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*AIR MOBILITY COMMAND*

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*INSPECTION GUIDE*

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This pamphlet provides gradesheets that are essential to the integrity and utility of the AMC Inspection System applicable to Expeditionary Operational Readiness Inspection (EORI), En route Readiness Inspections (ERI), Operation Plan 8044 (OPLAN 8044) Inspections, and inspecting the Ability to Survive and Operate (ATSO). The gradesheets in this guide are not intended to be all-inclusive and Inspector General (IG) personnel will use this guide as a starting point to promote a thorough, objective evaluation. These gradesheets will be used in conjunction with AMCI 90-201, *The Inspection System,* AFI 90-201, *Inspector General Activities,* and the AMC Unit-Level Mission Essential Tasks (MET). This pamphlet will be used to conduct all Headquarters Air Mobility Command Inspector General (HQ AMC/IG) readiness inspections for AMC units unless specifically exempted. This publication applies to the Air National Guard (ANG) and to AMC-gained Air Force Reserve Command (AFRC) units.

*SUMMARY OF REVISIONS*

**This document is substantially revised and must be completely reviewed.**

This change incorporates interim change (IC) 2004-1 (**Attachment 3**). It revises **Chapter 2** in its entirety.

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# Chapter 1

# GENERAL

## 1.1. Task and Standard Overview.

1.1.1. The tasks contained herein are limited to those tasks that a unit must accomplish to a certain degree to meet its wartime mission. Each task is deemed to be a MET. Tasks are assigned a task number, title, description, HQ AMC Office of Primary Responsibility (OPR) or functional organization, and standards. The list of tasks applicable to an individual unit is the unit's MET List (METL). This task list does not include tasks deemed non-mission essential. The standards that accompany each task add additional detail and specify the degree to which a unit is expected to perform the task. A standard is simply a list of criteria and measures. It is made up of an assigned identification (ID) number, criteria, and a measure description. Standards are formatted in a five- column table as follows:

1.1.1.1. The first column contains the measure number.

1.1.1.2. Column two lists the Major Graded Area (MGA) **(Initial Response = IR, Employment = EMP, Mission Support = MS, and ATSO = ATSO)**

1.1.1.3. Columns three and four comprise the time criteria.

1.1.1.4. Column five describes the measure.

1.1.2. We have attempted to align the unit-level MET numbers with those of similar METs that apply to HQ AMC. In general, AMC METs are grouped according to function as depicted below.

**Table 1.1. General Task Grouping.**

| Paragraph Number | Number Group | Functional Group |
|---|---|---|
| **2.1.** | 3.01 | Provide Public Affairs Services |
| **2.2.** | 3.03 | Managing, operating, and maintaining C4I Systems |
| **2.3.** | 3.05 | Producing Intelligence information |
| **2.4.** | 3.08 | Communicating and safeguarding operational information |
| **2.5.** | 5.01 | Air Transportation Operations |
| **2.6.** | 5.02 | Aerial Port Services |
| **2.7.** | 5.03 | Movement Management |
| **2.8.** | 5.05 | Air Refueling Operations |
| **2.9.** | 5.06 | Aeromedical Operations |
| **2.10.** | 6.00 | Agile Combat Support |
| **2.11.** | 6.01 | Personnel services |
| **2.12.** | 6.04 | Historian tasks |
| **2.13.** | 6.05 | Security Force general tasks |
| **2.14.** | 6.08 | Full Spectrum Threat Response General Tasks |
| **2.15.** | 6.09 | Provide Expeditionary Engineering |
| **2.16.** | 6.10 | Environmental Management |
| **2.17.** | 6.11 | Meteorological Operations |
| **2.18.** | 6.16 | Contracting |
| **2.19.** | 6.22 | Airfield Operations |
| **2.20.** | 6.27 | Life Support tasks |
| **2.21.** | 6.29 | Aircraft Maintenance |
| **2.22.** | 6.30 | Supply and Vehicle Management Operations |
| **2.23.** | 6.31 | Tasks associated with deploying AMC resources |
| **2.24.** | 6.33 | Safety |
| **2.25.** | 6.35 | Medical Services and Operations. |
| **2.26.** | 6.42 | Chaplain Services |
| **2.27.** | 6.43 | Legal Support |
| **2.28.** | 6.44 | Comptroller Support |
| **2.29.** | 7.01 | Conduct Command and Control Operations |

**1.2. Unit Responsibilities.**

1.2.1. Each unit, regardless of level, is responsible for identifying all tasks and standards that apply to its mission(s). It then must select the accompanying standard(s) that apply to that individual unit. Not all standards may apply to every unit.

1.2.2. If a unit determines that one or more of its METs or standards are not covered by the tasks in this document, it will submit an appropriate task or standard to HQ AMC/A51 for consideration. AMC/A51 is responsible to coordinate unit submissions with the HQ AMC Joint Training System Working Group (JTSWG) and appropriate functional organizations within HQ AMC.

1.2.3. A unit's performance is subject to being evaluated by how well the unit accomplishes its tasks and meets the selected standards associated with the tasks.

1.2.4. HQ AMC has developed UTC applicability spreadsheets that contain AMC Task List standards that are applicable for specific AMC and AMC-gained UTCs. These spreadsheets can be found digitally at **https://amc.scott.af.mil/ig/PDF/NewUTC.pdf**.

# Chapter 2

## AMC TASK LIST BASED EORI GRADESHEETS -- UNIT LEVEL TASKS

### 2.1. 3.01 Provide Public Affairs Services.

2.1.1. Advise and assist the commander and the command (or host nation in military operations other than war (MOOTW) in providing information to both internal and external audiences by originating news material, assisting civilian news media in developing print and broadcast news material, and assisting with community relations projects. This task includes supporting the Tanker Airlift Control Element (TALCE) Director of Mobility Forces (DIRMOBFOR), Air Mobility Element/Air Mobility Division (AME/AMD), a joint information bureau (JIB), and the Department of Defense (DoD) National Media Pool until open media coverage is possible. (//HQ AMC-PA).

**Table 2.1. Provide Public Affairs Services.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 7 | Days | To provide Public Affairs guidance for scheduled events. |
| M2 | MS | 6 | Hours | To prepare for and conduct first news conference on crisis or major defense newsworthy event. |
| M3 | MS | 1 | Hour | To provide Public Affairs guidance after receiving notice of crisis event. |
| M4 | MS | 4 | Hours | To provide to press initial DoD or Service position on breaking news story. |
| M5 | MS | 0 | Instances | Of errors in released information. |
| M6 | MS | 100 | Percent | Of media support requests answered. |
| M7 | MS | 8 | Hours | To answer requests for information from organizations. |
| M8 | MS | 5 | Days | To answer requests for information from private citizens. |
| M9 | MS | 14 | Days | To provide security and policy review for releasable information. |
| M10 | MS | 4 | Hours | To activate Straight Talk Center and Rumor Control line following serious incidents. |
| M11 | MS | 1 | Instance | Of base newspaper publication weekly. |
| M12 | MS | 1 | Instance | Of command news service publication weekly. |
| M13 | MS | 100 | Percent | Of information on public web pages cleared for release. |
| M14 | MS | 7 | Days | To write or update fact sheets upon change of key information. |
| M15 | MS | 1 | Hour | After event to release news. |
| M16 | MS | 3 | Hours | To transmit print journalist stories during crisis or combat (from receipt). |

### 2.2. 3.03.01 Manage Means of Communicating Operational Information.

2.2.1. To direct, establish, and control the means to send and receive operational information of any kind. To use DoD standard communication networks and modes, where possible, for obtaining or sending operational information. C4 systems include systems required for support to other agencies of

the US Government and friendly nations and groups in war and in military operations other than war. (//HQ AMC-SCY)

**Table 2.2. Manage Means of Communicating Operational Information.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Fixed base operational communications and information resources capable of supporting deploying forces. |
| M2 | NI | Yes | Yes/No | Deployable communication and information resources mission capable. |

**2.3. 3.03.01.01 Manage Missions Systems.**

2.3.1. Provides technical and systems support for fixed station and deployable communications capabilities including computer systems, ground radio (includes land mobile radio (LMR), cellular phones, and frequency management), wideband radio, and telephone switching systems. Also supports air traffic control and landing systems (ATCALS), weather, priority resource security, and secure communications maintenance. Provides quality control and material control. Operate global high-frequency (HF) and presidential radio systems. (//HQ AMC-SCY)

**Table 2.3. Manage Missions Systems.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | Yes | Yes/No | Fixed base, C4 mission systems and programs capable of supporting deploying forces. |
| M2 | MS | 80 | Percent | Of deployable C4 resources mission capable.<br>1. Deployable resources identified.<br>2. Equipment status tracked. |

**2.4. 3.03.01.01.01 Manage Base C4 Missions Systems.**

2.4.1. Readiness of fixed based C4 systems and programs to support deploying forces. (//HQ AMC-SCY)

**Table 2.4. Manage Base C4 Missions Systems.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 99 | Percent | Of C2 systems mission capable (air-to-ground radio, voice switching systems, etc).<br>1. Equipment status tracked.<br>2. Frequencies managed effectively. |
| M2 | MS | 95 | Percent | Of navigational aid systems mission capable.<br>1. Equipment status tracked. |
| M3 | MS | 100 | Percent | Of C4 system maintenance support programs in-place.<br>1. Capable workgroup management (WM) support available to support deploying units.<br>2. Current Information Management Plan available to support deployed operations. |
| M4 | MS | 100 | Percent | Of operational cryptographic equipment keyed properly. |
| M5 | NI | 100 | Percent | Of negative mission systems trends identified and worked to resolution. |

**2.5. 3.03.01.01.02 Manage Deployable C4 Missions Systems.**

2.5.1. Readiness of systems, programs, and personnel to meet deployable C4 mission requirements. (/ /HQ AMC-SCY)

**Table 2.5. Manage Deployable C4 Missions Systems.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 80 | Percent | People on hand (ref. DOC). |
| M2 | NI | 80 | Percent | People fully trained against wartime tasks (ref. DOC).<br>1. Assist NCC with providing unit-level communications-computer support.<br>2. WMs trained to maintain and support deployed functional information systems.<br>3. Provide effective staff support information management for deployed units.<br>4. Properly maintain official documentation related to contingencies. |
| M3 | MS | 80 | Percent | Combat essential equipment on hand (ref. DOC).<br>1. Combat essential equipment identified. |
| M4 | MS | 80 | Percent | Critical support equipment on hand (ref. DOC).<br>1. Required Information life cycle management equipment/applications available.<br>2. Copying/reprographics equipment/supplies available to support deployed units.<br>3. Base Information Transfer System (BITS) equipment, supplies, and resources available to support deployed operations. |
| M5 | MS | 80 | Percent | Of combat essential equipment on hand mission capable (ref AFI21-103). |
| | | | | 1. Equipment status tracked. |
| M6 | MS | 0 | Instances | Of mandated mission timelines exceeded (ref. MISCAP, CONOPs and other guidance for applicable mission timelines).<br>1. 4 hours to establish all core initial communications systems.<br>2. Installation Plan established (i.e. Site Survey, Priorities, coordination etc.)<br>3. 24 hours to establish each sustaining communications systems node.<br>4. 2 hours to restore mission critical systems. |
| M7 | MS | 90 | Percent | Communications systems uptime rates.<br>1. System outages tracked.<br>2. Frequencies managed effectively. |
| M8 | MS | 100 | Percent | Of operational cryptographic equipment keyed properly.<br>1. CRO maintains listing of current COMSEC materials i.e. short title, edition, and segment. |
| M9 | NI | 100 | Percent | Of negative mission systems trends identified and worked to resolution. |

**2.6. 3.03.01.02 Manage Information Systems.**

2.6.1. Provide network control center support to include help desk, network management, small computer support, job control, telecommunications messaging center, system administration and information protection. Provide administrative communications, records management, and customer training to include network, applications and software training. Manage communications and information system security programs. (//HQ AMC-SCY)

**Table 2.6. Manage Information Systems.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 80 | Percent | Of resources mission capable (ref. DOC).<br>1. Communications Focal Point (CFP)/Maintenance Control established.<br>2. Customers aware of CFP/Maintenance Control.<br>3. Procedures in place instructing customers on how to report communication outages.<br>4. Restoral Priority Plan established and properly coordinated.<br>5. Key leaders aware of all communication assets and their status. |
| M2 | MS | 0 | Instances | Of deviations from records management and administrative processes per applicable AFIs and AFMs.<br>1. Install and effectively utilize the Records Information Management System (RIMS) Module.<br>2. Establish unit file plans and account for all official wing/unit records.<br>3. Set up filing areas and manage records IAW AFMAN 37-123.<br>4. Properly manage the staging area utilizing the RIMS Staging Area Module to assure proper retention of wing records.<br>5. Account for and properly manage electronic records IAW DoD 5015.2-STD and AFMAN 37-123.<br>6. Obtain required AF/MAJCOM/unit publications and forms through electronic channels.<br>7. Acquire paper copies of AF/MAJCOM/unit publications and forms through Electronic Transaction System (ETS).<br>8. Properly use FormFlow application and related products; train/assist wing customers.<br>9. Establish central wing electronic publications and forms library.<br>10. Perform as manager/publishing authority for wing publications/local policies.<br>11. Establish official mail distribution function and unit level administration communication<br>activities.<br>12. Identify/establish/publicize organizational e-mail accounts for deployed wing operations.<br>13. Utilize AF Address Directory (AFDIR) and maintain required information.<br>14. Ensure Web resources are adequately protected and employed.<br>15. Instill effective message management processes. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | MS | 0 | Instances | Of deviations from information protection guidance.<br>1. Properly secure and handle Privacy Act (PA) information.<br>2. Process PA requests within required time limits.<br>3. Process Freedom of Information Act (FOIA) requests within required time limits.<br>4. Mark, protect, and process FOUO information.<br>5. Provide document security for official administrative communications.<br>6. Establish and maintain central classified destruction facility.<br>7. Provide for secure records staging location. |

**2.7. 3.03.01.02.01 Manage Base Network Control Center Operations.**

2.7.1. Provide communications and information infrastructure and associated core information services, to include network management, network administration, and help desk operations. (//HQ AMC-SCY)

**Table 2.7. Manage Base Network Control Center Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 80 | Percent | Of people on hand (ref. DOC).<br>1. Sufficient amount of WMs available to support functional information systems and maintain liaison with NCC.<br>2. Sufficient IM personnel to support deployed populace. |
| M2 | MS | 80 | Percent | Of people fully trained (ref. DOC).<br>1. WMs identified and trained to fulfill unit-level liaison responsibilities to/from NCC.<br>2. WMs connect user-provided computer instruments to base information infrastructure.<br>3. Use WMs to setup computer systems, load and configure software applications, and establish unit-level e-mail accounts.<br>4. Provide WM support for PC configuration, operating system support, network connectivity, and e-mail service issues.<br>5. Troubleshoot computer troubles, including basic user support, job reporting, system repair, and status tracking.<br>6. Records management personnel qualified to support deployed operations. |
| M3 | MS | 90 | Percent | Of network management system hardware and software on hand (ref. DOC). |
| M4 | MS | 100 | Percent | Of information protection hardware and software on hand (ref. DOC). |
| M5 | MS | 80 | Percent | Of core services hardware and software on hand (ref DOC). |
| M6 | MS | 80 | Percent | Of test equipment on hand (ref. DOC). |

**2.8. 3.03.01.02.02 Assure Business Communications.**

2.8.1. Provide business communications, records management, and customer training to include network applications and software training. (//HQ AMC-SCY)

**Table 2.8. Assure Business Communications.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 80 | Percent | Of people trained in required records management functions.<br>1. Understand all functions and modules contained within the RIMS application.<br>2. Interpret and adhere to wing/unit FOIA and PA requirements.<br>3. Institute electronic records management (ERM) strategies.<br>4. Train PA Systems Managers and action officers, Functional Area Records Managers, and Records Custodians. |
| M2 | MS | 80 | Percent | Of personnel trained in required network, software, and systems.<br>1. Information managers trained to perform WM duties.<br>2. WMs capable of supporting deployed functional information systems.<br>3. Provide information life cycle management for deployed information systems. |
| M3 | MS | 80 | Percent | Of people trained in required administrative communications.<br>1. Effectively use the Sarah-Lite and defense messaging programs.<br>2. Update deployed address information via the AFDIR.<br>3. Thorough understanding of the ETS.<br>4. Provide FormFlow support. |
| M4 | MS | 100 | Percent | FOIA requests managed IAW guidance<br>1. Prepare and process FOIA reports.<br>2. Understand Staff Judge Advocate, OPR roles and responsibilities.<br>3. Understand FOIA Exemptions and their usage.<br>4. Understand “For Office Use Only” and responsibilities.<br>5. Process proposed releases, denials, and referrals.<br>6. Properly maintain case files.<br>7. Meet processing timelines. |

**2.9. 3.03.01.02.03 Assure Communications and Information Security.**

2.9.1. Take all measures to deny unauthorized persons national security information derived from telecommunications of the US Government and ensures the authenticity of such telecommunications. COMSEC measures include cryptographic security, transmission security, emission security, and physical security of COMSEC material and information. (//HQ AMC-SCY)

