

AFSC 2R1X1

MAINTENANCE MANAGEMENT PRODUCTION (Maintenance Scheduling)



CAREER FIELD EDUCATION AND TRAINING PLAN

CAREER FIELD EDUCATION AND TRAINING PLAN
 MAINTENANCE MANAGEMENT PRODUCTION SPECIALTY
 AFSC 2R1X1

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**MAINTENANCE MANAGEMENT PRODUCTION SPECIALTY
AFSC 2R1X1
CAREER FIELD EDUCATION AND TRAINING PLAN**

PART I

PREFACE

1. This Career Field Education and Training Plan (CFETP) is a comprehensive education and training document that identifies life-cycle education/training requirements, training support resources, and minimum core task requirements for this specialty. The CFETP will provide personnel a clear career path to success and instill rigor in all aspects of career field training. To read, review, or print a copy of current CFETP, go to the Aircraft Maintenance Homepage at: <http://www.il.hq.af.mil/ilm/ilmm/acmaint/index.html>. **NOTE:** Civilians occupying associated positions will use Part II to support duty position qualification training.

2. The CFETP consists of two parts; supervisors will use both parts of the CFETP to plan, manage, and control training within the career field.

2.1. Part I provides information necessary for overall management of the specialty. Section A explains how everyone will use the plan. Section B identifies career field progression information, duties and responsibilities, training strategies, and career field path. Section C associates each level with specialty qualifications (knowledge, education, training, and other). Section D indicates resource constraints. Some examples are funds, manpower, equipment, and facilities. Section E identifies transition training guide requirements to support career field restructures.

2.2. Part II includes the following: Section A identifies the Specialty Training Standard (STS) and includes duties, tasks, and technical references to support training; Air Education and Training Command (AETC) conducted training; wartime course requirements; core tasks; and correspondence course requirements. Section B contains the course objective list and training standards supervisors use to determine if airmen satisfied training requirements. Section C identifies available support materials. An example is a Qualification Training Package (QTP) developed to support proficiency training. These QTP packages can be found at, <http://www.e-publishing.af.mil/pubs/speclist.asp?puborg=AF&series=qtp> Section D identifies a training course index supervisors use to determine resources available to support training; included here are both mandatory and optional courses. Section E identifies MAJCOM unique training requirements supervisors use to determine additional training requirements unique to the MAJCOM.

3. Using guidance provided in the CFETP will ensure individuals in this specialty receive effective and efficient training at the appropriate point in their career. This plan will enable us to train today's work force for tomorrow's jobs. At unit level, supervisors and trainers will use Part II to identify, plan, and conduct training commensurate with the overall goals of this plan.

ABBREVIATIONS/TERMS EXPLAINED

Advanced Training (AT): Formal course which provides individuals who are qualified in one or more positions of their Air Force Specialty (AFS) with additional skills/knowledge to enhance their expertise in the career field. Training is for selected career airmen at the advanced level of the AFS.

Air Force Job Qualification Standard (AFJQS): A comprehensive task list that describes a particular job type or duty position. They are used by supervisors to document task qualifications. The tasks on an AFJQS are common to all persons serving in the described duty position.

Career Field Education and Training Plan (CFETP): A CFETP is a comprehensive, multipurpose document covering the entire spectrum of education and training for a career field. It outlines a logical growth plan that includes training resources and is designed to make career field training identifiable, to eliminate duplication, and to ensure this training is budget defensible.

Certification: A formal indication of an individual's ability to perform a task to required standards.

Certification Official: A person the commander assigns to determine an individual's ability to perform a task to required standards.

Continuation Training: Additional training exceeding requirements with emphasis on present or future duty assignments.

Core Task: A task Air Force Career Field Managers (AFCFMs) identify as a minimum qualification requirement within an Air Force Specialty regardless of duty position. Core tasks identified with an *R are optional for AFRC and ANG.

Critical Task. Additional tasks, identified by MAJCOM Functional Managers, commanders, and supervisors as being required for skill-level upgrade training. When designated, certify these core tasks using normal core task certification procedures.

Course Objective List (COL): A publication identifying the tasks and knowledge requirements, and respective standards provided to achieve a 3-, 5-, and 7-skill level in this career field. Supervisors use the COL to assist in conducting graduate evaluations in accordance with AFI 36-2201, *Developing, Managing and Conducting Military Training Programs*.

Enlisted Specialty Training (EST): A mix of formal training (technical school) and informal training (on-the-job) to qualify and upgrade airmen in each skill level of a specialty.

Exportable Training: Additional training via computer assisted, paper text, interactive video, or other necessary means to supplement training.

Field Technical Training (Type 4): Special or regular on-site training conducted by a training detachment (TD) or by a mobile training team (MTT).

Initial Skills Training: A formal resident course which results in the award of a 3-skill level AFSC.

Instructional System Development (ISD): A deliberate and orderly process for developing, validating, and reviewing instructional programs that ensures personnel are taught the knowledge and skills essential for successful job performance.

Mission Ready Airman: A formal course which results in an airman receiving hands-on training and task certification of selected tasks so the individual will be immediately productive upon arrival at their first duty section.

Occupational Survey Report (OSR): A detailed report showing the results of an occupational survey of tasks performed within a particular AFS.

On-the-Job Training (OJT): Hands-on, over-the-shoulder training at the duty location used to certify personnel for both skill level upgrade and duty position qualification.

Qualification Training (QT): Actual hands-on task performance training designed to qualify an airman in a specific duty position. This training occurs both during and after the upgrade training process. It is designed to provide the performance skill / knowledge training required to do the job.

Qualification Training Package (QTP): An instructional package designed for use at the unit to qualify, or aid qualification, in a duty position or program, or on a piece of equipment. It may be printed, computer-based, or in other audiovisual media.

Resource Constraints: Resource deficiencies, such as money, facilities, time, manpower, and equipment that preclude desired training from being accomplished.

Specialty Training Standard (STS): An Air Force publication that describes an Air Force Specialty in terms of tasks and knowledge an airman may be expected to perform or to know on the job. It serves as a contract between the Air Education and Training Command and the functional user to show which of the overall training requirements for an Air Force Specialty Code are taught in formal schools, career development courses, and exportable courses.

Upgrade Training (UGT): A mixture of mandatory courses, task qualification, QTPs, and CDCs required for award of the 3-, 5-, 7-, or 9-skill levels.

Utilization and Training Workshop (U&TW). A forum, co-chaired by the AFCFM and Training Pipeline Manager, MAJCOM Air Force Specialty Code (AFSC) functional managers, Subject Matter Experts (SMEs), and AETC training personnel that determines career ladder training requirements.

SECTION A - GENERAL INFORMATION

1. Purpose. This CFETP provides information necessary for Air Force Career Field Managers (AFCFM), MAJCOM functional managers (MFMs), commanders, training managers, supervisors and trainers to plan, develop, manage, and conduct an effective career field training program. This plan outlines the training that individuals in this AFS should receive to develop and progress throughout their career. This plan identifies initial skills, upgrade, qualification, advanced, and proficiency training. Initial skills training is the AFS specific training an individual receives upon entry into the Air Force or upon retraining into this specialty for award of the 3-skill level. Normally, this training is conducted by AETC at one of the technical training centers. Upgrade training identifies the mandatory courses, task qualification requirements, and correspondence course completion requirements for award of the 3-, 5-, 7-, 9-skill levels. Qualification training is actual hands-on task performance training designed to qualify an airman in a specific duty position. This training program occurs both during and after the upgrade training process. It is designed to provide the performance skills/knowledge required to do the job. Advanced training is formal specialty training used for selected airmen.

Proficiency training is additional training, either in-residence or exportable advanced training courses, or on-the-job training, provided to personnel to increase their skills and knowledge beyond the minimum required for upgrade. The CFETP has several purposes, some are:

- 1.1. Serves as a management tool to plan, manage, conduct, and evaluate a career field training program. Also, it is used to help supervisors identify training at the appropriate point in an individual's career.
- 1.2. Identifies task and knowledge training requirements for each skill level in the specialty and recommends education/training throughout each phase of an individual's career.
- 1.3. Lists training courses available in the specialty, identifies sources of training, and the training delivery method.
- 1.4. Identifies major resource constraints, which impact full implementation of the desired career field training process.

