

**16 AUGUST 1993**



**Personnel**

**RESERVE TRAINING AND EDUCATION**

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Fritz)

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**1.** The Air Force relies on the Air Reserve Components (ARC), consisting of the US Air Force Reserve (USAFR) and the Air National Guard of the United States (ANGUS) to meet wartime or contingency objectives. Effective ARC training and education programs contribute significantly to ARC mobilization readiness and must provide realistic and challenging experiences to ensure members are able to perform their wartime jobs. This directive establishes policies to ensure training and education programs conform to established Air Force and Department of Defense (DoD) directives and public law; adequately plan, program, and budget ARC programs; and establish metrics for assessing the quality and effectiveness of ARC training and education programs.

**2.** ARC personnel must meet the same training, skill progression, and skill maintenance standards as the active force.

2.1. The ARC will select only the best qualified officers to attend resident Intermediate and Senior Service School Professional Military Education (PME). The officers identified will be those whose performance shows potential for assignment to positions of key field grade command or staff positions in the ARC.

**3.** The ARC must ensure members in all participation categories satisfy the respective prescribed requirements for annual training and inactive duty training to attain unit readiness status and maintain individual proficiency.

**4.** Training efficiency will be verified by performance oriented methods to ensure the outcome is reality driven and a reliable assessment of the unit's or individual's currency, skill-level, and readiness capabilities.

**5.** The ARC will ensure the fewest training days and related resources are expended to achieve required readiness levels. This will be accomplished by tailoring training and professional development to the specific duties performed by the member.

**6.** This directive establishes the following responsibilities and authorities:

- 6.1. HQ US Air Force, through the USAFR and ANGUS, are responsible for policy, resource advocacy, and oversight of reserve training and for interface with the Office of the Secretary of Defense (OSD) staff concerning development of DoD policy and legislative initiatives.
  - 6.2. The Assistant Secretary of the Air Force for Manpower, Reserve Affairs, Installations and Environment (SAF/MI) is responsible for reserve training and education policy matters as described in Air Force Policy Directive 90-1, *Strategic Planning and Policy Formulation*, paragraph 1.5.2. SAF/MI approval is required before this document is changed, reissued, or rescinded.
  - 6.3. Headquarters Air Force Reserve (HQ AFRES) and Headquarters Air Reserve Personnel Center (HQ ARPC) are responsible for the day-to-day implementation of policy and designation of procedures as they pertain to their respective categories of reservists.
  - 6.4. The Air National Guard Readiness Center (ANGRC) implements policies and programs approved by the OSD, the Department of the Air Force, and the National Guard Bureau (NGB); performs operational and technical functions essential to the combat readiness of ANGUS units; and serves as a channel of communication between the Department of the Air Force, the NGB, and the States on matters pertaining to the operational activities of the ANGUS.
  - 6.5. HQ AFRES, gaining major commands (MAJCOM), units, and the ANGRRC are responsible for establishing and maintaining flying standards.
  - 6.6. ARC unit commanders and active duty individual mobilization augmentee (IMA) supervisors are responsible for the proper utilization of reserve members, scheduling, excusals, and rescheduling of unit training assemblies (UTA) or inactive duty trainings (IDT), and training and education programs within their units.
  - 6.7. ARC unit members and Air Force Reserve IMAs are responsible for keeping all personal data current, and will notify appropriate authorities in a timely manner of any changes.
7. See **Attachment 1** for measures of compliance with this policy.
  8. See **Attachment 2** for a listing of abbreviations, acronyms, and terms pertinent to this directive.
  9. See **Attachment 3** for a listing of related publications.

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Chief of Air Force Reserve

## Attachment 1

### MEASURING AND DISPLAYING COMPLIANCE WITH POLICY

NOTE: The term "unit" is used to refer to both components of the ARC. The term "IMA" is used to refer only to members of the US Air Force Reserve.

**A1.1.** Compliance with the military personnel policy directive on reserve training will be measured in the following areas:

A1.1.1. ARC compliance to the same skill progression as active force will be measured by graphing the number of qualified personnel versus position requirements (**Figure A1.1.**). This will be compared to AFPD 36-22, *Military Training*. ARCs will average all unit and IMA members into one graph and gather data semiannually. Data will be gathered from Headquarters US Air Force personnel data system. Desired trend is to have 85 percent of the position requirements filled by qualified personnel.

A1.1.2. Satisfactory participation will be shown by a bar chart showing a four-fiscal year (FY) comparison of all IMAs and unit members who accomplished both an annual tour (AT) and sufficient number of IDTs during the FY (**Figure A1.2.**). End of FY figures will be generated from ATLAS #9274 and 12701. The desired trend is 90 percent satisfactory participation in each category of IMAs and in the unit program.

