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AIR MOBILITY COMMAND

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Flying Operations

TANKER/AIRLIFT OPERATIONS

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements AFPD 10-21, *Air Mobility Lead Command Roles and Responsibilities*, and prescribes specific guidance and information for aircrews, support functions, and users of Air Mobility Command airlift and air refueling services. It applies to all Air Mobility Command (AMC) active duty units involved with AMC tanker and airlift operations, AMC-gained Air Force Reserve Command crews flying AMC missions, and Air National Guard crews flying AMC missions following publication of Air Mobility Command Instruction (AMCI) 11-208 in the ANGIND 2. This document has been coordinated with the Air National Guard and Air Force Reserve. The source documents for weapon system specific information is the applicable Air Force Instruction (AFI) 11-2 Model Design Series (MDS)-Specific Volume 3. This instruction amplifies specific AMC operational procedures. In the event of a conflict between this instruction and the governing MDS specific instruction, the MDS specific instruction takes precedence. Notify the appropriate OPR for corrective action. Flying units should issue this instruction to all aircraft commanders and place a copy in their aircrew/mission trip kit. All reports required by this instruction are designated emergency status code C1 - Continue reporting during emergency conditions, priority precedence. Submit data requirements assigned this category as prescribed or by any means to ensure arrival on established due dates. Continue electronic reporting during *MINIMIZE*. This instruction requires collecting and maintaining information protected by the Privacy Act of 1974 authorized by Executive Order 9397, 22 November 1943, and 10 USC 8013, Secretary of the Air Force: powers and duties, delegation by. System of Records notice F024 AF AMC A applies. Send recommended changes to HQ AMC/DOOO, 301 Scott Dr, Unit 3A1, Scott AFB, IL 62225-5302 (facsimile Defense Service Network (DSN) 576-4627) on AF Form 847, **Recommendation for Change of Publication**, through command channels using the procedures outlined in AFI 11-215, *Flight Manuals Programs.*

SUMMARY OF REVISIONS

This interim change (IC) 00-1 provides guidance for para. **1.29.** Stage Management. A bar (|) indocated change from the previous edition.

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Chapter 1

MOBILITY FORCE OPERATIONS

1.1. Air Mobility Management.

1.1.1. This instruction provides guidance and information for aircrews, support functions, and users of AMC airlift and air refueling resources. This guidance is not all inclusive and is not a substitute for good judgment. In no case will this document be used in lieu of the applicable instructions. If information in an AMC-published operations order (OPORD) conflicts with this instruction, the AMC OPORD takes precedence (coordinate guidance counter to this instruction prior to OPORD publication).

1.1.2. Safety is paramount. Safety is everyone's responsibility. It is incumbent on planners at every level and the aircrew to identify the risks associated with a given mission using Operational Risk Management (ORM) principles, and reduce them to maximum extent possible. The acceptable level of risk is a function of mission importance, however, accepting unnecessary risk in the interest of expediency endangers resources and personnel, and will not be tolerated.

1.1.3. The underlying principle for conducting a professional and effective operation is total cooperation and teamwork. All elements must work together to enable each mission to depart on time, adhere to the schedule, and provide the best service possible to our customers.

1.1.4. Aircraft commanders are the keys to optimum utilization of our air mobility resources. They must take the initiative and command the mission to its completion.

1.1.5. Headquarters Air Mobility Command's Tanker Airlift Control Center (TACC) is the executive agent within HQ AMC that plans and schedules tanker/airlift assets and executes missions. HQ Air Force Reserve Command (AFRC)/DO and Air National Guard (ANG)/DO will ensure ANG/AFRC-directed outside continental United States (OCONUS) training, humanitarian relief, disaster relief (OCONUS and domestic), and counter-drug missions are coordinated with HQ AMC TACC/XOB [info US Transportation Command (TRANSCOM) TCJ3-ODR], to include area and diplomatic clearance messages, at least 7 days before scheduled home station mission departure. They will also ensure that any unused airlift capacity on these missions is identified to HQ AMC TACC/XOB for Defense Transportation System (DTS) cargo and passenger consideration. DTS cargo/passenger movement identified to AFRC/ANG at least 14 days before scheduled training mission departure will normally be accommodated. In order to minimize training mission impact, DTS movement requests between 14 and 7 days before scheduled training mission departure will normally be accommodated if not deviating from departure date, scheduled return time (SRT), or itinerary. Due to the extensive planning required, DTS requests within 7 days of scheduled training mission departure will normally not be accommodated.

1.1.5.1. Missions controlled by the HQ AMC TACC become execution baselines at 24 hours prior to the initial mission leg.

1.1.6. Scheduled Return Time (SRT): SRT guidance is found in AMCI 11-206, *Mobility Force Management*, paragraph 8.4.

1.1.7. Mission Planning. (See **Chapter 7** for contingency/exercise mission planning). It is the responsibility of the mission planner to coordinate all facets of the mission. Duties include ensuring airfield suitability IAW guidance in the Airfield Suitability and Restriction Report (ASRR), advising aircrews

of hazards and operating restrictions as required, weight-bearing capacity waivers, material handling equipment (MHE), checking operating hour and maximum on ground (MOG) limitations, diplomatic clearance requirements, billeting and messing capabilities and hours, and force protection. Planning agencies must develop comprehensive planning checklists to ensure duties are accomplished and relevant planning sources are reviewed. Planning sources should include, but are not limited to the *ASRR, current airfield information in the Multi-Level Security/Global Decision Support System (*MLS/GDSS), General Planning (GP), Area Planning (AP), Flight Information Publications (FLIP), IFR Supplement, the Foreign Clearance Guide (FCG), and Threat Working Group (TWG) products. (***Note:** Updated "8" coded airfield information is available to planners and aircrews via the worldwide web at **http://amc.scott.af.mil/do/doa/doa.htm**; see the ASRR for further guidance). The following agencies are responsible for mission planning:

Mission Type	**Planning Agency**
SAAM	Operating wing/HQ AMC TACC/XOO
Exercises	HQ AMC TACC/XOP
Contingencies	HQ AMC TACC/XOP
Channel	HQ AMC TACC/XOG/USAFE and PACAF AMOCCs/SID CCs
Strategic Intratheater Deployments	HQ AMC TACC/XOB
Coronets	HQ AMC TACC XOO
Dual Role	Operating wing/HQ AMC TACC/XOO
Business Effort or special exercise	Operating wing/designated planning agency
Integral Unit Deployments	Operating wing
Other tanker missions	Operating wing/designated planning agency
JA/ATT	Operating wing
Training (other than JA/ATT)	Operating wing
OSA	Operating unit

1.1.8. Aircraft Operations Waivers. Waivers to operate with degraded equipment may be granted on a case-by-case basis IAW MDS series instruction and only in exceptional circumstances. Waiver authority is usually based on "who" has operational control and execution of the aircraft performing a specific mission. An aircraft commander desiring a HQ AMC/DOV waiver to a specific instruction and paragraph should contact HQ AMC TACC/XOCE/XOCW. HQ AMC TACC/XOCE/XOCW will connect the aircraft commander to HQ AMC/DOV, who will request detailed information required for the waiver. An aircraft commander requesting technical information only or advice should contact his/her Operations Group Standardization/Evaluation office prior to contacting HQ AMC/DOV.

1.1.8.1. Local mission (executed by the unit OG/CC or equivalent) waiver authority for active duty units flying local missions is the active duty OG/CC or equivalent. For associate Air Force Reserve Component (AFRC) units, waiver authority is the active duty OG/CC or equivalent. For unit equipped AFRC or ANG units, waiver authority is the AFRC/ANG OG/CC or equivalent.

1.1.8.2. AMC-directed missions: Waiver authority for active duty and associate ANG/AFRC units flying AMC or AMC-directed missions controlled by the TACC and HQ AMC Operational Readiness Inspections is HQ AMC/DO. HQ AMC/DOV personnel are the authorized agent and maintain 24-hour watch through the appropriate TACC cell. The aircraft commander will pass the regulation reference and mitigating information to HQ AMC TACC/XOC. The waiver process could take up to an hour to accomplish.

1.1.8.3. Air Reserve Component (ARC)-directed missions (executed by the NGB or HQ AFRC): The appropriate ANG/AFRC headquarters maintains Command and Control (C2) and waiver authority for ANG/AFRC crews performing any ANG/AFRC-directed mission prior to mobilization (except associate ANG/AFRC units); waivers must be obtained from NGB/XO or HQ AFRC/DO, as appropriate.

1.1.8.4. Other missions (contingencies). Waiver authority is listed in the OPORD/Tasking Order, etc., or the DIRMOBFOR (or equivalent) for the agency with C2 of the aircraft. Crewmembers may request additional assistance or confirmation from their home units or AMC/DO through HQ AMC TACC.

1.1.9. Smoking on AMC Owned/Controlled Aircraft. Smoking is prohibited on board AMC owned/controlled aircraft.

1.1.10. Stage Manager End of Tour Report. Upon completion of stage operations, the senior stage manager at the deployed location will compose an end of trip report and submit it to HQ AMC TACC/XOP and AMWC/WCOMO. The report will highlight areas for improvement as well as areas that were well executed.

1.1.11. Tanker Airlift Control Element (TALCE) Commander/Mission Support Team (MST) Chief After-Action Report. Upon completion of deployed operations, the TALCE commander or MST chief will compose an after-action report and submit it to HQ AMC TACC/XOP. The report will highlight areas for improvement as well as areas that were well executed.

1.2. Aircrew Management.

1.2.1. Mismatched Crews. A mismatched crew is a crew flying an aircraft not assigned to their unit (for example, 62 AW crew flying a 437 AW aircraft). Command Posts (CPs)/Air Mobility Control Centers (AMCCs) will control mismatched crews. On depositioning mission legs, aircraft should be returned to home station first, then the crew expedited to their home base. Every effort will be made to return crews on home station aircraft, within the parameters of effective mission execution.

1.2.2. Removing/Replacing Crews and Crewmembers:

1.2.2.1. Aircrews will not deadhead home without coordination and approval from HQ AMC TACC/XOC (AFRC/ANG aircrews must also coordinate with HQ AMC TACC/XOC, but receive approval from their respective ANG/AFRC Headquarters). This restriction applies even if FSRT has expired.

1.2.2.2. Aircraft commanders will not remove/replace their crews/crewmembers without prior approval and concurrence of the controlling agency and the crewmember's home unit command post (CP). These controls are essential for effective mission management.

1.2.2.3. The return of crewmembers to home station will be via military/contract air when possible.

1.2.3. Crew members and maintenance personnel in excess of basic/augmented (as required by mission) will be coordinated with the tasked unit current operations and HQ AMC TACC/XOO/XOB/XOG NLT 24 hours in advance and ensure the appropriate remarks are annotated on the GDSS Form 59 mission cut. Wing current operations will coordinate for extra crewmembers NLT 24 hours prior to mission execution baseline. Associate reserve units must coordinate with their respective active wing current operations for more than nine crewmembers.

1.2.4. Mission profiles will be planned to ops stop and continue to final destination within the confines of flight duty periods and above paragraphs. This will allow better utilization rates of aircraft returning from off station sorties.

1.2.5. Aircrews may accept preflight inspections accomplished by another qualified aircrew.

1.3. Mission Priority Deviations. Due to unusually heavy commitments, temporary deviation from planned priorities may be necessary. Coordination with HQ AMC TACC/XOB/XOO/XOP and the wing current operations will determine mission(s) for nonsupport or delay for home station departures.

1.4. Operational Support Airlift (OSA) Flights.

1.4.1. Designated validators will forward all requests for OSA support flights to United States Transportation Command (USTRANSCOM) TCJ3-OJ by submitting requests into the Joint Air Logistics Information System (JALIS). Individuals requesting travel will provide validators all information in the military air request format as shown in DoD Directive 4500.43, *Operational Support Airlift (OSA)*. OSA travel will be assigned one of the following priorities:

1.4.1.1. Priority 1. Direct support of operational forces engaged in combat or contingency peace keeping operations directed by the NCA, or for emergency lifesaving purposes.

1.4.1.2. Priority 2. Required use travel or compelling operational considerations making commercial transportation unacceptable. Mission cannot be satisfied by any other mode of travel.

1.4.1.3. Priority 3. Official business travel that is validated to be more cost effective than commercial air or official business permitting space available travel on scheduled missions of higher priority.

1.4.2. Airlift utilizing OSA aircraft is centrally scheduled from USTRANSCOM TCJ3-OJ. The single point of contact for the submission and processing of OSA airlift requests is through the appropriate validator and IAW DoD Directive 4500.43.

1.4.3. Requests for airlift of seven or fewer passengers should normally be submitted to USTRANSCOM TCJ3-OJ no earlier than 30 days and no later than 4 duty days prior to the day of intended travel. Requests submitted less than 4 days prior to day of travel will be considered late and will be scheduled by priority against missions already planned.

1.4.4. Support or nonsupport information will be provided to the listed contact up to 3 full days (one of which is the duty day) prior to the day of intended travel.

1.4.5. Requests for airlift of eight or more passengers (referred to as "team travel") should be submitted no earlier than 60 days and no later than 30 days prior to the week of travel to USTRANSCOM TCJ3-OJ IAW DoD Directive 4500.43. Requests submitted less than 30 days prior to the week of travel are considered late and will be scheduled by priority against missions already being planned.

1.4.6. Requests must contain the following information:

1.4.6.1. Mission priority.

1.4.6.2. Purpose of travel.

1.4.6.3. Last name, full first name, middle initial, rank/Distinguished Visitor (DV) code, duty title, Social Security Number (SSN), and branch of service of senior traveler.

1.4.6.4. Last name, full first name, middle initial, rank, SSN, and branch of service of passengers. If no middle initial, use “U."

1.4.6.5. Desired flight itinerary to include departure station International Civil Aviation Organization (ICAO), no earlier than date and time of departure, arrival station ICAO, no later than date and time of arrival. Include any other necessary legs.

1.4.6.6. Anticipated cost of commercial transportation, if anticipated travels were to be satisfied commercially.

1.4.6.7. Description, dimensions, and weight of any anticipated cargo. Cargo acceptors and handlers are required at destination airfield. Include requirements for excess baggage (state weight and reason).

1.4.6.8. Name and Rank of Contact. Include telephone numbers, both office DSN and home phone with area code. The contact is the person with whom final scheduling/information will be coordinated. The contact should be available 24 hours a day from the time of request through mission termination. Last minute changes will often be coordinated between USTRANSCOM TCJ3-OJ and the point of contact. It is imperative that the contact have expedient liaison with the passengers during the 24-hour period prior to flight and while passengers are away from home station. The contact may not be a crewmember or passenger on the mission.

1.4.6.9. Any pertinent remarks may also be submitted with the request.

1.4.7. Baggage on OSA aircraft is normally limited to 30 pounds or one hang-up bag and an attaché case per person. For team travel, baggage is limited to 66 pounds per person.

1.5. C-5 Operations.

1.5.1. Standard en route ground time for C-5 operations is 4+15 hours. En route ground time for C-5s may be shortened to 3+15 hours if the aircraft is scheduled to refuel only. Increased en route ground times may be authorized by HQ AMC TACC/XOZ during mission execution or by HQ AMC TACC/XOG/XOO/XOP during mission planning. With the concurrence of the AMC/DO, standard en route ground times may be reduced by HQ AMC TACC/XOZ or by AMC OPORDs for exercise/contingencies when mission requirements dictate.

1.5.2. A minimum 17-hour ground time between engine shutdown and mission takeoff should normally be planned unless extended post flight duties are anticipated. The aircraft commander may modify normal ground time:

1.5.2.1. In the interest of safety.

1.5.2.2. To no less than 12 hours from the start of crew rest until mission reporting. Before reducing normal ground time consider mission preparation time, time to load cargo, and other factors peculiar to the mission. The controlling C2 agency will not ask the aircraft commander to accept

less than a normal ground time. Waivers for exercises and contingencies are according to AFI 11-202, Volume 3, *General Flight Rules*.

1.5.2.3. To a maximum of 36 hours, when the crew has completed three consecutive near-maximum crew duty days.

NOTE: Flight crews should be afforded crew rest times in excess of the minimum at en route stations, when possible, to give crews the opportunity to overcome the cumulative effects of fatigue while flying on several consecutive days or transiting several time zones.

1.5.3. C-5 missions are planned for maximum allowable cabin load (ACL). Cargo will not be downloaded to facilitate nonstop flights without the approval of HQ AMC TACC/XOG and either HQ AMC TACC/XOC or XOZ.

1.5.4. C-5 crew-in-place kneeling requirements are for normal/exercise missions. In certain cases, conditions may exist which will preclude accomplishment of a crew-in-place kneeling; e.g., expiration of crew duty time, passenger considerations (normally, passengers should be offloaded prior to kneeling the aircraft, provided Passenger Service is at the aircraft, and they are prepared to offload the passengers), etc. In all cases, the decision to accomplish a crew-in-place kneeling rests with the aircraft commander after coordination with appropriate CP/Air Mobility Control Center (AMCC). When a C-5 crew-in-place kneeling is required, aircraft commanders will begin kneeling procedures immediately upon arrival. Kneeling actions will continue expeditiously with or without engines running, as mission requirements dictate. Oil check time after engine shutdown is no greater than 1 hour.

1.5.5. Passenger Limitations. Up to 73 passengers are authorized in the troop compartment of the C-5 during peacetime operations. A maximum of eight personnel (in addition to aircrew) are authorized in the courier compartment of C-5 missions during peacetime operations. Concurrence of the aircraft commander is required to put personnel in the courier compartment (see paragraph **1.29.** for Space Available seat release policy). Couriers and cargo escorts are authorized cargo compartment entry during non-critical phases of flight to perform essential in-flight duties. These personnel will not be seated in the cargo compartment during flight. See AFI 11-289, *Phoenix Banner, Silver, and Copper Operations*, for specific PHOENIX BANNER/SILVER/COPPER support mission restrictions.

1.5.6. C-5 crew flight authorizations will indicate which loadmaster is primary. This individual will be responsible for coordinating loadmaster activities (e.g., crew rest, early alerts, etc.) with appropriate CPs/AMCCs.

1.6. C-17 Operations.

1.6.1. Standard en route ground time for C-17 operations is 3+15 hours. En route ground time for C-17s may be shortened to 2+15 hours if the aircraft is scheduled to refuel only. Increased en route ground times may be authorized by HQ AMC TACC/XOZ during mission execution or by HQ AMC TACC/XOG/XOO/XOP during mission planning. With the concurrence of the AMC/DO, standard en route ground times may be reduced by HQ AMC TACC/XOZ or by AMC OPORDs for exercise/contingencies when mission requirements dictate.

1.6.2. A minimum 16+30 hour ground time between engine shutdown and mission takeoff should normally be planned unless extended post flight duties are anticipated. Primary Nuclear Airlift Force (PNAF) missions normally have a 17+15 hour ground time, and a minimum 20+15 if both an offload and onload is scheduled. The aircraft commander may modify normal ground time:

1.6.2.1. In the interest of safety.

1.6.2.2. To no less than 12 hours from the start of crew rest until mission reporting. Before reducing normal ground time consider mission preparation time, time to load cargo, and other factors peculiar to the mission. The controlling C2 agency will not ask the aircraft commander to accept less than a normal ground time. Waivers for exercises and contingencies are according to AFI 11-202, Volume 3.

1.6.2.3. To a maximum of 36 hours, when the crew has completed three consecutive near-maximum crew duty days.

NOTE: Flight crews should be afforded crew rest times in excess of the minimum at en route stations, when possible, to give crews the opportunity to overcome the cumulative affects of fatigue while flying on several consecutive days or transiting several time zones.

1.6.3. C-17 missions are planned for maximum ACL. Cargo will not be downloaded to facilitate a nonstop flight without approval of HQ AMC TACC/XOG and either HQ AMC TACC/XOC or XOZ.

1.6.4. All C-17 missions will depart with a minimum of 54 sidewall seats installed/stowed and 3 litter stanchion assemblies stowed. For airdrop missions, configuration will be in accordance with the configuration manual.

1.6.5. When necessary or practical to expedite cargo movement, get aircraft back on planned schedule, or enhance crew duty day, Tanker Airlift Control Element (TALCE)/AMC support unit commanders and C-17 aircraft commanders are encouraged to consider the unique design features of the C-17 in their ERO decision process. The advanced technology incorporated in the C-17 produces a hazard-free environment around the aircraft during EROs with the exception of a small area in front of each engine. Personnel will not come within 9 feet forward of any operating C-17 engine during an ERO. The aircraft commander is responsible for prior coordination with HQ AMC TACC for an early takeoff and with the TALCE/AMC support unit at the onload/offload station to ensure the ERO is conducted in a safe manner.

1.6.6. Semi-prepared Assault Landing Zone (ALZ) Operations. Approval for C-17 semi-prepared ALZ operations will be on a case-by-case basis by AMC/DO. Upon receipt of a request for C-17 semi-prepared ALZ operations, MAJCOM planners will notify HQ AMC/DOKT (Combat Tactics) of the mission to include dates, ALZ name, number of C-17s, number of proposed landings, concept of operations and number of night missions (if applicable). Upon review of the ALZ survey, HQ AMC/DOKT will forward the request along with the ALZ survey and an ORM review for DO approval.

1.7. C-141 Operations.

1.7.1. Standard en route ground time for C-141 operations is 3+15 hours. En route ground time for C-141s may be shortened to 2+15 hours if the aircraft is scheduled to refuel only. Increased en route ground times may be authorized by HQ AMC TACC/XOZ during mission execution or by HQ AMC TACC/XOG/XOO/XOP during mission planning. With the concurrence of the AMC/DO, standard en route ground times may be reduced by HQ AMC TACC/XOZ or by AMC OPORDs for exercise/contingencies when mission requirements dictate.

1.7.2. A minimum 16+00 hour ground time between engine shutdown and mission takeoff should normally be planned unless extended post flight duties are anticipated. PNAF missions normally have

a 17+15 hour ground time, and a minimum 20+15 if both an offload and on load is scheduled. The aircraft commander may modify normal ground time:

1.7.2.1. In the interest of safety.

1.7.2.2. To no less than 12 hours from the start of crew rest until mission reporting. Before reducing normal ground time consider mission preparation time, time to load cargo, and other factors peculiar to the mission. The controlling C2 agency will not ask the aircraft commander to accept less than a normal ground time. Waivers for exercises and contingencies are according to AFI 11-202, Volume 3.

1.7.2.3. To a maximum of 36 hours, when the crew has completed three consecutive near-maximum crew duty days.

NOTE: Flight crews should be afforded crew rest times in excess of the minimum at en route stations, when possible, to give crews the opportunity to overcome the cumulative effects of fatigue while flying on several consecutive days or transiting several time zones.

1.7.3. C-141 missions are planned for maximum ACL. Cargo will not be downloaded to facilitate a nonstop flight without approval of HQ AMC TACC/XOG and either HQ AMC TACC/XOC or XOZ.

1.7.4. All C-141 mission aircraft will depart home station with a minimum of 100 side wall seats installed/ stowed, 50 straps, 60 chains (40 each 10K lbs and 20 each 25K lbs), and associated tie-down devices, and prepositioned equipment onboard aircraft for use during short notice (Aeromedical Evacuation) (AE) missions that will allow 48 litter capability. For airdrop missions, configuration should be in accordance with configurations manual. Configure Associate Reserve C-141 training missions for a maximum of 12 pallet positions to permit added crew for training and currency accomplishment. The Associate Reserve Unit will notify the Operations Support Squadron Current Operations 48 hours prior to home station scheduled launch when this extra pallet position is not needed for additional crewmembers. Current Operations will notify unit the Air Terminal Operations Center (ATOC) when 13 pallet positions are available for cargo/pax.

1.8. C-130 Operations.

1.8.1. Standard en route ground time for C-130 operations (on AMC missions) is 2+15 hours. Increased en route ground times may be authorized by HQ AMC TACC/XOZ during mission execution or by HQ AMC TACC/XOG/XOO/XOP during mission planning. With the concurrence of the AMC/DO, standard en route ground times may be reduced by HQ AMC TACC/XOZ or by AMC OPORDs for exercise/contingencies when mission requirements dictate.

1.8.2. A minimum 16+15 hour ground time between engine shutdown and mission takeoff should normally be planned unless extended post flight duties are anticipated. PNAF missions normally have a 17+15 hour ground time, and a minimum 20+15 if both an offload and on load is scheduled. The aircraft commander may modify normal ground time:

1.8.2.1. In the interest of safety.

1.8.2.2. To no less than 12 hours from the start of crew rest until mission reporting. Before reducing normal ground time consider mission preparation time, time to load cargo, and other factors peculiar to the mission. The controlling C2 agency will not ask the aircraft commander to accept less than a normal ground time. Waivers for exercises and contingencies are according to AFI 11-202, Volume 3.

1.8.2.3. To a maximum of 36 hours, when the crew has completed three consecutive near-maximum crew duty days.

NOTE: Flight crews should be afforded crew rest times in excess of the minimum at en route stations, when possible, to give crews the opportunity to overcome the cumulative effects of fatigue while flying on several consecutive days or transiting several time zones.

1.9. KC-10 Operations.

1.9.1. Standard en route ground time for KC-10 operations is 4+15 hours. En route ground time for KC-10s may be shortened to 3 +15 hours if the aircraft is scheduled to refuel only. Increased en route ground times may be authorized by HQ AMC TACC/XOZ during mission execution or by HQ AMC TACC/XOG/XOO/XOP during mission planning. With the concurrence of the AMC/DO, standard en route ground times may be reduced by HQ AMC TACC/XOZ or by AMC OPORDs for exercise/contingencies when mission requirements dictate.

1.9.2. A minimum 17+00 hour ground time between engine shutdown and mission takeoff should normally be planned unless extended post flight duties are anticipated. For dual role missions and en route channel mission stops with a cargo download or upload 18+15 hours should normally be planned. This allows for cargo loading operations upon arrival and 3+15 hours show for departure. The aircraft commander may modify normal ground time:

1.9.2.1. In the interest of safety.

1.9.2.2. To no less than 12 hours from the start of crew rest until mission reporting. Consider mission preparation time, time to load cargo, and other factors particular to the mission before requesting a reduction in normal ground time. The controlling C2 agency will not ask the aircraft commander to accept less than a normal ground time. Waivers for exercises and contingencies are according to AFI 11-202, Volume 3.

1.9.2.3. To a maximum of 36 hours, when the crew has completed three consecutive near-maximum crew duty days.

NOTE: Flight crews should be afforded crew rest times in excess of the minimum at en route stations, when possible, to give crews the opportunity to overcome the cumulative affects of fatigue while flying on several consecutive days or transiting several time zones.

1.9.3. KC-10 DUAL ROLE Procedures.

1.9.3.1. DUAL ROLE missions are missions where both AR and airlift are provided to the user. Primary mission role is normally AR. Missions where cargo movement is primary require a dedicated funded special assignment airlift mission (SAAM).

1.9.3.2. A valid DUAL ROLE must satisfy the following:

1.9.3.2.1. The user must have a MAJCOM validated AR requirement. Validated requirement must be received by HQ AMC TACC/XOOK NLT 14 days prior to mission start date to ensure proper mission support.

1.9.3.2.2. The user must have a MAJCOM validated and HQ AMC TACC/XOB approved cargo requirement of at least six pallets of cargo, not including baggage.

1.9.3.3. Since the DUAL ROLE mission is primarily an AR mission, the AR requirement must be met first without regard to protecting ancillary cargo capability.

1.9.3.4. DUAL ROLE ancillary cargo capability is not contractual or guaranteed in any way. Additional tanker sorties or hours will not be expended to refuel the DUAL ROLE KC-10 (i.e., FORCE EXTENSION) solely for protecting ancillary cargo capability.

1.9.3.5. DUAL ROLE requests that require excessive KC-10 positioning or depositioning time will not normally be supported unless effective KC-10 aircrew training can be accomplished on positioning and depositioning legs.

NOTES:

1. For ANG/AFRC missions, unit identified training needs should be considered in justifying positioning and depositioning time.
2. Exceptions may be granted by HQ AMC/DO with recommendation of HQ AMC TACC Commander for missions that do not meet these criteria but reduce total fiscal cost, do not impact other tanker requirements, and present the most practical means available.

1.9.3.6. Planned initial arrival time at a station immediately prior to a dual role mission is 24 hours (minimum) prior to user movement. This allows time for mission planning/briefing, refueling, onloading cargo, and crew rest. En route crew rest stops on dual role missions where less than 18+15 hours is planned must be approved by HQ AMC TACC/XOOK.

1.9.4. Priority of KC-10s on an air refueling mission will be IAW AFI 11-221, *Air Refueling Management (KC-10 and KC-135)*. HQ AMC TACC/XOBK must approve cancellation of any refueling established via the horseblanket schedule or tasked by HQ AMC TACC.

1.9.5. Seating availability varies depending on configuration (i.e., with/without increased accommodation units (IAUs). Configuration - Standard Planning Factors (Based on augmented cargo crew):

A" (alfa)	7 pax/22 pallets
"B" (bravo)	9 pax/22 pallets (cargo limited to 100,000 lbs)
C" (charlie)	13 pax/22 pallets (2100 lbs max per pallet)
"D" (delta)	68 pax/16 pallets
"E" (echo)	0 pax/24 or 26 pallets
"F" (fox-trot)	0 pax/24 pallets
"G" (golf)	13 pax/16 pallets

NOTE: Deviations from these planning factors must be coordinated between the units, HQ AMC TACC, and the user.

1.9.6. Post Mission Aircrew Responsibilities. Aircraft commanders must prepare an AF Form 3578, **Tanker Activity Report**, for each mission. This report must agree with other post mission reports to include any changes or additions to scheduled activity. The report will be submitted IAW AFI 11-222, *Tanker Activity Report (RCS:HAF-XO(W)9375)*.

1.10. KC-135 Operations.

1.10.1. Standard en route ground time for KC-135 operations is 4+15 hours. En route ground time for KC-135s may be shortened to 3+15 hours if the aircraft is scheduled to refuel only. Increased en route ground times may be authorized by HQ AMC TACC/XOZ during mission execution or by HQ AMC TACC/XOG/XOO/XOP during mission planning. With the concurrence of the AMC/DO, standard en route ground times may be reduced by HQ AMC TACC/XOZ or by AMC OPORDs for exercises/contingencies when mission requirements dictate.

1.10.1.1. A minimum 17+00 ground time between engine shutdown and mission takeoff should normally be planned unless extended post-flight duties are anticipated. For DUAL ROLE missions, or for cargo missions without rollers, with a cargo download or onload, 18+15 hours should normally be planned. This allows for cargo loading operations upon arrival and 3+15 hours show for departure. The aircraft commander may modify normal ground time:

1.10.1.1.1. In the interest of safety.

1.10.1.1.2. To no less than 12 hours from the start of crew rest until mission reporting. Before reducing normal ground time consider mission preparation time, time to load cargo, and other factors peculiar to the mission. The controlling C2 agency will not ask the aircraft commander to accept less than a normal ground time. Waivers for exercises and contingencies are according to AFI 11-202, Volume 3.

1.10.1.1.3. To a maximum of 36 hours, when the crew has completed three consecutive near-maximum crew duty days.

NOTE: Flight crews should be afforded crew rest times in excess of the minimum at en route stations, when possible, to give crews the opportunity to overcome the cumulative effects of fatigue while flying on several consecutive days or transiting several time zones.

1.10.1.2. Planned arrival time at an en route station immediately prior to a dual role mission is 24 hours (minimum) prior to user movement. This allows time for mission briefing, refueling, onloading cargo, and crew rest. A minimum of 18+15 hours should be planned for en route crew rest stops on dual role missions. En route crew rest stops on dual role missions where less than 18+15 hours is planned must be approved by HQ AMC TACC/XOOK.

1.10.2. Priority of KC-135s on an air refueling mission will be IAW AFI 11-221. HQ AMC TACC/XOBK must approve cancellation of any refueling established via the horseblanket schedule or tasked by HQ AMC.

1.10.2.1. Basic Aircrew. Pacer CRAG basic crew consists of 3 crewmembers (P, CP, B) (anytime passengers are carried, an additional crew member must be added to act as a passenger monitor).

1.10.2.1.1. For non-Pacer CRAG modified aircraft, basic crew consists of 4 crewmembers (P, CP, N or NSO, B) (5 when more than 10 passengers are carried).

1.10.2.2. Augmented Aircrew. Pacer CRAG augmented crew consists of 5 crewmembers (2P, CP, 2B).

1.10.2.2.1. For non-Pacer CRAG modified aircraft, augmented crew consists of 7 crew members [2P, CP, 2N (or 2 over water qualified NSOs or a combination thereof), 2B].

1.10.3. Post Mission Aircrew Responsibilities. Aircraft commanders must prepare an AF Form 3578 for each mission. This report must agree with other post mission reports to include any changes or additions to scheduled activity. The report will be submitted IAW AFI 11-222.

