

14 SEPTEMBER 2000



Operations

**AIR MOBILITY COMMAND CORPORATE
READINESS STRUCTURE (CRS)**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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OPR: HQ AMC/CEX (Mr. James Petty)
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This instruction implements AFD 10-2, *Readiness*, and establishes the basic structure, procedures, relationships, and authority for the AMC CRS. This instruction outlines the organization and functions of the AMC CRS and explains its procedures and relationships. It applies to the AMC Vice Commander, AMC directors and chiefs of staff agencies, 15th Air Force (AF), 21 AF, and the AMWC. It is not directive to Air National Guard or Air Force Reserve Command units.

SUMMARY OF REVISIONS

This interim change IC 2001-1 updates office symbols and provides further guidance for Readiness Council and Readiness Board meeting frequencies. See the last attachment of the publication for the complete IC. A “|” indicates revised material since the last edition.

1. Concept and Purpose. The AMC corporate readiness structure provides the commander (AMC/CC), HQ AMC staff, and Numbered Air Force Commanders with the capability to review command-wide readiness program issues from a corporate point of view. The scope of the program touches the entire mobility system to include airlift, air refueling operations, and tactics; force protection; ability to survive and operate issues, such as nuclear, biological, and chemical defense; joint and unit readiness training, deployed and home station, equipment of personnel and units to meet the assigned mission essential tasks; command and wing exercise and evaluation processes; NAF/CC readiness assessment visits, and HQ AMC/IG unit mission essential task evaluations. This directive:

Defines the basic structure and authority of the AMC CRS.

Outlines the relationship between the AMC’s Readiness Council, Readiness Board, and Readiness Working Group.

Incorporates existing board structures and recognizes the Air Mobility Warfare Center and Combat Air Delivery School as integral components of the CRS.

2. Organization. The AMC CRS consists of: the AMC Readiness Council, the AMC Readiness Board, the AMC Readiness Working Group, Air Mobility Warfare Center/Combat Air Delivery School, Force Protection Board, Threat Working Group, and Exercise Steering Committee. **Attachment 1** is an organizational chart denoting the relationships between various agencies that bring the command together toward a consolidated readiness decision making forum.

2.1. The AMC Readiness Council (RC) provides strategic direction to readiness programs. The council is chaired by AMC/CV and is composed of “A” Staff members (listed in para 3.2.2. below), 15 AF/CC, 21 AF/CC, and AMWC/CC.

2.2. The AMC Readiness Board (RB) serves as a forum to introduce, review, validate, and prioritize corporate AMC readiness initiatives, programs, and requirements. HQ AMC/DO and CE co-chair the Readiness Board, which is composed of HQ AMC Directorate Deputies of Readiness Council members, 15 AF, 21 AF, and AMWC representatives responsible for readiness within their respective readiness programs.

2.3. The AMC Readiness Working Group (RWG) (formerly ATSO Steering Group) provides a forum to discuss and recommend issues to the RB affecting AMC readiness. The RWG is co-chaired by HQ AMC/CE Deputy and HQ ADO, and is composed of AMC Directorate Division Chiefs and representatives from Air Reserve Component Liaison office, 15 and 21 AF as well as AMWC. Additionally, advisors may be invited to participate from various agencies to include representatives from Air Force Civil Engineering Support Agency, ACC, USAFE, CENTAF, and PACAF.

2.4. AMC/CV directed the formation of a multi-disciplined AMC Force Protection Board to improve force protection within AMC and institutionalize force protection as an integral part of the global reach mission. The board develops AMC Force Protection policy, programs, and directives; ensures implementation of DoD, AF, and AMC force protection directives; and focuses the command’s attention such that force protection becomes a fundamental planning consideration. The board will be chaired by the Director, Security Forces. Voting membership will be at the Deputy Director/Senior Officer Level, composed of CE, DO, DP, FM, IG, IN, JA, LG, LNW (AMWC), RE, SC, SG, SV, TACC, XP, and 3FIR. Non-voting members and other attendees will be determined by the board. Membership changes will be approved by the board. The board will meet on a monthly basis, or as directed by the Chairman. The Chairman establishes working groups as necessary.