A1.1.3. ARC compliance on verifying training efficiency will be a bar chart showing a four-FY comparison of all operational readiness inspections (ORI) (**Figure A1.3.** and **Figure A1.4.**) and quality Air Force assessments (QAFA) (**Figure A1.5.** and **Figure A1.6.**) (formerly called unit effectiveness inspection [UEI]) ratings of the units visited in those FYs. Data will be gathered at the end of the FY from HQ AFRES/IG and ANGRC/DO. The desired trend is an excellent or above rating for 50 percent or more of all units.

A1.1.4. ARC compliance with selecting officers to attend PME in residence will be represented by two bars. One bar will depict how many Senior Service School (SSS) graduates are assigned to a key field grade or staff position (KFGSP) (**Figure A1.7.** and **Figure A1.8.**). The second bar will show how many incumbents of KFGSP have graduated from a resident SSS (**Figure A1.7.** and **Figure A1.8.**). The data will be gathered from HQ USAF/REPP and ANGRC/TE records and the appropriate ATLAS. The desired trends are to have 50 percent of all KFGSP be filled with graduates of resident SSS by FY 1997 and to assign at least 50 percent of all SSS graduates to one of these positions within 2 years of graduation.

Figure A1.1. Sample Metric of Qualified Personnel Vs. Position Requirements.

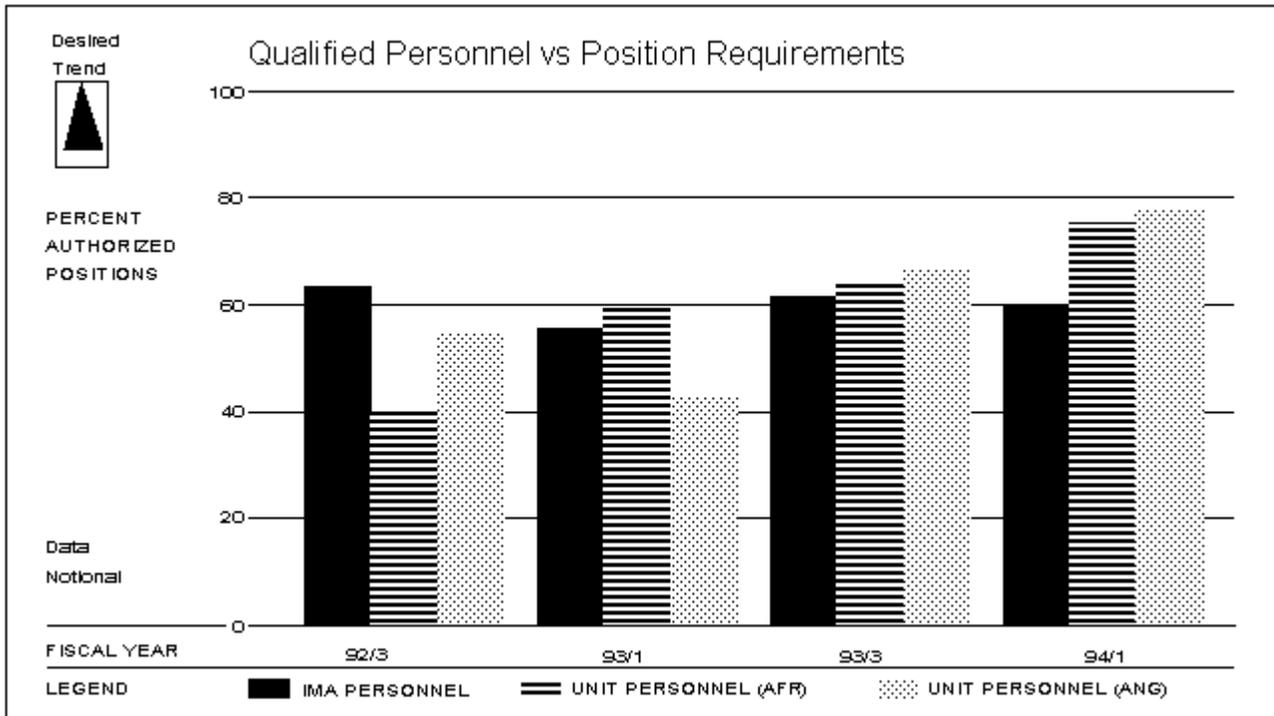


Figure A1.2. Sample Metric of IMA and Unit Personnel Meeting Training Requirements.