2. Uses. The plan will be used by MFMs and supervisors at all levels to ensure comprehensive and cohesive training programs are available for each individual in the specialty.

2.1. AETC training personnel will develop/revise formal resident, non-resident, field and exportable training based on requirements established by the users and documented in Part II of the CFETP. They will also work with the AFCFM to develop acquisition strategies for obtaining resources needed to provide the identified training.

2.2. MFMs ensure their training programs complement the CFETP mandatory initial, upgrade, and proficiency requirements. OJT, resident training, contract training, or exportable courses can satisfy identified requirements. MAJCOM-developed training to support this AFSC must be identified for inclusion into plan and must not duplicate other available training.

2.3. Each individual will complete the mandatory training requirements specified in this plan. The lists of courses in Part II will be used as a reference to support training.

3. Coordination and Approval. The AFCFM is the approval authority. MAJCOM representatives and AETC training personnel will identify and coordinate on the career field training requirements. The AETC training manager for this specialty will initiate an annual review of this document by AETC and MFMs to ensure currency and accuracy. Using the list of courses in Part II, they will eliminate duplicate training. Applicable inputs/changes to this CFETP will be routed to the 360TRS/TRR, 913 J Avenue, Sheppard AFB, TX 76311.

SECTION B - CAREER PROGRESSION AND INFORMATION

4. Specialty Description.

4.1. Specialty Summary. Plans, schedules and organizes use and maintenance of aircraft, engines, munitions, and associated aerospace ground equipment (AGE). Documents and maintains aircraft, missiles, munitions, and associated AGE records. Maintains generation flow plans for units required to meet emergency war order and wartime tasking. Analyzes maintenance information and requirements, and develops visual presentations. Monitors aircraft maintenance scheduling effectiveness.

4.2. Duties and Responsibilities.

4.2.1 Plans and schedules aerospace vehicle maintenance and utilization requirements. Develops, plans, and establishes production schedules to meet mission requirements. Schedules aerospace vehicles, AGE, and munitions through maintenance phases. Determines maintenance capabilities to aid in developing operational schedules. Develops long-range maintenance plans to support annual programs. Prepares weekly, monthly, and quarterly utilization schedules for known maintenance and operational mission and training requirements. Coordinates with base activities to ensure support is available to meet schedules. Reports aerospace vehicle and selected equipment inventory data.

4.2.2 Schedules and monitors workload requirements. Ensures appropriate commanders are advised of maintenance capabilities, limiting production factors, and adherence to maintenance schedules.

Uses automated system to schedule and monitor maintenance activities' workload. Administers work control by authorizing jobs, work priorities, and completion times.

4.2.3 Operates automated information systems and maintains equipment records to support applicable weapon systems. Coordinates with maintenance data systems analysis to establish automated support requirements.

4.2.4 Maintains and audits weapon systems records. Reviews, evaluates, and files documented information for planning and scheduling maintenance actions. Maintains historical and flight status records of weapons and support systems. Manages the aircraft configuration, TCTO, special inspection, and time change programs and their related automated subsystems. Ensures accurate documentation of aircraft configuration, time compliance technical orders, time change items, and special inspections.

5. Skill/Career Progression. Adequate training and timely progression from the apprentice to the superintendent skill level play an important role in the Air Force's ability to accomplish its mission. It is essential for everyone involved in training to do their part to plan, manage, and conduct an effective training program. The guidance provided in this part of the CFETP will ensure each individual receives necessary training at appropriate points in their career.

5.1. Apprentice (3) Level. Following Basic Military Training, initial skills training will be provided in resident courses at the 82d Training Wing, Sheppard AFB TX. These courses will lay the foundation for additional training at the graduate's first duty assignment. Complete the required minimum time required of on-the-job training IAW AFI 36-2201 V2 for upgrade.

5.2. Journeyman (5) Level. Trainees will utilize the Career Development Course (CDC), and task qualification training to progress in their career field. Upon completion of CDC 2R151 and Air Force core task qualifications, the trainee should complete other available duty position training. Experienced 5-levels who meet the requirements in AFI 36-2201 V1 will be considered for appointment as unit trainers. CDC study is continued to prepare for promotion testing. Additional higher education and completion of courses outside their AFSC are also recommended.

5.3. Craftsman (7) Level. When notification of selection to SSgt is received, an individual may begin upgrade training the first day of the promotion cycle. In addition to completing required months OJT IAW AFI 36-2201 V2 and Air Force core task qualifications, the trainee will complete CDC 2R171. Finally the trainee will attend the Maintenance Management Production Craftsman course in-residence prior to upgrade to craftsman. A craftsman can expect to fill various supervisory and management positions. Seven-levels should take courses to obtain added knowledge on management of resources and personnel. Seven-levels should also become thoroughly familiar with all facets of maintenance operations flight activities. Continued academic education through CCAF and higher degree programs is encouraged. In addition, when promoted to TSgt or TSgt selectee, individuals should attend the Noncommissioned Officer Academy.

5.4. Superintendent (9) Level. A 9-level can be expected to fill positions such as a work center Superintendent, Maintenance Operations Flight Superintendent or MAJCOM functional manager. Additional training in the areas of budget, manpower, resources, and personnel management should be pursued through continuing education. Individuals promoted to SMSgt (SMSgt selectee) should attend the Senior Noncommissioned Officer Academy. Additional higher education and completion of courses outside their career AFSC are also recommended.

6. Training Decisions. The CFETP uses a building block approach (simple to complex) to encompass the entire spectrum of training requirements for the maintenance management production career field. The spectrum includes a strategy for when, where, and how to meet the training requirements. The strategy must be apparent and affordable to reduce duplication of training and eliminate a disjointed approach to training. The following training decisions were made by MAJCOM Functional Managers and Subject Matter Experts (SMEs) at the career field Utilization and Training Workshop held at Sheppard AFB, 16-20 Jun 03.

6.1. Initial Skills. Initial skills training review resulted in minor changes. Lecture was added on requesting automated transfer files, performance was added on managing commodity TCTOs and processing/validating equipment records for transfers/acceptance inspections. Training on forecasting time change items was adjusted slightly and performance was specified for annual and 45-60 days forecasts. Task performance training on processing engine hour and event data

was deleted. Task and knowledge training requirements are identified in STS 2R1X1, which is included in Part II, Section A, of this plan. To be awarded AFSC 2R131, an individual must complete the Maintenance Management Production Apprentice Course.

6.2. Five Level Upgrade Requirements. Upgrade training to the 5-skill level in this AFSC requires completion of all training as indicated by task and knowledge training requirements identified in STS 2R1X1, which is included in Part II, Section A, of this plan and completion of the 5-skill level Career Development Course (CDC). Additionally, the trainee must meet all requirements prescribed in the applicable MAJCOM training directives.

6.3. Seven Level Upgrade Requirements. 7-skill level upgrade training in this specialty consists of completing all 3- and 5-skill level training requirements. Upgrade training begins the first day of the promotion cycle upon selection to staff sergeant and requires completion of all training as indicated by task and knowledge training requirements identified in STS 2R1X1, which is included in Part II, Section A, of this plan. The trainee is also required to complete the 7-skill level Career Development Course (CDC) which has been changed to a generic management CDC. Areas covered are: Logistics and Resource Management, Supply Management, Maintenance Management, and Training Management. As a final step, the trainee must complete the in-residence Maintenance Management Production Craftsman Course, which was changed to cover task performance training on the Aerospace Vehicle Distribution Officer functions and auditing records (i.e. configuration management, transfers/acceptance). Additionally, the trainee must meet all requirements prescribed in the applicable MAJCOM training directives.

