

IMMEDIATE ACTION

*BY ORDER OF THE
SECRETARY OF THE AIR FORCE*

*AIR FORCE PUBLISHING BULLETIN 3
5 February 1999*



THE AIR FORCE PUBLISHING BULLETIN

Customers send requirements for publications listed in Part I, Section A, and requisitions for forms listed in Part II, Section A, to your servicing Publishing Distribution Office (PDO) by _____. Subaccount representatives (SAR) send requirements to arrive at your Customer Account Representative) CAR by _____. (Use of the Air Force Publishing Bulletin [AFPB] is explained in AFI 37-161.)

PART I--PUBLICATIONS

Section A--Functional (F) and Limited (L) Requirement

1. How To Submit Requirements. Customers will submit requirements to their PDOs; PDOs will consolidate requirements and forward to **Air Force Publishing Distribution Center (AFPDC) to arrive NLT 2 April 1998**. Superseded publications remain current until those listed below are published: **New Publications Not Previously Announced**. CARs and PDOs must submit requirements: (Applicability to NGB or RE: In keeping with the total force policy, new publication policy dictates all departmental publications applicable to the active forces, Guard, and Reserve unless the functional statement and the publication specifically state that the entire publication or portions thereof, **DO NOT** apply.)

AFMAN14-304, The Security, Use, and Dissemination of Sensitive Compartmented Information (SCI) (FOUO). This manual replaces the specialized AF intelligence publication USAFINTEL 201-1, The Security, Use, and Dissemination of SCI. The unclassified AFMAN 14-304 is the Air Force implementer for the classified DoD S-5105.21-M1, Sensitive Compartmented Information Administrative Security Manual. AFMAN 14-304 is the AF "how to" publication for SCI security management. This publication is an essential management tool for all designated SCI security officials, at all levels." Distr: F. OPR: XOIIS.

AM-01, Airfield Management Training Guide-Chief, Airfield Management. This position certification training guide is a tool used in training USAF Airfield Management (AM)/Base Operations personnel. AM personnel consists of military, DOD civilians and hired contractors. It is designed to standardize the training processes throughout the AM career field. The information contained herein, supplements the training requirements mentioned in AFI 13-213, Airfield Management's governing instruction. Distr: F. OPR: AFFSA/XA.

AM-02, Airfield Management Training Guide- Chief, Base Operations. This position certification training guide is a tool used in training USAF Airfield Management (AM)/Base Operations personnel. AM personnel consists of military, DOD civilians and hired contractors. It is designed to standardize the training processes throughout the AM career field. The information contained herein, supplements the training requirements mentioned in AFI 13-213, Airfield Management's governing instruction. Distr: F. OPR: AFFSA/XA.

AM-03, Airfield Management Training Guide-Shift Supervisor. This position certification training guide is a tool used in training USAF Airfield Management (AM)/Base Operations personnel. AM personnel consists of military, DOD civilians and hired contractors. It is designed to standardize the training processes throughout the AM career field. The information contained herein, supplements the training requirements mentioned in AFI 13-213, Airfield Management's governing instruction. Distr: F. OPR: AFFSA/XA.

OPR: AFDPO/PPLD (Ms Nina Feazell)

AM-04, Airfield Management Training Guide-Flight Data Coordinator. This position certification training guide is a tool used in training USAF Airfield Management (AM)/Base Operations personnel. AM personnel consists of military, DOD civilians and hired contractors. It is designed to standardize the training processes throughout the AM career field. The information contained herein, supplements the training requirements mentioned in AFI 13-213, Airfield Management's governing instruction. Distr: F. OPR: AFFSA/XA.