1.11. C-21 Operations.

1.11.1. A minimum 15+45 hour ground time between engine shutdown and mission takeoff should normally be planned unless extended post flight duties are anticipated. The time between show and takeoff may be shortened to 1+30 for a minimum of 15+15, when requirements dictate. The aircraft commander may modify normal ground time:

1.11.1.1. In the interest of safety.

1.11.1.2. To no less than 12 hours from the start of crew rest until mission reporting. Before reducing normal ground time consider mission preparation time, time to load cargo, and other factors peculiar to the mission. The controlling C2 agency will not ask the aircraft commander to accept less than a normal ground time. Waivers for exercises and contingencies are according to AFI 11-202, Volume 3.

1.11.1.3. To a maximum of 36 hours, when the crew has completed three consecutive near-maximum crew duty days.

NOTE: Flight crews should be afforded crew rest times in excess of the minimum at en route stations, when possible, to give crews the opportunity to overcome the cumulative effects of fatigue while flying on several consecutive days or transiting several time zones.

1.11.2. Crew rest normally begins 45 minutes after final engine shutdown. If any crew member must stay at the aircraft past the 45 minute period, crew rest does not begin until post-flight duties are completed.

1.12. Coronets - Prepositioning Times. Continental US (CONUS) outbound aircraft should arrive NET 36 hours or NLT 24 hours before Coronet movement departure. CONUS inbound aircraft should arrive NLT 24 hours before Coronet movement departure. These times do not apply for aircraft and crew scheduled for back-to-back Coronets. Tanker planners may use 17+00 hours for these missions. Deviations from these times must be prior-coordinated with appropriate HQ AMC TACC/XOO offices.

1.13. SAAM Airlift Briefing Requirements. Prior to mission operation on all SAAM missions with JCS priority one (1), wing current operations will provide the aircraft commander with a face-to-face briefing covering the mission operating directive (MOD), and other information and instructions as applicable and required, such as AFI 11-299, Volume 1, *Nuclear Airlift Operations*. PHOENIX BANNER/SILVER/COPPER mission briefings will be IAW AFI 11-289, *PHOENIX BANNER/SILVER/COPPER Operations*, Chapter 2. The controlling CP/AMCC or HQ AMC TACC will brief in-system select aircrews.

1.14. International Arms Treaty Missions. The operating wing will position in sufficient time to crew rest prior to assuming responsibility for operating treaty missions. Crews are not required in place when there are no missions scheduled. For example, if there are no missions scheduled until the 5th of the month, the crew/aircraft may delay positioning until the 4th. Further, during periods when there are extended gaps between missions, one of several courses may be followed. The operating wing may, in

coordination with HQ AMC TACC/XOBA, deposition their crew to home station provided a treaty crew is back in place for the next scheduled mission. The mission schedule should reflect this option if selected. A second option is to utilize the treaty crew/aircraft for intra-theater missions that do not interfere with scheduled treaty missions. Liberal crew releases are authorized and encouraged for treaty crews. Treaty crews are not to be placed in ALPHA/BRAVO alert status unless specifically directed by HQ AMC TACC/XOZ. See paragraph **4.7.** for more information.

1.15. Ground Times.

1.15.1. Exercise/Contingency. AMC airlift missions supporting JCS exercises and contingencies will normally use AMC OMNIBUS OPLAN ground times (OPR HQ AMC/DOX):

Type A/C	Onload	En Route	Offload	Expedited Offload**
C-5	4+15	3+15	3+15	2+00
C-17	2+15	2+15	2+15	1+45
C-141	2+15	2+15	2+15	1+15
C-130	1+30	1+30	1+30	0+45
KC-10	4+15	3+15	3+15	3+15
KC-135*	3+30	2+30	3+30	2+30

NOTE: *Palletized, roller equipped **Onload or offload operations only, not include refuel or reconfiguration operations.

1.15.1.1. When a mission arrives at a station behind schedule, CPs will attempt to return the mission to its published schedule. Care must be taken not to disrupt operations at the next/downline station(s) (i.e., MOG, operating hours, etc.) Adjust ground times in accordance with the MDS-series instructions, consistent with airfield restrictions, flow control, and other operational considerations. Crews will be provided a minimum of 12+00 uninterrupted hours of crew rest after release by the applicable C2 agency. Crews will make adjustments as directed by CP/AMCC. *EXCEPTION*: Ground time will not be adjusted by CP/AMCC solely to make good published schedules during the final crew rest prior to home station on the depositioning leg. Aircraft commanders may request reduced or extended ground times (per paragraph **2.9.**) if desired, to depart at a more opportune time.

1.15.1.2. Maximum scheduled ground time will be 36 hours unless more is needed to meet operational requirements. Approval to exceed 36 hours ground time will be obtained from HQ AMC TACC/XOZ during mission execution or HQ AMC TACC/XOG/XOO/XOP during mission planning.

1.15.1.3. Air Abort and Diversion Ground Times. AMC military missions that air abort or divert for non-maintenance reasons are authorized up to 16+00 hours ground time (17+00 for C-5s, KC-10s, C-141 PNAF missions, and KC-135s) at the diversion station (type "K" station code). Missions that air abort or divert for maintenance are authorized 17+15 hours ground time (18+15 for C-5s, KC-10s, and KC-135s) at the diversion station (type "J" station code). The additional authorized ground time for maintenance diversions/abort is provided in order for the aircrew to assist with maintenance requirements. It is also provided in order for the aircrew to await a main-

tenance determination if the aircraft can be repaired in sufficient time to continue the mission within the authorized crew duty day, or if crew rest will be required. Early departures are authorized and highly encouraged with concurrence of HQ AMC TACC. Provide crews with a minimum of 12+00 hours for crew rest after release by the applicable C2 agency. In some instances, this may be less than the authorized ground time. C2 agencies and aircrews will minimize mission deviations to the maximum extent possible.

1.15.2. Commercial. Ground times for commercial aircraft at onload and offload stations will be published in GDSS by the HQ AMC TACC mission planner. The authorized ground times at abort/diversion or reroute stations, however, will be 2+20 hours. In that instance where a commercial carrier ferries in to originate a one-way outbound mission, the carrier is obligated by contract to position the aircraft designated for the mission load requirements at the onload location at least 2 hours prior to scheduled departure. Exception: Any aircraft with an ACL in excess of 13 pallets must position 2+30 hours in advance of scheduled departure.

1.16. Diversion/Reroute Procedures.

1.16.1. Should it become apparent during flight that the mission reliability will be affected by required maintenance at a destination where regular AMC maintenance does not exist, the aircrew will advise HQ AMC TACC/XOC through C2 channels, L-Band Satellite Communications (SATCOM), or High Frequency (HF) phone patch. HQ AMC TACC/XOC will consult with HQ AMC/LGR and forward preferred options to the aircraft commander. The aircraft commander is the final decision authority to continue to destination or divert for maintenance pursuant to the safe conduct of the flight.

1.16.2. When Reserve Associate missions must be canceled due to nongeneration of cargo, substitute missions of similar duration, normally not to exceed the original SRT, will be provided whenever possible. In the event an acceptable substitute mission cannot be provided, the crew and aircraft will be afforded the opportunity to fly local or overwater round-robin missions based on aircraft availability and other operational considerations. These missions should be in addition to already fenced training missions.

1.17. Operations in International Airspace. See FLIP, FCG, AP, and MDS series instruction for further guidance.

1.17.1. In the event air traffic control agencies challenge the validity of a flight routing or attempt to negate existing clearances, pilots must evaluate the circumstances. The normal response will be to attempt to advise the air traffic control agency that the aircraft will continue to planned destination as cleared and in international airspace. The key phrase is "in international airspace." Safety of flight is paramount in determining mission continuation. Under no circumstances should aircrews construe a clearance that routes their mission over sovereign airspace that was not approved through diplomatic channels prior to mission departure, as being valid authorization.

1.17.2. Aircrews operating missions requiring unique or specially developed routing will normally be briefed at home station, onload station, and/or by the last AMC CP/AMCC facility transited prior to performing the critical portion of the mission.

1.17.3. "Due regard" or "operational" option obligates the military aircraft commander to be his or her own air traffic control agency and separate his or her aircraft from all other air traffic. AMC aircrews

(except on weather reconnaissance missions) normally are not tasked to and should not fly "due regard" routing unless specifically directed/approved to do so by HQ AMC TACC/XOZ. If, on the other hand, operational requirements dictate, aircraft commanders may exercise "due regard" to protect their aircraft. When the threat has terminated, the aircraft will return to normal Air Traffic Services.

1.18. Altitude Reservations.

1.18.1. The Altitude Reservation Branch (HQ AMC TACC/XOPSA) is the focal point for contingency/exercise altitude reservation planning and requests. HQ AMC TACC/XOPSA will develop, submit, and track altitude reservations required for AMC missions IAW Federal Aviation Administration Handbooks and Host Nation requirements, as well as European and Pacific Central Altitude Reservation Facilities regulations.

1.18.2. Aircraft commanders will ensure altitude reservation (ALTRV) approval is received prior to mission execution. ALTRV approvals are transmitted by the various central altitude reservation facilities and copies are received by HQ AMC TACC/XOPSA and HQ AMC TACC/XOC. Aircrews needing to check the status of their ALTRV, contact HQ AMC TACC/XOPSA (normal duty hours) or HQ AMC TACC/XOC (non-duty hours). Telephone numbers are listed in paragraph **2.6.**

1.18.3. ALTRVs usually include a 1 hour VANA (ALTRV Approval Void if Aircraft Not Airborne) to account for delays. If a mission delays more than 1 hour, aircrews should request HQ AMC TACC/XOC to coordinate with the appropriate central altitude reservation facilities, and HQ AMC/XOPSA, if necessary, for a new ALTRV as soon as the anticipated deviation is known.

1.18.4. Requests for ALTRVs do not eliminate the responsibility to obtain diplomatic clearance or file flight plans. The complete route of flight must be included in DD Form 1801, **DoD International Flight Plan**, DD Form 175, **Military Flight Plan**, or other equivalent host nation flight plan.

1.19. Navigation Errors Over Water.

1.19.1. Reporting Procedures for Navigation Error Over Water. Any time an aircrew is notified by a controlling agency of an overwater navigation position error of 25NM or greater notify the nearest C2 agency after landing. The aircraft commander will also notify his/her unit and have available any logs or charts of the mission and the navigator (if one is assigned to the crew) to aid in recalling specific facts and circumstances.

1.19.1.1. C2 agency should submit an OPREP-3 BEELINE report IAW AFMAN 10-206, *Operational Reporting*, Table 3.1, Rule 1L.

1.20. Fuel Loads/Fuel Conservation.

1.20.1. Required ramp fuel loads will be IAW applicable MDS-series instructions. Individual wing/groups charged with planning/executing/controlling airlift missions may establish their own standard ramp fuel loads based on specific mission requirements, local training, etc.; however, management actions must ensure that required ramp fuel loads do not exceed those authorized in applicable Flight Manual/AMCI/multicommand instruction (MCI)/AFI. Tankering fuel may be authorized by CPs/AMCCs or mission planners, but is justified solely by mission requirements. Tankering fuel for convenience is strictly prohibited. Cargo/passengers will not be downloaded if the sole reason for the download is to avoid a fueling/defueling deviation. ***EXCEPTIONS***: For air refueling missions, con-

trolling C2 agencies will have the aircraft fueled to the ramp fuel indicated on the 24-hour Air Refueling Flight Plan, and adjust the fuel load as necessary based on the six-hour flight plan. Consider the following factors when determining fuel loads:

1.20.1.1. Consider final servicing of aircraft as close to scheduled departure as practical to minimize subsequent refueling/defueling. Exercise utmost caution during last minute fuel adjustments so that safety is not compromised.

1.20.1.2. An accurate cargo/passenger weight (payload) is the single most important factor in producing an accurate computer flight plan (CFP). ATOC will provide an accurate payload weight to the controlling C2 agency at least 6 hours before each mission's scheduled takeoff time. This information and other pertinent flight planning factors will then be forwarded to the HQ AMC TACC Route Operations Officer (ROO). Upon receipt of the payload weight, the ROO will transmit CFPs to the departure station approximately 6 to 8 hours prior to scheduled takeoff time. If the controlling C2 agency has not received a CFP within 4 hours of scheduled takeoff, they will contact HQ AMC TACC/XOCZF for the DTG of the CFP or initiate retransmittal of the CFP. See **Chapter 7**, Computer Flight Plan System, for specific procedures and responsibilities.

1.20.1.2.1. If actual passenger weight is not known 6 hours prior to scheduled takeoff time, a standard passenger weight of 315 pounds (Pax weight is 175 pounds plus baggage of 140 pounds) will be used, multiplied by the number of seats released. At en route stations, accurate passenger weights will not be available prior to mission seat release. Ultimately, if an accurate payload weight is provided, an accurate required ramp fuel load will be indicated on the CFP eliminating last minute fuel adjustments.

1.20.1.2.2. When the actual payload is found to differ from the CFP payload by more than 5,000 pounds for C-130/C-141/C-17/KC-135 aircraft or by more than 10,000 pounds for the C-5/KC-10 aircraft, contact HQ AMC TACC/ XOCZF to request an updated CFP, if practical.

1.20.1.2.3. Base flight plan fuel load (FPFL) on optimum altitudes, recognizing departure delays may occur if the planned altitude is not available for departure. However, tankers will not delay takeoff if planned altitude is not available, a change in Air Refueling Control Time (ARCT) cannot be coordinated, and sufficient fuel is on board.

1.20.2. On PNAF missions, alternate fuel is authorized for C-141, C-17, and C-130 missions in accordance with appropriate MDS-series instructions. Computer Flight Plans will display all programmed alternates for the destination. Up to six alternates may be indicated.

1.20.3. Mission planners will not plan missions that exceed the following landing weights without a HQ AMC/DO waiver: C-9, 99,000 lbs; C-141, 257,500 lbs; C-5, 635,850 lbs; C-17, 585,000 lbs; C-130, 155,000 lbs; KC-10, 436,000 lbs, and KC-135, 200,000 lbs. If the C-141 or C-5 is diverted in flight from the planned destination, the aircraft commander will not dump fuel just to meet the planned landing weight unless emergency/performance requirements dictate the necessity of a lower landing weight.

1.20.4. AFI 23-303, *Buying Petroleum and Other Supplies and Services Off-Station*, describes procedures for procuring aviation fuels, ground fuels, oil, and other supplies and services at non-DoD locations. Additional information concerning these procedures can be obtained through HQ AMC/LGSF.

1.20.4.1. Into-Plane Contracts. The Defense Logistics Agency's (DLA) Defense Energy Support Center (DESC) negotiates into-plane refueling agreements at numerous civil airport locations.

The locations are identified in DoD FLIP Enroute Supplement and DESC's Home Page (**http://www.desc.dla.mil/main/custerv.htm**).

1.20.4.1.1. When an into-plane contract is available at a civil airport, it must be used when obtaining refueling support at that same location. Other vendors cannot be used for refueling.

1.20.4.1.2. Canadian into-plane contract provisions permit the use of the Canadian contracts by US aircraft.

1.20.4.1.3. Refueling Transaction Documents. Return the refueling transaction documents for all refuelings to the home station of the aircraft. Accumulate these documents with the AF Form 664 **Aircraft Fuels Documentation Log** and give them to the aircraft's Wing Refueling Document Control Officer.

1.20.4.2. Aviation Card (AVCARD). DESC contracts AVCARD to procure refueling support at non-DoD installations and where into-plane contracts are not available. This is the next option for refueling support. Information can be obtained at 1-800-AIR-CARD or through the AVCARD Home Page (**http://www.avcard.com**).

1.20.4.3. Canadian into-plane contract provisions permit the use of the Canadian agreements by US aircraft.

1.20.4.4. Refueling Transaction Documents. Return the refueling transaction documents for all refueling support to the aircraft's home station. Accumulate these documents with the AF Form 664 and forward it to the aircraft's Wing Refueling Document Control Officer (WRDCO).

1.21. Aircrew Policies.

1.21.1. Reporting for Duty. The nature of the AMC mission requires extreme flexibility from aircrews and support personnel. Mission schedules are subject to change at a moment's notice to satisfy higher priority requirements. Aircrews will report for duty rested and capable of operating a mission in accordance with their crew complement, i.e., basic or augmented. Flight examiners administering crew evaluations will not be utilized as augmenting crewmembers without their concurrence and HQ AMC TACC coordination. Crew Duty Time (CDT) and Flight Duty Period (FDP) requirements will be established by the mission directive or controlling CCC prior to the first scheduled departure of the crew duty day, so crews can plan their en route work/rest cycle on known augmented days. After considering the safety and capability of their crew, aircraft commanders on operational missions may request the AMC/DO (89 AW/CC for CVAM-directed SAM missions) extend their FDP/CDT. AFRC crews refer to AFI 11-401/AMC1. C-9 aircraft commanders requiring a crew duty day extension extension may designate another crew member to request the waiver. HQ AMC TACC/XOCE/XOCW will work the waiver up to the point that HQ AMC TACC/XOZ calls the AMC/DO. HQ AMC TACC XOCE/XOCW will finish the waiver request and relay the results to the aircraft commander when he/she contacts HQ AMC TACC/XOCW/XOCE.

1.21.2. Wear the aircrew uniform, as outlined in AFI 36-2903, *Dress and Personal Appearance of Air Force Personnel*, on all missions, unless otherwise authorized. When the foreign Clearance Guide requires civilian attire, wear conservatively styled civilian clothing.

1.21.3. Flight Examiner in Basic Crew Position (In-System). Prior to using a flight examiner in a basic crew position, coordination with the individual's unit of assignment will be made through HQ AMC TACC/XOC.

1.21.4. Aircrew Post-Flight Duties. Post-flight duties should normally be completed within 45 minutes of engine shutdown. These 45 minutes will be built into the mission plan. If any crewmember must stay at the aircraft past the 45-minute period, crew rest for that individual does not begin until he/she has completed these post-flight duties.

1.21.5. Crew Integrity. Billet aircrews and Mission Essential Ground Personnel (MEGP) as closely together as possible. If billeting rooms are not available in the same building, aircrew members may be split into different buildings. Under no circumstances will some members of a crew be billeted on base while others are sent off base. If all aircrew members cannot be billeted on base, the crew will be sent to appropriate quarters off base. In such circumstances, the crew will be sent to the same facility.

1.21.6. Logging Flying Time. Positioning/depositioning crewmembers will not log flying time unless directed to augment the primary crew IAW MDS series instructions.

1.21.7. For specific CDT, Flight Duty Period (FDP), and crew rest guidance refer to applicable MDS series instructions.

1.21.8. Calling Card Policy. As the variety of air mobility taskings increases, AMC aircrews may find themselves flying to locations where access to DSN is extremely limited. In order for HQ AMC TACC to exercise real-time control over these missions, real-time connectivity is necessary. This calling card policy has been developed to facilitate this connectivity and maximize operational efficiency. Units will ensure that personnel issued this card are properly trained in the usage and responsibilities of the calling card. Use calling cards as a last resort over other methods of contact.

1.21.8.1. If authorized by the unit commander, calling cards may be issued to all aircraft commanders and above, e.g., flight examiners, instructor pilots, etc. Unit commanders may also issue additional calling cards to other deploying personnel based on operational requirements. Aircraft commanders will retain the calling card until permanent change of station (PCS). Other deployed personnel will return the calling card(s) to their unit upon termination of deployed operations. Instructions issued with the cards should include:

1.21.8.1.1. Country specific access numbers.

1.21.8.1.2. HQ AMC TACC toll free number (1-800-AIR-MOBL/247-6625).

1.21.8.1.3. The phone number of your CP/24-hour manned duty location.

1.21.8.1.4. Base toll free number (if applicable).

1.21.8.1.5. Any other numbers that might be appropriate.

1.21.8.2. If authorized by the unit commander, these cards may also be used by aircrew members and other deployed personnel to facilitate contact with family members during emergency situations, provided all other methods of contact have been exhausted.

1.21.8.3. Unit commanders will ensure an AF Form 3215, **Communications Systems Request Document (CSRD)**, is submitted to the local communications unit stating calling card requirements. Additionally, all commanders and supervisors will control the use of government communication systems and are responsible for preventing abuse. Members issued calling cards are responsible for all calls made by members of the aircrew or deployed group. Lost, stolen, or misplaced calling cards will be immediately reported to the issuing telephone control officer who will report the situation to the servicing communications unit. Issue and return of calling cards will be unit incoming and outprocessing action items.

1.21.8.4. Existing methods of contact. (HQ AMC TACC accepts station to station collect calls from aircrews).

1.21.8.4.1. Placing an official call to a DSN operator (base operator) from a commercial network and having the DSN operator extend the call over DSN to a DSN number is authorized.

1.21.8.4.2. Placing an official call to a DSN operator from a DSN number and having the DSN operator extend the call to a local commercial number is authorized.

1.21.8.5. If all attempts to use any of the available procedures should fail, and personnel are forced to use personal calling cards or funds for government official calls, provisions exist for reimbursement IAW the Joint Federal Travel Regulations. Upon completion of temporary duty, orders issuing approval officials certify reimbursement for official calls claimed on DD Form 1351-2, **Travel Voucher**, or SF 1164, **Claim for Reimbursement for Expenditures on Official Business**.

1.21.9. Meal Adequacy for AMC Aircrews.

1.21.9.1. Crews must plan on using time during crew rest to get meals. Whenever possible, missions should be scheduled to coincide with services' enroute operating hours. Missions should not delay solely for flight crews to get a hot meal when acceptable alternatives are available. Flight lunches, frozen meals, meals ready to eat (MREs) and other foodstuffs available to aircrews through flight kitchens, etc., provide acceptable nutrition.

1.21.9.2. Aircraft commanders are responsible for all aspects of mission execution to include meals. Normally, crews should eat during their crew rest. There are locations and times where this is not possible. In those rare instances where a deviation is incurred for messing, aircraft commanders must be prepared to justify the crew deviation.

1.21.10. Report of Unusual Events or Circumstances. Aircraft commanders must keep AMC C2 agencies apprised of any unusual events or circumstances impacting their missions. Examples of reportable events include meaconing, jamming, intrusion, interception, fuel dumping, loss of multiple engines, hostile fire, injury to passengers or crewmembers, etc. This list is not exhaustive. Some events may require the C2 agency to forward OPREP reports to higher headquarters.

1.22. Additional Crew Members (ACM).

1.22.1. Policy. Qualified MDS-Specific crewmembers may travel aboard mobility aircraft (except 89 AW and special operations missions) as ACMs to accomplish training, evaluation, or pre- (de-) position in support of mobility operations. For questions or clarification of ACM policy or procedures below, contact parent MAJCOM or HQ AMC/DOV, DSN 576-5080, FAX 576-5692.

1.22.2. Procedures.

1.22.2.1. All ACMs require valid travel/flight orders or supporting message authorizing ACM status and must include their commander's endorsement. Unit commanders authorize ACM status for their mobility aircrews. Aircrews must be eligible and familiar with the policies and procedures governing ACM travel. Unit commanders authorizing crewmembers to travel as primary crewmembers, ACM, or combination of duty status with personal leave (during the deployment) must clearly specify the crewmembers' status during each phase of travel on their flight or travel orders. Crewmembers will not travel on ACM status while on leave status. EXCEPTION: ANG/

AFRC Air Technicians may be in a civilian leave status while traveling en route to perform in a military duty status.

1.22.2.2. Forward requests for ACM status to the approval authority 10 days prior to the expected date of departure. Include name, rank, aircrew qualification, organization, reason for travel, proposed itinerary, and dates, and a statement of compliance with Foreign Clearance Guide procedures applicable to the area of travel.

1.22.2.3. Other than flight examiners, ACMs are not entitled to log flying time. Positioning and depositioning crewmembers traveling in ACM status will not log flying time unless specifically required and authorized to augment a primary crew position. Flight surgeons, etc., may log time according to AFI 11-401.

1.22.3. ACM Seating. ACMs normally travel in the crew compartment. If the number of ACMs desiring travel exceeds the capacity of the crew compartment, the C2 agency will notify the ATOC, who in turn will coordinate with the passenger terminal so seats not previously assigned to duty or emergency leave passengers may be used for ACMs. Duty passengers, once manifested, will not be displaced by ACM travelers. ACMs do, however, have priority over space available passengers. They will not normally bump planned cargo on AMC missions, unless approved by HQ AMC TACC/XOG. Both originating and through-load space available passengers may be displaced by ACM travelers provided the C2 agency is notified not later than 3 hours prior to departure. Once ATOC determines final passenger loads and seat assignments are made, passengers will not be moved from their assigned seats by ACMs.

1.22.4. ACMs desiring travel must notify the C2 agency and ensure ATOC is advised at least 3 hours prior to the planned departure time. Also, inform the ATOC if ACM team integrity is desired. Coordinate arrival at the aircraft with the aircraft commander.

1.22.5. ACM Status for Federal Aviation Administration (FAA) Evaluators. ACM status is approved for FAA evaluators when accompanying AMC crewmembers to administer FAA flight evaluations. The following restrictions apply:

1.22.5.1. The US government must incur no expense.

1.22.5.2. The FAA evaluator will not occupy either pilot seat, nor manipulate any flight controls, nor perform maneuvers not specifically authorized by AMC training directives.

1.22.5.3. Evaluations must be scheduled in conjunction with required AF flight evaluations or command-directed proficiency training sorties.

1.22.5.4. The FAA evaluator must be listed on the flight authorization orders.

1.22.6. Briefing. The aircraft commander or his or her designated representative (normally, a crew ACM counterpart) will brief ACMs on the following items as a minimum:

1.22.6.1. Seat assignment.

1.22.6.2. Appropriate mission information.

1.22.6.3. Emergency procedures including egress (briefing commensurate with ACM's crew qualification).

1.22.6.4. Armed crewmembers (if applicable).

1.22.7. Priority of ACM Travel. Flight examiners have priority and will not be displaced by any other ACMs. The priority of travel for flight examiners is MAJCOM, NAF, wing or group, then squadron.

1.22.8. Individuals will coordinate their travel with the appropriate command and control agency prior to travel. They will process through the CP as early as possible but NLT 3 hours prior to planned block time. Flight Examiners or DVs desiring alert must coordinate their alert with the CP.

1.22.9. The CP will notify ATOC of required seating for ACMs NLT 3 hours prior to scheduled departure time. ACMs will report to the aircraft in sufficient time to clear customs and load baggage, but NLT 1 hour prior to takeoff. If the ACM fails to show by the prescribed time, the seats will be released to the ATOC.

1.22.10. The following individuals are authorized blanket ACM and do not require approval for specific missions: ACM status is authorized on all AMC aircraft except PNAF missions, unless otherwise approved.

1.22.10.1. HQ AMC flight examiners.

1.22.10.2. Any AMC or ANG/AFRC aircrew flight examiner for the purpose of administering flight evaluations. This includes positioning prior to or return to home station.

1.22.10.3. AMC crewmembers traveling to and from locations to accomplish training requirements.

1.22.10.4. AMC crewmembers positioning/depositioning for AMC-directed missions. Requests for space allocation will be passed by the wings to HQ AMC TACC.

1.22.10.5. Supervisors of aircrews on missions operated by their aircrews.

1.22.10.6. HQ AMC personnel approved by HQ AMC/DOV.

1.22.10.7. Safety Investigation Board members traveling to and from aircraft safety investigations.

1.22.11. AMC/CC may approve FAA evaluators when accompanying AMC aircrew members, to administer FAA flight evaluations provided the US government incurs no expense. The FAA evaluator will not occupy either pilot seat or manipulate any flight controls, nor perform maneuvers not specifically authorized by AMC training directives. Schedule these evaluations in conjunction with required AF flight evaluations or command directed proficiency training sorties. The FAA evaluator must be listed on the AMC Form 41, **Flight Authorization**.

1.23. Immigration and Naturalization Service (INS) Inspections.

1.23.1. Missions are usually planned to return to CONUS through a recognized INS federal inspection service station or a regular military aerial port of embarkation listed in the DoD FCG (North American Edition, Section IV).

NOTE: Mandatory if passengers are family members/retirees. If passengers are active duty military, missions can also return to CONUS through special airports of entry listed in the FCG.

1.23.2. Non-unit passengers must possess appropriate documentation for INS clearance IAW the FCG. For military, a valid US military identification card. For family members/retirees, one of the following:

1.23.2.1. A valid US passport (US citizen).

1.23.2.2. Resident alien card (permanent resident status).

1.23.2.3. Foreign passport (valid) with non-immigrant or immigrant visa.

1.24. Aircrew Border Clearance Guide. The Aircrew Border Clearance Guide provides a single source of information to assist aircrews in understanding customs restrictions, requirements, and preparation of forms for US and international customs clearance. As subordinate headquarters, both 21 AF and 15 AF/DOV will assume Area of Responsibility (AOR) Office of Collateral Responsibility for providing yearly updates to this guide. Field units should submit their recommended changes to: 21 AF/DOV, 1907 East Arnold Ave, McGuire AFB NJ 08641-5613 (DSN 440-6641, commercial (609) 724-6641; FAX DSN 440-6643, commercial (609) 724-6643). Or 15 AF/DOV, 540 Airlift Dr., Travis AFB CA 94535-2406 (DSN 837-0352, commercial (707) 424-0352, FAX DSN 837-0353, commercial (707) 424-0353).

1.25. Load Plan Acceptance.

1.25.1. Aircrew loadmasters/boom operators will accept loads when properly planned by qualified load planners. Personal techniques/preferences are not acceptable reasons for load refusal. Cargo planned for onload will only be resequenced/refused when the load plan compromises flying safety and/or does not comply with the applicable aircraft T.O.s. Refused loads must be rejected in writing at the time of refusal. Instances of improper load planning will be reported by letter along with a copy of the load plan, and forwarded to HQ AMC/DOV through the appropriate channels.

1.26. Airlift/Air Refueling Priority System. See AFI 11-221, *Air Refueling Management (KC-10 and KC-135).*

1.27. Orientation Flights. See AFI 11-401 and AMC Supplement 1.

1.28. Procedures to Obtain Airlift for Deployed/Deploying Mission Assets. Mission support airlift users submit airlift requests directly to HQ AMC TACC/XOG/XOO/XOP for all mission support assets requiring onload. (***EXCEPTION***: Airlift requests for assets requiring onload at locations under deployed Airlift Mobility Element (AME) control should be submitted to that AME.) This applies to TALCE/MST packages and Mission Support Elements (MSEs) consisting of LG or TR assets. The corresponding AMC functional managers of the assets will serve as the validators for all such requests. Submit airlift requests using DD Form 1249, **SAAM or JCS Exercise - Airlift Request**, (or USMTF as appropriate) IAW AFJI 24-113, *DoD Common User Airlift Transportation*. Make the request to the appropriate HQ AMC TACC agency as follows:

1.28.1. SAAMs or JA/ATTs: Direct airlift requests to USCINCTRANS/TCJ3-ODR, HQ AMC TACC/XOOOS (SAAM), or HQ AMC TACC/XOBC (JA/ATTs). Support airlift will be assigned the same priority as the SAAM or JA/ATT being supported.

1.28.2. Exercises/Contingencies. Direct airlift requests to HQ AMC TACC/XOP. Every attempt should be made to incorporate mission support airlift into the initial exercise flow.

1.29. Stage Management. When deployed, the stage manager and his/her team work for the local commander [Air Mobility Support Squadron (AMSS), TALCE, etc.] within the established command and control node (CP, AMCC, Air Operation Center, etc.). Oversight of operational issues for an aircrew stage is the responsibility of HQ AMC TACC/XOCW/XOCE, whichever has operational control of the stage

location. Support issues are the responsibility of HQ AMC TACC/XOP and the Mission Support Cell. The stage manager and his/her team respond to guidance and taskings from HQ AMC TACC in executing the local support of the mobility missions passing through or originating from that location. It is important that they coordinate their activities with other agencies supporting the mobility mission and in coordination with HQ AMC TACC/XOCW/XOCE for any stage management issues. Local commanders will integrate the deployed stage management team into their operation, providing support as required and as coordinated with HQ AMC TACC/XOP

1.29.1. Responsibilities.

1.29.1.1. HQ AMC TACC/XOCW/XOCE is responsible for oversight of stage operations within its Area of Responsibility (AOR). When stage management is required for large airflow over extended periods, HQ AMC TACC/XOC may establish a management cell called the Mobility Stage Operations Center (MSOC) within the East or West Cell. Operational stage issues, such as crew manning or workload, should be forwarded to the East or West Cell, where mission managers or the Mobility Stage Operations Center will work them.

1.29.1.2. HQ AMC TACC/XOPM, Mission Support Cell, is responsible for support issues. Stage managers should forward support issues through the daily situation report (SITREP) or directly to XOPM at DSN 312-576-1930.