6.4. Proficiency Training. Additional knowledge and skill requirements, which are not taught through initial skills or upgrade training, are assigned to unit training, or to training detachments. The purpose of continuation training is to provide additional training, exceeding minimum upgrade training requirements, with emphasis on present and future duty positions. To provide additional training in this area, MAJCOMs must develop a continuation-training program that ensures individuals in the career field receive the necessary training at the appropriate point in their career. The training program will identify both mandatory and optional training requirements.

7. Community College of the Air Force. Registration in CCAF degree program occurs once the individual has been assigned at basic training (usually during the third week of training). CCAF provides production managers the opportunity to obtain an Associates Degree in Applied Sciences in Maintenance Management Production. In addition to its associates degree programs, CCAF offers the following:

7.1. Occupational Instructor Certification. Upon completion of instructor qualification training, consisting of the instructor methods course of at least 3 semester hours and a teaching practicum course of at least 5 semester hours, CCAF instructors who possess an associates degree or higher may be nominated by their school commander/commandant for certification as an occupational instructor.

7.2. The Family Support Center, during the Transition Assistance Program (TAP); will issue each Air Force member that is separating or retiring a DD Form 2586 which lists all AFSCs at the highest skill level that was held by the member. This document is a complete history of the military member's career.

7.3. Degree Requirements. All airmen are automatically entered into the CCAF program. Prior to completing an Associates degree, the 5-level must be awarded and the following requirements must be met:

Requirements	Semester Hours
Technical Education	24
Leadership, Management, and Military Studies	6
Physical Education	4
General Education	15
Program Elective Technical Education; Leadership, Management, and Military Studies; or General Education	15
Total	64

7.3.1. Technical Education (24 Semester Hours): A minimum of 12 semester hours of Technical Core subjects/courses must be applied and the remaining semester hours applied from Technical Core/Technical Elective courses. Credit value is awarded based upon date of course completion. The credit value can be obtained during a visit to the Base Education Center. Completion of the 2R1X1 Maintenance Management Production specific courses below satisfies some semester hours of the technical education requirement.

Course	PDS Code
J3ABR2R131 004	HWO
J3ACR2R171 005	MSO
J3AZR2E066 008	T5B

7.3.2. Leadership, Management, and Military Studies (6 Semester Hours): Professional military education and/or civilian management courses.

7.3.3. Physical Education (4 Semester Hours): This requirement is satisfied by completion of Basic Military Training.

7.3.4. General Education (15 Semester Hours): Applicable courses must meet the criteria for application of courses to the General Education Requirements (GER) and be in agreement with the definitions of applicable General Education subjects/courses as provided in the CCAF General Catalog.

7.3.5. Program Elective (15 Semester Hours): Satisfied with excess credit from applicable Technical Education; Leadership, Management, and Military Studies; or General Education subjects/courses, including natural science courses meeting GER application criteria. Six semester hours of CCAF degree applicable technical credit otherwise not applicable to this program may be applied. See the CCAF General Catalog for details regarding the Associates of Applied Science for this specialty.

7.4. Additional off-duty education is a personal choice that is encouraged for all. Individuals desiring to become an Air Education and Training Command Instructor should be actively pursuing an Associates degree. A degreed faculty is necessary to maintain accreditation through the Southern Association of Colleges and Schools.

8. Career Field Path.

8.1. **Enlisted Career Path.** Table A8.1 identifies career milestones for the 2R1X1 Air Force Specialty.

Table 8.1 Enlisted Career Path				
Education and Training Requirements	Grade Requirements			
	Rank	Average Sew-On	Earliest Sew-On	High Year Of Tenure (HYT)
Basic Military Training School				
Apprentice Technical School (3-Skill Level)	Amn A1C	6 months 16 months		
Upgrade To Journeyman (5-Skill Level) - Minimum 15 months in up-grade training (9 months for retrainees) - Complete all 5-level core tasks - Complete appropriate CDC if/when available.	Amn A1C SrA	6 months 16 months 3 years	28 months	12 Years
Airman Leadership School (ALS) - Must be a SrA with 48 months time in service or be a SSgt Selectee. - Resident graduation is a prerequisite for SSgt sew-on (Active Duty Only).				
Trainer - Qualified and certified to perform the task to be trained. - Have attended the formal trainer's course and appointed in writing by Commander.	Certifier - Be at least a 5-skill level SSgt; and qualified and certified to perform the task being certified - Attend formal certifier course and appointed in writing by Commander. - Be a person other than the trainer.			
Upgrade To Craftsman (7-Skill Level) - Minimum rank of SSgt. - Complete all 5- and 7-level core tasks - 12 months in up-grade training (6 months for retrainees) - Complete appropriate CDC if/when available. - Advanced Technical School.	SSgt	7.5 years	3 years	20 Years
Noncommissioned Officer Academy (NCOA) - Must be a TSgt or TSgt Selectee. - Resident graduation is a prerequisite for MSgt sew-on (Active Duty Only).	TSgt MSgt	12.5 years 16 years	5 years 8 years	24 Years 26Years
USAF Senior NCO Academy (SNCOA) - Must be a SMSgt or SMSgt Selectee. - A percentage of top nonselect (for promotion to E-8) MSgts attend the SNCOA each year. - Resident graduation is a prerequisite for CMSgt sew-on (Active Duty Only).	SMSgt	19.2 years	11 years	28Years
Upgrade To Superintendent (9-Skill Level) - Minimum rank of SMSgt. - Must be a resident graduate of SNCOA (Active Duty Only).	CMSgt	21.5 years	14 years	30 Years

8.2. **Base/Unit Education and Training Manager Checklist:** Table A8.2. provides base and unit education and training managers a tool to track progress of individuals in the 2R1X1 Air Force Specialty.

Table A8.2. Base/Unit Education and Training Manager Checklist		
Requirements for Upgrade to:	Y	N
<p>Journeyman</p> <ul style="list-style-type: none"> - Has the apprentice completed mandatory CDCs if available? NOTE: Upgrade trainees will not be required to retake their respective shred 5-level CDC again to fulfill requirements. - Has the apprentice completed all 5-level core tasks identified in the CFETP? - Has the apprentice completed all other duty position tasks identified by the supervisor? - Has the apprentice completed 15 months UGT (9 months for retrainees)? - Has the apprentice met mandatory requirements listed in specialty description, AFMAN 36-2108(Airman Classification), and CFETP? - Has the apprentice been recommended by their supervisor? 		
<p>Craftsman</p> <ul style="list-style-type: none"> - Has the journeyman achieved the rank of SSgt? - Has the journeyman completed mandatory CDCs? - Has the journeyman completed all core tasks identified in the CFETP? - Has the journeyman completed all other duty position tasks identified by the supervisor? - Has the journeyman attended 7-skill level Craftsman Course? - Has the journeyman completed 12 months UGT (6 months for retrainees)? 		

TO: Squadron/CC
 FROM: Squadron Training Manager
 SUBJECT: Upgrade Trainee

Trainee is prepared to be upgraded and has completed all training requirements.

 Training Manager

 Supervisor

SECTION C - SKILL LEVEL TRAINING REQUIREMENTS

9. Purpose. Skill level training requirements in this career field are defined in terms of tasks and knowledge requirements. This section outlines the specialty qualification requirements for each skill level in broad, general terms and establishes the mandatory requirements for entry, award and retention of each skill level. The specific task and knowledge training requirements are identified in the STS at Part II, Sections A and B of this CFETP.

10. Specialty Qualification:

10.1. Apprentice Level Training:

10.1.1. Specialty Qualification. Entry into training is accepted from non-prior service accessions or prior service retrainees.

10.1.1.1. Knowledge. Knowledge is mandatory of: aircraft, engines, space systems, and associated equipment; automated/manual procedures applying to planning, scheduling, and documenting maintenance; maintenance information systems and small computer use; concepts and application of maintenance directives; aircraft configuration, operational, inspection and time change management; delayed discrepancy; TCTO; and engine subsystems.

10.1.1.2. Education. For entry into this specialty, computer literacy and completion of high school with courses in basic mathematics is desirable.

10.1.1.3. Training. For award of AFSC 2R131, completion of a basic maintenance management production course is mandatory.

