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Flying Operations

FLIGHT INFORMATION PUBLICATIONS



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(Lt Col Thomas Kirkendall)
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This instruction implements AFD 11-1, *Flying-Hour Program*. This instruction establishes responsibilities and procedures for planning and executing Air Force Reserve Command (HQ AFRC) flying operations. It applies to all HQ AFRC Unit Equipped and Associate flying units. Requests for waivers to this instruction will be submitted to HQ AFRC/DOOM no later than 10 days prior to the event.

This instruction requires the collection and maintenance of information protected by the Privacy Act of 1974. The authority to collect and maintain the records prescribed in this instruction are 10 U.S.C. 672(d) and E.O. 9397, 22 November 1943. Each form required by this regulation and affected by the Privacy Act contains a Privacy Act Statement.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

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1. AFRC Supported Missions:

1.1. Airlift. HQ AFRC is the validation authority for airlift missions flown by AFRC assets supporting other AFRC units. USTRANSCOM J-3 is the validation authority for all other airlift requests for the Department of Defense (DoD). AFRC flying units will not accept requests for airlift that have not been validated. Such requests should be referred to HQ AFRC/DOOM.

1.1.1. Transportation Working Capital Fund (TWCF). To offset the cost of providing cargo and passenger airlift on military aircraft, USTRANSCOM charges authorized DoD users rates competitive with commercial carriers. As the single manager for all DoD transportation, USTRANSCOM is responsible for collecting these revenue/reimbursement funds and flowing them into the TWCF. AFRC airlift and tanker units are contracted to fly TWCF missions as a certain percentage of their flying hour allocation. TWCF missions are bought through the AMC scheduling barrels.

1.1.2. Non-Revenue Airlift (NRA). NRA is the term applied to space available (SPACE "A") cargo validated by HQ USTRANSCOM J-3 at no cost to the user. The airlift unit supports the mission for the training opportunity only. TRANSCOM posts approved NRA numbers on their website at <http://public.transcom.mil/spaceA.html>. HQ AFRC/DOOM will not issue a mission identifier for an NRA mission without a validated NRA number.

1.1.3. Denton Program Airlift. The Denton program was established under the Denton Transportation Authority (10 U.S.C. Section 402) to airlift privately donated humanitarian cargo to foreign countries on a space-available basis. The Denton program is jointly administered by the Agency for International Development, Department of State, and DoD. They forward validated missions to USTRANSCOM to find airlift support, and a private company called Joint Relief International, Inc. (JRI) coordinates all the details. Requests for overseas humanitarian airlift support should be forwarded to JRI (commonly referred to as the Denton Office), who will assist potential donors in sending applications to the State Department for validation. JRI can be reached at DSN 673-6425, or (843) 963-6425. HQ USTRANSCOM J-3 provides an approved list of Denton cargo at the TRANSCOM J3, SAAM Requests website and on the HQ AFRC/DO website under DOOM Shopping in the PowerPoint presentation on the Denton Program. AFRC flying units desiring to perform Denton missions must coordinate with HQ AFRC/DOOM for approval. (See [Attachment 3](#).)

1.1.4. Organic Airlift. Organic airlift is airlift provided by an AFRC flying unit to support requirements within AFRC. Examples are annual tours, deployments and exercises. Before utilizing organic airlift, both flying units and supported units must comply with their respective DRB notice and approval procedures in AFRCI 10-204 (See [Attachment 2](#)). Working through the DRB process is necessary to secure funding for commercial transportation, to provide notice of impending deployments (essential for OCONUS deployments) and to credit the supporting flying unit with the airlift.

1.1.5. Association Airlift. USC Title 10, Chapter 151, Sec. 2548 authorizes the military services to provide limited air and ground transportation for a national convention of certain military associations designated by the Secretary of Defense. AFRC/DOOM is responsible for coordinating airlift requirements between the supporting units and securing approval from the Secretary of the Air Force.

1.1.6. Operational Support Airlift (OSA). OSA missions are movements of high-priority passengers and cargo with time, place, or mission-sensitive requirements. Aircraft supporting these missions are owned by the several military services. All OSA requests and the supporting aircraft are scheduled through the Joint Operational Support Airlift Center (JOSAC) at USTRANSCOM. AFRC requests for OSA support must be submitted on a DD Form 2768 to HQ AFRC/DOOM for validation and forwarding to JOSAC.

1.2. Contingency Operations. Contingency operations are operations involving the use of US military forces to achieve US objectives, usually in response to an emerging or unexpected crisis (Ref. AFI 10-403, *Deployment Planning and Execution*). Contingency operations may evolve into sustained military operations. Requests for AFRC aircraft and crews are made telephonically by the Gaining Major Command(s) (GMAJCOM) directly to HQ AFRC/DOOM. HQ AFRC then accesses the requested AFRC assets either by direct contact or through the numbered Air Forces (NAFs). Air Force Reserve OMNIBUS Operations Order (OPORD) 98-1 (10 Aug 98) establishes duties and responsibilities of various elements of the Air Force Reserve during contingency operations.

1.3. Joint Airborne Operations:

1.3.1. Joint Airborne/Air Transportability Training (JA/ATT). JA/ATT missions provide inter-service training for the wartime application of airlift. Missions that qualify under this program are listed in AMCI 11-208, paragraph 8.2.1.1.6.

1.3.2. JA/ATT Workshop. The JA/ATT Workshop is a bimonthly meeting of JA/ATT users, service validators, AMC TACC/XOBC, AFRC/DOOM and representatives of participating active and ARC flying units. At the workshop users submit proposed missions for approval by the AFRC validators by submitting a completed JA/ATT mission sheet with MPA days required, flying hours for Pre-position, In place, and Depositioning legs. The support wing representative must sign the sheet to validate their wing participation. The AFRC Validator will have a Reserve meeting to discuss pertinent issues. Attendance by all AFRC wing representatives is required. A wing representative is required to be present for the entire JA/ATT conference unless released by the AFRC Validator. Within 7 working days following the workshop, AMC TACC/XOBC will publish the validated missions along with the supporting flying units on the JA/ATT home page at <http://140.175.95.191> (check with HQ AFRC/DOOM for a password) IAW AMC OPORD 17-76, *Joint Airborne/Air Transportability (JA/ATT)*, Annex C. Once completed, Annex C is considered the contract between the users and the supporting flying unit. Flying units may “pre-buy” JA/ATT missions by prior coordination with the users; however, if the flying unit is not represented at the workshop, it must fax or e-mail a completed JA/ATT Worksheet to AFRC/DOOM. Blank worksheets can be found at the DOOM Shopping website.

1.3.2.1. Sequence numbers. Once missions are accepted by supporting flying units, HQ AMC TACC will assign JA/ATT sequence numbers and Mission Identifiers (MIs) for use in GDSS/C2IPS. In addition, all JA/ATT's that are accepted by AFRC flying units must have a sequence number issued by HQ AFRC/DOOM to be included in the remarks section of the GDSS/C2IPS Form 59.

1.3.2.2. JA/ATT mission support. Mission support by AMC Tanker Airlift Control Elements (TALCE), Combat Control Teams (CCT), Drop Zone Safety Officers (DZSO), Landing Zone Safety Officers (LZSO), Joint Airdrop Inspection (JAI) and Joint Inspection (JI) personnel is approved and tasked at the workshop.

1.3.3. Add-on missions. Following the workshop, users may have add-on missions validated after first coordinating with a supporting flying unit and the applicable service validator and then submitting a JA/ATT add-on request through the TACC web page. Users must also coordinate with the supporting TALCE at least two weeks before the mission date to confirm required support for the added mission.

1.3.4. Mission changes. If changes to the Annex C contract are required prior to mission execution, the unit will coordinate with TACC/XOBC via the JA/ATT web page or contact the TACC JA/ATT Barrel at DSN 779-4748. They will also contact HQ AFRC/DOOM for coordination of the change. During the execution phase, if the unit or user request changes from the existing contract the AFRC mission commander or Unit Current Operations representative will notify HQ AFRC/DOOM (DSN 497-1908 or 497-0176). HQ AFRC/DOOM will coordinate with TACC/XOBC to validate the changes. After normal duty hours, contact the HQ AFRC Command Center, DSN 497-0680.

