will stem from information contained in USSTRATCOM EAP Volumes 1 and 4 and appropriate annexes. Questions for the OPREP test will stem from information contained in AFMAN 10-206, *Operational Reporting*.

1.3.1.5.2. Console Evaluations. The two console evaluations will be driven by two 20 AF designed scenarios. Each evaluation will include one randomly selected certified EA senior controller and one randomly selected certified EA junior controller. Other control-

lers may be utilized throughout the evaluation as necessary at the discretion of the evaluated controllers. However, the evaluation rating will be based solely on the performance of the primary senior and junior controllers selected for evaluation. Console evaluations will be a minimum of 4 hours in duration and will require controllers to submit a minimum of 5 OPREP reports.

1.3.1.5.3. Training Evaluation. The training NCO will be evaluated while conducting a training ride for a unit-selected crew. The crew must consist of one certified EA senior controller and one certified EA junior controller. The unit will also choose the scenario used for the training evaluation. Training evaluations will be a minimum of 4 hours in duration and will require controllers to submit a minimum of 5 OPREP reports.

1.3.1.5.4. TSCA Evaluation. The TSCA will be inspected for compliance with current DoD, Air Force, and AFSPC directives. Any accountability inaccuracies will be addressed in accordance with current security directives.

1.3.1.6. Safety and Nuclear Surety. The assessment measures the wing's compliance with safety and nuclear surety procedures. The scope of the assessment includes: the wing commander's program and safety staff, unit and squadron-level safety, critical tasks and adherence to safety standards, integration of Operational Risk Management (ORM) into all areas (pre-task, en-route to/from missile field, in-field, recovery/on-base), and all ICBM operations, maintenance, security forces, munitions, flight, and support activity. In addition to the core 20 AF safety evaluators (SEF, SEG, SEW), all 20 AF CCA evaluators are also safety evaluators and their inputs of their divisions' safety areas will factor into their respective group and squadron safety ratings. The wing's safety and Nuclear Surety compliance will be graded in two areas: Functional Area and Wing Safety Compliance/Posture.

1.3.1.6.1. Functional Area. The rating for safety and Nuclear Surety in this area of the report is reflective of the wing commander's overall safety program, unit leadership as an entity, the wing safety staff, and overall wing integration of ORM. Safety and Nuclear Surety accounts for 10 percent of the wing's Functional Area Score. Unless problem areas identified by CCA evaluators impact the overall safety posture and combat capability, they will be addressed within the affected unit's or squadron's section of the CCA report and scored accordingly. Certain mission critical safety problems or occurrences may warrant mention under the Functional Area section of the CCA report and factor into the overall wing safety rating. Twentieth Air Force core safety evaluators (SEF, SEG, SEW) primarily evaluate the functional area of safety as described above. The safety functional area grade is weighted as follows: 50 percent ground, 40 percent weapons safety and 10 percent flight. The rated weights do not indicate an order of importance. They are indicative of the impact/program size within wing operations.

1.3.1.6.1.1. Wing Overall Ground Safety Program. The ground safety rating will include the wing's safety policy, function of the wing safety office, and a review of the wing ground safety program, IAW AFSPCCL 91-2, *Safety Programs*, Attachment 3, Section 2. In addition, the wing ground safety staff will be evaluated on their interaction with commanders, unit safety representatives, and the base populace on how well they assist, coach, and help facilitate wing squadron safety programs. Interaction between the wing ground safety staff and the base populace will be of high importance. Specifically, how thorough the wing ground safety staff conducts inspections, assists

units with solving unique ground safety issues, and if a strong, positive, pro-active relationship exists between the wing ground safety staff and the units (Commanders, 1st Sergeants, Flight Chiefs, Supervisors, and Unit Safety Representatives).

1.3.1.6.1.2. Wing Overall Weapons Safety Program. The weapons safety portion of the functional area rating will be based on many factors. These include: leadership awareness and compliance with governing 91-series instructions, wing leadership initiatives (Nuclear Surety Council, weapons safety inspection program, explosives safety risk mitigation efforts, and so forth), leadership involvement with regard to weapons safety issues, safety office management of commander's weapon safety programs, safety staff compliance with governing 91-series and applicable directives. Weapons safety sub-area scoring for the functional area safety rating breaks down as follows: Fifty percent WSSR compliance (all areas), 25 percent leadership awareness and unit compliance with SEW guidance, 25 percent program management. WSSR violations due to personnel error are the violations that will result in points deducted from safety ratings for unit/squadron and potentially the wing overall safety grade. Subjective determination may be required when assessing WSSR violation and problem area impact on overall wing safety program, posture, and ratings. The CCA Team Chief will have final approval of point deductions, violation and problem area impacts, and ratings.

1.3.1.6.1.3. Wing Overall Flight Safety Program. The flight safety rating is determined by measuring compliance with applicable safety programs described in AFI 91-202, *The US Air Force Mishap Prevention Program*, and AFI 91-204, *Safety Investigations and Reports*, as well as the overall assessment of how safely the unit conducts its flying operations. Wing flight safety emphasis should be on those items that apply to the entire base flying mission and operations. Unit flight safety programs should abide by appropriate guidance, but be tailored for the unit level. In all cases, emphasis should be on mishap prevention first and mishap reporting second. Risk awareness and the ability to minimize risk will play a significant role in determining the overall safety score. Units should also be aware that the flight safety evaluation for the CCA is an overview of the entire flying program. For example, training and scheduling play a significant role in how the unit approaches the flying operation and in the amount of risk the unit accepts while flying each mission. The unit may have a great safety program directed by the Flight Safety Officer, but still have a flying operation that accepts too much risk and has poor safety awareness. Although some of this overall assessment is subjective, the evaluators will make these subjective ratings based on direct observation of all aspects of the flying operation.

1.3.1.6.2. Group, Squadron, and Flight-Level Safety Compliance/Posture. Ground, Flight, and Weapons Safety are evaluated at all levels throughout the wing. Twentieth Air Force evaluators assess their respective discipline's adherence to safety standards and will include safety violations in their respective areas in the report. In addition, 20 AF core safety evaluators (SEF, SEG, SEW) will randomly evaluate unit and personnel safety compliance throughout the wing and include violations in the report under the respective owning squadron or group. The Wing Safety Compliance/Posture score will be embedded within group and squadron scores.

1.3.1.6.2.1. Helicopter Flight Safety. Flight Safety within the Helicopter Flight will be

graded under the Operations Group. Reference paragraph 1.3.2.4.3. for specific criteria.

1.3.1.6.2.2. Group and Squadron-Level Ground Safety. Ground safety emphasis will be the total integration of safety as it is applied throughout the wing. Twentieth Air Force CCA evaluators from every discipline will evaluate for safety compliance during all inspections and observations. Areas of evaluation will include the wing's safety policy; function of the wing safety office; how well safety is fostered by commanders, middle management, supervisors, and workers; safety responsibilities and accountability within units and leadership at all levels; safety initiatives, training, and ORM. Participation and understanding the wing safety program by all wing personnel, and displaying a positive safety attitude will help formulate the ground safety posture for the wing. Specifically, 20 AF evaluators will evaluate and observe the following: vehicle travel preparation (such as: vehicle checkouts, AF Forms 1800, **Operator's Inspection Guide and Trouble Report**, winter kits, secured cargo and weapons, driver risk assessments, GPS knowledge, 20 AF 91-1, *Vehicle Operations Within the Twentieth Air Force Missile Complex*, compliance), speed limit compliance, seat belt use, pre-departure briefings, vehicle operations in the field, wing-defined high interest areas, on- and off-base facilities, job-safety and training outlines to include briefings and AF Form 55, **Employee Safety and Health Record**, documentation.

1.3.1.6.2.2.1. Ground Safety violations will be categorized as major and minor. The seriousness of any safety violation is based on hazard severity and mishap probability and therefore, open to interpretation. The CCA Team Chief holds final authority for deciding if a violation is major or minor. **NOTE:** Any safety violation that results in decertification of several personnel will count as one violation. Non-compliance with safety program guidance that would not result in any injury or damage and therefore not impact combat capability will be addressed through safety channels and will not be included in the report.

1.3.1.6.2.2.1.1. Major safety violations are those violations with a high probability of causing death/serious injury to personnel or severe damage/destruction to Air Force equipment, weapons systems, or property and which severely impact the wing's combat capability. Major violations may include, but are not limited to, failure to follow T.O. guidance, failure to wear personal protective equipment (PPE), failure to wear seat belts, failure to secure equipment in vehicles, speeding, failure to prepare vehicles for travel, failure to conduct driver risk assessments, failure to understand the use of the GPS systems by vehicle crews, lack of pre-departure and other safety briefings, and failure to operate vehicles safely in the field. Other major violations would include; Substandard TCC operations, poor vehicle driver training programs (wing and units), substandard confined space and lockout/tag out programs, and sub-standard unit mishap prevention safety programs.

1.3.1.6.2.2.1.2. Minor violations are those violations that would most probably result in minor injuries (cuts, scrapes and bruises) or minor damage to Air Force assets. For example, failure to wear eye protection when working with alcohol (eye irritant) would be considered minor whereas failure to wear proper

safety protection equipment when a fall would probably cause death or permanent injury would be considered major. The seriousness of any safety violation is based on hazard severity and mishap probability and therefore, open to interpretation.

1.3.1.6.3. Group and Squadron-Level Weapons Safety and Nuclear Surety. These areas will be evaluated based on compliance with weapons safety guidance through all phases of wing operations and based on areas of program management that affect combat capability. The evaluation is primarily operationally focused on activities that directly impact ICBM combat capability. Weapons safety includes all elements of Nuclear Surety, explosive safety, and missile safety. These elements are integrated into the daily operations, security, and maintenance of the ICBM force and will be evaluated most critically. The main emphasis for this sub-area will be placed on compliance with USAF weapon system safety rules (WSSRs) outlined in AFI 91-114, *Safety Rules for the Intercontinental Ballistic Missile Systems*. Additionally, the wing safety staff is responsible to ensure wing and unit leadership are aware of and comply with all weapons safety guidance. Finally, the areas of program management to be evaluated include training, certifications, and reporting. The 20 AF CCA weapons safety (SEW) evaluator will consider all discrepancies and determine point deductions based on the following rank order of importance: operational (field or on-base) WSSR violations, CCA standardization evaluation WSSR violations, missile field and on-base non-compliance with safety guidance that endangers/poses threat to personnel and equipment (impacts operational capability), and management discrepancies/trends that affect combat capability. Within the report, certain WSSR violations and problem areas will be identified under the unit or squadron where the violation occurred. Also, if appropriate, the violation(s) and problem areas will receive mention under the safety functional area if they significantly impact: the overall wing commander's safety program and the ability of the wing to carry out its combat mission. The 20 AF CCA weapons safety (SEW) evaluator will inspect a cross-section of wing ICBM activities including (as a minimum): LF and MAF activities, pre-task preparations (operations, maintenance, security forces, munitions), in-field security forces activities (may involve SEW remaining overnight (RON) at MAF), code and critical component issues, codes vault and MGS vault, unit control centers, explosives handling and storage, weapons-related facilities, maintenance facilities, training sections (SEW topics), wing weapons safety staff efforts, and squadron-level weapons safety programs. Findings (positive and negative) will be coordinated with 20 AF CCA evaluators responsible for given areas. The 20 AF CCA weapons safety evaluator is responsible for identifying impacts to the overall wing safety and combat capability and capturing strengths and problem areas in the appropriate sections of the CCA report.

1.3.1.6.3.1. Scope of Nuclear Surety. Key nuclear areas will be Surety evaluated during the CCA. These include: Two-Person Concept, ability to execute responsibilities IAW AFI 91-101, *Air Force Nuclear Weapons Surety Program*, USAF weapon system safety rules, nuclear certified equipment and vehicles, and nuclear mission changes. All 20 AF CCA evaluators will inspect Nuclear Surety areas as they relate to the combat capability of the ICBM force.

1.3.2. Operations Group. The rating is the weighted average of the Standardization and Evaluation, Operations Support Squadron, Missile Squadrons, and Helicopter Flight scores.

1.3.2.1. Standardization and Evaluation (OGV). The assessment measures the Standardization and Evaluation Division's ability to effectively standardize and evaluate crewmembers, facility managers (FM), and chefs. Seventy percent of the OGV's rating comes from the operations area, 20 percent comes from the FM and Chef area, and 10 percent will come from safety.

1.3.2.1.1. Operations. The effectiveness of operations evaluators will be measured by compliance with applicable directives, evaluator proficiency, technical accuracy of on-line training and evaluation materials and accuracy of documentation. During the assessment, evaluator crews (to include the senior evaluator crew) will be observed administering proficiency evaluations to missile squadron crews. MPT evaluation scripts created within the last six months are vulnerable for presentation. A full evaluation will be administered to the OGV Senior Crew(s). Approximately 10 percent of crew records will be reviewed if evaluation records are maintained in OGV. If negative trends are identified during the record review, more records may be reviewed at the evaluators' discretion. The Operations rating is calculated by dividing the total points earned by the total number of possible points. Points are deducted for incorrectly determining pass/fail of a crewmember, Conduct of Evaluation errors (COE), certain Detailed Deficiency List (DDL) write-ups, and areas for improvement. Conduct of Evaluation errors are identified as deficiencies that demonstrate non-compliance with command directives and the deficiency has a definite adverse impact on crew procedures. Additionally, the results of the OGV evaluations will be reflected in the Operations rating. The rating is based on the percentage of points remaining. Adequately assessing crew proficiency is of such importance that the failure to accurately determine the pass/fail of two crewmembers will result in the OGV being rated no higher than Satisfactory. Failure to accurately assess three crewmembers or four crewmembers will result in the OGV being rated marginal or unsatisfactory respectively. Twentieth Air Force will randomly select six OGV crewmembers to be administered EWO and codes tests.

1.3.2.1.2. FM/Chefs. The effectiveness of FM and Chef evaluators will be measured by their ability to conduct evaluations and manage their evaluation programs. During the assessment, the proficiency of all available OGV FM and Chef evaluators will be evaluated/observed. The FM and Chef evaluators' proficiency results account for 70 percent of the possible points for this area. The remaining 30 percent of the points are assigned to the management and administration of the FM and Chef evaluation programs. The FM/Chef rating is calculated by dividing the total points earned by the total number of possible points. Points are deducted for evaluator proficiency errors, conduct of evaluation errors, certain DDL write-ups and areas for improvement. The percentage drops as points are deducted.

1.3.2.1.3. Safety. Weapons and ground safety are all evaluated at the division level. All 20 AF CCA evaluators are also safety evaluators and their inputs of the division's level of safety will be used to determine the final safety rating. The division's safety program, performance in the MPT, as well as practices in the work area, will also be used to determine the division's safety rating.

1.3.2.2. Operations Support Squadron (OSS). OSS is assessed in the areas of crew training, EWO training, EWO plans, missile codes training and codes operations. The OSS rating will consist of 30 percent from the Current Operations Flight, 60 percent from Weapons and Tac-

tics Flight, and 10 percent from safety.

1.3.2.2.1. Current Operations Flight (OSO). The assessment measures the ability of OSO to effectively train crewmembers, FMs and Chefs, and to provide MAF Food Service support. The effectiveness of training will be measured by compliance with applicable directives, instructor proficiency, technical accuracy of on-line training materials, and accuracy of documentation. During the assessment, three instructor crews, to include the senior instructor crew, will be observed giving training at 91 SW and four instructors crews, to include both senior instructor crews, will be observed giving training at 90 SW and 341 SW. A full evaluation will be administered to the OSS Senior Crew(s) and one other OSOT crew. Approximately 10 percent of crew records will be reviewed if training records are maintained in the Current Operations Flight. If negative trends are identified during the record review, more records may be reviewed at the evaluators' discretion. The OSO rating is calculated by dividing the total points earned by the total number of possible points. Points are deducted for conduct of training errors (COT), certain DDL write-ups and areas for improvement. Additionally, the results of the OSS Senior Crew check(s) will be reflected in the OSO rating. The rating is based on the percentage of points remaining. The percentage drops as points are deducted. Additionally, during the assessment, all available FM instructors assigned to OSS will be evaluated to determine their training proficiency. Results of FM and Chef training proficiency account for 60 percent of the points. Management and administration of FM and Chef lesson plans and training requirements account for 40 percent of the points. Points are deducted for trainer proficiency errors, conduct of training errors, certain DDL write-ups, administration of program deficiencies and areas for improvement. Conduct of Training errors are identified as deficiencies that demonstrate non-compliance with command directives and the deficiency has a definite adverse impact on crew procedures. The operations portion of the OSO rating is comprised of training conduct, training programs, and crew proficiency. Training conduct includes both MPT and classroom instruction. Training programs include lesson plans, scripts, records, scheduling, UQT program, and so forth. Crew proficiency is based on the proficiency of the crews that are evaluated during the assessment. The OSO rating is determined as follows: 90 percent operations and 10 percent FM/Chef training and MAF Food Services support. Twentieth Air Force will randomly select 10 OSO crewmembers to be administered EWO and codes tests.

1.3.2.2.2. Weapons and Tactics Flight (OSK). The assessment measures OSK's ability to carry out its EWO and missile coding requirements. The rating for OSK is derived from EWO (47.5%), Codes (47.5%), and a review of the Top Secret Control Account (5%).

1.3.2.2.2.1. EWO Section. The EWO section rating is determined by EWO Training (60%), EWO Plans (30%), and the Positive Control Material Program (10%). The assessment measures the EWO Section's ability to provide timely and accurate EWO materials, training, and targeting program management. During the assessment, evaluators will determine the technical accuracy of the Missile Procedures Trainer (MPT) scripts, Positive Control Document Program, classroom training lesson plan instruction and test, Targeting Management Guide, Commander's EWO Briefing, Initial Qualifications Training (IQT), Target Materials Control Program, Supplemental and Individual Training, classified information protection (e.g., proper control and marking), and review the Target and Timing Documents for proper format. The rating is cal-

culated by dividing the total points earned from each area by the total number of possible points. Additionally, if incorrect Emergency Action Procedures (EAP) instructions or formats are identified, then the EWO Section will be rated unsatisfactory. Missile crew EWO proficiency will be evaluated by administration of a 30-question written test written and administered by 20 AF evaluators. Twentieth Air Force will randomly select crewmembers for testing. A total of 76 crewmembers will be tested at the 91 SW, while 96 crewmembers will be tested at the 90 SW and 341 SW. During the test, crewmembers will have access to all materials identified in 20 AF Standardized EWO Test Materials (SETM). Passing score on the exam is 90 percent. There is a 3-hour time limit for the EWO test. Testing will not count towards the EWO section rating, but will be applied to the organization's Crew Proficiency rating. An operations squadron can receive no better than a satisfactory rating if more than six crewmembers from that squadron fail EWO testing. OSO (operations) can earn no better than a satisfactory rating if more than three crewmembers from that section fail EWO testing. OGV (operations) can earn no better than a satisfactory rating if more than two crewmembers from that section fail EWO testing. EWO testing will be conducted on a single day, but a different day than codes testing.