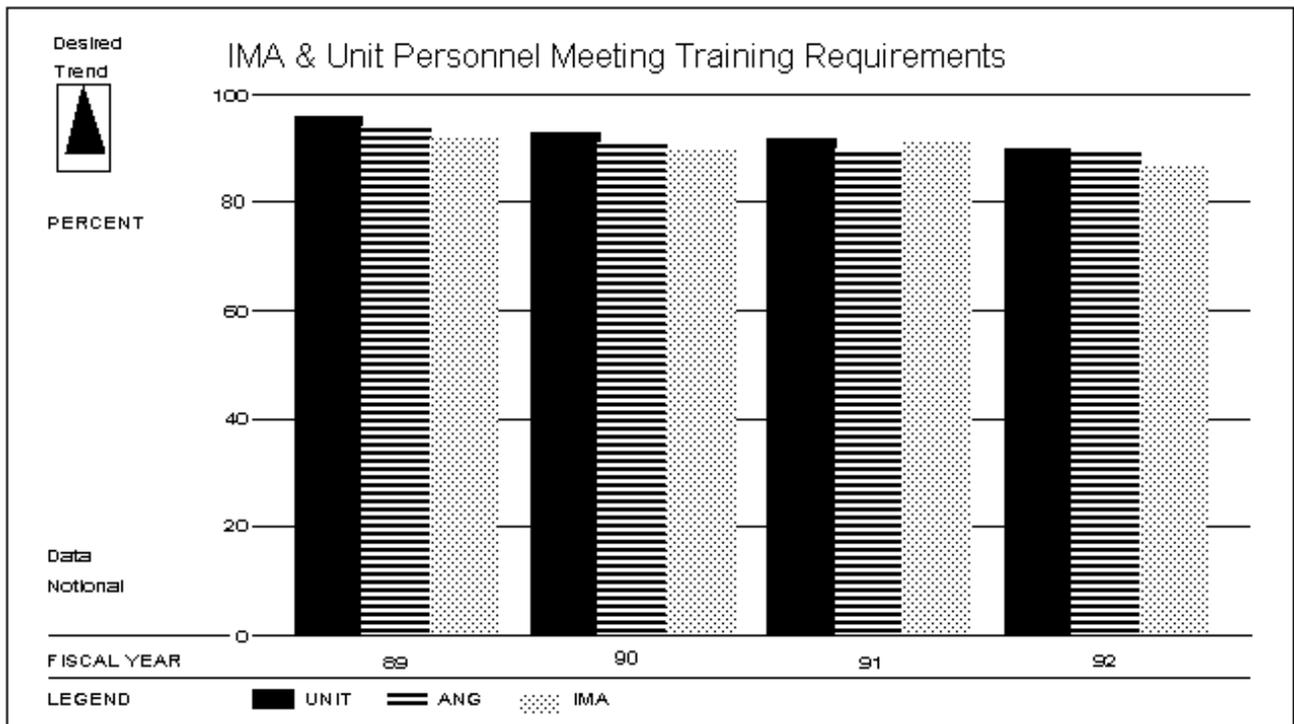


Figure A1.3. Sample Metric of ORIs Rated Excellent or Better (AFRES).

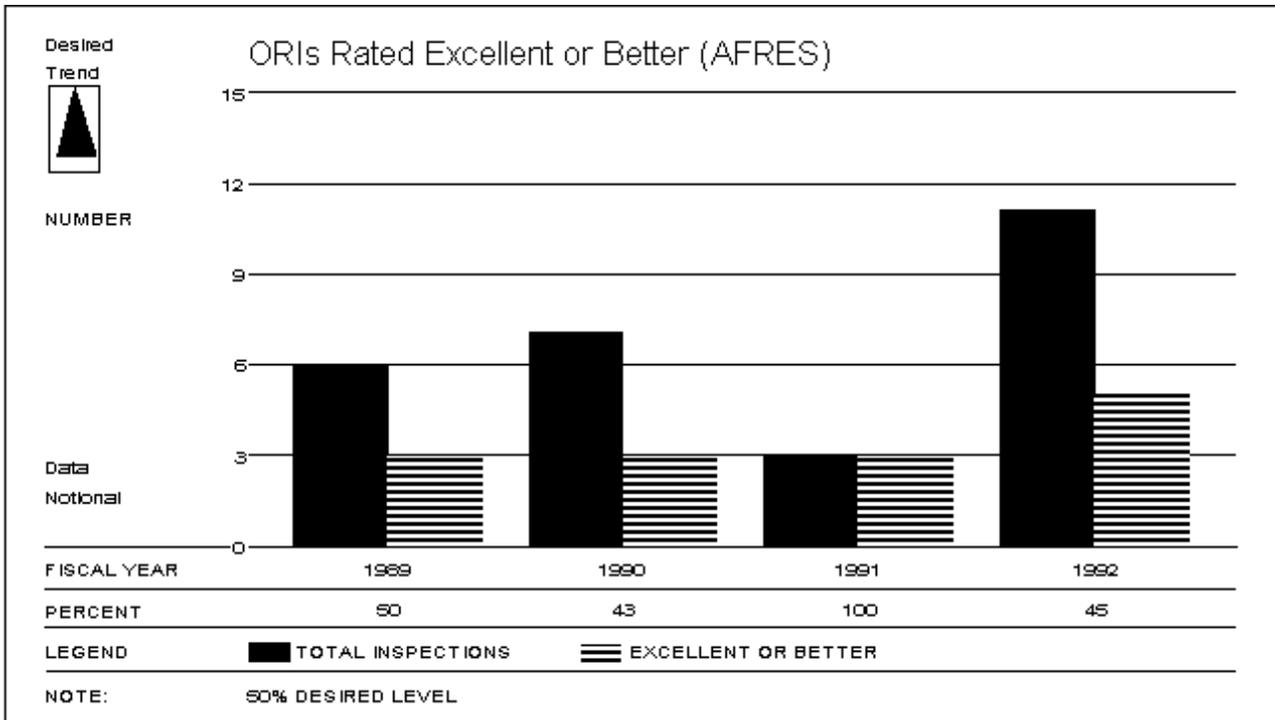


Figure A1.4. Sample Metric of ORIs Rated Excellent or Better (ANG).

