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Flying Operations

WEAPONS AND TACTICS PROGRAM

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This instruction implements Air Force Policy Directive (AFPD) 11-4, *Aviation Service*. The organization, responsibilities and procedures for unit weapons and tactics organizations are detailed in this instruction. Additionally, the Weapons School graduate management program is described in this instruction. This instruction applies to all units involved with the employment of Combat Air Forces (CAF), Air Force Special Operations Forces (AFSOF), and Mobility Air Forces (MAF). All subordinate organizations, including individual units, may supplement this instruction to cover unique requirements. Forward supplements to HQ ACC/DOTW. Send comments and suggested improvements to this publication on AF Form 847, Recommendation for Change of Publication, through channels, to HQ ACC/DOTW, 205 Dodd Blvd, Suite 101, Langley AFB VA 23665-2789. E-mail address is <mailto:acc.dotw@langley.af.mil>.

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SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

This revision adds guidance for the USAF Mobility Weapons School, further clarifies weapons shop personnel requirements and duties and defines requirements to establish Weapons Instructor Courses. Additionally, the Weapons School waiver process is further defined. Finally an annual conference for the validation and prioritization of worldwide weapons officer billets is established.

1.	General Guidance	3
2.	Weapons Shop Guidance	3

3.	Tactics Leadership	5
4.	Weapons Instructor Courses (WICs)	6
5.	Weapons School Selection (Active Duty)	7
6.	Weapons School Selection (Air Reserve Component)	11
7.	Weapons School Graduate Management	14
Table 1.	"W" Prefix Manning Standards.	16
Attachment 1—GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION		18
Attachment 2—TACTICS LIBRARY INDEX		22
Attachment 3—RESPONSIBILITIES		23

1. GENERAL GUIDANCE

1.1. **Objective and Scope.** This instruction specifies the responsibilities of all Air Force Weapons and Tactics Offices. Throughout this instruction, Weapons and Tactics Offices are referred to as "Weapons Shops." Due to the diversity of weapons shops, this instruction provides only common, required actions. Specific programs may require MAJCOM, NAF, Wing, Operations Group or Squadron supplements to this instruction. Throughout this publication, the USAF Weapons School is abbreviated as "USAFWS" and the USAF Mobility Weapons School is abbreviated "USAFMWS." "WS" will refer to information common to both the USAFWS and USAFMWS. The USAFWS and USAFMWS are two separate and distinct schools. Additionally, AFSOF will be referred to as "SOF" throughout this document.

1.2. **Weapons Shop Guidance.** Chapter 2 describes Weapons Shop procedures.

1.3. **Tactics Leadership.** Chapter 3 describes tactics leadership procedures from MAJCOM to Squadron levels.

1.4. **Weapons Instructor Courses (WIC).** Chapter 4 describes the requirements to establish a WIC. A WIC is a syllabus for individual weapons systems or combat capabilities taught at either the USAFWS or USAFMWS. Graduates of a WIC are awarded the "W" prefix.

1.5. **Weapons School Selection (Active Duty).** Chapter 5 describes active duty WS nomination, waiver, and selection procedures.

1.6. **Weapons School Selection (Air Reserve Component).** Chapter 6 describes Air National Guard and Air Force Reserve WS nomination, waiver, and selection procedures.

1.7. **Weapons School Graduate Management Program.** Chapter 7 establishes HQ ACC/DOTW as the CAF WS graduate management OPR and provides CAF WS graduate utilization guidance. HQ AFSOC/DOTW is the SOF/CSARF graduate management OPR. HQ AMC/A3KT is the MAF WS graduate management OPR.

2. WEAPONS SHOP GUIDANCE

2.1. **Policy.** Weapons shops can be established at all levels. [Attachment 3](#) addresses specific responsibilities at each level. This chapter applies to weapons shops at the wing level or below. This instruction does not conflict with, nor repeat, basic responsibilities assigned in other instructions and directives. Units must use all applicable instructions and directives when developing weapons shop programs.

2.1.1. Squadron weapons shops will report directly to the operations officer. Overall responsibility for all wing weapons and tactics guidance and policy rests with the wing/group weapons shop. See AFI 38-101.

2.1.2. Organize the weapons shop into functional areas necessary to support specific unit mission.

2.1.3. The weapons shop is the OPR or Office of Collateral Responsibility (OCR) for unit mission training, exercises, mission planning and evaluation scenarios. The weapons shop will ensure these programs are based on current, sound tactics.

2.1.4. The Chief of Weapons will (be):

2.1.4.1. WS graduate. This is not applicable if the squadron has no WS graduates or if all

squadron WS graduates have served in a "W" prefix billet for more than 3 years consecutively and 5 years total (see paragraphs 7.4.2. through 7.4.5.).

2.1.4.2. Maintain Instructor Combat Mission Ready (CMR) qualification, unless determined not feasible by the OG/CC, or equivalent. This is not applicable for Intel officers.

2.1.4.3. Cleared for Top Secret/Sensitive Compartmented Information (TS/SCI) and all other mission-required clearances.

2.1.4.4. Not be assigned unrelated additional duties.

2.1.4.5. Assigned as the Weapons Flight Commander at the discretion of the Squadron Commander.

2.1.5. Weapons shops should (be):

2.1.5.1. Consist of at least one crewmember from each MDS crew position, unless determined not feasible by the OG/CC, or equivalent.

2.1.5.2. Manned with personnel that maintain Combat Mission Ready (CMR) qualification, unless determined not feasible by the OG/CC, or equivalent. This is not applicable for Intel officers.

2.1.5.3. Cleared for all mission-required clearances.

2.1.5.4. Have an Electronic Warfare Officer (EWO), Electronic Combat Pilot/Officer (ECP/ECO) or an Electronic Counter Measures Officer/Technician (ECMO/T) assigned from each squadron. EWOs/ECPs/ECOs will be a graduate of the USAF Electronic Warfare School, aircraft-specific Fighter Electronic Combat Officers Course, or Mobility Electronic Combat Officers Course. Wings or squadrons without these qualified personnel will designate the most qualified individual to perform Electronic Combat Officer (ECO) responsibilities within the weapons shop.

2.1.5.5. Work with assigned unit intelligence personnel to ensure all squadron personnel receive current information on the unit mission, projected enemy threat, and expected combat/theater conditions affecting mission employment.

2.1.5.6. Establish and maintain liaison with maintenance and munitions functions to identify and solve maintenance- and munitions-related issues.

2.2. **Training Guidance.** During training operations, the weapons shop, the standardization and evaluation office, and the intelligence office will work together to ensure mission qualification evaluation scenarios are representative of unit tasking. Weapons shops will coordinate to ensure mission qualified personnel are current on all applicable employment concepts.