1.3.2.2.2.2. Codes Section. The Codes Section rating is determined by 50 percent Codes Section Operations, 30 percent Training and 20 percent Quality Assurance. The assessment measures the ability of the section to train all unit code handlers and controllers and to enforce command directives on codes related tasks and coding operations. Evaluators will focus on unit codes operations, quality assurance, and training. Within operations, evaluators will review all shift logs, LF and LCC coding records for coding, inventory, and documentation accuracy as required. Evaluators will review all plans, instructions and miscellaneous materials for accuracy and compliance with all command directives, inspect coding equipment for serviceability, conduct a random tamper detection indicator (TDI) inventory for proper accountability, conduct a random audit of 20-year spares for accountability, observe inventory procedures, observe vault operations for proper control procedures, and conduct two code controller evaluations on the Wing Code Processing System (WCPS) for compliance with technical order procedures. Within quality assurance, evaluators will focus on the code controller evaluation program to ensure compliance with 20 AFI 10-4, *Intercontinental Ballistic Missile (ICBM) Code Controller Evaluations*. Additionally, evaluators will review locally developed evaluation scripts for technical accuracy and observe the Chief, OSKC Quality Assurance, administering a WCPS evaluation. Within training, evaluators will inspect all training materials and processes for accuracy and compliance with all command directives, observe a classroom and a WCPS training session, review all code handler and controller records for proper documentation, training, certification and compliance with USSTRATCOM SD 501-12, *Control of ICBM Code Components*, and AFSPCI 91-1005, *Intercontinental Ballistic Missile (ICBM) Launch Control and Code Systems*. Overall, unit code handler/controller proficiency will be evaluated by administering written tests to 116 code handlers, randomly selected by 20 AF (76 crewmembers and 40 maintenance code handlers) at the 91 SW and 146 code handlers (96 crewmembers and 50 maintenance code handlers) at the 90 SW and the 341 SW. Ten code controllers will be tested at all wings. Code handlers will receive a 20-item closed-book test. There is a 3-hour time limit for the code handler test. Code Control-

lers will receive a 20-item open-book test. Passing score on all tests is 90 percent. Testing for code handlers will not count towards the Codes Section rating, but will be applied to the organization's Crew Proficiency rating, Quality Assurance rating, and applicable MMXS/MOS flight ratings. An operation's squadron can receive no better than a satisfactory rating if more than six crewmembers from that squadron fail codes testing. OSO (operations) can earn no better than a satisfactory rating if more than three crewmembers from that section fail codes testing. OGV (operations) can earn no better than a satisfactory rating if more than two crewmembers from that section fail codes testing. The Codes Section rating is calculated by dividing the total points earned from each area by the total number of possible points. Additionally, the Codes Section will be rated unsatisfactory if an operational LF or LCC has incorrect codes installed; one or more critical error or three or more major errors occur during the code controller WCPS coding evaluations and observation; an exercise or operational WCPS coding operation is completed using incorrect codes; or three or more failures on the code controller written examination.

1.3.2.2.3. Safety. Weapons and ground safety are all evaluated at the squadron level. All 20 AF CCA evaluators are also safety evaluators and their inputs of the squadron's level of safety will be used to determine the final safety rating. The unit's safety program, performance in the MPT as well as practices in the work area will also be used to determine the squadron's safety rating.

1.3.2.3. Missile Squadron. Each missile squadron is assessed to ensure adequate operations and squadron support. Within the squadron, operations provide 70 percent of the squadron rating; squadron support provides 20 percent, and 10 percent comes from safety. At the 91 SW, each squadron makes up 18 percent of the Operations Group rating. At the 341 SW and 90 SW, each squadron makes up 15 percent of the Operations Group rating. The Missile Squadron rating is calculated by dividing the total points earned by the total number of possible points. The percentage drops as points are deducted.

1.3.2.3.1. Operations. The Operations rating is determined by Crew Proficiency. Crew proficiency will be assessed in three OGV-administered evaluations, two LCC evaluations, five T.O. A-page checks, and crewmember testing. Twenty squadron crewmembers will be administered EWO and codes tests. The Operations rating is calculated by dividing the total points earned by the total number of possible points. Points are deducted for crew evaluation errors, certain DDL write-ups, administration of program deficiencies and areas for improvement. The percentage drops as points are deducted.

1.3.2.3.2. Squadron Support. This is an assessment of FM/Chef proficiency to include task performance and compliance with MAF emergency, EWO support, support and administration of the MAF management, and food service training/certification at the squadron level, and an assessment of MAF/LCC configuration compliance. FM/Chef proficiency evaluations and MAF/LCC configuration assessments will be conducted at two MAFs per squadron. FM/Chef task performance proficiency evaluations will account for 70 percent of the squadron support points. Compliance with MAF management and food service training/certification programs will account for 10 percent. The assessment of MAF/LCC configuration will account for the remaining 20 percent of the points. The Squadron Support rating is calculated by dividing the total points earned by the total number of possible

points. Points are deducted for FM/Chef evaluation errors, deficiencies with MAF management and food service training/certification programs and MAF/LCC DDL write-ups, administration of program deficiencies, and areas for improvement. The percentage drops as points are deducted.

1.3.2.3.3. Safety. Weapons and ground safety are all evaluated at the squadron level. All 20 AF CCA evaluators are also safety evaluators and their inputs of the squadron's level of safety will be used to determine the final safety rating. The unit's safety program, performance in the MPT as well as practices in the work area will also be used to determine the squadron's safety rating.

1.3.2.4. Helicopter Flight. The inspection criterion is broken into three weighted sub-areas; Mission Execution, Program Management and Safety. Points received are purely subjective (except Flight Evaluations and Aircrew Tests) by the inspector based on meeting and/or exceeding Air Force Instruction (AFI) requirements. Meeting AFI requirements will result in a satisfactory rating where exceeding AFI standards will elevate the unit towards an excellent or outstanding.

1.3.2.4.1. Mission Execution. The Mission Execution sub-area accounts for 70 percent of the overall Helicopter Flight's grade. The objective of this sub-area is to focus on the unit's ability to execute the primary mission as defined in AFSPCI 10-139, *Helicopter Capabilities and Mission Description*. Mission Execution will take into account the unit's ability to support requirements described in DoD 5210.41M, *Nuclear Weapon Security Manual*, and AFSPCI 31-1101, *Intercontinental Ballistic Missile (ICBM) Systems Security Standard*.

1.3.2.4.1.1. Convoy Operations. Convoy execution will be assessed by all observing evaluators through compliance with applicable directives, unit participation with MXG and SFG, overall mission accomplishment, and use of sound helicopter tactics, procedures and aircrew resources.

1.3.2.4.1.2. Normal Operations. All observing evaluators will assess daily operations to ensure compliance with all applicable directives and appropriate use of helicopter resources, personnel, tactics and procedures. Missile field security sweep missions will be evaluated by all observing evaluators through compliance with applicable directives, unit participation and interface with MXG and SFG, overall mission accomplishment and use of sound helicopter tactics, procedures and aircrew resources.

1.3.2.4.1.3. Daily Aircrew Posture/Scheduling. Units will be assessed on how well they posture unit personnel to meet mission requirements per the priorities detailed in DoD 5210.41M, *Nuclear Weapon Security Manual*, AFSPCI 10-139, *Helicopter Capabilities and Mission Description*, and AFSPCI 31-1101, *Intercontinental Ballistic Missile (ICBM) Systems Security Standard*.

1.3.2.4.1.4. Flight Evaluations. A minimum of 50 percent of the unit will receive spot flight evaluations.

1.3.2.4.1.4.1. Pilots. At a minimum the most recently qualified flight evaluator pilot will be evaluated giving an evaluation, the most recently qualified instructor pilot will be evaluated while accomplishing instructor duties, and the most recently qualified aircraft commander will be evaluated during any mission.

1.3.2.4.1.4.2. Flight Engineers. As a minimum, 50 percent of the assigned flight engineers will be evaluated on mission or training sorties.

1.3.2.4.1.5. Aircrew Test. The aircrew test will contain two parts.

1.3.2.4.1.5.1. Part one will consist of a written BOLD FACE examination. The BOLD FACE examination will be a closed book pass/fail examination. If a crewmember fails this evaluation they will be grounded until completion of a minimum of 2 hours of training on emergency procedures and a successful re-examination. Only the original test grade is counted toward the unit grade of the CCA.

1.3.2.4.1.5.2. Part two of the aircrew test will be a 100-question closed book examination comprised of 80 questions from the master question file and 20 random questions. The 20 random questions will be crew position specific and taken from publications listed in the AFSPC required publications and Technical Order List in Attachment 2 of the *AFSPC Flight Crew Bulletin* as well as DoD 5210.41M, *Nuclear Weapon Security Manual*, and AFSPCI 31-1101, *Intercontinental Ballistic Missile (ICBM) Systems Security Standard*. Instructor crewmember's questions may include questions from the AFSPC Training Folder Guide and AFI 11-2H-1 Volume 2, *H-1 Aircrew Evaluation Criteria*. The minimum passing score is 85 percent. Any crewmember failing part two of the aircrew test will be grounded until retraining is accomplished and successful accomplishment of a different part two aircrew test. Retraining will include a minimum of 2 hours of ground training with an instructor covering areas missed on the test. Only the original test grade is counted toward the unit grade of the CCA.

1.3.2.4.2. Program Management. The Program Management sub-area accounts for 20 percent of the overall Helicopter Flight's grade. The objective of this sub-area is to ensure aircrew members are current and qualified to execute the mission.

1.3.2.4.2.1. Aircrew Standardization/Evaluation. It is imperative to effective operations that standardized procedures are employed and evaluated. AFI 11-202 Volume 2, *Aircrew Standardization/Evaluation Program*, AFSPCSUP1, and AFI 11-2H-1, Volume 2, *H-1 Aircrew Evaluation Criteria*, detail the requirements of the Aircrew Standardization/Evaluation program. Evaluators will review 100 percent of the Flight Evaluation Folders to verify crew qualifications and ensure data is accurately recorded in the Aviation Resource Management System (ARMS), and letter of X's. Evaluators will review the Go/No-Go process at each unit to ensure only current, qualified, and non-grounded personnel are flying. Evaluators will review the FCIF library for currency, accuracy, and content of required items, and review aircrew publications of the crewmembers receiving flight evaluations.

1.3.2.4.2.2. Aircrew Training. AFI 11-202 Volume 1, *Aircrew Training*, AFI 11-2H-1 Volume 1, *H-1 Helicopter Aircrew Training* and AFSPCSUP1 *H-1 Helicopter Aircrew Training*, detail the requirements of the Aircrew Training program. Evaluators will review the following areas: 100 percent of all current and archived training folders for accuracy and compliance with AFIs; in-unit/unit unique training and certification programs, security training programs, duty familiarization program for compliance with AFIs, ARMS Aircrew/Mission Flight Data Document to ensure accuracy for Go/

No-Go program; life support training programs, and FE programs and mission equipment.

1.3.2.4.2.3. **Current Operations.** Current operations must be focused on the effective execution and support of the day-to-day mission. Inspectors will evaluate the following programs to ensure effective execution: a minimum of 50 percent of the aircraft weight and balance books for accuracy; 100 percent of the quick reaction checklists; 100 percent of the flight record folders for accuracy and compare to ARMS; review 2 months of flight authorizations, AFTO Forms 781, and Operational Risk Management documentation; currency of the unit master complex map, Portable Flight Planning System (PFPS) program, helicopter landing zone, MAF, and LF site diagrams; 100 percent of the aircraft mission kits; scheduling procedures; and Operation Duty Officer/Supervisor of Flying programs.

1.3.2.4.3. **Safety.** The Safety sub-area accounts for 10 percent of the overall Helicopter Flight's grade. Flight, weapons, and ground safety are all evaluated at the unit level. For flight safety, the CCA focuses on unit specific actions, which contribute to an overall safe flying operation as well as flight safety programs IAW AFI 91-202, AFSPC Sup 1. Emphasis during all phases of the CCA is on prevention of mishaps and overall safety awareness within the unit. All 20 AF CCA evaluators are also safety evaluators and their inputs of the unit's level of safety will be used to determine the final safety rating. Direct observation of helicopter sorties flown during the CCA, as well as observation of unit practices on the ground, will be used to assess the score in each of the evaluated areas. AFI 91-202, *US Air Force Mishap Prevention Program*, AFI 91-204, *Safety Investigations and Reports*, and associated CCA checklists will be used as a guide for administering the safety evaluation.

1.3.3. **Maintenance Group.** The rating is based on the weighted average of the ratings for Quality Assurance, the Missile Maintenance Squadron, the Maintenance Operations Squadron, and the Helicopter Maintenance Element. Weapons and ground safety is evaluated at all levels of the group. The unit's safety practices in the work area will be factored into the group's rating. Safety is fully embedded in all proficiency evaluations/inspections and is not given an exclusive weight.

1.3.3.1. **Quality Assurance.** This rating is based upon the weighted average of the results of Evaluator Proficiency and the administration of the Maintenance Evaluation Program.

1.3.3.1.1. Evaluator Proficiency results are based upon the percentage of unit evaluators that pass their Evaluator Proficiency Evaluations, the number of deviations observed and Codes testing. All available certified evaluators will be observed. CFETP qualifications will be inspected for 100 percent task coverage.

1.3.3.1.2. Maintenance evaluation program (91 SW) results are based upon a subjective determination of the unit's effectiveness in meeting AFSPCI 21-0114, *Intercontinental Ballistic Missile (ICBM) Maintenance Management*, evaluation program requirements.

1.3.3.1.3. Maintenance evaluation program (90 SW and 341 SW) results are based upon a subjective determination of the unit's effectiveness in meeting AFSPCI 21-0114, AFI 21-201, *Management and Maintenance of Non-Nuclear Munitions*, AFSPC 1, and AFI 21-204, *Nuclear Weapons Procedures*, AFSPC 1 (FOUO), evaluation program requirements.

1.3.3.2. **Missile Maintenance Squadron.** The rating is based upon the weighted average of the

ratings for the Generation Flight, Peacekeeper Flight (90 SW), Facilities Flight, Munitions Flight (90 SW and 341 SW), and Rivet MILE Flight.

1.3.3.2.1. Generation Flight. This rating is based upon the weighted average of the results of the flight's personnel proficiency, tools, equipment and lesson plans, and Special Purpose Vehicles (SPVs).

1.3.3.2.1.1. Personnel proficiency results are based on the evaluation pass rates and the number of deviations committed by technicians during both 20 AF-conducted and unit-conducted notice and no-notice proficiency evaluations. All in-shop instructors will receive a Trainer Proficiency Evaluation and the result will be incorporated into the flight's proficiency rating. CFETP qualifications will be inspected for 100 percent task coverage. Additionally, codes testing results will be incorporated into the flight's rating as applicable.

1.3.3.2.1.2. Tools, Equipment and Lesson Plans results are based on the number and significance of discrepancies noted during 20 AF inspection of tools, equipment, and lesson plans owned by the sections within the flight. Approximately 10 percent of respective totals will be inspected. Additionally, all lesson plans will be inspected for 100 percent task coverage.

1.3.3.2.1.3. SPV results are based on the number and significance of discrepancies noted during 20 AF inspection of Generation Flight-owned SPVs. Approximately 50 percent of these vehicles will be inspected.

1.3.3.2.2. Peacekeeper Flight (90 SW Only). This rating is based upon the weighted average of the results of the flight's personnel proficiency, tools and equipment, lesson plans and SPVs.

1.3.3.2.2.1. Personnel proficiency results are based on the evaluation pass rates and the number of deviations committed by technicians during both 20 AF-conducted and unit-conducted notice and no-notice proficiency evaluations. All in-shop instructors will receive a Trainer Proficiency Evaluation and the result will be incorporated into the flight's proficiency rating. CFETP qualifications will be inspected for 100 percent task coverage. Additionally, codes testing results will be incorporated into the flight's rating as applicable.

1.3.3.2.2.2. Tools, Equipment, and Lesson Plans results are based on the number and significance of discrepancies noted during 20 AF inspection of tools, equipment, and lesson plans owned by the sections within the flight. Approximately 10 percent of respective totals will be inspected.

1.3.3.2.2.3. SPV results are based on the number and significance of discrepancies noted during 20 AF inspection of Peacekeeper Flight-owned SPV. Approximately 50 percent of these vehicles will be inspected.

1.3.3.2.3. Facilities Flight. This rating is based upon the weighted average of the results of the flight's personnel proficiency, tools and equipment, lesson plans and SPVs.

1.3.3.2.3.1. Personnel proficiency results are based on the evaluation pass rates and the number of deviations committed by technicians during both 20 AF-conducted and unit-conducted notice and no-notice proficiency evaluations. All in-shop instructors

will receive a Trainer Proficiency Evaluation and the result will be incorporated into the flight's proficiency rating. In addition, CFETP qualifications will be inspected for 100 percent task coverage.

1.3.3.2.3.2. Tools, Equipment and Lesson Plans results are based on the number and significance of discrepancies noted during 20 AF inspection of tools, equipment, and lesson plans owned by the sections within the flight. Approximately 10 percent of respective totals will be inspected. Additionally, all lesson plans will be inspected for 100 percent task coverage.

1.3.3.2.3.3. SPV results are based on the number and significance of discrepancies noted during 20 AF inspection of Facilities Flight-owned SPV. Approximately 50 percent of these vehicles will be inspected.