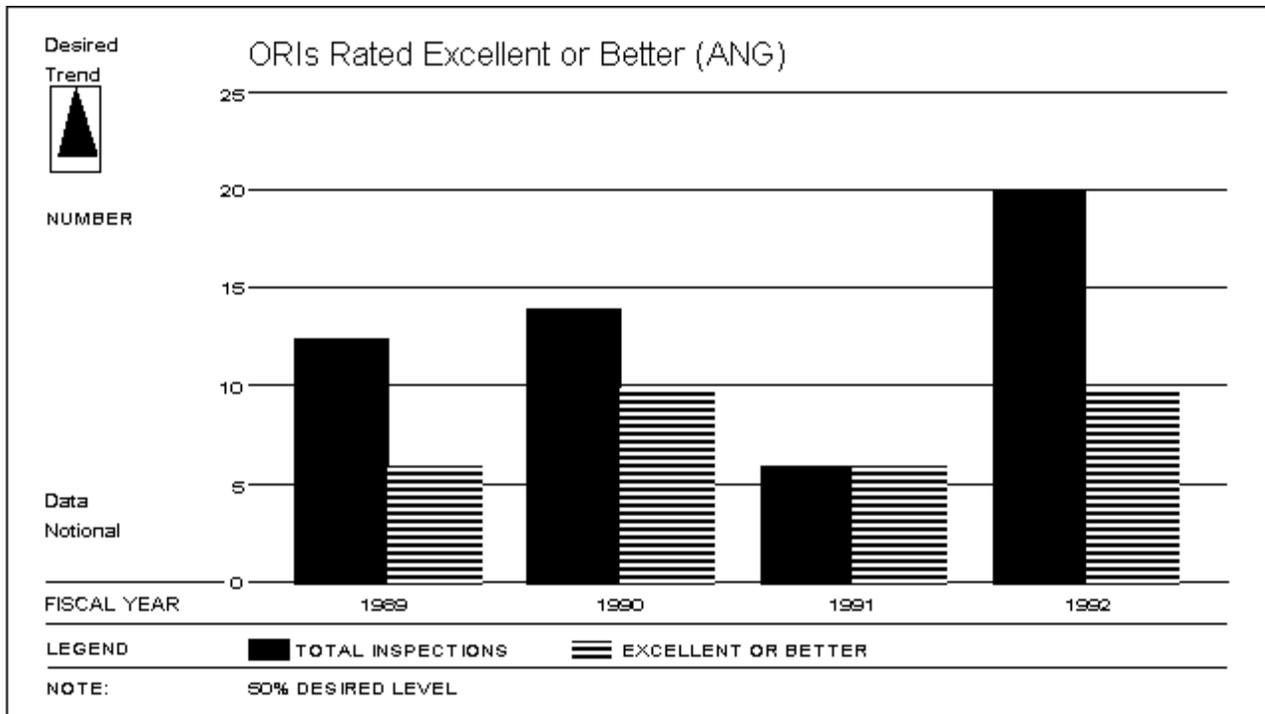


Figure A1.5. Sample Metric of QAFAs Rated Excellent or Better (AFRES).