1.3.5. Cancellations. AFRC flying units will comply with cancellation procedures in Appendix 10 to Annex C of OPOD 17-76. If an AFRC flying unit becomes unable to support a JA/ATT mission that it has accepted, it is the unit's responsibility to find a replacement to provide support. If unable to find a replacement, the unit will coordinate with HQ AFRC/DOOM and the user before issuing a cancellation notice. The unit will under no circumstances cancel a JA/ATT without approval from HQ AFRC/DOOM.

1.3.6. Lead Planning Agency. A lead planning agency will be designated when more than one airlift unit is involved in an airdrop or tactical air land operation. The lead planning agency will also designate a mission commander (MC). MC duties are specified in AFI11-2C-XXXV3.

1.3.7. Unilateral Airborne Training. Unilateral Airborne Training is training conducted by AFRC airlift units using only HQ AFRC owned resources such as heavy equipment (HE), containerized delivery system (CDS) and bundles. HQ AFRC/DOOM is the approving authority for AFRC unilateral airborne training missions. Units requiring CCT support for unilateral training must coordinate with HQ AMC TACC.

1.3.8. Named Exercises. Named exercises are those officially sponsored by one of the agencies listed in AFI 10-204, *Readiness Exercises and After-Action Reporting Program*. Before a unit participates in a named exercise as part of JA/ATT they must send notification to the NAF/XP and HQ AFRC/DOOX. An email or fax with the exercise name, supporting wing, dates of participation and planned support must be received NLT 2 weeks prior to departure.

1.3.9. OCONUS JA/ATTs. OCONUS JA/ATTs are those JA/ATT missions occurring outside of the contiguous 48 states, Hawaii, Alaska, and Puerto Rico. There are normally three sources for these missions: PACAF, SOUTHAF and USAFE. OCONUS JA/ATTs, follow vastly different procedures than those coordinated by TACC. OCONUS JA/ATTs provide units with very limited planning support. Unit planners must take responsibility for virtually all mission planning and coordination, including PPRs, diplomatic clearances, MAJCOM, theater and SAF approvals, etc. Units should also plan on self-supporting maintenance requirements. In addition, the theaters may provide man-days and per diem, but generally cannot reimburse flying time.

1.3.9.1. PACAF JA/ATT missions are brokered via the 502 AOG website under the XOP branch as well as the DOOM Shopping website. The other theaters do not have a formal JA/ATT brokering process.

1.3.9.2. When preparing for any OCONUS JA/ATT, planners need to note the additional approval/clearance requirements. Also, as theater mission identifiers only cover the employment missions, the deployment and redeployment legs will require AFRC mission identifiers. Each wing is responsible to process their own diplomatic clearance requests IAW the Foreign Clearance Guide both classified and unclassified. Theater, MAJCOM, and SAF approvals may require even greater lead time, as follows:

1.3.9.2.1. When dropping US Military personnel OCONUS, unit planners will accomplish the following:

1.3.9.2.1.1. Complete a Deployment Request Form IAW AFRCI 10-204, *Air Force Reserve Exercise and Deployment Program*. The form is available through the AFRC/DO DOOX website at . This will inform DOOX and the NAF/XP that your unit picked up this OCONUS mission, and, if dropping US military personnel, can be used to obtain AFRC/DO approval as well. If approval for the airdrop is not requested on the deployment form, submit an MI request as early as possible that clearly addresses the requirement.

1.3.9.2.1.2. Obtain Theater CC approval: Contact the Theater command section, and request a fax or e-mail from the Theater CC or his designated representative (USAFE/DO in EUCOM) giving the unit approval to operate a jump platform in his theater.

1.3.9.2.1.3. Determine if the NAF/CC will require a video teleconference (VTC) for this mission IAW AFRCI 10-204, *Air Force Reserve Exercise and Deployment Program*.

1.3.9.2.1.4. Request an approved drop zone survey from the theater. These are required for training drops IAW AFI 13-217, *Drop Zone and Landing Zone Procedures*.

1.3.9.2.2. When transporting Foreign Nationals as part of an approved exercise / operation, in addition to the above approvals, units require the following:

1.3.9.2.2.1. Secure HQ AFRC/DO approval (info AFRC/CC). Prepare a Staff Summary Sheet (SSS) requesting to fly foreign nationals on an AFRC aircraft. Sample SSS formats are posted on the DOOM website at . This SSS needs to be to the AFRC/DO NLT 10 days prior to mission execution. Info HQ USAF/XOOS if any foreign nationals are 0-7 equivalent or above. (this is covered in SSS).

1.3.9.2.2.2. Meet all foreign disclosure requirements. Units must ensure foreign military officials and civilians meet the foreign disclosure and disclosure of classified and sensitive information IAW AFI 16-201, *Disclosure of Military Information to Foreign Governments and International Organizations* prior to requesting flight approval. All requests for Foreign Military and Civilians will be addressed to AFRC/DOOM for approval.

1.3.9.2.3. When dropping Foreign Nationals, units will comply with all the above, plus the following:

1.3.9.2.3.1. Obtain a signed invitation from the host nation military or political office requesting AFRC participation in their country.

1.3.9.2.3.2. Obtain a Hold Harmless Agreement signed by the commander of the host nation military service or designated representative which, in the event of an accident while aboard a USAF aircraft or while participating in airdrops, waives all liability on behalf of the US government and government personnel. (N/A NATO Countries per SOFA agreement.)

1.3.9.2.3.3. Include a US Jumpmaster fluent in the foreign troops' language who will fly the mission in a non-jumping capacity and will fully explain and ensure compliance with Air Force airdrop procedures.

1.4. Search and Rescue (SAR):

1.4.1. Requests for rescue assistance coming directly to an individual unit should be directed to the Air Force Rescue Coordination Center (HQ AFRCC) (DSN 574-8112, Commercial 1-800-851-3051). HQ AFRCC should then coordinate with the HQ AFRC Command Center and the unit concerned. Units will conform to the policies and procedures prescribed in JP3-50, *National Search and Rescue Manual*, when performing SAR missions. An AFRC base/unit commander determines the specific role of his own command in any SAR mission.

1.4.2. Control of HQ AFRC resources during SAR Missions. HQ AFRC resources (including non-rescue ACC-gained assets) committed to SAR missions remain under the operational control of HQ AFRC while enroute to and from the search area.

1.4.2.1. During participation in the actual SAR mission, the on-scene commander (OSC), as designated by the SAR mission coordinator (SMC), exercises operational control of HQ AFRC resources.

1.4.2.2. If circumstances are such that a specific SAR area coordinator does not assume control of a SAR mission and designates an OSC, HQ AFRC resources remain under the operational control of HQ AFRC. The senior HQ AFRC representative on scene assumes on-scene command responsibility for HQ AFRC assets. EXCEPTION: In an emergency that is a life-or-death situation, render immediate assistance as required. Relay pertinent details to the HQ AFRCC and the HQ AFRC Command Center as soon as possible.

1.4.3. HQ AFRCC assumes operational control of participating aircrews for AFSOC-gained units on SAR missions coordinated through the HQ AFRCC. HQ AFRC, in coordination with the using agency and the unit concerned, retains command authority.

1.4.4. Aircraft commanders inform the controlling agencies whenever the capability of the aircraft is not adequate to conduct safe operations over the assigned search area.

1.4.5. Units will coordinate requests for preplanned SAR activities for Air Force Special Operations Command (AFSOC) gained units through HQ AFRC/DOOM, 10 AF/DOO, and 920 OG/CC.

1.5. Law Enforcement/Counter Drug Support:

1.5.1. Requests for HQ AFRC support to non-Department of Defense (DOD) agencies must be in accordance with AFI 10-801, *Assistance to Civilian Law Enforcement Agencies*. Proper reporting and approval are essential to ensure compliance with federal law. Counter drug (CD) support missions must be approved by the appropriate theater Commander in Chief and must be coordinated with HQ AFRC/DOOU. Short notice CD missions must be staffed through HQ AFRC/DOOU.

For short notice missions, the aircraft commander (AC), in coordination with his OG/CC, accepts the mission. The HQ AFRC Command Center coordinates with HQ AFRC/DOOM who will assign a new mission identifier (MI) for those sorties flown in support of law enforcement agencies. Counter drug support missions that depart the continental United States (CONUS) may require TALCE support. If required, HQ AFRC/DOOU notifies TALCE functional managers when a request for CD support airlift is received. The functional manager coordinates for necessary personnel, equipment, and funding.