1.3.3.2.4. Munitions Flight (90 SW and 341 SW only). This rating is based on the weighted average of the results of personnel proficiency evaluations, tools and equipment inspections, special purpose vehicle inspections and administering munitions programs.

1.3.3.2.4.1. Personnel proficiency results are based on the evaluation pass rates and the number of errors committed by technicians during both unit-conducted and 20 AF-conducted notice and no-notice proficiency evaluations. All flight trainers will receive a Trainer Proficiency Evaluation and the result will be incorporated into the flight's proficiency rating.

1.3.3.2.4.2. Tools, equipment and lesson plans results are based on the number and significance of discrepancies noted during 20 AF inspections of tools, test, handling equipment, lesson plans and re-entry vehicle/system trainers owned by the Munitions Flight.

1.3.3.2.4.2.1. Approximately 10 percent of tools, test and handling equipment will be inspected, including test, measurement and diagnostic equipment. Equipment will be examined for condition, nuclear certification, calibration status and other applicable areas.

1.3.3.2.4.2.2. Trainer hardware results are based on the number and significance of discrepancies noted during 20 AF inspection of trainers. All type 3 trainers and re-entry system trainers, including associated hardware and components, will be disassembled and available for inspection.

1.3.3.2.4.3. Special purpose vehicle results are based on the number and significance of discrepancies noted during 20 AF inspections. Approximately 50 percent of these vehicles will be inspected, to include any on long-term sign out.

1.3.3.2.4.4. Munitions program administration results are based on a subjective determination of the unit's effectiveness in meeting AFIs 21-201, 21-204, and AFMAN 91-201 requirements.

1.3.3.2.4.4.1. Training/certification documents will be evaluated to include nuclear surety and explosive safety training, applicable job safety training, JQS qualification, and AF Forms 2435, **Load Training and Certification Document**.

1.3.3.2.4.4.2. Munitions control activities will be evaluated to include the plan-

ning, scheduling, coordinating and controlling of munitions activities.

1.3.3.2.5. Rivet MILE Flight. This rating is based on the weighted average of the results of the flight's personnel proficiency, tools, equipment and SPVs.

1.3.3.2.5.1. Personnel proficiency results are based on the evaluation pass rates and number of deviations committed by technicians during both 20 AF-conducted and unit-conducted proficiency evaluations.

1.3.3.2.5.2. Tools, Equipment, and SPV results are based on the number and significance of discrepancies noted during 20 AF inspection. Approximately 10 percent of tools and equipment and 50 percent of SPVs will be inspected.

1.3.3.3. Maintenance Operations Squadron. This rating is based on the weighted average of the results for the Training Flight and the Resources Flight.

1.3.3.3.1. Training Flight. This rating is based on the weighted average results of trainer proficiency, lesson plans, trainer hardware, tools and equipment and SPVs.

1.3.3.3.1.1. Trainer proficiency results are based on the evaluation pass rates and the number of deviations committed by Instructors and Trainer Maintainers during 20 AF-conducted proficiency evaluations. CFETP qualifications will be inspected for 100 percent task coverage. Additionally, codes testing results will be incorporated into the flight's rating as applicable.

1.3.3.3.1.2. Lesson Plans results are based on the number and significance of discrepancies noted during 20 AF review of lesson plans. Ten percent of technical lesson plans for tasks trained by the Team Training Section will be inspected. Additionally, all lesson plans will be inspected for 100 percent task coverage.

1.3.3.3.1.3. Trainer Hardware results are based on the number and significance of discrepancies noted during 20 AF inspection of trainers. All Class I, II and III trainers will be inspected. Approximately 10 percent of all other training hardware will be inspected.

1.3.3.3.1.4. Tools and Equipment and SPV results are based on the number and significance of discrepancies noted during 20 AF inspection. Approximately 50 percent of tools and equipment will be inspected. One hundred percent of vehicles will be inspected, to include any on long-term sign-out.

1.3.3.3.2. Resources Flight. This rating is based upon the weighted average of the results of the flight's personnel proficiency, tools and equipment, lesson plans and SPVs.

1.3.3.3.2.1. Personnel proficiency results are based on the evaluation pass rates and the number of deviations committed by technicians during both 20 AF-conducted and unit-conducted notice and no-notice proficiency evaluations. All in-shop instructors will receive a Trainer Proficiency Evaluation and the result will be incorporated into the flight's proficiency rating. CFETP qualifications will be inspected for 100 percent task coverage. Additionally, codes testing results will be incorporated into the flight's rating as applicable.

1.3.3.3.2.2. Tools, Equipment and Lesson Plans results are based on the number and significance of discrepancies noted during 20 AF inspection of tools, equipment and

lesson plans owned by the sections within the flight. Approximately 10 percent of respective totals will be inspected. Additionally, all lesson plans will be inspected for 100 percent task coverage.

1.3.3.2.3. SPV results are based on the number and significance of discrepancies noted during 20 AF inspection of Resources Flight-owned SPV. Approximately 50 percent of these vehicles will be inspected.

1.3.3.4. Helicopter Maintenance Element (MXH). This rating is based upon the weighted average of the results of the Functional Commander (FC) and Contracting Officer's Representative (COR) duties and responsibilities, contract record review and COR oversight of the various contractor programs listed in paragraph 1.3.3.4.1. and paragraph 1.3.3.4.2. Ratings will be based on Element's ability to meet requirements of AFI 21-101, AFI 63-124, *Performance-Based Service Contracts (PBSC)*, helicopter maintenance contract Master Surveillance Plan (MSP) and the Helicopter Maintenance Contract.

1.3.3.4.1. Helicopter Programs. Evaluators will review the following: FC and COR duties and responsibilities; 25 percent of contract records; the Contractor's Quality Control and Flight Essential Programs; 25 percent of aircraft historical records and maintenance documentation, to include CAMS, and supply programs. One hundred percent of COR training, security resource management, safety, facilities and grounds will be evaluated.

1.3.3.4.2. Helicopter Hardware. Evaluators will review the following: 25 percent of hardware and hardware programs, to include aircraft and aircraft inspections, composite tool kits and special tools; 25 percent of assigned Aerospace Ground Equipment, to include documentation, maintenance and inspection; and 25 percent of -21 equipment will be inspected for control and maintenance.

1.3.3.5. Other Observed. Provides feedback to the Maintenance Group Commander on any special interest items that may have been coordinated before the CCA or on any unusual circumstances that may have occurred during the CCA.

1.3.3.5.1. Technical Orders. Provides feedback to the Maintenance Group Commander on the effectiveness of the technical order library maintenance contractor and the effectiveness of the quality assurance evaluation program for technical data. Approximately 7 percent of assigned technical orders (including dispatch kits and sub-accounts) will be inspected.

1.3.4. Mission Support Group.

1.3.4.1. Communications includes four system specific disciplines: Hardened Intersite Cable System (HICS), Missile Radio (MRAD), Satellite Communications (SATCOM), and Strategic Communications (STRATCOM). This area is rated based on percentages identified in **Attachment 1**, **Attachment 2**, and **Attachment 3** of this instruction. Final ratings are also effected by severity and extent of findings.

1.3.4.1.1. Maintenance standardization and evaluation assessment measures the overall effectiveness of the unit's evaluators and administration of the Maintenance Standardization and Evaluation Program (MSEP) in accordance with AFI 21-116, *Maintenance Management Of Communications-Electronics*, and applicable supplements.

1.3.4.1.1.1. Evaluator proficiency assessment measures the unit evaluator's ability to

determine the quality of maintenance and training being performed, as well as detecting and determining the criticality of technician performance errors. Items include two Evaluator Proficiency Evaluations (EPE) per discipline, or one EPE per discipline if an evaluator covers more than one discipline. EPEs will include preparation of required reports, and categorization of errors.

1.3.4.1.1.2. Personnel evaluation program assessment includes a 100 percent review of reports since the previous CCA, compliance with evaluation requirements, and appropriate task selection in accordance with AFI 21-116 (and applicable supplements).

1.3.4.1.1.3. Technical evaluation program assessment includes a 100 percent review of reports since the previous CCA, compliance with evaluation requirements and appropriate equipment sampling in accordance with AFI 21-116 (and applicable supplements).

1.3.4.1.1.4. Managerial evaluation program assessment includes a 100 percent review of reports since the previous CCA and compliance with evaluation requirements in accordance with AFI 21-116 (and applicable supplements).

1.3.4.1.2. Personnel proficiency assessments include evaluations of technician proficiency and unit/work center trainers. Up to four technician evaluations per discipline will be conducted to determine the maintenance complex's ability to complete mission critical maintenance tasks correctly, safely, and securely. Evaluations may include more than one technician based on maintenance team arrangements. Work center trainers will be evaluated to determine unit's ability to properly train assigned personnel to support mission requirements.

1.3.4.1.3. Mission support assessment includes all aspects of communications program management to ensure communications work centers have the necessary programs, training and equipment to sustain combat capability.

1.3.4.1.3.1. Maintenance control evaluation determines the ability of the chief of maintenance and staff to direct and control maintenance actions to sustain mission capability IAW AFI 21-116, and applicable supplements. (341 CS only) The Maintenance Support contract function will be evaluated but not scored. Feedback will be provided to the Communications Squadron Commander on the evaluation results for the Maintenance Support program.

1.3.4.1.3.2. Training program evaluation measures maintenance training program effectiveness to sustain maintenance capabilities, avoid task shortfalls and to acquire training from external sources as needed. Items inspected include up to 100 percent of training records and work center's training plans; with emphasis on task coverage, training deficiencies, and proper documentation and maintenance of training records. Maintenance Training Manager will also be evaluated IAW AFI 21-116 and applicable supplements.

1.3.4.1.3.3. Technical data is evaluated for completeness and currency to ensure all changes, revisions, and supplements are correctly posted. Approximately 20 percent of missile field communications' T.O.s are inspected.

1.3.4.1.3.4. Supply program evaluation measures the unit's ability to logistically support the maintenance effort. Items inspected in each work center include 50 percent of supply point assets and 100 percent maintenance support equipment.

1.3.4.1.3.5. System trainers (test benches/mock-ups), including Missile Maintenance Test Set (MMTS), Power Supply Test Set (PSTS), AN/URM-202 and AN/URM-204 SLFCS Test Sets, and MILSTAR Time Distribution System (TDS), are all inspected for serviceability, safety, and configuration management.

1.3.4.1.3.6. SPV results are based on the number and significance of discrepancies noted during 20 AF inspection of missile communication SPVs. Approximately 50 percent of these vehicles will be inspected.

1.3.4.1.3.7. Test equipment evaluation measures test equipment serviceability, suitability, and compliance with calibration requirements. Items inspected include Precision Measurement Equipment Laboratory (PMEL) records and up to 100 percent of test equipment.

1.3.4.1.3.8. Cable yard is inspected for proper sealing procedures, storage, maintained pressures, periodic maintenance inspection (PMI) schedules and recorded data.

1.3.4.1.3.9. Tools evaluation measures the condition and availability of the proper tools for mission accomplishment. Up to 100 percent of work center tools will be evaluated in all disciplines.

1.3.5. Security Forces Group. The Security Forces Group evaluation will assess the unit's ability to adequately provide security for the installation and missile complex PL I resources. The rating is a weighed average of the Standardization and Evaluation, Installation Security Squadron, Missile Security Squadrons, and Missile Security Support Squadron scores and accounts for 22 percent of the wing rating.

1.3.5.1. Standardization Evaluation. This assessment measures the SF Standardization Evaluation Section's program operations, compliance with applicable instructions, evaluator proficiency, adequacy of program material, safety, and effectiveness of providing feedback to unit leadership on training shortfalls. The program will be assessed on compliance with applicable directives and evaluator proficiency utilizing 20 AF CCA checklists. This portion of the evaluation accounts for 10 percent of the Security Forces Group Evaluation (15% for the 91st Security Forces Group).

1.3.5.1.1. SF Stan/Eval Program Review: The program review will evaluate the section's compliance with DOD directives, Air Force Instructions, AFSPCI and 20 AF supplements. A review of testing material will be conducted to ensure adequacy of written/verbal/weapons test material, and simulator scripts. The section's scheduling of evaluations will be examined to ensure personnel are evaluated in compliance with regulatory guidance. Records within the section will be chosen at random for review to ensure proper documentation and feedback is provided to the supervisor and unit leadership. An administrative review will be conducted of Back-up Alert Force and wing level exercises. The Stan/Eval Program will be inspected using the standard 20 AF CCA SF Stan/Eval Program Review checklist. This portion of the evaluation for Stan/Eval accounts for 65 percent of the section's overall rating.

1.3.5.1.2. **SF Evaluator Proficiency:** A proficiency assessment will be accomplished on each evaluator assigned to the Stan/Eval section. The assessment will measure the evaluator's ability to properly prepare for and conduct an exercise, using Training, Evaluation, Exercise Outlines (TEEO) and scoring of Task Performance Checklists (TPC). Evaluators will also be evaluated on the debriefing of the evaluatee(s) on their performance. The Stan/Eval evaluator program will be evaluated using in accordance with the standard 20 AF CCA Evaluator checklist. This assessment will account for 25 percent of the Stan/Eval rating.

1.3.5.1.3. **Safety.** Weapons and ground safety are all evaluated at the division level. All 20 AF CCA evaluators are also safety evaluators and their inputs of the division's level of safety will be used to determine the final safety rating. The division's safety program, performance during exercises as well as practices in the missile complex and squadron work areas will also be used to determine the division's safety rating.

1.3.5.2. **Security Forces Squadron (Installation Security)** (90 SFS and 341 SFS only). Evaluation of the Security Forces Squadron will assess SF capability to meet day-to-day security requirements and effectively respond to security situations on the installation and within the Weapons Storage Area. The Security Forces Squadron overall rating will be the accumulated score from the practical exercises, job knowledge, weapons employment scores and safety. This unit's score will account for 25 percent of the overall Security Forces Group rating. Rating is in accordance with paragraph **1.6.4**.

1.3.5.2.1. **Practical Exercises.** This rating will consist of at least 12 exercise responses, which will be conducted during daylight and night-time hours and will be graded using 20 AF CCA Checklists. Exercises will be conducted by wing SF evaluators (as outlined in paragraph **1.3.5.2.1.1**). The practical exercises will count for 50 percent of the squadron's score.

1.3.5.2.1.1. **Practical Exercise Grading Criteria:** Points will be deducted for each critical, major and minor task. Critical tasks are worth five-points, major tasks are worth three-points, and minor tasks are worth one-point. An exercise will be considered a "no-go" and receive a score no higher than 69 percent overall if there are any critical failures. Otherwise, the score will consist of the amount of points received divided by the amount of points available. In addition, since the practical demonstrates actual performance of the mission and is of such importance, the following will apply: if 25 percent of the practical exercises receive a "no-go", the unit will receive no more than a satisfactory rating in this area; if 35 percent of the exercises receive a "no-go", the unit will receive not greater than a marginal rating in this area; if 50 percent or higher of the exercises receive a "no go", the unit will receive an unsatisfactory rating in this area.

1.3.5.2.2. **Job Knowledge** measures the individual SF member's job knowledge, compliance with directives and ability to and ability execute the mission. Eighteen members from this squadron, chosen by CCA personnel, will be graded on a written and verbal evaluation. Job Knowledge constitutes 20 percent of the squadron's score.

1.3.5.2.2.1. The written evaluation will account for 70 percent of the Job Knowledge score. Test questions will come from the 20 AF consolidated test bank. Questions are randomly generated and consolidated into a CCA test prior to the beginning of the

inspection. Different versions of the test will be given on subsequent days throughout the CCA. Tests may be general in nature or duty position specific, i.e., WSA Area Supervisor.

1.3.5.2.2.2. Verbal Evaluation: The verbal evaluation accounts for 30 percent of the Job Knowledge score. Test questions will be developed by CCA evaluators prior to the start of the CCA and will consist of general job knowledge questions developed to assess knowledge of security concepts and principles.

1.3.5.2.2.3. Individuals will receive feedback on areas needing improvement upon completion of the evaluation. Additionally, a trend analysis of the questions by subject category will be provided to squadron and group leadership via the Detailed Discrepancy List at the completion of the CCA.

1.3.5.2.3. Weapons Employment measures general weapons knowledge and the ability of SF members to effectively employ their weapons. SF members from the unit, chosen by CCA evaluators, will complete a weapons knowledge and practical evaluation. Practical evaluation may include a course of fire and/or demonstration of weapon handling and usage. Personnel will be chosen at random from those who are on break, training day, or assigned to overhead on the firing dates. Individuals chosen will complete both phases of the evaluation. "Zero" firing will not be conducted for any weapon. Individuals will be given an opportunity to apply mechanical zero procedures (if necessary) prior to firing. This portion will account for 20 percent of the squadron's score.

1.3.5.2.3.1. The practical portion of the Weapons Employment will be conducted as outlined below and accounts for 70 percent of the individual's score. If for any reason firing cannot take place (i.e., weather, range is closed), the practical evaluation will consist of demonstration of weapon handling and usage.

1.3.5.2.3.1.1. M-4/M-16: Practical evaluation will be conducted IAW AFMAN 36-2227, V2, *Combat Arms and Maintenance Training Programs Management and Range Operations*, Figure 1.1., (phase III only) using 40 rounds of 5.56mm ball ammunition fired on the M16 AFQC target (10 silhouette). The unit's score will be computed by the percentage of personnel that receive a passing qualification score per AFMAN 36-2227, V2, paragraph 1.13.2. If the individual does not have an assigned weapon, an issued weapon will be used to fire the course. The unit's score will be computed by the percentage of personnel that receive a passing qualification score.

1.3.5.2.3.1.2. M-203: Practical evaluation will be conducted IAW AFMAN 36-2227 V2, Figure 4.1., and paragraph 4.7.4. (phase II only) using nine rounds of 40mm TP ammunition. The course will be fired on the Combat Arms section's Grenade Launcher range with the individual's issued weapon. The unit will be required to coordinate the use of a certified firing range if available. The scoring will be in accordance with AFMAN 36-2227, V2, Chapter 4, paragraph 4.9.2. (Course Information). The unit's score will be computed by the percentage of personnel that receive a passing qualification score.