10.1.1.4. Experience. After 3-skill level school graduation, formal journeyman (5-skill level) training begins.

10.1.1.5. Other. For award and retention of AFSC 2R131, eligibility for a Secret security clearance according to AFI 35-501, *Personnel Security Program Management*.

10.1.2. Training Sources and Resources. The initial skills course will provide the required knowledge and qualifications. Initial skills training encompasses technical training publications, aircraft equipment and engine scheduling, aerospace vehicle inventory changes, time changes, special inspections and TCTO programs, maintenance management, and engine management.

10.1.3. Implementation. Upon graduation from Basic Military Training, airmen are assigned to the Training Wing for completion of course J3ABR2R131 004, Maintenance Management Production Apprentice. Completion of the course will result in award of the 3-skill level.

10.2. Journeyman Level Training:

10.2.1 Specialty Qualification. Qualification in and possession of AFSC 2R131.

10.2.1.1. Knowledge. In addition to the 3-level qualifications, an individual must possess the knowledge and skills necessary to maintain the inspection, time change, TCTO, and operational event data base systems, and inventory reporting.

10.2.1.2. Education. No additional requirements for entry into this skill level.

10.2.1.3. Training. For award of 2R151, completion of the 5-skill level CDC and training meeting core task requirements established in the STS is required.

10.2.1.4. Experience. SrA with a minimum of 15 months up-grade training (9 months for retrainees). Also, experience in maintenance scheduling and documentation. Completion of an aircraft initial skills course or an aircraft familiarization course is desirable.

10.2.1.5. Other. For award and retention of AFSC 2R151, eligibility for a Secret security clearance according to AFI 35-501, *Personnel Security Program Management*.

10.2.2. Training Sources and Resources. The 5-level CDC provides the career knowledge training required. Qualification training and OJT will provide training and qualification on the core tasks identified in the STS. The CDC is written to build from the trainee's current knowledge base, and provide more in-depth knowledge to support OJT requirements.

10.2.3. Implementation. Training to the 5-level is performed by the units, utilizing the STS, exportable courses, and CDCs. Upgrade to the 5-level requires completion of the 2R151 CDC, OJT, completion of all core tasks and promotion to E-4.

10.3. Craftsman Level Training:

10.3.1 Specialty Qualification. Qualification in and possession of AFSC 2R151.

10.3.1.1. Knowledge. In addition to the 5-level qualifications, an individual must possess advanced skills and knowledge of theory, concepts, principles and applications of maintenance management production. The 7-level must be able to supervise and train personnel. They must be able to plan, schedule, and organize to ensure effective utilization of available resources.

10.3.1.2. Education. To assume the grade of SSgt and MSgt, individuals must be graduates of the Airman Leadership School (ALS) and NCO Academy, respectively.

10.3.1.3. Training. For award of the 2R171, completion of the 7-level CDCs, meeting core task requirements in the STS, MAJCOM or unit specific courses where applicable, and the 7-level in residence course is mandatory.

10.3.1.4. Experience. SSgt with a minimum 12 months up-grade training (6 months for retrainees). Experience performing or supervising maintenance scheduling and documentation functions is also required.

10.3.1.5. Other. For award and retention of AFSC 2R171, eligibility for a Secret security clearance according to AFI 35-501, *Personnel Security Program Management*.

10.3.2. Training Sources and Resources. The 7-level CDC provides core generic management training. Qualification training and OJT will provide training and qualification on the core tasks identified in the STS. The CDC is written to provide a generic management base of knowledge for assumption of NCOIC, supervision, and superintendent type duties. The 7-level in residence course will ensure qualification as prescribed by the STS.

10.3.3. Implementation. Upgrade to the 7-level will require completion of all 7-level core tasks, 7-level CDC's, 12 months OJT and completion of the 7-level course. SSgts and SSgt(s) will attend 7-level in residence course at the earliest convenience during UGT.

10.4. Superintendent Level Training:

10.4.1 Specialty Qualification. Qualification in and possession of AFSC 2R171.

10.4.1.1. Knowledge. In addition to 7-level qualifications, an individual must possess advanced skills and knowledge of concepts and principles of maintenance management production. The individual must also possess basic knowledge of Maintenance Data Systems Analysis duties, Maintenance Operations Center policies and procedures, and Maintenance Operations Flight Chief responsibilities. The 9-level needs to be an effective leader and must be able to forecast, budget, and manage funding and other assigned resources.

10.4.1.2. Education. Resident graduate of Senior Non-Commissioned Officer Academy (SNCOA) (active duty only).

10.4.1.3. Training. Continuation Training courses are available and attendance should be based on the individuals training needs.

10.4.1.4. Experience. Minimum rank of SMSgt. Also, experience managing maintenance management production or analysis activities.

10.4.1.5. Other. None

10.4.2. Training Sources/Resources. The Senior NCO Academy and unit OJT will be used for training.

10.4.3. Implementation. The 9-skill level will be awarded upon SMSgt sew on date, (active duty only).

SECTION D - RESOURCE CONSTRAINTS

11. Purpose. This section identifies known resource constraints, which preclude optimal/desired training from being developed or conducted, including information such as cost and manpower. Narrative explanations of each resource constraint and an impact statement describing what effect each constraint has on training are included. Also included in

this section are actions required, office of primary responsibility, and target completion dates. As a minimum, resource constraints will be reviewed and updated annually.

12. Apprentice Level Training: (See minutes)

12.1. Constraints. Resource (money, equipment, man-years) constraints are listed at Attachment 16. The designated MAJCOM OPR must present a plan for providing resources within 30 days from release of the course resource estimate (CRE). Otherwise the requirements will be reduced in the STS/POI.

12.1.1. Impact.

12.1.2. Resources Required. MSAT software/patches (no cost), and DataWatch Monarch Pro software valued at \$450. Also a possible 1-2 Student man-years/instructors will be required to teach additional subjects as outline in the minutes of the 16 – 20 June 2003 U&TW

12.1.3. Action Required.

12.2. OPR/Target Completion Date. 360 TRS/RM. Completion date is dependent upon funding line during fiscal year.

13. Five-Level Training: There are no 5-level constraints.

14. Seven-Level Training: There are no 7-level constraints.

SECTION E - TRANSITIONAL TRAINING GUIDE

PART II

SECTION A - SPECIALTY TRAINING STANDARD

1. Implementation. This STS will be used for technical training provided by AETC for classes beginning 20040802 and graduating 20040914.

2. Purpose: As prescribed in AFI 36-2201, this STS:

2.1. Lists in column 1 (Task, Knowledge, and Technical Reference) the most common tasks, knowledge, and technical references (TR) necessary for airmen to perform duties in the 3-, 5-, and 7-skill level. An asterisk (*) before the task number indicates a wartime course objective. The 7-level in-residence craftsman course will not be taught in wartime.

2.2. Column 2 (Core Tasks) identifies, by asterisk (*), specialty-wide training requirements. Core tasks identified with an *R are optional for AFRC and ANG. As a minimum, certification on all core tasks applicable to one Mission Design Series (MDS) aircraft assigned must be completed for skill level upgrade. Exemptions:

2.2.1. Core tasks, which are not applicable to base assigned aircraft or equipment are not required for upgrade (units are not required to send personnel TDY for core task training).

2.2.2. For units with more than one MDS aircraft, upgrade trainees need only complete core tasks on a single MDS. MFMs, unit commanders, and/or supervisors may require trainees to complete core task training on additional MDSs, if desired. If some of these core tasks involve training in another unit on base, trainees must still complete all core tasks relevant to at least one MDS. All units are bound by the requirements in this CFETP and will accommodate core task trainees from other units.

2.2.3. Units that use the GO81 maintenance data collection system must complete Core Automated Maintenance System (CAMS)/Integrated Maintenance Data System (IMDS) Computer Based Training (CBT) core tasks to ensure individuals are qualified for worldwide deployment/assignment.

2.3. Provides certification for OJT. Column 3 is used to record completion of tasks and knowledge training requirements. Use automated training management systems to document technician qualifications, if available. Task certification must show a certification/completed date.