1.6. HQ AFRC Support to Civil Authorities:

1.6.1. HQ AFRC coordinates overall participation in civil emergency and natural disaster relief operations.

1.6.2. HQ AFRC/DO approves employment of HQ AFRC aircraft for emergency and relief operations and the HQ AFRC Command Center controls such missions.

1.6.3. Notify the HQ AFRC Command Center of all aircraft missions flown in support of civil authorities and provide mission designators when required for Tempest Rapid reports.

1.7. Air Shows:

1.7.1. The Secretary of the Air Force Public Affairs office (SAF/PA) publishes an approved list of air shows that may be attended by DOD aircraft on their website at <http://www.airshows.pa.hq.af.mil>.

1.7.2. All aerial demonstrations, flyovers, and displays will comply with AFI 11-209.

1.7.3. HQ AFRC flying units requesting to participate in an air show must first coordinate with HQ AFRC/DOOM. If approved, HQ AFRC/DOOM will assign the unit an event number. (See [Attachment 4](#)). Recognize that this approval merely deconflicts air show participation among AFRC units within that MDS. The unit must still verify their participation with the appropriate air show coordinator.

1.7.3.1. Normally, only one of each MDS may attend an aerial event.

1.7.3.2. Unit participation is considered in order of request and AFRC support and the frequency at that event. (i.e. participation 2 yrs in a row at the same event)

1.7.4. Airdrop of personnel at these events requires JA/ATT approval and a sequence number in addition to an HQ AFRC Air Show event number.

1.7.5. AFRC aircraft aerial demonstrations will be approved on a case-by-case basis. Flyover/fly-by/aerial demonstration profiles must be submitted to DOOM on a Fly-by Worksheet request form 7 days prior for approval. Short notice requests should include justification for the late submission and within three days, NAF/CC approval. AFRC fighter aircraft will not do aerial demonstrations.

1.8. Exercises:

1.8.1. Units scheduled to participate in exercises follow procedures in AFRCI 10-204.

1.8.2. HQ AFRC sponsored exercise activity is regulated by Air Force Reserve OMNIBUS OPORD 98-2. This OPORD delineates the duties and responsibilities of all parties when HQ AFRC conducts exercises for training.

2. Planning and Procedures:

2.1. AFRC Mission Priority List:

2.1.1. Aircrew Training:

2.1.1.1. Tactical continuation training and combat aircrew training (CAT).

2.1.1.2. Priority continuation training.

2.1.1.3. Upgrade training:

2.1.2. Unit Support/Annual Training.

2.1.2.1. Aircrew/aircraft recovery.

2.1.2.2. Routine maintenance support.

2.1.2.3. AFRC DRB approved deployments.

2.1.3. Other mission training and conference airlift:

2.1.3.1. HQ AFRC support.

2.1.3.2. NAF support.

2.1.3.3. Flyovers and aerial displays.

2.2. Approval Requirements. Mission itineraries are established by the OG/CC. Missions scheduled to operate away from home station, and local sorties scheduled for orientation flights, familiarization flights, and other categories of special missions delineated in AFI 11-401 require additional approval by HQ AFRC/DOOM via a Mission Identifier (MI) request. Comply with MI timing requirements spelled out in [Attachment 5](#).

2.3. Mission Planning Requirements (for Aerial Events see [Attachment 6](#)):

2.3.1. For missions requiring an AFRC MI, unit Current Operations should accomplish the following (as applicable):

2.3.1.1. Coordinate itinerary with supported user/agency, if any.

2.3.1.2. Ensure USTRANSCOM has approved opportune or Denton missions (as applicable). The user is responsible for requesting unfunded SAAMs through their unit validator and TRANSCOM for opportune airlift.

2.3.1.3. Obtain Public Affairs (PA) approval for media, employer, and civic leader flights.

2.3.1.4. Review security requirements for all airfields on the proposed itinerary. If a Raven team is required (contact your local Intelligence office), coordinate scheduling of the team as far ahead of time as possible. Contact your NAF/SF for assistance (4AF, DSN 947-7546 / 22AF, DSN 925-4574). Additional assistance is available through HQ AFRC/DOOM.

2.3.1.5. Review operating restrictions for all airfields on the proposed itinerary (PPR required, operating hours, quiet hours, maximum aircraft on ground (MOG), transient alert operating hours, etc.).

2.3.1.6. Request diplomatic clearances in accordance with the Foreign Clearance Guide and the classified Foreign Clearance Guide.

- 2.3.1.7. Determine the availability of published DoD instrument procedures for all airfields on the proposed itinerary. If necessary, acquire Jeppesen instrument procedures and submit them for MAJCOM approval IAW **Attachment 8**.
- 2.3.1.8. Submit Mission Identifier request through OG/CC (WING/CC, if required) and NAF to HQ AFRC/DOOM.
- 2.3.1.9. Enter mission into Single Mobility System (SMS) as early as possible prior to mission operating. Fill in the itinerary, mission remarks, and GDSS remarks as full as possible to provide HQ AFRC/DOOM the most complete picture of the mission. For Non-Revenue Airlift (NRA) and Denton missions, enter into SMS NLT 14 day's prior. TACC can change/replace these missions, with prior coordination with the wing, up to 14 days prior and is supposed to avoid changes inside of 96 hours without a general officer approval.
- 2.3.1.10. Bases and Airfield Usage. HQ AFRC units should use active military or AFRC airfields to the maximum extent possible. Operation into civilian airfields with high-density air traffic, highly populated areas, or lack of military maintenance assistance is not recommended. Units may designate local training bases as approved by their NAF/DO. If civilian airfield usage requires funding, AFRCI 32-1001, *Standard Facility Requirements*, must be reviewed.
- 2.3.2. Approval for the use of nonmilitary airfields as a training location is based on airfield suitability and a letter of agreement between using organizations and the airfield manager. As a minimum, the letter of agreement must provide operational control tower and adequate crash/fire rescue service according to AFI 32-2001, *The Fire Protection Operations and Fire Prevention Program*. Forward copies of the letter to the NAF/DO, HQ AFRC/DOOM, and HQ AFRC/DOT. Units must revalidate the letter of agreement a minimum of every 3 years.
- 2.3.3. Aircraft on AFRC training missions will not remain overnight (RON) at civilian, foreign, or Air National Guard bases, unless like MDS and AFI 11-301 requirements are met, and unless operational requirements dictate. Adequate justification and security requirements will be reviewed by the requesting unit OG/CC and documented on the SMS setup sheet request for RON approval by HQ AFRC/DOOM.
- 2.3.4. HQ AFRC may approve or direct aircraft to RON at nonmilitary aerodromes if deemed mission essential. If such a stay is required, the aircraft commander will:
- 2.3.4.1. Review aircraft security requirements IAW AFI 31-101, Vol 1/AFRC Sup 1.
 - 2.3.4.2. Request parking in the most secure area available.
 - 2.3.4.3. Provide a contact location/number to airport officials and HQ AFRC Command Center for emergency notification.
- 2.4. Enroute procedures. Flights departing from and returning to the contiguous US should utilize authorized foreign clearance bases when possible.
- 2.4.1. When circumstances delay the return to home station by more than Final Scheduled Return Time (FSRT), which is mission end time +24 hours, the unit commander is authorized to allow aircrews to leave their aircraft and return to home station. Under these circumstances, the aircraft commander arranges for security, repair, and recovery of aircraft before returning to home station. Aircraft commanders inform their OG/CC and the HQ AFRC Command Center of their intentions

prior to the release of any aircrew members. The HQ AFRC Command Center relays information to the HQ AMC TACC and the appropriate NAF.

2.4.2. AMC-gained units will plan training flights outside the contiguous US over AMC channel routes whenever possible. On trainers not carrying pre-planned cargo, unit current operations will coordinate with TACC to maximize the airlift capability for the mission. Aircraft commanders will coordinate with aerial ports through base command posts (if available) at enroute stops to maximize the movement of cargo/passengers.

2.4.3. Ground Times. Missions will not exceed 24 hours on the ground without HQ AFRC/DOOM approval. Units must provide adequate justification for exceeding 24-hour ground times (static load training, body clock adjustment on return leg, field operating/quiet hour restrictions, upload requirements, etc.).

3. Mission Identifiers:

3.1. Requirements. Missions require a 12-digit alphanumeric mission identifier (MI) for tracking by command authorities through GDSS/C2IPS. There are four categories of mission identifiers: HQ AFRC, Associate, MAJCOM, and local training.