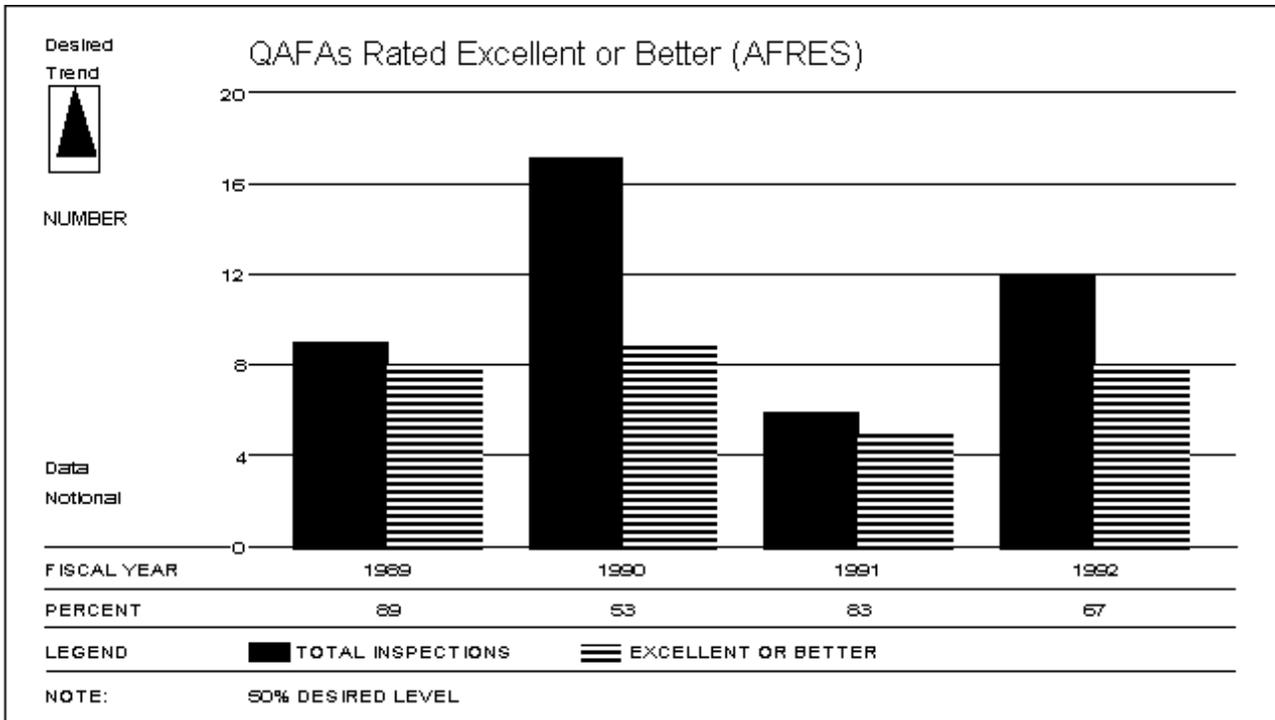


Figure A1.6. Sample Metric of QAFAs Rated Excellent or Better (ANG).

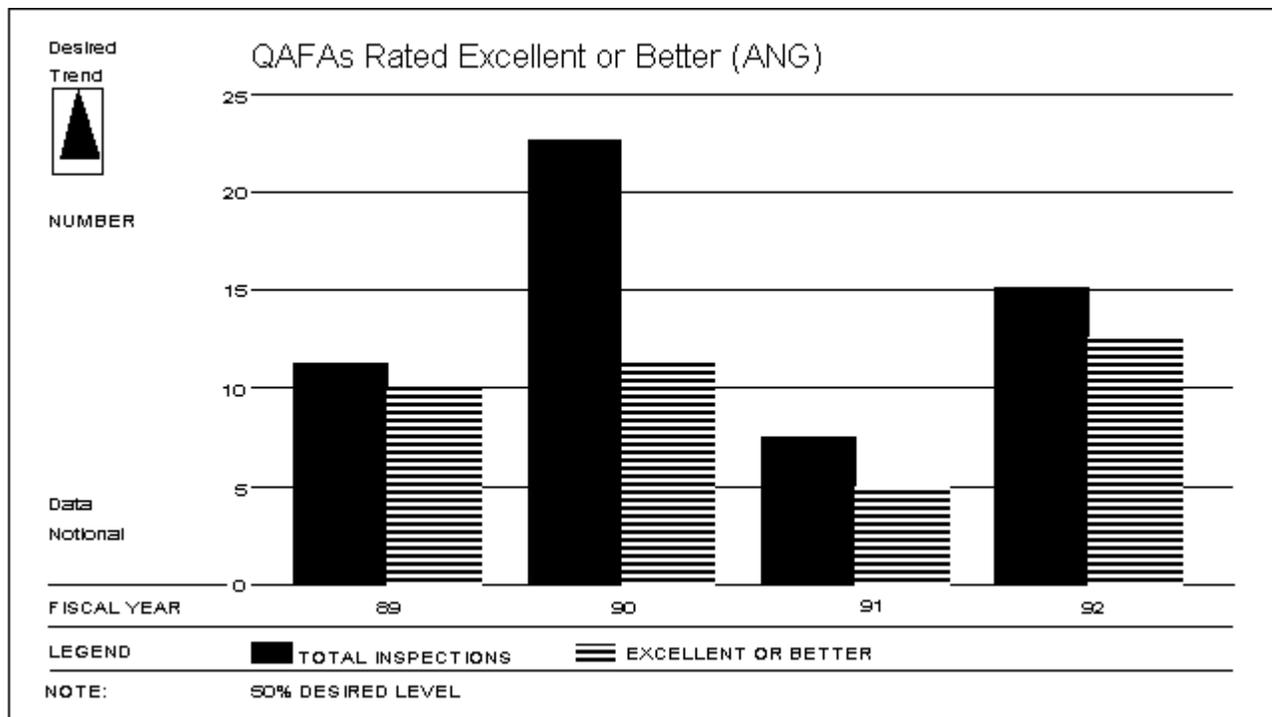


Figure A1.7. Sample Metric of SSS Graduates in KFGSPs (AFRES).