1.3.5.2.3.1.3. M-240B: Practical evaluation will be conducted IAW AFMAN 36-2227, V3, Figure 1.2. (full distance) or 1.3. (10 meter course), Phase II (276

rounds). If available, the full distance course will be used; otherwise, the 10-meter course will be used. The unit will be required to coordinate the use of a certified firing range if available. Shooters are required to have all equipment required for the course of fire. Shooters will fire with serviceable weapons issued by the Security Forces Armory. The scoring will be in accordance with AFMAN 36-2227, V3, Chapter 1, paragraph 1.12.2. The unit's score will be computed by the percentage of personnel that receive a passing qualification score.

1.3.5.2.3.2. **Weapons Knowledge:** The weapons knowledge portion of the weapons employment evaluation constitutes 30 percent of the score and will consist of a written and verbal examination.

1.3.5.2.3.2.1. The written examination portion of the weapons knowledge constitutes 70 percent of the weapons knowledge score. Questions are randomly generated by CCA evaluators from the 20 AF consolidated test bank and consolidated into a CCA test prior to the beginning of the inspection. Questions may be general in nature or weapon specific and cover weapons knowledge as well as arming and use of force.

1.3.5.2.3.2.2. The verbal examination portion of the weapons knowledge constitutes 30 percent of the weapons proficiency score. Questions will be developed by the CCA evaluation team prior to the beginning of the inspection and will be general in nature covering weapons knowledge principles as well as arming and use of force.

1.3.5.2.3.2.3. Individuals will be notified of areas needing improvement upon completion of the evaluation. Additionally, trend analysis of the questions by subject category will be provided to squadron and group leadership via the Detailed Discrepancy List at the completion of the CCA.

1.3.5.2.4. Safety. Weapons and ground safety are all evaluated at the squadron level. All 20 AF CCA evaluators are also safety evaluators and their inputs of the squadron's level of safety will be used to determine the final safety rating. The unit's safety program, performance during all exercises as well as practices in the missile complex and squadron's work areas will also be used to determine the squadron's safety rating.

1.3.5.3. Missile Security Forces Squadron (LF/MAF security). The evaluation of the Missile Security Squadron will assess SF capability to meet day-to-day security requirements and effectively respond to security situations within the missile complex. Practical exercises, job knowledge, weapons employment scores and safety determines the Squadron's overall rating.

1.3.5.3.1. Practical Exercises. This rating will consist of at least 12 exercise responses at LFs and MAFs selected by the CCA evaluators to provide a cross-section of the entire missile complex and will be graded using 20 AF CCA checklists. The practical exercises will account for 50 percent of the unit's total rating. Practical exercises will be graded in accordance with paragraph 1.3.5.2.1.1.

1.3.5.3.2. Job Knowledge measures the individual SF member's job knowledge, compliance with directives and ability to execute the mission. Twenty-four members from this squadron, chosen by CCA personnel, will be graded on a written and verbal evaluation IAW paragraph 1.3.5.2.2.1. through paragraph 1.3.5.2.2.3. Job Knowledge constitutes 20

percent of the squadron's score.

1.3.5.3.3. Weapons Employment. This measures general weapons knowledge and the ability of SF members to effectively employ their weapons. SF members from the unit, chosen by CCA evaluators, will complete a written and practical evaluation. Practical evaluation may include a course of fire and/or demonstration of weapon handling and usage. Personnel will be chosen at random from those who are on break, training day or assigned to overhead on the firing dates. Individuals chosen will complete both phases of the evaluation. "Zero" firing will not be conducted for any weapon. Individuals will be given an opportunity to apply mechanical zero procedures (if necessary) prior to firing. Weapons Employment will account for 20 percent of the unit's score.

1.3.5.3.3.1. The practical portion of the Weapons Employment evaluations will be conducted as outlined below and accounts for 70 percent of the individual's score. If for any reason firing cannot take place (i.e., weather, range is closed), the practical evaluation will consist of demonstration of weapon handling and usage.

1.3.5.3.3.1.1. M-4/M-16: Practical evaluation will be conducted IAW AFMAN 36-2227, V2, Figure 1.1., (phase III only) using 40 rounds of 5.56mm ball ammunition fired on the M16 AFQC target (10 silhouette). The unit's score will be computed by the percentage of personnel that receive a passing qualification score per AFMAN 36-2227, V2, paragraph 1.13.2. If the individual does not have an assigned weapon, an issued weapon will be used to fire the course. The unit's score will be computed by the percentage of personnel that receive a passing qualification score.

1.3.5.3.3.1.2. M-203: Practical evaluation will be conducted IAW AFMAN 36-2227 V2, Figure 4.1., and paragraph 4.7.4. (phase II only) using nine rounds of 40mm TP ammunition. The course will be fired on the Combat Arms section's Grenade Launcher range with the individual's issued weapon. The unit will be required to coordinate the use of a certified firing range if available. The scoring will be in accordance with AFMAN 36-2227, V2, Chapter 4, paragraph 4.9.2. (Course Information). The unit's score will be computed by the percentage of personnel that receive a passing qualification score.

1.3.5.3.3.1.3. M-240B: Practical evaluation will be conducted IAW AFMAN 36-2227, V3, Figure 1.2. (full distance) or 1.3. (10 meter course), Phase II (276 rounds). If available, the full distance course will be used; otherwise, the 10-meter course will be used. The unit will be required to coordinate the use of a certified firing range if available. Shooters are required to have all equipment to complete the course of fire. Shooters will fire with serviceable weapons issued by the Security Forces Armory. The scoring will be in accordance with AFMAN 36-2227, V3, Chapter 1, paragraph 1.12.2. The unit's score will be computed by the percentage of personnel that receive a passing qualification score.

1.3.5.3.3.2. Weapons Knowledge: The weapons knowledge portion of the weapons employment evaluation constitutes 30 percent of the score and will consist of a written and verbal evaluation and will be conducted IAW paragraph 1.3.4.2.3.2.1 through paragraph [1.3.5.2.3.2.1](#).

1.3.5.3.4. Safety. Weapons and ground safety are all evaluated at the squadron level. All 20 AF CCA evaluators are also safety evaluators and their inputs of the squadron's level of safety will be used to determine the final safety rating. The unit's safety program, performance during all exercises, as well as practices in the missile complex and squadron's work areas will be used to determine the squadron's safety rating.

1.3.5.4. Missile Security Forces Squadron (MFT, SET/CAT, and Convoy Response Force). Evaluation of the Missile Security Squadron will assess SF capability to meet day-to-day security requirements and effectively respond to security situations with the missile complex. Practical evaluations, job knowledge, weapons employment scores, convoy operations evaluation, and safety determines the Squadron's overall rating

1.3.5.4.1. Practical Exercises. This rating will consist of eight exercise responses in which four will be conducted with SET/CAT personnel and four will be conducted with MFT personnel. All exercises will be graded using 20 AF CCA checklists. Practical exercises will consist of both LFs and MAFs. Only SET personnel will be evaluated at the training LF. Practical exercises will account for 25 percent of the squadron's score. Practical exercises will be graded in accordance with paragraph [1.3.5.2.1.1](#).

1.3.5.4.2. Job Knowledge measures the individual SF member's job knowledge, compliance with directives and ability execute the mission. Eighteen members from this squadron, chosen by CCA personnel, will be graded on a written and verbal evaluation. Job Knowledge constitutes 20 percent of the squadron's score and will be graded IAW paragraph [1.3.5.2.2.1](#), through paragraph [1.3.5.2.2.3](#).

1.3.5.4.3. Weapons Employment. This measures general weapons knowledge and the ability of SF members to effectively employ their weapons. SF members from the unit, chosen by CCA evaluators, will complete a written and practical evaluation. Practical evaluation may include a course of fire and/or demonstration of weapon handling and usage. Personnel will be chosen at random from those who are on break, training day, or assigned to overhead on the firing dates. Individuals chosen will complete both phases of the evaluation. "Zero" firing will not be conducted for any weapon. Individuals will be given an opportunity to apply mechanical zero procedures (if necessary) prior to firing. This section accounts for 20 percent of the squadron's rating.

1.3.5.4.3.1. Practical portion of the weapons employment evaluations will be conducted as outlined below and accounts for 70 percent of the individual's score. If for any reason firing cannot take place (i.e., weather, range is closed), the practical evaluation will consist of demonstration of weapon handling and usage.

1.3.5.4.3.1.1. M-4/M-16: Practical evaluation will be conducted IAW AFMAN 36-2227, V2, Figure 1.1., (phase III only) using 40 rounds of 5.56mm ball ammunition fired on the M16 AFQC target (10 silhouette). The unit's score will be computed by the percentage of personnel that receive a passing qualification score per AFMAN 36-2227, v2, paragraph 1.13.2. If the individual does not have an assigned weapon, an issued weapon will be used to fire the course. The unit's score will be computed by the percentage of personnel that receive a passing qualification score.

1.3.5.4.3.1.2. M-203: Practical evaluation will be conducted IAW AFMAN

36-2227 V2, Figure 4.1., and paragraph 4.7.4. (phase II only) using nine rounds of 40mm TP ammunition. The course will be fired on the Combat Arms section's Grenade Launcher range with the individual's issued weapon. The unit will be required to coordinate the use of a certified firing range if available. The scoring will be in accordance with AFMAN 36-2227, V2, Chapter 4, paragraph 4.9.2. (Course Information). The unit's score will be computed by the percentage of personnel that receive a passing qualification score.

1.3.5.4.3.1.3. M-240B: Practical evaluation will be conducted IAW AFMAN 36-2227, V3, Figure 1.2. (full distance) or 1.3. (10 meter course), Phase II (276 rounds). If available, the full distance course will be used; otherwise, the 10 meter course will be used. The unit will be required to coordinate the use of a certified firing range if available. Shooters are required to have all equipment to complete the course of fire. Shooters will fire with serviceable weapons issued by the Security Forces Armory. The scoring will be in accordance with AFMAN 36-2227, V3, Chapter 1, paragraph 1.12.2. The unit's score will be computed by the percentage of personnel that receive a passing qualification score.

1.3.5.4.3.1.4. MK-19: Practical evaluation will consist of two areas to be evaluated. A course of fire will be conducted IAW AFMAN 36-2227, V3, Figure 2.1. (phase II, III, and IV only) using 216 rounds of ammunition. A performance evaluation will be conducted IAW AFMAN 36-2227, V3, paragraph 2.10. and its subparagraphs. The unit will be required to coordinate the use of a certified firing range if available. Shooters are required to have all equipment to complete the course of fire and will fire serviceable weapons issued by the Security Forces Armory. The scoring will be IAW AFMAN 36-2227, V3, Chapter 2, paragraph 2.9.2. The unit's score will be computed by the percentage of personnel that receive a passing qualification score.

1.3.5.4.3.2. Weapons Knowledge: The weapons knowledge portion of the weapons employment evaluation constitutes 30 percent of the score and will consist of a written and verbal evaluation graded IAW paragraphs [1.3.5.2.3.2.1.](#) through [1.3.5.2.3.2.3.](#)

1.3.5.4.4. Convoy Operations. Convoy operations consist of a program review and proficiency evaluation and will account for 25% of the squadrons score. This section will be evaluated by conducting a program review of the entire convoy response force section and will account for 70 percent of the section's rating. Additionally, a proficiency evaluation will also be conducted account for 30 percent of the sections. The program review will include certifications, training, equipment, and procedures for pre- and post-movement operations. The proficiency evaluation will consist of an evaluation of a "real world" or "training" munitions movement from the initial pre-brief to debrief. Both portions of the evaluation will be evaluated using a 20 AF Program Review checklist.

1.3.5.4.5. Safety. Weapons and ground safety are all evaluated at the squadron level. All 20 AF CCA evaluators are also safety evaluators and their inputs of the squadron's level of safety will be used to determine the final safety rating. The unit's safety program, performance during all exercises as well as practices in the missile complex and squadron's work areas will be used to determine the squadron's safety rating.

1.3.5.5. Security Support Squadron. The evaluation of the Security Support Squadron will assess the capability of this unit to properly train Security Forces personnel in security operations procedures and weapons usage. This unit will be scored on its ability to provide effective training by assessing the Training and Combat Arms and Maintenance (CA) sections (341 SW, 90 SW) as well as safety. This unit will account for 15 percent of the Security Forces Group's overall rating (20% for 91st SSS). Rating is in accordance with paragraph 1.6.4.

1.3.5.5.1. Security Forces Training. Effectiveness of training will be assessed through compliance with applicable directives and instructor proficiency. The SF Training program will account for 45 percent of the squadron's score and will consist of a Program Review and SF Training Instructor evaluations.

1.3.5.5.1.1. SF Training Program Review. The training program review will account for 70 percent of the SF Training rating. Effectiveness of the security forces training will be assessed through compliance with applicable directives. A review of training material, force-on-force, Training Exercise Evaluation Orders (TEEOs), lesson plans, Phase I and ancillary training programs will be conducted. The training program will be graded in accordance with the 20 AF CCA Training Program Review checklist.

1.3.5.5.1.2. SF Training Instructor Evaluations: The SF instructor proficiency evaluations will account for 30 percent of the SF training rating. Instructors' proficiency evaluations will be conducted in a classroom environment utilizing the 20 AF CCA Instructor Evaluation checklist. The SF NCOIC of Training will coordinate with CCA evaluators on date(s) for instructor proficiency evaluations.

1.3.5.5.2. Combat Arms (CA) Section (341 SW, 90 SW). Effectiveness of CA training will be assessed through compliance with applicable directives and instructor proficiency. The CA program will account for 45 percent of the squadron's score and will consist of a Program Review and CA Instructor evaluations.

1.3.5.5.2.1. Combat Arms and Maintenance Program Review. The CA program review will account for 70 percent of the CA rating. Effectiveness of CA training will be assessed through compliance with applicable directives. A review of training material, TEEOs, and lesson plans, will be conducted. The CA program will be graded in accordance with the CA Program Review checklist.

1.3.5.5.2.2. Combat Arms SF Training Instructor Evaluations: The CA SF instructor proficiency evaluations will account for 30 percent of the CASF training rating. Instructors' proficiency evaluations will be conducted in a classroom environment utilizing the 20 AF CCA Instructor Evaluation checklist. The SF NCOIC of CA Training will coordinate with CCA evaluators on date(s) for instructor proficiency evaluations.

1.3.5.5.3. Safety. Weapons and ground safety are all evaluated at the squadron level. All 20 AF CCA evaluators are also safety evaluators and their inputs of the squadron's level of safety will be used to determine the final safety rating. The unit's safety program, performance during all exercises as well as practices in the missile complex and squadron's work areas will be used to determine the squadron's safety rating.

1.4. Rating System:

1.4.1. A five-tier rating system will be used.

1.4.1.1. **OUTSTANDING.** The grade given to indicate performance or operations far exceeds mission requirements. Procedures and activities are carried out in a far superior manner. Resources and programs are very efficiently managed and are of exceptional merit. Few, if any, deficiencies exist.

1.4.1.2. **EXCELLENT.** The grade given to indicate performance or operations exceeds mission requirements. Procedures and activities are carried out in a superior manner. Resources and programs are very efficiently managed and relatively free of deficiencies.

1.4.1.3. **SATISFACTORY.** The grade given to indicate performance or operations meets mission requirements. Procedures and activities are carried out in an effective and competent manner. Resources and programs are efficiently managed. Minor deficiencies may exist but do not impede or limit mission accomplishment.

1.4.1.4. **MARGINAL.** The grade given to indicate performance or operations does not meet some mission requirements. Procedures and activities are not carried out in an efficient manner. Resources and programs are not efficiently managed. Deficiencies exist that impede or limit mission accomplishment.

1.4.1.5. **UNSATISFACTORY.** The grade given to indicate performance or operations does not meet mission requirements. Procedures and activities are not carried out in an adequate manner. Resources and programs are not adequately managed. Significant deficiencies exist that preclude or seriously limit mission accomplishment.

1.5. Assessment Criteria.

1.5.1. **Attachment 1, Attachment 2** and **Attachment 3** show areas evaluated for each wing, which areas are rated and the relative weight of each area as it contributes to the next higher rated area. Assessment criteria are developed for functional areas using technical orders, instructions, and professional judgment. Twentieth Air Force division chiefs ensure the criteria are performance related as much as possible, oriented toward results and effectiveness of programs, and designed to highlight innovative leadership and management actions. Assessment criteria are flexible by nature and will change as procedures, equipment, and policies change.

1.5.2. Additional areas to be assessed may be requested by the unit commander or directed by the Commander, Twentieth Air Force. Such areas will not normally be rated.

1.6. Scoring System.

1.6.1. The CCA will be scored on equipment and personnel performance as identified in paragraph **1.3.** and on criteria in specified critical areas and functions identified in paragraph **1.6.5.1.** through **1.6.5.3.** Failure to meet criteria in the critical failure areas (paragraph **1.6.5.**) will result in an unsatisfactory overall rating.

1.6.2. Overall Performance: Rated areas are assigned a maximum point value and sub areas are assigned point values and weighted as a percent of the overall area score. Ratings are determined based on the percentage of points earned in each rated area.

1.6.3. In areas shown in **Table 4.**, a rating is given to provide the unit commander with an overall assessment of that functional responsibility. The individual inputs for crew evaluations, maintenance, and communications are also included in their parent organization's rating.

Table 4. Rating.

Crew Evaluation	Compiled rating of all crew evaluation
Weapon System Tests	Results from Weapon System Testing
Hardware Inspection	Compiled rating of LF and MAF/LCC findings
Communications	Results of CEP testing
Command and Control	Assessment of WCP controllers proficiency
Safety	Assessment of overall safety and safety programs

1.6.4. Ratings are determined in accordance with rating scale shown in [Table 5](#). for all areas except Weapon System Tests (see paragraph [1.6.4.1](#). for determining the Weapon System Tests rating):

Table 5. Ratings.

97.0% - 100.0%	Outstanding
90.0% - 96.99%	Excellent
80.0% - 89.99%	Satisfactory
70.0% - 79.99%	Marginal
0.0% - 69.99%	Unsatisfactory

NOTE: If portions of the CCA are omitted due to unforeseen circumstances, the CCA Team Chief may reallocate points as necessary.

1.6.4.1. The Weapon System Tests rating is determined by the number of effective Category-A sorties divided by the number of Category-A sorties tested. All on alert Category-A sorties are tested. The rating is determined by the scale in [Table 6](#).