**Table 2.9. Assure Communications and Information Security.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 99 | Percent | Of known information system vulnerabilities rectified.<br>1. Plans in place to reduce effects of communication intrusions/interference. |
| M2 | MS | 95 | Percent | Of personnel receive SATE training.<br>1. WMs certified by NCC to provide required training.<br>2. Unit members trained through/by WM.<br>3. Maintain proper documentation to certify training.<br>4. Promote user awareness concerning unauthorized or illegal use of computer hardware/software.<br>5. Report official mail security incidents.<br>6. Identify/evaluate potential official mail security problems.<br>7. Provide document security for official communications and electronic messages. |
| M3 | MS | 100 | Percent | Of classified systems afforded appropriate physical security measures. |
| M4 | MS | 100 | Percent | Of AFCERT Messages applied to protect Information and Information Systems and within timelines tasked. |
| M5 | MS | 100 | Percent | Reporting of known security incidents to appropriate authorities within AFCERT guidelines. |

**2.10. 3.03.01.03 Manage Plans and Resources.**

2.10.1. Manages activities related to base level Command, Control, Communications, and Computers (C4): (1) Systems planning; plans support, mobility/deployment planning, strategic planning, (2) Implementation which includes architecture integration, direction, and standards, (3) Resources which includes budgeting/billing and personnel, and (4) Agreements and contract management. (//HQ AMC-SCX)

**Table 2.10. Manage Plans and Resources.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 0 | Instances | Of C4 plans, support agreements, and contracts that are overdue for review.<br>1. Current WM training plan that includes support for deployed operations. |
| M2 | NI | Yes | Yes/ No | Manage wing C4 architecture implementation<br>1. WMs assist NCC with establishing deployed wing network and communications support.<br>2. Deploy/install required functional systems/applications.<br>3. Maintain Web and electronic mail resources. |
| M3 | NI | 100 | Percent | Accountability of unit's C4 resources.<br>1. Provide oversight and management of IM processes and personnel resources.<br>2. WMs ensure units comply with ADPE accountability. |

**2.11. 3.03.01.03.01 Manage Plans.**

2.11.1. Ensure C4 requirements are current and integrated into wing and installation plans. Manage unit deployment programs. (//HQ AMC-SCY)

**Table 2.11. Manage Plans.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Of C4 requirements identified in plans.<br>1. Information life cycle management requirements documented in wing plans.<br>2. Base support plans identify roles of information managers. |
| M2 | NI | 90 | Percent | Of personnel deployment folders current. |

**2.12. 3.03.01.03.02 Manage C4 Architecture Implementation.**

2.12.1. Identify C4 requirements, manage C4 projects, and ensure currency of C4 installation records. (//HQ AMC-SCY)

**Table 2.12. Manage C4 Architecture Implementation.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 95 | Percent | Of base architecture mission requirements documented in base blueprint. |
| M2 | NI | 95 | Percent | Of C4 implementation projects on time. |
| M3 | NI | 100 | Percent | Of C4 allied support projects completed prior to installation team arrival. |
| M4 | NI | 90 | Percent | Of CSIRS current. |

**2.13. 3.03.01.03.03 Manage Resources.**

2.13.1. Monitor execution of unit's financial resources. Identify required manpower positions. (//HQ AMC-SCY)

**Table 2.13. Manage Resources.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Accurate financial records (funds spent, obligated, and on-hand). |
| M2 | NI | 100 | Percent | Of mission essential C4 requirements identified in Financial Plan. |
| M3 | NI | 100 | Percent | Of mission essential manpower positions reflected in current manpower documents. |
| M4 | NI | 99 | Percent | Of financial resources obligated annually. |

**2.14. 3.03.01.03.04 Manage Agreements and Contracts.**

2.14.1. Ensure support agreements meet mission requirements. Ensure all C4 contracts are managed in accordance with statement of work (SOW). (//HQ AMC-SCY)

**Table 2.14. Manage Agreements and Contracts.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 90 | Percent | Of support agreements current. |
| M2 | NI | 100 | Percent | Of support agreements coordinated with all concerned parties. |
| M3 | NI | 100 | Percent | Of contract quality assurance evaluators trained for their contract duties. |
| M4 | NI | 100 | Percent | Of billing documents reviewed for accuracy. |

**2.15. 3.03.01.04 Manage Imagery Support.**

2.15.1. Provide alert/emergency and deployed imagery services. (//HQ AMC-SCY)

**Table 2.15. Manage Imagery Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Capability of providing alert/emergency imagery services.<br>1. Standby personnel identified.<br>2. Alerting systems identified and in place.<br>3. Adequate procedures in place to alert personnel. |
| M2 | NI | Yes | Yes/No | Capable of providing deployed imagery services.<br>1. Video, photographic, and presentation support IAW applicable MISCAP. |

**2.16. 3.03.01.04.01 Manage Base Imagery Support.**

2.16.1. Provide alert/emergency imagery services. (//HQ AMC-SCY)

**Table 2.16. Manage Base Imagery Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 80 | Percent | Of personnel on hand for alert/emergency imagery services.<br>1. Adequate personnel available to meet mission requirements. |
| M2 | MS | 80 | Percent | Of personnel fully trained for alert/emergency imagery services.<br>1. Training documented. |
| M3 | MS | 80 | Percent | Of alert/emergency imagery equipment mission capable.<br>1. Ensure equipment properly maintained.<br>2. Ensure adequate supplies are available to meet requirements.<br>3. Perform ops checks. |

**2.17. 3.03.01.04.02 Manage Deployable Imagery Missions.**

2.17.1. Provide deployed imagery services. (//HQ AMC-SCY)

**Table 2.17. Manage Deployable Imagery Missions.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 75 | Percent | Of deployable personnel available (ref. DOC).<br>1. Adequate personnel available to meet mission requirements. |
| M2 | NI | 75 | Percent | Of deployable personnel fully trained against wartime tasks (ref. DOC).<br>1. Visual Information Specialty – 3V0XX CFETP.<br>2. All other AFSCs listed in applicable MISCAP.<br>3. Training documented. |
| M3 | MS | 80 | Percent | Of combat essential equipment on hand (ref. DOC). |
| M4 | MS | 80 | Percent | Of critical support equipment on hand (ref. DOC).<br>1. Adequate equipment to meet mission requirements.<br>2. Perform required equipment ops checks.<br>3. Perform operator maintenance as required.<br>4. Equipment accountability procedures in place. |
| M5 | MS | 80 | Percent | Of all combat essential equipment on hand mission capable (ref AFI 21-103). |
| M6 | MS | 0 | Instances | Of mandated mission timelines exceeded (ref. MISCAP, CONOPs and other guidance for applicable mission capability). |
| M7 | MS | 90 | Percent | Imagery systems uptime rates. |
| M8 | MS | 100 | Percent | Of imagery systems encrypted to degree required. |

**2.18. 3.05.01 Provide Fused, Analyzed, All-Source, Intelligence Support to Leadership, Mission Planners, Flying Squadrons, and Base Operating Support Functions Through All Phases Of Unit Operations.**

2.18.1. Provide fused, all-source analysis and dissemination of military-political situations impacting current and planned unit operations. Provide near-real-time analysis and dissemination of adversary force disposition, capabilities, and intentions impacting employment operations. Provide intelligence input to mission planning and aircrew preparation for combat employment missions, to include route threat assessment, evasion and recovery planning support, pre-mission intelligence briefing, and post-mission debriefing and reporting. Conduct battle-space analysis, develop unit-level intelligence estimate of the situation, and disseminate estimates/updates to unit leadership and lateral/subordinate units and personnel (including Base Operating Support personnel, transient aircrews/personnel/units, and CRAF/Contractual carriers). (HQ AMC-INX)

**Table 2.18. Fused, Analyzed, All-Source Intelligence Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Of UTC-tasked intelligence capabilities (personnel and equipment) maintained in deployment/mission ready status or shortfalls up-channeled to HHQ. |
| M2 | IR | 100 | Percent | Of tasked intelligence resources marshaled and deployed IAW deployment order and installation/unit Deployment Schedule of Events (DSOE). |
| M3 | MS | 100 | Percent | Intelligence equipment and personnel accounted for through all phases of operations. |
| M4 | MS | 100 | Percent | Of available, pertinent intelligence information acquired, analyzed, tailored to unit/mission needs, and disseminated to appropriate audience through all phases of operations. |
| M5 | IR | 100 | Percent | Of deploying, non-aircrew personnel briefed on general situation generating deployment and threats to operations/forces at deployment locations. |
| M6 | IR | 100 | Percent | Of deployment mission aircrews provided with Deployment Mission Intelligence Briefing per command guidance/theater direction prior to departure. |
| M7 | EMP | 24 | Hours | After arrival at deployed location to set up intelligence operating location and establish flow of secure and non-secure information. |
| M8 | EMP | 100 | Percent | Of tasked employment missions provided with combat intelligence support to employment mission planning and aircrew preparation (mission threat analysis and pre-mission briefing). |
| M9 | MS | 100 | Percent | Of available force protection threat information analyzed, tailored, and disseminated in concert with local Threat Working Group (TWG) or like function. |
| M10 | MS | 100 | Percent | Of mission results and items of intelligence value collected via post-mission debriefing and disseminated per command/theater direction. |
| M11 | NI | 10 | Duty Days | After return to home-station to complete post-deployment reconstitution and reporting requirements. |

## 2.19. 3.08.01 Provide Tactical Deception.

2.19.1. To plan and execute actions to deliberately mislead adversary military decision makers as to friendly military capabilities, intentions, and operations, thereby causing the adversary to take specific actions that will contribute to the accomplishment of the friendly mission. These actions can be employed during all phases of military operations. Deception can distract from, or provide cover for, military operations, thereby confusing and dissipating adversary forces. (//HQ AMC-DOKI)

**Table 2.19. Tactical Deception.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 0 | Instances | Of inability to conduct TD operation due to lack of readiness. |
| M2 | EMP | Yes | Yes/No | TD executed according to applicable OIs. |
| M3 | EMP | Yes | Yes/No | Conduct tactical deception operations/missions as tasked. |
| M4 | EMP | 36 | Hours | From notification to providing deception execution checklist for an operation to AMC. |
| M5 | EMP | 2 | Hours | From AMC's approval of the unit's plan to initiate a TD operation. |

## 2.20. 3.08.02 Provide OPSEC.

2.20.1. To employ Operations Security (OPSEC) measures to deny critical information necessary by an adversary commander to accurately estimate the military situation. To employ the five actions of OPSEC during planning and conducting campaigns and major operations to protect friendly forces and system capabilities from exploitation by an adversary. This task includes identifying critical information and analyzing friendly actions attendant to military operations and other activities to: identify those actions that can be observed by potential adversaries, determine indicators that could be interpreted or pieced together to derive critical information in time to be useful to an adversary, select and execute measures that eliminate or reduce to an acceptable level the vulnerabilities of friendly actions to adversary exploitation, and finally monitoring OPSEC actions and comparing the results with desired results. This task also includes educating and communicating this information both vertically and laterally across the chain of command. (//HQ AMC-DOKI)

**Table 2.20. Operations Security (OPSEC).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | Yes | Yes/No | Is force buildup conducted IAW AMT. |
| M2 | EMP | 90 | Percent | Of routine actions of commander, staff, or communications and how these actions change during a crisis/sensitive operation.<br>1. Commanders and staff take action to prevent highlighting that an operation is in progress or about to take place (see applicable OPSEC directives/guidance).<br>2. Implement OPSEC plan and brief crews and other appropriate personnel. |
| M3 | NI | 100 | Percent | Of personnel familiar with wing policies on OPSEC.<br>1. Unit OPSEC policy briefed and posted so all members are familiar with OPSEC goals. |
| M4 | NI | 90 | Percent | Of routine actions of commander, staff, or communications (including courier), and how these actions change during a crisis / sensitive operation.<br>1. Commanders and staff take action to prevent highlighting that an operation is in progress or about to take place (see applicable OPSEC directives/guidance).<br>2. Implement OPSEC plan and brief crews and other appropriate personnel. |
| M5 | EMP | 100 | Percent | Of personnel familiar with command policies on OPSEC.<br>1. OPSEC reminders briefed to unit personnel.<br>2. Personnel are familiar with deployment-tailored Critical Information List.<br>3. Personnel familiar and in compliance with OPSEC directives; AFI 10-1101, AMCP 10-1101, and OPSEC related HHQ messages.<br>4. Classified Material handled and protected IAW current directives |

## 2.21. 3.08.03 Provide Information Attack Response and Reporting.

2.21.1. Detect, react to, and report information attacks, intrusions or incidents IAW AFMAN 10-206. These tasks include establishing local INFOCON procedures IAW HHQ guidance and instructions, and ensuring Commander involvement in attack response decision-making. (//HQ AMC-DOKI)

**Table 2.21. Attack Response and Reporting.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | IAW AFMAN 10-206 | Hour | From detection to report Communications and Computer Events to include Network Degradation, Communications/Computer Systems Intrusions, and changes in INFOCON levels. |
| M2 | MS | 100 | Percent | INFOCON procedures accomplished.<br>1. INFOCON level is at least as high as the current INFOCON directed by SECDEF or JCS.<br>2. INFOCON level is adjusted appropriately for the level of threat to systems.<br>3. All required items in AMC Information Operations Conditions (INFOCON) Guide are accomplished for the level of INFOCON. INFOCON level is distributed to both lateral and subordinate organizations. |

## 2.22. 4.02 Provide for Nuclear Surety.

2.22.1. To provide for the safety, security, airlift, and weapon level use and control of nuclear weapons, and for the confidence in and reliability of the enduring nuclear weapon stockpile. This task includes monitoring and assessing current nuclear weapons programs and procedures and providing recommendations for improvements to current nuclear weapons programs and procedures. (//HQ AMC-SEO)

**Table 2.22. Nuclear Surety.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Of Air Force and command standards for a Nuclear Surety program are implemented. |
| M2 | NI | 100 | Percent | Compliance and implementation of Air Force and command standards for a Nuclear Surety program. |
| M3 | NI | Sat | Sat/Unsat/Ready | Compliance with Air Force and command Nuclear Surety program standards. |
| M4 | NI | Sat | Satisfactory/ Unsatisfactory | Rating for functional area support during the Nuclear Surety Inspection (NSI). |
| M5 | NI | 100 | Percent | Of nuclear airlift missions are successfully accomplished. |
| M6 | NI | 100 | Percent | Of nuclear airlift operations are accomplished by qualified people IAW AFI 11-299. |
| M7 | NI | 0 | Incidents | Involving the security of nuclear resources or operations. |
| M8 | NI | Yes | Yes/No | Nuclear airlift aircraft are prepared and certified mission ready IAW AFI 11-299. |
| M9 | NI | 0 | Incidents | Involving the security, safety, or reliability of PNAF resources or operations. |

**2.23. 5.01 Provide Airlift.**

2.23.1. To provide and plan for the airlift of cargo, personnel, supplies and equipment whose urgency or nature cannot wait for surface transport, or the use of surface transportation would be impractical. Task includes but is not limited to airlift in support of the National Command Authorities (NCA) and Joint Chiefs of Staff (JCS) contingencies, Exercises, Special Operations Air Forces (SOAF), Natural Disasters, Special Assignment Air Missions (SAAM), Presidential support or as directed by the DoD through TACC. (//HQ AMC-DOO, DOK// Supports**:** AFT 5)

**Table 2.23. Airlift.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | Yes | Yes/No | Are required aircraft generated IAW higher headquarters taskings / unit DOC. (AMCI 10-403)<br>1. Aircrew preflighted IAW wing generation guidance.<br>2. Aircrew sealed aircraft IAW wing generation guidance. |
| M2 | NI | 36 | Hours | From notification, for active-duty units tasked to fly intertheater airlift missions to mobilize (ready-to-load date at origin). (AMCI 10-403). |
| M3 | IR | 24 | Hours | From notification, for AFRC units to mobilize. (AMCI 10-403). |
| M4 | IR | 72 | Hours | From notification, for AFRC units ordered to active duty to support AMC mobility missions (Includes 24 hours for mobilization). (AMCI 10-403). |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | EMP | Yes | Yes/No | Operate under adverse conditions. (AMCI 10-403). |
| M6 | NI | Yes | Yes/No | Is the on-load, transport, and off-load nuclear ordinance accomplished IAW the applicable weapon and airlift aircraft standards. (AMCI 10-403). |
| M7 | EMP | Yes | Yes/No | Are required crews generated IAW higher headquarters taskings / unit DOC.<br>1. Manage / generate aircrews effectively.<br>a. Effectively generate / manage crews to meet scheduled and short-notice taskings.<br>b. Ensure currency of training (ground and flying) for aircrews.<br>c. Ensure aircrew Go / No-Go procedures are accomplished.<br>d. Ensure effective recall procedures are in place.<br>e. Effectively load and secure cargo IAW applicable directives.<br>f. Generate required aircrews IAW higher headquarters taskings. |
| M8 | EMP | 14 | Hours | To have DOC required crew legal for alert once tasked by HHQ. |
| M9 | EMP | 100 | Percent | Of crews briefed on current SPINs/AOR procedures prior to launch. |
| M10 | NI | 90 | Percent | Of time spent at or above C2 level readiness rating. |
| M11 | EMP | Yes | Yes/No | Provide SOAF assets IAW JCS OPLAN (times classified). |
| M12 | NI | 12 | Hours | To provide crews with tactics information to avoid/counter perceived threats from receipt of HHQ tasking.<br>1. Ensure mission planning is thorough.<br>a. Identify threats and complete analysis in a timely manner and on a recurring basis.<br>b. Develop and coordinate EPA with intelligence personnel.<br>c. Provide route specific information on enemy threats, doctrine, weapons capabilities, tactics, countermeasures, evasion procedures, and SAR procedures pertinent to the aircrews mission. |
| M13 | EMP | Yes | Yes/No | Aerial Refueling assets available to ensure global mobility and response for SOAF missions. |
| M14 | EMP | Yes | Yes/No | Communications capability established with DIRMOBFOR for SOAF missions. |
| M15 | EMP | 1 | Hour | Provide airborne satellite communications capability for SOAF dedicated aircraft. |