2.5. The AMC Threat Working Group (TWG) consists of the AMC/IN (Chair), AMC/SF, 3Fir, TACC/XOC, and USTRANSCOM J2/Joint Intelligence Center. They are supported by the USTRANSCOM/AMC national intelligence agency representatives (CIA, DIA, NSA) and other AMC staff members as needed. The TWG provides the AMC/CC, the Tanker Airlift Control Center, and units with a single focal point for coordinated all-source threat analysis for ongoing and future operations. Daily meetings combine intelligence, counterintelligence, and force protection agencies with the operations staff to develop risk assessments and recommend courses of action.

2.6. The Exercise Steering Group convenes to develop and coordinate quality training for AMC in CJCS exercises. The goal of the committee is to improve the command’s ability to conduct combat and contingency operations worldwide. AMC Instruction 10-204, *Air Mobility Command Exercise Program*, establishes the AMC Exercise Steering Committee and outlines membership and meeting frequency.

2.7. The Air Mobility Warfare Center (AMWC) prepares and trains AMC, DoD, and allied personnel to effectively lead, integrate, sustain, and employ the Global Air Mobility System. AMC Mission

Directive 711, *HQ AMWC*, outlines the organizational structure and relationship to other units or agencies. The AMWC staff provide excellent resources to resolve doctrinal problems associated with command readiness program and conduct courses improving readiness of personnel tasked to operate the air mobility en route system during contingency operations.

3. AMC Readiness Council (RC):

3.1. Function. The AMC Readiness Council is the AMC/CC's executive advisory committee responsible for AMC Readiness and as such functions as a board of directors. As a decision-making body, the council applies the AMC staff's collective judgment and experience to command issues of a broad, complex nature. In addition, the Readiness Council uses command definitive guidance found in the Joint/Air Force Mission Essential Task List (J/AFMETL), Air Mobility Master Plan (AMMP), AMC's Strategic Plan, and the Joint Training Plan (JTP) as a basis, to formulate decisions and recommendations. The Readiness Council acts as the forum to receive and pass strategic readiness issues on the existing Force Protection Board, Exercise Steering Committee, Threat Working Group, and AMWC/CADS. The Readiness Council complements, but does not supersede, staff responsibilities to develop and execute appropriate actions within their functional areas. Normally, decisions and recommendations are determined by polling the members. The council's decisions are delegated to appropriate staff functions for implementation. The RC reviews AMC RB findings and recommendations for AMC/CC approval and transfers them to the functional staff for implementation. The Director of Civil Engineering (HQ AMC/CE) is responsible for the agenda, minutes, and assists the AMC Vice Commander in conducting meetings.

3.2. Membership:

3.2.1. The RC consists of the chairperson, AMC/CV, and members from across the staff.

3.2.2. Members of the AMC RC are:

- Vice Commander (AMC/CV)
- Commander, 15 Air Force (15 AF/CC)
- Commander, 21 Air Force (21 AF/CC)
- Director of Operations (HQ AMC/DO)
- Director of Logistics (HQ AMC/LG)
- Director of Civil Engineering (HQ AMC/CE)
- Command Surgeon (HQ AMC/SG)
- Commander, Tanker Airlift Control Center (TACC/CC)
- Commander, Air Mobility Warfare Center (AMWC/CC)
- Director of Personnel (HQ AMC/DP)
- Comptroller (HQ AMC/FM)
- Director of Services (HQ AMC/SV)
- Director of Plans (HQ AMC/XP)
- Director of Communications and Information (HQ AMC/SC)
- Director of Security Forces (HQ AMC/SF)

Chief of Safety (HQ AMC/SE)
 Command Chaplain (HQ AMC/HC)
 Director of Intelligence (HQ AMC/IN)
 Inspector General (HQ AMC/IG)
 Director of Public Affairs (HQ AMC/PA)
 Reserve Affairs (HQ AMC/RE)
 Staff Judge Advocate (HQ AMC/JA)
 Commander, 3rd Field Investigations Region (3FIR/CC)

3.3. Chairperson's Responsibilities. The chairperson presides over meetings and has final decision authority for issues brought to the RC for resolution. The chairperson will:

- 3.3.1. Approve the agenda for each meeting.
- 3.3.2. Convene and guide the operation of the RC.
- 3.3.3. Issue guidance and procedures to the AMC staff and board structure.