Table 6. Rating.

99.6% - 100.0%	Outstanding
99.1% - 99.59%	Excellent
97.6% - 99.09%	Satisfactory
97.1% - 97.59%	Marginal
0.0% - 97.09%	Unsatisfactory

1.6.4.1.1. Sorties are declared effective if they pass all tests and checks. Sorties that fall off alert or are in alignment before the start of weapon system tests are non-scored. Sorties that fall off alert after testing begins but before testing completes are scored as non-effective. For sortie failure during weapon system tests, unit technical engineering provides the CCA Team Chief with an unclassified technical analysis. This analysis must provide a chronological description of system malfunctions, a chronological sequence of all maintenance actions taken, all technical data references relative to the fault and any weapon system improvements (AFTO Form 22, **Technical Manual (TM) Change Recommendation**

and Reply, Deficiency Reports) generated or required by this failure. Unit technical engineering recommends sortie scoring as Successful, Successful with Anomaly, Failure, or No Test using the rules outlined in AFSPCI 99-102, *Intercontinental Ballistic Missile (ICBM) Force Development Evaluation (FDE) Procedures*, Chapter 4. OGV coordinates on the analysis if missile crew actions may have caused the malfunction or impacted sortie scoring. All malfunction analysis includes copies of Print RAW reports, site logs, crew logs, etc., used to compile the analysis. Present reports to the CCA Maintenance Functional Manager within 48 hours of the failure.

1.6.5. Critical Failure Areas. The following areas are of such importance that failure to meet the minimum standard will result in the wing receiving an unsatisfactory rating for the CCA.

1.6.5.1. Crew Evaluations: 91 SW: eight crewmember evaluation/observation failures. 90 SW and 341 SW: 10 crewmember evaluation/observation failures. Basic Mission Ready (BMR) individuals are not subject to evaluations.

1.6.5.2. Weapon System Tests: Sortie pass rate less than 97.1 percent.

1.6.5.3. Communications Capability: Three or more operational LCCs in one squadron fail to receive any useable test messages over SACCS, AFSAT, ISST, MILSTAR, or SLFCS during the one COMM CEP test conducted during the CCA. All non-receipts will be counted with provisions made for those documented and valid operational outages present at the time of the test.

1.6.6. The following will cause the area to be rated unsatisfactory:

1.6.6.1. Standardization/Evaluation: Failure to properly determine pass/fail for four crewmembers.

1.6.6.2. EWO Section: Incorrect EAP instructions, launch, termination, timing, or targeting information in actual documents.

1.6.6.3. Codes Section. Operational LF/LCC with incorrect codes installed; one or more critical or three or more major errors occur during the code controller Wing Code Processing System (WCPS) coding observations; an exercise or operational WCPS coding operation is completed using incorrect codes; and three or more failures on the code controller exam.

1.6.6.4. Operations Squadron: Four crewmembers failing evaluation/observation. Incorrect PLCB Stack at one or more of the squadron's LCCs.

1.6.6.5. Helicopter Flight: Twenty percent of crewmembers failing written examinations. Three flight evaluation failures (Q-3 unqualified).

1.7. Resolution of Disputed Findings.

1.7.1. The Team Chief and Wing CC will resolve significant issues.

1.8. Detailed Discrepancy List.

1.8.1. The Detailed Discrepancy List (DDL) is an informal compilation of minor discrepancies identified by evaluation team members that did not merit inclusion in the formal CCA report. Each FAM will compile a list of the discrepancies from the evaluators in their functional area. The DDL will be delivered to their wing counterparts (OG, MXG, SFG, etc.), preferably before the evaluation team leaves the base, but no later than 30 days after the CCA is complete.

1.9. Conduct of Training/Evaluation Error List.

1.9.1. The Conduct of Training (COT) List and the Conduct of Evaluation (COE) Error List is a formal compilation of major deficiencies identified by evaluation team members that merit inclusion in the formal CCA report. Deficiencies identified on the COT/COE Error List will affect the respective functional area ratings. The COT/COE Error List will be delivered to the OG/CC and SFG/CC preferably before the evaluation team leaves the base, but no later than 30 days after the CCA is complete. Maintenance proficiency evaluation forms from all 20 AF conducted evaluations will be provided to the MXG/CC before the evaluation team leaves the base.”

1.10. Combat Capability Assessment Corrective Action Tracking

1.10.1. Combat Capability Assessment Corrective Action Tracking (CCA CAT) is a formal tracking process to ensure significant deficiencies are corrected in a timely manner. Significant deficiencies are defined as issues identified as “Problem Areas” within the Formal CCA Report. Twentieth Air Force SE is the program monitor for all 20 AF CCA report replies. In order to ensure significant deficiencies are corrected in a timely manner, units will coordinate the status of their corrective actions with 20 AF/SE. An initial status report will include all corrective actions and is due to 20 AF/SE no later than 60 days after the date of the formal report. Provide updates when requested by 20 AF and as needed to relay status. Include any known status of problem areas attributed to HHQ (20 AF and AFSPC). Submit a final report after all CCA problem areas are considered CLOSED by the unit.

1.10.2. The Wing’s XP, unless otherwise directed, will be considered OPR for CCA corrective action tracking. Wing replies should be under vice wing commander cover letter and may be forwarded via e-mail and/or fax and hard copy.

1.10.3. For all replies (initial, updates, and final), apply the format from the template in [Attachment 5](#), *CCA Corrective Actions*.

2. SAV/TAV.

2.1. Definition, Roles and Responsibilities.

2.1.1. The Commander, 20 AF, established the SAV/TAV program to help 20 AF units achieve the highest levels of performance in maintaining, securing and operating ICBMs. Technical and staff assistance from 20 AF evaluators is intended to help units solve problems they have identified through leadership, management, and quantitative methods. 20 AF/CC may direct a SAV/TAV at any time.

2.1.1.1. The SAV/TAV may be requested by the wing commander. All AFSPC SAV/TAV requests will be requested through 20 AF.

2.1.2. The primary purpose of the SAV/TAV program is to provide assistance from experienced personnel to correct or improve processes in a specific functional area. A SAV/TAV normally consists of a small number of 20 AF personnel from one functional area. In most cases, a SAV will follow a major inspection where deficiencies are identified and the wing requests assistance to ensure the deficiencies are corrected.

2.1.2.1. The SAV/TAV is not an inspection program; however, a report of findings will be provided to each of the 20 AF wings so that all 20 AF units may use the information in order to improve their processes. Each request must follow the procedures in paragraph [2.2.1](#).

2.1.2.2. The length of a SAV/TAV should not exceed 5 working days. For problems requiring long-term solutions, the unit and 20 AF functional experts should consider additional corrective methods, such as process action teams and follow up visits.

2.1.3. Wing commanders may request technical assistance from 20 AF whenever the need arises.

2.2. Scheduling.

2.2.1. The wing commander initiates a request by letter to 20 AF/CV for technical assistance. Once the 20 AF/CV agrees with the need and identifies the dates and necessary personnel to assist, no further coordination is necessary. Other arrangements, such as billeting and transportation, will be worked individually between the office being assisted and the tasked 20 AF personnel. Division Chiefs in 20 AF must ensure 20 AF/SE is aware of the number of personnel and dates for the SAV/TAV to inform AFSPC/IG Gatekeeper.

2.3. Reports.

2.3.1. Normally, a formal report is not prepared; however, as a minimum, the senior member of SAV/TAV team will verbally out-brief the wing commander and the group commanders with functions reviewed during the SAV/TAV.

2.3.2. Any issues/problems/weak areas looked at during a SAV/TAV will require corrective action by the unit and will be eligible for evaluation during any succeeding inspection.

3. 595 OL-A and 576 FLTS Technical Inspection.

3.1. Definition, Roles and Responsibilities.

3.1.1. The Technical Inspection (TI) is an in-depth evaluation of the 576th Flight Test Squadron's and 595th Space Group OL-A's ability to support and conduct flight test and evaluation functions. HQ 20 AF evaluators perform the TI.

3.1.2. Twentieth Air Force evaluators and augmentees are trained and certified to operate equipment in the performance of the TI. TI Functional Area Managers will ensure personnel training and certification is current prior to operation of any equipment.

3.1.3. Twentieth Air Force evaluators are authorized to supervise personnel who are rated unqualified to perform duties or functions until replacements are made.

3.2. Technical Inspection Scope and Scoring. The weighted average scores for Hardware, 576 FLTS Flights and Quality Assurance determine the overall TI rating. The titles of the areas that receive ratings in the TI report are underlined in the following paragraphs.

3.2.1. Hardware Inspection. This area measures the condition of Launch Facility (LF) and Missile Alert Facility (MAF) maintenance/communications hardware, associated support equipment, and standby power effectiveness. All assigned LFs and MAFs will be inspected for missile maintenance hardware. The number and significance of discrepancies form the basis for determining a score for the LF and MAF hardware inspections. Standby power effectiveness is based on the condition of Portable Diesel Electric Unit (PDEU) hardware and the ability to start, connect to the facility distribution system, assume the full normal load, and run for 30 minutes. One LF and One MAF standby power systems will be tested. The overall hardware grade is based upon a weighted average of hardware inspections and standby power effectiveness.

3.2.1.1. In the communications arena, hardware maintenance assessment measures the condition of MAF, LF, and auxiliary support building communications equipment. Items are evaluated for operation, serviceability, cleanliness, corrosion control and proper configuration. Communications equipment at MAFs will be inspected in accordance with [Table 1](#), Minimum Equipment Evaluated.

3.2.1.1.1. LFs will be evaluated by HICS and STRATCOM to include, as a minimum, equipment in [Table 2](#).

3.2.2. Quality Assurance. This rating is based upon the weighted average of the results of Evaluator Proficiency and the administration of the Maintenance Evaluation Program.

3.2.2.1. Evaluator Proficiency results are based upon the percentage of unit evaluators that pass their Evaluator Proficiency Evaluations and the number of deviations observed. All available certified evaluators will be observed. CFETP qualifications will be inspected for 100 percent task coverage.

3.2.2.2. Maintenance evaluation program results are based upon a subjective determination of the unit's effectiveness in meeting AFSPCI 21-0114; AFI 21-201, AFSPC 1; and AFI 21-204, AFSPC 1, evaluation program requirements.

3.2.3. 576th Flight Test Squadron. The rating is based upon the weighted average of the ratings for the Generation Flight, Munitions Flight, Maintenance Operations Flight and Resources Flight.

3.2.3.1. Generation Flight. This rating is based upon the weighted average of the results of the flight's personnel proficiency, tools, equipment, lesson plans, and Special Purpose Vehicles (SPVs).

3.2.3.1.1. Personnel proficiency results are based on the evaluation pass rates and the number of deviations committed by technicians during both 20 AF-conducted and unit-conducted notice and no-notice proficiency evaluations. All in-shop instructors will receive a Trainer Proficiency Evaluation and the result will be incorporated into the flight's proficiency rating. CFETP qualifications will be inspected for 100 percent task coverage.

3.2.3.1.2. Tools, Equipment, and Lesson Plans results are based on the number and significance of discrepancies noted during 20 AF inspection of tools, equipment, and lesson plans owned by the sections within the flight. Approximately 10 percent of respective totals will be inspected. Additionally, all lesson plans will be inspected for 100 percent task coverage.

3.2.3.1.3. SPV results are based on the number and significance of discrepancies noted during 20 AF inspection of Generation Flight-owned SPVs. Approximately 50 percent of these vehicles will be inspected.

3.2.3.2. Munitions Flight This rating is based on the weighted average of the results of personnel proficiency evaluations, equipment inspections, special purpose vehicle inspections, and administering munitions programs.

3.2.3.2.1. Personnel proficiency results are based on the evaluation pass rates and the number of deviations committed by technicians during both 20 AF-conducted and unit-conducted notice and no-notice proficiency evaluations. All in-shop trainers will receive a Trainer Proficiency Evaluation and the result will be incorporated into the flight's

proficiency rating.

3.2.3.2.2. Tools, equipment and lesson plans results are based on the number and significance of discrepancies noted during 20 AF inspections of tools, test, handling equipment, lesson plans and re-entry vehicle/system trainers owned by the Munitions Flight.

3.2.3.2.2.1. Approximately 10 percent of tools, test and handling equipment will be inspected, including test, measurement, and diagnostic equipment. Equipment will be examined for condition, nuclear certification, calibration status, and other applicable areas.

3.2.3.2.2.2. Trainer hardware results are based on the number and significance of discrepancies noted during 20 AF inspection of trainers. All type 3 trainers and re-entry system trainers, including associated hardware and components, will be disassembled and available for inspection.

3.2.3.2.3. Special purpose vehicle results are based on the number and significance of discrepancies noted during 20 AF inspections. Approximately 50 percent of these vehicles will be inspected, to include any on long-term sign out.

3.2.3.2.4. Munitions program administration results are based on a subjective determination of the unit's effectiveness in meeting AFIs 21-201, 21-202, 21-204 and AFMAN 91-201 requirements. As a minimum, areas evaluated will include technical data, storage practices, key and lock, training/certification, munitions control and custody transfer procedures.

3.2.3.2.4.1. Munitions technical data will be evaluated for completeness and currency to ensure all changes, revisions and supplements are correctly posted. Approximately 20 percent of munitions technical orders will be inspected.

3.2.3.2.4.2. As a minimum, 50 percent of the assets in storage will be inspected. Results will be based on the number and significance of discrepancies noted during 20 AF inspection of assets.

3.2.3.2.4.3. Key and lock control procedures will be evaluated to include documentation, key inventories, audit and transfer procedures, maintenance and disposition, and demonstrated proficiency in these areas.

3.2.3.2.4.4. Training/certification documents will be evaluated to include nuclear surety and explosive safety training, applicable job safety training, JQS qualification, and AF Forms 2435.

3.2.3.2.4.5. Munitions control activities will be evaluated to include the planning, scheduling, coordinating and controlling of munitions activities.

3.2.3.2.4.6. Custody transfer procedures will be evaluated to include controlling the transfer and movement of, and access to reentry system, reentry vehicle and components. Approximately 20 percent of the AF Forms 514 and 524 will be evaluated.

3.2.3.3. Team Training Flight. This rating is based on the weighted average results of trainer proficiency, lesson plans, trainer hardware, tools and equipment and SPVs.

3.2.3.3.1. Trainer proficiency results are based on the evaluation pass rates and the number

of deviations committed by Instructors during 20 AF-conducted proficiency evaluations. CFETP qualifications will be inspected for 100 percent task coverage.

3.2.3.3.2. Lesson Plans results are based on the number and significance of discrepancies noted during 20 AF review of lesson plans. Ten percent of technical lesson plans for tasks trained by the Team Training Section will be inspected. Additionally, all lesson plans will be inspected for 100 percent task coverage.

3.2.3.3.3. Trainer Hardware results are based on the number and significance of discrepancies noted during 20 AF inspection of trainers. All assigned trainers will be inspected.

3.2.3.3.4. Tools and Equipment and SPV results are based on the number and significance of discrepancies noted during 20 AF inspection. Approximately 50 percent of tools and equipment will be inspected. One hundred percent of vehicles will be inspected, to include any on long-term sign-out.

3.2.3.4. Resources Flight. This rating is based upon the weighted average of the results of the flight's personnel proficiency, tools and equipment, and lesson plans.

3.2.3.4.1. Personnel proficiency results are based on the evaluation pass rates and the number of deviations committed by technicians during both 20 AF-conducted and unit-conducted notice and no-notice proficiency evaluations. All in-shop instructors will receive a Trainer Proficiency Evaluation and the result will be incorporated into the flight's proficiency rating. CFETP qualifications will be inspected for 100 percent task coverage.

3.2.3.4.2. Tools, Equipment, and Lesson Plans results are based on the number and significance of discrepancies noted during 20 AF inspection of tools, equipment, and lesson plans owned by the sections within the flight. Approximately 10 percent of respective totals will be inspected. Additionally, all lesson plans will be inspected for 100 percent task coverage.

3.2.3.5. Peacekeeper Flight. This rating is based upon the weighted average of the results of the flight's personnel proficiency, tools and equipment, lesson plans and SPVs.

3.2.3.5.1. Personnel proficiency results are based on the evaluation pass rates and the number of deviations committed by technicians during both 20 AF-conducted and unit-conducted notice and no-notice proficiency evaluations. All in-shop instructors will receive a Trainer Proficiency Evaluation and the result will be incorporated into the flight's proficiency rating. CFETP qualifications will be inspected for 100 percent task coverage.

3.2.3.5.2. Tools, Equipment, and Lesson Plans results are based on the number and significance of discrepancies noted during 20 AF inspection of tools, equipment, and lesson plans owned by the sections within the flight. Approximately 10 percent of respective totals will be inspected.

3.2.3.5.3. SPV results are based on the number and significance of discrepancies noted during 20 AF inspection of Peacekeeper Flight-owned SPV. Approximately 50 percent of these vehicles will be inspected.

3.2.3.6. Other Observed. Provides feedback to the Squadron Commander on any special interest items that may have been coordinated before the TI or on any unusual circumstances that may have occurred during the TI.

3.2.3.6.1. Technical Orders. Provides feedback to the Squadron Commander on the effectiveness of the technical order library maintenance contractor and the effectiveness of the quality assurance evaluation program for technical data. Approximately 7 percent of assigned technical orders (including dispatch kits and sub-accounts) will be inspected.

3.2.3.6.1.1. Vehicles and Equipment. Provides feedback to the Squadron Commander on the condition of contractor maintained vehicles and equipment. Approximately 10 percent of assigned support equipment and 50 percent of special purpose vehicles will be inspected.

3.3. Rating System:

3.3.1. A five-tier rating system will be used.

3.3.1.1. **OUTSTANDING.** The grade given to indicate performance or operations far exceeds mission requirements. Procedures and activities are carried out in a far superior manner. Resources and programs are very efficiently managed and are of exceptional merit. Few, if any, deficiencies exist.

3.3.1.2. **EXCELLENT.** The grade given to indicate performance or operations exceeds mission requirements. Procedures and activities are carried out in a superior manner. Resources and programs are very efficiently managed and relatively free of deficiencies.