**2.24. 5.01.01 Conduct Airland Delivery.**

2.24.1. Airland operations include normal, everyday airlift operations at well-established airbases (standard Landing Zone (LZ) operations), operations into partially prepared runways such as SPAM (Semi-Prepared and Matted) airfields, DDS (Direct Delivery Sorties) as well as tactical airland deliveries to unimproved, dirt strip LZs (assault zone (AZ) operations). Task includes engine running off-load/onload and combat offload. Airland delivery includes Alternate Insertion/ Extraction Operations conducted by rotary wing assets. (//HQ AMC-DOO//AMCI 10-403//Supports: AFT 5.1,))

**Table 2.24. Airland Delivery.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 90 | Percent | Of missions meet fragged schedule.<br>1. Missions meet AMCI 10-202, Vol. 6 requirements and applicable AFI 11 series instructions. |

**2.25. 5.01.02 Conduct Aerial Delivery.**

2.25.1. Aerial delivery is the mode of delivering forces or supplies to an objective area from an airborne platform. Airdrop missions may be flown single ship or in large formations. Crews tasked to fly airdrop missions must be prepared to fly formation missions in both IMC and VMC conditions. Task includes airdrop special operations forces and supplies using specialized tactics, techniques, and procedures as well as direct delivery missions. These missions may be tasked to fly under a variety of threat conditions and crews must be prepared to interact with AWACS, ABCCC, CAP, and escort aircraft. (//HQ AMC-DOK//AMCI 10-403//Supports: AFT 5.1)

**Table 2.25. Aerial Delivery.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 90 | Percent | Of missions successful in deploying cargo/troops. Successful is defined as within required timeline, dropped on the surveyed DZ, and in recoverable condition. (AFI 11-231)<br>1. TOT accuracy: Based on applicable 11 series stan/eval criteria. |
| M2 | EMP | 95 | Percent | Of Special Operations missions successful in deploying cargo/troops. Successful is defined as within required timeline, dropped or deliver on the surveyed DZ or LZ, and in recoverable condition. |

**2.26. 5.01.02.01 Aerial Delivery Support.**

2.26.1. Provide trained and fully qualified Joint Airdrop Inspectors (JAI) to support DoD user out-loads.
(//HQ AMC-DOK)

**Table 2.26. Aerial Delivery Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 85 | Percent | Of loadmaster personnel trained and fully qualified to conduct JAIs. |
| M2 | EMP | 6 | Hours | Prior to aircraft departure, airdrop loads have been inspected for proper rigging and JAI completed. |
| M3 | EMP | 1 | Hour | Prior to aircraft departure, after loading, JAI is completed. |

**2.27. 5.01.03 Enhance Aircrew Combat Capabilities.**

2.27.1. Provide aircrews trained in tactical scenarios and joint operations. Crews should be familiar with techniques to avoid and defeat threats, ATO/SPINS deciphering, tactical communications, and safe passage instructions. Crews should also be capable of using defensive system equipment aboard their aircraft. (HQ AMC/DOK)

**Table 2.27. Aircrew Combat Capabilities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | Yes | Yes/No | Assist in flight planning efforts, when requested. |
| M2 | NI | Yes | Yes/No | Deploy within minimum prescribed time according to wing tasking. |
| M3 | NI | 100 | Percent | Maintain equipment/personal items ready for deployment IAW wing or HHQ tasking. |
| M4 | EMP | Yes | Yes/No | Provide timely threat assessment and recommend proper evasive or lethality degrading maneuvering or routing. |
| M5 | IR | 12 | Hours | Develop, in concert with other agencies, Special Instructions, SPINS. |
| M6 | IR | 12 | Hours | Provide crews with aircrew brochures for operation from receipt of HHQ tasking.<br>1. Brochures should include the following (see applicable 11 series publications for aircraft specific requirements).<br>a. AOR procedures.<br>b. Airfield information (includes LZ and DZ information if applicable).<br>c. Airspace information.<br>d. Communications information.<br>e. Chart packages. |
| M7 | EMP | 95 | Percent | Provide recurring training to aircrews on threats, their lethality, and avoidance techniques. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M8 | EMP | 12 | Hours | To provide crews with tactics information to avoid/counter perceived threats from receipt of HHQ tasking.<br>1. Ensure mission planning is thorough.<br>a. Identify threats and complete analysis in a timely manner and on a recurring basis.<br>b. Develop and coordinate EPA with intelligence personnel.<br>2. Provide route specific information on enemy threats, doctrine, weapons capabilities, tactics, countermeasures, evasion procedures, and SAR procedures pertinent to the aircrews mission. |

**2.28. 5.01.04 Provide Special Operations Support.**

2.28.1. Provide support for the delivery and sustainment of special operations airlift forces. Plans and coordinates special operations missions. Briefs aircrews conducting special operations missions (details classified). (HQ AMC/DOK)

**Table 2.28. Special Operations Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 100 | Percent | Confirm HHQ tasking. |
| M2 | EMP | 75 | Percent | Develop timeline. |
| M3 | EMP | Yes | Yes/No | Contact CCT (if required). |
| M4 | EMP | 100 | Percent | Brief crew. |
| M5 | EMP | 100 | Percent | Accuracy of data entry into C2IPS. |
| M6 | EMP | 100 | Percent | Determine fuel requirements. |
| M7 | EMP | 100 | Percent | Get lunar/solar data. |
| M8 | EMP | 100 | Percent | Develop load plans. |
| M9 | EMP | Yes | Yes/No | Request diplomatic clearance (if required). |
| M10 | EMP | Yes | Yes/No | Perform JAI (if required). |
| M11 | EMP | Yes | Yes/No | Coordinate for Air Refueling (if required). |

**2.29. 5.01.05 Conduct Assault Zone (AZ) Survey.**

2.29.1. Perform survey assessments of potential airfields or Assault Drop Zones (DZ), Assault Landing Zones (ALZ), or Recovery Zones (RZ) and FARPs unilaterally or with selected Special Operations Forces (SOF) personnel as required by higher headquarters. Document assault zone (DZ, ALZ, RZ) and Forward Area Refueling Point (FARP) surveys detailing restrictions to movement and configuration of the ground, air, or sea environment. Accomplish diagram of ALZ drawn to scale displaying all obstacles, and labeling runways, taxiways, and magnetic orientation. (//HQ AMC-DOK)

**Table 2.29. Assault Zone (AZ) Survey.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 1 | Hour | Between planned and actual entry. |
| M2 | NI | 100 | Percent | Of operations for which appropriate force employed. |
| M3 | NI | 100 | Percent | Of operations for which full coordination and deconfliction accomplished. |
| M4 | NI | 100 | Percent | Of operations with logistic preparations complete prior to infiltration. |
| M5 | NI | 98 | Percent | Of proposed missions not rejected due to insufficient preparation time. |
| M6 | NI | 3 | Hours | Required to adjust original plan for decisive operations after recognizing planning assumptions are invalid. |
| M7 | NI | 1 | Day | Between planned and actual exit. |

**2.30. 5.02.08 Provide Air Terminal Operations.**

2.30.1. To provide reception, processing, and staging of passengers; receipt, transit storage, and marshaling of cargo; loading and unloading of aircraft; and manifesting and forwarding of cargo and passengers to destination. (//HQ AMC-DOZ)

**Table 2.30. Air Terminal Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Of air mobility tasked personnel and equipment properly prepared to deploy<br>1. All personnel deploy IAW AMT.<br>2. Comply with deployment schedule of events.<br>3. Prepare and marshal deployment cargo IAW AFI 10-403 and all other appropriate DEFENSE.<br>4. TRANSPORTATION SYSTEM directives.<br>5. All LOGDET items available and packed.<br>6. Deployment package inventoried and inspected IAW applicable AMCIs.<br>7. Bins/pallets properly packed and configured.<br>8. All hazardous materials properly packaged, certified, placed in a readily accessible locations on the pallet and are compatible with other items.<br>9. Deployable items properly supply coded and reported to appropriate supply agencies.<br>10. Technical orders and TMSK are deployed with vehicles and MHE. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M2 | EMP | 100 | Percent | Appropriately sized and controlled Joint Inspection Area and Marshalling Yard.<br>1. Establish appropriate sized marshaling yard, ensuring sterility of cargo and safe movement within the yard.<br>2. Joint Inspectors use appropriate Regulations, Instructions and Technical Orders to perform inspections.<br>3. Joint Inspectors qualified.<br>4. Scales properly calibrated.<br>5. Personnel briefed on explosive handling procedures.<br>6. Establish interface with shipper.<br>7. Joint Inspection performed IAW applicable guidance. |
| M3 | EMP | 100 | Percent | Of hazardous cargo verified eligible for airlift to include proper documentation, packaging, and marking.<br>1. Shippers Declaration of Dangerous Goods is completed and package is marked and labeled IAW applicable directives.<br>2. AMC Form 1015 **HAZMAT Inspection and Acceptance Checklist** is properly filled out for all.<br>3. Haz-Mat shipments (exception: vehicles moving under the provisions of AFJMAN 24-204 Ch. 3).<br>4. Station file copy of AMC Form 1015 is properly maintained.<br>5. 100% exterior inspection of HazMat packaging and 10% interior inspection or as required by current guidance.<br>6. Shippers Declaration of Dangerous Goods annotated with “Received and Inspected by” IAW AMCI 24-101 Vol. 11.<br>7. Only qualified personnel are inspecting Haz-Mat before acceptance into the DTS.<br>8. Personnel inspecting/handling Hazardous Materials are qualified IAW applicable directives.<br>9. Personnel maintain and use a hazardous cargo file to include hazardous cargo information updates, HQ AMC/AFMC clarification messages, letters, packaging/compatibility waivers and other hazardous information. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | EMP | 100 | Percent | Of passengers properly processed, manifested, gated, and boarded.<br>1. Proper procedures are followed when passengers hand-carry weapons aircraft.<br>2. Troop commander is aware of responsibilities IAW 4500.9R Part III.<br>3. Anti-hijacking inspection is accomplished and final manifest is properly annotated.<br>4. Maintain positive control of passengers/troops from the aircraft to the release area.<br>5. Maintain station file copies.<br>6. Apply proper manifesting procedures.<br>7. Validate passenger manifest after loading.<br>8. Personnel are knowledgeable of documentation requirements.<br>9. Current publications and administrative supplies are available for personal use.<br>10. Baggage Pallets are built to fit correct aircraft compartment.<br>11. Passengers are loaded IAW applicable directives. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | EMP | 95 | Percent | Of aircraft handled within allotted ground times to include aircraft/fleet servicing and passenger/baggage/cargo loading and unloading.<br>1. Load planners are properly trained and certified.<br>2. Cargo is load planned IAW aircraft TO's and all other applicable directives.<br>3. Cargo is sequenced for loading IAW with load plan.<br>4. MHE is properly utilized ensuring aircraft are uploaded/downloaded IAW applicable directives and MOG<br>5. Coordinate load team augmentation (if needed).<br>6. Procedures are in place to properly release cargo IAW applicable directives.<br>7. Load team members have all required safety items.<br>8. Vehicle operators are properly licensed and serviceability checks are performed as required.<br>9. Load team members are familiar with the 463L system, loading/offloading processes, special requirements, tie-down practices and hazardous cargo handling requirements.<br>10. Coordinate, supervise, and accomplish ERO operations safely and in the prescribed manner.<br>11. Personnel servicing aircraft latrines wear rubber gloves and goggles.<br>12. At least weekly, LSTs will be washed with hot soapy water and thoroughly rinsed with clear water. Special emphasis will be placed on exterior surfaces and storage compartments subject to rapid corrosion/deterioration.<br>13. Passengers are downloaded IAW applicable directives.<br>14. Baggage is protected IAW applicable directives.<br>15. ATOC maintains effective communication with all subordinate aerial port work centers and other base agencies as required.<br>16. Communication is documented as required.<br>17. Station file copies of manifests and other required documentation are maintained IAW applicable directives.<br>18. Aircrew cargo briefings are accomplished applicable directives and are properly annotated on station file copies of manifests.<br>19. Update automated data bases or backup manual procedures as soon as possible, but no later than 30 minutes after aircraft departure. Transmit ALLOAD or AM-9 message as soon as the load is firm, but no later than 30 minutes after the aircraft is airborne.<br>20. ATOC transmits all required reports.<br>21. Cargo is manifested IAW applicable guidance.<br>22. Personnel are proficient on all required Aerial Port Computer Systems.<br>23. Required number of manifests are prepared.<br>24. QAE duties are performed as required. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | EMP | 100 | Percent | Cargo and passenger data drillable in GTN within 1 hour after aircraft takeoff.<br>1. GATES/RGATES/S-RCAPS mission data mirror the mission data in C2 systems.<br>2. Approximately 30 minutes prior to aircraft departure from the APOE, manifesting personnel will verify all mission data against GDSS, C2IPS, GTN, or other available C2 system. As a minimum, verify the mission number (to include the Julian date), tail number, and three-digit MILAIR APOE/D code.<br>3. NLT 30 minutes after aircraft departure did manifesting personnel "lift" the cargo and/or PAX mission, and transmit this data file to GTN.<br>4. NLT 60 minutes after aircraft departure, did manifesting personnel query GTN for the presence of "drillable" cargo and/or PAX data. For cargo data: GATES/RGATES and S-RCAPS require full MILSTAMP level data. For passenger data: name, social, rank, service, and Unit Line Number (ULN) are required. If data is present in GTN, no further action is required. If data is not "drillable," and a technical problem is suspected, call the AMC Help Desk for assistance with hardware and software problems. If the problem is with procedures or data, contact HQ AMC/DONI. |

**2.31. 5.02.08.01 Provide Traffic Management Services and Operations.**

2.31.1. Provide and manage packaging, transport, receipt, and delivery of AF material to maintain and sustain personnel, weapons systems, and support equipment. Collect, process, and transmit transportation and in-transit visibility data. (//HQ AMC-DON)

**Table 2.31. Traffic Management Services and Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 95 | Percent | Provide requested support.<br>1. TMO process and move materiel to destination consistent with the delivery requirement. (AFI 24-201, para 5.2)<br>2. Procedures established to ensure shipments packed, marked, labeled in accordance with appropriate special packaging instructions (SPI), AFI 24-202, MIL-STD-129.<br>3. Process or receipt for MICAP/999/NMCS cargo 24 hours a day. (AFI 24-201, para 5.13.1) |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M2 | EMP | 100 | Percent | Shipment tracing.<br>1. Shipping, tracing, and receiving classified and sensitive (Arms, ammunitions, and explosives) in compliance with directives. (AFI 24-201 Chap 9) and DOD 4500.9-R, part II, Chap 205)<br>2. Cargo section forwards outbound REPSHIP to destination no later than 2 hours after shipment's departure for all classified and sensitive material. (DOD 4500.9-R, part II, Chap 205, para L.)<br>3. TMO forwards receipt of firearm shipments (REPSHIP) on all inbound firearms within required timeframe (within 24 hours of receipt). (AFI 24-201, para 9.8.2) |
| M3 | EMP | 100 | Percent | Process and report over, short, damaged, and astray shipments.<br>1. Shipments properly identified as over, short, or damaged and carriers representatives acknowledge discrepancies by signature. (AFI 24-201, para. 5.13)<br>2. Disrep/request for information prepared and distributed within 7 days following discovery of a discrepancy. (DOD 4500.9-R part II chap 210 para E)<br>3. Electronic message sent to all appropriate addressees (within 24 hours after the discrepancy is discovered) on all classified or protected shipments. (DOD 4500.9-R part II, Chap 210, para F.2) |
| M4 | EMP | 100 | Percent | Customer satisfaction goal on all passenger movement requests.<br>1. TMO makes official travel arrangements satisfying traveler's mission requirement. (AFI 24-101 para 1.2) |
| M5 | EMP | 100 | Percent | Marshalling yard training requirements completed.<br>1. Joint Inspection training.<br>2. Marshalling setup training.<br>3. Security training.<br>4. Traffic flow training.<br>5. Safety training.<br>6. Automation training (if applicable).<br>7. Explosive Holding area training. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | NI | Yes | Yes/No | Hazardous cargo prepared IAW AFI.<br>1. Shipper's Declaration:<br>a. Passenger or Cargo Aircraft Only limitations checked.<br>b. "NonRadioactive/Radioactive" checked properly.<br>c. Pen and Ink changes signed.<br>d. Emergency response/24hours response number on form.<br>e. Proper Shipping Name correctly reflected.<br>f. Packing instruction number shown.<br>g. Shipper signed the form.<br>2. Packaging—Outer:<br>a. Container serviceable: No damage, leakage or loss of contents.<br>b. Package permitted by package reference.<br>3. Markings:<br>a. Proper Shipping Name (and technical names(s) in parentheses for asterisked entries).<br>b. UN or ID Number preceded by prefix "UN" or "ID".<br>c. Other Markings as required.<br>4. Labeling:<br>a. Correct primary risk label(s). Number indicated on bottom corner.<br>b. Correct subsidiary risk label(s) if applicable. Number not indicated on bottom corner.<br>c. Labels correctly applied and not obscured. |
| M7 | NI | 1 | Hour | Cargo and passenger data drillable in GTN after aircraft takeoff. |