1.29.1.3. Operating location stage managers are the link between headquarters and the aircrews flying in the stage. They are responsible for the smooth operation of the stage including lodging, messing, security, etc. The operating location stage manager ensures the correct crew is assigned to the correct mission, (i.e., air refueling, airdrop, augmented, or SRT requirements). Additionally, the operating location stage manager will ensure that aircrew information in Global Decision Support System is correct.

1.29.1.4. The HQ AMC TACC organization with planning responsibility for the stage (XOO/XOP/XOG) will determine the number and type of crews required at each location, and request them through HQ AMC TACC/XOB.

1.29.1.5. HQ AMC TACC/XOB will task the AMC wings for crews required by HQ AMC TACC/XOO/XOP/XOG. HQ AMC TACC/XOB will notify HQ AMC TACC/XOP, HQ AMC TACC/XOC, and the location stage manager when a request will not be fully met.

1.29.2. Stage Posture. Stages operate on a directional basis. Alert sequence is as follows:

1.29.2.1. Crews requiring an emergency return to home station.

1.29.2.2. Crew SRT. Returning stage crews will be prioritized by SRT.

1.29.2.3. Crews in stage over 48 hours.

1.29.2.4. Crews in sequence of arrival time.

NOTE: If a stage crew is forced to return to crew rest because of a mission delay or abort, that crew becomes first out when legal for alert.

1.29.3. Mechanical Stage. Mechanical stages may be established by the CP/AMCC where no crews are staged. The stage is created when a mission is delayed or aborted and the crew goes into crew rest. Mechanically staged crews become first out in the same direction when legal for alert. An inbound

crew may be bumped from the mission even though they have sufficient duty time remaining to complete that mission.

1.29.4. When crew changes or stages occur at operating locations, that stage manager must ensure the correct crew data is entered into the AMC C2 flight following data bases (C2IPS, GDSS). If the operating location stage and C2 managers do not have access to those systems, the stage manager will contact the appropriate HQ AMC TACC/XOC cell, who will then enter the information. Additionally, the deployed stage manager will forward daily Stage Reports to the MSOC or HQ AMC TACC/XOC Cell having operational control. The report should include AC names, crew type, crew size, SRT (legal for alert (LFA), date/time arrived on station, projected outbound mission, if any) limitations. The report will be e-mailed/faxed at least once a day or more often at the cell's request.

1.30. Space Available Seat Release Policy. In order to provide the DoD community with the maximum opportunity possible for space available transportation, it is AMC policy that AMC aircraft operating AMC missions provide the maximum number of seats commensurate with aircraft configuration, cargo/airlift requirements, missions taskings, and flight safety. To meet this goal, it is the responsibility of the senior AMC representative at that location for the quality of passenger care. They will coordinate with the aircraft commander to ensure all AMC owned or controlled aircraft release the maximum number of passenger seats as established in the passenger seating standard for that aircraft configuration. The aerial port, or its equivalent (to include Small Terminal Assistance Program (STAP) units and Contracted Air Terminal Operations (CATO) units), are responsible for cargo and passenger compartment utilization. They will plan, load, and execute all aircraft cabin loads ensuring the availability of every seat for passenger use after meeting all additional crewmembers, cargo and space required passenger requirements (after proper coordination with the aircraft commander). Responsibility for passengers and cargo once they are onboard the aircraft rests with the aircraft commander. This responsibility extends to identifying additional crewmembers to assist in passenger care and safety in order to maximize the use of available seats. The senior AMC representative, in conjunction with the troop commander and the aircraft commander, will ensure all unused seats on DoD owned and controlled aircraft are released for use by passengers, including Space-A passengers. On C-5 aircraft, the aircraft commander may release seats for passenger accommodation in the flight station, relief crew compartment, or courier compartment.

1.30.1. There may be occasions when hazardous cargo, unusual training requirements, country requirements, or a defined need for security may make it necessary to restrict space available seat releases. For example, seats will not be released on missions carrying classified cargo if releasing seats will compromise the mission, or if seat release is prohibited by another instruction governing shipment of a particular type of classified cargo. These cases should be minimal and the exception, as determined by the aircraft commander. On SAAM, JA/ATT, and contingency missions, coordination with the aircraft commander is required to ensure load configurations allow passengers, e.g., classified or hazardous cargo, etc.

1.30.2. Aircraft commanders will provide the CP/AMCC or base operations personnel with timely information concerning planned destination(s), number of seats available, and departure time for the next mission. The CP will, in turn, relay this information to ATOC.

1.31. Airfield Suitability and Restrictions Report (ASRR). The ASRR establishes suitability and restrictions for AMC and AMC-gained aircraft operations. See ASRR for current and detailed guidance.

1.31.1. Waiver Authority: HQ AMC/DOA is waiver authority for AMC and AMC-gained aircraft on AMC managed missions (EXCEPTION: the AMC/DO is waiver authority for Guantanamo Bay, Cuba certification requirements). The AFRC/DO and ANG/DO is the waiver authority for their respective AMC-gained managed missions.

1.31.2. Worldwide Web: ASRR information is available to planners and aircrews, and to non-Multi-Level Security/Global Decision Support System (MLS/GDSS) equipped customers, via the worldwide web (**http://amc.scott.af.mil/do/doa/doas.htm**).

1.31.3. Planner Responsibilities:

1.31.3.1. It is imperative that MLS/GDSS be checked to confirm the most current airfield information prior to mission execution. Planners should check web page for changes to "8" coded airfields. A listing of airfields with changed information is available on the web page.

1.31.3.2. Planners will review the MLS/GDSS airfield database when doing feasibility study and/or mission planning IAW AFI 11-206. Wing current operations will provide aircrews with a printout of the latest information prior to mission departure.

1.31.3.3. Wing planners assume responsibility to confirm current MLS/GDSS information when they receive the MOD until the "mission set-up" is passed to the squadron that will operate the mission. Final responsibility for mission conduct remains with the aircraft commander.

1.31.3.4. Wing planners will task aircrews to provide feedback and pass HQ AMC/DOAS advisory/approval information to aircrews. Wing Current Operations will include similar remarks in the "mission set-up" for the squadron that will operate the mission.

1.31.3.5. Coordinate with airfield managers to obtain approval to operate at weight bearing capacity (WBC) higher than those published in the ASRR. Operating at weights greater than 50 percent above the published WBC requires an additional HQ AMC/DOAS coordinated waiver. Planners should use only the ST/TT/SBTT/TRT/TDT figures published in the ASRR and MLS/GDSS.

1.31.3.6. Incorporate the above requirement into mission planning checklists.

1.31.4. HQ AMC TACC/XOC and AMC Command and Control (C2) Responsibilities:

1.31.4.1. Controllers at HQ AMC TACC will use positive launch procedures for mission legs transiting "T" coded airfields to confirm AMC approval of Host Nation/Jeppesen instrument procedures, and aircraft commander receipt of the current procedure restrictions documented in MLS/GDSS, prior to mission launch. (Except AMC missions operated by PACAF and USAFE assigned aircraft.)

1.31.4.2. Contact HQ AMC/DOAS, or on-call officer via the appropriate cell at HQ AMC TACC during non-duty hours, with requests for waiver to airfield suitability restrictions.

1.31.4.3. AMC C2 personnel will review all Form 59 information to include controller remarks and mission remarks on those missions scheduled to originate and/or transit their airfields.

1.31.4.4. C2 personnel should pass suitability code changes to aircraft commanders when changes are discovered during the Form 59 review process.

1.31.5. Airfield Suitability Policies. Suitability policies are intended to enhance operating safety and reduce operating costs incurred during routine operations. They serve to modify our mission schedul-

ing and operating practices, and to foster actions that lessons the danger of airfield hazards when planning for high priority and contingency operations.

1.31.5.1. Airfields in the vicinity of mountainous terrain, Central/South America, or that have known landing illusions require either a precision approach, or an approach that provides positive position such as VOR DME or Tactical Air Navigation (TACAN), combined with airfield lighting that provides glide path information such as a Visual Approach Slope Indicator (VASI) or PAPI.

1.31.5.1.1. Airfields that do not meet this requirement are restricted to daylight Visual Flight Rules (VFR) only and require a waiver for nighttime and IMC operations. Exception: C-130 aircraft may fly Non-Directional Beacon (NDB) approaches in Instrument Meteorological Conditions (IMC) and at night because they have a navigator and RADAR on-board to monitor the approach and ensure terrain separation.

1.31.5.1.2. AMC pilots are required to fly a precision approach if available at night or in IMC, or any available nonprecision approach if a precision approach is not available. A visual approach may be flown during nighttime VFR provided VASI/PAPI lighting is available. Exception: C-17 and C-130 aircraft do not require VASI/PAPI lighting to fly a visual approach at night due to tactical mission, training, and instrumentation.

1.31.5.2. AMC aircraft are initially restricted to daylight only operations where runway and taxi obstacle information is unknown, pending aircrew feedback. Exception: Aircraft other than C-5 are not restricted at airfields with known 747 traffic.

1.31.5.3. Operations on airfield pavements rated in poor condition are restricted to C-130 and C-17 operations only.

1.31.5.4. Operations on Pierced Steel Planking (PSP) pavement are restricted to C-17, C-130, and C-141 only.

1.31.5.5. AMC aircraft are normally restricted from operating on gravel and coral runways. Air mobility aircraft have historically incurred substantial damage to antennae and equipment located under the aircraft fuselage as the result of takeoff and landing on gravel runways. In an effort to reduce such mishaps, AMC missions will require AMC/DO approval prior to takeoff or landing on gravel runways. For AMC assets that change operational control (CHOP) to another theater, that approval rests with the theater. This policy does not apply to missions operated by other MAJCOMs using non-AMC assets.

1.31.5.5.1. For proposed airfield operations on gravel runways OG/CC may submit requests to HQ AMC/DOAS at DSN 576-4508/3112 or FAX DSN 576-4999. Requests must include aircraft type, mission purpose, JCS mission priority, and HQ AMC/LGA approved measures taken to protect the aircraft. HQ AMC/DOAS will forward request to HQ AMC/DO for consideration. Direct requests for proposed assault landing zone operations on gravel runways to HQ AMC/DOK at DSN 576-8413.

1.31.5.6. AMC aircraft may operate at gross weights up to 50 percent above published weight bearing capacity for pavements, with airfield manager approval. Operating at gross weights greater than 50 percent above published weight bearing capacity requires a waiver. AMC/DO is approval authority where costs are likely to be incurred for runway repair or aircraft damage.

1.31.5.7. HQ AMC/DOA approval is required prior to AMC missions being planned to operate on runways with obstacles that penetrate ASRR criteria. Approval is based on the following factors:

1.31.5.7.1. Aircraft will land past obstacles taller than the height of the wing tip or nacelle when depressed 3.5 degrees (5 degrees for C-9, C-21, C-17, and C-130) and located within the edge of the wing tip or nacelle of the aircraft plus 35 feet. MDS specific tables are in the intro to the ASRR.

1.31.5.7.2. Aircrew will treat the obstacle as a displaced threshold to ensure obstacle clearance.

1.31.5.7.3. Aircraft commanders are advised of all obstacles that may affect 180 degree turns on the runway. Obstacles are listed if they are located within wing tip or nacelle height of the aircraft with aircraft gear on the runway edge. Aircraft intending to operate on runways with obstacles that penetrate ASRR advisory criteria are required to check MLS/GDSS for the latest information.

1.31.5.8. Aircraft are restricted from taxiing past obstacles located within 10 ft of the wing tip or nacelle and taller than the height of the wing tip or nacelle when depressed at 3.5 degrees. MDS-specific information is listed in the introduction to the ASRR.

1.31.5.9. Certification airfields have unique hazards and require the aircraft commander to have operated into that airfield within the past 2 years as pilot, copilot, or observer who actively monitored the approach. Waiver authority is the aircraft commander's OG/CC (EXCEPTION: Guantanamo Bay NS requires AMC/DO waiver). Airfields are designated as certification airfields based upon past aircrew and safety recommendations, or classification as a FAA special airport.

1.32. Central and South America En Route Notes. All AMC C-141, C-5, C-17, KC-10, KC-135, and C-130 missions operating in the Caribbean, Central, and South America will comply with the following procedures to enhance real-time command and control of missions under the operational control of HQ AMC TACC.

1.32.1. Movement Information. Aircraft commanders will ensure departure and arrival information is passed to HQ AMC TACC/XOC, call sign "HILDA." The primary means of passing this information is through direct contact with HQ AMC TACC. In order that essential command and control, diversion, and security and diplomatic clearance information can be provided, aircrews must establish voice contact when practical after departure from each station and again prior to arrival at destination. Contacts should be planned to preclude interference with other essential duties; i.e., departure/approach, etc. It is recognized that, flights of less than 1 hour duration may not permit phone-patch contact. Aircraft commanders must report arrival via HF within 10 minutes after landing. If unable to report on HF, use alternate reporting methods such as USMILGP RADIO, AUTODIN, embassy or commercial lines (call collect 618-256-1749).

1.32.2. Ops Normal Calls. During missions to South American locations, aircrews will make hourly "ops normal" checks during flight until initiating descent. Aircrews will contact a USAF Aeronautical Station and request "ops normal" report be relayed to "HILDA" and provide block time of report. Example: "MACDILL, relay ops normal report to 'HILDA' for time 1830." Routine communication with HF stations will not constitute a normal 1-hour "ops normal" report unless instructions to relay to "HILDA" and times are included in message.

1.32.3. Position Reporting. Aircrews should make every effort to pass position reports directly to ATC agencies on published frequencies. Long-range communications are normally on HF/AM. Short-range communications are normally on VHF. Relays through a third party, such as other air-

craft, or airport towers, should be very specific as for whom the information is intended. Use USAF Aeronautical Stations for relay as a last resort since these facilities have only teletype communications with most South American agencies. Aircrews transiting Merida ACC airspace should report positions in reference to published navigational aids or fixes, not geographic coordinates (latitude/longitude). Merida controllers do not have the capability to translate geographic coordinates into meaningful information.

Chapter 2

COMMAND AND CONTROL

2.1. Operational Control (OPCON). IAW AMCI 10-202, Volume 2*, AMC Command and Control (C2) Responsibilities and Procedures*. HQ AMC TACC exercises operational control over AMC-assigned aircraft and mission management authority over ANG/AFRC and theater assigned assets on an AMC-assigned mission. *(**NOTE:*** Theater and ANG/AFRC missions not on an AMC mission are not under HQ AMC TACC control). All C2 agencies, HQ AMC TACC or theater, will monitor AMC tanker/airlift aircraft, to include AFRC/ANG mobility assets, such as C-130s, transiting their stations, to the best of their ability, assisting all aircraft commanders and potential users whenever possible. HQ AMC TACC AOR encompasses the entire globe and is subdivided into two (2) cells in order to manage operational control of its assets. Cell AORs are as described below:

2.1.1. East Cell (XOCE). North America east of the Mississippi River (excluding any of Minnesota and Louisiana, but including Canada east of 95 degrees west longitude, roughly equating to the Manitoba/Ontario borders), Europe, Africa, and Asia to the India-Pakistani border (Northward along the China border to 80 east longitude and southward along 70 degrees east longitude). East cell AOR also includes Bermuda and Ascension Island.

2.1.2. West Cell (XOCW). North America west of the Mississippi River (including all of Minnesota and Louisiana, and Canada west of 95 degrees west longitude, roughly equating to the Manitoba/Ontario border) and Asia to the India-Pakistani border (Northward along the China border to 80 degrees east longitude and southward along 70 degrees east longitude). West cell AOR also includes Mexico, Central, and South America, the Caribbean Islands including Antigua, and Antarctica.

2.2. Command Post (CP)/Air Mobility Control Center (AMCC) Support of Aircrews. The aircrew and CP/AMCC interface is accomplished to provide an exchange of required information.

2.2.1. CP/AMCC will provide necessary information to support aircrew needs, to include:

2.2.1.1. Aircraft tail number and call sign.

2.2.1.2. Aircraft maintenance status.

2.2.1.3. Aircraft parking spot.

2.2.1.4. Departure time, route, and mission number.

2.2.1.5. Fuel load.

2.2.1.6. Cargo/passenger load.

2.2.1.7. Computer flight plan (when needed), Air Force Mission Support System, Personal Computer Memory Card (if applicable).

2.2.1.8. Unique mission requirements.

2.2.1.9. Very Important Person (VIP) information.

2.2.1.10. Deadhead crew, ACM, etc., information.

2.2.1.11. Itinerary to next crew rest point (establishes crew duty period).

2.2.1.11.1. Copy of latest GDSS/C2IPS cut available (printed at show time if possible). Print should include all available remarks.

2.2.1.12. Diplomatic clearance information.

2.2.1.13. 24-hour access to an Aircrew Intelligence Read File.

2.2.1.14. Air refueling information (i.e., receiver/refueler, mission status, air refueling (A/R) track weather, unique A/R radio frequencies, etc.).

2.2.1.15. Latest copy of North Atlantic Track (NAT) message, if applicable.

2.2.1.16. Airfield Database (AFD).

2.2.1.17. Aircrew Computer Flight Plans (ACFP), Personal Computer Memory Card (if applicable).

2.2.1.18. 24-hour access to AMC TWG Airfield Risk Assessment Web Page (**http://web.amcin.scott.af.mil**).

2.2.2. Although not mandatory for all aircrews, C2 controllers must be able to provide aircrews local departure briefings upon request. Briefing should consist of clearance request, engine start procedures, taxi routes and hazards, departure routes and restrictions, hazardous terrain, IFR and VFR emergency return procedures, known destination runway restrictions, etc. They can also provide a telephone patch to the most logical weather support facility, when required.

2.2.3. Aircraft commanders will ensure they receive applicable information for each mission. When requested by the aircraft commander, the AMC CP will provide or arrange for additional information or briefings related to such matters as, but not limited to:

2.2.3.1. Buffer zones/procedures.

2.2.3.2. Electronic warfare activities.

2.2.3.3. Intelligence/terrorist threat.

2.2.3.4. Diplomatic clearance.

2.2.3.5. Providing a hot line to the ATOC to receive hazardous cargo briefings.

2.2.4. For all en route arrivals, the aircraft commander and additional crewmembers (ACMs) will contact the appropriate CP/AMCC and provide or receive the following information, as applicable:

2.2.4.1. Stage posture.

2.2.4.2. Legal for alert time/alert window.

2.2.4.3. Crew/ACM orders.

2.2.4.4. Base information handout.

2.2.5. Unit CPs/AMCCs should maintain the Airport Qualification Program (AQP) covering appropriate airfields for viewing by aircrews upon request. If equipment and program are maintained by another local function and are available 24-hours a day, that capability can be used to fulfill this requirement. HQ AMC Aircrew Training Division (HQ AMC/DOTK) at DSN 576-5553 has a listing of airfields for which AQP programs have been produced. Programs can be ordered through HQ AMC/DOTK in VHS or other formats.

2.2.6. Prime Knight is designed to minimize the time aircrews spend getting into billeting at crew rest locations. The ultimate responsibility for ensuring billeting requirements rest with the aircraft commander, however, AMC C2 facilities will assist the aircraft commander as much as possible (see paragraph **2.10.** for guidance).

2.2.7. CPs/AMCCs contacted by any aircraft in need of assistance will take action to guarantee safety of flight and coordinate assistance with HQ AMC TACC.

2.3. Secure Launch Control.

2.3.1. Overview. Increasing global political instability creates situations where AMC forces may find themselves in a high threat environment during seemingly routine missions. The secure launch program attempts to minimize exposure of these forces by identifying potential high threat locations/areas and maintaining timely intelligence information during mission execution. HQ AMC TACC East and West cells monitor the daily launches for those mission segments that will transit unstable regions. After receiving the latest threat assessment from HQ AMC TACC/XOC and the AMC TWG, HQ AMC TACC/XOZ will approve/disapprove launch into these high threat areas. This secure launch control decision will be entered into GDSS and telephonically forwarded to the departure C2 agency or directly to the aircraft commander as applicable. It is imperative that the aircraft commander maintain close communication with AMC C2 facilities to avoid unnecessary exposure to hostile threats.

2.3.2. Authority. HQ AMC TACC/CC exercises final authority for identification of secure-launch-required locations. Final authority for secure launch *approval or disapproval* rests with HQ AMC TACC/XOZ. In all cases, launch approval will be determined by weighing the intelligence assessment of the potential threat against mission requirements.

2.3.3. AMC/IN will provide HQ AMC TACC/XOC with a suggested list of secure launch locations quarterly. The HQ AMC TACC/XOC will review the list, modify if operationally necessary, and distribute throughout HQ AMC TACC.

2.3.4. C2 Procedures. HQ AMC TACC/XOCW/XOCE:

2.3.4.1. Identify all AMC and AMC-gained missions that will transit secure launch locations and notify the appropriate mission planners to include PHOENIX RAVEN requirements, when warranted, in the Global Decision Support System (GDSS) Form 59, or C2IPS single mission display. This requirement does not apply to missions CHOP'd to another MAJCOM. This is done by placing a leg remark against the departure line of the station ICAO identifier immediately prior to the arrival line of the secure launch identified station ICAO.

2.3.4.2. Approximately 6 hours prior to the identified departure, obtain an intelligence update for the secure launch station and forward it, along with a "go/no-go" recommendation, to HQ AMC TACC/XOZ for launch determination.

2.3.4.3. Enter the HQ AMC TACC/XOZ's decision, along with his/her name, into the GDSS Form 59 as an additional leg remark against the same departure line referenced in **2.3.4.1.**

2.3.4.4. Launch Disapproval. If the launch is disapproved, immediately contact the aircrew either directly or via the servicing C2 agency at the aircrew's location. DO NOT interrupt the aircrew's crew rest period. For contracted commercial aircraft, immediately contact the carrier representative (dispatcher). Ensure communication of HQ AMC TACC/XOZ's guidance (e.g., whether or

not to alert the crew, hold the crew, launch to another location, etc.), as applicable for the specific situation.

2.3.4.5. Short-Notice Secure Launch Designations. Due to time-sensitive, short-notice situations, HQ AMC TACC/XOZ may designate secure launch add-on requirements for up to 72 hours. If HQ AMC TACC/XOZ establishes a short-notice secure launch requirement, HQ AMC TACC/XOC controllers will screen all missions for applicability. Within the 72-hour period, HQ AMC TACC/XOC will obtain a recommendation from AMC/IN as to whether to continue or terminate the secure launch designation.

2.4. Mission Movement Reporting. The following aircraft movement reporting procedures are applicable to all aircrews transiting locations without an AMC C2 presence:

2.4.1. Aircraft Commander Responsibilities. Aircraft commanders will report movement information (ATD, estimated time of departure (ETD), actual time of arrival (ATA), ETA, advisory, and departure load data) directly to HQ AMC TACC/XOCE/XOCW, or TALCE for exercise/contingency operations IAW procedures contained in FLIP and appropriate MCI 11-2XX-series instructions. At those stations where an AMC C2 agency is located nearby and the aircrew is experiencing problems contacting HQ AMC TACC directly, the required information can be forwarded to the AMC C2 agency, who will relay it to the appropriate controlling agency. Aircrews will use (in order of priority/preference) DSN, commercial telephone numbers, HF/SSB radio, L-Band SATCOM, AUTODIN, USDAO message capability, commercial telephone (collect), patches through naval vessels, and/or any control facility that is reachable. Aircraft commanders are expected to exhaust all communication possibilities before delaying movement information. This is especially important when operating in austere communications areas.

2.4.2. Timeliness. Aircrew should make mission movement report as soon as practical after landing for arrivals and as soon as practical after takeoff for departures.

2.4.3. Overdue Aircraft. HQ AMC TACC/XOCE/XOCW will initiate a communications search for any aircraft whose arrival information is not received within 30 minutes of ETA at CONUS stations and within 1 hour at OCONUS off-line stations.

2.4.4. Communications Problems. Aircrews experiencing problems complying with these procedures will report problems to the next AMC C2 agency contacted. The C2 agency will transmit communication problems to HQ AMC SCOTT AFB IL//SCMO//, Subject: Command and Control Communication. The message will contain aircraft tail number, mission number, date, time, location, frequencies involved, problems encountered, and any additional comments.

2.4.5. Receiver Air Refueling Mission Reporting Program. HQ AMC places high priority in scheduling, accomplishment, and tracking of successful air refueling on operational missions. To accurately capture air refueling data, all AMC and AMC-gained receiver aircraft will accomplish a post air refueling report. This does not include local training missions that depart and return at home station (all off-station training missions will report activity).

2.4.5.1. The following format will be used: AR track/Scheduled Onload/Actual Onload/Reason Code/Additional Comments. Reason Codes indicate the outcome of air refueling activity. Codes are normally used when a problem or situation affects the successful accomplishment of the air refueling (the Reason Code “AC” will be used when air refueling was complete without delay or mission impact). Use the following Reason Codes: RO-Receiver Operations, RM-Receiver Main-

tenance, RW-Receiver Weather, TO-Tanker Operations, TM-Tanker Maintenance, TW-Tanker Weather, AT-Air Traffic Control, WX-Air Refueling Track Adverse Weather, AC-Air Refueling Complete.

2.4.5.2. Receiver aircraft commander will report the air refueling information to the destination C2 after landing. If a local C2 is unavailable, contact HQ AMC ATCC via HF phone patch or 1-800-AIR-MOBL. C2 will enter the information in GDSS.

2.5. Flight Following DVs (O-6 and Higher). Using C2 channels, aircraft commanders are responsible for inbound reporting of all O-6s and above that are on board their aircraft. The report will include the DV code (DV-4, DV-7, etc.) and travel status (e.g., ACM, duty pax, space-A, aircrew member, etc.). Reporting for O-8s and above will include the VCSL call sign if one is assigned to the individual.

2.6. Communicating with C2 Agencies.

2.6.1. Callers to HQ AMC TACC often request to speak to a duty officer immediately. Usually, however, callers can better be served by allowing the person who answers to take the information or determine who in HQ AMC TACC can best respond to questions. Mission managers are trained to recognize duty officer workload priorities and effectively solve most situations. As a guide, movement information should be passed to a mission manager. Unusual mission circumstances should be handled by the cell Deputy Director of Operations or duty officer. Aircraft maintenance matters should be directed to HQ AMC/LGR. Cargo and passenger matters are handled by HQ AMC TACC Aerial Port Control Center (APCC). Calls with load information for computer flight planning can be directed to the flight planner, or a mission manager if unable to contact the flight planner. Weather related inquiries should be directed to the duty forecaster.

NOTE: HQ AMC TACC/APCC and Flight Planners are divided into east and west areas. See **2.1.1.** and **2.1.2.** for area boundaries.

2.6.2. C2 DSN Telephone Numbers:

2.6.2.1. Duty Officer, Shift Supervisor or Mission Manager:

East Cell	576-1748
West Cell	576-1749
JOSAC (TCJ3-OJ)	576-6639
(AIR MOBL)	1-800-247-6625
FAX numbers	576-6230
Secure FAX	(commercial only) 618-744-1892

2.6.2.2. Aerial Port Control Center (APCC). Responsible for the management of operational channel cargo and passenger airlift. Ensures maximum utilization and monitors aircraft space allocations to ensure effective utilization of passenger and cargo space. Monitors Mission Capable (MICAP), HR, and other high priority cargo and passenger movements for DoD and AMC to ensure timely delivery to destination stations. Passenger and cargo issues can normally be solved by the on-duty controller. APCC is the 24-hour POC for cargo and passenger issues for missions during the execution phase.

East Cell 576-1755/56/57
West Cell 576-1758/59/60

2.6.2.3. Logistics (LGR): 576-1763

2.6.2.4. Weather Duty Forecaster: 576-1796

2.6.2.5. Flight Planner:

East Cell 576-3426
West Cell 576-3490

2.6.2.6. Additional points of contact:

HQ AMC TACC/XOPSA (ALTRVs)	576-7932
HQ AMC TACC/XOCZD (Dip Clearances)	576-3008
HQ AMC TACC APCC	
East	576-1755
West	576-1758

NOTE: Commercial area code for Scott AFB is 618. Commercial three-digit prefix is 256.

2.7. Voice Reporting Procedures. Near real time mission progress reporting is essential for effective and responsive C2. The following voice reporting procedures apply to all C2 locations that possess automated capabilities (GDSS/C2IPS).

2.7.1. Mission Progress. Units will submit voice report on all JCS Priority ONE missions (i.e., PHOENIX BANNER/SILVER/COPPER, PNAF, etc.) to HQ AMC TACC/XOC when practical after an actual scheduled event. This voice report does not relieve the unit from mission movement reporting via C2IPS (or GDSS).

2.7.2. Alternate Reporting Procedures. Units must maintain the capability to submit air movement reports via voice procedures in case of total C2IPS/GDSS failure. Units will notify HQ AMC/SCY (DSN 576-2227) when C2IPS (or GDSS) mission movement message transmission capabilities are disabled locally. In these cases, voice or e-mail reporting to HQ AMC TACC/XOC becomes paramount on all missions. This voice or e-mail report relieves the unit from C2IPS (or GDSS) reporting (i.e., HQ AMC TACC/XOC will accomplish the update).

2.7.3. Voice Reporting Formats. To expedite mission movement reporting, all units will provide specific information as applied to each type of report. Abbreviate information to the minimum required to ensure understanding. Add remarks to each report as needed to amplify or explain a situation.

2.7.3.1. Departure. Aircraft tail number, mission number, aircraft commander's name and last four SSN, SRT, crew type, crew qualification, departure time, pax, payload, ETA next station, and remarks to include any hazardous cargo and/or required hotspot parking.

2.7.3.2. Arrival. Aircraft tail number, mission number, ATA, actual time of block-in (ATB), ETD, next ICAO, outbound information (e.g., tail number, aircraft commander's name and last four SSN, mission number, if different from inbound), and remarks.

2.7.3.3. Advisory. Aircraft tail number, mission number, status, ETIC (if applicable), ETD, and remarks.

2.7.3.4. Delay. Aircraft tail number, mission number, deviation code if known, deviation time(s), and remarks. Additional criteria for deviation reporting is defined in the following section and AMCI 10-202, Volume 6, *Mission Reliability Reporting System (MRRS)*.

2.7.3.5. Close the voice report by exchanging controller names.

2.8. Deviation (Delay) Reporting.

2.8.1. Determining Deviation Code Assignment. Missions should depart according to the applicable MCI 11-2XX-series (AFI 11-2XX, Volume 3, when published) instructions using block-out times for commercial aircraft, and actual takeoff times for all other missions. The event in the launch sequence that occurs first, and subsequently causes a late departure, will be described by the primary deviation code. Deviation codes are assigned by the controlling C2 agency at the station where the deviation occurred and will represent a consolidated unit position. Deviation remarks are mandatory and will explain the deviation and corrective action. AMCI 10-202, Volume 6, requires movement deviations, both primary and secondary (when applicable), be assigned. Questions concerning the correct assignment of deviation codes should be directed to HQ AMC/DOOC, DSN 576-5423.

2.8.2. HQ AMC TACC-controlled deviations (500 series). CPs/AMCCs will coordinate with the appropriate HQ AMC TACC cell prior to assigning 500 series deviation codes. 500-series delay codes, except 555, may only be used with HQ AMC TACC/XOCE/XOCW coordination. CP/AMCCs will obtain a control number from the appropriate HQ AMC TACC/XOC cell prior to assigning a 500 series deviation code. Consult AMCI 10-202, Volume 6, for more information.

2.8.3. Aircrew Deviations . CPs/AMCCs who assign aircrew deviations will advise the aircrew when practical, explaining sequence of events and logic used in reaching the decision. Should the aircrew dispute, they should contact their home unit when practical.

2.8.4. Timeliness of Deviation Reporting. Units will comply with the deviation reporting procedures outlined in AMCI 10-202, Volume 6, to include ensuring timely input of deviation messages and/or subsequent assignment of an X555 deviation indicator. AMC uses deviation analysis to improve mission reliability and to measure how well we serve the AMC customer’s needs. One of the key factors in this analysis is timely review of deviations. HQ AMC and TACC staff review all AMC mission deviations on a daily basis, therefore, it is extremely important that HQ AMC TACC and units work closely together to ensure timely and accurate deviation reporting.

2.8.5. HQ AMC TACC/XOC controllers/mission managers may advise units on the assignment of the appropriate deviation code(s), but will not assign deviations to any missions without the knowledge of the controlling C2 agency at the station where the deviation occurred. If an automated AMC C2 system does not exist at that station, or if system connectivity is down, HQ AMC TACC/XOC will input

the deviation message via GDSS and will annotate the name or initials of the concurring individual at that station in the remarks section of the message.