2.3. **Cross Talk.** Weapons shop personnel will visit and coordinate with subordinate or other units as necessary to:

2.3.1. Assess unit combat capability to accomplish anticipated missions. Monitor weapons shop procedures.

2.3.2. Identify deficiencies in training, equipment, support or tactics, which preclude optimum mission accomplishment.

2.3.3. Identify unit initiatives, which may have MAJCOM-wide applications.

2.3.4. Recommend improvements for unit operations.

2.3.5. Identify problem areas requiring corrective action above unit level.

2.4. **Tactics Development Program.** The weapons shop will lead unit involvement in the Tactics Development Program IAW AFI 11-260 (formerly MCI 11-290).

2.5. **Tactics Reference Library.** The Chief of Wing Weapons will determine the documents necessary for the tactics reference libraries. A list of required library documents will be published, updated as required, and maintained in the weapons shop(s). See [Attachment 2](#) for library index recommendations.

3. TACTICS LEADERSHIP

3.1. **Tactics Leadership.** All units will continually review and update tactical training and employment procedures. MAJCOM weapons shops (e.g., HQ ACC/DOTW) will assess weapons and tactics issues, identify deficiencies, initiate corrective actions and ensure completion of corrections. MAJCOMs through squadron commanders must ensure a free avenue of information exchange to and from weapons shops.

3.1.1. Weapons shops are responsible for monitoring all aspects of combat employment. This requires integration across all functions of air and space power. If any of these areas are not available in the individual weapons shop, the weapons officer must establish a close working relationship with other agencies and individuals possessing the expertise.

3.2. Responsibilities.

3.2.1. Air Combat Command (ACC) serves as the lead command in developing, documenting and issuing tactics for the CAF IAW Air Force Mission Directive (AFMD) 2. To help carry out this responsibility, the ACC Commander (COMACC) implements, in coordination with the other commands, procedures for reviewing and revising tactics manuals.

3.2.2. Air Mobility Command (AMC) serves as the lead command in developing, documenting and issuing tactics for the MAF IAW Air Force Policy Directive (AFPD) 10-21. To help carry out this responsibility, the AMC Commander (AMC/CC) implements, in coordination with the other commands, procedures for reviewing and revising tactics manuals.

3.2.3. Air Force Special Operations Command (AFSOC) serves as the lead command in developing, documenting, and issuing tactics for AFSOF (IAW AFMD 6) and Combat Search and Rescue Forces (CSARF). To help carry out this responsibility, the AFSOC Commander (AFSOC/CC) implements, in coordination with the other commands, procedures for reviewing and revising tactics manuals.

3.2.4. Air Force Space Command (AFSPC) serves as the lead command in developing, documenting, and issuing tactics for AFSPC IAW AFMD 5. To help carry out this responsibility, the AFSPC Commander (AFSPC/CC) implements, in coordination with the other commands, procedures for reviewing and revising tactics manuals.

3.2.5. MAJCOM DOs are the approval authority and responsible for the conduct of their MAJCOM weapons and tactics programs. MAJCOM DOs, or their designated representatives, will ensure:

3.2.5.1. Inputs are requested from the MAJCOM Weapons and Tactics Office on all training,

exercise and evaluation scenarios.

3.2.5.2. All actions affecting combat force capability are coordinated with the appropriate MAJCOM OPR.

3.2.5.3. **Attachment 3** depicts the responsibilities of the various levels within the weapons and tactics chain of command.

4. WEAPONS INSTRUCTOR COURSES (WICs)

4.1. **Purpose.** This chapter defines the requirements for weapons instructor courses. The goal is to delineate objective requirements a weapon system or combat capability must meet in order to offer a WIC at the USAFWS or USAFMWS.

4.2. **Intent.** The mission of the Weapons School is to produce the Air Force's most highly trained weapons and tactics instructors whose purpose is to improve USAF combat capability through superior training and instruction. Weapons School graduates are experts in the tactical employment and operational planning and execution of integrated air and space power.

4.3. **WIC Standards.** Any weapons systems or combat capabilities seeking a weapons instructor course at the Weapons School must satisfy three criteria: (1) mission requirement, (2) supportability requirement, and (3) control requirement.

4.3.1. **Mission Requirement.** Every weapons instructor course must conduct the preponderance of their mission in one or more of the following Air Force distinctive capabilities. The curriculum will include how they are integrated at the operational level of war.

4.3.1.1. USAFWS.

4.3.1.1.1. Air and Space Superiority

4.3.1.1.2. Precision Engagement

4.3.1.1.3. Global Attack

4.3.1.1.4. Information Superiority

4.3.1.2. USAFMWS.

4.3.1.2.1. Rapid Global Mobility

4.3.2. **Supportability Requirement.**

4.3.2.1. The weapons system or combat capability must have a defined, achievable, and sustainable graduate utilization plan.

4.3.2.2. The weapon system or combat capability must dedicate sufficient resources to support the graduate requirement. The resources will include dedicated TF-coded aircraft or memoranda of agreement clearly defining how the host organization will support the weapons instructor course.

4.3.2.3. Organizations hosting weapons instructor course squadrons must provide sufficient training and office facilities to meet the graduate production requirement as determined by a formal Site Activation Task Force (SATF). ACC will conduct SATFs for USAFWS. AMC will conduct SATFs for USAFMWS. All SATFs will include respective Weapon School representation.

4.3.3. USAFWS Control Requirement. USAFWS squadrons will be under the command of the USAFWS Commandant and report through the 57th Wing to the Air Warfare Center under ACC.

4.3.4. USAFMWS Control Requirement. USAFMWS squadrons will be under the command of the USAFMWS Commandant and report to the Air Mobility Warfare Center under AMC.

4.4. **WIC Cancellation.** Cancellation of a specific WS WIC (e.g. 03A or 03B) requires ACC/DO or AMC/A3, as appropriate, approval and may also require coordination with AFPC and all affected MAJCOMs.

4.5. **WIC Establishment/Elimination.**

4.5.1. USAFWS. All proposals to establish or eliminate WICs will be approved by the CSAF. Requests will be submitted from the sponsoring MAJCOM DO to AWFC. Once AWFC determines the prospective WIC meets the entry standard, the request will be staffed through the sponsoring MAJCOM to ACC to AF/XO and the CSAF for final approval. Requests to eliminate a WIC will follow the same procedure.

4.5.2. USAFMWS. All proposals to establish or eliminate WICs will be approved by the AMC/CC. Requests will be submitted from the sponsoring MAJCOM DO to AMWC. Once AMWC determines the prospective WIC meets the entry standard, the request will be staffed through the sponsoring MAJCOM to AMC to AMC/CC for final approval. Requests to eliminate a WIC will follow the same procedure.

