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Flying Operations

**AIRBORNE EMERGENCY ACTION OFFICER
(AEAO)**



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This instruction implements AFD 11-4, *Aviation Service* to direct AFSPC's AEAO program and provides policies and procedures governing the operation of the AEAO program throughout AFSPC. It applies to the AFSPC Vice Commander (AFSPC/CV), AFSPC general officers designated to perform AEAO duties, and the AFSPC AEAO scheduler, HQ AFSPC/Directorate of Operations Executive Officer (DOE). It does not apply to Air National Guard nor Air Force Reserve Command units.

1. General. AFSPC AEAOs, their executive officers, and the AFSPC AEAO scheduler will use this instruction to assist in scheduling general officers for training and AEAO alert duty aboard United States Strategic Command's (USSTRATCOM) Airborne Command Post (ABNCP). USSTRATCOM allocates to AFSPC a prorated share of AEAO alert tours. AFSPC will maintain approximately five AEAOs to fill those allocations. The priority will be to select general officers at the NAF/HQ/wing level.

2. AFSPC Vice Commander (AFSPC/CV):

2.1. AEAO Designation. AFSPC/CV will designate AFSPC general officers to perform AEAO duty by memorandum.

2.2. Unresolved AEAO Scheduling Change Requests. AFSPC/CV is the final resolution authority for any unresolved AFSPC AEAO schedule changes.

3. Airborne Emergency Actions Officer (AEAO):

3.1. AEAO Designation. Once designated by AFSPC/CV, it is incumbent on the prospective AEAO to complete training within 45 days. AEAO executive officers will handle all personal necessities of their AEAO. This includes coordinating prerequisite training, military airlift support, billeting, flight lunches, etc.

3.2. AEAO Prerequisites. Prerequisites requiring the initiative and oversight of the prospective AEAO prior to actual AEAO training are:

- 3.2.1. Current flight physical.
- 3.2.2. Current physiological training, to include a current altitude chamber completed in the last 3 years.
- 3.2.3. Current certification under the Personnel Reliability Program.
- 3.2.4. TOP SECRET SIOP-ESI security clearance (categories 1, 4, 9, and 10).

NOTE:

The AEAO's unit security manager is responsible for maintaining all security clearance paperwork.

3.3. AEAO Training. Prospective AEAOs will coordinate training directly with the USSTRATCOM AEAO scheduler (USSTRATCOM/J3621, DSN: 271-4626). Prospective AEAOs will keep the AFSPC AEAO scheduler apprised of their training status. AEAO training consists of a 2-day program conducted at Offutt AFB NE. The first day of training includes approximately 7 hours of academics. The second day involves an "over-the-shoulder" flight, approximately 6 hours in duration. Flight physical and physiological training requirements must be complete before this flight training.

3.4. AEAO Scheduling. AEAOs will rank order all periods provided quarterly by the AFSPC AEAO scheduler and identify which periods and specifically which days, if any, they are unable to fill and provide the reason for unavailability. AEAOs will be scheduled to fly all available fly days. AEAOs will ensure their scheduling inputs are provided to the AFSPC AEAO scheduler in a timely manner. Upon notification by AFSPC AEAO scheduler, AEAOs are responsible for their assigned tours. USSTRATCOM should then integrate all supporting commands' schedule inputs and maintain the master quarterly schedule.

3.5. AEAO Scheduling Changes. Any AEAO seeking a change to their alert schedule will find and coordinate their own substitution. The AEAO will attempt to utilize AFSPC AEAO resources. If an AEAO is unable to coordinate a change within AFSPC, they will coordinate with the AFSPC AEAO scheduler and seek a substitution from other supporting commands. Substitutions from outside AFSPC will be kept to an absolute minimum. Details concerning a change to an AEAO's alert schedule will be coordinated directly between the concerned AEAOs. If an AEAO successfully coordinates a change, they will provide the change input directly to the USSTRATCOM AEAO scheduler for implementation. They will also notify the AFSPC AEAO scheduler of the change.

3.6. Unresolved AEAO Scheduling Change Requests. An AEAO unsuccessful in coordinating a change, but still requiring a change, will present a written account of all substitution efforts to the AFSPC AEAO scheduler who will, in turn, refer the matter to AFSPC/CV. This information will include: reason for change request, specific dates affected, reasons other AEAOs cannot take the tour detailing their specific conflicts, and recommendation. The information provided must be sufficiently specific and detailed for AFSPC/CV to determine the best suited AFSPC AEAO to fill the tour. Assigned alerts remain the originally scheduled AEAO's responsibility until specifically relieved by AFSPC/CV.

3.7. AEAO Alert. AEAOs will pull alert at Offutt AFB NE. Part of this duty involves ground alert and part involves airborne alert. An AEAO can expect up to two alert tours per quarter, with each tour averaging 2-4 days. Alerts begin at 0630 (local time) the first day of the scheduled tour and will end at 0630 (local time) the first day of the oncoming AEAO's tour. For example, an AEAO scheduled for an alert tour 1-3 October must be in place and on duty at 0630 (local time) on 1 October and will be

relieved at 0630 (local time) on 4 October. AEAOs scheduled in adjacent tours may coordinate early or late changeovers directly. AEAOs must inform USSTRATCOM AEAO scheduler of any early or late changeover.

4. AFSPC AEAO Scheduler (HQ AFSPC/DOE):

4.1. AEAO Designation. Once a general officer is designated to perform AEAO duty, the AFSPC AEAO scheduler will establish contact with that general officer's executive officer to ensure actions required to perform AEAO duty are initiated.

4.2. AEAO Scheduling. Prior to the beginning of each quarter, the USSTRATCOM AEAO scheduler should release a message assigning alert periods to the supporting commands. The AFSPC AEAO scheduler will then coordinate AFSPC's assigned periods with AFSPC AEAOs, giving seniority preference to tour assignments. After initial coordination, the AFSPC AEAO scheduler submits the AEAO schedule input to AFSPC/CV for approval and release to USSTRATCOM. After AFSPC/CV approves AFSPC's AEAO schedule input, the AFSPC AEAO scheduler will contact each scheduled AFSPC AEAO to inform them of the approved schedule input.

4.3. AEAO Scheduling Changes. The AFSPC AEAO scheduler will assist AEAOs in seeking substitutions from other supporting commands. Substitutions from outside AFSPC will be kept to an absolute minimum.

4.4. Unresolved AEAO Scheduling Change Requests. AEAOs unsuccessful in coordinating a change, but still requiring a change, will provide the AFSPC AEAO scheduler with a detailed account of all substitution efforts. The AFSPC AEAO scheduler will refer the matter to AFSPC/CV for resolution. The AFSPC AEAO scheduler will communicate AFSPC/CV's decision to all concerned.

5. AEAO Awards, Decorations, and Flight Crew Duty. AEAOs are authorized the award of the Missile Badge and the Combat Readiness Medal. Non-rated AEAOs are authorized to wear the Officer Aircrew Member Badge. Rated AEAOs are authorized to perform flight crew duty on ABNCP sorties upon completion of qualification training. See appropriate directives for specific requirements.

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Director of Operations