3.2. HQ AFRC Generated Mission Identifiers. Units will submit mission identifier requests for the following types of missions:

3.2.1. Landing away from home station, except at local training bases for transition training when no RON is planned.

3.2.2. Carrying passengers/cargo regardless of destination (see AFI 11-401 and AFI 35-103).

3.2.3. Participating in aerial events as defined in AFI 11-209.

3.2.4. Supporting local Critical Care Aeromedical Transportation (CCAT) training missions.

3.2.5. "In maintenance" away from home station.

3.2.6. Deploying and redeploying as defined in AFRCI 10-204.

3.2.7. Are on special tasking or high interest missions.

3.3. HQ AFRC MI Construction:

3.3.1. Each identifier consists of 12 alphanumeric characters and will be assigned by SMS upon completion of the worksheet. This MI will be correct based on the mission type used in SMS.

3.3.1.1. The first three characters describe the mission type. For AMC and AFSOC-gained units, these will normally be in accordance with the AMC cargo bulletin. Commonly used mission type codes and AFRC-unique codes not listed in the Cargo Bulletin are listed in [Attachment 8](#).

3.3.1.2. The fourth and fifth characters identify the unit flying the mission. See [Attachment 8](#) for the two-character identifiers for all AFRC flying units.

3.3.1.3. The sixth through ninth characters are sequence numbers assigned by HQ AFRC/DOOM (See [Attachment 9](#)).

3.3.1.4. The tenth through twelfth characters are the Julian date for the scheduled departure date.

3.4. Units submit their mission requests to HQ AFRC/DOOM *via SMS* for approval according to the timing requirements in **Attachment 5**. The MI request form will depict the full itinerary, users, planned training to be accomplished, added events (aerial events, air shows, DVs, etc.), and miscellaneous remarks to explain extenuating circumstances, such as ground times exceeding 24 hours. Ensure that adequate remarks are annotated in the GDSS area of the SMS worksheet to include user, load information, and points of contact.

3.5. Missions with multiple objectives, such as 2 days of unit training followed by 2 days of JA/ATT, or an exercise deployment followed by a cross-country trainer, must have an MI that is appropriate for each leg of activity flown. When the mission type changes, i.e. JA/ATT to trainer, a separate SMS worksheet will be filled out.

3.6. The basic MI is electronically constructed by SMS. SMS also provides the MI sequence number.

3.7. Emergency/Disaster/Rescue and oil dispersal missions are assigned during non-duty hours at HQ AFRC by HQ AFRC Command Center.

3.7.1. These requests are made directly to the HQ AFRC Command Center duty controller by e-mail, phone or fax. The duty controller coordinates the request with HQ AFRC/DOOM; issues an HQ AFRC MI sequence number, and makes the appropriate input in GDSS/C2IPS (as required).

3.8. Once a HQ AFRC mission is in progress, HQ AFRC/DOOM, through the HQ AFRC Command Center, is the final authority on changes to the MI, including over-flights and early return to home station. MIs are assigned and remain with the originally scheduled mission except for maintenance. If an aircraft has a maintenance problem away from home station and a new aircraft from the same unit is directed to take over the mission, complete the following steps:

3.8.1. The unit generates a new MI for the replacement aircraft, reflecting a positioning leg and the remainder of the scheduled itinerary.

3.8.2. The unit uses the original MI for the broken aircraft for its return home.

3.9. Unit Responsibilities:

3.9.1. Ensure MIs are entered into SMS at least 7 days prior to mission departure. If mission is entered within 24 hrs of departure, the mission will need to be approved by AFRC/DOOM and then entered by the unit into GDSS/C2IPS (DOOM cannot push to GDSS within 24 hours).

3.9.2. Pass emergency messages or instructions to the HQ AFRC Command Center for relay to aircraft operating away from home station.

3.10. Associate Unit Mission Identifiers:

3.10.1. Associate units flying off station training missions, opportune airlift and HQ AFRC allocated missions on Testing Training and Ferry (TTF) or Operation and Maintenance (O&M) flying hours require an HQ AFRC approval number prior to making an entry into GDSS/C2IPS. The HQ AFRC approval number is issued in the same manner as an HQ AFRC MI sequence number, through SMS. Units must submit their itinerary and mission data to HQ AFRC/DOOM at least 5 days prior to mission departure, or as in **Attachment 5**. Once issued, the approval number is entered into the remarks section of GDSS/C2IPS.

3.10.2. Associate units flying in support of MAJCOM directed taskings on Transportation Working Capital Fund (TWCF) flying hours utilize the MAJCOM mission identifiers. In this case an HQ AFRC MI sequence number is not required.

3.11. Other MAJCOM Mission Identifiers:

3.11.1. Missions that have a complete 12-character MI assigned to them by another MAJCOM, including JA/ATT MIs, do not require an HQ AFRC sequence number. Examples include actual or precautionary rescue, weather reconnaissance, Phoenix Oak (in theater), SAAM, Channel, JA/ATT, and contingencies.

3.11.2. HQ AFRC Command Center is able to track these missions using normal GDSS/C2IPS procedures. Units enter the MI into SMS NLT 7 days prior to the departure date.

3.11.3. HQ AFRC units will update GDSS/C2IPS as required. Completed missions will be input in their entirety into GDSS/C2IPS for historical purposes.

3.12. Local Training Mission Identifiers:

3.12.1. Units will load all data for Local training missions into C2IPS. During duty hours, command posts will make all required mission updates in C2IPS (times, remarks, etc.). Command posts will update local missions operating during non-duty hours by COB the next duty day.

3.12.2. Local missions do not require AFRC/DOOM approval unless they are carrying non-AFRC cargo or passengers. However, if an airplane diverts for maintenance, weather, or for any reason the aircraft doors are opened at a training base for other than normal training procedures, a short-notice MI must be obtained from AFRC/DOOM during duty hours or Command Center during duty or non-duty hours.

3.12.3. Per the AMC Cargo Schedule (on the TACC website), the mission identifiers (MI) are as follows:

3.12.3.1. First three characters: QUN.

3.12.3.2. Fourth/Fifth characters: Unit Specific (Example: RA=Dobbins).

3.12.3.3. Sixth through Eighth characters: 0001-9999, local sequence numbers.

3.12.3.4. Ninth through Twelve: Julian date of takeoff time.

4. Reporting and Communications:

4.1. Aircraft Movement and Reporting Instructions:

4.1.1. Mission Monitoring and Control. The HQ AFRC Command Center monitors and controls all missions operating on an HQ AFRC mission identifier (MI) within the CONUS. HQ AFRC retains operational control (OPCON) of HQ AFRC missions outside the CONUS. AMC/TACC flight follows AMC-gained units and updates GDSS/C2IPS.

4.1.2. To ensure that appropriate command and control agencies are informed of mission schedules, changes, and accomplishments, each mission with an MI must be opened a minimum of 1 hour before the estimated time of departure from home station. Open missions through unit command posts. If not able to contact unit command post, contact appropriate NAF command center to open the mission. As last resort, open missions through the HQ AFRC command center. During

opening, the aircraft commander provides the following information to update GDSS/C2IPS (items as applicable):

- 4.1.2.1. Mission identifier (MI) number.
 - 4.1.2.2. Appropriate five digit aircraft tail number. Last digit of year plus last four digits of full tail number. (Ex: T/N 5800000108 = 80108)
 - 4.1.2.3. Call sign.
 - 4.1.2.4. Aircraft commander's last name.
 - 4.1.2.5. Last four digits of aircraft commander's SSN.
 - 4.1.2.6. Unit information (wing and squadron).
 - 4.1.2.7. Crew composition.
 - 4.1.2.7.1. Number of female officers.
 - 4.1.2.7.2. Number of male officers.
 - 4.1.2.7.3. Number of female enlisted.
 - 4.1.2.7.4. Number of male enlisted.
 - 4.1.2.8. ICAO identifier and ETD from departure base.
 - 4.1.2.9. Itinerary including RON.
- 4.1.3. The aircraft commander uses the following procedures for enroute reporting:
- 4.1.3.1. HQ AFRC CONUS Mission. Advise unit command post and HQ AFRC Command Center concerning any significant problem or delay at enroute locations.
 - 4.1.3.2. Report arrival, departure, passenger, payload, refueling information, and other mission data such as allocation number, JA/ATT sequence number, etc., to unit command post during duty hours or, during non-duty hours, to the HQ AFRC Command Center within 1 hour after the actual arrival time at the RON or termination point (items as applicable).
 - 4.1.3.3. Prior to entering crew rest at enroute locations, a line of communication will be established between the aircraft commander and command and control agencies. This requirement can be met by providing a point of contact (POC) phone number to the HQ AFRC Command Center. When deployed to a location for the purpose of executing multiple sorties such as JA/ATTs, the aircraft commander must contact the HQ AFRC Command Center prior to the first takeoff and after the last landing each day with a mission update. On a day when no flying is scheduled, the aircraft commander must check in with the HQ AFRC Command Center prior to entering crew rest for the next day's mission. When a sortie has been cancelled, the aircraft commander must notify the HQ AFRC Command Center of the cancellation, giving reason for cancellation and confirm ETD for next sortie or ETIC if the cancellation is due to maintenance.
 - 4.1.3.4. Report to the HQ AFRC Command Center before departure from each RON point. Confirm the itinerary for all enroute stops through the next RON location.
 - 4.1.3.5. Coordinate any itinerary changes with home unit and the HQ AFRC Command Center prior to launch.