5. WEAPONS SCHOOL SELECTION (ACTIVE DUTY)

5.1. **Purpose.** This chapter describes the procedures for nominating and selecting active duty WS students and the responsibilities of the agencies involved. The primary goal for the WS selection board is to select the most qualified officers. These officers will provide the expertise and leadership necessary to ensure their units are ready for combat.

5.2. **Responsibilities.**

5.2.1. HQ ACC/DO and HQ AMC/A3 have overall responsibility for the conduct of the USAFWS and USAFMWS respectively. Waiver authority rests with the MAJCOM DO.

5.2.2. The WS/CO, or his representative, will chair the board. As chairman, he is responsible for the conduct and overall leadership of the selection board. He will select the board dates, review selection criteria, ensure the board progresses IAW this instruction and report results. Separate boards will be held consecutively for the USAFWS and the USAFMWS. AFPC/DPAOT3 will coordinate all actions pertaining to the two boards through the appropriate chain of command. AFPC/DPAOT3 will coordinate the preliminary selection board results for approval and will release the selection board results immediately after approval, NLT 14 days after selection board adjournment.

5.2.2.1. USAFWS coordination will be with the USAFWS/CO and HQ ACC/DO (via HQ ACC/DOTW). HQ ACC/DO and the USAFWS/CO will approve the preliminary selection board results prior to release.

5.2.2.2. USAFMWS coordination will be with the USAFMWS/CO and HQ AMC/A3 (via HQ AMC/A3KT). HQ AMC/A3 and the USAFMWS/CO will approve the preliminary selection board results prior to release.

5.2.3. HQ ACC and HQ AMC are responsible for reviewing CAF and MAF nominations, respectively. They should ensure nominations are fair, truthful and consistent with the nomination criteria. They will coordinate with HQ AFPC/DPAOC, HQ AFPC/ DPAOM or HQ AFPC/DPAOO functional managers (as appropriate) to release individual nominees to compete for WS selection.

5.2.4. Each MAJCOM will provide one representative for the board. This representative must be familiar with the command's nominations and provide additional information (if required) for a full evaluation.

5.2.5. AFPC/DPOAT3 will support the selection board. This includes, but is not limited to, preparation of evaluation folders, providing board facilities, billeting and selection notification.

5.2.6. Individual units are responsible for providing a complete selection package. These packages must contain all the information specified in the selection board announcement message. Failure to provide the required information could result in the disqualification of the nominee. Do not submit additional paperwork (e.g., additional recommendation letters or letters of endorsement). If a wing nominates more than one individual (per crew position/MDS) for a WS course, the WG/CC must also provide a letter prioritizing the nominees (by crew position/MDS) to HQ ACC/DOTW or HQ AMC/A3KT, in accordance with the selection board announcement message. Send a courtesy copy of the nominee rankings to the respective MAJCOM weapons shops. For WS courses where all MDS/specialty nominees are from a single wing, the WG/CC will only rank the top candidate. Commander's prioritization receives significant consideration, but is not the sole criteria for selection.

5.3. Nomination Criteria.

5.3.1. The Air Force Education And Training Course Announcements (ETCA) and the selection board message establish Weapons School nomination criteria. The ETCA is located at <https://etca.randolph.af.mil>. These criteria are designed to ensure selection of the most highly qualified individuals who will enhance combat capability throughout the Air Force. The WS seeks only the finest officers and tactical instructors. These officers must exhibit an extraordinary amount of intelligence, dedication, technical skills, military bearing, and professional attitude. Finally, these officers must be outstanding role models for their peers and subordinates. Do not consider unit retainability and/or time on station when nominating individuals for Weapons School.

5.3.2. All nominees will be counseled that they incur a 3-year ADSC upon completion of WS.

5.3.3. Applicants competing for the first WIC of each calendar year (start date January) must be instructor qualified in their respective weapon system not later than (NLT) 1 July prior to the class start date. Applicants competing for the second WIC of each calendar year (start date July) must be instructor qualified in their respective weapon system NLT 1 January prior to the class start date.

5.3.4. Individual nomination packages will include the following:

5.3.4.1. Data Sheet. An example of the data sheet is located on the HQ ACC/DOTW home page, <https://do.acc.af.mil/dot/dotw> or the HQ AMC/A3KT home page, <https://amc.scott.af.mil/do/dok/dok.htm>. The data sheet will be two pages maximum.

5.3.4.2. Letters of endorsement will emphasize instructor and flying/operational abilities. Endorsement letters will be written at the squadron, operations group, and wing commander

(or equivalent) levels. WG/CC (or equivalent) is the maximum endorsement level. Address endorsements on separate, single page, letterhead addressed to the Chairman, USAF Weapons School Selection Board, or the Chairman, USAF Mobility Weapons School Selection Board, as applicable. Example endorsement letters are located on the HQ ACC/ DOTW or HQ AMC/ A3KT home page.

5.3.4.3. Nomination packages will be a single consolidated document in the .doc format. Packages will consist of the following elements in the following order: 1) applicant's data sheet and 2) three one-page endorsement letters arranged in order from lowest to highest organizational level (e.g. squadron, group, wing).

5.4. **Waivers.**

5.4.1. Waiver requests must be submitted through applicant's wing commander (or equivalent) to HQ ACC/DO or HQ AMC/A3. HQ ACC/DO or HQ AMC/A3, as appropriate, is the final waiver approval authority. An example of the waiver request letter is located on the HQ ACC/DOTW home page or the HQ AMC/A3KT home page. The granting of a waiver does not automatically ensure the applicant's selection. It simply permits the applicant to compete at the board. Officers placed on assignment outside of their MWS prior to the WIC board date are ineligible for consideration. Include the following information: 1) specific reason for waiver request, 2) justification for waiver and 3) other relevant information.

5.4.1.1. Selection board waivers. Selection board waivers include TAFCSO, rank, minimum MDS/specialty experience, instructor qualification date, and total hours in PAA as defined by MDS/specialty criteria in the nomination message. Waiver requests for individuals exceeding the TAFCSO time are evaluated on a case-by-case basis. Nominees requiring a waiver to meet the selection board must submit a waiver letter through their wing commander (or equivalent) to HQ ACC/DOTW or HQ AMC/A3KT and courtesy copy their respective MAJCOM weapons and tactics shop.

5.4.1.2. Course entry requirements waivers. Course entry requirement waivers are for requirements that must be met by WIC selectees prior to course start date (CSD). Do not submit these waivers for the selection board. These requirements include CMR/BMC lookback and landing currency as well as instructor hours as defined by MDS/Specialty in the nomination message. Submit course entry requirement waivers through selectee's wing commander (or equivalent) to HQ ACC/DOTW or HQ AMC/A3KT and courtesy copy respective MAJCOM weapons and tactics shops one month prior to CSD. The WS/CO will disenroll individuals reporting to the WS who do not meet minimum requirements and do not have a waiver.