2. Conversions. CARs, PDOs, AFPDC, convert F requirements for the following publications:

From:	To:
AFJQS304X6-215J	AFJQS2E1X1-215J
AFJQS303X1-203LB	AFJQS2E0X1-203LB
ATM01	AT-M-01

Section B--Publications Being Processed

3. Publications in Process - Paper. AFDPO/PP processed these publications for printing and initial distribution by the AFPDC (distr is F unless stated otherwise). (Basic publications are "New" or "Revised" as indicated)

Misc:

AFQTP3E9X1-14, Dec 98, Wartime Operations. (New)
AFQTP3E2X1-9, Nov 98, AFOSH Program. (New)
AFQTP3E4X3-20, Dec 98, AFS Specific Contingency Responsibilities. (New)
AFQTP3E0X2-19, Dec 98, Cooling Systems. (New)
AT-M-01, Feb 99, Management. Replaces ATM01, Oct 95. (Rev)
CFETP1A4XIPT1-2, Jan 99, Airborne Battle Management System Specialty. Replaces Dec 97 edition. (Rev)
CFETP3C0XIPT1-2C3

4. Publications Processed - Electronic Only. The following publications are being processed by AF (Basic publications are "New" or "Revised as indicated) This section provides information to the customers referencing publications that are being processed in "Electronic Media" only (No paper and no ID). Use this section to verify "supersessions and determine new items." **DO NOT use this section to establish requirements.

AFIND5, Mar 99, Numerical Index of Specialized Information Protection/Assurance Publications. Replaces Apr 98 edition. (Rev)
AFIND7, Mar 99, Index of Air Force Personnel Test. Replaces Apr 98 edition.
AFI11-2MC-130V2, Mar 99, MC-130 Aircrew Evaluation Criteria. (New)
AFI11-2MH-53V2, Mar 99, MH-53 Aircrew Evaluation Criteria. (New)
AFI11-2T/AT-38V1, Mar 99, T-38 and AT-38 Aircrew Training. Replaces MCI11-238, Apr 95 and MCI11-AT-38V1, Dec 95. (Rev)
AFMD13, Mar 99, Air Force Mission Directive 11th Wing. (New)
AFI31-205, Jan 99, Corrections Program. Replaces Mar 97 edition. (Rev)
AFMAN32-4005, Mar 99, Personnel Protection and Attack Actions. Replaces Oct 95 edition (Rev)
AFH32-7084, Mar 99, AICUZ, Program Manager's Guide. (New)
AFI33-119, Mar 99, E-Mail Usage and Management. Replaces Mar 97 edition. (Rev)
AFI36-2250, Mar 99, Civil Military Innovative Readiness Training (IRT). (New)
AFI51-802, Mar 99, Assignment to the Judge Advocate General's Department Reserve. Replaces Jul 94 edition. (Rev)

5. The following products are available from the 333TRS Qualification Training Flight home page or on the QMAIL CD-ROM. The AFQTP00000-200Q "QMAIL" is available from 333 TRS/TTCQS, Bldg. 2602, 601 D Street, Keesler AFB, MS 39534-2229 or On-line at <http://www.keesler.af.mil/333trs/qflight/>.

AFJQS2E1X2-202V, RVR-400 Runway Visual Range Computer. Replaces 1 May 95 edition. (Rev)
AFJQS2E0X1-202XC, WSR-88D NEXRAD Narrowband Communications. Replaces 9 Oct 96 edition (Rev)
AFJQS2E1X2-205GD, GRN-30 Localizer Maintenance. Replaces 1 Feb 94 edition (Rev)
AFJQS2E1X3-205SB, GRC-171 (BV2, V4, BV4) UHF Transceiver. Replaces 1 Sep 94 edition (Rev)
AFJQS2EXXX-210AB, Scope Shield II Maintenance. Replaces 10 Jun 94 edition (Rev)

AFJQS2E1X2-202K, AN/FMQ-8 Ambient Temp and Dew Point Measuring Set. Replaces 30 Jan 97 edition (Rev)
AFJQS2E1X2-202W, ML-658/GM Digital Altimeter-Barometer. Replaces 22 Jan 97 edition (Rev)
AFJQS2E1X4-205D, Stentofon PAMEX/MPC 112/8 Intercomm System. Replaces 18 Sep 96 Edition (Rev)

Section C--Obsolete

6. Canceling Publications. PDOs and CARs cancel requirements for these publications. Dispose of stock according to AFI37-161, Chapter 6:

Rescinded:

Not used.