2.9. Crew Request for Crew Rest Extension.

2.9.1. Mission Planning Considerations. Planners will review depositioning leg departure times when setting up unit planned missions to allow for a more favorable alert time and/or arrival time at home station or to enhance messing options immediately prior to crew alert. Many crew requests for crew rest extensions could be eliminated by scheduling additional ground time during the final crew rest.

2.9.2. Aircraft commanders should make their request for crew rest extension as early as practical. The first consideration for approval will be mission requirements. Approval of the extension includes inputs from the aircrew's home unit, aircraft home unit, station at which the extension is to occur, and all affected down line stations.

2.9.3. HQ AMC TACC/XOCE/XOCW Cell Chiefs have approval authority for all inactive missions requesting less than 6 hours of crew rest extension. All active missions and/or crew rest extensions 6 hours or greater require approval by HQ AMC TACC/XOZ. If a request is disapproved, the controlling C2 agency will notify the aircraft commander through C2 channels of the reason for disapproval.

2.9.4. Mission departure delays caused by a crew rest extension should be documented as an L-526 delay IAW MCI 10-202, Volume 6.

2.10. Prime Knight Reporting. This program is designed to minimize the time aircrews spend getting into billeting at crew rest locations. Prime Knight success depends on the accuracy of the aircrew information. The ultimate responsibility for ensuring billeting requirements are passed rest with the aircraft commander, however, AMC C2 facilities will assist the aircraft commander as much as possible. The following guidance applies to all AMC aircrews and C2 facilities:

2.10.1. C2 Facility Notification Responsibilities. AMC CPs/AMCCs will ensure current aircrew orders (including ACMs, deadhead crews, Mobility Mission Observers (MMOs), and MEGPs) are transmitted to the next crew rest station's C2 facility NLT 30 minutes after the mission departs (include mission number, expected arrival and departure times). Primary means of transmission is the facsimile (FAX); secondary is via telephone.

2.10.2. Aircrew Notification Responsibilities. If a mission is departing from a non-AMC facility, the aircrew will call the next crew rest station when able to pass crew count/make-up (including ACMs, deadhead crews, MMOs, MEGPs), expected arrival time, and include the number of officers, enlisted, male and female, etc.

2.10.3. Units must ensure the fund cite is clearly indicated on the orders for reservations to be made in advance. Lack of a fund cite will require the aircrew to make their own advance reservations through use of a credit card. When the aircrew orders do not include a fund cite, the aircrew must provide a credit card number to hold billeting reservations at downline stations.

2.11. Early Departure. Early departures (more than 20 minutes) must be approved by HQ AMC TACC/XOC. Approval is necessary to avoid downline operational restrictions and the potential of departing without last minute priority cargo/passengers. When early departures involve locations supported by a TALCE or Mission Support Team (MST), additional time is required for coordination due to limited capabilities at deployed locations. Ramp and support facilities are easily saturated by unscheduled arrivals.

2.12. Saturation and Flow Control. C2 agencies that identify a potential airfield saturation problem will immediately call HQ AMC TACC/XOC or controlling C2 theater agency with pertinent details. This call should be made as soon as the situation is recognized to allow sufficient time to coordinate potential solutions. C2 agencies are encouraged to closely monitor their station workload and pay special attention to missions running in delay.

2.13. Double Blocking Procedures. Hazardous cargo, refueling, and parking sometimes require an aircraft to double block; e.g., the aircraft is required to block-in at one parking spot, then move to normal parking for final block-in. The extra time required for double blocking will be taken into account during mission planning/scheduling. Report the arrival IAW AMCI 10-202, Volume 6.

2.13.1. Double blocking requirements on departure. To compensate for double blocking on departure, the aircrew "legal for alert time" may be adjusted to provide additional time from aircrew "show time" to departure. When the authorized ground time does not allow for this adjustment, deviation reporting procedures will be IAW AMCI 10-202, Volume 6.

2.14. Request for En Route Maintenance Support. When an aircrew determines that aircraft maintenance/ parts are required at a station with no AMC maintenance capability, the aircraft commander, accompanied by the most knowledgeable crewmember of the impaired system, will initiate a telephone call to HQ AMC/LGRC (through HQ AMC TACC/XOC) and discuss the system problem. At locations serviced by a DoD transient alert (TA) facility, the aircraft commander will report discrepancies to TA. All required parts must be ordered by the local Transient Alert. For cases where AMC does not have a C2 agency and the aircraft is "Not Mission Capable," the aircrew will not enter crew rest until HQ AMC/LGR is debriefed. The crew will troubleshoot the malfunctioning system using the fault reporting and fault isolation manuals (if applicable). To aid HQ AMC/LGR controllers in providing timely support, the telecom should provide the following information:

2.14.1. Tail number, aircraft type, location.

2.14.2. Aircraft commander's name, phone number, crew rest location, room number.

2.14.3. Mission-essential maintenance conditions, fault isolation number, if applicable, and troubleshooting actions that have been accomplished.

2.14.4. When discovered.

2.14.5. Progress of maintenance actions to date.

2.14.6. Should parts be required, provide the following:

2.14.6.1. Noun.

2.14.6.2. Quantity.

2.14.6.3. Part Number.

2.14.6.4. National Stock Number (NSN).

2.14.6.5. Technical Order Reference--illustrated parts breakdown (-4).

2.15. Originating Mission Setup.

2.15.1. Mission essential information input. Not less than 24 hours prior to mission departure, GDSS equipped locations will enter the following information for each mission departing their station: aircraft tail number, aircraft due home date, aircraft commander's name and last four digits of his/her SSN, squadron, wing, SRT, number of officers and enlisted, crew type, crew qualification, and crew breakdown (numbers of officers male and female, and enlisted male and female). When receiving short-notice taskings, CPs and AMCCs will enter the preceding information into GDSS/C2IPS as soon as the information is known.

2.15.2. Units will report the same information and use the same timing criteria as in the above paragraph to HQ AMC TACC via telecom when GDSS or C2IPS input cannot be accomplished.

2.16. Mission Revisions.

2.16.1. Execution Baseline. 24 hours prior to the launch of the first leg, missions are considered “in execution.” After the execution baseline (24 hours prior to initial launch), AMC missions will be managed by HQ AMC TACC/ XOC. Prior to execution baseline, AMC missions will be managed by the planning agency, HQ AMC TACC/XOO/ XOB/XOG/XOP. Follow-on missions to a current mission stand alone, and do not enter execution until 24 hours prior to launch of the first leg.

2.16.1.1. After missions enter execution, changes will not be made by the planning agency without coordination with HQ AMC TACC/XOCE/XOCW, as appropriate.

2.16.1.2. Prior to execution, the planning agency is responsible for mission changes.

2.16.1.3. HQ AMC TACC does not flight-follow or revise local training missions. The training mission scheduling agency is responsible for revising local training missions. If the local Command Post is the recut agency, the Command Post must coordinate with the scheduling agency.

2.16.2. TACC/XOC may recut missions for the following reasons:

2.16.2.1. To support a validated user request. See AMCI 10-202, Volume 6.

2.16.2.2. To clarify the Form 59 for a mission with major schedule revisions. Major schedule changes include, but are not limited to, a planned change in enroute location, an enroute purpose change from remain overnight (RON) to Quick turn or vice versa, and a major change in timing that will not be evident to downline stations without recut action.

2.16.2.3. To re-push a mission to other C2 systems, for example, from GDSS to JOPES or C2IPS. This is not considered an adjustment to baseline.

2.16.2.4. To correct typographical errors, such as mission numbers, dates, or times, in the initial schedule.

2.17. Aircraft Due Home Dates. The return of aircraft to home station for valid, scheduled maintenance is of concern to all. The primary way to ensure this action occurs begins at the unit level. Wing current operations personnel will input the "due home date" in GDSS/C2IPS. Maintenance plans and scheduling personnel need to coordinate with wing current operations personnel to ensure the proper "due home dates" are entered. Add the appropriate words to indicate what maintenance event the aircraft is due home for. Do not send aircraft out on missions when they are close to the event date and allow ample time for en route delays. If an aircraft return date jeopardizes a needed event or needs to return home prior to the original "due home date," the unit should contact HQ AMC/LGR.

2.18. Command and Control Flight Program. CP/AMCC controllers participating in the C2 flight program, IAW paragraph **3.18.5.**, will adhere to the following guidelines. The program is not intended to be point-to-point travel for controllers to observe other C2 agencies. It is intended to give controllers an understanding of the full spectrum of aircrew duties, from alert to crew rest, and all aspects of the air mobility mission. This includes being billeted, alerted, and transported with the aircrew. Events to observe include, but are not limited to, flight planning and loading both cargo and passengers. Additionally, controllers on these missions must have approval from the flying aircrew's Operations Group Commander prior to joining the crew and are not authorized to depart from the aircrew itinerary unless unusual circumstances arise and the aircraft commander concurs with the change. Guidance for specific controller responsibilities participating in this program is contained in AMCI 10-202, Volume 2.

2.19. Crew Release. Normally, crews will not be released for more than 24 hours. In order to meet frequency and user requirements, in-place crews are often used to move high priority missions that are delayed in the air mobility system. AMC forces in the field must be capable of responding to any international, national, or HQ AMC requirement should it occur suddenly. Worldwide contingencies, medical emergencies, and humanitarian airlifts are common occurrences and AMC forces are always the first to be called upon.

2.20. HQ AMC TACC Mission Management Guidance. Refer to AMCI 10-202, Volume 2.

2.21. The Aircrew Availability Report (RCS: AMC-DOO(AR)9711).

2.21.1. Exercises and contingencies place a great demand upon HQ AMC TACC as they develop airflows to support requirements. The Aircrew Report provides HQ AMC TACC with a valuable tool during these situations.

2.21.2. When crew reporting is initiated by HQ AMC TACC, squadrons will report all required information daily at 2359Z. If 12-hour reporting is initiated, then report all required information at 1200Z and 2359Z. Additional reporting will be as requested by HQ AMC TACC. Information must be current as of the report time.

2.21.3. Report aircrew availability information in the following format. The form at Table 2.1 may be reproduced and submitted to HQ AMC TACC via fax. HQ AMC TACC/XOB facsimile number for airlift units is DSN 576-1781. HQ AMC TACC/XOOK facsimile number for air refueling units is DSN 576-1923.

2.21.3.1. Wing and squadron.

2.21.3.2. Aircraft type, i.e., C-5, C-141, C-17, KC-10, KC-135, C-130.

2.21.3.3. Zulu date and time of report.

2.21.3.4. For C-5, C-17, C-141, C-130:

2.21.3.4.1. Total number of basic/2LM crews available within 24 hours, within 48 hours, and within 96 hours.

2.21.3.4.2. Total number of augmented/AR/2LM (3 loadmasters for C-5s) crews available within 24 hours, within 48 hours, and within 96 hours (calculated independently of **2.21.3.4.1.**).

2.21.3.5. For KC-10 and KC-135: Total number of basic crews available within 24 hours, within 48 hours, and within 96 hours.

NOTE: Numbers include nonessential on-loan and attached.

2.21.3.6. Augmented loadmaster requirements can be met by pairing students with instructors.

2.21.3.7. When crew reporting is implemented, you will be told which of the following assumptions apply:

2.21.3.7.1. A. Cancel all training except simulators.

2.21.3.7.2. B. Cancel all training.

2.21.3.7.3. C. First 12 hours of predeparture crew rest waived.

2.21.3.7.4. D. Post-mission crew rest waived

2.21.3.7.5. E. Cancel leaves.

2.21.3.7.6. F. Cut squadron/wing staffs to minimum.

NOTE: The implementation message may identify the assumptions by alphabet character, e.g., assume A, C, and D. In this case, you would then base your calculations on all training canceled except simulators, first 12 hours of predeparture crew rest waived, and post-mission crew rest waived.

2.22. Positive Launch Procedures . Positive launch is used by HQ AMC TACC to ensure flow control and for other management reasons. When implemented, departure station C2 agencies will be notified of applicable missions. One hour prior to aircrew alert at crew rest locations and one hour prior to departure at en route stops, C2 agencies will call the respective HQ AMC TACC cell for alert/launch coordination and approval. Aircrews should be prepared to hold in place at flight duty stations for Positive Launch Approval. The HQ AMC TACC/XOZ is the mission launch approval officer.

2.23. C2 System Data Input. Automated daily/periodic reports are compiled to provide senior leadership and supported commands with information and statistics to manage and improve the air mobility system. Therefore, it is imperative that all personnel entering data into C2 systems ensures the data is as complete and accurate as possible. Problems entering data should be identified to the respective system administrators.

Figure 2.1. Aircrew Availability.

As of _____ Wing/squadron

AIRLIFT ASSETS

		C-5**	C-17	C-141	Total
24 Hours	Basic/2LM				
	Aug/AR/2LM				
48 Hours	Basic/2LM*				
	Aug/AR/2LM				
96 Hours	Basic/2LM*				
	Aug/AR/2LM				

*** Airlift crew availability (basic vs. augmented) calculated independently. Compute each category based on all crewmembers available.**
****Aug/AR/3LM for C-5 crews**

NOTE: **Numbers include non-essential on loan and attached personnel**

TANKER ASSETS

		KC-10	KC-135	Total
24 Hours	Basic Crews			
48 Hours	Basic Crews			
96 Hours	Basic Crews			

ASSUMPTIONS

YES NO

____ ____ A. Cancel all training except simulators

____ ____ B. Cancel all training

____ ____ C. First 12 hours of pre-departure crew rest waived

____ ____ D. Post-mission crew rest waived

____ ____ E. Cancel leaves

____ ____ F. Cut squadron/wing staffs to minimum

Chapter 3

GLOBAL PASSENGER AND CARGO CHANNEL RESPONSIBILITIES

3.1. General. Cargo load planners and port managers must have a thorough knowledge of mission identifiers, aircraft flow patterns, and the floater aircraft concept to ensure all shipments are planned for movement by the most expeditious and economical means available. HQ AMC TACC cargo movement activities are the responsibility of the East and West Divisions, Directorate of Global Channel Operations (HQ AMC TACC/XOGE/XOGW). HQ AMC TACC/XOGE/XOGW maintains liaison with all aerial ports within their respective area of responsibility in order to identify cargo movement requirements for the most efficient application of airlift capability. For approved active AMC Traffic Channels and transshipment points, refer to the AMC Sequence Listing for Channel Traffic. Timely advice with respect to aircraft movement is a prerequisite to efficient operation. In this regard, aircraft load, when applicable, will be passed to downline stations telephonically if the en route time of the aircraft is insufficient to allow receipt of the electronically transmitted message.

3.2. C-5 Cargo Movement Procedures. To ensure maximum productivity of available C-5 airlift capability, adhere to the following procedures when routing outbound, outsize channel traffic shipments requiring movement.

3.2.1. The appropriate shipper service control office will inform HQ AMC TACC/XOG whenever they receive a request for port clearances on a shipment containing material requiring C-5 airlift. This coordination will be accomplished prior to moving the shipment for input to an aerial port.

3.2.1.1. For CONUS outbound cargo:

3.2.1.2. HQ AMC TACC will review the C-5 airlift program and advise the requesting agency of the most advantageous Aerial Port of Embarkation (APOE).

3.2.1.3. The requesting agency will then advise the shipper to deliver the shipment to the specified terminal.

3.2.2. A qualified helicopter crew chief/crewman will accompany non-palletized helicopters that require towing during ground handling. This crew chief/crewman is required to steer and to operate brakes or other helicopter systems during loading, offloading, and ground handling.

3.2.3. Identify in ALLOAD messages those positions that require C-5 aircraft for movement. Upon departure of a C-5 carrying outsized cargo, annotate ALLOAD to reflect if the item is self-propelled or towable. If carrying specialized equipment (e.g., shoring kits, etc.) and a driver is required, or if there are any additional requirements, information will be passed telephonically and confirmed by ALLOAD. This is especially important if the aircraft will arrive prior to a message being received.

3.2.4. Identify in the remarks section of the ALLOAD or C2IPS ALLOAD message when the load can be handled (load/offload) only through the front door because of size or configuration; also, if rear door is inoperative.

3.3. Sensitive Special Interest Cargo. Shipment of sensitive special interest cargo must be thoroughly coordinated to minimize any disruption of airlift service. Requests for change of destination or additional airlift are to be made by the local ATOC to HQ AMC TACC/XOG IAW AMCI 24-101, Volume 6, *Military Airlift—Transportation Documentation, Data, Records, and Reports*. All stations moving cargo that

requires special handling should load this cargo in positions that will facilitate off/onloading at in-transit or terminating stations.

3.4. Signature Security Service (SSS). The contractor's representative is responsible for cargo/mail on Patriot Express commercial aircraft and will provide signature security service (SSS) from origin to destination of the shipment for classified, registered mail, AMC pouches, high value, and life or death urgency shipments. The purpose of SSS is to provide continuous responsibility for custody of the material during transit. Detailed procedures are as follows:

3.4.1. The contractor station representative or crewmember is responsible for signing for such shipments at the station of origin, and obtaining the signature of an authorized government representative at destination. The DD Form 1907 or cargo manifest accompanying the shipment may be used to sign for shipments. At en route military stations the government will provide security for such shipments during the ground time of the aircraft. At en route commercial stations the contractor is required to provide its own security. When a crew change is made en route, the contractor's station representative will be responsible for briefing the incoming crew of the SSS shipments on board the aircraft.

3.4.2. The contractor will transport hazardous materials in accordance with AFJMAN 24-204*, Preparing Hazardous Materials for Military Air Shipments*, as provided for by Department of Transportation (DOT) Exemption 7573, DOT, FAA, and IATA regulations for all cargo and mixed configured flights. All hazardous materials will be properly prepared and cleared for air movement prior to loading the aircraft. Whenever hazardous materials are on board, the aircraft commander will advise the tower or ground control prior to taxiing or landing. Identification will include aircraft identification number, net explosive weight (NEW), DOT UN class, DoD class/division or chemical agent group, DOT UN proper shipping name and ETA/ETD. Prior to departure, the government, i.e., the transportation representative, will furnish the aircraft commander a written briefing IAW AFJMAN 24-204 or Title 49 CFR.

3.4.3. Registered mail/signature service cargo requiring couriers will not be loaded/moved on eastbound Patriot Express commercial aircraft scheduled to transit Honolulu International Airport. This restriction is imposed due to the loss of security surveillance on escorted cargo during the period of time when designated couriers are going through required border clearance processing. The restriction does not apply to diagnostic specimens, whole blood, vaccines, serums or other medically urgent shipments which can be hand-carried through intermediate passenger processing stations.

3.5. Designated "Credible" and "Heavy Thunder" Projects. "Credible" and "Heavy Thunder" projects will be afforded the highest movement priority and handling in accordance with the following:

3.5.1. Subject cargo will be labeled as required. The manifest will also clearly identify all "Credible" or “Heavy Thunder" designated cargo.

3.5.2. At each onload and each en route station, the ATOC must ensure the outbound crew is advised they will carry the designated "Credible" and/or "Heavy Thunder" project cargo and/or courier. It is the responsibility of air transportation personnel to ensure the respective command posts (CP) are advised when "Credible" and/or "Heavy Thunder" project cargo/courier are on hand and are programmed to move. ATOC must also ensure ALLOAD messages clearly indicate all "Credible" and/or "Heavy Thunder” designated items.

3.5.3. Any situation that would interrupt the programmed movement of project cargo or courier, such as aircraft maintenance deviations, traffic deviations, aircraft reroutes, etc., must be immediately referred to the controlling agency for these projects.

3.5.4. The missions most likely to carry critical "Credible" and/or "Heavy Thunder" project cargo are Patriot Express commercial and xE1 missions. Detachment 42, Sacramento ALC, is the controlling agency for all "Credible" project cargo. HQ AMC TACC/XOC will coordinate with Detachment 42 through HQ AMC TACC/XOOL/XOGE/XOGW on available options to expedite the arrival of "Credible" project cargo. HQ AMC TACC/XOOL/XOGE/XOGW will immediately advise HQ AMC TACC/XOC of the user's preferred option. Additionally, if a delay occurs on the "Credible" cargo mission, HQ AMC TACC/XOC will advise HQ AMC TACC/XOOL/XOGE/XOGW and exercise available options for expediting arrival of "Credible" cargo and courier.

3.5.5. "Heavy Thunder" and "Credible Dove" couriers are authorized seating on the flight deck when 13 pallets are loaded on C-141 aircraft.

3.6. Dry Ice Requirements. Give all stations at least 24 hours advance notice on shipments requiring dry icing except when more stringent restrictions apply for stations as noted below or upon temporary notification by a station for saturation of facilities or equipment failure. No dry ice capability exists for Misawa, Fukuoka, Iwakuni, Chitose, Obehiro, Kushiro, Iwo Jima, and Marcus Island.

3.6.1. Hickam AFB HI. Movement of cargo requiring in excess of 100 pounds for re-icing requires the following advance notification (including the approximate amount of dry ice required):

Day of Re-icing	Advance Notice
Tue-Sat	36 Hours
Sun	60 Hours
Mon	84 Hours

NOTE: Notification is necessary due to host base policy limiting the on-hand quantity of dry ice to minimize loss due to evaporation.

3.6.2. Osan AB, RK. The following minimum number of hours are required for notification prior to aircraft arrival with cargo requiring re-icing with dry ice (include amount required):

Day of Re-icing	Advance Notice
Tue-Sat	48 Hours
Sun	72 Hours
Mon	96 Hours

3.6.3. Andersen AFB GU. Movement of cargo requiring dry ice in excess of 80 pounds requires advance notification as follows (including amount required):

Day of Re-icing	Advance Notice
Sun-Tue	72 Hours
Wed-Sat	48 Hours

3.6.4. McGuire AFB NJ. A 48-hour advance notice is required for shipments requiring in excess of 500 pounds of dry ice.

3.6.5. NAS Sigonella IT. There are no dry ice making capabilities at NAS Sigonella; all dry ice must be purchased off base. A 72-hour advance notice is required for any shipment requiring dry ice.

3.6.6. Rhein-Main AB GE. Dry ice requirements for other than regularly scheduled fresh food ration channel missions require a minimum of 72 hours notice. Weekends and holidays require 96 hours notice.

3.6.7. Yokota AB JA. A 72-hour advance notice is required for any shipment requiring more than 200 pounds of dry ice.

3.6.8. Pope AFB SC. Any requirement for dry ice requires a 72-hour advance notice.

3.6.9. RAF Mildenhall UK. Any requirement for dry ice requires a 72-hour advance notice.

3.6.10. Ramstein AB GE. 1500 pounds of dry ice are maintained to support up to three embassy support channel missions per week. Request as much advance notice as possible on large shipments requiring ice.

3.7. Restrictions and/or Requirements for Explosive Movements. See AMCI 24-101, Volume 9, *Air Terminal Operations Center (ATOC)*, for specific explosives clearance requirements or restrictions unique to the AMC aerial ports/air terminals identified in paragraph **3.7.2.** Aerial ports/air terminals are responsible for timely movement of explosives. Each APOE will request port-to-port clearance at least 24 hours in advance (unless individual location requires a greater notification time). The Aerial Port of Debarkation (APOD) will respond to requests as soon as possible. APOEs will not ship explosives without approval except when free-flow is authorized. Contact HQ AMC TACC/APCC if deviations occur.

3.7.1. Port-to-port clearance as a minimum will include:

3.7.1.1. Proper shipping name and UN number.

3.7.1.2. Class/Division and compatibility.

3.7.1.3. Net explosives weight (NEW).

3.7.1.4. Requested arrival date.

3.7.1.5. Mission number (if known).

3.7.1.6. Aircraft tail number, (if known).

3.7.1.7. Specific Area Clearance. Consult the DoD Foreign Clearance Guide for diplomatic clearance requirements regarding explosive movements.

3.7.2. Reference AMCI 24-101, Volume 9, for unique explosives clearance requirements or restrictions for specific AMC aerial ports/air terminals. POCs are normally located within the ATOC or Capability Forecasting section of the AMC aerial port/air terminal. Restrictions in addition to those listed in AMCI 24-101 and POCs are listed below.

3.7.2.1. Elmendorf AFB AK. All explosives to include Class/Division 1.4 require a minimum of 48 hours advance notice prior to entering the Alaskan theater. Primary POC is Elmendorf Load Planning, DSN 552-2548 or facsimile 552-1919. Alternate POC is Elmendorf ATOC, DSN 552-3684/2104. Message address is: 632 Air Mobility Support Squadron (AMSS) ELMENDORF AFB AK//TROO//.

3.7.2.2. Christchurch NZ. POC is at commercial 64-3-358-1455, extension 5069, 5077, or 5088. Facsimile number is 64-3-358-1458. Message address is: OL A 615 AMSG CHRISTCHURCH NZ.

3.7.2.3. Richmond AU. POC is AMC Rep at commercial 61-45-702340. Message address is: DET 1 615 AMSG RICHMOND NSW AS//CC//.

3.7.2.4. Woomera AU. POC AMC Rep, DSN 629-1636 and 730-1530, extension 437/438.

3.7.2.5. Pago Pago IAP. POC is AMC Rep, commercial 684-699-1515. Message address is: PAGO PAGO IAP AMERICAN SAMOA//AMC REP//.

3.7.2.6. Hickam AFB HI. All explosives transiting or terminating Hickam AFB must be coordinated at least 48 hours prior to scheduled departure. Explosive aircraft parking is limited to 2 spots not to exceed 29,000 pounds NEW. Unlimited free flow of transiting 1.4 explosives is authorized. Free flow of terminating Class/Division 1.4 up to 10,000 pounds gross weight or four pallets is authorized, except for Class/Division 1.4 compatibility groups B, G, and F, which require 48 hours clearance approval. Contact Hickam ATOC at DSN 449-6919/6981. Message address is: 635 AMSS HICKAM AFB HI//TROO//.

3.7.2.7. Yokota AB, JA. All transiting and terminating Class/Division 1.1 thru 1.4 require 72 hour prior notification. Free flow of 1.4 is not authorized. Explosives exceeding an inhabited building distance (IBD) of (12) requires 60 days advance notice and 30 days advance clearance. All clearance requests are based on parking capability and prearranged onward movement of explosives. Send requests to 630 AMSS Yokota AB JA//TRO// or contact Capability Forecasting at DSN 225-9507/9508, facsimile 225-8472.

3.7.2.8. Osan AB RK. All explosives require 72 hours clearance, except Class/Division 1.4. With prior notification, free flow of Class/Division 1.4 up to 1,000 pounds NEW is authorized. Shipments of Class/Division 1.4 exceeding 1,000 pounds NEW require prior approval. POC for shipments is Capability Forecasting, at DSN 784-4288. Message address is: 631 AMSS OSAN AB KOR//TRO//.

3.7.2.9. Andersen AFB GU. All explosive shipments other than Class/Division 1.4S must be coordinated at least 48 hours prior to departure. Whenever possible, transit explosives should be planned on direct missions to minimize handling and storage. POC is 634 AMSS ATOC, DSN 366-3125/3137/3162. Message address is: 634 AMSS ANDERSEN AFB GQ//TROO//.

3.7.2.10. Travis AFB, CA. Class/Divisions 1.1, 1.2, and 1.3 require prior approval. Class/Division 1.4 with compatibility groups A, F, H, J, K, L, and N or exceed the useable dimensions of a single pallet (including multi-pallet trains) require clearance. However, free flow is authorized for Class/

Division in compatibility groups B, C, D, E, G, or S, provided the IBD is 1,250 or less, total NEW per aircraft is 1,000 pounds or less, and shipment is less than three 463l pallets. Three to seven pallets require a 72 hour courtesy call. Shipments exceeding seven pallet positions require 72 hours clearance. Contact capability forecasting during duty hours (1530Z-2030Z) at DSN 837-2495/4544. Message address is: 60 APS TRAVIS AFB CA//TROO//.

3.7.2.11. Charleston AFB SC. All explosives require 72 hours clearance prior to arrival. POC is 437 APS ATOC at DSN 673-3246. Message address is: 437 APS CHARLESTON AFB SC//TROO//.

3.7.2.12. Rhein-Main AB GE. Aircraft carrying Class/Division 1.1 and 1.2 explosives are prohibited. Aircraft may carry Class/Division 1.4 (any quantity) and Class/Division 1.3 (not exceeding 100 pounds NEW). Temporary storage is limited Class/Division 1.4 (not to exceed 1,800 cubic feet) and Class/Division 1.3 (not to exceed 100 pounds NEW). POC is 626 AMSS/TROC, DSN 330-7013. Message address is: 626 AMSS RHEIN MAIN AB GE//TROC//.

3.7.2.13. Ramstein AB GE. All Class/Division 1.1 thru 1.3 must be cleared 72 hours prior to arrival. The free flow of Class/Division 1.4 is limited to terminating explosives (Germany, Luxembourg, Denmark) not to exceed 64,000 pounds gross weight. Quantities exceeding this amount must be coordinated 72 hours in advance. POC is Ramstein Capability Forecasting at DSN 479-4419/4418, facsimile 479-5224. Message address is: 623 AMSS RAMSTEIN AB GE//TRO//.

3.7.2.14. Lajes Field PO. All transiting or terminating explosives movement must be coordinated at least 48 hours before scheduled departure from APOE. Explosives aircraft parking is limited to 30,000 pounds NEW (all Class/Division). Limited temporary storage is available. POC is 629 AMSS ATOC, DSN (from CONUS) is 535-4217 or (from Europe) 245-4217. Message address is 629 AMSS LAJES FLD AZ//TROO//.

3.7.2.15. RAF Mildenhall UK. All explosive Class/Divisions must be cleared 48 hours prior to scheduled departure. Any explosives shipped on a multi-pallet train, terminating or transiting, should be coordinated at the earliest possible date, but at least 48 hours prior, due to limited munitions storage capabilities. Ensure consignee in request for terminating explosives. Contact DSN 238-5519/5522, facsimile 238-5521 for approvals. Message address is: 627 AMSS RAF MILDENHALL UK//TROC//.

3.7.2.16. Tel Aviv IS. Class/Divisions 1.1 and 1.2 require 30 days advance notice to arrange for onward movement. Explosive Class/Divisions 1.3 and 1.4 require 14 days notice prior to entering Israel. There is no in-transit explosive storage, or overnight parking of explosives loaded aircraft. POC is AMC Rep, Commercial 00 (Europe) or 011 (CONUS) 972-3-935-8697. Message address is: OL A 621 AMSG TEL AVIV IS//TR//.

3.7.2.17. Kadena AB JA. POC is 633 AMSS Capability Forecasting, DSN 634-1759 or fax 634-3048. Message address is: 633 AMSS KADENA AB JA//TROO//.

3.7.2.18. Aviano AB IT. All Class/Divisions of explosives must be cleared at least 48 hours prior to departure from the APOE. Limited temporary storage is available on a case-by-case basis for transiting explosives. Aircraft parking is limited to 30,000 pounds. POC is Aviano ATOC, DSN 632-7704 or facsimile 632-4270. Message address is: DET3 621 AMSG AVIANO AB IT//XOC//.

3.7.2.19. Dover AFB DE. All explosive Class/Divisions must be cleared 24 hours prior to scheduled departure. Free flow of explosives is not authorized. POC is the Explosives Coordinator at DSN 445-2304/2303 during duty hours. After duty hours, contact the Aerial Port Duty Officer at DSN 445-2300/2301.

3.7.2.20. Fukuoka AB JA. Fukuoka cannot accept Class/Division 1.1 thru 1.4. Class/Division 1.4 must be limited to 1,000 pounds gross weight. 72 hours notice is required to ensure consignee will meet aircraft.

3.7.2.21. Incirlik AB TU. All explosives require 72 hours clearance prior to arrival. In addition, all shipments of explosives require a Turkish Diplomatic Authorization number (TDA#). Foreign military sales explosives are exempt from the TDA# requirement. POC is ATOC at DSN 676-6018/6811, facsimile DSN 676-3134, e-mail **mailto:628AMSS/tro@incirlik.af.mil**.

3.7.2.22. MCAS Iwakuni JA. 24 hour prior notification is required for any quantity of Class/Division 1.1 or 1.2, as well as any other Class/Divisions greater than 5,000 pounds NEW. Maximum single aircraft load of Class/Division 1.1/1.2 is 30,000 pounds NEW.

3.7.2.23. Kadena AB JA. All Class/Division 1.1 thru 1.3 and 1.4, compatibility groups A, K, and L require 48 hours advance notice. Free flow of Class/Division 1.4, except groups A, K, and L is limited to terminating shipments not exceeding one pallet position, due to limited storage availability. Send an information copy clearance sheet 24 hours in advance of all free flow Class/Division 1.4. POC is 633 AMSS Special handling, DSN 634-3969/3694, facsimile 634-5778/3048.

3.7.2.24. McGuire AFB NJ. All explosives require 5 days clearance prior to arrival. POC is Capability Forecasting, DSN 440-4914, commercial 609-724-4914.