3.4. Administrative Responsibilities. HQ AMC/CEX will:

- 3.4.1. Organize, schedule, and coordinate all aspects of the RC meetings.
- 3.4.2. Record and distribute minutes of the RC meeting.

3.5. Meetings. The RC will meet as required or as directed by AMC/CV. The chairperson may call a meeting at the request of the RB or from an AMC directorate, NAF/CC, or AMWC/CC.

4. Readiness Board (RB):

4.1. Function. The RB reviews, analyzes, and prioritizes recommendations from the RWG and AMC functional staff organizations. The AMC Readiness Board will submit proposed solutions to readiness problems to the AMC RC for final direction. At the direction of the RC, the RB reviews command programs for the ability to achieve command objectives.

4.2. Membership. The RB consists of co-chairs from HQ AMC/DO and HQ AMC/CE, deputies of members from the RC, and representatives from 15AF/LG and 21AF, as well as AMWC.

4.3. Co-Chair Responsibilities. The co-chairs preside over the meetings and make recommendations to RC for final decision authority and retaining issues brought to the RC for resolution and for all recommendations forwarded to the RC. The co-chairs will:

- 4.3.1. Convene and guide the operation of the RB.
- 4.3.2. Approve the agenda for each meeting.
- 4.3.3. Publish instructions and procedures, as applicable, for use by the AMC staff, the RC, RWG, and AMC installations.
- 4.3.4. Task staff organizations/RWG for after-action reports and briefings.
- 4.3.5. Ensure RWG receives information on recommendations of the RC.

4.4. Administrative Responsibilities. HQ AMC/CEX will:

- 4.4.1. Organize, schedule, and coordinate all aspects of the RB meetings.
- 4.4.2. Record and distribute minutes of the RB meeting.

4.5. Meetings. The RB meets at the call of the RB co-chairs or at the request of an agency from the board structure or staff. The RB will meet as required, but as a minimum, two weeks prior to the AMC Readiness Council meetings.

5. Readiness Working Group (RWG):

5.1. Function. The RWG performs staff work to develop alternatives and recommendations for presentation to the RB. The RWG replaces the ATSO Steering Group specified in AMC Supplement 1 to AFI 10-212, *Air Base Operability Program*. It performs initial review, analysis, and prioritization of AMC programs, initiatives, and recommendations to the RB. The working group members must pre-brief their respective RB member prior to any RB meetings. The Readiness Working Group assures integration of air base operability (ABO) planning, operations, and training initiatives for the command. The readiness working group also directs and oversees the HQ AMC Air Base Operability program by addressing: policy/procedural guidance, training/exercise/evaluation criteria, and equipment issues. The AMC RWG will meet quarterly and, as required. The agenda addresses the following areas, as required: policy/ procedural guidance; ABO training; ABO exercise/evaluation criteria; ABO equipment; and those areas recommended by AMC working groups and integrated process teams with readiness concerns/issues.

5.2. Membership:

5.2.1. The RWG is co-chaired by the Deputy Director of Civil Engineering (HQ AMC/CE) and Assistant Director for Operations (HQ AMC/ADO). The RWG representatives are an integral part of the AMC readiness process, whose charter is to work programs from a corporate AMC perspective rather than from a particular functional director's view. In addition to the members listed below, readiness representatives may be invited from other agencies to include Air Force Civil Engineering Support Agency, PACAF, ACC (CENTAF), and USAFE to discuss issues that affect their respective functional areas or theaters.