4.1.3.6. Report maintenance difficulties that delay the mission to the HQ AFRC Command Center, HQ TACC/LGRC, and home unit. This also includes missions operating at a designated training base without an MI. The following information will be provided:

4.1.3.6.1. Nature of difficulty.

4.1.3.6.2. Parts required.

4.1.3.6.3. Estimated time in commission (ETIC).

4.1.3.6.4. Location and contact number for aircraft commander.

4.1.3.6.5. The intent of the aircrew to remain with the aircraft or return to home station.

4.1.3.6.6. Within 1 hour after return to home station close the mission by telephone through the unit command post or HQ AFRC Command Center. They need all take-off and landing times, plus reasons for any delays before the system will allow them to close out the mission. If the mission was a JA/ATT, advise them of that and provide all requested JA/ATT data.

4.1.4. AMC missions or OCONUS overwater missions (except fighters).

4.1.4.1. After departure from home station, unit command posts load departure information into GDSS/C2IPS or pass the information to the HQ AFRC Command Center. If no unit personnel are available, the aircrew will pass departure time to TACC or HQ AFRC via high frequency (HF) phone patch.

4.1.4.2. Thirty minutes prior to any landing, relay the following data to the local AMC Command and Control Center (AMC/CCC): call sign, mission number, estimated time of arrival (ETA), maintenance status, and additional service requirements.

4.1.4.3. Report arrival, departure, and changes to the local AMC/CCC. When transiting a station without an AMC/CCC, pass the movement information to the controlling AMC agency via Defense Switching Network (DSN) or HF phone patch. Use the following voice reporting format:

4.1.4.3.1. Mission identifier.

4.1.4.3.2. Type aircraft/tail number (last five digits).

4.1.4.3.3. Departure station/Actual Time of Departure (ATD), or arrival station/Actual Time of Arrival (ATA).

4.1.4.3.4. Destination/ETA.

4.1.4.3.5. Cargo/Passengers.

4.1.4.3.6. Remarks: Include explanation of any mission deviations.

4.1.5. Coordinate any reroute, diversion, or ground time extension, other than for safety or emergency situations, through the controlling TACC agency. In addition, contact HQ AFRC Command Center to report mission changes, maintenance problems, ETICs, etc. Even when an AFRC crew is on an AMC mission, AFRC needs to be apprised of variances from the original itinerary, maintenance status, and any other issues concerning AFRC personnel and aircraft.

4.1.6. Coordinate all enroute maintenance requirements with the controlling AMC agency. Request that AMC/CCC advise the aircraft commander when support requirements exceed AMC capability.

4.2. HQ AFRC Exercise/Deployment Activity Reporting:

4.2.1. HQ AFRC Form 147, *Master Exercise/Mission Activity Report*. HQ AFRC Form 147 reports are required for all deployments that meet the criteria for DRB approval, or those submitted as DRB mandatory information items according to criteria in AFRCI 10-204. The form is used to collect data for command and control, briefings, and historical purposes. It provides a standard reporting format to minimize confusion and allows for the rapid transfer of information to the HQ AFRC Command Center. The mission commander/detachment commander is responsible for ensuring required HQ AFRC Form 147 series data is reported.

4.2.1.1. Initial (Predeployment) HQ AFRC Form 147 Reporting. Initial HQ AFRC Form 147 data is reported to HQ AFRC/DOOX at least 2 weeks prior to deployment. Initial reports contain at a minimum:

4.2.1.1.1. Deployment or exercise name.

4.2.1.1.2. Unit participating.

4.2.1.1.3. Number and type of aircraft.

4.2.1.1.4. Deployment location.

4.2.1.1.5. Inclusive dates.

4.2.1.1.6. Mission commander and phone number.

4.2.1.1.7. Number of officers and enlisted expected to deploy.

4.2.1.1.8. Deployment objective.

4.2.1.1.9. The type of reporting media used during the deployment is determined between mission commander and HQ AFRC Command Center. (Example: AUTODIN, fax, telephone, etc.). The mission commander may elect to report via support agency's situation reports (SITREPs). If this option is used, it is mandatory that the required HQ AFRC Form 147 data be included as a separate entry.

4.2.1.2. Upon arrival at the deployment location, the mission commander calls the HQ AFRC Command Center with POC phone numbers and any master HQ AFRC Form 147 data that has changed since the initial predeployment report. The mission commander must ensure that the appropriate HQ AFRC Form 147 daily activity report is submitted to the HQ AFRC Command Center. If "missions flown" is less than "missions scheduled," reasons for the canceled flight (ground abort, airspace not available, etc.) are also included in the remarks section. The daily report is sent in a timely manner after the conclusion of each day's flying activity. Scheduled no-fly days may be reported on the previous day's report. (**EXAMPLE:** 22 February report could contain a remark stating no flying scheduled on 23 and 24 February).

4.2.1.3. Redeployment Reporting. Within 1 week after redeployment, the mission commander contacts the HQ AFRC Command Center and provides the following information:

4.2.1.3.1. Total deployment hours.

4.2.1.3.2. Total employment hours.

4.2.1.3.3. Total redeployment hours.

4.2.2. HQ AFRC Form 147 series. Collects exercise data to include exercise name, unit reporting, type of aircraft, inclusive dates, deployed locations, number of aircraft, number of personnel (officers/enlisted), flying hours, mission commander/contact information, and any problem areas or significant items. The Form 147 is further sub-divided by the following mission areas:

4.2.2.1. HQ AFRC Form 147, *Master Exercise/Mission Activity Report*.

4.2.2.2. HQ AFRC Form 147A, *Fighter/Bomber Exercise Activity Report*.

4.2.2.3. HQ AFRC Form 147B, *Airlift Exercise/Joint Airborne Activity Report*.

4.2.2.4. HQ AFRC Form 147C, *Tanker Exercise Activity Report*.

4.2.2.5. HQ AFRC Form 147D, *Spray Mission Activity Report*.

4.2.2.6. HQ AFRC Form 147E, *MAFFS Mission Activity Report*.

4.2.2.7. HQ AFRC Form 147F, *Rescue Mission Activity Report*.

4.2.3. Units are responsible to ensure the correct mission symbols are used on the Air Force Technical Order (AFTO) 781. Current codes are available from the HQ AFRC/DOOM website.

4.3. Reporting Base Closures or Restrictions. Unit commanders at HQ AFRC bases comply with AFI 13-213, *Airfield Management*. Tenant unit OG/CCs report when runway or ramp closures are imposed by the host base, including severe weather and security related restrictions, to the NAF/DO and HQ AFRC/DOCC.

4.4. AFRC Form 55, *Aerial Spray Flight Report (907 AG use only)*:

4.4.1. The unit submits a mission report using HQ AFRC Form 55 to HQ AFRC/DOTM/DOOM/DOCC within 5 workdays after completing each actual aerial spray mission.

4.4.2. Submit a summary of each fiscal year's aerial spray activities not later than 1 November each year. This report should contain accomplishments for the year as well as significant changes, problem areas, unusual events, etc.

