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Operations



**STATUS OF RESOURCES AND TRAINING
SYSTEM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directive (AFPD) 10-2, *Air Force Readiness*. It provides guidance and establishes responsibilities for the 514th Air Mobility Wing (AMW) reserve units reporting Combat Readiness status according to Joint Publication 1-03.3, *Joint Reporting Structure* and Air Force Instruction (AFI) 10-201, *Status of Resources and Training System* as supplemented. It is the responsibility of each unit commander, staff agency, and work section furnishing information for the Status of Resources and Training System (SORTS) to comply with this instruction.

SUMMARY OF REVISIONS

This revision updates agency names and new policy. A bar (|) indicates a revision from the previous edition.

1. Sorts. The purpose of SORTS is to provide the National Command Authority (NCA) and the Joint Chiefs of Staff with timely and accurate combat readiness information for the U.S. Armed Forces. Inaccurate or late data distorts assessments that affect military decisions, obscures trends, and undermines the process of setting priorities and allocating resources for levels (C-levels) according to AFI 10-201, as supplemented.

2. Reporting Responsibilities:

2.1. Wing Level Responsibility. The 514th Operations Support Flight (OSF) Operations Center is the reporting agency for the 514th Air Mobility Wing (AMW) and has the overall responsibility for management of SORTS reporting within the wing. The wing manager is responsible for the following:

2.1.1. Quality Checking unit worksheets for the various measured resource areas being reported against specific designed operational capability Identification (DOCID). Worksheets will be tailored to the units' mission requirements established in the unit designed operational capability (DOC) statement.

2.1.2. Review all SORTS data presented for submission to higher headquarters for completeness, format, and compliance with directives.

2.1.3. Maintain original DOC statement received from HQ AFRC. Distribute copies to the appropriate units as required to ensure SORTS reporting is in accordance with DOC statement directives.

2.1.4. Submit unit SORTS reports to higher headquarters within 72 hours following Unit Training Assembly (UTA) as prescribed by AFI 10-201, AFRC Sup 1.

2.1.5. Maintain and store classified SORTS data files for all reporting units not having approved classified storage containers available within their unit.

2.1.6. Distribute higher headquarters SORTS directives, instructions, policies, and other related operational data to the appropriate agencies as required.

2.1.7. Ensure unit SORTS data bases are made available for review and comparative analysis by the unit designated SORTS monitors.

2.1.8. Provide SORTS briefings with slide presentations containing the current C-levels for all reporting organizations at the wing commanders bimonthly UTA staff meeting or as required.

2.1.9. Act as the coordinating agency between the reporting subordinate units and HQ AFRC Readiness Reporting Branch. This, however, does not preclude the reporting organizations from contacting their HQ AFRC functional manager when necessary.

2.2. Unit Level Responsibility. All units with a DOC statement prepare and submit SORTS data to the wing reporting agency. Personnel assuming responsibilities for SORTS reporting in these units are known as SORTS monitors. Each SORTS reportable unit is responsible for the following:

2.2.1. Submit SORTS data collection worksheets signed by the unit commander or his/her designated representative to 514 OSF Wing Sorts Monitor.

2.2.2. Provide supporting data to ensure all SORTS data worksheet calculations for each measured resource area is correct and reflects assigned C-levels calculated according to AFI 10-201 as supplemented.

2.2.3. Provide appropriate required remarks using standardized remark formats with get well dates (GWD) for any measured resource area less than C-1.

2.2.4. Commanders designate personnel assigned as SORTS monitors in writing and forward letters of appointment to 514 OSF, Attn: Wing SORTS Manager. Be sure to assign a primary and an alternate SORTS monitor in your letter.

2.2.5. Commander may designate, in writing, alternate persons to sign unit SORTS report in his/her absence.

2.2.6. Accomplish semi-annual self inspections.

2.2.7. Unit Commander must attend SORTS briefing on Sunday of his/her UTA, and as required by the Wing Commander.

2.3. Additional Responsibilities. The following units provide input for the 514 AMW report: C-141 flying squadrons (excluding air evacuation), all C-141 maintenance squadrons, and the Operations Support Flight. Each unit is responsible for the following:

2.3.1. C-141 flying squadrons only (excluding air evacuation)- Submit squadron SORTS data collection worksheets for AIRCREW training status and mission ready availability data to DOTM as required to meet SORTS reporting criteria requirements.

2.3.2. Prepare worksheets for counting total and critical personnel as required. Data will then be included in the overall totals for the wing report.

2.3.3. Identify limiting factor (LIMFAC) with appropriate explanatory remarks identifying the causes, corrective actions taken, and estimated GWD relating to the problem areas.

2.3.4. Submit unit SORTS data reports by the 5th of each month.

2.3.5. Accomplish semi-annual self inspections.

2.4. Wing Plans Office. The 514 AMW/XP office provides individual unit mobility bag status information to unit commanders. Forward a copy of this list to the 514 OSF, Attn: Wing SORTS Manager.

3. Reporting Criteria:

3.1. Reporting Deadline. Each SORTS reportable unit is required to submit a SORTS report *every* UTA. Reports will be turned in not later than 1700 on the Saturday of the UTA.

3.2. Additional Reports Required. An *additional* SORTS report is required if any of the following conditions occur: **NOTE:** The submission of an additional report does not eliminate the requirement of a UTA report.

3.2.1. A SORTS report can not be more than 30 days old. If UTAs are more than 30 days apart, a report is required to update the system. Reports should be submitted to provide adequate time for review and quality control prior to the required 30-day suspense to higher headquarters.

3.2.2. Any change within a measured resource area that affects the resource area level or overall C-level must be reported as soon as possible after they become known. This is required to provide adequate time for review and quality control prior to the required 24-hour suspense to higher headquarters.

4. Coordination Responsibilities:

4.1. Commanders. Prior to submission into the SORTS data base, all SORTS reports must be properly coordinated with commanders at all levels in the wing to make sure the combat capability of the wing is accurately assessed and the LIMFACs accurately portray the capabilities of the unit. The unit commander is, therefore, expected to assign an overall category level rating based on both objectives (measured area computations) and subjective factors.

4.2. Sorts Monitors. All SORTS monitors must brief their immediate commanders on the status of their units. This includes the contents of their SORTS reports, associated remarks, and LIMFACs. Also obtain the overall assessment of the commander prior to submitting the reports to the Wing SORTS Manager's office.

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