**2.32. 5.03 Provide Movement Management.**

2.32.1. Prepare materiel and passengers for movement or arrange for their movement via any means, such as railways, highways, waterways, and airways. This task includes technical operations and moving and evacuating cargo, personnel, and equipment. (//HQ AMC-DON)

**Table 2.32. Movement Management.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 100 | Percent | Of required reception and onward movement support available at time and place required. |

**2.33. 5.05 Provide Air Refueling.**

2.33.1. Provide intertheater and intratheater air refueling resources to support Department of Defense, Allied, and Coalition Forces for peacetime, contingency and conventional operations. Air Refueling assets will support or extend the reach of military force capabilities during periods of increased activity. Operations may involve multi-aircraft formations; conduct in an emission controlled (EMCON);

or a Nuclear, Biological, or Chemical (NBC) environment. (//HQ AMC-DOK, //AMCI 10-403//Supports: AFT 5.2)

**Table 2.33. Air Refuling.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | Provide full complement of aircraft to meet tasked operational requirements. (AMCI 10-403). |
| M2 | IR | 48 | Hours | From time of notification, for active-duty tanker units tasked to deploy from home station to provide theater support (AMCI 10-403). |
| M3 | IR | 24 | Hours | From time of notification, for AFRC tanker units to mobilize IAW AMCI 10-403. |
| M4 | IR | 72 | Hours | From time of notification, for AFRC/ANG units ordered to active duty to support AMC mobility missions (response time includes 24 hours for mobilization IAW AMCI 10-403. |
| M5 | EMP | Yes | Yes/No | Operate under adverse weather conditions IAW AMCI 10-403. |
| M6 | IR | Yes | Yes/No | Establish a Tanker Task Force (TTF) and deploy in response to HHQ directives and AMCI 10-403. |
| M7 | IR | 100 | Percent | Aircrews briefed on current special instructions (SPINS) and Area of Responsibility (AOR) procedures prior to operations in the threat environment. |
| M8 | NI | 90 | Percent | Time spent at or above C2 level readiness rating IAW AMCI 10-403. |
| M9 | EMP | Yes | Yes/No | Provide SOAF assets IAW JCS OPLAN (times classified). |
| M10 | EMP | 12 | Hours | Provide crews with tactics information to avoid/defeat anticipated threats IAW HHQ taskings. |
| M11 | EMP | 12 | Hours | To provide crews with written operational information (aircrew brochures) IAW HHQ tasking. |
| M12 | EMP | 12 | Hours | Update aircrews on tactical scenarios IAW HHQ tasking. |

**2.34. 5.05.01 Plan Aerial Refueling Support.**

2.34.1. To plan for an adequate number of, and concept of operations for, tanker aircraft. This task must consider total fuel requirements, timing, and location for the refueling. Tanker aircraft must be forward deployed with sufficient time ahead of the attack in order to reconstitute tanker forces to meet these requirements. Mid-route rendezvous must be adequately planned to ensure proper join-up of forces within tactical and airspace constraints. (//HQ AMC-DOO//AMCI 10-403//Supports: AFT 5, AFT 5.2,)

**Table 2.34. Aerial Refueling Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 95 | Percent | Tankers have scheduled offload available at ARCT. |

**2.35. 5.06 Provide Aeromedical Evacuation.**

2.35.1. Deploy a theater aeromedical evacuation system or any of its component unit type codes (UTC) to a theater of operation. This involves all actions associated with laying down infrastructure for or executing aeromedical evacuation (AE). The AE system provides command and control, equipment, and trained personnel for the execution/support of AE missions within/from the Area of Responsibility (AOR). Ensures ability to deploy AE assets to a theater of operations. Includes the ability to rapidly transport ill or injured personnel to a higher echelon of medical care from any area within the operating environment. Providing aeromedical-staging capabilities involves receiving casualties, providing supportive care and administrative support, and generating retrograde aircrews to provide in-flight care. AE crews and personnel are prepared to perform duties through training, equipping, and sourcing to defeat threats encountered in a dynamic operational environment. This includes pre-deployment and operational (i.e., during deployment) activities such as intelligence, force protection, anti-terrorism, and ATSO training. Aeromedical evacuation is provided to the supporting user service(s), via fixed-wing aircraft. A capable AE system complements and supports theater medical infrastructure. (HQ AMC-SG)

**Table 2.35. Aeromedical Evacuation.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | DOC | Hours | Deploy AE UTCs to tasked location IAW DOC time frame. |
| M2 | NI | 1 | Day | Employ UTC(s) at locations as directed by supported CINC. |
| M3 | MS | 5 | Days | Supply of medications, special diets, and consumable supplies. |
| M4 | MS | Yes | Yes/No | Provide and maintain authorized equipment IAW UTC Allowance Standard. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | MS | Yes | Yes/No | Request and prepare aircraft for patient evacuation.<br>1. Request airlift IAW theater policy.<br>2. Aeromedical Evacuation Crew Management.<br>a. Effectively manage AE crews to meet scheduled and short-notice tasking.<br>b. Initiate crew alert immediately upon receiving execution order.<br>c. Crew arrives at aircraft within prescribed time limit to meet mission objective, with proper equipment and ready for extended austere conditions (survival equipment, chemical defense ensemble, flight gear, and personal protective equipment).<br>d. Provide properly configured aircraft for AE mission. Aircraft ready for launch with preflighted operational equipment and cabin compartment configuration.<br>e. Plan, coordinate, and manage mission accurately.<br>3. Generate required aircrews IAW higher headquarters tasking. |
| M6 | NI | Yes | Yes/No | Provide trained and authorized personnel to fulfill AE tasking.<br>1. All substitutions must be IAW WMP Vol 1 Annex F and MISCAP. |
| M7 | NI | Yes | Yes/No | Unit Deployment Managers (UDM) fill mobility positions IAW AFI 41-106. |
| M8 | NI | 100 | Percent | Personnel maintain individual readiness requirements IAW AFI41-106. |
| M9 | IR | 100 | Percent | WRM assets maintained in a mission ready state.<br>1. MEDLOG critical readiness items mission ready.<br>2. Demonstrate proper management of equipment and supplies to avoid waste (accountability, storage, and security).<br>3. Allowed transportation assets mission ready. |
| M10 | NI | 100 | Percent | Implement deployment plan with documentation for LTI and JI process. |
| M11 | MS | 24 | Hours | Safely set up facility in an appropriate site. |
| M12 | MS | 24 | Hours | Establish liaison/interface with user service and airfield managers. |
| M13 | MS | Yes | Yes/No | Adjust work schedules to met changing priorities. |
| M14 | MS | Yes | Yes/No | Coordinate support services to maintain capabilities. |
| M15 | NI | 100 | Percent | Provide AE personnel with training and resources outlined in instructions, pamphlets, and local directives. |
| M16 | NI | 100 | Percent | Provide AE personnel annual block training on SERE, weapons, intelligence, and tactics as a baseline. |
| M17 | NI | Yes | Yes/No | Provide AE personnel theater AE CONOPS, ATSO handbooks, and ISOPREP cards on deployment.<br>1. Both ATSO Handbook and Airman's Manual deployed with personnel.<br>2. ISOPREP card secured and maintained. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M18 | MS | Yes | Yes/No | Provide AE personnel additional intelligence information as required (in-theater, AFMIC, or semi-annual squadron briefing). |
| M19 | NI | 100 | Percent | Provide life support equipment and training for AE crews. |
| M20 | MS | Yes | Yes/No | AE coordinated and accomplished IAW theater policy. |
| M21 | MS | Yes | Yes/No | Establish communication link with airlift, wing command and control centers, other AE elements, and supported theater/JTF medical components as required.<br>1. Establish links IAW Theater policy. |
| M22 | MS | 90 | Percent | AE missions meet ATO schedule.<br>1. Required crews generated IAW higher headquarters taskings/DOC. |
| M23 | MS | Yes | Yes/No | Employ qualified/certified AECMs to provide AE capability for user services(s) IAW AFI 11-2AE. |
| M24 | EMP | 100 | Percent | Crews operate with CRM and ORM principles. |
| M25 | MS | 100 | Percent | Mission documentation is accomplished appropriately.<br>1. Entire mission folder (events log, message traffic, patient care documentation) completed within 24-hr after mission completion. |
| M26 | EMP | 100 | Percent | AE crews meet pre-flight, in-flight, and post-flight requirements according to existing checklists, instructions, and directives.<br>1. Aircraft/equipment/supplies ready for patient airlift.<br>2. Conduct triage/patient positioning and establish patient load/egress plan.<br>3. AE Crew coordinates with aircrew, and appropriate medical and non-medical ground support units to insure all aspects of planning are accomplished.<br>4. AE crew coordinates safe enplaning/deplaning with ground elements.<br>5. Provide patient care (infection control, general comfort, safety, counter Stresses Of Flight).<br>6. Demonstrate proficiency in operation of mission ready medical equipment/supplies used in support of aeromedical missions.<br>7. Recover mission in a timely manner to prepare AE crews and equipment for subsequent AE missions. |
| M27 | MS | 100 | Percent | Patients provided care IAW published standards/theater directives and coordinated with appropriate agencies. |
| M28 | MS | 100 | Percent | Intransit visibility of patient movement. |
| M29 | MS | 100 | Percent | Control biohazardous waste IAW theater guidelines. |
| M30 | MS | Yes | Yes/No | Coordinate additional medical support with local/host nation/allied facilities. |

**2.36. 6.00 Provide Agile Combat Support.**

2.36.1. To provide highly responsive force support. A force that is poised to respond to global taskings within hours must also be able to support that force within hours. This includes all elements of a forward base structure: Maintenance, supply, transportation, communications, services, personnel, engineering, force protection, medical, and chaplain service. (HQ AMC/DOX)

**Table 2.36. Agile Combat Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 48 | Hours | From notification for active-duty units tasked to deploy from home station to provide theater support (ready-to-load date at origin). (AMCI 10-403). |
| M2 | NI | Yes | Yes/No | Provide all UTC's listed as parents in the AFWUS or ANG/AFRC database equivalents. (AMCI 10-403). |
| M3 | NI | Yes | Yes/No | Provide headquarters element support to deployed locations when required. (AMCI 10-403). |
| M4 | NI | Yes | Yes/No | Provide intelligence, aircrew life support, and tactician for mobility forces. (AMCI 10-403). |
| M5 | NI | Yes | Yes/No | Provide stage crew management at designated en route or deployed locations. (AMCI 10-403). |
| M6 | NI | Yes | Yes/No | Provide aircraft maintenance, supply, transportation, and contracting support at designated en route and deployed locations. |

**2.37. 6.01 Services Overseas Theater Support.**

2.37.1. Services support includes food service, lodging, mortuary (search and recovery, shipment and/or temporary internment), laundry, fitness, recreation, and field exchange. Assumption: Operational commanders will accept a reduced level of service from mobilization (M-day) through M+30 to only that needed to ensure mission accomplishment and quality of life. After M+30, levels of service will be increased commensurate with quality of life programs where possible. Reference: WMP Annex GG. (USAFE considers bath and sewage as base operability functions.) (HQ AMC/SVS)

**Table 2.37. Services Overseas Theater Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 1 | Day | To establish an effective Services Control Center (SVCC).<br>1. Receive and understand messages.<br>2. Maintain status boards-maintain events and message logs.<br>3. Coordinate activities with SRC.<br>4. Coordinate with other workcenters.<br>5. Appropriate control center actions accomplished. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M2 | MS | 1 | Day | To establish ability to bag, tag and ship remains to CONUS Port Mortuary.<br>1. Conduct remains processing.<br>2. Ensure evacuation of remains.<br>3. Conduct emergency burial procedures. |
| M3 | MS | 3 | Days | To establish search and recovery procedures for retrieving human remains. |
| M4 | MS | 1 | Day | To establish one lodging desk operation. (Only one desk operations allowed at COBs, FOLs and BBs.) |
| M5 | MS | 1 | Day | To produce a primary and alternate locator system to account for all transient members. |
| M6 | MS | 1 | Day | To house initial personnel in available facilities (contract hotels, dormitories, K-Spans, or expandable shelters) until follow-on forces arrive to begin tent city construction. |
| M7 | NI | 1 | Day | To determine mode of payment, i.e. IMPAC, individual government credit card or to coordinate with contracting personnel to establish contracts if tent city is not constructed and commercial lodging is used. |
| M8 | MS | 1 | Day | To reconcile daily with PERSCO on accountability of deployed personnel and anticipated inbound/outbound personnel.<br>1. Establish and maintain an accurate locator system, using AF SVA lodging software. |
| M9 | MS | 1 | Day | To manage and distribute three MREs (or equivalent) daily per deployed member. |
| M10 | MS | 3<br>10<br>5 | Days (AEF)<br>Days (CENTAF)<br>Days (All Others) | To plan/prepare for hot meal service, i.e. ordering, receiving, storing and issuing subsistence items to authorized users. |
| M11 | MS | 4<br>11<br>6 | Days (AEF)<br>Days (CENTAF)<br>Days (All Others) | To provide two hot meals and one MRE (or equivalent) daily per deployed member. All meals away from the dining facility will be MREs. (Assumption: Food services equipment (IDK, bare base assets, or existing facilities) and rations are available) May expand to three hot meals daily. All meals away from dining facilities (including flight meals) will be MREs (or equivalent). |
| M12 | MS | 16<br>30<br>16 | Days (AEF)<br>Days (CENTAF)<br>Days (All Others) | To provide three hot meals daily. May expand to four hot meals daily and ground support/flight meals.<br>1. Ensure proper use of field equipment.<br>2. Maintain field sanitation and hygiene.<br>3. Establish hours of operations.<br>4. Conduct menu planning. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M13 | MS | 90 | Percent | Of patients in medical treatment facilities provided three hot meals daily. |
| M14 | MS | 100 | Percent | Of convalescent and aeromedical staging facility patients provided three hot meals daily. |
| M15 | MS | 100 | Percent | Aeromedical evacuation patients provided flight meals. |
| M16 | MS | 4 | Days | To provide laundry support using one of following options:<br>Also provide organizational laundry support to third and fourth echelon field medical facilities. (Manpower to operate laundry units is not included in Prime RIBS UTCs)<br>1. Local contracted laundry services.<br>2. Self service washers and dryers (including supplies) or combination of self and contracted services.<br>3. Bare base assets. |
| M17 | MS | 4 | Days | To provide self-directed recreation and fitness activities. |
| M18 | MS | 15 | Days | To provide structured recreation and fitness activities in accordance with Environment Chart, Annex GG, Appendix 4. |
| M19 | MS | 30 | Days | Establish operation of field exchange services with AAFES.<br>1. Maintain hours of operation.<br>2. Ensure proper stock assortment.<br>3. Maintain inventory and cash control. |

**2.38. 6.01.01 Perform Family Support Programs and Activities.**

2.38.1. Provide support to service members/families and advise the commander on work/life issues. (//HQ AMC-DPX)

**Table 2.38. Family Support Programs and Activities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Provide services to non-deployed military personnel and their families. |
| M2 | NI | 100 | Percent | Provide one-on-one pre-separation counseling to departing military members. |
| M3 | NI | Yes | Yes/No | Provide support during mobilization and deployments. |
| M4 | NI | 100 | Percent | Provide first duty station financial management training. |
| M5 | NI | 100 | Percent | Provide financial counseling for high-risk PFMP customers (readiness, security, suitability, 1st Term). |
| M6 | NI | Yes | Yes/No | Provide referral to meet immediate need, crisis, and impending crisis situation. |
| M7 | NI | Yes | Yes/No | Provide emergency financial assistance through AFAS. |
| M8 | NI | Yes | Yes/No | Provide Relocation Assistance Counseling. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M9 | NI | Yes | Yes/No | Provide Leadership Consultation. |
| M10 | NI | Yes | Yes/No | Coordinate the efforts of base and local agencies to meet the needs of military families. |
| M11 | NI | Yes | Yes/No | Provide support to families during evacuations, emergencies, and disaster responses. |

**2.39. 6.01.02 Services Sustaining Force Support.**

2.39.1. Ensure continued support of essential Services activities in the CONUS and other theater locations, not part of the operational plan, during contingencies and wartime. Reference: WMP Annex GG. (//HQ AMC-SVS)

**Table 2.39. Sustaining Force Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 1 | Day | To activate the Services Control Center (SVCC). |
| M2 | IR | 3 | Days | To reduce to a minimum or stop nonessential activities. |
| M3 | MS | 3 | Days | To estimate transient population. |
| M4 | EMP | 3 | Days | To determine the population to be supported with food service and prepare plans to accommodate. |
| M5 | EMP | 3 | Days | To determine the population to be supported with transient lodging and prepare plans to accommodate. |
| M6 | EMP | 5 | Days | To establish formal plans/contracts to phase sustaining force augmentation manpower into the organization by Days 30-60. |
| M7 | MS | 5 | Days | To request IMA or ARC backfill from HQ AMC/SVXR. |
| M8 | IR | 5 | Days | To ensure home station mortuary and search and recovery team members are trained and proficient. |
| M9 | MS | 30 | Days | To continue or expand morale activities, i.e. sports and fitness, library services, youth programs. |
| M10 | MS | 1 | Day | To provide comprehensive child development programs for dependents of military members at home station. |