5.4.2. Forward nomination packages with selection board waiver requests to HQ ACC/DOTW or HQ AMC/A3KT and courtesy copy nominee's respective MAJCOM weapons and tactics shop NLT the application submission date specified on the nomination message. Address waiver requests to HQ ACC/DO or HQ AMC/A3, as applicable.

5.5. **Selection Board.**

5.5.1. HQ AFPC will host two WS selection boards each year, each approximately four to five months prior to WS class-start date. The WS/CO, or his designated representative, will chair each board. The chairman will instruct board members on their duties and ensure the board progresses efficiently. He will resolve questions on procedures, policies or selection criteria and will review

board recommendations to ensure selections are fair and equitable. The chairman will be the final approval authority for board composition.

5.5.2. WS Squadron Commanders, HQ ACC/DOTW, HQ USAFE/DOTW, HQ PACAF/DOTW, HQ AETC/DOFF, HQ AFSPC/XOTW, AFSOC/DOTW, HQ AMC/A3KT and AFPC/DP (assignment officer for each respective weapons system/specialty) will provide one voting member. With WS/CO approval, additional non-voting officers may attend to provide information for various systems or specialties. Selections are based on ratings made by voting members only.

5.5.3. To ensure equitable voting, the same individual from ACC, USAFE, PACAF, AETC, AFSPC, AFSOC, and AMC must vote on all applications per squadron. MAJCOMs may cycle sworn-in voting members between squadrons. WS squadron commanders and AFPC/DP assignment officers only vote on their respective squadron applications.

5.5.4. WS Selection Boards will select the most qualified nominees, regardless of unit or command retainability. Do not consider Command apportionment. The board chairman (WS/CO) will attempt to resolve selection disagreements. If he is unable or unwilling to resolve disagreements, the appropriate DO is the final authority for all selection board issues. If necessary, the appropriate DO can direct the board reconvene in order to settle disagreements.

5.6. Selects.

5.6.1. WS selects will attend classes as specified in the AFPC/DPAOT3 WS selection board results message. Immediately upon selection notification, all primary and alternate selects, without the required WS security clearance, must contact their unit security managers and submit the applicable paperwork. Failure to initiate this security clearance action within ten working days of selection notification may result in an improper clearance upon reporting to the WS for training. The WS/CO will disenroll individuals without the proper clearance. Reference ETCA for specific security requirements.

5.6.2. Selects must ensure they meet all course entry requisites prior to class start date. If an individual is unable to meet course entry requisites due to extenuating circumstances, send a waiver request to HQ ACC/DOTW (or HQ AMC/A3KT). See paragraph 5.4.1.2. for more details. The WS/CO will disenroll individuals reporting to the WS who do not meet minimum requisites and do not have a waiver.

5.6.3. Situations can occur requiring selects to be held over or "grandfathered" to the next class. These situations (due to sickness, injury, real world operations, etc.) are handled on a case-by-case basis. The select's unit must contact the appropriate MAJCOM weapons and tactics shop and state the reason(s) for the select's inability to attend. MAJCOMs will subsequently notify HQ ACC/DOTW or HQ AMC/A3KT. HQ ACC/DOTW or HQ AMC/A3KT will notify the WS and HQ AFPC. Units must inform MAJCOMs as soon as possible if a primary select might not attend WS. Do not wait until it is absolutely certain the select will not attend WS. Give HQ ACC/DOTW or HQ AMC/A3KT ample warning, in order for HQ ACC/DOTW or HQ AMC/A3KT to relay the information to the first alternate to properly prepare in earnest. Without sufficient early notification, alternate selects may not be able to prepare properly and the training slot may go unfilled. HQ ACC/DO or HQ AMC/A3 is the final approval authority for all "grandfathering" decisions.

5.6.4. If WS selects are unable to complete all syllabus requirements by the established class graduation date, "graduation" waivers must be submitted and approved to successfully complete

the class. HQ ACC/DO or HQ AMC/A3 is the final approval authority for all "graduation" waivers.

6. WEAPONS SCHOOL SELECTION (AIR RESERVE COMPONENT)

6.1. **Purpose.** This chapter describes the procedures for nominating and selecting Air Reserve Component (ARC - AFRC and ANG) WS students and outlines the responsibilities of the agencies involved. The primary goal for the WS selection board is to select the most qualified officers. These officers will provide the expertise and leadership necessary to ensure their units are ready for combat.

6.2. Responsibilities.

6.2.1. ARC allocations for both USAFWS and USAFMWS are determined at the annual "W" Prefix Management Conference IAW paragraph 7.2.

6.2.2. HQ AFRC/DOT, or his appointed representative, will be the OPR for AFRC WIC nominees for both USAFWS and USAFMWS.

6.2.3. ANG/XO, or his appointed representative, will be the OPR for ANG WIC nominees for both USAFWS and USAFMWS.

6.2.3.1. ANG/XOT, ACC/DOG, and AMC/A3G will act as OCR for this instruction.

6.2.3.2. ANG/XOT will oversee the WS selection boards for ANG nominees.

6.2.3.3. ACC/DOG will manage the selection of ANG nominees for the F-16, F-15C, A-10, and CCO WS Divisions.

6.2.3.4. ANG/XOI will manage the selection of ANG nominees for the Space and Intel WS Divisions.

6.2.3.5. ANG/XOT will manage the selection of all other ANG nominees to USAFWS and USAFMWS. ANG/XOT will coordinate with AMC/A3G on selection of ANG nominees to USAFMWS.

6.2.4. HQ AFRC/DOT and ANG/XOT are responsible for the conduct and/or oversight of their respective WS selection boards. As such they will ensure selection board presidents advise members on selection criteria and conduct the boards in the spirit of this instruction. They will announce their respective selection board results within 14 days of adjournment of the selection board.

6.2.5. AFRC NAFs:

6.2.5.1. HQ 10 AF/DO will collect nominations, conduct selection boards and forward the names of selects to HQ AFRC/DOT for all AFRC USAFWS training slots.

6.2.5.2. HQ 22 AF/DO will collect nominations and assist HQ AFRC/DOT, as required, with the processing of nominations from AFRC units for USAFMWS.

6.2.6. Individual units are responsible for providing nominations and supporting documentation to their respective selection boards for all WS training slots.

6.3. Nomination Criteria.

6.3.1. The Air Force Education And Training Course Announcements (ETCA) and the selection board message establish Weapons School nomination criteria. The ETCA is located at

<https://etca.randolph.af.mil>. These criteria are designed to ensure selection of the most highly qualified individuals who will enhance combat capability throughout the Air Force. The WS seeks only the finest officers and tactical instructors. Only the most talented officers and leaders should apply for Weapons School. These officers must exhibit an extraordinary amount of intelligence, dedication, technical skills, military bearing, and professional attitude. Finally, these officers must be outstanding role models for their peers and subordinates.