2.4. Shows formal training and correspondence course requirements. Column 4 shows the proficiency to be demonstrated on the job by the graduate as result of training on the task/knowledge and the career knowledge provided by the correspondence course. When two codes are used in columns 4 (e.g. 2b/b), the first code is the established requirement for resident training on the task/knowledge, and the second code indicates the level of training provided in the course due to equipment shortages or other resource constraints. See CADRE/AFSC/CDC listing maintained by the unit-training manager for current CDC listing.

2.5. Qualitative Requirements: Attachment 1 contains the proficiency code key used to indicate the level of training and knowledge provided by resident training and career development courses.

2.6. Job Qualification Standard: Becomes a Job Qualification Standard (JQS) for on-the-job training (OJT) when placed in the AF Form 623, **On-the-Job Training Record**, and used according to AFI 36-2201. For OJT, the tasks in column 1 are trained and qualified to the go/no go level. "Go" means the individual can perform the task without assistance and meets local requirements for accuracy, timeliness, and correct procedures. When used as a JQS, the following requirements apply:

2.6.1. Documentation: Document and certify training IAW AFI 36-2201, Vol 3, Charter 8. Automated records, utilizing Core Automated Management System (CAMS) or Integrated Maintenance Data System (IMDS)/Global Combat Support System (GCSS), reflecting this STS may be used and are highly encouraged. To reduce local CFETP printing costs, the following options are authorized: Keep at least one copy of the entire CFETP (part 1 and 2) in the work center for general access and master training plan development. Section II of this CFETP must be filed in individual OJT records in AF Form 623. Use of Section I is optional in individual OJT records for this career field. MAJCOMs may designate additional core tasks other than those already identified in the CFETP. Identify duty position requirements by circling (in pencil) the subparagraph number next to the task statement. As a minimum, complete the following columns: date training completed, trainee initials, and trainer initials, and certifier initials (core tasks only). Trainers may sign off non-core and non-critical tasks by initialing the trainer's column; third party certification is not required for non-core and non-critical tasks. There are no approved AFJQS for this AFSC.

2.6.1.1. Converting from Old CFETP to New CFETP: Transcribe records IAW AFI 36-2201, Vol 3. All AFJQSs and previous CFETPs are replaced by this CFETP; therefore, conversion of all training records to this CFETP STS is mandatory. Automated records reflecting this STS may be used and are highly encouraged. Use this CFETP STS (or automated STS) to identify and certify all past and current qualifications.

2.6.1.1.1. For all tasks previously certified and required in the current duty position, evaluate current qualifications and when verified, recertify using current date as completion date, and enter trainee's and trainer's initials. Remember, during the transcription process no training is taking place.

2.6.1.1.2. When transcribing previous certification for tasks not required in the current duty position, carry forward *only* the previous completion date of certification (not the initials of another person). If and when transcribed tasks become duty position requirements, recertify using standard certification procedures.

2.6.1.1.3. The person whose initials appear in the trainer or certifier block during the transcription process must meet the requirements of their respective roles.

2.6.1.1.4. Upon completion of the transcription process, give the old CFETP to the member.

2.6.1.2. Documenting Career Knowledge: When a CDC is not available: the supervisor identifies CFETP Part II training references that the trainee requires for career knowledge and ensures, as a minimum, that trainees cover the mandatory items in AFMAN 36-2108. CDC information in **all** attachments of the CFETP are mandatory for five and seven-level upgrade. For two-time CDC course exam failures: supervisors identify all Part II items corresponding to the areas covered by the CDC.

The trainee completes a study of references, undergoes evaluation by the task certifier, and receives certification on the CFETP Part II. *Supervisors must document successful completion of career knowledge prior to submitting a CDC waiver.*

2.6.1.3. Decertification and Recertification: When an airman is found to be unqualified on a task previously certified for his or her position, the supervisor lines through the previous certification or deletes previous certification when using automated system. Appropriate remarks are entered on the AF Form 623a, **On-The-Job Training Record Continuation Sheet**, as to the reason for decertification. The individual is recertified (if required) either by erasing the old entries and writing in the new, or by using correction fluid/tape (if the entries are in ink) over the previously certified entry.

2.6.2. AF Form 797. When additional items not listed in the CFETP Part II are necessary in the current duty assignment, enter them on the AF Form 797. Fill out the form IAW AFI 36-2201, Vol 3.

2.6.3. Disposition of Training Records. Upon separation, retirement, commissioning, or promotion to Senior Master Sergeant (unless otherwise directed by the AFCFM, MAJCOM, unit commander, or supervisor), give the individual their training records. Also, give individuals outdated training records after transcribing records. Do not remove any training records that show past qualifications unless transcribed to a new CFETP. For example, an individual working in a tool crib or staff position must maintain documented career field qualifications in case they return to direct maintenance duty. Supervisors must exercise good judgment when removing training records not needed in current duty positions.

2.7. Is a guide for development of promotion tests used in the Weighted Airman Promotion System (WAPS). Senior NCOs, with extensive practical experience in their career fields, develop Specialty Knowledge Tests (SKTs) at the USAF Occupational Measurement Squadron. The tests sample knowledge of STS subject matter areas judged by test development team members as most appropriate for promotion to higher grades. Questions are based upon study references listed in the WAPS catalog. Individual responsibilities are in chapter 14 of AFI 36-2606, *US Air Force Reenlistment, Retention, and NCO Status Programs*. WAPS is not applicable to the Air National Guard or Air Force Reserve.

3. Recommendations. Report unsatisfactory performance of individual course graduates to the AETC Training Manager at 360TRS/TRR, 913 J Avenue, Sheppard AFB, TX 76311. Reference specific STS paragraphs. A customer service information line has been installed for the supervisor's convenience to identify graduates who may have received over or under training on task/knowledge items listed in this training standard. For quick response to problems, call our customer service information line, Defense Switch Network (DSN) 736-5236, anytime day or night.

BY ORDER OF THE SECRETARY OF THE AIR FORCE

OFFICIAL

DONALD J. WETEKAM
Lieutenant General, USAF
DCS/Installations and Logistics

Attachments

1. STS Proficiency Code Key
2. Training Requirements

STS Proficiency Code Key

<i>This Block Is For Identification Purposes Only</i>		
Name Of Trainee		
Printed Name (Last, First, Middle Initial)	Initials (Written)	SSAN
Printed Name Of Certifying Official And Written Initials		
N/I	N/I	

QUALITATIVE REQUIREMENTS

Proficiency Code Key		
	Scale Value	Definition: The individual
Task Performance Levels	1	Can do simple parts of the task. Needs to be told or shown how to do most of the task. (Extremely Limited)
	2	Can do most parts of the task. Needs only help on hardest parts. (Partially Proficient)
	3	Can do all parts of the task. Needs only a spot check of completed work. (Competent)
	4	Can do the complete task quickly and accurately. Can tell or show others how to do the task. (Highly Proficient)
*Task Knowledge Levels	a	Can name parts, tools, and simple facts about the task. (Nomenclature)
	b	Can determine step by step procedures for doing the task. (Procedures)
	c	Can identify why and when the task must be done and why each step is needed. (Operating Principles)
	d	Can predict, isolate, and resolve problems about the task. (Advanced Theory)
**Subject Knowledge Levels	A	Can identify basic facts and terms about the subject. (Facts)
	B	Can identify relationship of basic facts and state general principles about the subject. (Principles)
	C	Can analyze facts and principles and draw conclusions about the subject. (Analysis)
	D	Can evaluate conditions and make proper decisions about the subject. (Evaluation)
Explanations		
* A task knowledge scale value may be used alone or with a task performance scale value to define a level of knowledge for a specific task. (Example: b and 1b)		
** A subject knowledge scale value is used alone to define a level of knowledge for a subject not directly related to any specific task, or for a subject common to several tasks.		
- This mark is used alone instead of a scale value to show that no proficiency training is provided in the course or CDC.		
X This mark is used alone in the course columns to show that training is required but not given due to limitations in resources.		
NOTE: All tasks and knowledge items shown with a proficiency code are trained during wartime.		