**2.40. 6.01.03 Provide Civilian Personnel Support.**

2.40.1. Provide support to key and/or emergency civilian personnel. (//HQ AMC-DPX)

**Table 2.40. Civilian Personnel Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Process civilian employees recalled to active duty in a reserve category. |
| M2 | NI | 100 | Percent | Identify civilian employees occupying key and/or emergency essential positions. |

**2.41. 6.02 Conduct Resource Management.**

2.41.1. Perform resource management services consisting of planning, programming, budgeting, and execution support; budget analysis; and force management support. (//HQ AMC-FM)

**Table 2.41. Resource Management.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Of appropriated funds, AMC Transportation Working Capital Funds (TWCF), and non-appropriated funds are used only for authorized purposes, as enacted by Congress and implemented under DoD, Air Force, and AMC directives and instructions. Establish and maintain financial management structures to determine funding priorities, to approve financial plans, and to ensure that funding resources are allocated and executed legally, effectively, and efficiently. |

**2.42. 6.04 Preserve Historical Documentation of USAF Operations.**

2.42.1. Collect documentation and historic artifacts to support lessons learned analysis, doctrine development, and public affairs efforts. Thoroughly document USAF operations or campaigns by collecting, preserving, and organizing detailed information. Prepare periodic historical reports to serve as the permanent record of the headquarters'/units' mission, organization, significant events, and key documentation. Advise commander and staff on history of similar operations in the same or different area of operations. Provide timely background information relevant to current operations and issues. Support historical property collection teams in obtaining and processing US, allied, and enemy equipment and artifacts for the USAF museum system. (/OP 5.1.6/ Campaigns (CJCSM 3500.04A, 13 Sep 96, pg. 2-122//HQ AMC-HO)

**Table 2.42. Historical Documentation of USAF Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | IAW local recall procedures | | Augment Unit Crisis Action Team (CAT). |
| M2 | NI | IAW HQ AMT | | Deploy with unit or to augment other unit. |
| M3 | MS | 72 | Hours | Prepare/submit history status report. |
| M4 | MS | 72 | Hours | Prepare/submit contingency historical reports. |
| M5 | MS | 90 | Percent | Decision documents with pre-decisional material available. |
| M6 | MS | 90 | Percent | Official documents preserved in historical reports. |
| M7 | MS | Yes | Yes/No | Key personnel interviewed during event. |
| M8 | MS | 90 | Percent | Key leaders interviewed after event. |
| M9 | MS | 75 | Percent | Key staff members interviewed after event. |
| M10 | MS | 6 | Weeks | From termination of major event until all key personnel are interviewed. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M11 | MS | 1 | Month | Before documents are available for analysis/research. |
| M12 | MS | 75 | Percent | Potential historical artifacts identified for recovery. |
| M13 | MS | 1 | Month | Before identified artifacts are ready for shipment. |
| M14 | MS | 10 | Days | Prepare/submit History Operations After-Action Report. |

**2.43. 6.05 Conduct and Maintain Security and Defensive Operations.**

2.43.1. Provides the physical security and information security elements of Force Protection. Plans, programs for, and conducts air base defensive operations to include resource protection, law and order/police services, air base defense, anti-terrorism, combat arms, maintaining warfighting and contingency response capability, and managing information, industrial and personnel security programs. (//HQ AMC/SFO)

**Table 2.43. Security and Defensive Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | Yes | Yes/No | Defensive operations are in place to meet mission needs. |
| M2 | NI | Yes | Yes/No | Antiterrorism measures are in place to meet mission needs. |
| M3 | NI | Yes | Yes/No | Information security, personnel security, and industrial security programs are in place to meet mission needs. |
| M4 | NI | Yes | Yes/No | Combat arms operations are in place to meet mission needs. |
| M5 | MS | Yes | Yes/No | Defense forces are equipped and trained for worldwide deployments and contingencies. |

**2.44. 6.05.01 Employ Antiterrorism (AT) Measures.**

2.44.1. Commander's protective measures, both active and passive, taken to prevent, deter, and respond to terrorism, and recover from terrorist acts. This includes establishing plans and programs for risk assessment and response, training and exercising the force to maintain AT readiness, and fielding forces in support of the AF and DOD AT programs. The AT program seeks to deter or blunt terrorist acts by giving guidance on collecting and disseminating timely threat information, providing training as needed, allocating funds and personnel, and implementing defensive measures. This does not include active measures that fall into the counter-terrorism category. This task includes training, equipping, and fielding PHOENIX RAVEN security teams. Covered under this task are the functions of planning, programming, budgeting and training for antiterrorism programs. AT is a subset of Force Protection (FP), which is a multi-functional responsibility. (//HQ AMC-SFO) AFI 31-210, DODI 2000.12, DODI 2000.16H, AMCI 31-104.

**Table 2.44. Antiterrorism (AT) Measures.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Commanders at all echelons develop a full working knowledge of AT/FP policies and standards. |
| M2 | NI | Yes | Yes/No | Commanders, down to installation commander level, publish a supplement to AFI 31-210 implementing further prescriptive standards in AT/FP for their command and installation-unique requirements. |
| M3 | MS | Yes | Yes/No | Operational AT/FP responsibility for all units and individuals, whether permanently or temporarily assigned is clearly established.<br>1. Antiterrorism/Force Protection requires every individual to maintain a level of awareness, to practice personal security measures, and to report suspicious activity.<br>2. Commanders at all echelons will develop procedures to ensure the immediate dissemination of threat changes to all personnel and, as appropriate, supporting law enforcement agencies. |
| M4 | NI | Yes | Yes/No | Commanders, down to the installation commander, develop and implement comprehensive AT/FP plans within established DOD and AF standards. |
| M5 | NI | Yes | Yes/No | A higher headquarters vulnerability assessment/review of AT/FP programs has been conducted within past three years. |
| M6 | NI | Yes | Yes/No | Commanders use the standardized DOD Terrorism Threat Level classification system to quantify the terrorism threat level for travel to another country. |
| M7 | NI | Yes | Yes/No | Commanders task the appropriate organizations under their command to gather, analyze, and disseminate terrorism threat information as appropriate. |
| M8 | NI | Yes | Yes/No | A localized installation threat assessment plan is maintained to include a threat assessment of terrorism use of weapons of mass destruction. |
| M9 | NI | Yes | Yes/No | Terrorism threat assessments are used as the basis and justification for recommendations on force protection enhancements, program/budget requests, and the establishment of THREATCONs. |
| M10 | NI | Yes | Yes/No | Commanders at all levels forward throughout the chain of command all information pertaining to terrorist threats or acts of terrorism involving DOD personnel or assets in their AOR. |
| M11 | NI | Yes | Yes/No | Commanders develop a process, tailored to the local mission and based on terrorism threat information and/or guidance from higher headquarters to raise and lower THREATCON levels. |
| M12 | NI | Yes | Yes/No | Installation THREATCON measures are coordinated with other agencies as necessary. |
| M13 | NI | Yes | Yes/No | Local terrorism threat response measures are established IAW applicable directives and guidance. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M14 | NI | 3 | Years | Installations conduct a physical security vulnerability assessment, addressing the full spectrum of threats, for facilities, installations, and operating areas and resources under their control. |
| M15 | NI | 1 | Year | Commanders review all AT/FP plans. |
| M16 | NI | As | Needed | Commanders review all AT/FP plans when the terrorism threat level changes. |
| M17 | NI | 6 | Months | Commanders ensure training and exercises are conducted IAW AT/FP plans to include all THREATCON measures, evacuation/notification plans and procedures, terrorist use of weapons of mass destruction, and other key areas outlined in their installation's security plans. |
| M18 | NI | 6 | Months | Installation commanders review local THREATCON measures to ensure the installation's daily security procedures are appropriate. |
| M19 | NI | Yes | Yes/No | All new construction projects and programs employ AT/FP features and meet minimum DOD AT/FP Construction Standards. |
| M20 | NI | Yes | Yes/No | Installation commanders develop a prioritized list of AT/FP factors based on the current threat for site selection teams for determining suitability for use by DOD personnel. |
| M21 | NI | As | Needed | Prior to deployment, the senior deploying commander ensures a pre-deployment vulnerability assessment has been conducted. |
| M22 | MS | As | Needed | Prior to, during, and after deployment, commanders implement appropriate force protection measures to reduce vulnerability or risk.<br>1. Prior to deployment, the senior deploying commander will ensure a pre-deployment vulnerability assessment has been conducted. These assessments will include a medical member qualified to evaluate the safety and vulnerability of local food and water sources, perform an epidemiological risk assessment, evaluate local medical capabilities, perform a vector/pest risk assessment, determine adequacy of hygiene of local billeting and public facilities, and perform an environmental risk assessment. Assessments will provide the necessary background data for sizing the force protection package required to reduce the threat to Air Force personnel and assets. MAJCOMs will determine the expertise level for persons conducting these assessments. |
| M23 | NI | Yes | Yes/No | Installation commanders have appointed, in writing, an AT/FP officer/NCO. |
| M24 | NI | Yes | Yes/No | Adequate numbers of AT/FP Level II trained personnel are available to ensure proper coverage of overseas deployments. |
| M25 | NI | Yes | Yes/No | Personnel, to include family members, receive terrorism awareness training IAW established guidance and directives. |
| M26 | NI | Yes | Yes/No | Commanders ensure all personnel who deploy, PCS, or travel on leave outside the CONUS receive AT/FP training with special emphasis on AOR-specific terrorist and medical threats. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M27 | NI | As | Needed | Training and security for personnel assigned to high-risk billets is conducted according to established guidance and directives. |
| M28 | NI | 1 | Year | Commanders ensure DOD personnel and dependents assigned to Medium and High Threat locations are given guidance on appropriate conduct in the event they are taken hostage or kidnapped. |
| M29 | NI | As | Needed | Tasked organizations maintain trained and equipped PHOENIX RAVEN AT teams IAW established guidance and directives. |
| M30 | NI | Yes | Yes/No | Standardization evaluation and quality control measures are established and maintained to evaluate and certify PHOENIX RAVEN members. |
| M31 | NI | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |

**2.45. 6.05.02 Maintain Information, Personnel, and Industrial Security.**

2.45.1. Includes programs to identify, classify, downgrade, declassify, mark, protect, and destroy classified materials and sensitive information. This extends to the DOD industrial security program and provisions. Includes personnel security management and personnel security investigations and clearance needs. This task includes owner-user security requirements and to ensure that everyone safeguards sensitive and classified information. This task includes planning, programming, budgeting and training for information, personnel, and industrial security operations. Information, personnel, and industrial security are subsets of Force Protection, which is a multi-functional responsibility. (// HQ AMC-SFI) AFIs 31-401, 31-501, 31-601

**Table 2.45. Information, Personnel, and Industrial Security.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Information security, personnel security, and industrial security programs are established and executed IAW established guidance and directives. |
| M2 | NI | Yes | Yes/No | Security program training is conducted as required in support of the info/ personnel/industrial security programs. |
| M3 | NI | Yes | Yes/No | Physical security processes and procedures are in place to meet requirements under the information, personnel, and industrial security programs. |
| M4 | NI | Yes | Yes/No | Security clearance processing requirements, both administrative and operational, are met IAW established guidance and directives. |
| M5 | NI | Yes | Yes/No | Continuing evaluations are completed IAW established guidance and directives. |
| M6 | NI | Yes | Yes/No | Security Information File (SIF) program management meets established guidance and directives. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M7 | NI | Yes | Yes/No | Contract Security Classification Specification (DD Fm 254) are accomplished according to established guidance and directives. |
| M8 | NI | Yes | Yes/No | Visitor Group Security Agreements are prepared and implemented IAW established guidance and directives. |
| M9 | NI | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |

**2.46. 6.05.03 Provide Training and Maintenance for Combat Arms.**

2.46.1. Includes supporting Force Protection through the management, supervision, support and conduct of ground weapons training along with weapons maintenance and inspection. This task includes range operations and maintenance, scheduling for training and inspections, and the administration of programs to support small arms training and maintenance including the planning, programming, budgeting and training for combat arms operations. (//HQ AMC-SFX) AFI 36-2226, AFMANN 36-2227, Vols. 1,2,3

**Table 2.46. Training and Maintenance for Combat Arms.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Range operations are conducted to meet mission requirements within established guidance and directives. |
| M2 | NI | Yes | Yes/No | Classroom instruction is conducted to meet mission requirements and is within established guidance and directives. |
| M3 | NI | Yes | Yes/No | Weapons maintenance and inspections are conducted as appropriate to meet currency, documentation, accountability, and safety requirements as outlined within established guidance and directives. |
| M4 | NI | Yes | Yes/No | Administrative requirements for combat arms and range operations are IAW established guidance and directives. |
| M5 | NI | Yes | Yes/No | Operational, administrative, and explosives safety requirements are conducted IAW established guidance and directives. |
| M6 | NI | Yes | Yes/No | Security Forces' armories are established and maintained IAW established guidance and directives. |
| M7 | NI | Yes | Yes/No | Planning, programming, budgeting, and training processes are in place to meet current and projected mission requirements. |

**2.47. 6.05.04 Maintain Trained and Equipped Defense Forces and Equipment for World-Wide Deployment.**

2.47.1. Includes the organizing, training, equipping, and fielding of base defense forces and security elements. Includes exercising employment of unit type codes (UTCs) and security elements. Requires maintenance of personnel, equipment, and training to meet required response times and/or mission

requirements. This is a supporting function for unit, installation, Air Force, and joint Force Protection efforts. (//HQ AMC-SFX) AFI 36-2225

**Table 2.47. Trained and Equipped Defense Forces.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Training (ancillary, specialized, AOR-specific, etc.) completed for wartime and contingency operations. |
| M2 | NI | Yes | Yes/No | LOGDET maintenance and accountability established for tasked UTCs. |
| M3 | MS | Yes | Yes/No | Required individual equipment is on-hand for wartime and contingency mission requirements. (This includes daily issue equipment and maintenance of required A, B, C, D, and E bags.) |
| M4 | MS | Yes | Yes/No | Required organizational equipment is on-hand for wartime and contingency mission requirements. (This may include equipment such as light-alls, riot control equipment, crash kits for aircraft mishaps, et. al.) |
| M5 | NI | Yes | Yes/No | UTCs meet configuration requirements for personnel selected, weapons proficiencies, deployment requirements, and licensures. |
| M6 | NI | Yes | Yes/No | Personnel are qualified or trained to operate specialized equipment and weapons systems dictated by the mission. (This may include specialized certifications, vehicle licenses, AT equipment, detection devices, et. al.) |
| M7 | MS | Yes | Yes/No | Communication assets are functional and command/control procedures are in place for mission tasking.<br>1. Erect/install tactical antenna.<br>2. Operate switchboard and telephones.<br>3. Install/maintain communication wire lines.<br>4. Setup/operate FM radio sets and establish a radio frequency net control station.<br>5. Use signal operation instruction/CEOI.<br>6. Each static position/reaction force will have a form of communication. |
| M8 | IR | Yes | Yes/No | UTCs and security elements are exercised and evaluated according to established guidance and directives. |
| M9 | IR | 18 | Months | Security Forces UTCs attend MAJCOM regional training center, JRTC, or CJCS exercise. |
| M10 | IR | As | Needed | JULLS used to enhance planning and execution. |
| M11 | IR | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |

## 2.48. 6.05.05 Conduct Defensive Operations.

2.48.1. Provide defensive forces to counter enemy and criminal threats; includes resource protection, police services, and air base defense. All defensive operations' tactics, techniques, and procedures are tempered by the mission, enemy, time available, troops available, and terrain upon which the opera-

tion is conducted. This task includes planning, programming, budgeting and training for resource protection, police services, and air base defense operations. Military Working Dogs can support most defensive operations. Resource protection, police services, and air base defense are physical security and procedural subsets of Force Protection, which is a multi-functional responsibility. (//HQ AMC-SFO) AFI 31-101, AFI 31-201, AFI 31-301.