6.3.2. ARC selection packages must contain all the information specified in the appropriate ANG or AFRC selection board announcement message and paragraphs 6.3.2.1. or 6.3.2.2. Failure to provide the required information could result in the disqualification of the nominee.

6.3.2.1. ANG units are responsible for ensuring the following is available to the respective selection boards for each nominee:

6.3.2.1.1. Letters of endorsement from WG/CC, OG/CC, and SQ/CC (or equivalent) emphasizing instructor and flying/operational abilities (if applicable).

6.3.2.1.2. Updated RIP.

6.3.2.1.3. Additional information as determined by the HQ ACC/DOG or HQ AMC/A3G.

6.3.2.1.4. Send all ANG USAFWS/USAFMWS selection packages to: ANG/XOT, 1411 Jefferson Davis Highway, Arlington, VA 22202-3231.

6.3.2.2. AFRC units should forward selection packages to their respective NAFs. NAF mailing addresses are as follows:

6.3.2.2.1. 4 AF/DOT, 895 Baucom Ave, S.E., March JARB, CA 92518-2266.

6.3.2.2.2. 10 AF/DOW, 1700 Military Pkwy, NAS Ft Worth JRB, TX 76127-6200 or <mailto:10afdow@carswell.af.mil>.

6.3.2.2.3. 22 AF/DOT, 1364 Chennault Cir, Dobbins JARB, GA 30069-4904.

6.3.2.2.4. AFRC selection packages should include the following:

6.3.2.2.4.1. Letters of endorsement from WG/CC, OG/CC and SQ/CC (or equivalent) emphasizing instructor and flying/operational abilities (if applicable). Example endorsement letters are found on the HQ ACC/DOTW home page.

6.3.2.2.4.2. A data sheet with the information listed on the example data sheet located on the 10 AF/DOW home page,

<https://www.mil.afrc.af.mil/10af/divisions/do/weapons/docs/updatedwicpolicyltr.doc>.

6.3.3. If a unit nominates more than one individual (per crew position) for a WS course, the selection package must include a letter prioritizing the nominees (by crew position) signed by the WG/CC (or equivalent).

6.3.4. Copies of ARC nomination packages will be forwarded by ARC OPRs to the respective WS commandant for comment.

6.4. **Waivers.**

6.4.1. Nominees not meeting course entry requirements by application submission deadline must submit a waiver request through their wing commanders (or equivalent) to ANG/XOT or HQ AFRC/DOT.

6.4.2. Waiver requests must include the reason for waiver request, justification for waiver and other relevant information and must accompany the selection package. Only waiver requests which forecast meeting the minimum requirements by class start date will be considered.

6.4.3. AFRC and ANG nominees are automatically granted an exception for maximum years of rated and/or TAFCSO.

6.4.4. The final approval authority for respective ARC waiver requests is ANG/XO or HQ AFRC/DOT.

6.5. Selection Board.

6.5.1. ANG Selection Boards:

6.5.1.1. ANG agencies identified in paragraph 6.2.3. are responsible for the overall leadership of ANG Selection Boards. They will establish policies for selecting dates, notifying agencies, conducting the board and reporting the results. They will ensure mutual understanding of selection board policies and procedures.

6.5.1.2. ANG agencies identified in paragraph 6.2.3. will provide the support necessary to conduct the ANG Selection Boards. This includes, but is not limited to, preparation of evaluation folders, liaison to provide board facilities, billeting, transportation and selection notification. They will screen all applications to ensure each applicant meets the WS requisites.

6.5.1.3. Selection boards are conducted twice a year, approximately six months prior to class start date. ANG agencies identified in paragraph 6.2.3. will chair the appropriate ANG WS selection boards.

6.5.1.4. ANG agencies identified in paragraph 6.2.3. will specify ANG WS selection board attendees. With the approval of the board president, additional representatives may attend to provide information for various systems or courseware. These additional members will not vote.

6.5.2. AFRC Selection Boards:

6.5.2.1. NAF/DOs will normally conduct the AFRC Selection Board for their NAF prior to the active duty selection board. The active duty selection board convenes 4 to 5 months prior to the class start date.

6.5.2.2. The NAF/DO (or designated representative) will chair the NAF Selection Board. NAF/DO, NAF/ADO, NAF/DOO, NAF/DOW, NAF/DOV, and NAF/DOT will attend as voting members. With the approval of the board chairman, additional representatives may attend to provide information for various systems or courseware. These additional members will not vote. Selections will require a majority vote of the Selection Board.

6.5.2.3. NAF selection boards will forward their nominees to 10 AF. 10 AF is responsible for the AFRC USAFWS Selection Board.

6.5.2.4. The 10 AF's final selection will be forwarded to AFRC/DOT. If NAF selections outnumber slots available to AFRC, AFRC/DOT will convene a board to prioritize the selections received from the NAFs as required.

6.5.3. Boards will select the most qualified nominees and will attempt to ensure selections are uniformly distributed throughout the various ARC units. HQ AFRC/DO or ANG/XO will resolve

all disagreements the board president cannot resolve. Boards will reconvene, if necessary, to ensure a fair and equitable selection program.

6.6. **Selects.** WS Selection Board selects will attend classes as specified in the AFRC or ANG WS selection board results message.

6.6.1. Upon notification of selection, all primary and alternate selects not possessing the security clearance required of their respective courses must contact their unit security managers and submit applicable paperwork within ten working days. Failure to complete security clearance paperwork in a timely manner may result in individuals being denied course attendance. Reference ETCA for specific security requirements (<https://etca.randolph.af.mil>).

6.6.2. Selects must ensure they meet all course entry requisites prior to class start date. If an individual is unable to meet course entry requisites due to extenuating circumstances, send a waiver request through their wing commanders, or equivalent, to ANG/XOT for ANG units and HQ AFRC/DOT for AFRC units. SOF candidates will courtesy copy HQ AFSOC/DOTW. Include the following information: reason for waiver request, justification for waiver and relevant collateral data. The WS/CO will disenroll individuals reporting to the WS who do not meet minimum requisites and do not have a waiver.

6.6.3. Situations can occur requiring selects to be held over or "grandfathered" to the next class. These situations (due to sickness, injury, real world operations, etc.) are handled on a case-by-case basis. The affected select's unit must contact ANG/XOT or HQ AFRC/DOT immediately and state the reason(s) for the select's inability to attend. ANG/XOT or HQ AFRC/DOT will subsequently notify HQ ACC/DOTW or HQ AMC/A3KT. SOF candidates will courtesy copy HQ AFSOC/DOTW. HQ ACC/DOTW or HQ AMC/A3KT will notify the WS. Without sufficient early notification, alternate selects may not be able to "spin-up" properly and the training slot may go unfilled. HQ ACC/DO (or HQ AMC/A3) is the final approval authority for all CAF (or MAF) "grandfathering" decisions.