Training Requirements

STS 2R1X1

1. Tasks, Knowledge And Technical References	2. Core Tasks			3. Certification For OJT				4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
	A	B	A	B	C	D	E	A		B		C	
	5 Level	7 Level	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	3 Skill Level		5 Skill Level		7 Skill Level	
								(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC
Attachment 1								-	-	-	-	-	-
Attachment 2	<p>NOTE 1: All course requirements are trained in the 3-level resident wartime course.</p> <p>NOTE 2: Users are responsible for annotating training references to identify current references pending STS revision.</p> <p>NOTE 3: Items marked in columns 2a and 2b with an * are mandatory core tasks for upgrade; items marked with *R are core tasks not required for ANG and AFRC for upgrade.</p> <p>NOTE 4: Address comments and recommended changes through the MAJCOM Functional Manager to the AETC Training Manager, DSN 736-2996</p>												
*2.1 Maintenance Management Production Career Field Progression TR: AFMAN 36-2101, 36-2108, AFVA 36-212								A	-	-	-	-	-
*2.2 Specific Security Vulnerabilities of AFS TR: AFI 10-1101								A	-	-	B	-	-
2.3 AF Hazard Communication Program TR: AFOSH 161-21								A	-	-	-	-	-
2.4 Training AFI 36-2201, 36-2101, AFMAN 36-2108 CFETP 2R1x1 TR: TR: AFI 36-2201, 36-2101, AFM 36-2108, CFETP 2R1X1								-	-	-	-	-	-
2.4.1 Maintain Training Records		*						-	-	-	-	-	-
2.4.2 Enlisted Specialty Training								-	-	-	-	-	B
2.5 Supervision TR: AFI 21-101, AFI 36-2406, 36-2618, AFPAM 36-2627								-	-	-	-	-	-
2.5.1 Orient New Personnel								-	-	-	-	-	-
2.5.2 Assign personnel to work areas								-	-	-	-	-	-
2.5.3 Plan work assignment and priorities								-	-	-	-	-	-
2.5.4 Schedule work assignments								-	-	-	-	-	-
2.5.5 Establish								-	-	-	-	-	-
2.5.5.1 Work methods								-	-	-	-	-	-
2.5.5.2 Work controls								-	-	-	-	-	-
2.5.5.3 Performance standards								-	-	-	-	-	-
2.5.5.4 Personnel rotation plan								-	-	-	-	-	-
2.5.6 Evaluate work performance of subordinate personnel								-	-	-	-	-	-
2.5.7 Manpower and Personnel TR: AFI 38-201, 38-204, AFMS 21B1, AFMS 21E1								-	-	-	-	-	-
2.5.7.1 Manpower Standards								-	-	-	-	-	B
2.5.7.2 Unit Manning Document								-	-	-	-	-	B
2.5.7.3 Unit Personnel Management Roster								-	-	-	-	-	B
2.6 Technical Publications TR: TO 00-5-1 SERIES, AFI 33-360V1								-	-	-	-	-	-
*2.6.1 Technical Order System								A		-	B	-	-
*2.6.2 Use Technical Orders								2b		-	-	-	-

Training Requirements

STS 2R1X1

1. Tasks, Knowledge And Technical References	2. Core Tasks			3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
	A	B	A	B	C	D	E	A		B		C		
	5 Level	7 Level	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC	
*2.6.3 Purpose of Time Compliance Technical Orders (TCTOs)								A		-	B	-	-	
*2.6.4 Types of TCTOs								A		-	B	-	-	
*2.6.5 AF Manuals and Instructions								A		-	B	-	-	
*2.6.6 Use AF Manuals and Instructions								2b		-	-	-	-	
2.7 Maintenance Management TR: AFI 21-101, AFI 38-101, AFCSM 21-556V2								-	-	-	-	-	-	
2.7.1 Maintenance Organization								-	-	-	-	-	-	
*2.7.1.1 Structure								A		-	B	-	-	
*2.7.1.2 Key position responsibilities								A	-	-	B	-	-	
*2.7.2 Maintenance Information Systems								A	-	-	B	-	-	
*2.7.3 Use Integrated Maintenance Data System (IMDS)								2b	-	-	-	-	-	
*2.7.4 Maintenance Scheduling Application Tool (MSAT)								B	-	-	-	-	-	
*2.7.5 Use Automated Data Processing Equipment (ADPE)								1a	-	-	-	-	-	
2.7.6 Use office applications software								-	-	-	-	-	-	
*2.7.6.1 Word Processing	*							2b	-	-	-	-	-	
*2.7.6.2 Spreadsheet	*							2b	-	-	-	-	-	
*2.7.6.3 Presentations	*							2b	-	-	-	-	-	
2.7.7 Management within the Maintenance Complex								-	-	-	-	-	B	
2.7.8 Supply Management								-	-	-	-	-	B	
2.7.9 Logistics and Resource Management								-	-	-	-	-	B	
2.8 Maintenance and Inspections TR: TO 00-20 SERIES, AFI 21-101								-	-	-	-	-	-	
*2.8.1 Maintenance concepts								A	-	-	B	-	-	
*2.8.2 Inspection concepts								A	-	-	B	-	-	
*2.8.3 Purpose for Maintenance Data Documentation								A	-	-	B	-	-	
2.9 Planning and Scheduling TR: AFI 11-101, 16-402, 21-101, 103, 201, 204, AFCSM 21-555V2, 565V2, 576V2, TO 00-20 SERIES, 00-25 SERIES, AIR FORCE DATA DICTIONARY (AFDD)								-	-	-	-	-	-	
2.9.1 Maintenance capabilities								-	-	-	-	-	-	
2.9.1.1 Compute capabilities to develop an operational contract	*							a	-	-	B	3c	-	
*2.9.1.2 Project aircraft availability to support annual plan	*							a	-	-	B	-	-	
*2.9.1.3 Project aircraft availability to support quarterly/monthly/weekly schedule	*							2b	-	-	B	-	-	
2.9.1.4 Evaluate maintenance capability (manpower, facilities, and equipment) to support annual/monthly flying hour requirements		*						-	-	-	B	3c	-	
2.9.1.5 Brief maintenance/airframe capabilities to support operational requirements								-	-	-	B	3c		

Training Requirements

STS 2R1X1

1. Tasks, Knowledge And Technical References	2. Core Tasks			3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
	A	B	A	B	C	D	E	A		B		C		
	5 Level	7 Level	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC	
2.9.2 Identify requirements and develop long range/quarterly plan								-	-	-	-	-	-	
*2.9.2.1 Aerospace Vehicles	*							2b	-	-	B	3c	-	
2.9.2.2 Engines								-	-	-	-	-	-	
2.9.2.3 Armament Equipment/Munitions								-	-	-	-	-	-	
2.9.2.4 Aerospace Ground Equipment								-	-	-	-	-	-	
2.9.2.5 Intercontinental Ballistic Missiles								-	-	-	-	-	-	
2.9.3 Develop monthly utilization and maintenance plan								-	-	-	-	-	-	
*2.9.3.1 Aerospace Vehicles	*							2b	-	-	B	3c	-	
2.9.3.2 Engines								-	-	-	-	-	-	
2.9.3.3 Armament Equipment/Munitions								-	-	-	-	-	-	
2.9.3.4 Aerospace Ground Equipment								-	-	-	-	-	-	
2.9.3.5 Intercontinental Ballistic Missiles								-	-	-	-	-	-	
2.9.4 Prepare weekly utilization and maintenance plan								-	-	-	-	-	-	
*2.9.4.1 Aerospace Vehicles	*							2b	-	-	B	3c	-	
2.9.4.2 Engines								-	-	-	-	-	-	
2.9.4.3 Armament Equipment/Munitions								-	-	-	-	-	-	
2.9.4.4 Aerospace Ground Equipment								-	-	-	-	-	-	
2.9.4.5 Intercontinental Ballistic Missiles								-	-	-	-	-	-	
*2.9.5 Plan daily utilization and maintenance requirements for aerospace vehicles and related equipment	*							2b	-	-	B	3c	-	
*2.9.6 Compute maintenance scheduling effectiveness								2b	-	-	B	-	-	
*2.9.7 Maintain operational event data using IMDS	*							2b	-	-	B	3c	-	
2.9.8 Aerospace vehicle distribution officer (AVDO) function								-	-	-	-	-	-	
*2.9.8.1 Aerospace vehicle inventory management								A	-	-	B	3c	-	
*2.9.8.2 Prepare inventory change messages		*						A	-	-	B	3c	-	
*2.9.8.3 Report vehicle inventory changes using IMDS		*						A	-	-	B	3c	-	
*2.9.8.4 Manage aerospace vehicle depot/transfer schedules								a	-	-	B	-	-	
*2.9.8.5 Automated transfer file								A	-	-	A	-	-	
*2.9.8.6 Reconcile sorties and hours flown with aerospace vehicle utilization monitor (Operations)	*							a	-	-	B	-	-	
2.9.8.7 AFTO Form 103								-	-	-	B	-	-	
2.9.9 Develop and maintain generation flow plans		*						-	-	-	B	3c	-	
2.10 Major maintenance work processing								-	-	-	-	-	B	
2.11 Documentation TR: AFI 21-101, 37-138, AFMAN 37-123, AFCSM 21-556V2, 564V2, 566V2, 568V2, 576V2, 579V2, TO 00-3-15, 00-20 SERIES, 00-25 SERIES, Applicable -6 or equivalent, 11, 13 and 14 SERIES TOs								-	-	-	-	-	-	