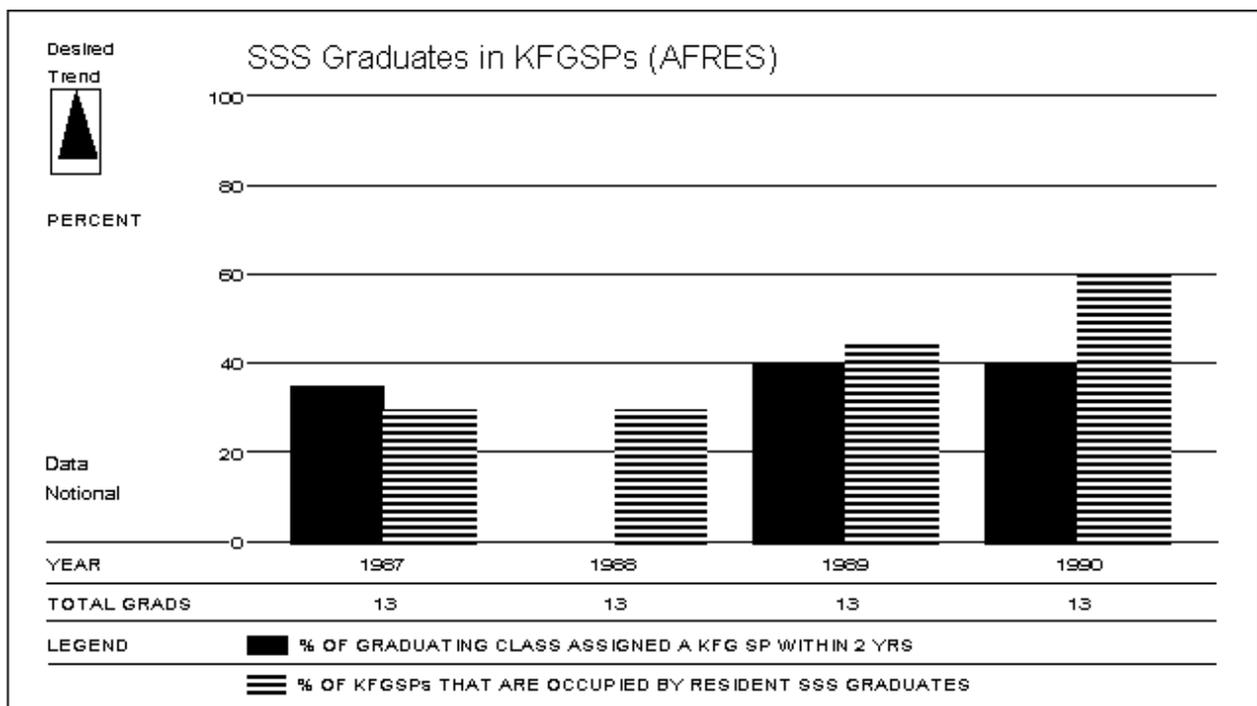
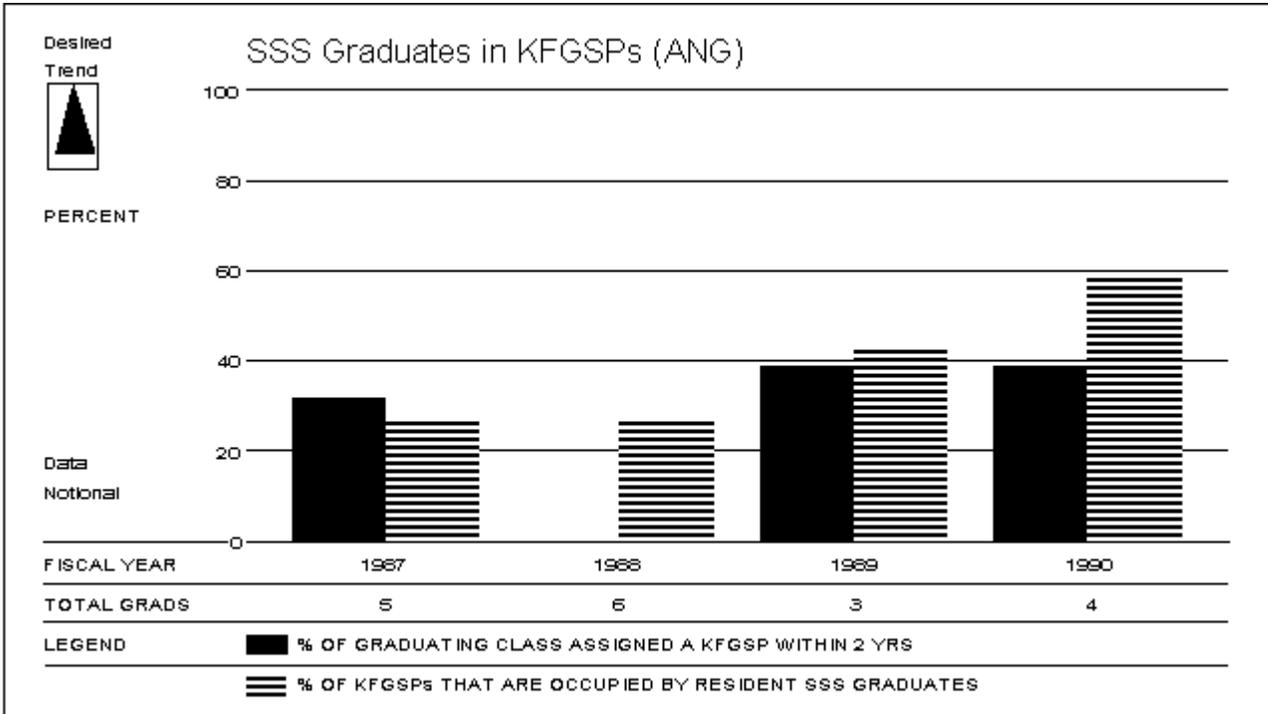