6.6.4. If WS selects are unable to complete all syllabus requirements by the established class graduation date, "graduation" waivers must be submitted and approved to successfully complete the class. HQ ACC/DO or HQ AMC/A3 is the final approval authority for all "graduation" waivers.

7. WEAPONS SCHOOL GRADUATE MANAGEMENT

7.1. **Purpose.** This chapter provides specific guidance on WS graduate utilization and establishes "W" prefix manning levels. HQ ACC/DOTW, HQ AFSOC/DOTW, and HQ AMC/DOKT will coordinate with applicable Air Staff, MAJCOM, and AFPC agencies on all "W" prefix manpower actions to ensure requirements reflect adequate justification for assignment of the "W" prefix. ANG and AFRC WS graduate management, utilization and related policies are the responsibility of ANG/XO for ANG units and HQ AFRC/DOT for AFRC units respectively.

7.2. **"W" Prefix Management.** Each year, HQ ACC/DOTW will convene a "W" Prefix Management Conference with the following objectives: 1) Determine "W" prefix needs for each WIC throughout the Total Force (active duty and air reserve component). 2) Prioritization of "W" prefix billets, including the ARC in the prioritization list. Conference attendees will include representatives from USAFWS, USAFMWS, AFPC, AFRC, ANG, and all appropriate MAJCOMs. The intent is for Weapons School graduates to be assigned throughout the Total Force based on needed priorities con-

sistent with the rated prioritization plan. The conference will be held in conjunction with the second active duty WS selection board of each calendar year.

7.3. Weapons School Manning. AFPC will attempt to man each squadron at 100%. Weapons School instructor billets are typically long-lead assignments and AFPC will attempt to overlap PCS orders when feasible. This overlap will help ease the squadrons' instructor cadre transition. Failure to properly man each squadron with fully qualified instructors and mission planning personnel may result in graduate production lower than Air Force requirements. The Weapons School Commandant, squadron commanders, AFPC, and other cognizant MAJCOMs will coordinate instructor assignments.

7.4. "W" Prefix Utilization. Comply with the following WS graduate utilization directives.

7.4.1. WS students will incur an Active Duty Service Commitment (ADSC) following WS attendance, in accordance with AFI 36-2107 (not applicable for ARC).

7.4.2. Commanders will use WS graduates in "W" prefix billets until the graduate serves 3 continuous years and a total of 5 years in "W" prefix billets.

7.4.3. Commanders may place WS graduates with less than 5 years "W" service in non-"W" prefix billets, however AFPC and/or MAJCOM/DP will not backfill these slots. If commanders place "W" prefix personnel with more than 5 years of "W" service into a non-"W" prefix billet, commanders may request a backfill from AFPC.

7.4.4. At the completion of 5 years of "W" service, WS graduates may volunteer for additional "W" or non-"W" prefix duties. However, in the event sufficient resources are not available to voluntarily fill all major or lieutenant colonel "W" prefix requirements, some WS graduates may have to involuntarily return to "W" prefix duty based on needs of the Air Force.

7.4.5. If commanders are assigned excess "W" prefix personnel (IAW Table 7.1.), they should assign the most recent WS graduate to the "W" prefix billet.

7.4.6. Do not use this guidance to preclude formal course or professional military education attendance.

7.4.7. (USAFMWS graduates only) HQ AMC/DPAD, HQ AMC/A3KT and AFPC will return graduates to the providing unit for one year 'payback' when able. This policy will not be used as a means of extending personnel time on station.

7.4.8. All "W" prefix assignments will be made IAW the prescribed Air Force Assignment System timelines and policies.

7.5. "W" Prefix Manning. Air Force Manpower Standard (AFMS) 13B1 quantifies the manpower required to accomplish wing/squadron weapons shop duties. MAJCOMS, AFPC, AFRC, ANG and the WS will attempt to fill the following "W" prefix manning requirements:

7.5.1. Flying Units. Table 1. lists minimum Wing and Squadron "W" prefix manning requirements.

Table 1. "W" Prefix Manning Standards.

MDS	Operational Squadron ¹	Operational Support Squadron ^{2, 4, 7}
A-10	1 Pilot	1 Pilot
B-1	1 Pilot/1 WSO	1 Pilot/1 WSO
B-2	1 Pilot	4 Pilots
B-52	1 Pilot/1 RN/1 EWO	2 Pilots/2 RNs/2 EWOs
C-130	1 Pilot/1 Nav	1 Pilot/1 Nav
HC-130	1 Pilot/1 Nav	1 Pilot/1 Nav
F-117	1 Pilot	2 Pilots
E-3B	1 SD	1 SD
E-8	1 SD	1 SD
CRC/Air Defense unit	1 SD	1 SD
RC-135V/W	2 EWO ⁵	2 EWOs
AC-130	1 Pilot/1 Nav/1 EWO/1 FCO	1 Pilot/1 Nav/1 EWO or FCO
MC-130	1 Pilot/1 Nav/1EWO	1 Pilot/ 1 Nav / 1 EWO
MH-53	1 Pilot ³	2 Pilots
EC-130H	1 EWO	1 EWO
C-17	2 Pilots	1 Pilot
F-15	1 Pilot	1 Pilot
F-16	1 Pilot	1 Pilot
F-15E	1 Pilot/1 WSO	1 Pilot/1 WSO ⁶
HH-60G	1 Pilot ³	1 Pilot
KC-135	1 Pilot or 1 Nav	2 Total (at least 1 Pilot)

NOTES:

- Operational squadrons refer to all fighter, bomber, special operations, command and control, tanker and airlift squadrons to include FTUs.
- Any composite wing containing more than one MDS is authorized the manning for each MDS. For example, a wing containing F-16s and A-10s is authorized one F-16 Weapons Officer and one A-10 Weapons Officer at the OSS..
- Two per active duty squadron with eight or more aircraft (HH-60G and MH-53 only).
- Air Force Reserve Command (AFRC) and National Guard Bureau (NGB) units are provided only authorized squadron "W" prefix manning.
- One each for Combat Training Squadrons and the forward operating locations (overseas squadrons) (RJ only).
- 4 OSS will maintain 2 pilots and 2 WSOs
- For airlift wings with less than two operational squadrons, cut the OSS authorizations in half.