3.3.1.3. **SATISFACTORY.** The grade given to indicate performance or operations meets mission requirements. Procedures and activities are carried out in an effective and competent manner. Resources and programs are efficiently managed. Minor deficiencies may exist but do not impede or limit mission accomplishment.

3.3.1.4. **MARGINAL.** The grade given to indicate performance or operations does not meet some mission requirements. Procedures and activities are not carried out in an efficient manner. Resources and programs are not efficiently managed. Deficiencies exist that impede or limit mission accomplishment.

3.3.1.5. **UNSATISFACTORY.** The grade given to indicate performance or operations does not meet mission requirements. Procedures and activities are not carried out in an adequate manner. Resources and programs are not adequately managed. Significant deficiencies exist that preclude or seriously limit mission accomplishment.

3.4. Assessment Criteria.

3.4.1. **Attachment 4** shows the areas evaluated, which areas are rated, and the relative weight of each area as it contributes to the next higher rated area. Assessment criteria are developed for functional areas using technical areas, instructions, and professional judgment. Twentieth Air Force division chiefs ensure the criteria are performance related as much as possible, oriented toward results and effectiveness of programs, and designed to highlight innovative leadership and management actions. Assessment criteria are flexible by nature and will change as procedures, equipment and policies change.

3.4.2. Additional areas to be assessed may be requested by the unit commander or directed by the Commander, Twentieth Air Force. Such areas will not normally be rated.

3.5. Scoring System.

3.5.1. The TI will be scored on equipment and personnel performance and on criteria in specified critical areas and functions identified throughout paragraph 3.2.

3.5.2. Overall Performance: Rated areas are assigned a maximum point value and subareas are assigned point values and weighted as a percent of the overall area score. Ratings are determined based on the percentage of points earned in each rated area.

3.5.3. In areas shown in Table 7, a rating is given to provide the unit commander with an overall assessment of that functional responsibility.

Table 7. Rating.

Hardware Inspection	Compiled rating of LF and MAF/LCC findings, Standby power effectiveness tests and hardware condition, and condition of communications equipment
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3.6. Detailed Discrepancy List.

3.6.1. The Detailed Discrepancy List (DDL) is an informal compilation of minor deficiencies found by evaluation team members that did not merit inclusion in the formal TI report. Each FAM will compile a list of the deficiencies from the evaluators in their functional area. The DDL will be delivered to the squadron superintendent, preferably before the evaluation team leaves the base, but no later than 30 days after the TI is complete.

4. 76th Helicopter Flight Technical Inspection

4.1. Helicopter Maintenance Element (MXH). This rating is based upon the weighted average of the results of the Functional Commander (FC) and Contracting Officer's Representative (COR) duties and responsibilities, contract record review and COR oversight of the various contractor programs listed in paragraph 1.3.3.4.1. and paragraph 1.3.3.4.2. Ratings will be based on Element's ability to meet requirements of AFI 21-101, AFI 63-124, *Performance-Based Service Contracts (PBSC)*, helicopter maintenance contract Master Surveillance Plan (MSP) and the Helicopter Maintenance Contract.

4.1.1. Helicopter Programs. Evaluators will review the following: FC and COR duties and responsibilities; 25 percent of contract records; the Contractor's Quality Control and Flight Essential Programs; 25 percent of aircraft historical records and maintenance documentation and supply programs. One hundred percent of COR training, security resource management, safety, facilities and grounds will be evaluated.

4.1.2. Helicopter Hardware. Evaluators will review the following: 25 percent of hardware and hardware programs, to include aircraft and aircraft inspections, composite tool kits and special tools; 25 percent of assigned Aerospace Ground Equipment, to include documentation, maintenance and inspection; and 25 percent of -21 equipment will be inspected for control and maintenance.

4.1.3. Technical Orders. Provides feedback to the Maintenance Group Commander on the effectiveness of the technical order library maintenance contractor and the effectiveness of the quality assurance evaluation program for technical data. Approximately 20 percent of assigned technical orders (including dispatch kits and sub-accounts) will be inspected.

4.2. Rating System. A five-tier rating system using the criteria designated in para 3-3 will be applied.

4.3. Assessment Criteria.

4.3.1. **Attachment 4** shows the areas evaluated, which areas are rated, and the relative weight of each area as it contributes to the next higher rated area. Assessment criteria are developed for functional areas using technical areas, instructions, and professional judgment. Twentieth Air Force division chiefs ensure the criteria are performance related as much as possible, oriented toward results and effectiveness of programs, and designed to highlight innovative leadership and management actions. Assessment criteria are flexible by nature and will change as procedures, equipment and policies change.

4.3.2. Additional areas to be assessed may be requested by the unit commander or directed by the Commander, Twentieth Air Force. Such areas will not normally be rated.

4.4. Scoring System.

4.4.1. The TI will be scored on equipment and personnel performance and on criteria in specified critical areas and functions identified throughout paragraph **4.1**.

4.4.2. Overall Performance: Rated areas are assigned a maximum point value and sub areas are assigned point values and weighted as a percent of the overall area score. Ratings are determined based on the percentage of points earned in each rated area.

4.5. Detailed Discrepancy List.

4.5.1. The Detailed Discrepancy List (DDL) is an informal compilation of minor deficiencies found by evaluation team members that did not merit inclusion in the formal TI report. The CCA Helicopter Maintenance FAM will compile a list of the deficiencies from the evaluators in their functional area. The DDL will be delivered to the unit, preferably before the evaluation team leaves the base, but no later than 30 days after the TI is complete.

KENNETH P. VAN SICKLE, Colonel, USAF
Vice Commander

Attachment 1

CCA SCORING GUIDE FOR 90TH SPACE WING

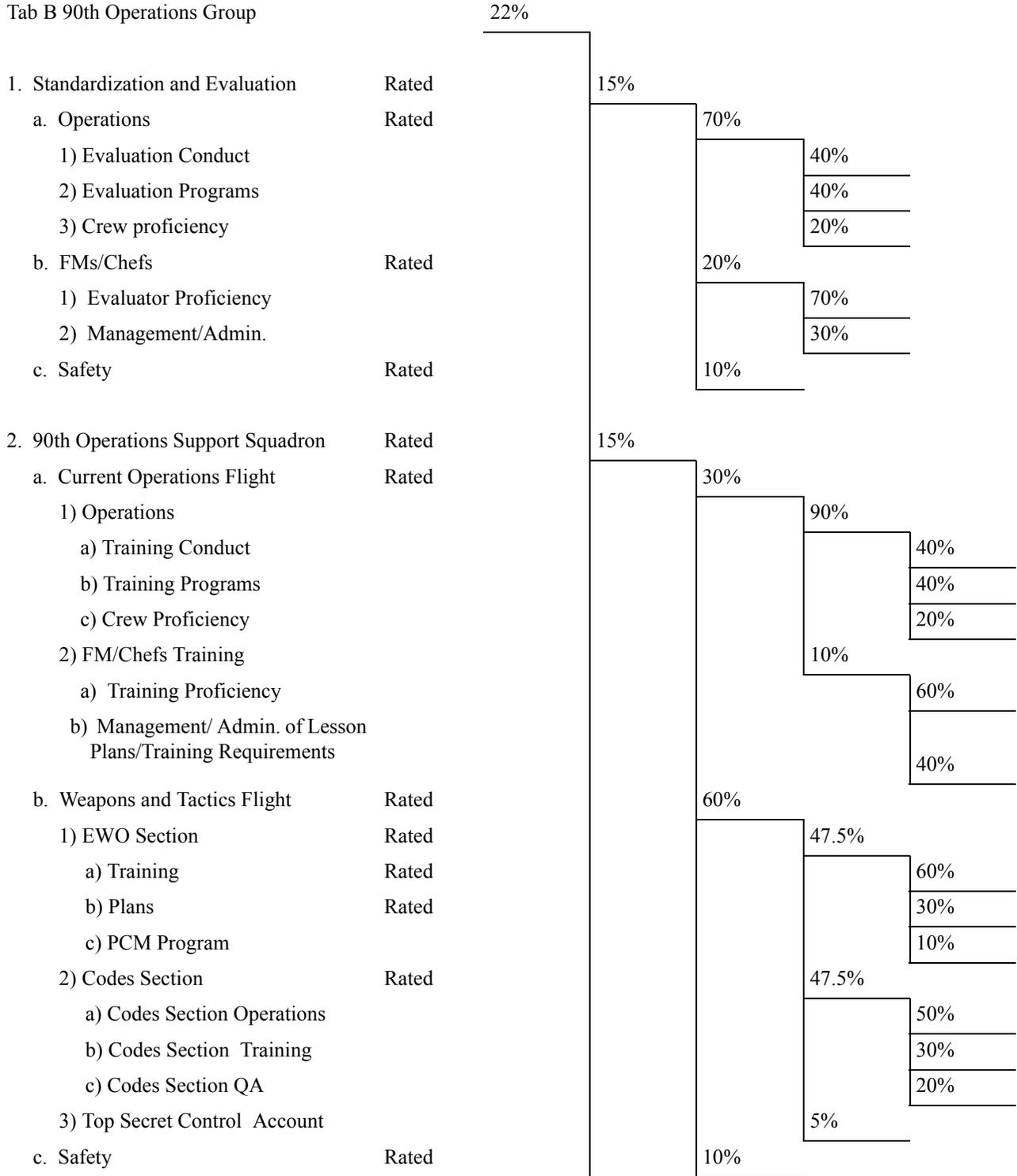
A1.1. Table A1.1. provides the CCA Scoring Guide for 90 SW.

Table A1.1. CCA Scoring Guide - 90 SW.

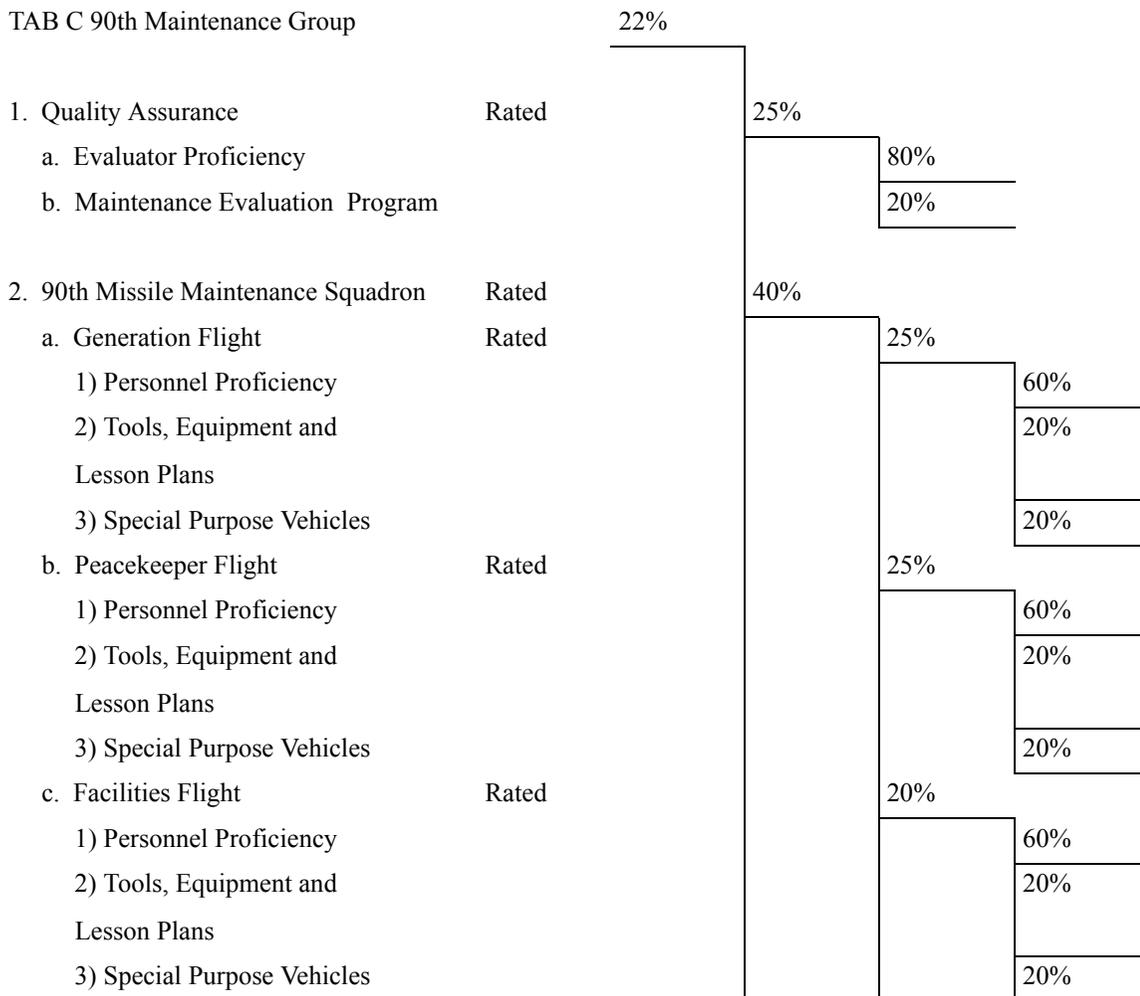
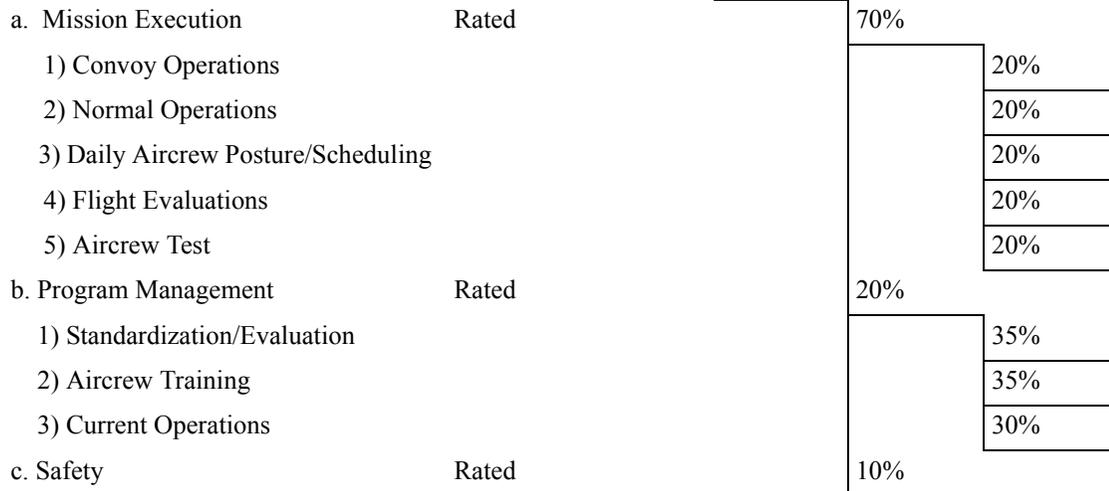
OVERALL SCORE	100%
<i>90th Space Wing</i>	
Tab A Functional Areas	Rated 25%
Tab B 90th Operations Group	Rated 22%
Tab C 90th Maintenance Group	Rated 22%
Tab D 90th Mission Support Group	Rated 9%
Tab E 90th Security Forces Group	Rated 22%
Tab F Special Interest Items	Not Rated

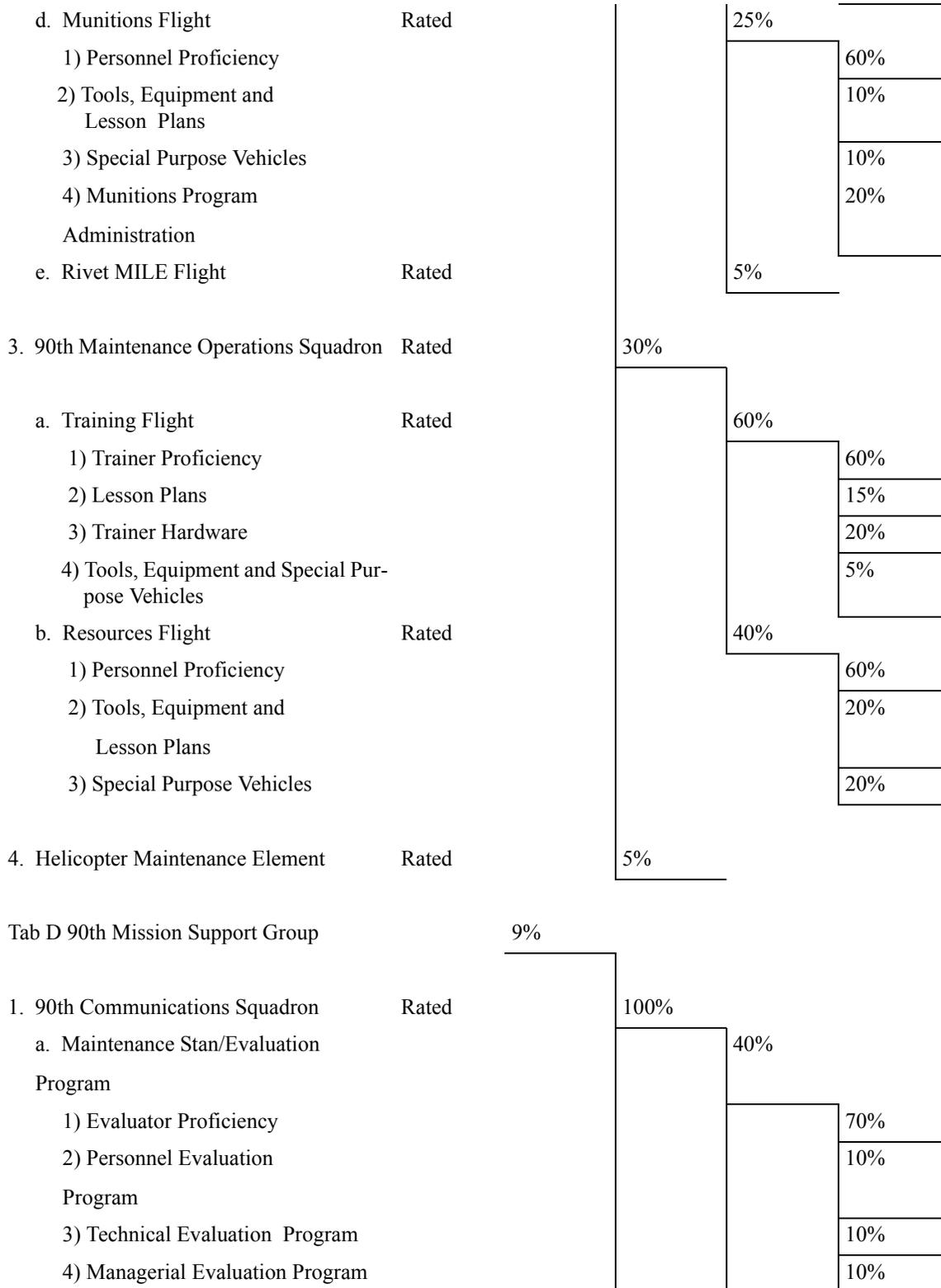
	Percent of Overall Score	Percent of this Tab	Percent of this Area	Percent of this Subarea	Percent of this Section
Tab A Functional Areas	Rated 25%				
1. Crew Evaluations	Rated	20%			
2. Weapon System Tests	Rated	20%			
3. Hardware Inspection	Rated	20%			
4. Communications Capability	Rated	20%			
5. Command and Control	Rated	10%			
a. Written Exams			20%		
b. Console Evaluations			50%		
c. Training Evaluation			20%		
d. TSCO Account Evaluation			10%		
6. Safety/Nuclear Surety	Rated	10%			
a. Ground			50%		
b. Weapons			40%		
c. Flight			10%		