Training Requirements

STS 2R1X1

1. Tasks, Knowledge And Technical References	2. Core Tasks			3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
	A	B	A	B	C	D	E	A		B		C		
	5 Level	7 Level	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC	
2.11.1 TCTO management								-	-	-	-	-	-	
*2.11.1.1 Conduct TCTO meeting								b	-	-	B	-	-	
*2.11.1.2 Identify TCTO requirements to include ordering kits, parts, and tools	*							2b	-	-	B	-	-	
*2.11.1.3 Maintain TCTOs using IMDS	*							2b	-	-	B	-	-	
*2.11.1.4 Reconcile TCTO kits/parts/tools	*							2b	-	-	B	-	-	
*2.11.1.5 Manage commodity TCTOs								2b	-	-	B	-	-	
2.11.2 Time change programs								-	-	-	-	-	-	
*2.11.2.1 Identify requirements using TOs	*							2b	-	-	B	-	-	
*2.11.2.2 Manage time changes using IMDS	*							2b	-	-	B	-	-	
2.11.2.3 Forecast time change items								-	-	-	-	-	-	
*2.11.2.3.1 Annual Cartridge Activated Devices/Propellant Actuated Devices (CAD/PAD)		*						2b	-	-	B	-	-	
*2.11.2.3.2 Quarterly (non CAD/PAD)	*							b	-	-	B	-	-	
*2.11.2.3.3 Order time change items	*							2b	-	-	B	-	-	
*2.11.2.4 Audit Automated Time Change Records	*							2b	-	-	-	3c	-	
2.11.2.5 Reconcile time change requirements with supply								-	-	-	-	-	-	
2.11.3 Inspection Program								-	-	-	-	-	-	
*2.11.3.1 Identify requirements using TOs	*							2b	-	-	B	-	-	
2.11.3.2 Manage inspections								-	-	-	-	-	-	
*2.11.3.2.1 Dock	*							2b	-	-	B	-	-	
*2.11.3.2.2 Special	*							2b	-	-	B	-	-	
*2.11.3.2.3 Using IMDS	*							2b	-	-	B	-	-	
*2.11.3.3 Prepare Inspection package	*							2b	-	-	B	-	-	
2.11.3.4 Conduct Pre-dock meeting								-	-	-	-	-	-	
2.11.3.5 Conduct Post-dock meeting								-	-	-	-	-	-	
*2.11.3.6 Audit Automated Inspection Records	*							2b	-	-	-	3c	-	
2.11.4 Equipment records								-	-	-	-	-	-	
*2.11.4.1 Maintain historical records	*							2b	-	-	B	-	-	
*2.11.4.2 Maintain pulled 781 series forms	*							a	-	-	B	-	-	
*2.11.4.3 Perform documents review	*							2b	-	-	B	-	-	
*2.11.4.4 Process/validate equipment records for transfer		*						a	-	-	B	3c	-	
*2.11.4.5 Process/validate equipment records for acceptance		*						a	-	-	B	3c	-	
2.11.5 Configuration management								-	-	-	-	-	-	
*2.11.5.1 Identify approved configuration items								A	-	-	-	-	-	
*2.11.5.2 Load parts in IMDS	*							2b	-	-	-	-	-	
2.11.5.3 Validate configuration records								-	-	-	-	2b	-	
2.11.5.4 Correct configuration errors								-	-	-	-	-	-	
*2.11.6 Waiver and extension requests								A	-	-	B	-	-	
2.11.7 Manage waiver and extension request		*						-	-	-	-	-	-	
2.12 Engine Management TR: AFI 21-101, 104, AFCSM 21-556V2, 558V2, TO 00-20-1 SERIES, 00-25-254-1, 00-25-254-2, 00-85-20, 2-1-18, applicable aircraft -6 TO or equivalent								-	-	-	-	-	-	

Training Requirements

STS 2R1X1

1. Tasks, Knowledge And Technical References	2. Core Tasks			3. Certification For OJT					4. Proficiency Codes Used To Indicate Training/Information Provided (See Note)					
	A	B	A	B	C	D	E	A		B		C		
	5 Level	7 Level	Tng Start	Tng Complete	Trainee Initials	Trainer Initials	Certifier Initials	(1) Course	(2) CDC	(1) Course	(2) CDC	(1) Course	(2) CDC	
*2.12.1 Comprehensive Engine Management System (CEMS)								A	-	-	B	-	-	
2.12.2 Multiple Tracked Equipment Transactions								-	-	-	-	-	-	
*2.12.2.1 Required item installation table								A	-	-	B	-	-	
*2.12.2.2 Collection of accumulated hour and event data								A	-	-	B	-	-	
2.12.2.3 Process accumulated hour and event data								-	-	-	B	-	-	
2.12.3 Perform Quarterly Physical Inventory								-	-	-	B	-	-	
2.12.4 Perform TCTO reconciliation								-	-	-	B	-	-	
2.12.5 Process Status/Inventory changes								-	-	-	B	-	-	
2.12.6 Monitor Daily Transaction Listing								-	-	-	B	-	-	
2.12.7 Removal, Time Change and Inspection Forecast								-	-	-	B	-	-	
2.13 Internet Toolbox								-	-	-	-	-	-	
*2.13.1 Air Force Portal								A	-	-	B	-	-	
*2.13.2 Fleet Asset Status Gadget								A	-	-	B	-	-	
*2.13.3 Air Force Knowledge Services (AFKS)								A	-	-	B	-	-	
2.14 Maintenance Operations Flight Management TR: AFI 21-101, TO 00-20-2, MAJCOM IMPLEMENTING DIRECTIVES								-	-	-	-	-	-	
2.14.1 Superintendent/Flight Chief responsibilities								-	-	-	-	A	B	
2.14.2 Maintenance Management, Analysis TR: Commercial Text, MAJCOM Implementing Directives								-	-	-	-	-	-	
2.14.2.1 Predictive Analysis								-	-	-	-	A	B	
2.14.2.2 Purpose and use of maintenance /operations performance indicators								-	-	-	-	A	B	
2.14.2.3 Leading indicators								-	-	-	-	-	B	
2.14.2.4 Lagging indicators								-	-	-	-	-	B	
2.14.2.5 Fundamentals of special studies								-	-	-	-	A	B	
2.14.2.6 Maintenance Analysis Referral Process (AF Form 2422)								-	-	-	A	-	B	
2.14.2.7 IMDS Subsystems Familiarization TR: AFCSM 21-5XX, VOL 2 SERIES								-	-	-	-	-	B	
2.14.2.8 Effects and purposes of releases								-	-	-	-	-	B	
2.14.3 Maintenance operations center TR: AFI 21-101								-	-	-	-	-	-	
2.14.3.1 Duties and responsibilities								-	-	-	-	A	B	
2.14.3.2 Communications								-	-	-	-	A	B	
2.14.3.3 Workforce management								-	-	-	-	A	B	
2.14.3.4 Emergency checklists								-	-	-	-	A	B	
2.14.4 Maintenance Supply Liaison TR: AFI 21-101, AFMAN 23-110								-	-	-	-	-	-	
2.14.4.1 Duties and Responsibilities								-	-	-	-	A	B	

Note: BLK #4: Columns (1) & (2) can be relabeled to meet CF Requirements; i.e., 2 phase 3 skill level course, 5 lvl QTPs.