Section D--Publications Distributed

7. Initial Distribution. The AFPDC initially distributed the following publications between 25 January and 4 February 1999.

(Distribution is F unless otherwise stated):

Publication	Date	Distribution
AFI21-204	Jan 99	F

Misc:

ASRS-CDROM	Jan 99
CFETP2A5X2PT1-2C1	Nov 98
DODG4500-54V3NSA	Feb 99
DODG4500-54V6GEN	Feb 99
JFTRV1C145	Jan 99
JFTRV2C399	Jan 99

8. Distributed Electronically. The following publications have been processed and are available on the AFDPO website at <http://afpubs.hq.af.mil>

Publication	Date
AFI11-2MC-130V2	Mar 99
AFI11-2T/AT-38V1	Mar 99
AFI11-2MH-53V2	Mar 99
AFMAN32-4005	Mar 99
AFI32-7084	Mar 99
AFI33-119	Mar 99
AFI31-205	Jan 99
AFI31-209	Dec 98
AFJI36-2230	Aug 98
AFIND2	Feb 99
AFIND4	Feb 99
AFIND5	Jan 99
AFMD13	Mar 99
IC99-1 to AFI36-3207	Feb 99

Section E--General Information

9. CARs/PDOs: **AFJQS452X4B201**, Apr 90 has been replaced by **CFETP2A3X3BPT1-2**, Oct 98.

Section A--Requisitions/Requirements

10. Requisitions. Customers can now requisition the following forms. Do not use the code "B, I, and S" in the requisition preceding the form number. Where salvage is indicated, dispose of stock in according to local procedures:

DD2332, Jan 99, TG, Product Quality Deficiency Report Exhibit, TG, FC2100, see AFI21-114. Form is a tag to be attached to defective (or suspected defective) Government purchased materiel (or a package that contains defective materiel) that has had a Product Quality Deficiency Report submitted against it. Replaces Jul 89 edition which will be disposed of upon receipt of this form.

TDW4, 1999, CS, Employee's Withholding Allowance Certificate, CS, FC6560, see DFAS-DEM7073-1. Form is used by civilian employees and active, separated Guard and Reserve military members so that employees can withhold the correct amount of Federal income tax from employees' pay. Replace 1998 edition which will be disposed of upon receipt of this form.

TDW4P, 1999, CS, Withholding Certificate for Pension or Annuity Payments, CS, FC6560, see DODMRPM1340-12-M. Form is used by annuitants receiving benefits from military member's retired pay to start or change tax withholding factors. Replaces 1998 edition which will be disposed of upon receipt of this form.

11. Requirements: The following PerFORM PRO-compatible electronic forms are approved for use. They are available now for MAJCOM-FOA-DRU/IM/MSI/CI activities to download from the Air Force Publishing Distribution Library (AFPDL) or Air Force Internet Homepage "<http://afpubs.hq.af.mil/>". For those users who cannot receive the form from the AFPDL or the Internet, they are available monthly on the Air Force Electronic Publications Library (AFEPL) CD-ROM. MAJCOM-FOA-DRU/IM/MSI/CI activities may contact AFDPO/PPX, at DSN 754-2400, *to obtain further information.*

AF 948, Oct 97, Version 2 – Corrects dateline on page 2 and updates all date field to comply with Y2K standards.

AF1804, Jul 87, Version 1 - New

AF 1947, Dec 71, Version 1, New.

AF3579D, Jan 99, Version 1 - New

AF3632, Jun 93, Version 2 - Changes block 5 to graphics fill and all date fields to Y2K compliance. Replaces Version 1 which will be disposed of upon receipt of this form.

AF3634, Oct 98, Version 2 - Changes block 7 to graphics fill. Replaces Version 1 which will be disposed of upon receipt of this form.

Section B--Local Reproduction

12. AFPDL/LRA Forms. The following forms are new or converted to electronic only and have been released on the AFPDL, AFEPL, and Air Force Internet Homepage: <http://afpubs.hq.af.mil/> to MAJCOM-FOA/DRU/IM/MSI/CI. Local reproduction is authorized. Stock is not available at the AFPDC.