3.7.2.25. Naples IT. Cannot accept any Class/Division 1.1 thru 1.3 explosives, including transiting explosives. Small quantities of Class/Division 1.4 may be accepted with prior authorization of USDO Rome. All movement must be coordinated 48 hours prior. POC is Naples ATOC, DSN 626-5226/5431, facsimile 626-5259.

3.7.2.26. NAS Norfolk VA. All explosives require 72 hours clearance. POC for clearances is the Weapons Station Duty Officer at DSN 564-1364/2732. All requests must be followed up by a message to LANTORDCOM DET Swells Point VA.

3.7.2.27. Prince Sultan AB SA. All explosives must be coordinated in writing at least 15 days prior to departure from the APOE. A Ministry of Defense Agency (MODA) clearance number is required for all explosives. Failure to properly coordinate the shipments will most likely result in delaying the delivery of explosives. POC is Load Planning at DSN 434-7146, e-mail: **mailto:8eamss.troo@psab.aorcentaf.af.mil**.

3.7.3. Additional POCs for explosives clearance requirements may be obtained by contacting HQ AMC TACC Aerial Port Control Center at DSN 576-1755/1758.

3.8. Movement of Unaccompanied Baggage and Household Goods. International Through Government Bill of Lading (ITGBL) shipments [unaccompanied baggage and household goods identified by a "J" or "K" in the fifteenth position of the Transportation Control Number (TCN)] may be shipped to any APOD listed in the current AMC sequence listing. Make maximum effort to ship ITGBL shipments to the authorized (designated) APODs. Move HHG/BXX shipments to the same CONUS APOD. When shipments require a split to provide timely movement to CONUS, ATOC Load Planning will ensure all splits

to the shipment are moved to the same CONUS destination. Load Planning will ensure a copy of the DD Form 1252 is attached to each shipment to expedite customs clearance at APOD. Split shipments made in connection with a member's inter-theater PCS should be manifested from the APOE in one theater to the APOD in the other theater. Always move HHG shipments intact with appropriate customs forms "DD 1252." When AMC routes a Code "T" or "J" shipment through a destination AMC terminal APOD other than that designated and this results in different land mileage, terminal personnel will issue the carrier a certificate indicating actual APOD and authorized APOD.

3.9. Human Remains Policy.

3.9.1. Upon receipt of human remains, all air terminals notify (RCS: AMC-DOO(AR)9712) the appropriate HQ AMC TACC/APCC cell of the planned movement. In the event the planned movement cannot take place within 18 hours of receipting for the remains, HQ AMC TACC/APCC will take appropriate measures to expedite onward movement of the remains. This reporting requirement is designated emergency status code C-1. Continue reporting during emergency conditions, priority precedence. Submit data requirements assigned this category as prescribed or by any means to ensure arrival on the established due dates. Continue electronic reporting during *MINIMIZE.* The ATOC will provide the following information to the APCC controller:

3.9.1.1. Name of deceased.

3.9.1.2. Rank.

3.9.1.3. Service.

3.9.1.4. SSAN.

3.9.1.5. Viewability of remains.

3.9.1.6. Name of escort.

3.9.1.7. Rank.

3.9.1.8. Service.

3.9.1.9. SSAN.

3.9.1.10. Blue Bark status (if applicable).

3.9.1.11. Planned mission and tail number.

3.9.2. Remains should be loaded in the forward most available cargo position in the event cargo jettisoning is necessary. If human remains must be loaded on palletized cargo, ensure the transfer case remains as level as possible during the loading process.

3.9.3. Europe. Coordination is required with Army mortuary affairs at Rhein Main to determine handling procedures for US Army personnel.

3.9.4. Alaska. Remains of Air Force, Navy, and Marine active duty members, civilian employees, and family member categories originating in Alaska will be final casketed at Air Force Mortuary, Elmendorf AFB. They will be consigned directly (with escort for active duty members only) to the final destination designated by HQ USAF or BUMED/MARCOR, as appropriate, or by NOK if present within Alaskan area. Use of commercial air for remains and escort is authorized. Remains of all Army active duty members, civilian employees, and family member categories originating in Alaska will be placed

in transfer cases for most expeditious air routing to Travis AFB for normal port processing (including assignment of escort and shipment to final destination).

3.9.5. Far East. Remains of Army, Air Force, Navy, and Marine active duty members, civilian employees, and family member categories originating in Far East areas will be routed to Travis AFB for normal port processing.

3.9.6. South America, Europe, Africa, and West Asia. Human remains should be moved on missions destined for Dover AFB. Human remains will not be moved to Charleston AFB without approval from HQ AMC TACC/XOG. Assignment of escort and shipment to final destination will be designated by HQ USA/DA, HQ USAF, or BUMED/MARCOR, as appropriate, or by NOK if present within the command at time of death.

3.10. Transportation Deviation Reporting. (RCS: AMC-DOO(AR)9717) All stations are required to submit a brief report via message for transportation (300 Series) and user (170 Series) deviations which occur at their respective stations. The report will be submitted by telephone within 4 hours and by immediate message before close of business the following day addressed to HQ AMC TACC SCOTT AFB IL/ /APCCE// or //APPCW//. The format will be as follows:

3.10.1. Mission number and operating date.

3.10.2. Aircraft type/tail number.

3.10.3. Deviation reporting station/deviation code assigned/severity of the deviation.

3.10.4. A detailed narrative of the circumstances leading to the deviation.

3.11. Australian Missions. HQ AMC TACC/XOGE/XOGW will determine on-hand quantities of SUU and HIK cargo for Australian missions 24 hours prior to their operation. Each APOE will be advised by HQ AMC TACC/XOGE/XOGW of the number of pallet spaces to be allocated. At least 10 seats will be available on the E1 weekly channel missions for couriers, escorts, prisoners/guards, and other passengers who cannot be adequately moved via Cat Z service. See Foreign Clearance Guide for additional guidance.

3.12. Transshipment Guide. Unless otherwise directed, all CONUS ports are authorized to transship cargo to a designated transshipment point to ensure maximum utilization of aircraft or to effect timely movement of cargo. In extreme cases because of established route patterns, low generation, or low mission frequency, a second intra-theater transshipment point may become involved and is authorized (this must be cleared with the airlift manager/ HQ AMC TACC/XOGE/XOGW). Offshore generation for CONUS inbound, Australia, and Korea are handled in each of the following categories. Any deviations to the AMC Sequence Listing for Channel Traffic will be coordinated with HQ AMC TACC/XOG. The airlift managers (HQ AMC TACC/XOGM bookies) can be reached at:

East Cell: DSN 576-1794

West Cell: DSN 576-1788

Offshore: DSN 576-1501

After duty hours, 1230Z - 2130Z, contact HQ AMC TACC/APCC

3.12.1. Intratheater to Intratheater. Offshore intratheater generation is moved on scheduled intratheater and CONUS outbound mission movements.

3.12.2. CONUS Inbound. Kadena, Yokota, and Osan are designated as transshipment points for CONUS inbound cargo.

3.12.3. Australia. Richmond is designated as a transshipment point for Woomera household goods and unaccompanied baggage only for the purpose of customs.

3.12.4. Korea. Osan is designated as the transshipment point for Chejudo, Kimhae, and Kunsan.

3.13. Aircraft Utilization. Guidance in the following paragraphs applies to requirement channel missions only. It does not apply to frequency channels, SAAM, or other missions scheduled to fulfill a directed operational requirement. While DoD, Air Force, and command instructions provide the priorities and procedures for movement of cargo and passengers, it is imperative that we utilize all available airlift capability and take appropriate actions to enhance the use of this capability. When a mission planner determines that the critical leg on a preplanned mission route prevents the movement of all cargo and passengers, alternate routings (fuel stops) will be considered and requested in coordination with HQ AMC TACC/APCC. Consideration will also be given to missions operating within the next 24-48 hours as optional accommodations to existing requirements. Downline station coordination (especially for C-5 movement) remains a basic requirement to minimize system turmoil.

3.13.1. Aircraft Departure Control:

3.13.1.1. Early Departure. Missions will not be permitted to depart with unused capability or without pre-manifested passengers unless operational considerations dictate and departure has been coordinated through HQ AMC TACC/APCC and approved by HQ AMC TACC/XOC.

3.13.1.2. Delayed Departure. Loading of cargo missions will not be terminated for the purpose of avoiding a delayed departure if movement-ready cargo/passengers are available and ACL permits. When movement-ready cargo/passengers fail to move, a full explanation will be included in the ALLOAD "Remarks."

3.13.2. Cancellation/Rescheduling CONUS Outbound Missions. HQ AMC TACC/XOG will consider canceling or rescheduling of CONUS outbound missions if available cargo will not utilize ACL or available pallet positions. Should theater or inbound cargo/passenger requirements dictate, missions may be rescheduled as directed by HQ AMC TACC.

3.13.3. CONUS Inbound Reroutes. Travis destined requirements may be moved by 62 AW aircraft by rerouting through Travis to home station. Reroutes should be processed only for Human Remains or high priority sensitive cargo (generally 10 pallets or more of Travis AFB cargo may be considered) with HQ AMC TACC coordination.

3.14. Fleet Service.

3.14.1. Refer to AMCI 24-101, Volume 10.

3.14.2. If the station does not have fleet capability, coordinate with HQ AMC TACC/XOGM to source fleet capability if required.

3.15. Management of Airline (Blue) Seats. Excess airline seats should be moved to McChord AFB or McGuire AFB. These assets are authorized priority 1 movement. Coordinate with HQ AMC TACC and

HQ AMC/DONP for movement. Maintenance personnel are responsible for delivering, installing, storing and repairing airline seats. If covered facilities are not available at overseas stations, the AMSS/AMSG commander may authorize storage in TR covered facilities. Control of airline (blue) seats are vested in the following organizations:

3.15.1. Yokota AB controls a total of 30 left and 30 right seats for SAAMs/contingencies. Yokota will also maintain four pallets of C-5 palletized passenger seats to be used during AE missions.

3.15.2. Hickam AFB controls a total of 30 left and 30 right seats for AE missions.

3.15.3. Ramstein AB controls a total of 30 left and 30 right seats for AE missions.

3.16. 463L Pallets, Nets, Couplers, and Tiedowns. Pallet, net, coupler, and tiedown equipment inventories fluctuate throughout the airlift system. When pallet and net inventories significantly exceed or fall below unit authorizations, contact HQ AMC/DOZE. In addition:

3.16.1. Use TAC QMRS to manifest internal AMC redistribution of pallets and nets for air movement.

3.16.2. Use TAC F8RL to identify shipments directed by HQ AMC/DOZE.

3.16.3. Ship empty pallets and accompanying nets IAW TO 35D33-2-2-2, paragraph 1-19. It is imperative that nets are shipped dry. Separate top nets from side nets and operational nets from those in need of repair. Annotate on the outside of the shipping container the number of nets by type.

3.16.4. Inquiries about pallet, net and tiedown authorizations should be directed to HQ AMC/DOZE.

3.16.5. Pallet couplers and aircraft tiedown equipment are unit-funded items. It is the owning unit's responsibility to maintain sufficient tiedown equipment levels. When on-hand levels deviate significantly from authorized levels during peacetime operations, contact HQ AMC/DOZE for assistance. HQ AMC TACC/XOG will task units to supply unit-funded assets in support of contingency operations.

3.17. Material Handling Equipment (MHE). Terminals are to:

3.17.1. Ensure compliance with AMCI 24-101, Volume 6, directive to provide weekly RCS:8001 (AMC Key Asset and Equipment Report) and semi-annual RCS:7602 (463L Material Handling Equipment and Associated Aerial Port Equipment On-Hand Report).

3.17.2. Update status of MHE returning from TDY within 72 hours of home station arrival.

3.17.3. Refer vehicle status changes that significantly change capability to HQ AMC TACC/XOG by immediate message. Wide-body elevator loaders also fit in these criteria.

3.18. Passenger Movement.

3.18.1. Flight Deck/Forward Compartment Seat Release Policy. The aircraft commander, at his/her discretion, may release seats on the flight deck for passenger accommodations over and above the seating available in the cargo compartment to more fully utilize the aircraft's seats. Except for ACM evaluators conducting evaluations or observations, aircraft commanders can refuse ACM seating on the flight deck when circumstances dictate. When flight deck seats are released, they will be handled as prescribed IAW AMCI 24-101, Volume 14, *Military Airlift—Passenger Service*, and AFI 11-289. ACMs, MMOs, MEGPs, cargo escorts, couriers, and Mission Route Support (MRS) passengers, in

that priority, may be moved in the forward compartment. Courier and cargo escorts are authorized C-5 cargo compartment entry to perform essential in-flight duties; however, personnel will not be seated in, nor occupy, the cargo compartment. Aircraft commanders may authorize passengers, observers, and ACMs access to the flight station during all phases of flight. In all cases, sufficient oxygen sources must be available to meet the requirements of AFI 11-202, Volume 3, *General Flight Rules*. Passengers and observers will not be permitted access to the pilot, copilot, or flight engineer position regardless of its availability.

3.18.2. CONUS. Passenger missions (Patriot Express) transiting two or more CONUS locations do not have seat allocations between the CONUS stops. All seats are allocated based on offshore requirements. Space available passengers may be manifested to any traffic stop along the route of travel as long as the downline stations' seat allocations are not used. Family members may not be manifested between two CONUS locations in a manner that would cause them to begin and end their travel within the CONUS on the same flight. Space required passengers will be manifested as provided for in their travel orders. Normally they will be prebooked by the Passenger Reservation Center.

3.18.3. Mobility Mission Observer (MMO) Program. MMO is an AMC/CC program designed to acquaint general or flag officers, civilian equivalents, and other individuals invited by the Commander with the mobility mission. General and flag officers of three and four-star rank and civilian equivalents may be accompanied by one assigned aide, executive officer, or military escort. They will possess valid travel orders and a letter or message authorizing MMO status.

3.18.3.1. MMO Seating. MMOs have the same priority for seating as ACMs. MMOs accompany aircrews on AMC organic aircraft and may occupy a seat on the flight deck during all phases of flight with the concurrence of the aircraft commander.

3.18.3.2. MMOs must be in official TDY status and meet air transportation eligibility requirements of DoD 4515.13-R *Air Transportation Eligibility*.

3.18.3.3. MMO approval does not fulfill requirements of the DoD Foreign Clearance Guide nor constitute theater clearance.

3.18.3.4. Forward requests for MMO authority, including name, social security account number, duty title, proposed itinerary, and point of contact to HQ AMC/DO for approval 10 days prior to expected date of departure. MMOs may travel on all AMC aircraft except contract air mobility missions, 89 AW missions, and SAAMs conducted per AMCR 55-18, Volume 3, *Nuclear Airlift Operations Stockpile Emergency Verification* (to be replaced by AFI 11-299, Volume 1, *Nuclear Airlift Operations*). Cite MMO travel status in travel orders, or use a copy of the MMO approval for authentication. The requester is responsible for coordinating MMO travel with the HQ AMC TACC/XOB at least two days prior to proposed travel date to ensure availability of mission to meet traveler's needs.

3.18.3.5. Passenger service processes and manifests MMO travelers as space-required passengers. An AMC Transportation Authorization is not required.

3.18.4. Mission Route Support (MRS) are personnel traveling in support of HQ AMC's mission (i.e., maintenance support/aircraft recovery teams, inspection/staff assistance teams, reserve augmentees, etc.). Orders must specifically authorize MRS travel approved by appropriate AMC authority. Personnel are processed and manifested by the aerial port. Except for designated express missions, aerial ports are authorized to bump cargo up to 2 hours prior to block time in order to expedite their movement (see paragraph **3.21.**).

3.18.5. MEGP, IAW AFPD 10-21, are eligible support personnel performing unique duties directly associated with and essential to a particular mobility aircraft, aircrew or mission (except 89 AW and special operations missions). Mobility support duties include Chaplain Service Teams, Command Chief Master Sergeants, maintenance personnel (including recovery teams), TALCE, security forces (including PHOENIX RAVEN), combat camera, safety, unit intelligence personnel, command and control flight program personnel (see paragraph **2.18.**), and Public Affairs (PA) media escorts.

NOTE: Do not substitute MEGP status for Operational Support Fliers performing essential specific in-flight duties regularly assigned crewmembers.

3.18.5.1. Procedures. All MEGPs require valid travel or flight orders annotated with MEGP status or endorsed approval memorandum for validation. Personnel authorized MEGP must be eligible and familiar with the policies and procedures governing MEGP travel. MEGP's desiring travel must notify the C2 agency and ensure ATOC is advised at least 3 hours prior to planned departure time. This notification may be waived in the case of a short notice requirement as deemed necessary by C2 and ATOC in coordination with the aircraft commander. All MEGPs (except maintenance personnel, command and control flight program personnel, and PHOENIX RAVEN) will process through the passenger service terminal as space-required passengers. Maintenance and PHOENIX RAVEN personnel not actively performing duties on the mission aircraft (i.e. pre-positioning or de-positioning) will process through the passenger terminal. The approval authority may allow other MEGPs to be escorted by the aircrew and not process through the passenger terminal. Aircrews will manifest MEGPs on DD Form 2131, **Passenger Manifest**, and include anti-hijack protective measures according to AFI 13-207, *Preventing and Resisting/ Aircraft Piracy (Hijacking)*. In lieu of manifesting MEGPs on DD Form 2131, the approval authority may elect to include MEGPs on their MAJCOM approved flight authorization. See AFI 11-401, paragraph 1.12., requirements for pilots in Dual Controlled Aircraft for additional requirements of MEGP.

3.18.5.2. Aircrew Procedures. With concurrence of the aircraft commander (seat permitting), MEGPs may be seated in the cockpit during takeoff and landing. Crews must be prepared to include MEGPs on DD Form 2131 and provide force protection measures (Anti-hijacking) screening when passenger service is not available. Touch-and-go landings with MEGPs aboard should be limited to essential training requirements.

3.18.5.3. Approval Authority. OG/CCs may approve MEGP status for personnel on their unit aircraft. MEGP status will be strictly controlled. Do not use MEGP status as a substitute for Transportation Working Capital Fund (TWCF)-reimbursable, point-to-point travel of duty passengers IAW DoD 4515.13R). AMC units with unique requirements, conditions, or clarification of MEGP policy or procedures should forward MEGP requirements (memorandum or message format) to their parent MAJCOM/DO or HQ AMC/DOV, DSN 576-5080, FAX 576-5692 for clarification/ approval (anticipate 10 days for reply).

3.18.6. For information on Additional Crew Members (ACM), see paragraph **1.21.**

3.18.7. Non-unit Passenger Movement on SAAMs. When moving space available or duty standby passengers on SAAM, exercise, or contingency missions which transit or terminate at other than established AMC APOs or other bona fide commercial gateways, check to ensure that all customs and immigration requirements can be fulfilled. This will help avoid hardships for passengers and decreases the possibility of impeding the progress of dedicated missions. Check the DoD Foreign

Clearance Guide. Due to limited passenger facilities and ground transportation, a maximum of 19 passengers will be accepted for movement to or through Stewart ANGB, New York.

3.18.8. Differently Abled Passenger Movement. AMC will provide air travel for disabled persons who otherwise meet travel eligibility requirements outlined in DoD 4515.13-R. This policy applies to space available and space required passengers. We will provide assistance in loading, seating, and unloading the passenger as required.

3.18.8.1. Requirements for an escort to assist in these functions is not required. The normal process for determining travel eligibility will be followed, along with an evaluation of any assistance required for the disabled passenger. Disabled passenger assistance depends largely on the degree of disability and type of aircraft. For example, if a disabled passenger is selected for a C-5 mission and the passenger can, with assistance, negotiate the internal stairs, he/she can travel. Once determined as eligible, the passenger terminal will advise the ATOC when a passenger with special needs (e.g., wheelchair-bound) is likely to be selected for a flight.

3.18.8.2. ATOC will coordinate with the aircrew to ensure aircraft configuration provides proper access and safe transport of the disabled passenger. AMC aircrews will make every effort to accommodate eligible disabled passengers. If operations or equipment limitations preclude serving disabled passengers, air terminal personnel must ensure the passenger understands why air transport is not possible on the mission in question.

3.18.8.3. ATOC will coordinate with downline station to facilitate arrival arrangements. Disabled passengers should be transported to the aircraft and boarded early, preferably in seats close to latrine facilities, if so desired. Disabled passengers will be assisted in boarding by terminal and aircrew personnel. Ensure adequate assistance is provided to assure safety during all disabled passenger movement operations.

3.18.8.4. Decisions regarding eligibility or acceptance for a flight need to be determined as close to the passenger as possible. The operations group commander or representative is the suggested decision level. Problems concerning eligibility or acceptance for a flight that cannot be resolved locally must be reported (RCS: AMC-DOO(AR)9718, Flight Passenger Acceptance) (circumstances/chronology/names/units, etc.) to HQ AMC/DON with info to the respective NAF for analysis and action. For time-sensitive problems, telephone HQ AMC/DONP (DSN 576-4592) during normal duty hours (M-F 0700-1700 CST) and HQ AMC TACC/APCC controller at DSN 576-1755 (East) and 576-1758 (West) after normal duty hours. All personnel must be sensitive to disabled travelers. They should not be denied travel unless the travel clearly presents unacceptable risks to the passenger.

3.19. Passengers on Tactical Flights.

3.19.1. Passengers are allowed, including Space-A passengers, on any flight, single ship or formation that meets the following criteria:

3.19.1.1. The flight is not airdropping or conducting NVG operations on that sortie.

3.19.1.2. It meets the provisions of AFJMAN 24-204 concerning non-participant passengers with hazardous cargo.

3.19.1.3. It is not prohibited by international agreement.

3.19.2. Personnel, i.e., flying crew chiefs (FCC), Phoenix Raven teams, MEGPs, ACMs, MMOs, duty passengers, etc., tasked to support JA/ATT airdrop and/or airland operations are allowed on airdrop missions.

3.19.3. The aircraft commander will report the number of seats available to aerial port/passenger terminal. Passengers will be briefed by passenger service personnel and may refuse transportation on tactical missions due to potential roughness of the flight at no loss to their order of priority for movement.

3.19.4. Flights purchased by users are allowed to carry their personnel on tactical missions.

3.19.5. The operations group commander is the approval authority for their own assigned MEGPs on tactical/airdrop missions. HQ AMC/DOV is the approval authority for all other exceptions. See paragraph **3.18.5.** for guidance on MEGPs.

3.20. Cargo/Passenger Space Block Procedures. Space blocks on channel missions are approved/disapproved by the HQ AMC TACC/XOG channel director based on user justification and mission availability. Space blocks are to be used only when high priority cargo must meet a strict deadline or couriers are involved and normal cargo movement procedures will not meet movement requirements. Green sheeting cargo should be considered before requesting a space block (reference AMCI 24-101 Volume 9). HQ AMC TACC/XOG will confirm validity of the request and, if approved, notify the appropriate aerial port capability forecaster and customer of flight information. HQ AMC TACC/XOG will annotate space block information on the GDSS Form 59 for the appropriate mission. The following procedures apply when requesting space blocks on channel cargo missions:

3.20.1. Passenger Space Blocks. Only those requirements that cannot be satisfied with existing programmed passenger capability (Patriot Express or Category M) through local TMO/ITO/PTO will be considered for space block. If seats are not available on passenger bookable missions, HQ AMC TACC/XOG will coordinate to space block passengers on cargo channel missions. All requests for space block of passengers will include:

3.20.1.1. Justification for space block (i.e., MRS, cargo escort, etc.).

3.20.1.2. Name, Grade and SSAN of traveler(s).

3.20.1.3. Requested movement date and destination.

3.20.1.4. Excess baggage or other special requirements.

3.20.1.5. Routing indicator (obtained from TMO/ITO/PTO).

3.20.1.6. Name, DSN and commercial phone number of POC (24 hour).

NOTE: Passengers space blocked on military cargo missions must have valid funded travel orders and must be processed and manifested at port passenger terminals.

3.20.2. Cargo space blocks. The user must notify HQ AMC TACC/XOG channel director of the requirement to space block cargo on channel missions. Requests must include:

3.20.2.1. Justification for space block.

3.20.2.2. Type of cargo, TCN, Piece/weight/cube.

3.20.2.3. Requested movement date and destination.

3.20.2.4. Hazardous cargo information (if applicable).

3.20.2.5. Name, DSN and commercial phone number of POC (24 hour).

3.20.3. Space Block of Cargo Couriers. Courier space block requests will flow from the user to HQ AMC TACC/XOG channel director. Requests must include:

3.20.3.1. Justification for space block.

3.20.3.2. Name, Grade and SSAN of courier.

3.20.3.3. Requested movement date and destination.

3.20.3.4. Accompanying cargo nomenclature and TCN (hazard info if applicable).

3.20.3.5. Name, DSN and commercial phone number of POC (24 hour).

3.20.4. Space Block of Military Working Dogs and Handlers. The customer must notify their TMO/ITO/PTO, who will notify HQ AMC TACC/XOG of the requirement. HQ AMC TACC/XOG will book the handlers/dogs on category M or B missions if possible. If Category M or B seats are unavailable, the requirement will be space blocked on a channel cargo mission. Requests must include:

3.20.4.1. Name, Grade and SSAN of handler.

3.20.4.2. TCN, type of working dog (i.e., bomb, drug, etc.).

3.20.4.3. Total weight of dog, food and kennel.

3.20.4.4. Dimensions and type of kennel.

3.20.4.5. Requested movement date and destination.

3.20.4.6. Arrival date at aerial port of embarkation.

3.20.4.7. Name, DSN and commercial phone number of POC (24 hour).

3.20.5. Customer Responsibilities. To ensure space blocked cargo or passengers are moved, prevent disruption of aerial port procedures and ensure efficient use of airlift, customers must comply with the following:

3.20.5.1. Passengers must physically check in with the aerial port of debarkation passenger terminal no later than 2 hours prior to departure.

3.20.5.2. Military working dogs and handlers must check in at the air freight terminal no later than 8 hours prior to mission departure.

3.20.5.3. Cargo must arrive at the aerial port of debarkation no later than 20 hours prior to departure (24 hours for hazardous cargo).

3.20.5.4. Appropriate TCN is assigned to cargo and load documentation/hazardous commodity paperwork is properly annotated. Lead time requirements for diplomatic and port-to-port clearances of hazardous cargo vary, requirements should be worked as early as possible.

3.20.5.5. If customers cancel a space block request, notify HQ AMC TACC/XOG so the space can be released for other cargo/passengers.

3.21. Processing Approved Passenger Space Blocks.

3.21.1. All passenger space blocks with the exception of cargo couriers will be booked in PRAMS. Therefore, space blocked passengers will be processed just as any other port called passenger IAW AMCI 24-101, Volume 14, to include pulling pre-manifests and performing GATES/Transportation Working Capital Fund (TWCF) updating.

3.21.2. Port visibility of current/future space blocks is achieved through the use of two different PRAMS reports. These reports will be pulled at least daily and provided to appropriate port agencies by Passenger Service. The reports are:

3.21.2.1. Capability Flight Schedule (FLTSCH). This report is used to identify originating space blocks or to indicate downline space blocks against a specific mission. A flight indicated with a prefix reserved for cargo missions (i.e., PBP, PBC, etc.) is evidence of a space block. Instruction for both the FLTSCH and CAPMSN are contained in the PACS users manual.

3.21.2.2. Mission Capability (CAPMSN) - This report is needed to identify where downline space blocks are originating. The CAPMSN provides a snapshot of a mission's complete itinerary. Bookings (ACL) indicated must be protected so that seats will exist to honor the space block. Instructions for both the FLTSCH and CAPMSN are contained in the PACS users manual.

3.22. Mission Route Support (MRS). Although AMCI 24-101 allows for the removal of cargo to accommodate MRS travelers on category M missions, such action should occur as the exception rather than the rule and requires the concurrence of HQ AMC TACC/XOG.

3.23. Space Block Passenger Manifesting. Passengers may be manifested to any point in an aircraft routing, regardless of mission number changes. The following provisions apply:

3.23.1. Passengers may not be manifested round trip.

3.23.2. Origin station must communicate with downline station/stations to determine if any factors exist which would preclude through manifesting of passengers.

3.24. Utilization of Military Passenger Missions. HQ AMC TACC/XOG is the controlling agency for programmed passenger capability on military missions (dual configured passenger/cargo, Cat M). Requests for additional passenger capability on these missions will flow from the Passenger Reservation Center (PRC) to HQ AMC TACC/XOG.

3.25. Border Clearance. DoD Foreign Clearance Guide is the only official/acceptable source for international passenger border clearance requirements.

3.26. Patriot Express (Passenger Missions). Delayed departures reporting stations equipped with the Second Generation Passenger Automated Check-in System (SPRACS) will transmit a completed aircraft delay screen face whenever a Patriot Express passenger mission incurs a reportable (20 minutes or more) delay or operates in-transit in such a delayed status. HQ AMC TACC/XOG will alert HQ AMC/DONP of delays exceeding 2 hours.

3.27. Phase II Program. The Phase II Program is not designed to relieve the aircrew loadmaster of their responsibilities. It is intended to give terminal managers the ability to optimize their terminal resources consistent with cargo and aircraft availability. If delays can be precluded by using the Phase II Program, terminal managers may release the aircrew loadmaster. If not released, the loadmaster must remain at the

aircraft to complete the offload/onload until either he reaches the end of his crew duty day or is subsequently released. Aerial port activities at the following locations are certified/qualified to load plan, sequence, onload and download aircraft IAW AMCI 24-101, Volume 7, *Military Airlift-AMC Aerial Port Aircraft Loading Certification (ALC) Aircraft Load Planning and Loading Program*:

LOCATION	TYPE AIRCRAFT
Charleston AFB SC	C-141/C-17
Kadena AB JA	C-141/C-5
McGuire AFB NJ	C-141
RAF Mildenhall UK	C-141/C-5/C-17
Ramstein AB GE	C-141/C-5/C-17
McChord AFB WA	C-141/C-17
Yokota AB JA	C-141/C-5/C-17
Elmendorf AFB AK	C-141/C-5
Hickam AFB HI	C-141/C-5

3.28. Transportation of Pets.

3.28.1. Transporting pets (dogs and cats) on aircraft operated by or under the control of AMC in conjunction with the sponsor's permanent change of station is authorized. Other pets or animals are normally prohibited, but may be moved according to DoDR 4515.13.

3.28.2. Include pet movement information in all ALLOAD messages. For those stations geographically separated, i.e., gateways, ensure downline summaries include pet movement. All pets, including military working dogs, entering the United Kingdom are prohibited on Category M and Patriot Express aircraft. Pets/military working dogs may not transit the United Kingdom. Pets can only be shipped into the United Kingdom as manifested cargo via commercial aircraft.

3.28.3. Two pet spaces can be used on organic missions provided space is available. Information on specific locations can be obtained from HQ AMC/DONP during normal duty hours, M-F 1330Z-2230Z. After normal duty hours, contact HQ AMC TACC/APCC.

3.29. Cooperative Airlift Agreements (CAA) Documentation. The Air Forces of Australia, Canada, United Kingdom, New Zealand, and the United States move traffic for each other under these agreements. HQ AMC TACC/XOG is the validating authority for cargo and passenger movements under the CAA. Each occurrence of US movement under CAA must be approved by HQ AMC TACC/XOG.

3.29.1. CAA passengers are granted authority to travel by message, FAX or E-Mail. Requests should contain name, grade, passenger reservations, channel, travel purpose, priority, and CIC. These passengers do not use MTAs. CAA traffic will be documented on a separate manifest and forwarded to HQ AMC/FMA. The MTA field is left blank. Travel priority will be 4PT. The CIC will be constructed as follows:

RECORD POSITIONS	55-57	58-60	63-63	64-69
Australia	AMC	RAA	CAA	000000
Canada	AMC	CF	CAA	000000
United Kingdom	AMC	RAF	CAA	000000
New Zealand	AMC	RNF	CAA	000000

3.29.2. Cargo moved under the agreement will be documented according to standard MILSTAMP procedures. Clearance messages by AMC will be the authority for movement and will assign and control the TCN. TCN construction will be:

RECORD POSITIONS	30-32	33-35	36-39	40	41-43	44-46
Australia	RAA	Three	Four-	X	Serial	XXX
Canada	CF	Ltr	Digit	X	Number	XXX
United Kingdom	RAF	APOE	Julian	X	XXX	
New Zealand	RNF	Code	Date	X	XXX	

3.29.3. CAA passengers should have a copy of the message, FAX or E-Mail confirming reservations for movement on authorized missions. Travel will not be denied if passenger does not have confirmation message. Their authorization to travel can be validated through the HQ AMC TACC/XOG.

3.30. Classified Material. AMC is responsible for the security of all classified material accepted into the AMC airlift system until it is released to an authorized receiving activity. Only US military and US civilians are authorized to receive classified material and registered mail. These personnel are not always immediately available to receive classified material at low frequency channel destinations. For this reason, the APOE must ensure authorized personnel will be available to receive classified material and registered mail at offload destinations prior to shipment. Because of crew duty day limitations, primary crewmembers should be the last resort for courier duty.