SECTION B - COURSE OBJECTIVE LIST

4. Measurement. Each proficiency coded STS task or knowledge item taught at the technical school is measured through the use of an objective. An objective is a written instruction for the student so they know what is expected of them to successfully complete training on each task. Each objective consists of a condition, behavior, and standard that states what is expected of the student for each task. The condition is the setting in which the training takes place (i.e. TOs, type of equipment, etc.). The behavior is the observable portion of the objective (i.e. perform an operational check). The standard is the level of performance that is measured to ensure the STS proficiency code level is attained. Each objective uses letter codes(s) to identify how it is measured. All objectives use the "PC" code that indicates a progress check is used to measure subject or task knowledge. "W" indicates a comprehensive written test and is used to measure the subject or task knowledge at the end of a block of instruction. "PC/W" indicates a subject or task knowledge progress check and a separate measurement of both knowledge and performance elements using a written test.

5. Standard. The standard for written examinations is 72%. Standards for performance objectives are indicated in the objective and are also indicated on the individual progress check checklist. Instructors use the checklist to document each student's progress on each task. Instructor assistance is provided as needed during the progress check, and students may be required to repeat all or part of the behavior until satisfactory performance is attained. Students must satisfactorily complete all PCs prior to taking the written test.

6. Proficiency Level. Review column 4A of the STS to determine the proficiency level of a particular task or knowledge item. Review the course objective list to determine which STS item the objective supports. Review the proficiency code key in Part II, Section A of this CFETP for an explanation of the proficiency codes. Most task performance is taught to the "2b" proficiency level which means the students can do most parts of the task, but does need assistance on the hardest parts of the task (partially proficient). The student can also determine step-by-step procedures for doing the task. For tasks that are taught to the "3c" proficiency level, students can do all parts of the task and only require a spot check on completed work (competent). The student can also identify why and when a task must be done and why each step is needed.

7. Course Objectives. A detailed listing of initial skills or craftsman course objectives may be obtained by submitting a written request to 360 TRS/TRR, 913 J Avenue, Sheppard AFB TX 76311-2352.

7.1. Course J3ABR2R131 004, Maintenance Management Production Apprentice, includes familiarization of aircraft maintenance organizations, concepts, and responsibilities; familiarization of technical orders and Air Force instructions. Automated products and the automated management system will be used to plan and schedule the utilization and maintenance of aircraft through all phases of maintenance. Training includes the maintenance of aerospace weapon systems records, using computer terminals and associated equipment.

7.2. Course J3ACR2R171 005, Maintenance Management Production Craftsman, consists of advanced maintenance management production training on theory, concepts, principles, and applications of maintenance scheduling. Emphasis will be given to provide an expanded knowledge in using computer software to prepare presentations and schedules, documentation requirements, the design and development of unit generation flow plans, and advanced instruction in the operational planning process.

7.3. Course J3AZR2E066 008, Engine Management, provides training on CAMS familiarization, the use of computer remote terminals and remote printer, the procedures for accounting for, reporting, controlling, and inventorying of propulsion units; storage and transportation criteria of propulsion units; and the interpretation and use of engine reports.

SECTION C – SUPPORT MATERIAL

8. There are no support materials for the 2R1X1 career field.

SECTION D - TRAINING COURSE INDEX

9. **Purpose:** This section of the CFETP identifies training courses available for the specialty and shows how the courses are used by each MAJCOM in their career field training programs. For further information on the following courses, contact the OPR.

10. **Air Force In-Resident Courses:** For further information on the following courses, contact the OPR at: 360 TRS/TRR, 913 J Avenue, Sheppard AFB TX 76311-2352, DSN 736-2996

COURSE NO.	COURSE TITLE	LOCATION	USER
J3ABR2R131 004	Maintenance Management Production Apprentice	Sheppard AFB, TX	USAF
J3ACR2R171 005	Maintenance Management Production Craftsman	Sheppard AFB, TX	USAF
J3AZR2E066 008	Engine Management	Sheppard AFB, TX	USAF

11. Air Force Institute for Advanced Distributed Learning (AFIADL) Courses.

For further information on the following courses, contact the OPR at: 360 TRS/TRR, 913 J Avenue, Sheppard AFB TX 76311-2352, DSN 736-6668.

COURSE NO.	COURSE TITLE	User
CDC 2R151	Maintenance Management Production Journeyman	USAF
CDC 2R171	Maintenance Management Production Craftsman	USAF

12. Exportable Courses.

For further information on the following exportable courses, refer to <http://www.maxwell.af.mil/au/afiadl/index2.htm>, or hq2af.keesler.af.mil/dlweb/dl.htm. Contact the OPR at: 82d TRG/TGAO, Sheppard AFB TX 76311-2352, DSN 736-4583.

COURSE NO.	COURSE TITLE	OPR	User
J6ANU00066 044	Air Force Technical Order (T.O.) System (General)	82d TRG	USAF
J6ANU00066 045	Air Force Technical Order (T.O.) System (Advanced)	82d TRG	USAF
J6ANU00066 046	IMDS for Flightline and Backshop	82d TRG	USAF
J6AZU2A3X3B 009	F-16 Aircraft Familiarization	82d TRG	USAF

13. Other Supplemental Courses.

The following course is available from HQ SSG/LGM, 600 Spatz St., Maxwell AFB, Gunter Annex, AL, 26114-3226, DSN 596-1686.

COURSE NO.	COURSE TITLE	OPR	User
No Course Number	CAMS Data Base Manager's Course	HQ SSG/LGM	USAF

14. Training Detachment (TD) Courses.

There are no TD courses for the 2R1X1 career field; however, the following aircraft familiarization courses are presently being conducted. MAJCOM representatives felt it might be beneficial for 2R1X1 personnel to attend these on optional basis. Other familiarization courses are listed under exportable training above.

COURSE NO.	COURSE TITLE
J4OFF21A3-015	B-1B Aerospace Maintenance Supervisor's Familiarization
J4ASF2A5X1G-000	E-4B Aircraft Maintenance Familiarization
J4ASF2A5X1J-032	C-17A General Aircraft Systems Familiarization
J4ASF2A6X1A-095	U2-S Engine Familiarization
J4OMF21A3-022	A-10A Tactical Aircraft Maintenance Officer Familiarization
J4OSF21A3-27	KC/RC-135 Aircraft Maintenance Supervisor Familiarization Course
J4OSF21A3-020	E-3 General Aircraft Systems Familiarization

15. REMIS Courses

The following courses are provided by MSG/SRI, OPR: Susie Kelly, DSN: 787-5078/5076.
www.afmc_mil.wpafb.af.mil/MSG/SQ

COURSE NO.	COURSE TITLE	OPR
E10SH33S3C-011	REMIS TALK (Prereq: REMIS USERS)	MSG/SRI
E10SH33S3C-009	REMIS USERS	MSG/SRI

SECTION E - MAJCOM UNIQUE REQUIREMENTS

16. For MAJCOM unique requirements, refer to the MAJCOM mandatory course lists:

- CAF MCL <https://lg.acc.af.mil/lgq/lgqt/NEWLGOHOME.htm>.
- MAF MCL <https://amclg.scott.af.mil/lgm/lgmm/lgmmt/hello.html>