AF1804, Jul 87, EF, NAF Interfund Dollar Transfer, EF, FC3410, see AFI34-209. Form used instead of a check to transfer funds from one NAFI to another in payment of goods or service. Replaces Jul 87, CS/CS edition which will be disposed of upon receipt of this form.

AF1947, Dec 71, EF, Escort Report, EF, FC3430, see AFI34-242. Form is used by an escort to report any information of difficulties experienced or of any critical remarks made about the Air Force in connection with the shipment of remains, the funeral, Military Honors, or related matters. Replaces Dec 71 CS/CS edition which will be disposed of upon receipt of this form.

AF3579D, Jan 99, EF, Explosive Ordnance Disposal Miscellaneous Report, EF, FC3280, see AFI32-3001. Form is used by EOD units to report EOD operations. Data collected is used to analyze trends, identify deficiencies, measure success and efficiency of EOD operations, plan training, and project future activities in all aspects of the USAF EOD Program. Replaces Aug 94 edition which will be disposed of upon receipt of this form.

Section C - Obsolete/Transferred

13. Obsolete Forms. PDOs and customers salvage or use all the stock of the following forms according to AFI37-161.

Not used.

14. Transferred to Parent Web Site: The following electronic forms are now available on the listed Parent Web site to MAJCOM-FOA/DRU/IM/MSI/SC/CI. They have been removed from the Air Force inventory and will no longer be available at the AFPDC when stock is exhausted. Local Reproduction is authorized. DD Forms are listed in DODL7750-7 which is also available on the WHS/DIOR <http://web1.osd.mil/diorhome.htm> Web site or other designated web sites.

Form No.	Date	Title	AF Func Code	Parent Web Site
OF11	JL87	Reference Request-Federal Records Center	3740	OSD
SF1034	OC87	Public Voucher for Purchases and Services Other than Personal	6560	WHS/DIOR
SF1080	AP82	Voucher for Transfers Between Appropriations and/or Funds	6560	WHS/DIOR

15. The following new or revised electronic DD forms have been removed from the Air Force inventory and are no longer available from AFPDC. Local Reproduction is authorized. These forms are now available on the WHS/DIOR Web site at <http://web1.whs.osd.mil/diorhome.htm> to MAJCOM-FOA/DRU/IM/MSI/SC/CI.

DD619, Oct 98, EF, Statement of Accessorial Services Performed, EF, FC4500, see DODR4500-9. Form is used by the carrier to support billings for materials and services not included in the line-haul transportation, single factor rate, storage in transit, reweigh, and accessorial services provides in conjunction with delivery. Replaces Jul 74 edition which will be disposed of upon receipt of this form.

DD619-1, Oct 98, EF, Statement of Accessorial Services Performed, SIT Delivery and Reweigh, EF, FC4500, see DODR4500-9. Form is used by the carrier to support SIT billings for materials and services not included in the line-haul transportation, single factor rate, storage in transit, reweigh, and accessorial services provided in conjunction with delivery. Replaces Jul 74 edition which will be disposed of upon receipt of this form.

DD1299, Sep 98, EF, Application for Shipment and/or Storage of Personal Property, EF, FC4500, see DODR4500-9. Form is used by the member to request shipment and/or storage of personal property. It outlines items to be shipped and includes professional items, pack, pick up and delivery dates and other special requirements the carrier should be made aware of. Replaces Dec 85 edition which will be disposed of upon receipt of this form.

DD1748, Nov 97, EF, Joint Airdrop Inspection Record (Platforms), EF, FC4540, see AFJI13-210. Form is used to inspect heavy airdrop loads prior to and after loading on Air Force aircraft. Replaces Jan 84 edition which will be disposed of upon receipt of this form.

DD1748-1, Nov 97, EF, Joint Airdrop Inspection Record (Containers), EF, FC4540, see AFJI13-210. Form is used to inspect airdrop container loads prior to and after loading on Air Force aircraft. Replaces Jan 84 edition which will be disposed of upon receipt of this form.