3.31. Mail. Personnel working within the defense transportation system who handle official registered mail must be US citizens and be eligible for a Secret security clearance. This requirement applies to military and civilian personnel and an Entrance National Agency Check (ENTNAC) or National Agency Check (NAC) must be on file. There is no requirement to ascertain security clearance.

Chapter 4

SPECIAL INTEREST MISSIONS AND GENERAL INFORMATION

4.1. Pacific Strategic Intratheater Deployment (P-SID). P-SID consists of prepositioned aircraft and crews deployed to Yokota AB JA. These aircraft and crews are dedicated to intra-theater requirements. Crews will position/deposition on requirements channels originating out of Travis AFB CA. Every effort will be made to assure that aircraft scheduled for the P-SID meet the following requirements.

4.1.1. Air conditioning packs fully operational.

4.1.2. Auxiliary Power Unit operational.

4.1.3. All thrust reversers operational.

4.1.4. Troop liquid oxygen converters serviceable.

4.1.5. Minimum of 30 days to next scheduled major/minor inspection.

4.1.6. Enough time before next scheduled HSC to complete the mission. Should an in-system replacement of a P-SID aircraft become necessary, coordination with HQ AMC TACC will be accomplished prior to selection of a replacement aircraft. Two of the three aircraft need to be hardwired for SATCOM due to potential DV support.

4.1.7. All P-SID crews will be augmented plus 2 loadmasters. At least two aircrews will be AR qualified.

4.1.8. All missions are cut from home station and return with a 22 to 24 day ground time at Yokota.

4.2. Coral Run. These missions are designated as Close Watch. Every effort will be expended to ensure reliability and passenger comfort. Any unfavorable passenger reaction will be immediately brought to the attention of the aircraft commander. The aircraft commander will brief the AMCC senior controller after each mission concerning problems encountered on the flight. The operating wing and the originating station will place special emphasis on providing aircrews with current mission information and will use only high quality configuration equipment. When mission swaps are required at an intermediate point in the mission, actions will be taken to ensure that the configuration equipment is returned to the originating station. Such actions will be coordinated with HQ AMC TACC. Should mission requirements dictate, reconfigurations may be accomplished at originating and turnaround stations; however, only with the concurrence of HQ AMC TACC/XOG.

4.3. Pacific Intratheater (PIT) Operations.

4.3.1. These missions are designated as Close Watch. Flight crews will make every effort to depart and arrive on schedule. Early departures at originating and en route stations will not be approved except under unusual circumstances. However, early departures may be approved by HQ AMC TACC/XOC after coordination with HQ AMC TACC/APCC and the destination AMCC. Passengers will deplane at Osan AB and may deplane at Kunsan AB, and Taegu AB, if practical, with the concurrence of the OL Chief. If passengers remain on board, the APU will be utilized to operate the air conditioning system. APU will be shut down during passenger onload/offload. Whenever possible, passengers remaining on board will be allowed to move around within the passenger compartment during ground time.

4.3.2. Squadron/Port operations officer or OL chief will make every effort to move hazardous cargo on other than PIT missions. However, should they determine that hazardous cargo must move on a PIT mission to meet the required delivery dates, such cargo will be accepted by the loadmaster and passengers will be accordingly briefed.

4.3.3. Should a PIT be delayed for any reason, every effort will be made to regain the original schedule. In this situation, subsequent ground times will be reduced to the minimum time, consistent with safety and passenger/cargo movement, until the original schedule is regained.

4.3.4. Mixed pallet/pallets on all PIT missions should be kept at an absolute minimum due to short ground times at transit stations.

4.3.5. When transiting stations where fleet service is not available, the aircrew will ensure the aircraft is cleaned prior to boarding passengers. This will include placing folded blankets and pillows in each available seat.

4.4. Indian Ocean Operations. The channel and SAAM missions HQ AMC TACC operates in support of the Indian Ocean Battle Group are among the highest priority. These missions to Diego Garcia and the United Arab Emirates receive daily visibility at the top levels of command in both the Navy and HQ AMC. They are a vital link in the logistics chain that keeps our military presence viable throughout the Indian Ocean/Persian Gulf area. Although HQ AMC TACC is primarily responsible for these missions, aircrews, controllers, and support personnel at all levels must make every effort consistent with safety to move these missions as scheduled. Operations procedures are determined by a concept of operations (CONOPS) maintained by HQ AMC TACC/XOGS.

4.5. Australian Missions.

4.5.1. Australian missions operations planning:

4.5.1.1. Australian missions are encouraged to fly into Pago Pago IAP to deliver mail.

4.5.1.2. Australian mission xE7/E8 is authorized to overfly Christchurch under direction and approval of HQ AMC TACC/XOG.

4.5.1.3. Western Australia Command and Control Reporting. The aircraft commander on all missions operating in Australia will make every effort to pass arrival and departure information to CP agencies. Primary means of contact will be via USAF HF/SSB airways. Back up communications include the Royal Australian AF HF communications network station at Sydney or message communications through Detachment 1, 615 AMSG at Richmond AAF.

4.5.2. Credible Dove Missions (xEl/xE2):

4.5.2.1. These missions are designated Close Watch.

4.5.3. Any significant problems associated with these missions or deviations from scheduled times in excess of 2 hours must be reported to HQ AMC TACC/XOC immediately, and, in turn, Detachment 42, Sacramento ALC.

4.6. Missile Run. One fully qualified 2AXXX maintenance person, knowledgeable of missile stabilization procedures, will be TDY to Hill AFB to assist in launching all Minuteman missile missions. This requirement is tasked to the 62 AW, 445 AW, and the 452 AMW. Additional requirements will be as directed by HQ AMC TACC/XOOOS.

4.7. International Arms Treaty Missions. These operations are missions in support of the Intermediate Range Nuclear Forces (INF) treaty, Strategic Arms Reduction Treaty (START), Threshold Test Ban Treaty (TTBT), Conventional Armed Forces in Europe (CFE), Bilateral CW (chemical weapons) Destruction Agreement, CWC (UN Chemical Weapons Convention) and the Strategic Arms Reduction Treaty II (START II). These missions transit various locations in Russia and the Commonwealth of Independent States airlifting passengers and cargo to points of entry designated in the treaties. In addition, missions are flown within the CONUS carrying Russian inspectors on inspection missions.

4.8. AMC Special Missions Departing Hanoi. AMC aircrews departing Hanoi will contact Hong Kong ACC as soon as possible after takeoff and provide their flight plan and flight information region (FIR) boundary estimates. Hong Kong ACC, on receipt of flight plan, can then take appropriate action to ensure standard air traffic separation.

4.9. USSOUTHAF Operations. All message traffic relating to operations that are planned or are actually operating in this area will include USSOUTHAF/DO/DOX and HQ AMC TACC/XOC as info addressee.

4.10. Use of Unspecified "J" ICAO Codes. HQ AMC has assigned "J" ICAO codes for use as "unspecified location," with J100-J199 reserved for 21 AF AOR and J200-J299 for 15 AF AOR.

4.10.1. Further breakdown of 15 AF J-codes follows:

J201-230	15 AF/DO
J231-239	62 AW
J240-249	60 AMW
J250-259	Reserved
J260-269	317 AG
J270-274	43 AW
J275-289	463 AG
J290-299	15 AF Reserved

4.10.2. 21 AF J codes are as follows:

J101-130	21 AF/DO
J131-139	305 AW
J140-149	436 AW
J150-159	437 AW
J160-169	Reserved
J170-179	89 AW/375 AW
J180-189	HQ AMC TACC/XOP
J190-199	21 AF Reserved

NOTE: When J codes are utilized, due to classification of mission or lack of recognized ICAO identifier, HQ AMC TACC will be provided with the actual name of the airfield as well as any other significant information necessary to successfully manage the mission or aircraft flow.

4.11. USPACOM Central Funding Shipments (Jingles Cargo).

4.11.1. The USPACOM Central Funding shipments, designated "Jingles Cargo," are managed by the Kadena Air Base Accounting and Finance Office (AFO). They provide cash, which is obtained from the Federal Reserve Bank, to the military bases in the Pacific. At least two US military people from the Kadena AFO accompany all shipments. These couriers are personally responsible for the proper handling of the shipment. They are armed, but will surrender their weapons to the loadmaster after the aircraft blocks out, prior to takeoff. Their weapons should be returned after landing and prior to opening any aircraft doors.

4.11.2. Aircrew members should be aware of the sensitive nature of the shipments and follow basic "Jingles Cargo" rules. There should be no discussions about the shipment with or around anyone who is not involved. Jokes about the shipments or discussions about the size of the shipments are not appropriate at any time. When landing, doors should not be opened until the security police arrive at the aircraft. If a "Jingles Cargo" mission is delayed or diverted, the changes must be passed to the appropriate AMCC for relay to all base agencies involved. The couriers will provide points of contact.

4.11.3. For problems or questions contact the nearest AMCC, or HQ PACAF/ACF at DSN 449-9228.

4.12. PHOENIX BANNER/SILVER/COPPER Missions. See AFI 11-289.

4.12.1. Operational Concept. PHOENIX BANNER resources consist of designated aircraft and certified aircrews that support the President of the United States. PHOENIX SILVER missions support the Vice President. PHOENIX COPPER missions support the US Secret Service. These missions have an established priority of 1A(1) and will be tasked and mission managed as "Close Watch" missions by HQ AMC TACC/XOC. PHOENIX BANNER missions are the highest JCS priority mission flown by HQ AMC. The best aircraft will be scheduled on these missions. C-141 aircraft selected for standby duty will have a standard ramp fuel of 80,000 pounds. This will allow maximum aircraft range without exceeding the normal landing fuel when the initial destination is Andrews AFB.

4.13. European Strategic Intratheater Deployment (E-SID) & European Eagle/Channel Express Missions.

4.13.1. European Strategic Intratheater Deployment consists of propositioned aircraft and crews deployed to Ramstein AB. These aircraft and crews are dedicated to intra-theater requirements. Crews and aircraft will position/deposition on regularly scheduled channel missions. Every effort will be made to assure that aircraft scheduled for the E-SID meet the following requirements. Air conditioning packs, APU(s), and all thrust reversers fully operational, troop LOX converters serviceable, and a minimum of 30 days to next scheduled major/minor inspection.

4.13.2. All E-SID crews and aircraft will IAW with the latest guidance established in the E-SID CONOPS. Any additional requirements will be coordinated with participating units through the HQ AMC TACC barrel prior to departure from home station. Missions are cut from home station and return with a 15-16 day ground time at Ramstein AB.

4.13.3. Every effort will be made to operate these missions on schedule. Early departures will not be allowed unless specifically approved by HQ AMC TACC/XOC.

4.13.4. Primary refueling locations are Ramstein AB, Aviano AB, Incirlik AB, and RAF Mildenhall. Refueling should not be planned at Cigli AB.

4.13.5. Flight plans for all legs on the scheduled day's itinerary will be filed prior to departing Ramstein AB. HQ AMC TACC flight planner will ensure the required computer flight plans are available at Ramstein APCC.

4.13.6. The production superintendent at Ramstein AB will thoroughly inspect the aircraft's cleanliness and maintenance status. If the selected aircraft cannot be mission ready in time for the scheduled departure, HQ AMC TACC/XOC will be notified and an aircraft replacement suggested. If a replacement aircraft is required, reconfiguration will not be attempted if it will further delay the mission. The replacement aircraft will operate with side facing seats and without a comfort pallet. Personnel limitations will have to be addressed IAW AMCR 55-4, *C-141B Configuration/Mission Planning*, or AMCI 24-101.

4.13.7. Transportation Policies:

4.13.7.1. Passenger reservations will be submitted through the servicing TMO/ITO IAW DoD 4500.9-R, *Transportation and Traffic Management,* and AMCI 24-103, *AMC Cargo Load Planning Template System*, to the AMC Passenger Reservation Center (PRC). The PRC in conjunction with HQ AMC TACC will determine seat configurations for all passenger bookable missions operating over AMC channels. Initial seat requirements for each operating month will be sent by message by the PRC to all aerial ports involved so that seats will be installed at origin. Changes to mission configurations after the initial message will be sent for approval to the PRC.

4.13.7.2. Passenger reporting time will normally be NLT 1+30 hours prior to scheduled block time.

4.13.7.3. Coffee, tea, milk, and courtesy snacks will be available on all missions. TWCF will be used for the procurement of these items.

4.13.7.4. ATOC at each departure station will notify the next station's ATOC via automated systems or by telephone within 30 minutes of departure and provide the following information:

4.13.7.4.1. Number of seats vacant upon departure.

4.13.7.4.2. Number of space available passengers by destination.

4.13.7.4.3. Number of duty passengers by destination.

4.13.7.4.4. Number and weight of cargo pallets on board by destination.

4.13.7.5. Passenger/cargo handling:

4.13.7.5.1. Rhein Main AB Passenger Reservation Center will determine duty passenger requirements and pass a firm setup to the 626 AMSS/ATOC no later than 1630Z the day prior to mission operation. Monday's passenger requirements will be phoned in the Friday prior.

4.13.7.5.2. Rhein Main PRC will be OPR for passenger requirements on the Eagle intra-theater missions.

4.13.7.5.3. Hazardous materials with Passenger Eligibility Codes of P2 and P3 will not normally be moved on these missions. However, hazardous material MICAP and 999 shipments may be moved when necessary, provided items are waiverable IAW AFJMAN 24-204. Duty passengers will not be displaced in order to move P2 or P3 coded materials.

4.13.8. Customs in Turkey. Customs officials in Turkey will deplane all passengers arriving in Turkey at the first stop and likewise at the last stop just prior to departing the country. Through baggage is usually not required to be offloaded. Crews must anticipate customs requirements in order to complete crew duties during scheduled ground times. Customs clearance requirements are not accomplished until the last scheduled stop in-country. If overflight of scheduled last stop becomes a factor, Incirlik AB will become the suggested divert base to prevent border clearance difficulties where communications with HQ AMC TACC cannot be established.

4.14. Mediterranean Naval Support Missions.

4.14.1. The x17 and x11 missions operating through Rota NAS, Sigonella AB, and Naples IT are high priority frequency support missions that are closely monitored by HQ AMC TACC. Inter-theater movements will be tasked as home station departure. The originating CONUS station tasked to support these missions will ensure that no less than 25 pillows and blankets are placed onboard. All intra-theater movements will be tasked to the E-SID, and will originate out of Ramstein AB properly configured to haul passengers and cargo. Rota NAS is authorized 24 sets of aft-facing seats to support passenger movement.

4.14.2. To help ensure delivery of passengers/cargo to Rota NAS, the missions x51 and x59 will not divert to other stations unless coordinated through HQ AMC TACC/XOCE and HQ AMC TACC/APCC. Aircrews will not depart early or overfly scheduled en route stops without direct approval of HQ AMC TACC/XOCE and HQ AMC TACC/APCC.

4.15. Guantanamo-Kingston Passenger Flights . Every effort must be made to operate the mission on schedule as the passengers must depart their quarters 2 hours prior to flight check-in time to ride the ferry across Guantanamo Bay. HQ AMC TACC/XOCW will advise Guantanamo Bay via direct voice communication of any flight delays.

4.16. Call Signs.

4.16.1. Training Missions. Aircraft will use the unit static call sign prefix followed by a 2-digit suffix assigned by the parent unit.

4.16.2. Operational Missions. Aircraft will use call signs assigned by OPORD, FRAG, or diplomatic clearance. If no call sign has been assigned to the mission, use unit static/tactical call signs. When flying AMC channel missions, aircraft will use the “REACH” call sign followed by the last digit of the year the aircraft was built and the last 3 digits of the aircraft tail number, or as required by diplomatic clearance (see EXCEPTION below). Complete flight plans as follows:

4.16.2.1. On the DD Form 1801, item 7, put the letters "RCH" followed by the last digit of the year the aircraft was built and the last 3 digits of the aircraft tail number (see EXCEPTION below).

4.16.2.2. On the DD Form 1801, item 18, remarks section, put “remarks / RCH designates Reach call sign.”

4.16.2.3. On the DD Form 175, aircraft call sign block, put "RCH" followed by the last digit of the year the aircraft was built and the last 3 digits of the aircraft tail number (see EXCEPTION below).

4.16.2.4. On the DD Form 175, remarks block, put "RCH designates Reach call sign"

EXCEPTION: In order to prevent duplication between aircraft, all C-130s will use their unit static/tactical call signs, the daily call sign from the variable call sign listing, or a call sign required by diplomatic clearance in lieu of using the "REACH" call sign. The following aircraft will be assigned a unique call sign to eliminate duplication. Aircrews will file and use the assigned call sign while operating these aircraft on any AMC-directed mission, unless using a diplomatically cleared call sign. Unit static/tactical call signs will still be used on training and JA/ATT missions. Tanker aircraft will continue to use their unit static/tactical call signs for training sorties and operational air refueling missions. Tanker aircraft will use the assigned call sign on cargo carrying legs when the "REACH" call sign is normally used.

Aircraft	Tail Number	Assigned Call Sign
KC-10A	83008076	REACH 8376
KC-10A	83008080	REACH 8380
KC-10A	83008081	REACH 8381
KC-10A	83008082	REACH 8382
C-141B	67000028	REACH 6728
C-17A	97000041	REACH 9741
C-17A	97000042	REACH 9742
C-17A	97000043	REACH 9743
C-17A	97000044	REACH 9744
C-17A	97000045	REACH 9745
KC-135T	58000049	REACH 5849
KC-135T	58000050	REACH 5850
KC-135R	58000051	REACH 5851
KC-135R	58000052	REACH 5852

4.17. PHOENIX PUSH Missions.

4.17.1. Definition. PHOENIX PUSH is a code name to designate a mission with high-level interest from any of the following: Senior AF and DoD leadership, US Congress, or the national and international media, and which must therefore receive special attention in accordance with Close Watch procedures. Any mission where non-accomplishment in whole or in part may be prejudicial to AMC or USAF, or may attract unfavorable comment, should be designated PHOENIX PUSH.

4.17.2. Scope. Many AMC missions already operate with special handling requirements, e.g., PHOENIX BANNER. PHOENIX PUSH will be used to identify other high priority missions defined above that must stay on schedule. PHOENIX PUSH missions will require the personal attention of the wing/

unit senior staff. The PHOENIX PUSH designator will mandate expeditious handling of the mission at all levels of operations.

4.17.3. Use. Planners at all levels (OG, wing, NAF, HQ AMC TACC, and HQ AMC) must be involved in properly designating PHOENIX PUSH missions. HQ AMC TACC will forward recommendations for PHOENIX PUSH to AMC/CC who is the final arbiter in determining PHOENIX PUSH status for all AMC and AMC-gained ANG/AFRC missions. PHOENIX PUSH can be designated for an entire mission, or a particular segment of a mission; the designation may be added after a mission has departed home station.

4.17.4. PHOENIX PUSH Determination. The tables below should be used as a reference guide to assist planners in recommending PHOENIX PUSH mission designation. The tables provide broad guidance and are not all inclusive; one or more factors may dictate the use of PHOENIX PUSH. Judgment on the part of planners at every level is essential to the final recommendation for PHOENIX PUSH status. **Table 4.1.** lists mission criteria which highlight possible PHOENIX PUSH triggers. **Table 4.2.** details examples of the anticipated level of visibility likely to require the PHOENIX PUSH designation.

Table 4.1. Mission Criteria

Mission Priority	JCS-Directed Mission Nonroutine Time Critical
Type of Mission	Combat support Humanitarian Evacuation (includes Aeromedical) Peacekeeping New Weapon System Flight Test
Type of Load	Troops, Combat supplies Perishable supplies (food/medical) High level VIPs
Mission Itinerary	Time critical segment
Destination	High media interest Follow-on requirements

Table 4.2. Level of Visibility

Involves high level negotiation or implementation of international peace agreements.
Will seriously affect a current combat operation or capability.
Nonaccomplishment would seriously affect overall tanker/airlift mission or other operations of special interest to the President, JCS, SECDEF, CSAF, or AMC/CC.
Nonaccomplishment may result in news media coverage and could be prejudicial or embarrassing to the USAF.
Mission is receiving significant congressional interest or international or national media coverage.
Affects political, military, domestic, and international events than may result in an official reaction.
Natural disaster assistance, civil disorders, or other emergencies with high national or international interest.
Evacuation of civilian or military personnel.

4.18. AMC Form 54, Aircraft Commander's Report on Services/Facilities. The purpose of the AMC Form 54 is to identify problems at an installation and improve processes. These forms are completed IAW MDS-specific instructions and submitted to the originator's squadron commander. Include the submitter's e-mail address on the form. Time permitting, leave an information copy with the command post or the senior AMC representative on station. Forward an information copy to HQ AMC/DOV and AMC NAF/DO.

4.18.1. Processing policy. Timeliness and objectivity are essential to the validity and responsiveness of these reports.

4.18.1.1. Each intermediate level of review will forward, if required, the report within 5 workdays. The agency assigned primary responsibility for corrective action will attempt to correct the problem within 30 days of receipt of the report. Weekly status reports will be submitted to the originator's AMC NAF/DO when corrective action is not completed within 30 days.

4.18.1.2. Objectivity is achieved by thorough evaluation of each report by each level of review. If the problem can be solved at your level, take the action necessary for solution and report the action to the submitter. If the problem cannot be solved at your level, complete the endorsement block with recommendations and forward the report.

4.18.2. Routing. (AMC and AMC represented bases). AMC represented bases include operating locations, detachments, and support squadrons not including naval bases and civil fields with contract agreements or AMC terminal representatives.

4.18.2.1. Squadron Commander. Evaluate each report. Close out those that do not warrant further action. Endorse completed reports and return to submitter. Forward one copy of closed out reports to HQ AMC/DOV and AMC NAF/DO. Forward two copies of open reports with recommendations to OG/CC. Maintain one copy for file/monitoring. Inform submitters that their report has been forwarded.

4.18.2.2. OG/CC. Evaluate each report. Close out those that do not warrant further action. Endorse completed reports for return to the squadron commander and submitter. Forward reports that pertain to other AMC organizations to the applicable OG or en route commander. Forward an information copy of the report to the AMC NAF/DO in whose area the discrepancy occurred. Forward reports that cannot be addressed at the wing/ group to AMC/DO.

4.18.2.3. AMC NAF/DO.

4.18.2.3.1. AMC and AMC represented bases. Evaluate each report. Close out those that do not warrant further action. Endorse completed reports and return to submitter through OG/CC. Forward reports that require command assistance to HQ AMC/DO.

4.18.2.3.2. Other than AMC bases. AMC NAF/DO is responsible for resolution of problems at these bases/airfields. Reports will be forwarded to AMC NAF agency of primary responsibility which will coordinate corrective action with appropriate unit/function. Forward reports that require command assistance to HQ AMC/DO. Endorse completed reports to the submitter through OG/CC.

4.19. Aircrew Effectiveness Feedback by En Route Commanders. It is just as important for en route commanders to provide feedback on aircrews as it is for aircraft commanders to provide feedback on en route services/facilities with the AMC Form 54. En route commanders will provide this feedback via a memorandum to the aircrew's squadron commander, with a courtesy copy sent to the aircrew's parent AMC NAF/DO. Procedures are similar to those used for AMC Forms 54. ***NOTE:*** The reporting requirement in this paragraph is exempt from licensing in accordance with paragraph 2.11.12 of AFI 37-124, *The Information Collections and Reports Management Program, Controlling Internal, Public, and Interagency Air force Information Collections.*

4.19.1. Processing policy. Timeliness and objectivity are essential to the validity and responsiveness of this process. Each intermediate level of review will forward, if required, the memorandum within 5 workdays. The unit assigned primary responsibility for corrective action will attempt to resolve the issue within 30 days of receipt of the memo. Weekly status reports will be submitted to the appropriate AMC NAF/DO when corrective action is not completed within 30 days.

4.19.2. Routing.

4.19.2.1. Flying Squadron Commander. Evaluate each memo. Close out those that do not warrant further action. Endorse completed memos and return to submitter. Forward two copies of open memos with recommendations to OG/CC. Maintain one copy for file/monitoring. Inform submitters their memo has been forwarded.

4.19.2.2. OG/CC. Evaluate each report. Close out those that do not warrant further action. Endorse completed memos for return to flying squadron commander and submitter. Forward reports that pertain to other AMC organizations to the applicable OG/CC. Forward an information copy of the memo to the parent AMC NAF/DO for the aircrew. Forward memos that cannot be addressed at the wing/group to AMC/DO.

4.19.2.3. AMC NAF/DO. Evaluate each report. Close out those that do not warrant further action. Endorse completed reports and return to submitter through OG/CC. Forward reports that require command assistance to AMC/DO.

Chapter 5

AEROMEDICAL EVACUATION (AE) MISSIONS

5.1. General. HQ AMC is responsible for oversight of the global intertheater and intratheater CONUS AE system. CONUS and offshore (Alaska, Keflavik, and SOUTHCOM) AE patient requirements are regulated by Global Patient Movement Requirements Center (GPMRC). HQ AMC/SGXO (HQ AMC TACC Medical Cell, DSN 576-1913/5434; Comm 1-800-AIR-MOBL, extension 1913) executes control of intertheater AE that utilizes AMC airframe resources. AFI 41-XXX and AFI 11-2XX-series instructions contain additional guidance on AE operations.

5.1.1. All AE missions scheduled for patient movement are PHOENIX PUSH.

5.1.2. 62 AGS will support Hickam AFB HI and Yokota AB JA for their AE needs. 305 AGS will support Ramstein AB GE for their AE needs.

5.2. AE Capability Reporting. To enhance AE reliability, home stations responsible for positioning aircraft for AE missions will ensure all required equipment is dispatched in proper working condition. Home station maintenance organizations will palletize and process this equipment for aerial shipment on the positioning aircraft. If a condition develops on the positioning mission that precludes the aircraft from operating as an AE mission, the aircrew will immediately report the condition to HQ AMC TACC, who in conjunction with HQ AMC TACC Medical Cell, will determine the best solution; tail swap, mission delay, etc.

5.3. Aircraft Positioning. Aircraft positioning for AE missions are scheduled to arrive at the reconfiguration station a minimum of 6 hours prior to scheduled departure.

5.4. Logistical Requirements. The maintenance control officer at originating stations must ensure aircraft selected for AE missions are fully capable and spotted 6 hours prior to scheduled departure. The cargo compartment, comfort pallet, lavatories, galleys, and AE kits must be inspected to ensure all the equipment is clean and functional. AE personnel will inspect the aircraft to ensure it is acceptable for AE.

5.4.1. AMC MICAP and Logistics Material. AMC MICAP and logistic material unrelated to medical activities will not be transported aboard AE missions.

5.5. AE Mission Resources.

5.5.1. Standard C-141 Mission Configuration. All C-141 mission aircraft will have an integral capability to support 48 litter patients. The troop oxygen system must be serviced to a minimum of 100 liters prior to departing originating station. Support AE equipment stored on the aircraft include 12 centerline stanchions, 24 (4-clamp) litter straps, 6 restraining cables, 96 litter clamps, 6 manifold and hose assembly (medium length) and 6 manifold and hose assembly (short length). Exceptions to this requirement will be for training missions, PDM inputs, missile missions, etc. This equipment will be annotated on AMC Form 222, **Aircraft Dash 21 Equipment Inventory**, Section 2.

5.5.2. Standard AE Kit Composition. AE kits contain one comfort pallet, with two oxygen bottles or, if the comfort pallet is modified to accept aircraft oxygen, passenger style oxygen diluter type masks, 30 sets of triple seats, 66 metal food trays, 90 blankets and pillows, four side stanchions, seven type MA-1/portable oxygen units with container and harness, three water containers (Igloo), and two per-

sonnel warning signs. HQ AMC TACC/APCC will be contacted for assistance if AE equipment or a comfort pallet is unavailable. Changes to kit configuration are authorized to meet individual mission requirements. Aircraft Form 781 and AMC Form 222, must be properly completed in accordance with AFI 21-103, *Equipment Inventory, Status, and Utilization Reporting*, and AMC supplement 1. TRO will be contacted for comfort pallets, blankets, or pillows; DOT for oxygen masks and other life support; MA for oxygen bottles, seats, litters, stanchions, and straps. Units will expedite replacements and report shipments by priority message to HQ AMC/LGRM. If an aircraft returns to the PACAF/USAFE theaters and subject equipment is removed, a message will be immediately initiated to inform above units to stop shipment of unneeded equipment.

5.6. Prepositioned C-141 AE Equipment.

5.6.1. EUCOM and PACOM. AE equipment is to be prepositioned at Ramstein AB and Yokota AB for unscheduled or contingency AE missions, or for substitute aircraft when the positioning aircraft is delayed. Assets should be sufficient to provide two AE-1 configurations. Prepositioned Oxygen Bottle (POB) Contingency Kit. A kit containing 9 portable oxygen bottles for use by aeromedical evacuation crewmembers (AECMs) in support of contingency or unscheduled AE missions will be located at Hickam AFB, HI.

5.6.2. Releasing Responsibilities. The 86 Aeromedical Evacuation Squadron (AES)/CC (or designee), 374 AES/CC (or designee), or 15 Aeromedical Evacuation Element Leader (or designee) will request the use of prepositioned AE equipment from the enroute issuing unit (IU) at 623 AMSS, Ramstein AB, 630 AMSS, Yokota AB or 635 AMSS at Hickam AFB.

5.6.3. Enroute Issuing Unit (IU) Responsibilities. Upon prepositioned equipment release the IU will issue equipment using procedures in this paragraph or AFI 21-103 AMC Supplement 2, paragraph 9.9.5, whichever is most current. Send a priority message NLT 12-hours after aircraft departure or first duty day to borrowing unit (BU)(unit owning the uploaded aircraft) and info copy addresses in paragraph **5.6.6.** Request equipment return immediately following mission termination. The message will identify the equipment used, aircraft used, complete mission number, and aircraft tail number. When the loaned PAEEE/dash 21 equipment is uploaded on transient AMC aircraft annotate the AMC Form 222 accordingly in the next open check column to show the increase of equipment. Ensure the location and date are annotated in the appropriate blocks at the top of the column. Additionally, document the AFTO Form 781A so the assets can be returned. The entry will include mission number, the equipment loaned, unit loaning the equipment, and point of contact for returning equipment, (i.e., name, DSN, etc.). Unit loaning equipment will retain a record of the message in a suspense file until return of equipment. If equipment is not returned within 30 days from the date of loan, notify the appropriate home station to recover the items. Any unserviceable POB will be returned to the appropriate owning unit (OU) as follows: 623 AMSS will return POB to 305 AGS, McGuire AFB. 630 AMSS and 635 AMSS will return POB to 62 AGS, McChord AFB. Loaning or returning unserviceable equipment or requesting replacements, will require a message to the OU IAW **5.6.6.**

5.6.4. Borrowing Unit Responsibilities. When PAEEE or POB is loaned, the aircraft owning wing's AGS -21 section will be accountable for returning assets to OU. Return all loaned assets NLT 30 days to OU (i.e. 305/62 AGS's). Movement of equipment will require a message IAW paragraph **5.6.6.**

5.6.5. Owning Unit (OU) Responsibilities (62 AGS, McChord AFB and 305 AGS, McGuire AFB). 62 AGS will repair/replenish assets for the 630 and 635 AMSS's, and 305 AGS will repair/replenish assets for the 623 AMSS. Movement of equipment will require a message IAW paragraph **5.6.6.**

5.6.6. All organizations will report shipment or loan by priority message within 12 hrs or next duty day. Include type of equipment, Stock Number and amount, addressed to the responsible organization, and info copy to HQ AMC LGRM/LGAA, 15 AF/LGM, 21 AF/LGM 62 AGS/LGCC McChord, 305 AGS/LGGS McGuire and respective enroute location.

5.7. Aeromedical Kit Shipment/Positioning. Every effort will be made to ensure required AE equipment is either installed as configuration requirements, or palletized/crated and strictly controlled for positioning/shipment. Palletized/crated AE equipment will be shipped priority one/999. DD Form 1149, **Requisition and Invoice/Shipping Document**, indicating the specific positioning number, date, time of mission, TCN, and equipment being shipped will be attached to the pallet/crate. All palletized/crated AE equipment is to be considered inviolate and will remain as such until it reaches its final destination.

5.7.1. In the event a positioning aircraft departs home station without its required AE equipment, home station ATOC will provide HQ AMC TACC/APCC with the mission number of aircraft carrying expected shipment, time and date of expected arrival at destination, and TCN. APCC will notify en route and destination aerial ports of the criticality of the shipment and will aggressively monitor and manage that shipment to ensure arrival at destination in time to utilize the assets for the intended active AE mission.