Figure A1.8. Sample Metric of SSS Graduates in KFGSPs (ANG).



## Attachment 2

### EXPLANATION OF ABBREVIATIONS, ACRONYMS, AND TERMS

**Air National Guard of the United States (ANGUS)**—A reserve component of the United States Air Force consisting of all federally recognized units, organizations, and members of the Air National Guard of the several States, and territories, District of Columbia, and Commonwealth of Puerto Rico, who, in addition to their status as ANGUS members, are reserves of the Air Force in the same grades in which they are enlisted or appointed and federally recognized.

**Annual Tour (AT)**—The minimal period of training reserve members must perform each year to satisfy the training requirements associated with their reserve component assignment. Annual training is used interchangeably with annual tour (AT).

**Inactive Duty Training (IDT)**—The authorized training performed by a member of a reserve component not on active duty, annual training or active duty for training, and consisting of regularly scheduled unit training periods, or equivalent training, and performed by them in connection with the prescribed activities of the organization to which they are assigned.

**Individual Mobilization Augmentee (IMA)**—An individual reservist attending drills who receives training and is preassigned to an active component organization, a selective service system or a Federal Emergency Management Agency billet that must be filled on, or shortly after, mobilization. IMAs train on a part-time basis with these organizations to prepare for mobilization. Inactive duty training for IMAs is decided by component policy and can vary from 0 to 48 drills a year.

**Key Field Grade or Staff Positions (KFGSP)**—Consist of the following Air Force Reserve positions: All Mobilization Assistants (MA); HQ ARPC/CV; Numbered Air Force CC and CV; Group CC and CV; Wing CC, CV, and DO; HQ US Air Force, Secretary of the Air Force, Office of the Secretary of Defense, Joint Staff, and major command (MAJCOM) Lieutenant Colonel and Colonel positions. KFGSPs consist of the following Air National Guard of the United States positions: Director or Deputy Director and Chief of Staff ANG; ANGRC CC, CV, and CS; National Guard Bureau Directorate Chiefs, Air National Guard of the United States Directorate Chiefs; Wing or Group CC and CV; HQ US Air Force, Secretary of the Air Force, Office of the Secretary of Defense, Joint Staff, and MAJCOM Lieutenant Colonel and Colonel positions.

**Operational Readiness Inspections (ORI)**—Assess US Air Force unit-level readiness to conduct prompt and sustained operations in wartime, and to identify deficiencies that adversely impact a unit's mission capability.

**Professional Military Education (PME)**—Consists of those educational programs which supply the systematic acquisition of theoretical and applied knowledge of the profession of arms as defined in the military education policy document.

**Quality Air Force Assessments (QAFA) (formerly called a unit effectiveness inspection [UEI])**—Help measure a unit's leadership and functional area performance against resources allocated.

**Selected Reserve (Sel Res)**—Consists of those units and individuals within the ready reserve designated by their respective Services and approved by the Joint Chiefs of Staff as so essential to initial wartime missions that they have priority over all other reserves. All selected reservists are in an active status. The Sel Res also includes persons performing initial active duty for training.

**Training Period (TP)**—The authorized and scheduled regular inactive duty TP. A TP must be at least 2 hours for retirement point credit and 4 hours for pay. Previously used interchangeably with common terms such as drills, assemblies, drill period, periods of instruction, etc. TP is interchangeable with unit training assembly (UTA).

**United States Air Force Reserve (USAFR)**—Consists of all reservists of the Air Force except those units, organizations, and members assigned to the Air National Guard of the United States.