**Table 2.48. Defensive Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Resource protection operations in place, according to applicable guidance, directives, and local requirements, to meet mission requirements. |
| M2 | MS | Yes | Yes/No | Law and order/police services operations in place, according to applicable guidance, directives, and local requirements, to meet mission requirements. |
| M3 | NI | Yes | Yes/No | Air base defense operations in place, according to applicable guidance, directives, and local requirements, to meet mission requirements. |

**2.49. 6.05.05.01 Conduct Resource Protection Operations.**

2.49.1. Resource Protection includes the programs and program management that provides the capability to detect, deter, and defeat hostile acts against USAF resources and property, including priority and nuclear weapons security. The capability to detect, deter, and defeat overt and covert attempts to destroy information and information systems. Includes safeguarding property to reduce the opportunity for terrorism and theft by making potential targets inaccessible or unattractive. This task includes the use of owner-user security to ensure that everyone safeguards government property and the promotion of crime prevention through environmental design. This task includes planning, programming, budgeting and training for resource protection operations. Resource protection is a physical security subset of Force Protection, which is a multi-functional responsibility. (//HQ AMC-SFO) AFI 31-101

**Table 2.49. Resource Protection Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | Yes | Yes/No | DoD protection level and non-protection level resources afforded security commensurate with governing orders, directives, and guidance.<br>1. Circulation controls in-place, e.g., restricted area and controlled area badges and EALs used, etc.<br>2. As required, warning signs are in-place, e.g., restricted area, controlled area, etc.<br>3. As described in Deployed Security Regulation. |
| M2 | MS | Yes | Yes/No | Security for personnel, facilities, assets, and resources outlined IAW localized and comprehensive installation/site security plan.<br>1. As described in the Deployed Security Regulation. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | MS | Yes | Yes/No | Units establish and execute appropriate response actions commensurate with THREATCONS, MOPPs, Ground Defense Postures, and alarm conditions.<br>1. This pertains to personnel protecting resources. |
| M4 | MS | Yes | Yes/No | Control center activities are established to meet requirements in localized installation security plan. |
| M5 | NI | 12 | Months | The installation/site security plan is reviewed. |
| M6 | MS | As | Needed | The installation/site security plan is reviewed once the installation or location's threat level increases. |
| M7 | NI | 12 | Hours | To coordinate for additional forces and assets. (This can include coordination with lateral or higher headquarters organizations for support for personnel, equipment and resources, or coordination with local agencies, both military and civilian for support.) |
| M8 | NI | Yes | Yes/No | Standardization evaluation and quality control measures are established and maintained to evaluate and certify guard force members. |
| M9 | NI | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |

**2.50. 6.05.05.02 Maintain Law and Order/Conduct Police Services Operations.**

2.50.1. Enforce laws and regulations. Includes military support to civilian law enforcement agencies allowed by DOD guidance and executive orders. This task also includes law enforcement, circulation control, criminal investigation, pass and registration (to include identification card issue), access control, customs, other administrative law enforcement functions and military prisoner confinement. This also extends to confrontation management. This task includes planning, programming, budgeting and training for law and order operations. Law and order operations are a subset of and support Force Protection, which is a multi-functional responsibility. (//HQ AMC/SFO) AFI 31-201.

**Table 2.50. Police Services Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Law and order/police service operations in place to meet commander's needs. |
| M2 | NI | Yes | Yes/No | Installation patrol activities are established to meet requirements in localized installation security plan. |
| M3 | NI | Yes | Yes/No | Control center activities are established to meet requirements in localized installation security plan. |
| M4 | NI | Yes | Yes/No | Installation entry/circulation control activities are established and maintained to meet requirements in localized installation security plan. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | NI | Yes | Yes/No | Security Forces investigations activities are established and maintained to meet commander's requirements in support of local law and order/police services operations. |
| M6 | NI | Yes | Yes/No | Confinement activities are established and maintained, or provided for through support agreements, to meet commander's requirements. |
| M7 | NI | Yes | Yes/No | Administrative activities are established and maintained to meet directed and localized requirements for police service reports and analysis. |
| M8 | NI | Yes | Yes/No | Pass and registration activities are established and maintained to meet directed and localized requirements. |
| M9 | NI | Yes | Yes/No | Security badge re-issue accomplished as needed IAW applicable directives and guidance. |
| M10 | NI | 12 | Hours | To coordinate for additional forces or assets. (This can include coordination with lateral or higher headquarters organizations for support for personnel, equipment and resources, or coordination with local agencies, both military and civilian for support.). |
| M11 | NI | Yes | Yes | Standardization evaluation and quality control measures are established and maintained to evaluate and certify guard force members. |
| M12 | NI | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |

**2.51. 6.05.05.03 Maintain Military Working Dog Capability.**

2.51.1. Includes maintaining the capability to, or support the capability to, enforce military laws and regulations, suppress the use of illegal drugs, detect explosives, and protect installations and resources during peacetime, wartime, and in support of operations other than war through the use of military working dogs (MWDs). Includes the training of, certification of, and maintenance of MWDs to support police services activities, resource protection activities, contingency activities, personnel and contraband detection, and apprehension of suspects. Includes MWD safety. (//HQ AMC-SFO) AFI 31-202

**Table 2.51. Military Working Dog Capability.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Military Working Dog teams (MWDTs) trained and certified IAW established guidance and directives. |
| M2 | NI | 1 | Certified | Explosive Detector Dog MWD maintained on each installation at all times. |
| M3 | NI | Yes | Yes/No | MWD support activities in place to support DoD, federal, and civilian law enforcement requests IAW established guidance and directives. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | NI | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |
| M5 | NI | 100 | Percent | Of MWD training aids, both explosive and narcotic, are properly stored and accounted for. |
| M6 | NI | Yes | Yes/No | Kennelmaster and trainer are graduates of the MWD Supervisor Course or have they been scheduled to attend the course within 90 days of their assignment as kennelmaster/trainer. |
| M7 | NI | Yes | Yes/No | Permanent administrative records for each assigned MWD contain the following: DD FM 1834, MWD Service Record; AF FM 321, MWD Training and Utilization Record; AF FM 323, MWD Training and Utilization for Drug/ Explosive Detector Dog. |
| M8 | NI | Yes | Yes/No | MWD teams are not assigned operational duties until the handler validates through training/evaluation that the dog will stand-off upon command and obey the command OUT and HEEL. |
| M9 | NI | Yes | Yes/No | Detailed operating instructions, including safety procedures, have been developed for Explosive Detector Dog (EDD) training. |
| M10 | NI | Yes | Yes/No | All members associated with the EDD training receive an annual safety briefing from Explosive Ordnance Disposal (EOD) personnel or locally devised briefing approved by wing safety. |
| M11 | NI | Yes | Yes/No | Unit is properly registered with the Drug Enforcement Agency (DEA) and has been issued a DEA License to possess narcotic training aids. |
| M12 | NI | Yes | Yes/No | Narcotic training aids are properly stored and accounted for according to established directives. |
| M13 | NI | Yes | Yes/No | Monthly and annual weight checks are conducted for all assigned narcotic training aids. |
| M14 | NI | Yes | Yes/No | Kennel facilities meet minimum requirements to include the MWD fenced training area. |
| M15 | NI | Yes | Yes/No | 24-hour veterinarian support has been coordinated and approved through US Army Veterinary Services. |
| M16 | NI | Yes | Yes/No | Kennel care and sanitation procedures are established and approved by the base veterinarian. |

**2.52. 6.05.05.04 Provide for Air Base Defense (ABD).**

2.52.1. Deter, detect, and defeat hostile acts against DOD warfighting resources. This includes actions taken to defeat or blunt attacks from hostile ground elements and the establishment of an effective defensive posture to allow generation, launch, and sustainment of air operations. This includes physical security and resource protection for warfighting forces and other personnel, assets, and facilities assigned to the defense force for protection. Air base defense forces may perform military operations other than war (MOOTW) to include, but not limited to, support to US, state, and local

governments, disaster relief, nation assistance, drug interdiction, peacekeeping, noncombatant evacuation, and peace enforcement. Actions covered under the Air Force confrontation management program may apply to air base defense operations. All air base defense operations are tempered by the mission, enemy, time available, troops available, and terrain upon which the operation is conducted. Air base defense is one physical security subset of Force Protection, which is a multi-functional responsibility. (//AMC-SFX) AFI 31-301, JP 3-10.1

**Table 2.52. Air Base Defense (ABD).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | Yes | Yes/No | Establish air base ground defense posture to detect, delay and defeat Level I threats.<br>1. Plan and conduct flight/sector operations:<br>a. Coordinate security operations.<br>b. Apply ABD doctrine and principles of defense.<br>c. Establish routines in defense/priorities of work.<br>d. Define areas of responsibility.<br>e. Establish sector fire plans (i.e., site M-60s {FPL/PDF}, defense in-depth, interlocking fields of fire, etc.).<br>f. Accomplish and use sector sketches, overlays, and range cards.<br>g. Allocate resources and conduct re-supply.<br>h. Conduct bivouac operations, including setting up shelters and establishing field hygiene procedures.<br>i. Build suitable fighting positions.<br>1) Prepare individual fighting positions.<br>2) Clear fields of fire.<br>3) Camouflage defensive positions.<br>4) Use limited visibility fire techniques.<br>5) Prepare a weapons range card.<br>6) Establish a hasty defensive position<br>j. Properly employ/control weapons to include 81mm, MK-19, and 50cal.<br>k. Engage enemy targets to include calls-for-fire.<br>l. Utilize LPs and OPs if the situation warrants/lends their use.<br>m. Respond to and control emergency situations, i.e., terrorists threats, OPFOR attacks, confrontation management, etc.<br>n. Conduct escort and convoy operations.<br>o. Ensure security and maintenance of weapons.<br>p. Provide/establish AO entry and circulation control.<br>2. Demonstrate command and control:<br>a. Direct responding forces.<br>b. Relay information to higher headquarters.<br>c. Ascertain and disseminate local threat information.<br>d. Establish/enforce “stand to” times and procedures.<br>e. Solve security operational problems.<br>f. Provide/conduct appropriate reports.<br>g. Communicate with other agencies.<br>h. Are plans in-place to recall off-duty SF personnel. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| | | | | 3. Use appropriate tactics.<br>a. Use cover/concealment.<br>b. Use individual/fire team movement techniques.<br>c. Operate, employ, and deploy from vehicles.<br>d. Camouflage individual and personal equipment.<br>e. Practice noise, light, and litter discipline.<br>f. Use and react to visual signaling techniques.<br>g. Challenge, search and apprehend personnel.<br>h. Conduct searches of vehicles, buildings and areas.<br>i. Employ physical security safeguards. |
| M2 | MS | Yes | Yes/No | Establish air base ground defense posture to detect and delay Level II threats.<br>1. Plan and conduct flight/sector operations:<br>a. Coordinate security operations.<br>b. Apply ABD doctrine and principles of defense.<br>c. Establish routines in defense/priorities of work.<br>d. Define areas of responsibility.<br>e. Establish sector fire plans (i.e., site M-60s {FPL/PDF}, defense in-depth, interlocking fields of fire, etc.).<br>f. Accomplish and use sector sketches, overlays, and range cards.<br>g. Allocate resources and conduct re-supply.<br>h. Conduct bivouac operations, including setting up shelters and establishing field hygiene procedures.<br>i. Build suitable fighting positions.<br>1) Prepare individual fighting positions.<br>2) Clear fields of fire.<br>3) Camouflage defensive positions.<br>4) Use limited visibility fire techniques.<br>5) Prepare a weapons range card.<br>6) Establish a hasty defensive position.<br>j. Properly employ/control weapons to include 81mm, MK-19, and 50cal.<br>k. Engage enemy targets to include calls-for-fire.<br>l. Utilize LPs and OPs if the situation warrants/lends their use.<br>m. Respond to and control emergency situations, i.e., terrorists threats, OPFOR attacks, confrontation management, etc.<br>n. Conduct escort and convoy operations.<br>o. Ensure security and maintenance of weapons.<br>p. Provide/establish AO entry and circulation control. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| | | | | 2. Demonstrate command and control:<br>a. Coordinate and direct the response of a rear area Response or Tactical Combat Force.<br>b. Relay information to higher headquarters.<br>c. Ascertain and disseminate local threat information.<br>d. Establish/enforce “stand to” times and procedures.<br>e. Solve security operational problems.<br>f. Provide/conduct appropriate reports.<br>g. Communicate with other agencies.<br>h. Are plans in-place to recall off-duty SF personnel.<br>3. Use appropriate tactics.<br>a. Use cover/concealment.<br>b. Use individual/fire team movement techniques.<br>c. Operate, employ, and deploy from vehicles.<br>d. Camouflage individual and personal equipment.<br>e. Practice noise, light, and litter discipline.<br>f. Use and react to visual signaling techniques.<br>g. Challenge, search and apprehend personnel.<br>h. Conduct searches of vehicles, buildings and areas.<br>i. Employ physical security safeguards. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | MS | Yes | Yes/No | Establish air base ground defense posture to delay Level III threats.<br>1. Plan and conduct flight/sector operations:<br>a. Coordinate security operations.<br>b. Apply ABD doctrine and principles of defense.<br>c. Establish routines in defense/priorities of work.<br>d. Define areas of responsibility.<br>e. Establish sector fire plans (i.e., site M-60s {FPL/PDF}, defense in-depth, interlocking fields of fire, etc.).<br>f. Accomplish and use sector sketches, overlays, and range cards.<br>g. Allocate resources and conduct re-supply.<br>h. Conduct bivouac operations, including setting up shelters and establishing field hygiene procedures.<br>i. Build suitable fighting positions.<br>1) Prepare individual fighting positions.<br>2) Clear fields of fire.<br>3) Camouflage defensive positions.<br>4) Use limited visibility fire techniques.<br>5) Prepare a weapons range card.<br>6) Establish a hasty defensive position<br>j. Properly employ/control weapons to include 81mm, MK-19, and 50cal.<br>k. Engage enemy targets to include calls-for-fire.<br>l. Utilize LPs and OPs if the situation warrants/lends their use.<br>m. Respond to and control emergency situations, i.e., terrorists threats, OPFOR attacks, confrontation management, etc.<br>n. Conduct escort and convoy operations.<br>o. Ensure security and maintenance of weapons.<br>p. Provide/establish AO entry and circulation control. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| | | | | 2. Demonstrate command and control:<br>a. Coordinate and direct the response of a rear area Response or Tactical Combat Force.<br>b. Relay information to higher headquarters.<br>c. Ascertain and disseminate local threat information.<br>d. Establish/enforce "stand to" times and procedures.<br>e. Solve security operational problems.<br>f. Provide/conduct appropriate reports.<br>g. Communicate with other agencies.<br>h. Are plans in-place to recall off-duty SF personnel.<br>3. Use appropriate tactics.<br>a. Use cover/concealment.<br>b. Use individual/fire team movement techniques.<br>c. Operate, employ, and deploy from vehicles.<br>d. Camouflage individual and personal equipment.<br>e. Practice noise, light, and litter discipline.<br>f. Use and react to visual signaling techniques.<br>g. Challenge, search and apprehend personnel.<br>h. Conduct searches of vehicles, buildings and areas.<br>i. Employ physical security safeguards. |
| M4 | MS | 12 | Hours | To coordinate for additional security forces and assets. (This can include coordination with lateral or higher headquarters organizations for support for personnel, equipment and resources, or coordination with local agencies, both military and civilian for support.) |
| M5 | IR | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |
| M6 | MS | 4 | Hours | To establish initial air base ground defense physical security posture.<br>1. Establish priorities for limited visibility operations.<br>2. Define limits of independent action by GDFC (designate sectors and other responsibilities).<br>3. Employ selectively armed personnel and augmentees to the maximum extent necessary.<br>4. Ensure close defense is integrated into overall defense plan.<br>5. Designate TRPs.<br>6. Establish patrol sectors, routes, and routines.<br>7. Develop obstacle plan (to include sensors).<br>8. Establish control measures. |
| M7 | MS | 100 | Percent | of EPWs detained and processed by friendly forces awaiting final disposition. |

**2.53. 6.05.06 Provide Personal Protective Means.**

2.53.1. Inherent right to self-defense. Consists of methods and procedures ranging from passive action (seeking cover and concealment) to the return of small arms fire to suppress hostile action. Inherent to personal protection skills is the ability to report information essential to the air base ground defense effort. (//HQ AMC-SFX) AMCPAM 31-1, AFM 10-100, AFH 31-302, Soldier's Manual of Common Tasks (SMCT) – Skill Level 1.