5.7.2. Home station ATOC will trace (CAPS, GTN, or other tracing methods) all AE equipment shipment by TCN upon request of the unit of ownership. Additionally, if an AE equipment shipment is delayed, the ATOC where the shipment is delayed will notify HQ AMC TACC/APCC to expedite handling and management actions.

5.8. Aeromedical Evacuation Channel Mission Requirements.

5.8.1. All C-141 aircraft will be routinely equipped, with the exception of portable lavatories (2), for an AE-5 configuration per AMCR 55-4. This short notice AE configuration provides 48 litter spaces, 80 troop seats (side-facing), 12 centerline stanchions, ninety-six (96) litter brackets, 24 (4-clamp) litter straps, 6 restraining cables, 6 manifold and hose assembly (medium length), and 6 manifold and hose assembly (short length). With the exception of the centerline stanchions, this equipment is provided only for unscheduled emergency AE missions. If a seal is broken, an AFTO Form 781 entry is required. If any of the equipment is removed, it must be entered on AMC Form 222. The storage containers will be sealed, painted red, and designated "Emergency Aeromedical Evacuation Equipment."

5.9. Enplaning and Deplaning Patients.

5.9.1. Primary entrance/exit for ambulatory patients is the troop doors when a ramp is provided or by way of the cargo ramp. When these exits are not feasible, as with mixed cargo missions, they may enter or exit through the crew entry door.

5.9.2. Litter patients will normally be enplaned and deplaned by way of the cargo ramp. The troop doors may be used at en route stations with concurrence of the Medical Crew Director (MCD).

5.10. Passengers on AE Missions.

5.10.1. To effectively utilize available seating on AE airlift at originating and turn around stations, the Aeromedical Evacuation Coordination Center (AECC), or the Aeromedical Evacuation Operations Officer (AEOO) will coordinate with the MCD and the aircraft commander to obtain seat releases. For

stations without an AECC or AEOO, the aircraft commander, in coordination with the MCD will determine seat releases. The aircraft commander will pass this information to the CP, who in turn will notify the ATOC as soon as possible, but NLT 2.5 hours prior to aircraft block time.

5.10.2. When required/mission load permits, a minimum of one seat will be reserved for every three litter patients on all AE missions. A minimum of two litters will be set up for ambulatory patient use on mission legs scheduled to exceed four hours in length. In addition, an emergency litter will be set up on all AE missions (excluding C-9A missions).

5.10.3. Primary passenger entrance/exit is the crew entry door. Passengers may be enplaned/deplaned through the troop doors only with the prior concurrence of the AEOO and the Medical Crew Director.

5.11. Aircrew Communications. The MCD is responsible for notifying the aircraft commander when patient conditions require special medical accommodations upon arrival at patient destination. The aircraft commander will in-turn contact the destination CP so medical information may be relayed to the AE representative or receiving medical facility.

5.11.1. Crew reporting of arrival/departure times. At AMC locations this function is accomplished by the local CP. At non-AMC locations it is the responsibility of the aircrew to notify HQ AMC TACC of arrival and departure times via HF radio, telephone, or whatever means available.

5.12. Access to Aircraft at Destination. The AEOO is considered a part of the original boarding party and should have immediate access to the aircraft to coordinate deplaning.

5.13. Human Remains. Normally, human remains will not be carried on scheduled AE missions. However, if a unique situation occurs, the aircraft commander in coordination with the MCD must contact HQ AMC TACC Medical Cell for guidance.

5.14. Explosive and Hazardous Cargo. Explosive cargo is prohibited from movement on scheduled AE missions. Hazardous cargo will not normally be transported aboard AE missions except in extreme circumstances. For movement of dry iced biological cargo on C-9 AE aircraft, see AMCI 24-101, Volume 9.

5.15. SAAM/Channel AE Mission Identifier Prefixes. SAAM mission numbers must be obtained from HQ AMC TACC Medical Cell. The following procedures will apply when assigning AMC mission identifier prefixes to AE missions:

5.15.1. Scheduled AE Missions. Second character of prefix will be the letter "L" for that portion designated as AE in the AMC cargo schedule.

5.15.2. Patients Manifested on an Already Scheduled Cargo or Mixed Mission. Mission will operate with published channel mission identifier. If the mission must be rescheduled from its preassigned channel to accommodate the patient, an "L" will be used, as the second character of the prefix for that portion designated as AE.

5.15.3. Positioning/Depositioning for an Emergency AE on an Off-Channel Route. If a mission is rerouted to operate an AE, the mission will be recut to operate as a SAAM and the second and third characters will be the letters "L" and "M," respectively. AE SAAMs will be cut as active missions on all legs and will neither position or deposition.

5.16. Urgent/Priority AE Missions.

5.16.1. HQ AMC TACC Medical Cell personnel coordinate validated urgent/priority requirements through XOZ and Cell Chiefs. HQ AMC TACC Medical Cell personnel then work closely with the appropriate XOC cell to identify resources and schedule missions to meet the requirement.

5.16.2. While JCS and other AMC directives do not specify this requirement, Urgent/Priority AE missions will be managed as JCS Priority 1B1. Due to the life-or-death nature of these requirements, 1B1 should provide sufficient priority over other missions to ensure the requirement is met.

5.16.3. In coordinating urgent/priority requirements, HQ AMC TACC Medical Cell personnel will provide XOC with the name/nature of the patient, name of the validator, special flight and/or handling restrictions, cargo/passenger restrictions, and location of specialized equipment/personnel needed for the mission. As a minimum, all of this information will be passed to the aircrew along with any additional information available, and the standard mission briefing.

5.16.4. While urgent requirements must be moved as soon as possible, HQ AMC TACC/XOC must ensure priority requirements begin movement within 24 hours. This 24-hour window begins when HQ AMC TACC Medical Cell notifies the appropriate HQ AMC TACC/XOC controllers of the requirement.

Chapter 6

COMPUTER FLIGHT PLAN SYSTEM

6.1. General. The AMC CFP system was developed to provide computer generated flight plans for AMC aircrews. The CFP provides an optimized solution to the navigational and fuel computation problem. HQ AMC TACC/XOCZF, AMC CPs/AMCCs, and AMC aircrews have responsibilities in the CFP system.

6.2. HQ AMC TACC Aeronautical Route Planning Branch Responsibilities. HQ AMC TACC/XOCZF will comply with AF and HQ AMC instructions and directives to provide timely computer flight plan support to appropriate AMC missions. Short notice requests will be supported within capability and time constraints of the computer and communications system and as outlined in paragraph **6.5.**

6.2.1. CFPs are provided only for aircraft movement with leg segments greater than 450 NM. Requirements for CFPs will be tracked in GDSS/MLS and requests for CFP support are not necessary. CFP support for contingency planning, simulator programming, diplomatic clearances, etc., will be prioritized and provided on a time available basis.

6.2.2. CFPs are normally transmitted 6 to 8 hours prior to scheduled departure. Normal transmission means is via AUTODIN. CFPs will be put on the CFP Bulletin Board when the departure station has the appropriate computer hardware (see list, paragraph 8.9.). Faxing is a last resort and only done on a time available basis. If an aircrew is unable to receive a CFP, the Route Operations Officer (ROO) can provide CFP information via telephone. CFPs for filing purposes more than 6 hours prior to departure are provided as outlined in paragraphs **6.2.4.** and 6.2.5.

6.2.3. Normally, CFPs will be sent to major AMC stations (see list, paragraph 8.9.) for the next leg of a mission when there is sufficient ground time for flight planning at that station. If an aircrew crew rests at a non-major AMC station where CFP reception is possible, they will receive the CFP there. If the mission transits one or more stations not capable of CFP reception, a package of CFPs will be provided from the departure station to the next major AMC station or crew rest location capable of CFP reception. European operations are an exception to the above policy and in Europe, CFPs will be provided for the entire day's itinerary. When required for pre-filing to obtain slot times, CFPs will be provided prior to the crew entering crew rest for the following day's mission.

6.2.4. CFPs are route, altitude, and fuel optimized based on current winds and cargo weight. CFPs will reflect the optimized solution unless routing and/or altitude changes are dictated by hazardous en route weather, routing to avoid or join established tracks, aircraft performance restrictions, etc. To ensure adequate time to correctly generate the CFP, other change requests may be made with proper coordination at least 24 hours in advance during normal duty hours (see paragraph **8.5.**).

6.3. CP/AMCC Responsibilities. CP/AMCC duty controllers must be familiar with the CFP system.

6.3.1. CP/AMCC controllers should notify the ROO as soon as possible of maintenance deviations, correct cargo weights, aircraft tail numbers, HQ AMC TACC approved routing changes and/or departure times, etc., so a CFP bulletin board, facsimile, or e-mail reflecting the most accurate data can be transmitted.

6.3.2. Controllers should ensure receipt of appropriate CFPs prior to aircrew alert time. If the CFP has not been received, call the ROO. CFPs can be retransmitted via alternate means; i.e., AUTODIN, CFP Bulletin Board, or facsimile.

6.3.3. CP/AMCC controllers should check the CFPs for correct departure/destination, aircraft type and restrictions, and cargo weights. If a problem exists, notify the ROO for a corrected copy. CPs/AMCCs that have the CFP Bulletin Board system can adjust departure time and/or cargo weight and receive a corrected copy within minutes.

6.3.4. The CP/AMCC provides the aircrew with the original copy of the CFP. In the event CFPs are not available due to computer or communication line outages, etc., notify the ROO immediately so that the aircrew can be provided CFP information via telephone.

6.4. Aircrew Responsibilities. Aircrews must comply with the flight planning provisions for the appropriate MDS-series instructions and this instruction. Specific aircrew responsibilities are:

6.4.1. Aircrews are ultimately responsible for flight plan accuracy. CFPs must be checked for FLIP routing compliance, to ensure routing agrees with diplomatic clearances where applicable, prescribed terrain clearance, and any other requirement unique to the mission. Notify the ROO of any discrepancies immediately to ensure receipt of a corrected CFP. Aircrew feedback is essential to provide all crews with the best product possible.

6.4.2. Prior to departure, aircrews should ensure they have CFPs to get them to the next major AMC station or the next crew rest location capable of CFP reception. Mission legs of less than 450 NM will not normally receive CFPs. CFPs are provided as a support to the flight planning process, ultimate responsibility for filing a safe flight plan rests with the aircrew.

6.5. Request For Special Requirements/Routings.

6.5.1. Optimized CFP information will be used unless specific mission requirements dictate otherwise. Requests for CFP support for special requirements and/or routings should be immediate precedence AUTODIN message or FAX. Request must contain as a minimum: (1) mission number, (2) aircraft type, model, tail number, and restrictions if any, (3) departure date and time, (4) departure and destination stations, (5) TAS or mach if non standard, (6) payload weight, (7) diplomatic and special routing if required, and (8) a point of contact and DSN number.

6.5.2. Telephone requests may be passed directly to the ROO during normal duty hours.

6.5.3. A minimum of 24-hour notification is required for most special requests. These requests will be processed on a case-by-case, time available basis.

6.5.4. Current computer system limitations prevent the Aeronautical Route Planning Branch from providing CFPs for low-level missions.

6.5.5. CFPs for theater aircraft are not normally provided. Requests should be made 2 duty days prior to departure as described in paragraph **6.5.1.** CFPs will be on a time available basis.

6.6. Air Refueling (A/R) Missions.

6.6.1. All A/R requests should be coordinated at least 72 hours prior to departure. **Figure 6.1.** is a copy of the receiver A/R Flight Plan Request form. Figure 6.2 is the tanker A/R flight plan request form. Copies of these forms must be used to request planning support. The A/R Management Officer

develops the route from this form and makes adjustments as necessary. Tanker/Receiver A/R CFPs for planning are then provided 24 hours prior to departure. A/R Mission CFPs will be sent 6 to 8 hours prior to departure.

6.6.1.1. Local A/R CFPs are supported by their respective units and are not a product of HQ AMC TACC/XOCZF.

6.6.1.2. CFPs for JA/ATT A/R missions will be provided as close to the planned scenario as possible. Due to the processing time of these CFPs, requests must be made 48 hours to 1 week in advance, depending on intricacy and number of flight plans requested. See paragraph **6.6.1.** for specific requests.

6.6.1.3. Special A/R CFP requests should be made as far in advance as possible. Comply with paragraph **6.6.1.**

6.6.2. For assistance resolving A/R problems, contact the A/R Management Officer.

6.7. Portable Interactive Terminals (PITs). This is a user friendly, portable computer system that allows aircrews, TALCEs, or CPs to receive CFP support over telephone lines nearly anywhere in the world. PITs consist of a laptop computer, modem, and printer packaged in a briefcase. PITs are issued to aircrews by their respective wings. TALCEs and wing current operations should coordinate the use of PITs with HQ AMC TACC/XOCZF. If problems occur contact HQ AMC TACC/XOCZF.

6.8. Contacts.

6.8.1. DSN Phone Numbers:

East Route Operations Officer	576-3426
East Route Management Officer	576-3415
West Route Operations Officer	576-3490
West Route Management Officer	576-3415
Air Refueling Management Officer	576-3364
FAX	576-8200

6.8.2. Message Address: RHCUMAC/HQ AMC TACC SCOTT AFB IL//XOCZF//

6.8.3. Mailing Address: HQ AMC TACC/XOCZF, 402 Scott Dr., Unit 2K1, Scott AFB IL 62225-5303.

6.9. Stations Listing. All stations below have CFP Bulletin Board.

West AOR	East AOR
FJDG	EDDF
KBLV	ETAR
KLTS	EGUN
KSUU	KADW
KTCM	KCHS
NZCH	KDOV
PAED	KNGU
PANC	KHOP
PGUA	KPOB
PHIK	KWRI
RJTY	LERT
RKSO	LICZ
RODN	LIPA
YSRI	LPLA
	LTAG
	OEKJ

Figure 6.1. Tanker/Receiver Air Refueling Flight Plan Request.

TANKER/RECEIVER AIR REFUELING FLIGHT PLAN REQUEST

TANKER ☐ RECEIVER ☐		
COMPLETE MISSION NUMBER	DEPARTURE BASE ICAO	DESTINATION BASE ICAO
AIRCRAFT MODEL	PAYLOAD WEIGHT	A/R TRACK NAME OR ALTRV

COORDINATES FOR	LATITUDE	LONGITUDE
ARIP		
ARCP		
NAV CHECK POINT		
NAV CHECK POINT		
NAV CHECK POINT		
EXIT		

ARCT TIME AND DATE:	TYPE OF TANKER:	REFUELING ALTITUDE:	FUEL ONLOAD:
A/R DIVERT BASE (FROM ARCP; NOT DESTINATION ICAO):		LAST HIGH LEVEL RADIO/CHECKPOINT PRIOR TO ARIP/ARCP:	
HIGHEST FLIGHT LEVEL TO ARIP/ARCP:		FIRST HIGH LEVEL RADIO AID/CHECKPOINT AFTER BINGO:	
FIRST HIGH LEVEL RADIO AID/CHECKPOINT AFTER EXIT:			
ADDITIONAL INSTRUCTION/REQUESTS:			
REQUESTER'S RANK/NAME:	REQUESTER'S OFFICE SYMBOL:	REQUESTER'S PHONE NUMBER(VOICE):	REQUESTER'S PHONE NUMBER(FAX):

Phone/fax request a minimum of 48 hours prior to home station departure. Monday-Friday, 1300-2000Z to HQ AMC TACC/XOCZF, DSN 576-3364 FAX: 576-8200. Requests made late on Friday will be completed on the following Monday.

ADDITIONAL COMMENTS

AMC FORM 1021, 20000401 *(EF) (V-1)*

Chapter 7

CONTINGENCY AND CHAIRMAN JOINT CHIEFS OF STAFF (CJCS) EXERCISE POLICIES

7.1. General. This section amplifies the AMC OMNIBUS OPLAN and is applicable to wing, CP, AME, TALCE, and aircrew participation in the planning/execution of all contingencies and HQ AMC controlled CJCS exercise deployments/redeployments. Exceptions or additions to this policy will be published in a HQ AMC TACC Warning Order (WARNORD), Operations Order (OPORD), Deployment Order, or Execute Order (EXORD) for the applicable operation. Information in AMC orders takes precedence over the OMNIBUS OPLAN and this instruction. Additional information for smaller exercises that do not warrant an ORDER will be passed to participating units via facsimile or e-mail, as available. All CPs, TALCEs, and wings will ensure that the aircraft commander flying a contingency or CJCS exercise mission has a copy of the latest applicable information.

7.1.1. AMCI 10-204, *Air Mobility Command Exercise Program*, provides additional guidance defining the exercise planning process, establishes training requirements, and sets after action reporting guidelines.

7.2. Mission Movement. CJCS exercises are designed to test the capability of our contingency airlift commitment. The success of our airlift performance is graded not only on departure reliability, but also on our ability to deliver requirements by the specified latest arrival date (LAD).

7.2.1. CJCS exercise/contingency departure reliability is based on the published schedule versus actual departure time. Any CJCS exercise/contingency mission that exceeds the departure time by more than 14 minutes is considered to have operated in delay. Expeditious handling of aircraft running behind schedule is paramount for AMC to demonstrate its wartime capability.

7.2.2. Early departures may be approved only after concurrence by the user, downline TALCE/stations and approval of HQ AMC TACC/XOC.

7.2.3. Overflight of en route fuel/opportune cargo stops may be approved if there is no movement requirement and:

7.2.3.1. Diplomatic clearance is not violated.

7.2.3.2. Destination ops hours/MOGs are not violated.

7.2.3.3. Scheduled airfields are advised of decision to overfly.

7.2.3.4. Request is approved by HQ AMC TACC/XOC.

7.2.4. Daily reports are compiled to provide senior leadership and supported commands with statistics regarding total/cumulative movements. Therefore, cargo/pax loads and unusual offload requirements are particularly important to document in flight following, and in departure messages.

7.2.5. Timely communications are essential to airlift flow management. Inbound crews must notify AMC CPs/AMCCs about the maintenance status, cargo offload, estimated fuel onload, and other support requirements.

7.2.6. CJCS exercise/contingency offload reliability is also based on published schedule versus actual arrival time at the offload station. An early arrival or scheduled arrival plus 2 hours is considered on time for exercise reliability.

7.3. Planning Factors. Unless otherwise directed by HQ AMC TACC/XOP, refer to the planning factors in the AMC OMNIBUS OPLAN. Nominal values are listed below for tankers. Due to A/R requirements and force extenders, these weights may not be available.

7.3.1. Troop Weights: See AMCR 55-4 and AMC OMNIBUS OPLAN for weights.

7.3.2. Air Refueling Planning Factors:

Type Aircraft	Max Takeoff Fuel Load	Fuel Burn
KC-10	340,000	18,000 LBS/HR
KC-135R	200,000	10,000 LBS/HR
KC-135E	185,000	12,000 LBS/HR

NOTE: Maximum Takeoff Fuel Load is impacted by runway length, runway condition, and climatology.

7.4. Mission Data.

7.4.1. CJCS priority, Operation/Exercise Name, OPLAN, Mission Identifiers, and AFTO Form 369/781 Mission Symbols will be published in HQ AMC TACC Orders or other formal means of written communications.

7.4.2. Contingency airlift mission priorities are normally 1B1 or 1B2. CJCS exercise airlift missions priorities are 2B1 or 2B2.

7.4.3. CJCS exercise missions will use "X" in the third character of the AMC mission number. The eighth and ninth characters will designate specific exercises. Identifying characters for contingencies varies.

7.4.4. CJCS exercises will use "L" for the first alpha-numeric character of the mission symbol as logged in AFTO 781/369. Contingencies will use “C” for the first alpha-numeric character. The second and third characters will designate specific operations/exercises. When missions from several exercises or SAAMs are integrated into a single flow, HQ AMC TACC Orders will direct the proper mission symbol.

7.4.4.1. CJCS exercises/contingencies are billed based on mission symbols. It is critical for aircrews to log the correct mission symbol in the AFTO 781/369.

7.5. Aircraft Policies.

7.5.1. HQ AMC TACC/XOP may request that HQ AMC TACC/XOB task back-up/spare aircraft.

7.5.2. All C-141 aircraft will have the full complement of 100 sidewall seats installed/stowed for home station departure.

7.5.3. Aircraft will be configured IAW current GDSS cut. Any configuration questions or changes will be coordinated with HQ AMC TACC/XOP.

7.6. Aircrew Policies.

7.6.1. During contingencies, interfly will be specified in the appropriate OPLAN or CONOPS. Interfly will be according to AFI 11-401 and the appropriate AFI 11-2MDS-Specific Volume 3, *Operating Procedures*.

7.6.2. Crews departing home station on a CJCS exercise/contingency should expect to remain deployed IAW their FRAG/SRT, as applicable.

7.6.2.1. For a planned stage, SRT will be determined by HQ AMC TACC/XOP and tasked by HQ AMC TACC/XOB.

7.6.2.2. SRTs will be managed IAW AMCI 11-206, paragraph 7.4.

7.6.2.3. If a crew is selected in-system to fly a higher priority mission, that crew will return to complete their original mission unless a replacement crew/aircraft is provided.

7.6.3. The 6-hour alert window applies unless AMC orders direct otherwise.

7.6.4. ALFA, BRAVO and/or CHARLIE standby postures will not normally be planned. However, should mission conditions warrant, crews may be placed in a standby posture provided they are advised when entering crew rest IAW MCI 11-XXX-series instructions. TALCE/AME/CP will use standby postures only with the approval of HQ AMC TACC/XOZ.

7.6.5. Aircrews tasked to support a stage will be used as the primary crews to operate the airflow. The use of crews, other than those deployed for the operation, requires coordination with the applicable AME and HQ AMC TACC.

7.6.6. When a contingency/exercise mission is operating late, command and control centers and aircrews must attempt to get the mission back on schedule by reducing ground time. Ground times will be adjusted in accordance with applicable MCI 11-2XX-series (will become AFI 11-2C130-series) instructions, consistent with airfield restrictions, flow control, and other operational considerations. This is not an aircrew option; it is an operational requirement. This requirement also applies to depositioning legs when the mission is scheduled to recycle to another mission.

7.6.7. Augmented crews will assume alert for augmented requirement until briefed otherwise by AMCC or TALCE.

7.6.8. Aircrew requests to extend ground time for additional crew rest will not normally be approved on active legs of CJCS contingency/exercise missions, or depositioning legs if recycling to another mission.

7.7. Unit/Wing Responsibilities.

7.7.1. In addition to taskings in other sections, and normal execution, the originating wing is responsible for:

7.7.1.1. Obtaining PPRs not previously coordinated by HQ AMC TACC/XOP.

7.7.1.2. Reserving aircrew billeting and transportation requirements, to include positioning stage crews.

7.7.1.3. Confirming final aircraft configuration with user and HQ AMC TACC/XOP.

7.7.1.4. Providing HQ AMC TACC/XOCZD with information as required, IAW Foreign Clearance Guide lead times.

7.7.1.5. Updating meal requirements with HQ AMC/SVX.

7.7.1.6. Confirming and coordinating security requirements.

7.7.1.7. Familiarizing personnel with AMC exercise objectives, scenarios, exercise directives, and rule of engagement.

7.7.2. When tasked, units will appoint an exercise project officer and alternate. The designated project officer will become familiar with all phases of the exercise at their station. This includes, but is not limited to:

7.7.2.1. Identification of limiting factors, i.e., manning, billeting, transportation, and MOGs.

7.7.2.2. Reconfiguration requirements.

7.7.2.3. Ensuring efficient stage operation.

7.8. Meals/In-Flight Feeding.

7.8.1. The following reimbursement procedures apply to in-flight meals served aboard AMC aircraft:

7.8.1.1. No cash is collected onboard the aircraft. Before boarding the aircraft, the troop commander ensures cash for in-flight meals is collected from Basic Allowance for Subsistence (BAS) personnel. Money is collected for all in-flight meals, including operational rations. In-flight meals are provided to Subsistence-in-Kind (SIK) personnel at government expense, IAW AFI 34-239, *Food Service Management Program*.

7.8.1.2. Troop Commander ensures two certified meal lists are prepared, and includes total number of purchased meals plus cash collected. One list indicates SIK personnel; the other reflects BAS personnel. To facilitate meal procedures, a certified copy of passenger manifest may be used. Annotate specific meal requirements (BAS, SIK) by each passenger name and include totals at bottom of manifest.

7.8.1.3. Loadmaster ensures certified meal list and cash is forwarded to flight kitchen at home base or en route station. Flight kitchen personnel sign for list and moneys and issue transfer receipts. Additionally, flight kitchens prepare AF Form 129, **Tally In-Out**, (in triplicate) with the following minimum information:

7.8.1.3.1. Aircraft and flight number.

7.8.1.3.2. Name of exercise.

7.8.1.3.3. Loadmaster/Boom Operator name, rank, and organization.

7.8.1.3.4. Time and date.

7.8.1.4. Personnel under group travel orders are not entitled to per diem; therefore, SIK personnel are provided meals free, and officers pay the basic meal price. Flight kitchens furnishing meals without reimbursement take full meal credit on AF Form 463, **Request for Flight Meals**, IAW AFI 34-401.

7.8.2. When loads are comprised of several using organizations, the TALCE/ATOC may designate a troop commander to accomplish the procedures outlined above.

7.8.3. For additional guidance or clarification of meals procedures contact HQ AMC/SVX (DSN 576-2618).

7.9. Transportation Policies.

7.9.1. Provisions of AFJM 24-204 apply to contingency and CJCS exercise missions transporting hazardous/ explosive cargo.

7.9.2. The operating wing is responsible for coordinating clearance of hazardous cargo from onload through en route to offload locations. The HQ AMC TACC POC is the exercise/contingency director.

7.9.3. HQ AMC TACC/XOP planners will coordinate hazardous/explosive diplomatic clearance requests with HQ AMC TACC/ XOCZD.

7.9.4. Engine Running Onload/Offload (ERO) procedures are not authorized if the load includes items/vehicles that provide minimal clearances or are difficult to handle. EROs are also not authorized for explosives unless authorized by JA/ATT, exercise operations order, or contingency Air Tasking Order. Aircrews will coordinate EROs with the TALCE/AMC support unit at the onload/offload station. TALCE/AMC support unit commander will have the authority to disapprove any ERO he/she feels is unsafe/not feasible.

7.9.5. For C-17 operations, consider the unique ERO safety design features of the C-17 (paragraph 1.6.9.), the requirement to expedite cargo movement, and enhancement of crew duty day in the ERO decision process.

7.10. Foreign Clearance Guide (FCG)/Diplomatic Clearance Policies.

7.10.1. HQ AMC TACC/XOP will build in ADANS and publish in GDSS a contingency and exercise airflow, and coordinate with HQ AMC TACC/XOCZD for obtaining diplomatic clearances.

7.10.2. Operating wings will forward required information, such as aircraft commander name and aircraft tail numbers, to HQ AMC TACC/XOCZD NLT 7 working days prior to appropriate dip clearance, or earlier, if required by the Foreign Clearance Guide.

7.11. Safety. During exercise operations, we practice skills and procedures necessary to successfully execute a contingency or emergency plan. This may include user requests for non-standard operations. If a user requests an operation that violates directives, and after an analysis of the risks involved, the aircraft commander determines the operations to be safe he/she will obtain a waiver from HQ AMC/DOV through HQ AMC TACC prior to conducting the operation. Under no circumstances will ground or flight safety be compromised. If you encounter unusual problems or hazards, contact the nearest TALCE, CP, or local base safety representative. In matters of flight safety, the aircraft commander's decision is final.

Chapter 8

TRAINING MISSIONS

8.1. Policy. AMC must use our training hours in a manner that demonstrates good stewardship of the taxpayers' money. AMC justifies those hours on the basis of maintaining wartime readiness, and Congress and the public expect us to use them accordingly. Each training mission must be structured to achieve maximum training. Any by-product airlift opportunity resulting from our training must not degrade the intended training in any way and must comply with applicable DoD instructions. Any use of flying training hours to accomplish other than direct training requirements must be approved by the appropriate NAF/CC. It is essential that all personnel at all levels prevent the misuse of air mobility resources as well as the perception of their misuse.

8.2. Training Missions.

8.2.1. All training missions will be published in a wing operations plan and will include a summary of the planned aircrew training that will be accomplished, including static load training.

8.2.1.1. Specific training aircraft will be considered as fenced trainers in the following categories:

8.2.1.1.1. Local proficiency sorties (events IDS M010 and M020).

8.2.1.1.2. Local receiver air refueling (ROXO).

8.2.1.1.3. Local airdrop training.

8.2.1.1.4. Tanker aircraft supporting local horseblanket air refueling.

8.2.1.1.5. CCTS and Weapons Instructor Course (WIC) sorties.

8.2.1.1.6. JA/ATT missions published in OPORD 17-76, Annex Charlie. Aircraft supporting maintenance, operations, or aerial port load Ground training (to include any local AETC training) for a period of at least 12 hours.

8.2.1.1.7. Unit possessed aircraft supporting AMC sponsored tests.

8.2.1.1.8. Off-station trainers (defined as those supporting airlift first pilot line development missions and Associate reserve coded 05/09 missions only).

8.2.1.2. When local training goals are exceeded or when urgent operational needs outweigh local training needs, unit commanders may voluntarily reduce local training to cover additional off-station commitments.

8.2.1.3. Regarding maintenance cancellations, once the weekly flying schedule is published, unscheduled maintenance on a given tail number will affect the mission it is assigned against (local or off-station). When a HQ AMC TACC tasked mission is involved, contact HQ AMC TACC/XOB for resolution.

8.2.2. If HQ AMC TACC is at the maximum tasking level for the wing, the HQ AMC TACC/XOB will make the decision on which HQ AMC TACC tasking becomes supported. If HQ AMC TACC requires a spare for a particular mission, they will task one, up to the available tasking limit. Conversely, if a local trainer becomes NMC, a HQ AMC TACC tasked aircraft will not be used to replace it.

8.2.3. The coordination for trainers in categories G through I must meet the following timelines.

8.2.3.1. Each month, wing/squadron training offices will provide wing DOO with their daily training aircraft requirements (RCS: AMC-DOO(M)9721, Fenced Trainer Reporting) for the succeeding month. Fenced aircraft will be specifically identified in the wing operations plan. The request for trainers should match the training requirements identified through the training review process.

8.3. Training Mission Planning Factors.

8.3.1. Ground times/crew rest may be extended beyond normal times with HQ AMC TACC/XOC approval. However, comments addressing this deviation must be on off-station requests, and in the WOP. At least 1+15 ground time must be scheduled at en route stations. Early departures must be coordinated and approved by the destination station and HQ AMC TACC through the servicing CPs.

8.3.2. Passengers/Cargo:

8.3.2.1. Passengers should be carried on training missions whenever feasible. On missions with short legs (approximately 6 hours or less), they may be deplaned and training continued in the destination local area. On missions of longer duration, the Aircraft Commander will determine if the training planned is compatible with the movement of passengers and should release seats, if feasible.

8.3.2.2. Although cargo generation is not a prerequisite for operating a training mission, every effort must be made to productively use the cargo capacity available. Cargo should be anticipated on all training missions and the missions planned accordingly; i.e., routing, en route time, etc., to accommodate cargo. Contact HQ AMC TACC/XOGM to coordinate cargo availability. Although every effort should be made to operate these mission as scheduled, cargo availability on the scheduled day of the mission may necessitate a change in the itinerary. In this unusual circumstance, HQ AMC TACC will coordinate with the operating wing to discuss alternatives for optimizing training opportunities.

8.3.3. Routing/Operator requested rerouting. All off-station trainers must be scheduled to transit an active AMC aerial port prior to departing the CONUS (N/A for AFRC/ANG). All McChord AFB missions will transit Travis AFB prior to departing for Hickam AFB. Wings will contact HQ AMC TACC/XOB 24 hours prior to scheduled departure to validate cargo requirements at Travis AFB. If there is sufficient cargo on-hand, HQ AMC TACC/APCC may change mission identification to an add-on channel. If no cargo requirement exists, the mission may proceed direct to Hickam AFB/ Elmendorf AFB.

8.3.4. AE Training. AE training may be conducted on both active duty and associate reserve off-station training missions. Associate AE training is a by-product of primary aircrew training; consequently, off-station training missions will not be generated exclusively for AE crew training. AE training for any unit (active duty or ANG/AFRC) can only be conducted on a non-interference basis on missions scheduled for aircrew training. Each associate reserve wing is authorized to fly one "long" AE trainer in the Pacific per quarter. In flying on active duty off-station training missions, AE units will develop a memorandum of agreement with their active duty DOO to ensure the following:

8.3.4.1. AE crews will be limited to 12 personnel maximum (N/A AFRC).

8.3.4.2. Pallet positions dedicated to AME training should be limited to 4.

8.3.4.3. Billeting restrictions that affect primary flight crew complement (i.e., Team Spirit - flight crews are size limited at specific bases; therefore, AME training will be restricted from those stations).