Tab B 90th Operations Group



3. 319th Missile Squadron	Rated	15%	
a. Operations	Rated	70%	
b. Squadron Support	Rated	20%	
1) FM/Chef Proficiency		70%	
2) MAF Management/Food Service Training/Certification		10%	
3) MAF/LCC Configuration		20%	
c. Safety	Rated	10%	
4. 320th Missile Squadron	Rated	15%	
a. Operations	Rated	70%	
b. Squadron Support	Rated	20%	
1) FM/Chef Proficiency		70%	
2) MAF Management/Food Service Training/Certification		10%	
3) MAF/LCC Configuration		20%	
c. Safety	Rated	10%	
5. 321st Missile Squadron	Rated	15%	
a. Operations	Rated	70%	
b. Squadron Support	Rated	20%	
1) FM/Chef Proficiency		70%	
2) MAF Management/Food Service Training/Certification		10%	
3) MAF/LCC Configuration		20%	
c. Safety	Rated	10%	
6. 400th Missile Squadron	Rated	15%	
a. Operations	Rated	70%	
b. Squadron Support	Rated	20%	
1) FM/Chef Proficiency		70%	
2) MAF Management/Food Service Training/Certification		10%	
3) MAF/LCC Configuration		20%	
c. Safety	Rated	10%	
7. 37th Helicopter Flight	Rated	10%	





b. Personnel Proficiency	40%
c. Missile Support	20%
1) Maintenance Control	20%
2) Training Program	20%
3) Technical Data	15%
4) Supply Program	10%
5) Test Benches/Mockups	10%
6) Special Purpose Vehicles	10%
7) Test Equipment	5%
8) Cable Yard	5%
9) Tools	5%

TAB E 90th Security Forces Group

22%

1. Standardization Evaluation	Rated	10%
a. Program Review		65%
b. Evaluator Proficiency		25%
c. Safety		10%
2. 90th Security Forces Squadron	Rated	25%
a. Practical Exercises	Rated	50%
b. Job Knowledge	Rated	20%
1) Written Evaluation		70%
2) Verbal Evaluation		30%
c. Weapons Employment	Rated	20%
1) Practical Evaluation		70%
2) Weapons Knowledge		30%
d. Safety	Rated	10%
3. 90th Missile Security Forces Squadron	Rated	25%
a. Practical Exercises	Rated	50%
b. Job Knowledge	Rated	20%
1) Written Evaluation		70%
2) Verbal Evaluation		30%

c. Weapons Employment	Rated		20%
1) Practical Evaluation			70%
2) Weapons Knowledge			30%
d. Safety	Rated		10%
4. 790th Missile Security Forces Squadron	Rated	25%	
a. Practical Exercises	Rated		25%
b. Job Knowledge	Rated		20%
1) Written Evaluation			70%
2) Verbal Evaluation			30%
c. Weapons Employment	Rated		20%
1) Practical Evaluation			70%
2) Weapons Knowledge			30%
d. Convoy Operations	Rated		25%
1) Program Review			70%
2) Proficiency Evaluation			30%
e. Safety	Rated		10%
5. 90th Security Support Squadron	Rated	15%	
a. Training Section	Rated		45%
1) Training Program Review			70%
2) Training Instructor			30%
b. Combat Arms Section	Rated		45%
1) CA Program Review			70%
2) CA Instructor Evaluations			30%
c. Safety	Rated		10%
TAB F Special Interest Items	Not Rated		

Attachment 2

CCA SCORING GUIDE FOR 91ST SPACE WING

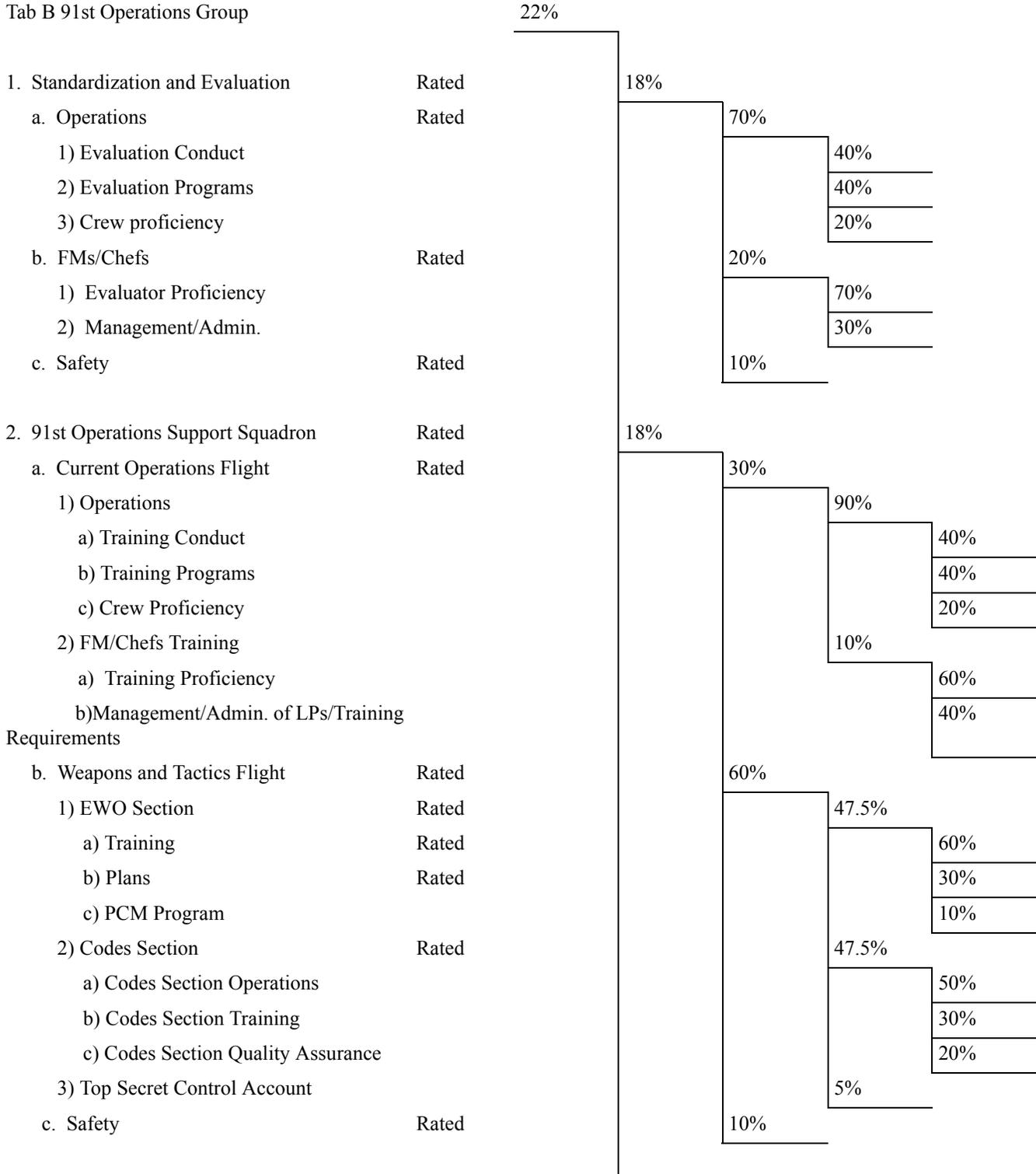
A2.1. Table A2.1. provides the CCA Scoring Guide for 91 SW.

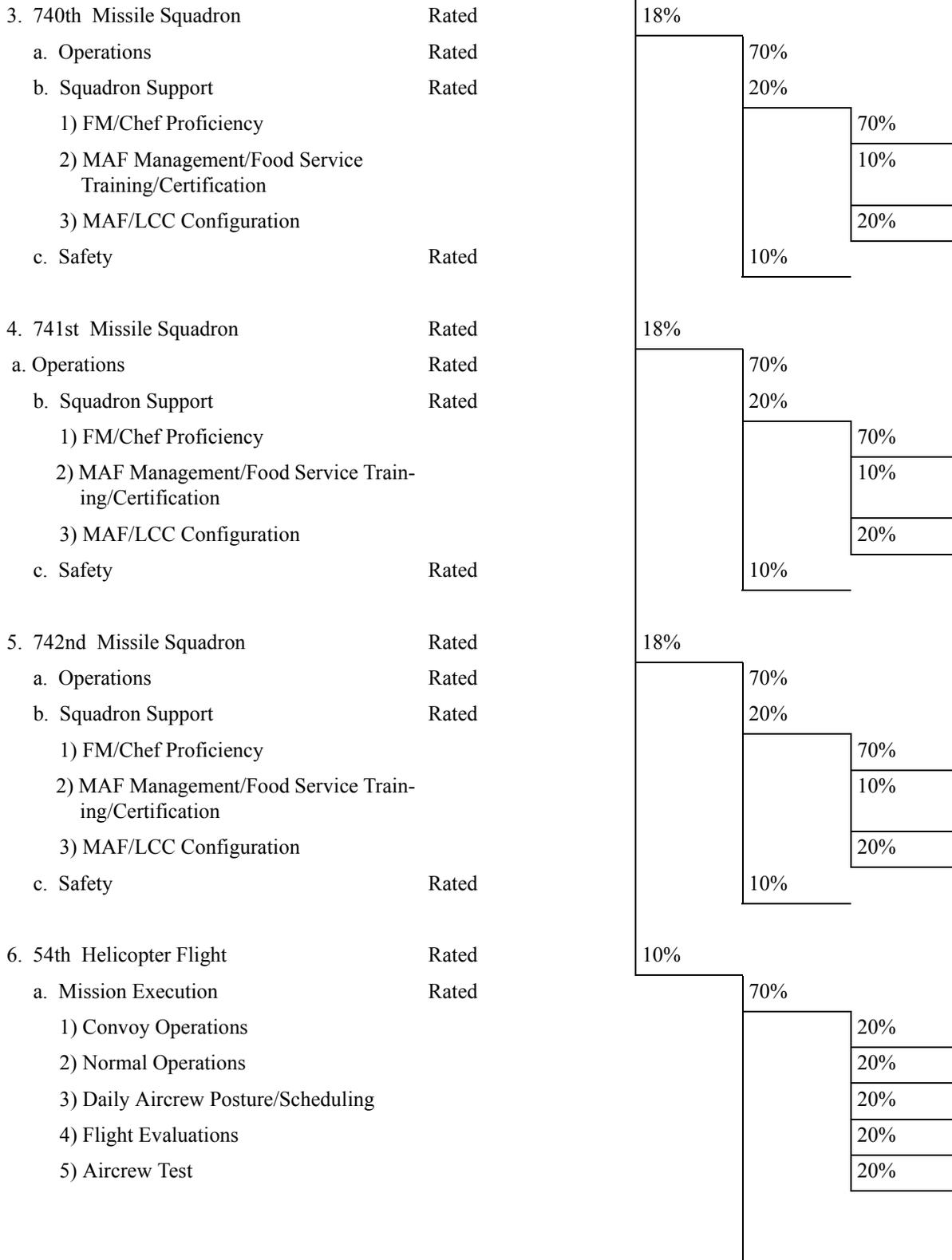
Table A2.1. CCA Scoring Guide - 91 SW.

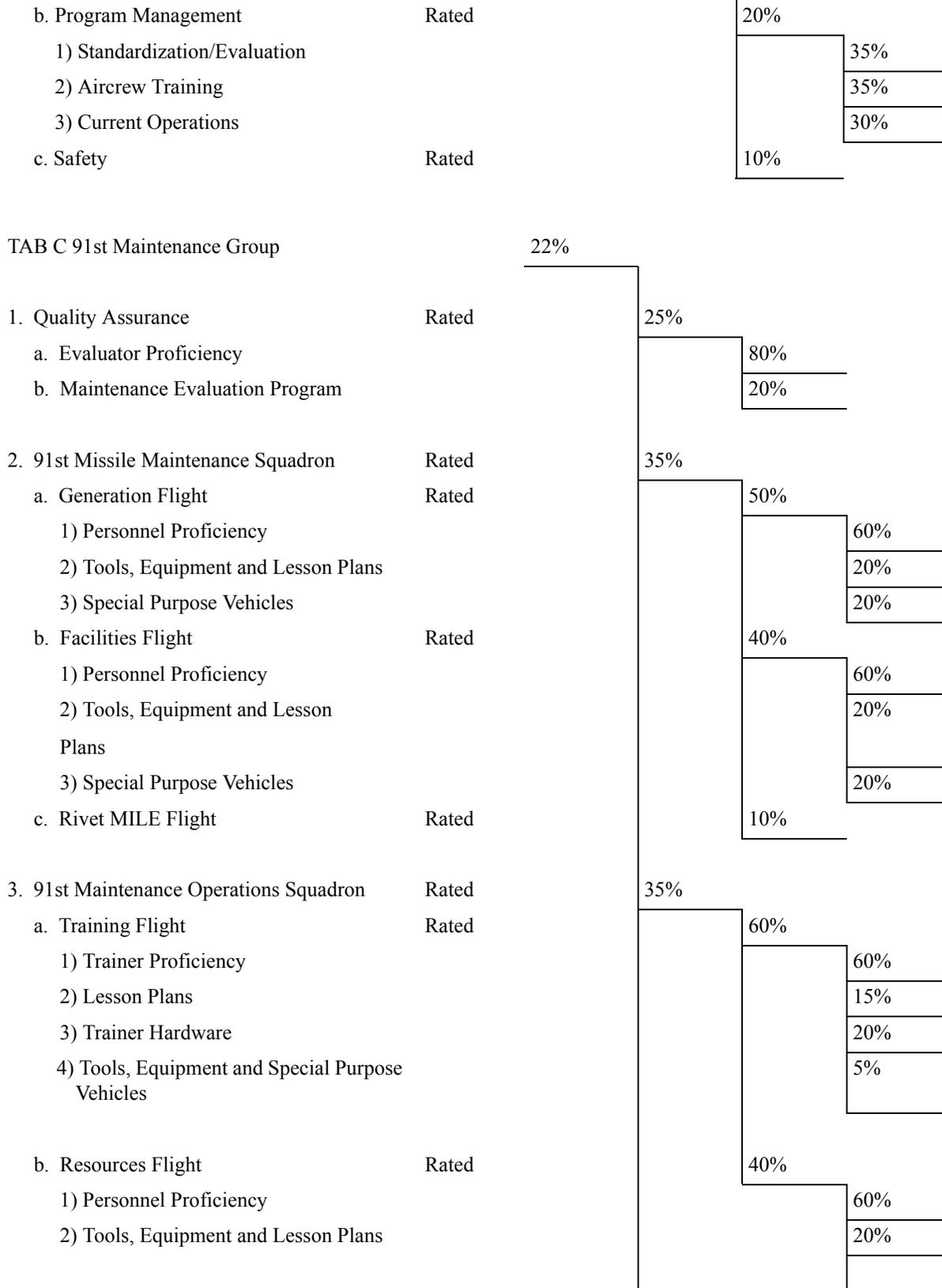
OVERALL SCORE	100%
<i>91st Space Wing</i>	
Tab A Functional Areas	Rated 27%
Tab B 91st Operations Group	Rated 22%
Tab C 91st Maintenance Group	Rated 22%
Tab D Communications	Rated 7%
Tab E 91 st Security Forces Group	Rated 22%
Tab F Special Interest Items	Not Rated

	Percent of Overall Score	Percent of this Tab	Percent of this Area	Percent of this Subarea	Percent of this Section
Tab A Functional Areas	27%				
1. Crew Evaluations	Rated	20%			
2. Weapon System Tests	Rated	20%			
3. Hardware	Rated	20%			
4. Communications Capability	Rated	20%			
5. Command and Control	Rated	10%			
a. Written Exams			20%		
b. Console Evaluations			50%		
c. Training Evaluation			20%		
d. TSCO Account Evaluation			10%		
6. Safety/Nuclear Surety	Rated	10%			
a. Ground			50%		
b. Weapons			40%		
c. Flight			10%		

Tab B 91st Operations Group







Attachment 3

CCA SCORING GUIDE FOR 341ST SPACE WING

A3.1. Table A3.1. provides the CCA Scoring Guide for 341 SW.