DD1748-2, Nov 97, CS, Airdrop Malfunction Report (Personnel-Cargo), CS, FC1300, see AFJI13-210. Form is for the use of personnel and cargo airdrop malfunction investigations. Replaces Jan 84 edition which will be disposed of upon receipt of this form.

DD1748-3, Nov 97, EF, Joint Airdrop Summary Report, EF, FC4540, see AFJI13-210. Form provides information to the airdrop proponent explaining number of airborne operations, type aircraft used, and type parachutes used. Replaces DD1748-3 and DD1748-4, Jan 84 editions which will be disposed of upon receipt of this form.

DD1797, Sep 98, EF, Personal Property Counseling Checklist, EF, FC4500, see DODR4500-9. Form issued by counselor during the counseling session to ensure member is aware of movement entitlements/restrictions as outlined in JFTR/JTR, Personal Property Consignment Instruction Guide, and applicable DoD Component publications. Replaces Jul 82 edition which will be disposed of upon receipt of this form.

DD1800, Sep 98, EF, Mobile Home Inspection Record, EF, FC4500, see DODR4500-9. Form is used to describe mobile home's condition before and after shipment. Replaces Feb 83 which will be disposed of upon receipt of this form.

DD2133, Oct 98, EF, Joint Airlift Inspection Record, EF, FC4500, DODR4500-9. Form is used when preparing equipment and cargo for airlift. Replaces Nov 86 edition which will be disposed of upon receipt of this form.

DD2131, Sep 98, EF, Passenger Manifest, EF, FC4500, DODR4500-9. Form is used to list all passengers and their baggage (where applicable) to be airlifted. Replace Nov 86 edition which will be disposed of upon receipt of this form.

DD2278, Sep 98, EF, Application for Do-it-Yourself Move and Counseling Checklist, EF, FC4500, see DODR4500-9. Form is used for service members to request approval to move personal property by own means as opposed to the government making the arrangements for a commercial carrier to effect the move. Replaces Dec 87 edition which will be disposed of upon receipt of this form.

DD2773, Sep 98, EF, Report of Contractor Services, EF, FC4500, see DODR4500-9. Form is used as the household goods shipment inspection form in compliance with the FAR and DFARS regulations. Replaces May 87 edition which will be disposed of upon receipt of this form.

DD2784, Oct 98, EF, Letter of Intent (LOI) - Household Goods or Unaccompanied Baggage, EF, FC4500, see DODR4500-9. Form issued by DoD approved carrier to show intent to provide personal property services from a given Personal Property Shipping Office's service area.

DD2787, Sep 98, EF, Certificate of Warehousemen's Legal Liability Insurance, EF, FC4500, see DODR4500-9. Form is required for property accepted and stored under contract with any government agency under Public Law 87-649 (or any other circumstances subsequent to Public Law 245). Replaces MT365-R, Nov 96 which will be disposed of upon receipt of this form.

16. The following digital forms (.pdf files) in Acrobat Reader format are approved for use. If Acrobat Reader 3.01 program is used, these forms may be filled out on screen. If Acrobat Reader 3.00 is used, local reproduction is authorized so the forms may be printed by the using activity. These forms are available for MAJCOM-FORA-DRU/IM/MSI/CI activities to download from the Air Force Publishing Distribution Library (AFPDL) or Air Force Internet Homepage <http://afpubs.hq.af.mil/>. For those users who cannot received the form from the AFPDL or the Internet, they are available monthly on the Air Force Electronic Publications Library (AFEPL) CD-ROM.

Form No.	Date	Title	AF Func Code	Prescribing Directive
AF1545	Mar 69	Advice of Acknowledgment - Transaction by Others	6560	DFAS-DER7010-1

Section D--General Information

17. On the following forms change the functional code and prescribing directive, as applicable:

Form	Date	Func. Code	Presc. Dir.
AF1166	AP88	3660	AFI36-1001
AF1306	JA77	3660	AFI36-1001
AF1307	JA77	3660	AFI36-1001
AF1310	JA77		AFI36-1001
AF3033	JN87	3630	AFI36-1004
AF3034	JN87	3630	AFI36-1004

GARY L. McMULLIN
 Director of Departmental Publishing