***NOTE:*** **This is a common task applicable to all AMC personnel and should be incorporated into each unit's task list.**

**Table 2.53. Personal Protective Means.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of deploying personnel have full issue of protective gear and clothing.<br>1. As required per person for A, B, C, D, and E Bags. |
| M2 | MS | Yes | Yes/No | Personnel are issued appropriate weapons for deployment. |
| M3 | MS | 3 | Hours | To issue personal weapons IAW the arming plan if the tactical situation requires.<br>1. Applies to only those personnel armed under the arming plan. |
| M4 | MS | 100 | Percent | Of guard force/armed personnel are knowledgeable of ROEs, Law of Armed Conflict, Use of Force, Status of Forces Agreement, and localized instructions, directives, and guidance regarding their duties. Included are local conditions for arming and Use of Force, guidance on warning shots, and policy on use of deadly force.<br>1. Personnel use minimum forces necessary for situation.<br>2. Use known circulation and entry procedures.<br>3. Report unusual incidents to proper personnel. |
| M5 | MS | Yes | Yes/No | Personnel complete personal protective tasks outlined in AMCPAM 31-1 to include individual movement techniques, knowledge of threat levels, and defensive fighting position construction and use, when needed. |
| M6 | MS | Yes | Yes/No | Personnel complete tasks outlined in AFMAN 10-100, Section 4, to include challenge/password, THREATCONs, radio procedures, convoy procedures, SALUTE reporting, and actions during attack, when needed.<br>1. Use known sign/counter-sign, chemical codes, etc., at appropriate times. |
| M7 | NI | 12 | Months | Personnel receive Use of Force training IAW AFI 31-207. |
| M8 | MS | Yes | Yes/No | Personnel are currently qualified on the weapon they are armed with according to the applicable arming category. Personnel able to complete weapons handling skills to include weapons safety, loading and clearing procedures, clearing barrel procedures, weapon assembly and disassembly, function check, care and cleaning and visual inspection for weapons they are armed with and/or qualified with.<br>1. Personnel armed with 9mm and M16 weapons will be required show the skills IAW AFMAN 10-100, Section 4 (Fight), pages 80-94. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M9 | MS | 100 | Percent | Deploying members possess the Airman's Manual. |

**2.54. 6.05.07 Provide Specialized Criminal Investigative Counterintelligence Services to the installation.**

2.54.1. Identifies threats to AF resources with human, technical, electronic, and other sources of information. Actions to deter, detect, and defeat hostile acts against the AF. (AFOSI Region 3)

**Table 2.54. Specialized Criminal Investigative Counterintelligence.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of AFOSI services provided as needed to the installation. |
| M2 | MS | As needed | | Provides required force protection information. |
| M3 | MS | 100 | Percent | Identification of law of armed conflict violations. |
| M4 | MS | 100 | Percent | Of all pertinent counterintelligence information analyzed. |
| M5 | MS | 100 | Percent | Of all pertinent counterintelligence information tailored to meet mission requirements. |
| M6 | MS | 100 | Percent | Of all essential counterintelligence/threat assessments delivered to proper unit agencies. |
| M7 | MS | 100 | Percent | Reporting of “SEVEN BRIDGES” situations. |

**2.55. 6.08.01 Execute Pre-Attack/Disaster Actions.**

2.55.1. All actions taken prior to enemy action/disaster to lessen the impact of that action on continuity of the mission and the integrated proper actions taken while responding to hostile enemy actions/disaster. Ideal survival techniques are quick, inexpensive, and require minimal manpower and materials to implement. The unit must effectively determine the need for and proper application of specific passive defense techniques as well as develop a plan to protect critical resources at all levels. (HQ AMC-CEX)

**Table 2.55. Pre-Attack/Disaster Actions.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | Yes | Yes/No | Develop an effective action plan. Plan must include actions for contamination control, shelter management, dispersal of critical assets, expedient hardening and UCC activation.<br>1. Commanders ensure unit critical resources and shelter/bunker requirements are included in the base passive defense plan maintained at the SRC.<br>2. UCC checklists should, at a minimum, include the following:<br>a. Locations of all unit workcenters and procedures to account for unit personnel, including those working away from their workcenters.<br>b. Procedures for informing all unit personnel of changes to threats or conditions which could mpact mission accomplishment.<br>c. Procedures for pre-,trans, and post-attack reporting between UCC and unit's workcenters, workparties, and sweep teams.<br>d Unit's critical resources and actions required to protect them by hardening and dispersal, and contamination avoidance capability.<br>e. UCC relocation procedures.<br>f. Identify NBC defense actions to prevent or minimize the impact of contamination on mission accomplishment. Include:<br>1) Placement of M-8/M-9 liquid chemical agent detection paper/tape.<br>2) Pre-attack contamination avoidance actions.<br>3) Decontamination actions. |
| M2 | ATSO | Yes | Yes/No | Complete contamination control actions to avoid, reduce, remove, or render harmless nuclear, biological, or chemical contamination.<br>1. Cover all unsheltered critical resources/materials with protective covernings.<br>2. Place glove and boot baths at entrances of facilities and fill with household bleach (simulate with water).<br>3. Place M8 paper/M9 tape as directed by SRC.<br>4. Report progress to SRC. |
| M3 | ATSO | Yes | Yes/No | Establish a shelter program and commence shelter operations as required in response to attack/disaster actions.<br>Note: This is a peacetime/natural disaster process, which we may not be able to accurately access during a 2 day exercise).<br>1. Identify number and types of bunkers needed for each facility and work area.<br>2. CEX provides just in time shelter management training (checklist/ handout).<br>3. Report progress to SRC. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | ATSO | Yes | Yes/No | Complete critical resource dispersal actions.<br>1. Submit list of critical assets to SRC for inclusion in dispersal plan.<br>2. Disperse critical resources according to the plan.<br>3. Track status of resources.<br>4. Report progress to SRC. |
| M5 | ATSO | Yes | Yes/No | Complete critical resource hardening actions<br>1. Submit list of critical assets to SRC for inclusion in hardening plan.<br>2. Harden resources according to the plan.<br>3. Track staus of hardening.<br>4. Report progress to SRC. |
| M6 | ATSO | Yes | Yes/No | Report all non-essential personnel to the base manpower pool.<br>1. Identify personnel available to support base level requirements. (All units)<br>2. Periodically review personnel availability. |
| M7 | ATSO | Yes | Yes/No | Perform individual inspection/maintenance of personal protective equipment including protective masks and NBC defense equipment.<br>1. Have a completed and properly initialed form 1574.<br>2. Have a QNFT form for your mask.<br>3. Protective mask serviceable with no defects and head harness adjusted to fit individual.<br>4. Demonstrate inspection procedures using AFPAM 32-4014, Vol 4, when requested by IG. |

**2.56. 6.08.02 Trans Attack/Disaster Response Actions.**

2.56.1. Implement appropriate actions for enemy attacks/disasters in a timely and effective manner. (//HQ AMC-CEX)

**Table 2.56. Trans Attack/Disaster Response Actions.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | 90 | Percent | Of personnel effectively employed protective cover upon sounding of the attack alarm/siren.<br>1. Individual takes immediate cover, safely with sense of urgency. |
| M2 | ATSO | 90 | Percent | Of personnel were wearing appropriate individual protective equipment within three minutes of attack initiation.<br>1. Appropriate protective equipment is serviceable and available to meet current MOPP level. |
| M3 | ATSO | Yes | Yes/No | Report status of personnel, equipment, casualties, and damage to group/wing control centers.<br>1. Accountability of personnel maintained.<br>2. Identify DIMs (Dead, Injured and Missing).<br>3. Report damage of equipment and to facilities. |

**2.57. 6.08.03 Execute Post Attack/Disaster Response Actions.**

2.57.1. Recover includes rapid and accurate post attack /disaster sweeps, timely reporting of this information to key control centers, prompt action to mitigate the hazards, identification of potential health hazards, implementation of procedures to reduce the risk of casualties, and employment of timely self aid/buddy care to casualties. Rapid assessment of the results of an enemy attack is imperative to mitigate hazardous situations and to prioritize reconstitution of mission critical resources. (// HQ AMC-CEX)

**Table 2.57. Post Attack/Disaster Response Actions.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | Yes | Yes/No | Deployed personnel were able to validate the presence or absence of contamination during post attack reconnaissance/monitoring activities.<br>1. Collect and analyze data from NBC detection devices, environmental indicators, sweep teams, facility managers RECON and M256 teams.<br>2. Run M256 or have two means of automated detection equipment to validate presents of contamination. |
| M2 | ATSO | Yes | Yes/No | If NBC contamination was present, monitoring teams were able to determine the type of contaminants used.<br>1. Run M256 or have two means of automated detection equipment to identify type of contamination. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | ATSO | Yes | Yes/No | If NBC contamination was present, monitoring teams were able to determine the extent of contamination.<br>1. Use ATP 45 plotting and reporting procedures to identify extent of contamination.<br>2. Use automated NBC analysis or VLSTRACK computer software to determine extent.<br>3. Use persistency charts to determine hazard duration. |
| M4 | ATSO | 2 | Hours | To implement Contamination Control Area/Toxic Free Area Plans after direction to activate CCA/TFA operations.<br>1. This process should be set up and ready to be run 2 hours after hazard has been identified. |
| M5 | ATSO | 100 | Percent | Of operationally relevant NBC attacks detected. |
| M6 | ATSO | 2 | Hours | For life support personnel to construct a viable open-air ACCA, upon notification, at deployed location after selected site is determined suitable. |
| M7 | ATSO | Yes | Yes/No | Injured personnel receive appropriate self-aid and buddy care following wound or injury.<br>1. Timely actions are taken to identify injured personnel.<br>2. Apply basic lifesaving steps.<br>3. Proper use of nerve agent antidote kit.<br>4. Proper use of personal decontamination kit.<br>5. Proper transport to competent medical care. |
| M8 | ATSO | Yes | Yes/No | Perform all required wartime tasks in an NBCC environment.<br>1. Demonstrate operational decontamination of equipment/vehicle (All).<br>2. Demonstrate launching/recovery of aircraft (maintenance).<br>3. Operate material handling equipment (Supply/Transportation).<br>4. RRR operations (CE). |

**2.58. 6.08.04 Perform Recovery Operations.**

2.58.1. Maintain capability to assess the damage and remaining capabilities of an air base, and make emergency repairs to return the base to operational status. (//HQ AMC-CEX)

**Table 2.58. Recovery Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | 1 | Hour | To complete and report initial damage assessments after issue of Alarm Black/All Clear order. ***NOTE***: The following applies only to CE Damage Assessment Teams:<br>1. Pre-plan routes and reporting procedures.<br>2. Ensure mission redundancy.<br>3. Manage and track progress. |
| M2 | ATSO | 2 | Hours | To develop recovery strategy after completion of initial damage assessment.<br>1. Prepare resources for possible recovery operations (materials, manpower, funds).<br>2. Properly apply the critical resource, facility, and activity priority list for recovery actions.<br>3. Make adjustments to recovery strategy to account for changes in the resource, facility, and activity priority list or mission requirements.<br>4. Manage and track resources (materials, manpower, funds).<br>***NOTE:*** The following applies only to CE Damage Assessment Teams: |
| M3 | ATSO | 30 | Minutes | To plot airfield damage and Minimum Operating Strip upon SRC receipt of last airfield damage assessment report.<br>1. Properly report all damage.<br>2. Properly plot damage to airfield operating surfaces.<br>3. Ensure Wing Leadership is aware of status of all airfield operating surfaces.<br>4. Properly apply Repair Quality Criteria resources to all airfield operating surface repairs for assigned and transiting aircraft.<br>***NOTE:*** The following applies only to MOS Selection Teams: |

## 2.59. 6.08.05 Conduct Explosive Ordnance Disposal (EOD) Operations.

2.59.1. Neutralize the hazards of unexploded ordnance/improvised explosive devices delivered or placed by enemy forces and US ordnance made dangerous by accidents or other circumstances. (//HQ AMC-CEX)

**Table 2.59. Explosive Ordnance Disposal (EOD) Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | Yes | Yes/No | Establish UXO holding/disposal sites for chemical/conventional UXO.<br>1. Established IAW 60A-2-1-39.<br>2. Coordinated with other agencies for support.<br>3. Incorporated into base recovery/operations plan.<br>4. Downwind hazards considered, as required. |
| M2 | ATSO | 95 | Percent | Of military operations not delayed or disrupted by explosive ordnance incidents. |
| M3 | ATSO | Yes | Yes/No | Recommend UXO categories and direct prioritization/dispatch of EOD safing teams.<br>1. Consideration of critical resources.<br>2. Considerations of hidden hazards (underground gas lines, etc.).<br>3. Consideration of sweep team completion on critical areas prior to dispatch of UXO teams.<br>4. SRC commander kept informed of EOD actions.<br>5. Prioritization suggested by EOD, approved by SRC commander. |
| M4 | ATSO | 4 | Hours | Delay in schedule for operation, because of requirement to remove hazards (e.g., mines, unexploded ordnance, and obstacles). |
| M5 | ATSO | Yes | Yes/No | Place proper emphasis on safety and risk management versus mission accomplishment.<br>1. Minimize time on target IAW category assigned (hot recon with tool, remote line, etc.).<br>2. Perform initial movements remotely.<br>3. Observe wait/soak times prior to and after applying EOD procedures.<br>4. Proper use of specialized personal protective gear.<br>5. Observe all applicable safeties/cautions/warnings IAW technical data.<br>6. Use appropriate safe distances.<br>7. All explosive operations conducted IAW technical data. |
| M6 | ATSO | Yes | Yes/No | Perform EOD response actions to include identification of hazards, proper use of assigned equipment, and adherence to technical orders.<br>1. All tools, equipment, technical data on hand.<br>2. All tools prepared IAW technical data.<br>3. Use of appropriate detecting/monitoring equipment.<br>4. On-scene attempts to gain additional or updated info (description, testimony, actions taken prior to EOD arrival, etc).<br>5. Search for secondary devices, as required. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M7 | ATSO | Yes | Yes/No | Consideration and use of protective measures to limit collateral damage from UXO. |
| M8 | ATSO | Yes | Yes/No | Upchannels requirement for additional/replacement personnel and resources in a timely manner. |
| M9 | ATSO | Yes | Yes/No | Maintain positive control of EOD resources at all times.<br>1. Maintain positive control of equipment and consumables |
| M10 | ATSO | Yes | Yes/No | Intelligence channels/EOD incident reports effectively used for receiving/ disseminating UXO/improvised explosive device information.<br>1. Ensure AFTO 3579/SIT-REP prepared at the end of each day.<br>2. Submit Intel reports, as required.<br>3. Proper dissemination of information previously received. |

**2.60. 6.08.06 Provide Fire Fighting Capability.**

2.60.1. Provide personnel and equipment to protect mission assets, i.e., facilities, aircraft, and land areas from damage or destruction due to fire. (//HQ AMC-CEX)

**Table 2.60. Fire Fighting Capability.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 12 | Hours | If assets are in place, set-up and provide limited firefighting capabilities. |
| M2 | MS | 12 | Hours | Implement site tailored fire contingency response plans, SOP's, and emergency response plans (NFPA 1500).<br>1. Develop a written plan for pre-deployment, employment, and redeployment of fire personnel and equipment.<br>2. Establish a Fire Prevention Program; brief base populace on fire safety, prefire plan facilities, check portable and wheel extinguishers serviceablity. |
| M3 | MS | Yes | Yes/No | Continuously update all resources to show latest status. |
| M4 | MS | 12 | Hours | Perform Fire Alarm Control Center Operations. |
| M5 | NI | 24 | Hours | Ensure dispersal plans are developed, coordinated with base dispersal plan, and implemented. |
| M6 | MS | Yes | Yes/No | Ensure fire responses are prioritized according to facility priority list. |

**2.61. 6.08.07 Provide Crash Rescue Capabilities.**

2.61.1. Provide airfield crash/rescue and fire suppression capabilities for assets and facilities at operational locations. (//HQ AMC-CEX)

**Table 2.61. Crash Rescue Capabilities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | As Directed | Required for follow-on vehicles/personnel to respond to an unannounced crash or incident. (AFI 32-2001, Para. 3.3.7) |
| M2 | MS | 1 | Minute | Required for the first crash response vehicle to respond to any incident on the runways or overruns with-in one minute after pre-positioning for a pre-announced emergency. AFI 32-2001, para 3.3.7 |
| M3 | MS | 3 | Minutes | Required for at least one primary aircraft fire fighting vehicle to reach the furthest end of the runway during unannounced emergencies IAW AFI 32-2001. |
| M4 | MS | 3 | Minutes | Required for the first crash response vehicle to respond from the flightline fire station to an unannounced crash or incident on the airfield. (AFI 32-2001, Para 3.3.7) |
| M5 | MS | Yes | Yes/No | Perform defensive/offensive firefighting operations at the direction of the Senior Fire Officer (SFO) on scene. |
| M6 | MS | Yes | Yes/No | Perform rescue and aircraft egress operations and at the direction of the SFO on scene. |
| M7 | MS | Yes | Yes/No | If equipment is available, perform rapid reservicing operations of aircraft firefighting response vehicles. |
| M8 | MS | Yes | Yes/No | Ensure safety awareness and firefighter accountability. |

**2.62. 6.09 Protect Against Nuclear, Biological, Chemical, and Conventional (NBCC) Hazards.**

2.62.1. Includes planning, training and equipping personnel for conduct of operations in the shadow of NBCC weapons, or after the use of NBCC weapons. NBCC defense action includes avoidance (detection and warning), protection (individual and collective), and decontamination (personal, casualty, equipment, aircraft, and area). Use CE readiness and bioenvironmental engineering NBCC teams to conduct wartime NBC monitoring, risk assessment and to advise on threat impact, protective action posture and recovery activities. (//HQ AMC-CEX)

**Table 2.62. Nuclear, Biological, Chemical, and Conventional (NBCC) Hazards.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | 100 | Percent | Deployable personnel demonstrate proper NBC defense actions.<br>1. This Task applies solely to NBC personnel.<br>2. Don CDWE/IPE/JSLIST/JFIRE (as applicable) to appropriate MOPP level with sense of urgency.<br>3. Analyze threat and advise command element of appropriate actions.<br>4. Roll sweep teams/initiate use of shuffle boxes at all facilities.<br>5. Check all NBC detection devises (M-8/9 and alarms) in area of responsibility.<br>6. Up channel info to command element. |
| M2 | ATSO | Yes | Yes/No | The deployed units were able to effectively continue mission operations in the presence of NBCC hazards.<br>1. This Task applies solely to NBC personnel.<br>2. Accomplish all recovery actions needed in the appropriate MOPP level.<br>3. Successfully site, man and operate a CCA/ACCA, to establish a rest and relief capability. |
| M3 | ATSO | 95 | Percent | Of ATP 45 and NORAD plotting and reporting requirements met.<br>1. Manually able to meet ATP 45 and NORAD Plotting requirements.<br>2. Successfully accomplish all NBC reports as required within a reasonable amount of time. |

**2.63. 6.10 Perform Environmental Management.**

2.63.1. Ensure protection of the base environment and its natural resources and compliance with applicable local, state, federal or host nation environmental laws. Manage collection, accountability and disposal of hazardous waste, radioactive waste, infectious/medical waste, food/kitchen waste, refuse, garbage, sewage, and wastewater. (//HQ AMC-CEX)