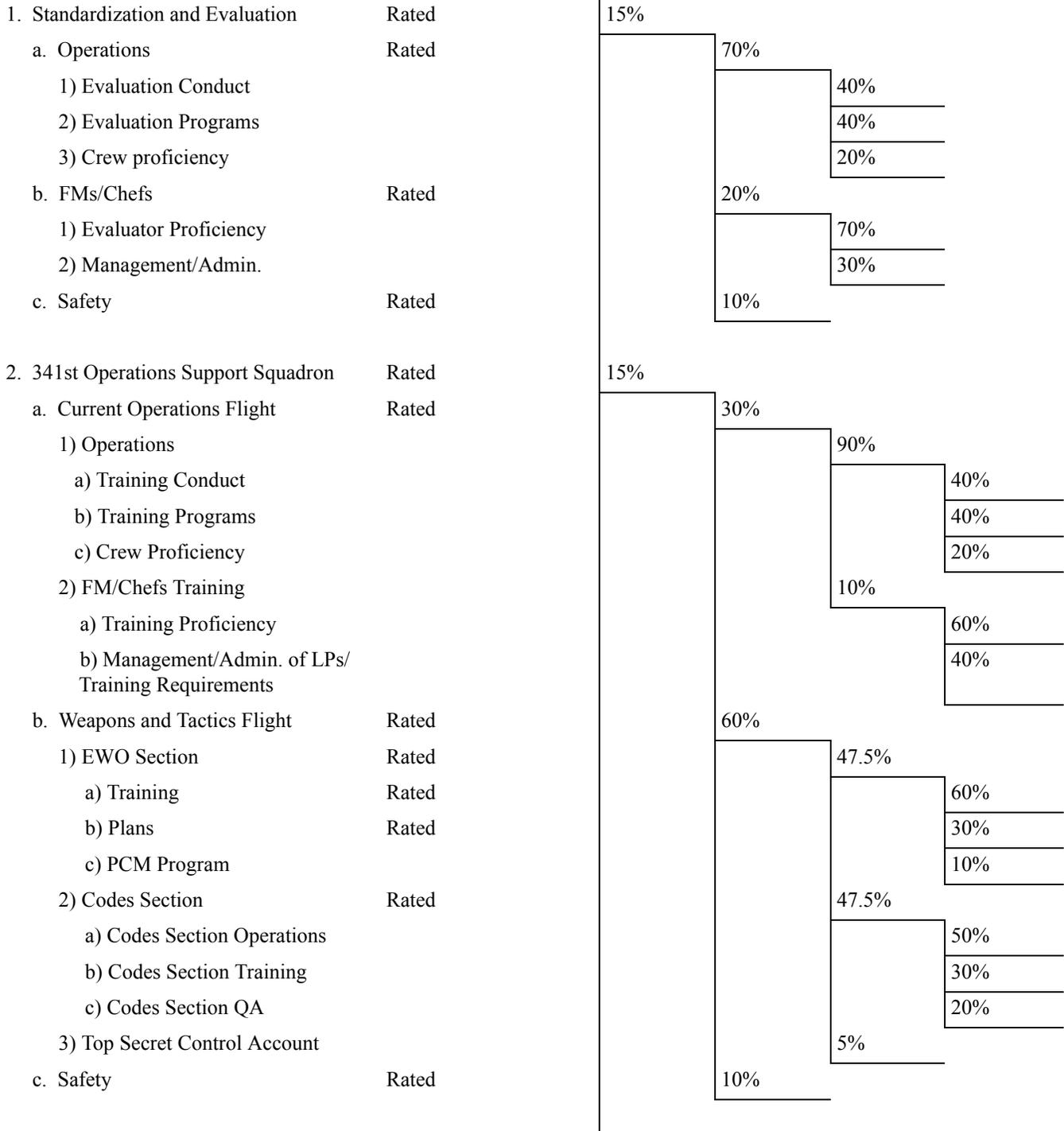
Table A3.1. Scoring Guide - 341 SW.

OVERALL SCORE	100%
<i>341st Space Wing</i>	
Tab A Functional Areas	Rated 25%
Tab B 341st Operations Group	Rated 22%
Tab C 341st Maintenance Group	Rated 22%
Tab D 341st Mission Support Group	Rated 9%
Tab E. 341 st Security Forces Group	Rated 22%
Tab F Special Interest Items	Not Rated

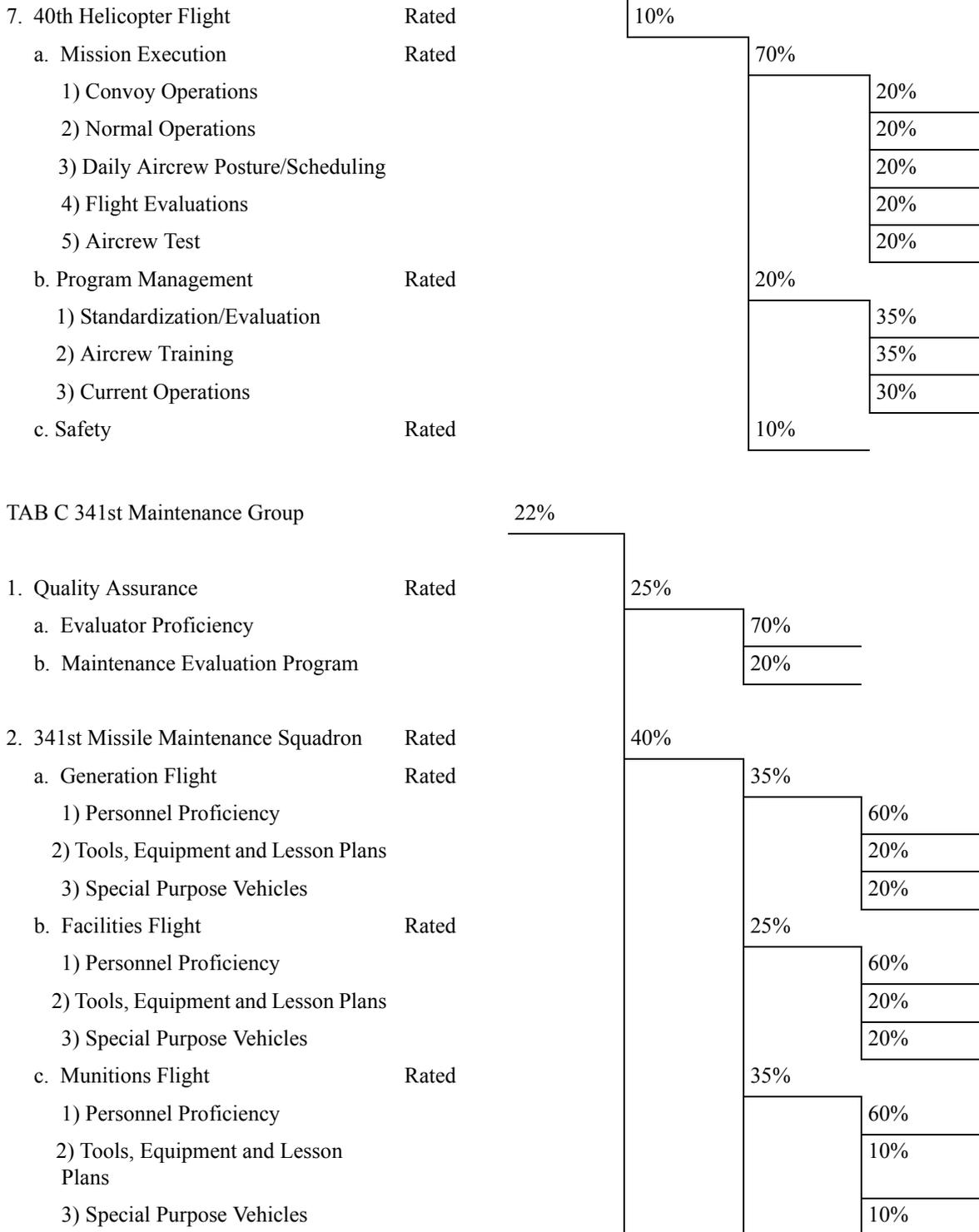
	Percent of Overall Score	Percent of this Tab	Percent of this Area	Percent of this Subarea	Percent of this Section
Tab A Functional Areas	25%				
1. Crew Evaluations	Rated	20%			
2. Weapon System Tests	Rated	20%			
3. Hardware Inspection	Rated	20%			
4. Communications Capability	Rated	20%			
5. Command and Control	Rated	10%			
a. Written Exams			20%		
b. Console Evaluations			50%		
c. Training Evaluation			20%		
d. TSCO Account Evaluation			10%		
6. Safety/Nuclear Surety	Rated	10%			
a. Ground			50%		
b. Weapons			40%		
c. Flight			10%		

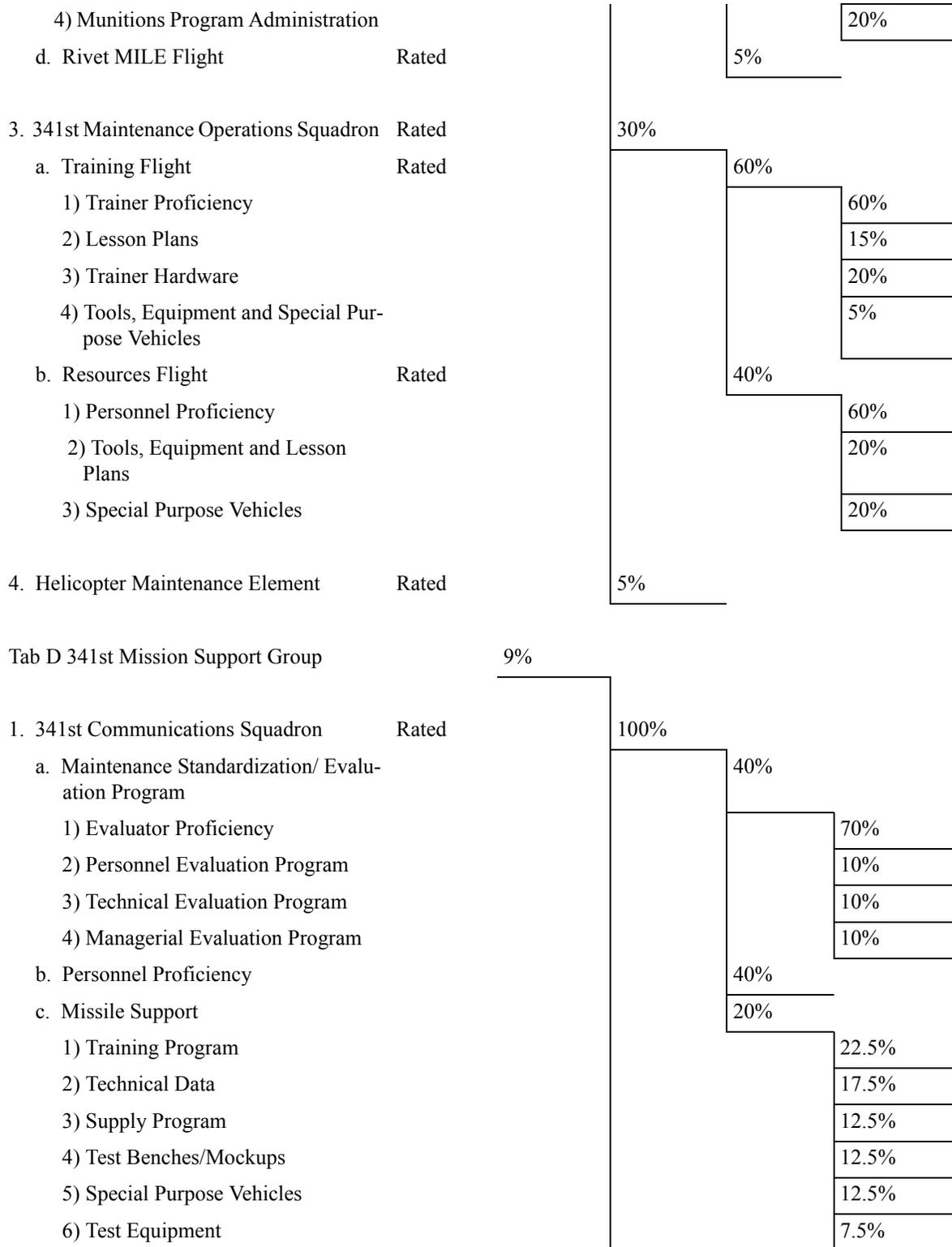
Tab B 341st Operations Group

22%



3. 10th Missile Squadron	Rated	15%	
a. Operations	Rated		70%
b. Squadron Support	Rated		20%
1) FM/Chef Proficiency			70%
2) MAF Management/Food Service Training/Certification			10%
3) MAF/LCC Configuration			20%
c. Safety	Rated		10%
4. 12th Missile Squadron	Rated	15%	
a. Operations	Rated		70%
b. Squadron Support	Rated		20%
1) FM/Chef Proficiency			70%
2) MAF Management/Food Service Training/Certification			10%
3) MAF/LCC Configuration			20%
c. Safety	Rated		10%
5. 490th Missile Squadron	Rated	15%	
a. Operations	Rated		70%
b. Squadron Support	Rated		20%
1) FM/Chef Proficiency			70%
2) MAF Management/Food Service Training/Certification			10%
3) MAF/LCC Configuration			20%
c. Safety	Rated		10%
6. 564th Missile Squadron	Rated	15%	
a. Operations	Rated		70%
b. Squadron Support	Rated		20%
1) FM/Chef Proficiency			70%
2) MAF Management/Food Service Training/Certification			10%
3) MAF/LCC Configuration			20%
c. Safety	Rated		10%





7) Cable Yard

7.5%

8) Tools

7.5%

TAB E 341st Security Forces Group

22%

1. Standardization/Evaluations	Rated	10%	
a. Program Review			65%
b. Evaluator Proficiency			25%
c. Safety			10%
2. 341st Security Forces Squadron	Rated	25%	
a. Practical Exercises	Rated		50%
b. Job Knowledge	Rated		20%
1) Written Evaluation			70%
2) Verbal Evaluation			30%
c. Weapons Employment	Rated		20%
1) Practical Evaluation			70%
2) Weapons Knowledge			30%
d. Safety	Rated		10%
3. 341st Missile Security Forces Squadron	Rated	25%	
a. Practical Exercises	Rated		50%
b. Job Knowledge	Rated		20%
1) Written Evaluation			70%
2) Verbal Evaluation			30%
c. Weapons Employment	Rated		20%
1) Practical Evaluation			70%
2) Weapons Knowledge			30%
d. Safety	Rated		10%
4. 741st Missile Security Forces Squadron	Rated	25%	
a. Practical Exercises	Rated		25%
b. Job Knowledge	Rated		20%

1) Written Evaluation							
2) Verbal Evaluation							
c. Weapons Employment	Rated		20%				
1) Practical Evaluation						70%	
2) Weapons Knowledge						30%	
d. Convoy Operations	Rated		25%				
1) Program Review						70%	
2) Proficiency Evaluation						30%	
c. Safety	Rated		10%				
5. 341st Security Support Squadron	Rated		15%				
a. Training Section	Rated		45%				
1) Training Program Review						70%	
2) Training Instructor						30%	
b. Combat Arms Section	Rated		45%				
1) CA Program Review						70%	
2) CA Instructor Evaluations						30%	
c. Safety	Rated		10%				
TAB F Special Interest Items	Not Rated						

Attachment 4

TI SCORING GUIDE FOR VAFB

A4.1. Table A4.1. Provides the TI Scoring Guide for 576 FLTS and 595 SG OL-A.

Table A4.1. TI Scoring Guide – 576 FLTS.

OVERALL SCORE

100%

Tab A	Hardware Inspection	Rated	10%
Tab B	595th Space Group OL-A	Rated	20%
Tab C	576th Flight Test Squadron	Rated	70%
Tab D	Special Interest Items	Not Rated	

		Percent of Overall Score	Percent of this Tab	Percent of this Area
Tab A	Hardware Inspection	Rated	10%	
	1. LF/MAF/LCC Hardware			70%
	2. Communications Hardware			20%
	3. Standby Power Systems			10%
Tab B	595th Space Group OL-A		20%	
	1. Quality Assurance	Rated		100%
	a. Evaluator Proficiency			80%
	b. Maintenance Evaluation Program			20%
Tab C	576th Flight Test Squadron		70%	
	1. Generation Flight	Rated		20%
	a. Personnel Proficiency			60%
	b. Tools, Equipment and Lesson Plans			10%
	c. Special Purpose Vehicles			30%

2. Munitions Flight	Rated	20%
a. Personnel Proficiency		60%
b. Tools, Equipment and Lesson Plans		10%
c. Special Purpose Vehicles		10%
d. Munitions Program Administration		20%
3. Team Training Flight	Rated	20%
a. Trainer Proficiency		60%
b. Lesson Plans		30%
c. Trainer Hardware		5%
d. Tools, Equipment and Special Purpose Vehicles		5%
4. Resources Flight	Rated	20%
a. Personnel Proficiency		70%
b. Tools, Equipment and Lesson Plans		30%
5. Peacekeeper Flight	Rated	20%
a. Personnel Proficiency		60%
b. Tools, Equipment and Lesson Plans		10%
c. Special Purpose Vehicles		30%

TAB E Special Interest Items Not Rated

A4.2. Table A4.2. Provides the TI Scoring Guide for the 76th helicopter Flight.

Table A4.2. TI Scoring Guide – 76th Helicopter Flight.

OVERALL SCORE	100%
Programs	50%
Hardware	50%
Special Interest Items	Not Rated

Attachment 5**SAMPLE CCA CORRECTIVE ACTIONS MEMORANDUM**

MEMORANDUM FOR 20 AF/SE

SUBJECT: CCA Corrective Actions

FROM: (Wing XP Office Symbol)

1. *Enter your Corrective Actions Summary here. Example: "XX SW had (number) Problem Areas Identified during the (date) 20 AF CCA. The current status of our corrective actions is detailed below." Use applicable numbered paragraphs below as required. The memorandum should include a cover letter with Wing CV signature. Reference paragraph 1.10. for additional information.*

2. OPEN ITEMS ATTRIBUTED TO (Wing)

Enter as follows (use bold text):

a. PROBLEM: Enter text here. (AFI/AFSPCI/Regulatory reference) (OPR: OFC SYBL)

Corrective Actions:

Status: (N/A or if applicable, indicate ECD/date closed)

2. CLOSED ITEMS ATTRIBUTED TO (Wing)

a. List here.

3. OPEN ITEMS NOT ATTRIBUTED TO (Wing)

Enter as follows (use bold text):

a. PROBLEM: Enter text here. (AFI/AFSPCI/Regulatory reference) (OPR: OFC SYBL)

Corrective Actions:

Status: (N/A or if applicable, indicate ECD/date closed)

4. CLOSED ITEMS NOT ATTRIBUTED TO (Wing)

a. List here.