4.5. Telephone Communications. The following HQ AFRC Command Center telephone numbers are provided for reporting purposes:

4.5.1. Primary - DSN 497-0680.

4.5.2. Secondary - 1-800-223-1784 at the recording push extension 7-0680.

4.5.3. FAX DSN 497-0200 (Unclas); 497-1201 (Class).

4.5.4. STU III - DSN 497-1201.

4.5.5. Commercial Collect Calls. Calling collect to the HQ AFRC Command Center is authorized only as a last resort. For collect calls use (478) 327-0680.

4.6. Alternate Reporting Channels. UHF Radio. The HQ AFRC Command Center monitors their UHF frequency (see FLIP publications, call sign "GUN RUNNER"). (Should be up June 2004)

JAMES E. SHERRARD III, Lt General, USAF
Commander

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

DoD 4515.13-R, *Air Transportation Eligibility*

AFI 35-101, *Public Affairs Policies and Procedures*

AFI 32-2001, *The Fire Protection Operations and Fire Prevention Program*

AFI 31-101, *The Air Force Installation Security Program*

AFI 11-401, *Flight Management*

AFI 11-209, *Air Force Participation in Aerial Events*

AFI 11- 202v3, *General Flight Rules*

AMCI 31-104, *Phoenix Raven Program*

AMC OPORD 17-76, *Joint Airborne/Air Transportability Training (JA/ATT)*

AMCI 11-208, *Tanker/Airlift Operations*

AFRCI 10-204, *Air Force Reserve Exercise and Deployment Program*

AFRC OMNIBUS OPORD 98-2, *Reserve Participation in Exercises*

AFRC Omnibus Operations Order (OPORD) 98-1, *Reserve Participation in Real World Operations*

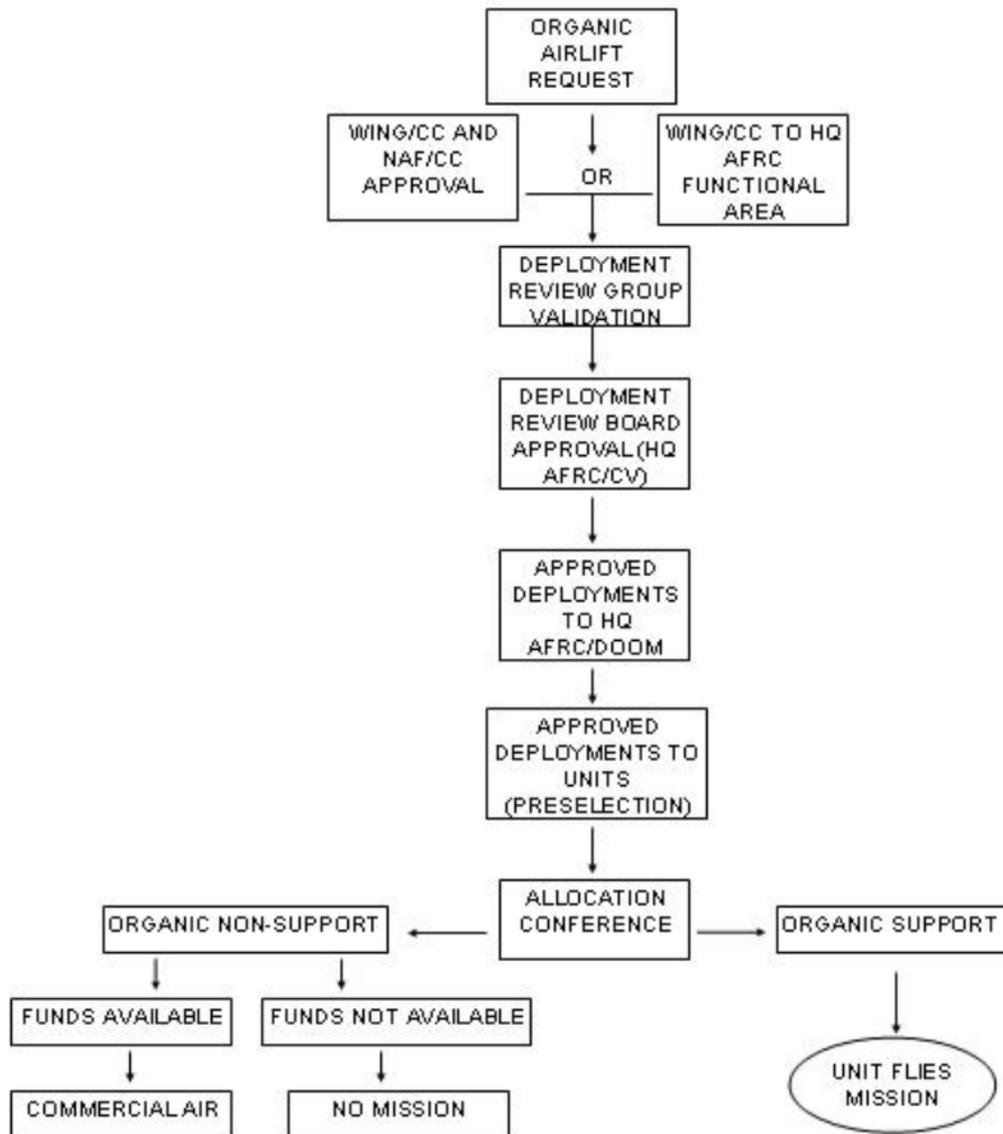
Foreign Clearance Guide

HQ AMC Airfield Suitability and Restrictions Report (ASRR)

USAFE Memorandum of Understanding (MOU)

Attachment 2

ORGANIC AIRLIFT PROCESS



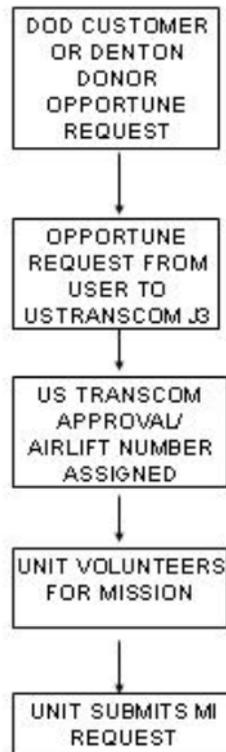
A2.1. HQ AFRC organic user provides HQ AFRC OPR with airlift request for DRB validation.

A2.2. HQ AFRC/DOOM distributes allocated missions for pre-selection, then sponsors quarterly allocation conference for distribution of organic requirements.

A2.3. HQ AFRC units volunteer to support organic requirements.

Attachment 3

OPPORTUNE AND DENTON AMENDMENT REQUEST PROCESS



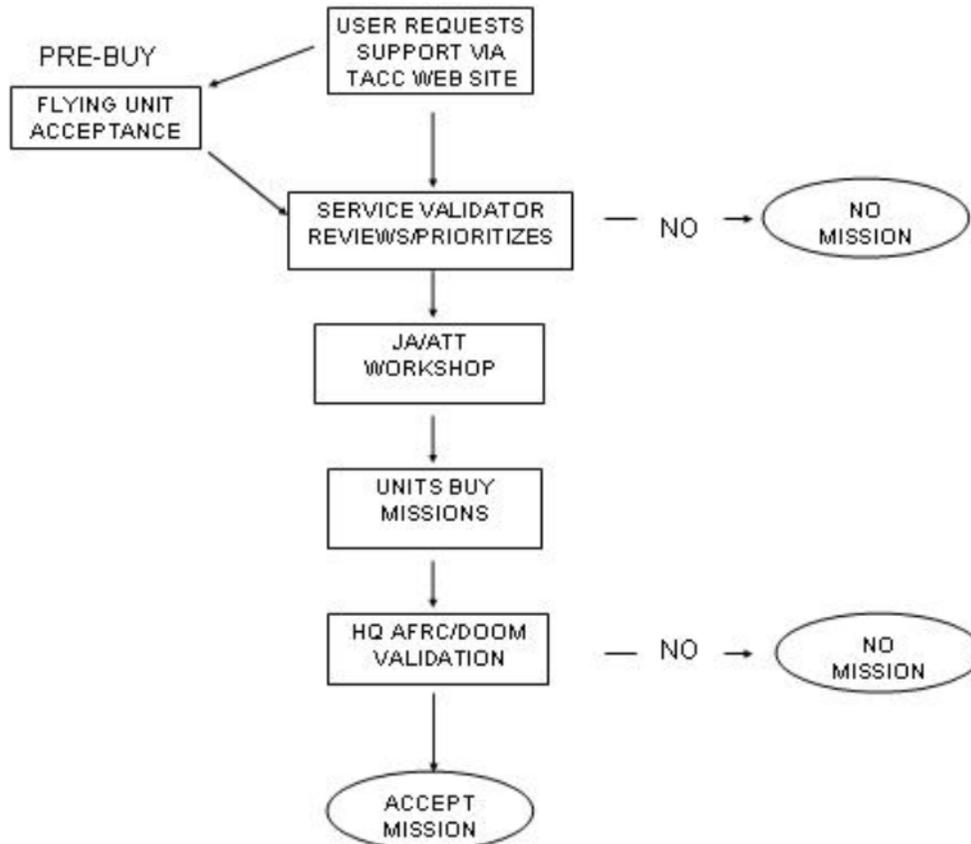
A3.1. Customer provides HQ U.S. TRANSCOM J3 with airlift request via customer's validator.