5.2.2. Members are normally division chiefs from various directorates, minimum membership consists of:

- Chief, Military Personnel Plans, Directorate of Personnel (HQ AMC/DPX)
- Chief, Current Operations Division, Directorate of Operations (HQ AMC/DOO)
- Chief, Operations Training Division, Directorate of Operations (HQ AMC/DOT)
- Chief, Exercise Policy Division, Directorate of Operations (HQ AMC/DOP)
- Chief, Programs and Analysis, Comptroller, (HQ AMC/FMP)
- Chief, Chaplain Plans and Programs Division, (HQ AMC/HCP)
- Chief, Inspections Division, Inspector General (HQ AMC/IGI)
- Chief, Intelligence Resources and Readiness, Directorate of Intelligence (HQ AMC/INU)
- Chief, Logistics Plans, Programs, and Integ, Directorate of Logistics (HQ AMC/LGX)
- Chief, Media Relations Division, Public Affairs (HQ AMC/PAM)

Chief, Operations Management and Services Division, Directorate of Communications and Information

(HQ AMC/SCM)

Chief, Plans and Readiness Division, Surgeon General (HQ AMC/SGX)

Chief, Force Protection Division, Directorate of Security Forces (HQ AMC/SFX)

Chief, Plans and Force Management Division, Directorate of Services (HQ AMC/SVX)

Chief, Operations and Readiness Division, Directorate of Civil Engineering (HQ AMC/CEX)

Chief, Mission Support and Readiness Division, Tanker Airlift Support Center (TACC/XOP)

Chief, Operations Plans Division, Directorate of Operations (HQ AMC/DOX)

Chief, Operational Programming, Directorate of Plans (HQ AMC/XPP)

Air Reserve Component Liaison (HQ AMC/DOG)

HQ 3 FIR

15 AF/LGX

21 AF/DON

Commander, AMWC/421 GCRS

5.3. Co-Chair Responsibilities. The co-chairs will:

5.3.1. Preside over meetings and make recommendations to the RB, retaining final decision authority for issues brought for resolution, and for all recommendations forwarded to the RB.

5.3.2. Approve the agenda for each meeting.

5.3.3. Task staff organizations for after-action reports and briefings.

5.3.4. Provide oversight and tasking authority to various sub-working groups, see [Attachment 1](#).

5.4. Meetings. The RWG meets quarterly and as required by the RWG co-chairs or at the request of an organization from the readiness board structure or staff. After the co-chairs approve a meeting, the sponsoring organization (meeting requester) delivers final copies of all the proposed presentations to each RWG member and advisor.