8.3.4.4. Trainers diverted for high priority missions may cause AE training to be suspended.

8.3.4.5. AE units will continue to apprise appropriate agencies (to include TCJ3-ODP, DSN 576-1752/1970) of their itineraries, equipment on board, and availability for use as "real patient" (versus simulated patient) AE missions.

8.3.5. RONs/Crew Rest. Off-station trainers should RON at CONUS bases having adequate on base billeting facilities and AMC maintenance support. However, missions that have approved static load training at a non-AMC supported base may RON at that station. Airlift off-station trainers are prohibited from RON/crew resting at any Korean base.

8.3.6. CAP/Escort Joint Training. If unilateral training time will be used to conduct CAP/Escort Joint Training, the NAF unit involved will submit a request to HQ AMC TACC/XOB for approval.

8.3.6.1. CAP/Escort Joint Training will also be included with your monthly local/off-station training mission requirements to HQ AMC TACC/XOB.

8.3.6.2. If CAP/Escort Joint Training is to be added on to the monthly schedule, coordinate within DOO channels, prior to HQ AMC TACC/XOB approval.

8.3.6.3. The following information will be included in CAP/Escort Joint Training requests:

8.3.6.3.1. Mission identifier (PEN 605, Local, Etc.).

8.3.6.3.2. Dates of training.

8.3.6.3.3. Number of flying hours to be used.

8.3.6.3.4. Number of aircrews involved.

8.3.6.3.5. Number and type of aircraft to be used.

8.3.6.3.6. Non AMC units participating.

8.3.6.3.7. Number and type of non-AMC aircraft participating.

8.3.6.3.8. Description of training to be conducted.

8.3.6.3.9. POCs for both AMC unit(s) and non AMC units(s).

8.3.7. Crew Complement. Off-station training mission planners and schedulers must ensure that the primary purpose for their mission is to provide flight crew training. In order to accomplish this, off station trainers must be planned and flown with instructor pilots to accomplish needed training (N/A for AFRC/ANG).

8.4. Off Station Training Flights (OSTF). Off station trainers are defined as an O+M funded training mission that carries passengers or remains overnight (RON). Ideally, off-station training missions should be totally planned and coordinated by the crew(s) being trained, and in concert with all wing operating agencies; i.e., DOO, DOT, TR, LG. The ultimate responsibility for ensuring that missions are properly planned rests with the wing current operations. Mission planners must check and comply with all known guidance, such as Notice to Airmen (NOTAMS), en route supplements, the Foreign Clearance Guide, and other restrictions such as runway closures, prior permission required (PPR) requirements, diplomatic

clearances, and station flow control requirements. Planners must also use GDSS/C2IPS station workload products (available through the wing DOO shop) to deconflict their missions arrivals and departures. They should allow a 1 hour separation between their mission and other missions. Also, once planned, the mission should be flown as planned. Squadron/wing DOTs should conduct post mission reviews to determine if productivity, quality, and events were accomplished as "planned," with the purpose of improving the quality of future training missions.

8.4.1. Wing Commanders are the approval authority for off station trainers. Prior to approval, commanders will carefully review each proposed trainer's itinerary to ensure it justifies and represents the best avenue for meeting training requirements. Commanders approving off station trainers that RON will forward a copy of the planned itinerary to the appropriate NAF/DO (ANG/DOX for ANG units) and HQ AMC TACC/XOB (exception: CONUS off station trainers for C-21s do not send copies to HQ AMC TACC/XOB) NLT 10 days prior to departure. When those off station trainers include other services or governments, commanders will forward a copy to the appropriate NAF/DO NLT 15 days prior to departure. Off-station trainers will be conducted at DoD or joint use airfields to the maximum extent possible. Aircrews will utilize government facilities (billeting, POL, etc.) to the maximum extent possible.

8.4.2. Planning and coordination should include, but not be limited to, determining each day’s route of flight, fields to be visited, and types of approaches and landing to be flown. Comply with diplomatic clearance constraints and ensure proper security for aircraft and crew.

8.5. Route Familiarization. Units may accomplish overseas route familiarization training missions (line development missions (LDM) training) for aircraft commander upgrade candidates on TWCF missions on a non-interference basis. Crew complement should include, as a minimum, an instructor pilot and two first pilots nearing upgrade. The entire mission should be planned and coordinated by the crew before departing home station. The itinerary is left up to the crew. (AFRC/ANG off-station trainers are coordinated through the unit OG/CC. All AFRC off-station trainers must be approved by HQ AFRC/DOOM). Plan to RON only at stations with AMC support or USAF bases. Plan for diplomatic clearances and security requirements for aircraft and crew. Plan to provide opportune airlift whenever possible. Configure aircraft to take advantage of the best estimate of available cargo or passengers. Ensure planned itinerary is coordinated with HQ AMC TACC/XOBA at least 10 days in advance of planned departure date. Once coordinated, do not change itinerary unless coordinated with HQ AMC TACC/XOB.

Chapter 9

SECURITY PROCEDURES

9.1. Procedures. This section, along with other classified guidance, establishes security procedures within HQ AMC TACC area of operation. This guidance will supplement, not replace, AMCR 55-37, *Air Operations Security*, or appropriate MCI or AFI 11-2XX-series guidance. Planners will make every effort to ensure all security requirements are met prior to home station departure. HQ AMC TACC/XOC will work en route stations to ensure missions that are rerouted comply with these requirements. Aircrews will review requirements prior to each mission to ensure they have the latest guidance.

9.2. Aircrew Arming/Airfield Security. Aircraft commanders will review and be familiar with the security requirements of AFI 31-101, *The Air Force Physical Security Program*, Volume 1/AMC1.

9.2.1. For active duty units. IAW AMCR 55-37, HQ AMC TACC/XOP will issue guidance as necessary to ensure standardization of which base and/or areas require aircrew arming following review and coordination with the NAFs.

9.2.2. For AFRC/ANG Units. AFRC/ANG aircrews will be armed at the discretion of the AFRC/ANG DO.

9.2.3. The following procedures will be used by aircrews and security forces (SF) when aircrews are armed or security forces are required for a mission:

9.2.3.1. PHOENIX RAVEN (PR) teams will be deployed to provide security protection for aircraft transiting locations where host security support has been determined unreliable or nonexistent. Occasionally, special missions may require aircraft to operate through overseas locations where Air Force security support is not available. In such cases, the AMC TWG will determine whether the crew can provide adequate security protection or if a PR team is required. PR members will be placed on AF Form 41, **Flight Authorization**, orders designated as MEGP IAW paragraph **3.18.5.** and applicable MCI or AFI 11-2XX-series instructions. Their orders will be annotated to reflect that status and processed accordingly.

9.2.3.1.1. Overall responsibility for force protection rests with the aircraft commander. As part of the premission planning and during mission execution the aircraft commander will:

9.2.3.1.1.1. In coordination with wing IN, JA, and mission planners, ensure PR members receive a briefing on Foreign Clearance Guide restrictions, use of force authorization, current intelligence information, and unique mission requirements.

9.2.3.1.1.2. Ensure PR members are placed on the AF Form 41 under MEGP status.

9.2.3.1.1.3. Ensure PR members attend the aircrew briefing.

9.2.3.1.1.4. Continuously coordinate with the PR team leader for force protection measures. After guards are posted, and the aircraft commander and PR team leader assess the security as adequate, additional PR members not required for immediate duty will be billeted with the aircrew.

9.2.3.1.1.5. Arrange for PR members lodging, food, transportation, and relief.

9.2.3.1.1.6. Ensure all personnel comply with established force protection measures.

9.2.3.1.1.7. Under no circumstances will a PR team be relieved of their security responsibilities without direct coordination with TACC.

9.2.3.1.1.8. Ensure at least two PR members remain with the aircraft.

9.2.3.1.2. If a PR team is not on the mission and the aircraft commander assesses security as inadequate, then crewmembers will be armed (IAW the FCG) and provide protection until the situation is resolved.

9.2.3.1.3. PHOENIX RAVEN team members will be armed throughout the airlift mission while complying with the weapon restrictions listed in the Foreign Clearance Guide. PR members, when in crew rest, will store their weapons/ammunition in available DoD/NATO/COM armories. If an armory is not available, PR members will lock the weapons within a secure area on the aircraft.

9.2.3.2. Countries that prohibit firearms are listed in the Foreign Clearance Guide. When transiting one of those countries, aircrew members/security guards will not carry weapons outside the aircraft. Lock weapons in the gun box when performing ground duties or while in crew rest.

9.3. Locking Aircraft.

9.3.1. Parking on Secure Ramp. When parking on a secure ramp, the aircraft will normally be left unlocked/unsealed to allow ground personnel immediate access for servicing, loading, towing, and emergencies. If the aircraft commander determines that security or the need to detect unauthorized entry is necessary, the aircrew will use only breakable seals ("boxcar" seals, safety wire, etc.) using procedures in the appropriate AMC and multi-command regulations. If further security is required, other measures (Security Forces, local security) will be sought. If ground personnel need to access a sealed aircraft, they will request permission from the local C2 agency, who will log the breach and notify the aircrew at alert time. Ground personnel will reseal the aircraft using similar means. Aircrews will report unauthorized seal breakage via AMC Form 54.

9.3.2. Secure all aircraft hatches to aid in detection of unauthorized entry to aircraft when maintenance/aircrew personnel are not present or before maintenance relinquishes security responsibility over to the security forces.

9.4. Security Awareness and Precautions.

9.4.1. Increased threat to aircrew and aircraft. Aircrews must check possible THREATCON changes with local CPs and review AFI 31-210, *The Air Force Antiterrorism (AT) Program*.

9.4.2. Aircrews should know the threat and alter their behavior accordingly. Be alert, maintain a low profile and do not be predictable.

9.4.3. To prevent undetected access to the aircraft during ground operations in high threat or unsecured areas utilize crewmembers and/or PR members to prevent unauthorized entry. If needed, use a scanner and/or PR members to walk along aircraft during taxi operations and assign crewmembers to scan from the flightdeck, cargo compartment windows, and overhead hatches. If it's suspected that any unauthorized individuals have approached or gained access to the aircraft notify the aircraft commander. The aircraft should be stopped and inspected prior to takeoff.

9.5. THREATCONs . Refer to AFI 31-210.

Chapter 10

AIRCRAFT RESCUE AND FIRE FIGHTING

10.1. General. This chapter provides fire protection policy and guidance for determining minimum aircraft rescue and fire fighting (ARFF) requirements for AMC fixed-wing aircraft at other than established USAF active flying installations. This guidance also applies to AMC commercial contract aircraft operating at other than established USAF active flying installations. POC for ARFF is HQ AMC/CEXF, DSN 576-2547/3950.

10.2. Definitions.

10.2.1. ARFF Vehicle. A motorized vehicle that carries a quantity of water and fire extinguishing agent in affixed tanks. It must be equipped with a fire pump capable of discharging metered water and foam through one or more turrets, monitor nozzle of deluge gun while the vehicle is in motion. These discharge devices may be electrically, hydraulically, or manually controlled.

10.2.2. Assault Landing Zone (ALZ). An airfield or prepared area designed for training or employment use.

10.2.3. Maximum On Ground (MOG). For purposes of this instruction, the greatest number of AMC aircraft that are on the ground during any one time and requires simultaneous support (on load/off load, servicing, maintenance, etc.).

10.3. Policy.

10.3.1. ARFF vehicles listed in paragraph **10.8.**, or its equivalent in paragraph **10.9.**, must be available when AMC aircraft operate at other than established USAF active flying installations. Exceptions to this requirement for infrequent operations are authorized for:

10.3.1.1. Not more than two C-5, KC-l0, C-141, KC-135, C-9, C-17 or equivalent takeoffs and landings within 14 consecutive days.

10.3.1.2. Not more than four C-21 or equivalent takeoffs and landings within 14 consecutive days.

10.3.1.3. Not more than four C-130 or equivalent takeoffs and landings within 14 consecutive days. The nature of the C-130 mission may cause it to be scheduled through ALZ/airfields with less than optimum conditions.

10.3.2. HQ AMC TACC and HQ AMC/CEO must review any unique operational risks that would require pre-positioning ARFF personnel/equipment and ensure ARFF coordination outlined in this instruction.

NOTE: HQ AFRC/DO and NGB/XO coordinate ARFF requirements for their missions.

10.3.3. The airlift user provides fire protection manpower and equipment at other than established Air Force active flying installations. If the airlift user cannot provide the minimum protection outlined in paragraphs **10.9.**, the user can request support through HQ AMC/TACC (in this case, the user provides funding unless approved by HQ AMC TACC/XOP on a case-by-case basis).

10.4. Waiver Requests.

10.4.1. A waiver request must include the following:

10.4.1.1. Date(s) and type of operations.

10.4.1.2. Type aircraft involved.

10.4.1.3. MOG.

10.4.1.4. Description of available ARFF assets to include dedicated manpower and water/foam/chemical fire fighting agent capabilities per ARFF vehicle.

10.4.2. Waiver authority rests with the HQ AMC/DO, HQ AFRC/DO, and ANG/DO. ARFF waiver authority is granted to the Director of Mobility Force (DIRMOBFOR) for exercises and contingencies, and to 616 ALSS/CC for normal peacetime operations. When time does not permit formal waiver action, provide an after-action summary to the appropriate waiver authority with information copies to TACC/XOP, HQ AMC/LGT, and HQ AMC/CEX.

10.5. Mission Impact Statement. A mission impact statement must accompany all waiver requests. Include appropriate remarks concerning unusual risk factors and or facility conditions.

NOTE: No waiver is required for the first aircraft in and the last aircraft out carrying ARFF equipment.

10.6. Unilateral Aircrew Training. Determine ALZ/airfield ARFF requirements for unilateral aircrew training on a case-by-case basis. If the requirements of **10.8.** or **10.9.** are not met, submit waiver requests according to paragraph

10.6.1. In this case, include a description of the ALZ/airfield. Record the approval for ALZ training operations on the appropriate ALZ Survey (AMC Form 340, Landing Zone Survey). The approval remains in effect until the next required survey.

10.7. Aeromedical Evacuation. T.O. 00-25-172, paragraph 6-4, (a) 4/14 addresses concurrent refueling operations for aeromedical evacuations.

10.8. Special Weapons Standby Requirement. A minimum of one Air Force P-19 (or equivalent) is required when an aircraft carrying special weapons lands, involved in on-load and off-load operations, starts engines, taxies, and takeoffs.

10.9. USAF ARFF Vehicle Capacities/Capabilities.

10.9.1. Determine the suitability of non-USAF ARFF vehicles as a substitute for USAF ARFF vehicles by comparing the agent carrying and pumping capabilities with those listed below.

Table 10.1. USAF ARFF Vehicle Capacities/Capabilities

Vehicle	Pump Capacity	Water Capacity	Foam Capacity	Dry Chemical	Air Transportable
	(GPM)	(Gallons)	(Gallons)	(Pounds)	
P-23	2000	3300	500	500	C-5 Only
P-4	1200	1500	180	0	C-130
P-19	950	1000	130	500	C-130
P-20	N/A	N/A	N/A	400	C-130

10.10. Aircraft Rescue and Fire Fighting Requirements.

10.10.1. Minimum fire protection capabilities in this instruction are based on Operational Risk Management (ORM) principles. Fire fighting and rescue capabilities will be extremely limited when operating at locations other than established Air Force active/flying installations.

10.10.1.1. The ARFF requirements listed in **Table 10.2.** is the minimum required to attack and provide a rescue path in the initial stages of an aircraft fire. It provides limited capability to assist crewmember evacuation or sustained fire suppression operations. Aircrews operating at deployed locations must be made aware of the increased risk as a result of limited fire protection capabilities.

10.10.2. ARFF requirements at other than Air Force active flying installations are based on type of aircraft, MOG, and gallons of fire fighting agent carried on ARFF vehicles. When aircraft types are mixed, base ARFF requirements on the largest requirement for a single type of aircraft.

10.10.2.1. Manpower requirements are based on ARFF vehicle requirements for a given operation. A P-19 ARFF vehicle requires three firefighters for single shift operations or six firefighters for two-shift operations. Example: C-141 MOG of 3 requires 2 P-19s and 6 firefighters for daylight operations (single shift operation) or 12 firefighters to maintain 24-hour coverage.

10.10.2.2. Fire protection manpower assigned to non-USAF ARFF vehicles should be commensurate with the size and specific mission of the vehicle.

10.10.3. ARFF Requirements.

Table 10.2. Crash Fire Fighting Matrix

NFPA Aircraft Category/ Air Force ARFF Vehicle Set *				Recommended Staffing**	Recommended Minimum ARFF Vehicles ***
4/1	7/2	8/3	9/4 and 10/5		P-19 or equivalent
Maximum on Ground (MOG)					
1-12				3	1
13+	1-3	1-3		6	2
	4+		1-2	9	3
		4-8		12	4
		9+	3+	15	5

* AMC Aircraft fall into the following NFPA Categories:

NFPA Category 7 – C-130, DC-9
NFPA Category 8 - C-141, C-17,KC-135,DC-8, B-707, or similar aircraft
NFPA Category 9/10 - C-5, KC-I0, DC-10, B-747, or similar aircraft

**Staffing must be doubled for 24-hour operations.

***** ARFF requirements are considered met when fire fighting agent equals the gallons carried on multiple P-19s.**

***EXCEPTION**:* When fire fighting agent requirements exceeds 1500 gallons, a minimum of two ARFF vehicles are required regardless of total gallonage carried on a single ARFF vehicle.

10.10.4. C-21, C- 12, or similar aircraft: One lightweight vehicle with at least 500 pounds of dry chemical extinguishing agent or 450 pounds of dry chemical and 50 gallons of water for aqueous film forming foam (AFFF) production (extracted from Federal Aviation Regulation 139.49). When operating in locations with other aircraft, the greater ARFF requirements apply.

10.10.5. C-27 or similar aircraft: One P-19 ARFF vehicle. A dual-agent P-20 is suitable when airfield size or surface environment precludes delivery of a P-19 or equivalent vehicle.

Chapter 11

DIPLOMATIC CLEARANCE

11.1. General . HQ AMC TACC International Clearance Branch (HQ AMC TACC/XOCZD) is the focal point for all AMC aircraft diplomatic clearance mission action. HQ AMC TACC/XOCZD initiates mission clearance request messages for AMC missions as outlined in paragraph **11.4.** and the DoD FCG. HQ AMC TACC/XOCZD assumes overall quality control for the AMC request process and helps facilitate short notice diplomatic clearance requirements. HQ AMC TACC/XOCZD does not request personnel clearances.

11.2. Operations in International Airspace/Territorial Airspace. US military aircraft and DoD personnel entering another nation to conduct US government business therein must have the approval of the foreign government concerned to enter their airspace. Foreign clearances for US international air operations are obtained through US officials knows as Defense Attaché Officers (DAOs).

11.2.1. There are essentially two types of airspace with which HQ AMC TACC/XOCZD is concerned, international airspace and territorial airspace. International airspace includes all airspace seaward of coastal states' territorial seas. Military aircraft operate in such areas free of interference or control by the coastal state. Territorial airspace includes airspace above territorial seas, archipelagic waters, inland waters and land territory and is sovereign airspace. Overflight may be conducted in such areas only with the consent of the sovereign country.

11.2.2. Consistent with international law, the US recognizes sea claims up to 12 nautical miles. Diplomatic constraints and/or a lack of diplomatic clearances usually result in AMC missions operating in international airspace. Because of this, it is imperative sufficient information be provided far enough in advance to allow compliance with FCG requirements established by the countries concerned. The US does not normally recognize territorial claims beyond 12 nautical miles; however, specific guidance from certain US authorities may establish limits that differ from the standard. (See FLIP General Planning for further information on US policy).

11.3. General Operational Guidance .

11.3.1. Flight Information Region (FIR). A FIR is defined as an area of airspace within which flight information and related services are provided. A FIR does not reflect international borders or sovereign airspace. Aircraft may operate within an established FIR without approval of the adjacent country, provided the aircraft commander avoids flight in sovereign airspace.

11.3.1.1. Aircrews on a flight plan route that takes them from international airspace into territorial airspace for which approved aircraft clearances were obtained should not amend issued HQ AMC TACC/XOCZF flight plan entry/exit points.

11.3.1.2. Violations of foreign sovereignty result from unauthorized or improper entry or departure of aircraft. Aircrews should not enter into territorial airspace for which a clearance has not been duly requested and granted through diplomatic channels.

11.3.1.3. Air traffic control agencies are not vested with authority to grant diplomatic clearances for penetration of sovereign airspace where prior clearance is required from the respective country. Aircraft clearances are only obtained through diplomatic channels.

11.4. HQ AMC TACC International Clearance Branch Responsibilities and Procedures.

11.4.1. For each of the following types of missions, HQ AMC TACC/XOCZD will dispatch a clearance request to the appropriate Defense Attache Officer (DAO) indicated in the FCG for each country requiring diplomatic clearance for overflight and landing. The request must contain all information required by the FCG and each nation state.

11.4.1.1. Channel missions. HQ AMC TACC/XOCZD is responsible for requesting all diplomatic clearances for AMC channel missions. HQ AMC TACC/XOCZD personnel routinely submit these requests to the embassies on approximately the 15th of each month.

11.4.1.2. Commercial Mission Clearances. HQ AMC TACC/XOCZD is responsible for obtaining aircraft clearances for commercial aircraft flying AMC missions bound for commercial and military airfields in Saudi Arabia, Turkey, Spain, Lajes AB, Portugal, and military airfields in Cyprus and Egypt; and AMC missions overflying Saudi Arabia and Turkey. Commercial carriers are responsible for all other clearances, regardless of purpose or destination. HQ AMC TACC/XOCZD will attempt to resolve diplomatic clearance problems experienced by commercial carriers as required to accomplish AMC missions.

11.4.1.3. Contingencies and Exercises. HQ AMC TACC/XOCZD will obtain aircraft clearances for contingency/exercise missions as required. Because of the short-notice nature of contingencies, in most cases, greater information and coordination is required in order to abide by country requirements.

11.4.1.4. Special Assignment Airlift Missions (SAAM). SAAMs are funded airlift missions that cannot be supported by channel missions because of the unusual nature, sensitivity, urgency of the cargo, or operations to points other than those established by the channel structure. HQ AMC TACC/XOCZD is responsible for requesting diplomatic clearances for SAAM missions overflying or landing in foreign nations as required. The exception to this includes unique missions (e.g. 1800 series) which are performed by specified units and are coordinated through Memorandums of Understanding with these units.

11.4.1.5. HQ AMC TACC/XOCZD will request diplomatic clearances for Strategic Inter-Theater deployment (SID) aircraft.

11.4.1.6. Upon unit request, HQ AMC TACC/XOCZD will request diplomatic clearances for unit training missions. See paragraph **11.7.2.** below.

11.4.1.7. ANG and AFRC. HQ AMC TACC/XOCZD will accomplish diplomatic coordination for AMC missions task to ANG and Reserve units. Upon unit request and workload permitting, HQ AMC TACC/XOCZD will request diplomatic clearances for ANG and AFRC units conducting non-AMC missions. See paragraph 11.7.4 below.

11.4.2. Short-notice procedures. See paragraphs **11.5.1.** and **11.6.3.**

11.4.3. Clearance revisions. Mission diverts or changes which result in an aircraft necessity to overfly or land at a destination other than requested in the original aircraft clearance request will require immediate HQ AMC TACC/XOCZD coordination.

11.4.4. HQ AMC TACC/XOCZD will coordinate with HQ AMC TACC/XOCZF to obtain flight plans per this instruction, **Chapter 8**.

11.4.5. Aeromedical Evacuation mission aircraft clearances will be requested by HQ AMC TACC/XOCZD.

11.5. HQ AMC TACC/XOC Responsibilities.

11.5.1. HQ AMC TACC/XOCE/XOCW flight following personnel should immediately notify HQ AMC TACC/XOCZD if clearance revisions may be or are required for missions in execution.

11.6. HQ AMC TACC/XOO/XOP/XOG Responsibilities.

11.6.1. The requesting branch within HQ AMC TACC/XOO/XOP/XOG will provide HQ AMC TACC/XOCZD with requested itinerary and other mission information required for obtaining diplomatic clearances as dictated by the FCG. Mission information and changes will be passed to HQ AMC TACC/XOCZD with as much lead time as possible.

11.6.2. The requesting branch within HQ AMC TACC/XOO/XOP/XOG will provide HQ AMC TACC/XOCZD with a detailed list of hazardous cargo when transiting countries that require such information, as indicated in the FCG.

11.6.3. Short-notice procedures. Short notice procedures will be used if the request is not made within the lead time dictated by the FCG. Short-notice clearance procedures are used only in urgent situations and do not guarantee that clearances will be obtained in a shorter amount of time than dictated by the FCG. The requesting branch within HQ AMC TACC/XOO/XOP/XOG will obtain approval for short-notice diplomatic clearances from HQ USAF/XONP, who in turn coordinates with the Political Military Affairs Bureau, Department of State. The approval will then be passed to HQ AMC TACC/XOCZD with scheduled itinerary and other mission information required by the FCG. Short-notice diplomatic requests will not be made without prior approval by HQ USAF/XONP. Short notice approval by HQ USAF/XONP is the only approval to make a diplomatic request with the applicable country and does not constitute or guarantee an approved clearance in time to meet mission requirements.

11.7. Unit Current Operations Responsibilities.

11.7.1. The following applies to all missions when HQ AMC TACC/XOCZD coordinates the diplomatic clearances. See paragraph **11.4.1.**

11.7.1.1. Unit current operations must incorporate a review of the FCG during pre-mission preparation. Unit specific mission information will be provided to HQ AMC TACC/XOCZD NLT 3 working days prior to appropriate aircraft clearance lead times, as dictated by the FCG. This mission specific information includes, but is not limited to, aircraft commander name and alternates, primary tail number and alternates, fuel fund cite, ground services fund cite, and any other information required by the FCG. In determining the lead times, consideration must be given to each country's holidays and duty hours as noted in the FCG.

11.7.1.2. For mission taskings inside normal FCG lead times, tasked unit will provide mission assets to HQ AMC TACC/XOCZD via telephone/facsimile as soon as possible.

11.7.1.3. Changes to unit mission information (aircraft commander names, tails, etc.) must be kept to a minimum due to lead time required for aircraft clearance approvals and could jeopardize successful mission execution or risk aircrew violations, particularly if the change is made inside

the FCG request lead time. Any changes will be reported to HQ AMC TACC/XOCZD immediately.

11.7.2. Unit planned missions.

11.7.2.1. The requesting unit will provide HQ AMC TACC/XOCZD with requested itinerary and other mission information required for obtaining diplomatic clearances as dictated by the FCG. Information will be passed to HQ AMC TACC/XOCZD with as much lead time as possible.

11.7.2.2. Short-notice procedures. Short notice procedure will be used if the request is not made within the lead time dictated by the FCG. Short-notice clearance procedures are used only in urgent situations and do not guarantee that clearances will be obtained in a shorter amount of time than dictated by the FCG. The requesting unit will obtain approval for short-notice diplomatic clearances from HQ USAF/XONP, who in turn coordinates with the Political Military Affairs Bureau, Department of State. The approval will then be passed to HQ AMC TACC/XOCZD with scheduled itinerary and other mission information required by the FCG. No short-notice diplomatic requests will be made without prior approval by HQ USAF/XONP. Short notice approval is only approval to make a diplomatic request and does not constitute or guarantee an approved clearance in time to meet mission requirements.

JOHN O. VELING, Colonel, USAF
Deputy Director of Operations

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

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Abbreviations and Acronyms

ACL—Allowable Cabin Load

ACM—Additional Crew Member

AE—Aeromedical Evacuation

AECC—Aeromedical Evacuation Coordination Center

AEOO—Aeromedical Evacuation Operations Officer

AES—Aeromedical Evacuation Squadron

AFI—Air Force Instruction

AFRC—Air Force Reserve Component

ALTRV—Altitude Reservation

ALZ—Assault landing Zone

AMC—Air Mobility Command

AMCC—Air Mobility Control Center

AMCI—Air Mobility Command Instruction

AME—Air Mobility Element

AMSS—Air Mobility Support Squadron

ANG—Air National Guard

AP—Area Planning

APOD—Aerial Port of Debarkation

APOE—Aerial Port of Embarkation

A/R—Air Refueling

ARCP—Air Refueling Control Point

ARCT—Air Refueling Control Time

ATA—Actual Time of Arrival

ATOC—Air Terminal Operations Center

AVANA—Approval Void if Aircraft Not Airborne

BAS—Basic Allowance for Subsistence

C2—Command and Control

CAA—Cooperative Airlift Agreement

CDT—Crew Duty Time

CFP—Computer Flight Plan

CHOP—Change Operational Control

CJCS—Chairman Joint Chiefs of Staff

CP—Command Post

DOT—Department of Transportation

DSN—Defense Service Network

DTS—Defense Transportation System

DV—Distinguished Visitor

ETD—Estimated Time of Departure

FAA—Federal Aviation Administration

FAX—Facsimile

FCG—Foreign Clearance Guide

FDP—Flight Duty Period

FIR—Flight Information Region

FLIP—Flight Information Publication

HF—High Frequency

IBD—Inhabited Building Distance

ICAO—International Civil Aviation Organization

IMC—Instrument Meteorological Conditions

ITGBL—International Through Government Bill of Lading

IU—Issuing Unit

JA/ATT—Joint Airborne/Air Transportability Training

MCD—Medical Crew Member

MCI—Multi-Command Instruction

MDS—Model Design Series

MEGP—Mission Essential Ground Personnel

MHE—Material Handling Equipment

MICAP—Mission Capable

MLS/GDSS—Multi-Level Security/Global Decision Support System

MMO—Mobility Mission Observer

MOG—Maximum on the Ground

MRS—Mission Route Support

MSOC—Mobility Stage Operations Center

MST—Mission Support Team

NEW—Net Explosive Weight

OPORD—Operations Order

ORM—Operational Risk Management

OU—Owning Unit

PCS—Permanent Change of station

PIT—Pacific Intratheater

PNAF—Primary Nuclear Airlift Force

POB—Prepositioned Oxygen Bottle

PPR—Prior Permission Required

PRC—Passenger Reservation System

RON—Remain Overnight

SAAM—Special Assignment Airlift Mission

SATCOM—Satellite Communications

SECDEF—Secretary of Defense

SRT—Scheduled Return Time

SSN—Social Security Number

SSS—Signature Security Service

START—Strategic Arms Reduction Treaty

TACC—Tanker Airlift Control Center

TALCE—Tanker Airlift Control Element

TCN—Transportation Control Number

TDA—Turkish Diplomatic Authorization

THREATCON—Threat Condition

TWCF—Transportation Working Capital Fund

TWG—Threat Working Group

USTRANSCOM—United States Transportation Command

VASI—Visual Approach Slope Indicator

VFR—Visual Flight Rules

WBC—Weight Bearing Capacity

Forms

DD Form 1249, **SAAM or JCS Exercise - Airlift Request**

DD Form 175, **Military Flight Plan**

DD Form 1801, **DoD International Flight Plan**

AF Form 129, **Tally In-Out**

AF Form 3215, **Communications Systems Request Document (CSRD)**

AF Form 3578, **Tanker Activity Report**

AF Form 41, **Flight Authorization**

AF Form 463, **Request for Flight Meals**

AF Form 664, **Aircraft Fuels Documentation Log**

AF Form 847, **Recommendation for Change of Publication**

AMC Form 222, **Aircraft Dash 21 Equipment Inventory**

AMC Form 41, **Flight Authorization**

AMC Form 54, **Aircraft Commander's Report on Services/Facilities**

Attachment 2

IC 2000-01 TO AMCI 11-208 TANKER/AIRLIFT OPERATIONS

1 Jun 2000

SUMMARY OF REVISIONS

This interim change (IC) 00-1 provides guidance for para. **1.29.** Stage Management.

1.29. Stage Management. When deployed, the stage manager and his/her team work for the local commander [Air Mobility Support Squadron (AMSS), TALCE, etc.] within the established command and control node (CP, AMCC, Air Operation Center, etc.). Oversight of operational issues for an aircrew stage is the responsibility of HQ AMC TACC/XOCW/XOCE, whichever has operational control of the stage location. Support issues are the responsibility of HQ AMC TACC/XOP and the Mission Support Cell. The stage manager and his/her team respond to guidance and taskings from HQ AMC TACC in executing the local support of the mobility missions passing through or originating from that location. It is important that they coordinate their activities with other agencies supporting the mobility mission and in coordination with HQ AMC TACC/XOCW/XOCE for any stage management issues. Local commanders will integrate the deployed stage management team into their operation, providing support as required and as coordinated with HQ AMC TACC/XOP. A bar (|) indicates revision from the previous edition.