7.5.2. Other Units:

7.5.2.1. Intelligence. Intelligence Weapons Instructor Course (IWIC) graduates are assigned to a list of prioritized OSS Intelligence flight "W" prefix billets. Intelligence Sensor Weapons Instructor Course (ISWIC) graduates are assigned to a list of prioritized Intelligence squadron (operational) "W" prefix billets. After the initial OSS flight or Intelligence squadron assign-

ment and prior to completing the initial Weapons School graduation commitment, IWIC and ISWIC fill vacant "Grad-Plus" billets.

7.5.2.2. Space. Space WIC graduates are assigned to primarily support the operational planning and execution of integrated air and space power. Graduates are assigned IAW the HQ ACC/DOTW coordinated Space Weapons Officer Billet Prioritization Criteria and the associated list of prioritized "W" prefix billets. Tier I, or initial graduate assignments, follow normal assignment procedures and requirements. Upon completion of Tier I assignments, graduates are required to fulfill their USAFWS graduate commitment in an approved Tier II SWO billet. W13S billet requests must be on the priority list to be considered for a W13S fill. Billets coded W13S but not on the priority list will not be filled with a W13S.

7.5.3. HQ ACC/DOTW, HQ AFSOC/DOTW and HQ AMC/A3KT maintain all applicable "W"-prefix priority lists. These lists are produced and updated at the annual "W" Prefix Management conference. These priority lists will be approved by HQ ACC/DO, HQ AFSOC/DO or HQ AMC/A3. To be considered for the priority list, units/MAJCOMs must submit their request to HQ ACC/DOTW, HQ AFSOC/DOTW or HQ AMC/A3KT.

7.5.4. Additional Authorizations. The above "W" prefix authorizations are in coordination with WS graduate production capacity. However, these manning levels do not preclude additional "W" prefixes or special "W" prefix authorizations (such as an EWO, Space, and Intel) if unit tasking dictates.

7.6. Weapons School Responsibilities. NLT 30 days after graduation, the WS will forward the name, rank, and SSAN of each WS graduate to AFPC/DPAO, HQ ACC/DOTW, HQ ACC/DPAO, HQ AFSOC/DOTW, HQ AFSOC/DP, HQ AMC/A3KT, and HQ AMC/DPAO as applicable.

7.7. Forms Adopted. AF Form 847, Recommendation for Change of Publication

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DCS/Air & Space Operations

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

AFPD 10-21, *Air Mobility Lead Command Roles and Responsibilities*

AFPD 11-4, *Aviation Service*

AFI 11-260, *Tactics Development Program*

AFI 36-2107, *Active Duty Service Commitments (ADSC)*

AFI 36-2217, *Munitions Requirements for Aircrew Training*

AFI 38-101, *Air Force Organization*

AFMAN 37-123, *Management of Records*

AFMAN 37-139, *Records Disposition Schedule*

Abbreviations and Acronyms

10 AF/ADO—Tenth Air Force, Assistant Director of Operations

10 AF—Tenth Air Force

10 AF/DO—Tenth Air Force, Director of Operations

10 AF/DOT—Tenth Air Force, Training Branch

10 AF/DOV—Tenth Air Force, Standardization and Evaluation Branch

10 AF/DOW—Tenth Air Force, Weapons and Tactics Branch

ACC—Air Combat Command

ACC/DO—Air Combat Command, Director of Aerospace Operations

ACC/DOG—Air Combat Command, Air National Guard Advisor to the DO

ACC/DOTW—Air Combat Command, Weapons and Tactics Branch

ACC/DPAO—Air Combat Command, Officer Assignments Branch

ADSC—Active Duty Service Commitment

AETC—Air Education and Training Command

AETC/DOFF—Air Education and Training Command, Fighter Branch

AFB—Air Force Base

AFMSS—Air Force Mission Support System

AFPC—Air Force Personnel Center

AFPC/DP—Air Force Personnel Center, Director of Personnel

AFPC/DPAOT3—Air Force Personnel Center, Special Flying Programs

AFRC—Air Force Reserve Command
AFRC/DOTT—Air Force Reserve Command, Training and Tactics Branch
AFSOC—Air Force Special Operations Command
AFSOC/DOTW—Air Force Special Operations Command, Weapons and Tactics Branch
AFSPC—Air Force Space Command
AFSPC/XOTW—Air Force Space Command, Weapons and Tactics Branch
AFTTP—Air Force Tactics Techniques and Procedures
AMC—Air Mobility Command
AMC/A3—Air Mobility Command, Director of Operations
AMC/A3G—Air Mobility Command, Air National Guard Advisor to the DO
AMC/A3KT—Air Mobility Command, Tactics Branch
AMC/CC—Air Mobility Command, Commander
ANG—Air National Guard
ARC—Air Reserve Component
CAF—Combat Air Forces
CC—Commander
CMR—Combat Mission Ready
COMACC—Commander, Air Combat Command
CSAF—Chief of Staff, United States Air Force
CSARF—Combat Search and Rescue Forces
DO—Director of Operations
DRU—Direct Reporting Unit
ECMO—Electronic Counter Measures Officer
ECMT—Electronic Counter Measures Technician
ECO—Electronic Combat Officer
ETCA—Air Force Education and Training Course Announcements
EWO—Electronic Warfare Officer
FME—Foreign Material Exploitation
FTU—Formal Training Unit
HQ—Headquarters
IAW—In Accordance With
MAF—Mobility Air Forces

MAJCOM—Major Command

MAJCOM/DO—Major Command Operations Directorate

MDS—Mission Design Series

NAF—Numbered Air Force

NLT—Not Later Than

NGB—National Guard Bureau

OCR—Office of Collateral Responsibility

OG—Operations Group

OG/CC—Operations Group Commander

OPR—Office of Primary Responsibility

OSS—Operational Support Squadron

PACAF—Pacific Air Forces

PACAF/DOTW—Pacific Air Forces, Weapons and Tactics Branch

PCS—Permanent Change of Station

SAR—Special Access Required

SCI—Sensitive Compartmented Information

SD—Senior Director

TACS—Tactical Air Control System

TAFCS—Total Active Federal Commissioned Service Date

TD&E—Tactics Development and Evaluation

TS—Top Secret

TS/SCI—Top Secret/Sensitive Compartmented Information

USAF—United States Air Force

USAFE—United States Air Forces in Europe

USAFE/DOTW—United States Air Forces in Europe, Weapons and Tactics Branch

USAFMWS—United States Air Force Mobility Weapons School

USAFWS—United States Air Force Weapons School

WG—Wing

WG/CC—Wing Commander

WIC—Weapons Instructor Course

WS—Weapons School

WS/CO—Weapons School Commandant

WSEP—Weapons System Evaluation Program

Terms

Weapons Shop—Weapons and Tactics Offices

Attachment 2

TACTICS LIBRARY INDEX

A2.1. Tactics Library Index. The following list is a departure point for establishing unit tactics libraries. Do not maintain publications on this list, which are not necessary to support planning, training or conducting the unit mission. Add and maintain additional, specific publications.