5.5. Administrative Responsibilities. HQ AMC/CEX will:

5.5.1. Organize, schedule, and coordinate all aspects of the RWG meetings.

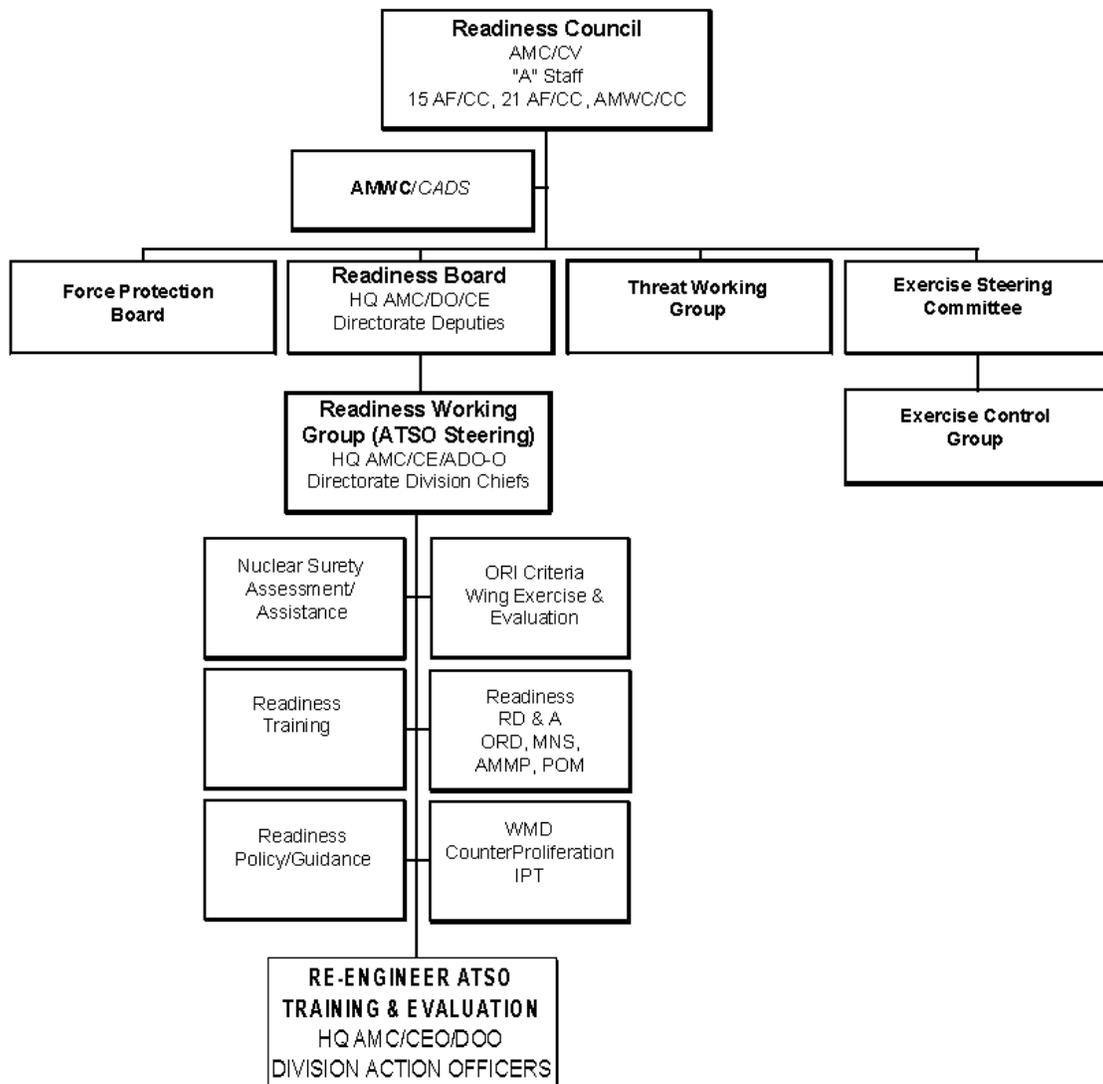
5.5.2. Record and distribute minutes of the RWG meeting.

OLEH SKRYPCZUK, Colonel, USAF
Deputy Director, Civil Engineering

Attachment 1

AMC CORPORATE READINESS STRUCTURE

AMC CORPORATE READINESS STRUCTURE



Attachment 2

IC 2000-1, TO AMCI 10213, AIR MOBILITY COMMAND CORPORATE READINESS STRUCTURE (CRS)

14 September 2000

OPR: HQ AMC/CEX (Mr. James Petty)

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3.4. **Administrative Responsibilities.** HQ AMC/CEX will:

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- Chief, Inspections Division, Inspector General (HQ AMC/IGI)
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- Chief, Logistics Plans, Programs, and Integ, Directorate of Logistics (HQ AMC/LGX)

Chief, Media Relations Division, Public Affairs (HQ AMC/PAM)

Chief, Operations Management and Services Division, Directorate of Communications and Information

(HQ AMC/SCM)

Chief, Plans and Readiness Division, Surgeon General (HQ AMC/SGX)

Chief, Force Protection Division, Directorate of Security Forces (HQ AMC/SFX)

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