A3.2. HQ USTRANSCOM validates the load and assigns an airlift number (airlift numbers are posted to the HQ USTRANSCOM web page).

A3.3. Units may fly any approved missions commensurate with training, flying and appropriate load type after ensuring there are no AMC missions available. AMC loads will take priority over Denton/Opportune loads until 72 hours prior to departure.

Attachment 4

JA/ATT PROCESS



A4.1. User submits request via HQ AMC JA/ATT web page <http://140.175.95.191>.

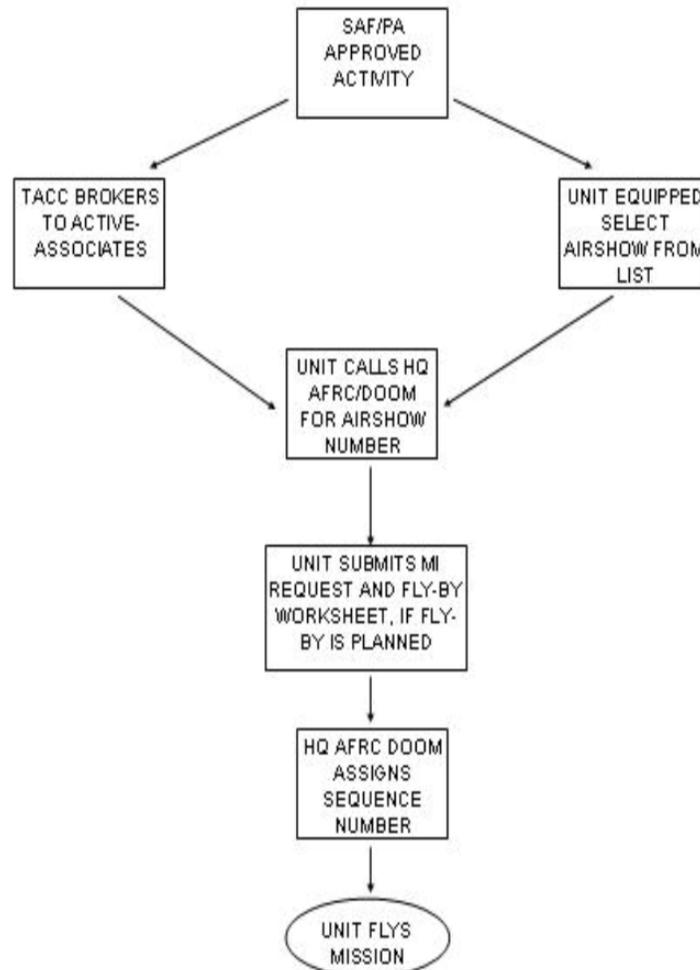
A4.2. Once validated, missions are placed on the web site. Three days prior to the workshop new missions will not be placed on the web site.

A4.3. Bi-Monthly JA/ATT conference sponsored by HQ AMC.

A4.4. HQ AFRC/DOOM validates requirements to ensure missions meet training objectives and are conducted in accordance with MAJCOM policies.

Attachment 5

HQ AFRC FLY-BY/AIRSHOW PROCESS



A5.1. SAF/PA posts approved air shows on their website, <http://www.airshows.pa.hq.af.mil>.

A5.2. Flying units review air show listing and contact HQ AFRC/DOOM for approval for participation.

A5.3. HQ AFRC reviews requests on a first-come, first-served basis.

A5.4. HQ AFRC fighter aircraft will not do aerial demonstrations.

Attachment 6

AERIAL EVENTS PLANNING GUIDE

A6.1. Aerial Event Approval . CONUS aerial events must be approved by SAF/PA. Units wishing to participate in these events will check the SAF/PA webpage to make sure the event is approved before submitting a request for participation (units should guide event sponsors to the following webpage for direction on request procedures well before the event: <http://www.airshows.pa.hq.af.mil/>). OCONUS aerial events require approval from the unified commander in whose AOR the event falls (normally delegated to the Air Force Component commander or public affairs officer, i.e. - HQ EUCOM normally delegates to USAFE/PA). Although an event may be approved, unit participation must still be approved by the command. (See AFI11-209).

A6.2. Foreign Clearance Guide. Units performing missions overseas will follow guidance in both classified and unclassified FCGs, including contacting applicable action and information offices in theater within applicable timelines (some requests must be submitted as early as 60 days prior to the mission).

A6.2.1. The mission POC will ensure event notification and coordination with all required agencies has occurred.

A6.2.2. Follow up all initial contact DMS and e-mail messages with telephone to ensure all required contacts have been established.

A6.2.3. Despite occasional FCG guidance indicating “Concurrence may be assumed unless otherwise advised ...” the POC should contact the in-theater action officer to ensure clearance is provided.

A6.3. Consolidated Planning Order (CPO). The CPO is the master schedule of events for the Combat Air Forces (CAF), created, maintained and updated using the FALCON software program located on the SIPRNET. Not all CAF unit off-station missions require entry in the CPO, but units should contact AFRC/DOOX well before any off-station mission to see if it requires their coordination. AFRC/DOOX will be notified of any changes made to the mission during planning.

A6.4. Threat Assessment/Security Arrangements. Aircraft security arrangements will be IAW AFI31-101 and other associated AFIs. Unit TWG and crew will verify arrangements meet requirements before the request is submitted to AFRC/DOOM. All off-station missions going to CONUS civilian airfields or any non-U. S. Military OCONUS airfield require AFRC TWG coordination before approval can be obtained.

A6.5. Bomber Special Requirements. In addition to guidance already outlined, bomber units have other special requirements:

A6.5.1. START compliance requirements will be adhered to on all off-station missions.

A6.5.2. Bomber units will follow ACC direction outlined in ACC/DO MSG DTG January 08, 2003 8:19 a.m., OCONUS Bomber Missions:

A6.5.2.1. ACC/DOXC will be provided basic mission details for OCONUS missions NLT 30 days prior to departure; follow up with a detailed mission summary 3 weeks prior to the mission (T/O, Landing, activity, AR times, etc).

A6.5.2.2. The unit will contact ACC/SCCF ASAP to secure UHF SATCOM channels for mission reporting.

A6.5.2.3. NLT 48 hours prior to the mission, unit command post will contact the OCONUS command center to coordinate T/O and additional coordination instructions.

A6.5.2.4. Inflight, NLT 1 hour after takeoff, Unit command post will contact ACC command center and OCONUS command center with a mission airborne call.

A6.5.2.5. The aircrew will contact the OCONUS command center via HF radio upon entry and exit of OCONUS AOR. Report all incidents or unusual activity to ACC and OCONUS command centers and unit command post.

A6.5.3. Global Power: Missions may be assigned by ACC/DOXD through the CPO or developed, planned and proposed by the unit.

A6.5.3.1. Units will provide a detailed summary of planned employment activity to AFRC/DOOX NLT 4 weeks before the sortie date. AFRC/DOOX will in turn enter the request for Global Power credit to ACC/DOXD NLT 3 weeks prior to sortie date. (Procedures can be found in AFI11-2B-52V1.)

A6.5.3.2. Units will “info” address HQ ACC/DOXD, the related OCONUS MAJCOM, and 10AF/XP on all message traffic concerning Global Power missions.

A6.6. SMS MI Request. In addition to the above, units will follow all MI requirements as outlined in AFRCI 11-201.