- A2.1.1. Applicable AFTTP 3-series publications.
- A2.1.2. Applicable AFI 10- and 11-series instructions.
- A2.1.3. Applicable WSEP Reports and Plans.
- A2.1.4. Applicable Electronic Combat Handbooks.
- A2.1.5. Applicable FME Reports.
- A2.1.6. Applicable 1, 25, 33, 34, Technical Orders.
- A2.1.7. Applicable USAF Weapons Instructor Course Texts.
- A2.1.8. Appropriate JMEM publications.
- A2.1.9. Tactics Analysis Bulletins.
- A2.1.10. TD&E Final Reports.
- A2.1.11. Exercise and Deployment After Action Reports.
- A2.1.12. Tactics Analysis Team Reports.
- A2.1.13. USAF Weapons Reviews (Classified and Unclassified).

Attachment 3**RESPONSIBILITIES****A3.1. MAJCOMS:**

A3.1.1. HQ ACC/DO and HQ AMC/A3 have overall responsibility for the conduct of their respective Weapons Schools. ACC/DO and AMC/A3 are the sole authority for cancellation of any of their respective WIC classes.

A3.1.2. Liaison with HQ USAF, lateral commands, and subordinate weapons and tactics organizations.

A3.1.3. Familiarize with current and projected enemy threats within the command's area of responsibility.

A3.1.4. Conduct staff assistance visits as requested.

A3.1.5. Recommend priority, OPR, and action to correct identified deficiencies in tactical employment capability.

A3.1.6. Coordinate on the review and update of weapons delivery manuals, technical orders and directives.

A3.1.7. Focal point for Special Access Required (SAR) programs affecting weapons and tactics employment.

A3.2. HQ ACC/DOTW:

A3.2.1. ACC Weapons and Tactics Program and USAFWS Graduate Management Program OPR.

A3.2.2. AFI 11-415 and CAF Tactics Development Program OPR.

A3.3. HQ AFSOC/DOTW:

A3.3.1. AFSOC Weapons and Tactics Program and USAFWS Graduate Management Program OPR for SOF and CSARF.

A3.3.2. Tactics Development Program OPR for SOF and CSARF.

A3.4. HQ AMC/A3KT:

A3.4.1. AMC Weapons and Tactics Program and USAFMWS Graduate Management Program OPR.

A3.4.2. MAF Tactics Development Program OPR.

A3.4.3. AFI 11-415 and AFTTP 3-1 (applicable volumes) OPR.

A3.5. NAF. Direct Reporting Units (DRU) assume the same responsibilities in managing weapons and tactics functions as numbered air forces.

A3.5.1. Focal point for liaison with major commands, lateral numbered air forces and subordinate unit tactics organizations.

A3.5.2. Conduct tactics development and dissemination responsibilities IAW applicable Tactics Development Programs.

A3.5.3. Specifically evaluate NAF capability to deploy, task and control combat forces from the air component command level.

A3.5.4. Develop procedures and tactical materials necessary to task units from the air component command level.

A3.5.5. Develop and sponsor composite force training exercises.

A3.6. OSS (or Equivalent). Air Defense Sectors assume the same responsibilities in managing weapons and tactics functions as the OSS.

A3.6.1. Ensure assigned personnel are familiar with the unit mission/tasking and expected enemy threat.

A3.6.2. Assess the combat capability of the unit, document training, equipment, support or tactics deficiencies; and report them to the Operations Group Commander.

A3.6.3. Ensure adequate procedures are developed for planning combat/operational missions.

A3.6.4. Establish applicable working liaisons with intelligence, maintenance, munitions (IAW AFI 36-2217), and avionics functions.

A3.6.4.1. Forecast and distribute allocated munitions between assigned units.

A3.6.4.2. Forecast new training and combat munitions.

A3.6.4.3. Integrate new munitions into daily operations and exercises.

A3.6.4.4. Coordinate beddown of new munitions.

A3.6.4.5. Consolidate, coordinate, and release Quarterly Munitions Expenditure Reports.

A3.6.5. Act as OCR for unit publications and scenarios dealing with training, exercise and evaluations to ensure they are based on sound tactics.

A3.6.6. Closely coordinate to ensure standardization and evaluation examiners remain abreast of all combat employment concepts and all mission qualification flights reflect unit taskings.

A3.6.7. Coordinate unit involvement in the Tactics Development Program and conduct wing tactics review board IAW applicable Tactics Development Program .

A3.6.8. Develop procedures for timely dissemination of tactical and intelligence information to applicable wing/group.

A3.6.9. Act as OPR for unit weapons and tactics training and mission planning.

A3.6.10. Establish and supervise applicable wing weapons competitions, armament recording programs and combat airdrop training.

A3.6.11. Participate in applicable unit verification and certification programs.

A3.6.12. Act as the approval authority for applicable drop zone and landing zone surveys (N/A for fighter wings).

A3.6.13. Supervise applicable Range Control Officer Program (N/A for space wings).

A3.6.14. Maintain liaison with lateral units, as necessary, to increase training effectiveness and realism through the use of outside assets (e.g., ranges, command and control systems, support aircraft, threat simulators).

A3.6.15. Review applicable technical orders, tactics manuals and regulations for errors; identify deficiencies to applicable headquarters OPRs.

A3.6.16. Utilize assigned WS graduates as set forth in Chapter 2 and Chapter 6 of this instruction.

A3.6.17. Act as OPR for all unit composite force training.

A3.6.18. Act as OPR for wing WS nomination packages and waiver requests.

A3.7. Squadrons:

A3.7.1. Ensure assigned personnel are familiar with unit mission/tasking and expected enemy threat.

A3.7.2. Assess unit combat capability, document deficiencies and initiate corrective action or report deficiency and recommend action to the operations officer/commander.

A3.7.3. Provide inputs to unit training programs to gain and maintain maximum capability to employ available resources in expected combat/operational conditions.

A3.7.4. Ensure appropriate tactics related study materials are available for unit personnel use.

A3.7.5. Ensure tactics information is disseminated to unit personnel in a timely manner.

A3.7.6. Develop procedures and materials required for mission planning.

A3.7.7. Establish applicable working liaisons with intelligence, maintenance, munitions (IAW AFI 36-2217), and avionics functions.

A3.7.8. Maintain a tactics library as directed by unit operations officer and this regulation.

A3.7.9. Conduct unit tactics review board. Document validity of existing tactics, recommend new/improved tactics and report findings IAW applicable Tactics Development Program.

A3.7.10. Coordinate the activities of assigned intelligence and targeting personnel and the Air Force Mission Support System (AFMSS).

A3.7.11. Track unit's WS nominee application and entry requirements. Liaison with wing OPR to ensure proper waivers are submitted.