**Unit Training Assembly (UTA)**—Used interchangeably with training period (TP).

**Attachment 3****GOVERNING, IMPLEMENTING, AND INTERFACING DOCUMENTS*****Governing Public Laws***

Title 10, United States Code, Section 267, *Ready Reserve; Standby Reserve; Retired Reserve; Placement and Status of Members* (current edition)

Title 10, United States Code, Section 268, *Ready Reserve* (current edition)

Title 10, United States Code, Section 270, *Ready Reserve: Training Requirements* (current edition)

Title 10, United States Code, Section 271, *Ready Reserve: Continuous Screening* (current edition)

Title 10, United States Code, Section 272, *Ready Reserve: Transfer Back From Standby Reserve* (current edition)

Title 10, United States Code, Section 274, *Retired Reserve* (current edition)

Title 10, United States Code, Section 275, *Personnel Records* (current edition)

Title 10, United States Code, Section 511, *Reserve Components: Terms* (current edition)

Title 10, United States Code, Section 651, *Members: Required Service* (current edition)

Title 10, United States Code, Section 1001, *Secretary to Prescribe* (current edition)

Title 10, United States Code, Section 1002, *Standards and Qualifications: Results of Failure To Comply With* (current edition)

Title 10, United States Code, Section 1331, *Age and Service Requirements* (current edition)

Title 10, United States Code, Section 1332, *Computation of Years of Service in Determining Entitlement to Retired Pay* (current edition)

Title 10, United States Code, Section 1335, *Inactive Status List* (current edition)

Title 10, United States Code, Section 1336, *Service Credited for Retired Pay Benefits Not Excluded for Other Benefits* (current edition)

Title 10, United States Code, Section 1337, *Limitations on Active Duty* (current edition)

Title 10, United States Code, Section 2001, *Reserve Components* (current edition)

Title 32, United States Code, Section 501, *Training Generally* (current edition)

Title 32, United States Code, Section 502, *Required Drills and Field Exercises* (current edition)

Title 32, United States Code, Section 503, *Participation in Field Exercises* (current edition)

Title 32, United States Code, Section 504, *National Guard Schools and Small Arms Competitions* (current edition)

Title 32, United States Code, Section 505, *Army and Air Force Schools and Field Exercises* (current edition)

Title 32, United States Code, Section 506, *Assignment and Detail of Members of Regular Army or Regular Air Force for Instruction of National Guard* (current edition)

Title 37, United States Code, Section 204, *Basic Pay Entitlements* (current edition)

Title 37, United States Code, Section 205, *Computation: Service Creditable* (current edition)

Title 37, United States Code, Section 206, *Reserves; Members of ANG: Inactive Duty Training* (current edition)

### ***Implementing Publications***

DoD Directive 1200.7, *Screening the Ready Reserve*, April 6, 1984

DoD Directive 1200.15 with Changes 1 and 2, *Assignment to and Transfer Between Reserve Categories, to Discharge From Reserve Status, Transfer the Retired Reserve and Notification of Eligibility for Retired Reserve*, February 16, 1973

DoD Directive 1200.16, *Contracted Civilian-Acquired Training (CCAT) for Reserve Components*, May 30, 1990

DoD Directive 1205.14, *Enlistment, Appointment and Assignment of Individuals in Reserve Components*, May 24, 1974

DoD Directive 1215.5, *Participation in Reserve Training Programs*, May 25, 1979

DoD Directive 1215.6, *Uniform Reserve, Training and Retirement Categories*, December 18, 1990

DoD Directive 1215.9, *Initial Active Duty for Training in Reserve Components*, November 7, 1979

DoD Directive 1215.13, *Unsatisfactory Performance of Ready Reserve Obligation*, June 30, 1979

DoD Directive 1215.15 with Change 1, *Reserve Officers Foreign Exchange Program*, December 29, 1986

DoD Directive 1235.9, *Management and Mobilization of the Standby Reserve*, July 8, 1986

DoD Instruction 1215.7, *Reserve Retirement Point Credit*, December 19, 1974

DoD Regulation 7000.14-R, Volume 7, Part A, *DoD Financial Management Regulation*, August 31, 1992

### ***Interfacing Publications***

AFCAT 36-2223, *US Air Force Formal Schools* (formerly AFR 50-5)

AFI 36-2101, *Military Personnel Classification Policy* (formerly AFR 35-1)

AFI 36-2105, *Officer Classification* (formerly AFR 36-1)

AFI 36-2108, *Airman Classification* (formerly AFR 39-1)

AFI 36-2114, *Assignments Within the Reserve Components* (formerly AFR 35-41, Volume 1)

AFI 36-2115, *Assignments Within the Reserve Components* (formerly AFR 45-34)

AFI 36-2301, *Professional Military Education* (formerly AFRs 53-8 and 53-39)

AFI 36-2504, *Reserve of the Air Force Officer Promotions* (formerly AFR 45-34)

AFI 36-2905, *The Weight Management Program* (formerly AFR 35-11)

AFI 36-3003, *Leave and Administrative Absence* (formerly AFR 35-9)

AFI 36-3203, *Service Retirements* (formerly AFR 35-7)

AFI 36-3209, *Separation Procedures for US Air Force Reserve Members* (formerly AFR 35-41, Volume 3)

AFI 36-8001, *Air Force Reserve Educational Training* (formerly AFR 35-41, Volume 2)

AFI 37-128, *Administrative Orders* (formerly AFR 10-7)

AFPD 36-22, *Military Training* (no former publication)