Attachment 7

MISSION IDENTIFIER REQUEST TIMETABLE

TYPE MISSION	MINIMAL # DAYS NOTICE REQUIRED TO HQ AFRC/DOOM
Normal off-station training flights/CONUS JA/ATTs	7
Missions w/ PA Approval Required:	
Orientation Flights	7
Point-to-point Transportation	7
Missions requiring NAF action/approval	14 to NAF/7 to DOOM
Missions requiring AFRC/DO action/approval	7
Airshows:	
OCONUS Airshows	30
Static Displays	3
Fly-bys	14 to NAF/3 to DOOM (Less than 3-NAF/CC Approval)
Missions requiring Raven Teams	10 (With Ravens already requested)
Missions requiring diplomatic clearances	IAW Foreign Clearance Guide Classified/Unclassified
Missions requiring AFRC/CC or higher approval	10 to DOOM (With SSS completed by unit and approved through NAF)
Foreign military airdrops (Needs Host Nation, Theater CINC and AFRC/DO Approvals)	10 to DOOM (With approvals completed up to AFRC/DO)

Attachment 8

JEPPESEN ORDERING AND REVIEW PROCESS

A8.1. To order individual Jeppesen products, fax a request to Ms. Ann Behrns at HQ AFFSA (Air Force Flight Standards Agency), DSN 857-7996 (voice 857-6721), minimum of two weeks required. Include:

- A8.1.1. Airfield name and ICAO identifier
- A8.1.2. A good mailing address to send the plates to
- A8.1.3. A unit POC and phone number.

A8.2. Ms Behrns will validate the need for the Jeppesen approach/departure procedures (check that there are indeed no DoD procedures published), then will forward the request to the National Imaging and Mapping Agency (NIMA), who will send the products to you.

A8.3. You can pay using an IMPAC card.

A8.4. Emergency overnight delivery can be arranged by calling 1-800-621-5377.

A8.5. These procedures must be reviewed by the controlling MAJCOM before you can legally use them.

A8.6. For AMC missions, go through HQ AMC/DOAT (DSN 576-3958).

A8.7. For non-AMC missions, send a review request (available on the DOOM web site) to AFRC/DOOM NLT 21 days prior to mission departure.

- A8.7.1. E-mail is the preferred method of transmission. Submit requests to HQ AFRC/DOOM at <mailto:afrc.doom@afrc.af.mil>. Copy HQ AFRC/DONA at <mailto:afrc.dona@afrc.af.mil>.
- A8.7.2. If unable to e-mail, fax request to DSN 497-0198.
- A8.7.3. DOOM will forward the request to AFRC/DONA for review, who will coordinate with the appropriate theater of operations
- A8.7.4. Expect delays if the request form is not filled out completely and accurately.

Attachment 9

AFRC MISSION IDENTIFIER MISSION TYPE CODES (NON-AFSOC)

A9.1. See the AMC Cargo Bulletin for all AFSOC and additional Non-AFSOC mission type codes.

MISSION	MI STRUCTURE (1 st 3 characters of MI)	GDSS MISSION TYPE
ACTUAL SAR	RXS	SUPPORT
AWACS EXERCISE	VE5	EXERCISE
AWACS TRAINING	VT5	TRAINING
BIKF STRIP ALERT	RGN	SUPPORT
CORONET OAK	QGN	SUPPORT
COUNTER DRUG	QNN (non-rescue) RNN (rescue)	SUPPORT
FIGHTER EXERCISE	VE5	EXERCISE
FIGHTER X-COUNTRY	VT5	TRAINING
HURRICANE EVAC	QHN (Note 1) RHN	TRAINING TRAINING
JA/ATT (POSITION TO ONLOAD)	QJG	JA/ATT
JA/ATT (ONLOAD TO OFFLOAD)	QMG	JA/ATT
JA/ATT (DEPOSITION FROM OFFLOAD)	QVG	JA/ATT
KC-10/KC-135 SCHEDULED TO REFUEL	QPH	REFUEL
MAFFS	QTN	SUPPORT
MAINTENANCE FLIGHTS	QSN	TRAINING
NASA SUPPORT	RDN	NASASPT
ORE	QEV QPV (tanker)	SUPPORT SUPPORT/REFUEL
ORIENTATION FLIGHT	QIN (Note 2)	SUPPORT
PUBLIC AFFAIRS	QIN (Note 2) (non-rescue) RIN (rescue)	SUPPORT
SAR TRAINING	REN	TRAINING
SPRAY	QZN	SUPPORT
STORM TRACKING	WEN (training) WHN (actual)	SUPPORT

MISSION	MI STRUCTURE (1 st 3 characters of MI)	GDSS MISSION TYPE
SUPPORT	QDN	SUPPORT
TRAINING (OFF-STATION)	QEN	TRAINING
TRAINING (LOCAL AREA)	QUN	TRAINING
TRANSFER OF ASSIGNMENT (PDM, ETC.)	QCN	TRANSFER

NOTES:

1. Includes WC-130 not participating in storm tracking.
2. Other scheduled activity takes precedence for mission type (i.e., if refueling, use QPH vs. QIN, etc.).

Attachment 10

AFRC UNIT INFORMATION

MDS	STATION	ICAO	WING/SQ	ID	NAF	MDS	STATION	ICAO	WING/SQ	ID	NAF
	SCOTT	KBLV	932/073	75	4	KC10	MCGUIRE	KWRI	514/76,78	62	22
						KC10	TRAVIS	KSUU	349/79	54	4
C5	DOVER	KDOV	512/326,709	02	22						
C5	KELLY	KSKF	433/068	RO	4	KC135R	GRISSOM	KGUS	434/72,74	61	4
C5	TRAVIS	KSUU	349/312,301	03	4	KC135R	MARCH	KRIV	452/336	59	4
C5	WESTOVER	KCEF	439/337	RF	22	KC135E	BEALE	KBAB	940/314	60	4
						KC135R	MCCONNELL	KIAB	931/018	43	4
C17	CHARLESTON	KCHS	315/317,300,701	08	22	KC135R	SEYMOUR	KGSB	916/77	93	4
C17	MCCHORD	KTCM	446/728,97,313	05	4	KC135E	SELFREDGE	KMTC	927/63	58	4
						KC135R	TINKER	KTIK	507/465	64	4
C141C	MARCH	KRIV	452/729,730	RJ	4	KC135R	PORTLAND	KPDX	939/64	65	4
C141B	MCGUIRE	KWRI	514/732	07	22	KC135R	ANDREWS	KADW	459/756	66	4
C141C	WRIGHT-PAT	KFFO	445/89,356	RE	4						
						F16C/D	HILL AFB	KHIF	419/466	VC/VD	10
						F16C	HOMESTEAD	KHST	482/93	VR/VS	10
						F16C/D	LUKE	KLUF	944/302	VJ/VK	10
						F16C/D	NAVY FT WORTH	KNFW	301/457	VE/VB	10
C130H	DOBBINS	KMGE	094/700	RA	22						
WC130H/J	KEESLER	KBIX	403/815	RD	22	OA10A	BARKSDALE	KBAD	917/47	VA	10
C130H	MAXWELL	KMXF	908/357	RB	22	OA/A-10	NEW ORLEANS	KNBG	926/706	VF/VB	10
C130H	MILWAUKEE	KMKE	440/095	RT	22	A10A	WHITEMAN	KSZL	442/303	VM	10
C130E	MINN-ST PAUL	KMSP	934/096	RQ	22						
C130H	NIAGRA FALLS	KIAG	914/328	RH	22	E3	TINKER	KTIK	513/513	VV	10
C130H	PETERSON	KCOS	302/731	RP	22						
C130H	PITTSBURGH	KPIT	911/758	RG	22	B52H	BARKSDALE	KBAD	917/93	VQ	10
C130E	WILLOW GRV	KNXX	913/327	RL	22						
C130H	YOUNGSTWN	KYNG	910/757,773	RK	22	HH60G	DM	KDMA	939	YD	10
						HH60G	PATRICK	KCOF	920/301	YM	10
WC130	KEESLER	KBIX	403/53	YK	22						
MC130P/E	DUKE FLD	KEGI	919/711,05	71	10	T38	COLUMBUS	KCBM	14/43		10
						T38	VANCE	KEND	71		10
HC130N/P	PATRICK	KCOF	39	YL	10	T-6	MOODY	KVAD	39		10
						T-6	LAUGHLIN	KDLF	9		10