**Table 2.63. Environmental Management.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Are standards mandated by the Overseas Environmental Baseline Document (at non-CONUS locations) implemented?<br>1. Note: All comments and grades captured under 6.10 M2 |
| M2 | MS | Yes | Yes/No | Are operations being conducted in accordance with the USAF Environmental Handbook for Contingency Operations?<br>1. Personnel are acquainted with area environmental concerns.<br>2. Personnel are prepared to conduct operations to mitigate environmental hazards and damage.<br>3. Personnel apply the most stringent environmental standards when conflicts in guidance or requirements exist. |
| M3 | NI | Yes | Yes/No | Are operations being conducted in accordance with host nation and/or host base requirements?<br>1. Note: All comments and grades captured under 6.10 M2 |

**2.64. 6.11 Determine Impact of Threat, Climate, and Geography on Deployment.**

2.64.1. To examine the departure, en route and arrival area climate, geography, and threat (to include use or threat of use of NBC weapons). Based upon examination, to determine changes in deployment transportation systems, routing, or protection. Maintain capability to meet UTC tasking and mission requirements IAW DOC statement. (//HQ AMC-DOW)

**Table 2.64. Impact of Threat, Climate, and Geography on Deployment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | < 2 | Percent | Of airborne strategic airlift/tanker deployment missions, delayed, diverted, rerouted, or canceled due to inaccurate weather forecast or inadequate weather support. |
| M2 | IR | Yes | Yes/No | Location and climatology considered during planning and execution. |
| M3 | MS | 60 | Minutes | To verify OPLAN/CONPLAN transit times with respect to current and forecast weather. |
| M4 | ATSO | < 1 | Percent | Of strategic airlift/tanker assets lost, delayed, or diverted due to unpredicted threats. |
| M5 | MS | Yes | Yes/No | Five (5) day projection of weather by METOC for Daily presentation to CAT. |

**2.65. 6.11.01 Provide Weather Support.**

2.65.1. Provide timely, tailored mission and staff weather support. Maintain mission capable weather personnel and equipment. (HQ AMC/DOW)

**Table 2.65. Weather Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 1 | Hour | After notification provide aircrews a mission execution forecast or flight weather briefing. (IAW AFMAN 15-128, AFMAN 15-129 and AMCI 15-101) |
| M2 | MS | 100 | Percent | Of all Pilot Reports requiring transmission must be transmitted. (IAW AFMAN 15-125) |
| M3 | MS | 1 | Hour | After arrival in theater, be able to prepare and transmit weather observation and take special observation when required. (IAW AFMAN 15-111)<br>1. Forecaster and/or Observer must be able to take, encode, record and disseminate surface observations in a field environment. Given tactical meteorological equipment and tactical communications, they must be able to take a surface observation to include wind speed/direction, temperature, dew point, visibility/obstructions, sky condition, altimeter setting, precipitation amount/type, and any remarks. The observation must be taken, recorded and disseminated within 15 minutes with a maximum of one error. |
| M4 | MS | 6 | Hours | After arrival in theater, prepare initial weather forecast support required.<br>1. Forecasters, using available climatologic and topographical data, satellite imagery, and other meteorological information that would be available at a deployed site, demonstrate the ability to make, and disseminate a mission execution forecast for the location; issue, amend, verify and cancel Weather Watches and Warnings; and be able to prepare and brief aircrews using all available meteorological products IAW AFMAN15-128, AFMAN15-129 and AMCI15-101. |
| M5 | MS | 2 | Hours | After notification time, provide requested staff weather briefing. (IAW AFMAN 15-128 and AFMAN15-129) |
| M6 | IR | 6 | Hours | After notification time, provide pre-deployment mass aircrew briefings. (IAW AFMAN 15-128 and AFMAN15-129) |
| M7 | IR | 100 | Percent | Of all forecasters and observers complete formal training and certification. (IAW AMCI 15-101) |
| M8 | NI | 100 | Percent | Of deployed personnel will be fully qualified to provide required weather services and operate required weather equipment. (IAW AMCI 15-102) |
| M9 | NI | 90 | Percent | Of all weather equipment fully operational. (IAW appropriate Technical Orders) |
| M10 | NI | 3 | Days | To deploy assets into theater of operations from time of initial notification by squadron unit deployment manager (UDM). (IAW DOC statement) |
| M11 | EMP | 6 | Hours | For assets to become operationally ready after arrival at destination. (IAW AMCI 15-102) |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1<br>2 | MS | 6 | Hours | Provide or arrange for resource protection weather support (weather warnings, advisories, and watches) when required. (IAW AFMAN 15-128 and AFMAN15-129) |

**2.66. 6.12 Provide planning for En Route Support and Clearances.**

2.66.1. Arrange support, diplomatic clearances, and overflight rights with affected countries for forces in transit from one locality to another. Many strategic deployments need intermediate staging bases or areas for refueling, inspection, and concentration or redistribution of forces. Coordinate with TACC to ensure all missions meet the following requirements and/or restrictions: lodging, airfield restrictions, en route support, diplomatic clearances, global health and hostile environment considerations, crew duty day, aircraft configuration, and Jeppesen approach plates. (AMCI 11-208) (//HQ AMC-TACC/XOC)

**Table 2.66. Planning for En Route Support and Clearances.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 2 | Hours | Manage and coordinate flying schedule in order to meet the TACC directed percentage of aircraft for TACC directed missions. |
| M2 | NI | 2 | Days | Coordinate all missions to include lodging, airfield restrictions, en route support, diplomatic clearances, global health and hostile environment considerations, purser requirements, crew duty day and aircraft configuration in conjunction with TACC/XOO. |
| M3 | NI | 2 | Days | Add wing specific frag remarks to missions planned at TACC, which use local wing assets. |
| M4 | NI | 3 | Days | Plan and monitor all JA/ATT missions. |
| M5 | NI | 3 | Hours | Schedule and control local air refueling tracks. |
| M6 | NI | Yes | Yes/No | Maintain 1 sets of Jeppesen approach plates or Jepps View Software for worldwide reference and use. |
| M7 | NI | 3 | Working Days | Provide mission specific information to TACC/XOCZD no later than 3 working days prior to appropriate aircraft clearance lead times. (AMCI 11-208) |

**2.67. 6.15.01 Conduct Beddown Survey.**

2.67.1. Evaluate facilities available to conduct air operations. Includes taxiway, runway, aircraft parking, operations support capability, lodging, physical plant support, navigational aids (NAVAIDS), communications equipment, and enroute support trafficability. (//HQ AMC-CEX)

**Table 2.67. Beddown Survey.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 95 | Percent | Of unit OPLAN tasked locations surveyed and documented. |
| M2 | MS | 24 | Hours | To complete initial beddown assessment and identify shortfalls to responsible agency upon arrival.<br>1. Develop initial beddown plans for facilities and personnel.<br>a. Identify immediate need for facilities, vehicles, and resources.<br>b. Analyze capability of base infrastructure and resources to support mission operations (including, but not limited to, taxiway, runway, aircraft parking, operations support capability, lodging, physical plant support, navigational aids (NAVAIDS), communications equipment, and enroute support trafficability).<br>2. Determine limiting factors and shortfalls of deployed location.<br>3. Site-adapt exisitng plans upon deployment to location. |
| M3 | MS | 2 | Hours | To determine existing C4 infrastructure and identify additional requirements. (OCR: SC) |
| M4 | MS | 2 | Hours | To pass on C4 requirements to responsible agency (i.e., theater CINC). (OCR: SC) |

**2.68. 6.15.02 Perform Civil Engineering Beddown Tasks.**

2.68.1. Construct, maintain, repair, or renovate facilities and infrastructure. This task includes preparing sites, and providing troop housing, airfield pavements, fuel storage, utility distribution, and sanitation facilities. (//HQ AMC-CEX)

**Table 2.68. Civil Engineering Beddown Tasks.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 95 | Percent | Of assigned tasks completed within tasked timelines to successfully support initiation and sustainment of mission requirements.<br>1. Conduct emergency recovery operations to meet mission taskings. Includes, but is not limited to rapid runway repair, emergency power generation, aircraft arrestment, airfield lighting, and expedient repairs to infrastructure (utilities, pavements, facilities, etc).<br>2. Support mission with construction, maintenance, and repair of infrastructure in order to meet missions and improve quality of life and efficiency.<br>3. Manage, control, and track resources (Manpower, funds, materials, equipment, vehicles, etc). |

**2.69. 6.16 Perform Contracting.**

2.69.1. Perform acquisition functions to support all units in mission accomplishment. This includes the acquisition of all supplies and services in support of a unit or base. This task also includes management of contracts and contracting personnel, monitoring contract performance, and properly adjusting required deliverables in light of changes in requirements and scope of effort. (//HQ AMC-LGC)

**Table 2.69. Contracting.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of eligible military contracting specialists are fully qualified and ready to deploy as Contingency Contracting Officers.<br>1. Members qualified to meet UTC MISCAP statements for deployment.<br>2. Members issued appropriate warrant.<br>3. Members trained IAW AFFARS Appendix CC.<br>4. Members provide a copy of their current APDP level certification.<br>5. Deployment kit is on hand and complete per AFFARS Appendix CC |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M2 | MS | 100 | Percent | Of on-scene, build-up purchase requirements fulfilled through timely and appropriate action to meet the priorities of the on-scene commander and mission requirements. Of home station existing contracts modified as required to meet deployed mission requirements.<br>1. Determine timing and frequency of on-scene commander briefings.<br>2. Interface with on-scene Comptroller personnel to establish funding procedures.<br>3. Implement requisition and requirement controls.<br>4. Develop source lists for supplies and services to include 24-hour contacts.<br>5. Prioritize purchase requirements to meet on-scene commander mission needs. |
| M3 | MS | 100 | Percent | Of sustainment contracts established to meet mission requirements using best value business practices, in accordance with local conditions and customs and host nation support agreements.<br>1. Focus on file documentation.<br>2. Develop a contingency contracting continuity book.<br>3. Determine the availability of Host Nation Support Agreements.<br>4. Tailor contracts to deployment mission and to minimize termination requirements. |
| M4 | MS | 100 | Percent | Of on-scene contracts closed out through timely and appropriate action.<br>1. Coordinate with contractors and customers to closeout contracts.<br>2. Determine best method to terminate contracts and initiate termination settlement procedures with contractors.<br>3. Ensure receiving reports and invoices for all purchases are processed.<br>4. Coordinate with Disbursing Agent to ensure final payments are made.<br>5. Settle all contractor claims prior to CCO redeployment.<br>6. Initiate After-Action report. |

**2.70. 6.20 Provide for Combat Camera in Theater.**

2.70.1. To acquire, circulate, manage, process, and display strategic and operational visual information to assist the decision making process of the combatant commander and staff and provide them material as required which support their IW/C2W, PSYOP, PA, and CA objectives. (//HQ AMC-SCY)

**Table 2.70. Combat Camera in Theater.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 3 | Hours | To size, source, and task Combat Camera for contingency operations upon notification from TACC/XOP.<br>1. Request for support validated.<br>2. AMC CSS/TACV sizes, sources, and tasks within AMC.<br>3. AMC CSS/TACV coordinates though AEF Center for support outside of AMC. |
| M2 | MS | 30 | Minutes | To place unit stand-by personnel on alert, when necessary.<br>1. Standby personnel identified.<br>2. Alerting systems identified and in place.<br>3. Adequate procedures in place of alert personnel. |
| M3 | NI | 2 | Hours | For AMT processing within HQ AMC/SCYOV.<br>1. Procedures in place for processing AMT.<br>2. Verbal tasking may be required to meet time constraints pending publication of written AMT. |
| M4 | NI | 90 | Percent | Of contingency operation taskings filled.<br>1. Tasks identified and filled. |
| M5 | NI | 90 | Percent | Of 2 MTW Oplan requirements sourced.<br>1. Requirements identified. |

**2.71. 6.22 Provide Airfield Operations.**

2.71.1. Responsible for providing a Flight Service Section, Flight Planning Room/Area, and Aircrew Lounge. Responsible for the inspection, monitoring, and follow-up actions of runways, taxiways, and airfield lighting for the arrival, departure, and ground movement of aircraft. Provide aeronautical data for flight planning and orders/maintains/issues flight information publications (FLIP). Publishes notices-to-airmen (NOTAMS) and airfield advisories. Transmits military/civil flight plans to Air Traffic Control Centers, Flight Service Stations, and Flight Service Sections (Base Operations) agencies worldwide. Receipts, issues, maintains, and stores COMSEC material. Researches, develops, and updates Operating Instructions and runs Quick Reaction Checklists (QRCs). Develops and monitors local flightline driver's familiarization program. Manages Base Operation's portion of the Bird Aircraft Strike Hazard (Bash) program. (//HQ AMC-DOA)

**Table 2.71. Airfield Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of aircraft supported per day in relation to MOG. |
| M2 | MS | 100 | Percent | Of required operating hours airfield is open and fully functional. |
| M3 | MS | 2 | Hours | To inspect runways, to include rubber deposits, overruns, taxiways, and parking aprons pavement conditions. |
| M4 | MS | 1 | Hours | To identify lighting, marking, and sign discrepancies, to include wind cones. |
| M5 | MS | 1 | Hour | To inspect construction areas to ensure they do not present a hazard to aircraft operations. |
| M6 | MS | 2 | Hours | To research, transmit, post, and complete follow of NOTAM material. |
| M7 | MS | 24 | Hours | To receive, process, input, and follow-up military and civilian flight plans. |
| M8 | MS | 24 | Hours | To process inbound flight plan messages. |
| M9 | MS | 2 | Hours | To order FLIP products. |
| M10 | MS | 2 | Days | To receive and stock FLIP products. |
| M11 | MS | 4 | Hours | To prepare FLIP products for issue. |
| M12 | MS | 1 | Days | To post changes to DoD Foreign Clearance Guide and Classified Supplement. |
| M13 | MS | 4 | Hours | To review and document each new FLIP document for accuracy and consistency. |
| M14 | MS | 2 | Hours | To prepare and coordinate FLIP changes with appropriate local agencies. |
| M15 | MS | 1 | Days | To post changes to FLIP planning documents. |
| M16 | MS | 4 | Hours | To perform daily COMSEC inventory. |
| M17 | MS | 2 | Days | To receive, inventory, document, and prepare COMSEC material for issue. |
| M18 | MS | 1 | Day | To document and prepare COMSEC material for destruction. |
| M19 | MS | 2 | Hours | To provide flightline drivers familiarization training and certification. |
| M20 | MS | 15 | Minutes | To process one QRC. |
| M21 | MS | 1+ | Hour(s) | To disperse birds utilizing, pyrotechnics and recorded devices. |
| M22 | MS | 3 | Hours | To document daily activities on the section Events Log. |
| M23 | MS | 1.5 | Hours | To maintain and update Flight Planning Room/Area. |

**2.72. 6.22.01 Provide Air Traffic Control.**

2.72.1. Provide air traffic control operations for the installation's flying units, transient, and civilian airfield and air traffic users. Oversees all control tower and radar facility operations. Trains and evaluates air traffic controllers. Directs and implements the terminal instrument procedures (TERPS) program. Deploys personnel in support of worldwide contingency operations. //HQ AMC-DOA)

**Table 2.72. Air Traffic Control.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of airfield operations services provided to the installations. |
| M2 | NI | 100 | Percent | Of tasked personnel ready for deployment processing. |

**2.73. 6.22.05 Operate a Forward Operating Base (FOB) During Contingency Operations.**

2.73.1. Provide mobility-centric command leadership to respond to operate a FOB providing operations, logistics, and support leadership. FOB leadership team must provide functional expertise in concert with AMC's rapid-response Global Reach Laydown (GRL) forces in support of FOB assessment and Initial Operating Capability (IOC). Contingency operations include Humanitarian Assistance/Disaster Relief (HA/DR) efforts and Noncombatant Evacuation Operations (NEO). (//HQ AMC-DOX)

**Table 2.73. Forward Operating Base (FOB) Contingency Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | To deploy a Mobility Leadership Element and an Initial Response Team in support of Humanitarian Assistance/Disaster Relief missions and Noncombatant Evacuation Operations (NEO) with 5 days of sustainment. |
| M2 | MS | Yes | Yes/No | Assess reception airfield capabilities and assist in determining follow-on force requirements. |
| M3 | MS | Yes | Yes/No | Establish a mobility conduit for the flow of humanitarian relief supplies or the repatriation of noncombatants. |
| M4 | MS | Yes | Yes/No | Ready to receive relief supplies and facilitate, if required, the transload to intratheater airlift assets. |
| M5 | MS | Yes | Yes/No | Be prepared to operate a refugee camp in support of a humanitarian relief operation. |

**2.74. 6.27 Provide Aircrew Life Support Combat Operations Capabilities.**

2.74.1. Combat configure all deploying aircraft with required Life Support Equipment (LSE) to support contingency operations. Refer to AFI 11-302 Vol. 1. Prepare all spare LSE to have a minimum of 60 days serviceability prior to deployment (i.e., survival kits, parachutes, life rafts, LPUs, etc.). Equip aircrews with individual LSE to support combat operations. Ensure crewmembers are trained in all combat related scenarios, i.e. Combat Survival, Aircrew Chemical Defense, etc. Maintain capability to meet UTC tasking and mission requirements IAW DOC Statement. Ensure all Aircrew Life Support deployment planning is based on worst-case (bare-base) operations/contingencies. Refer to AMCI 11-301, Chapter 6. (//HQ AMC-DOTL)

**Table 2.74. Aircrew Life Support Combat Operations Capabilities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | Ensure number of deploying aircrew life support personnel is based on number of aircrew, associate aircrews, and aircraft deploying with them. If tasked as Unit Type Code (UTC), the MANFOR document will state required number/grade of personnel needed to support the tasking. |
| M2 | IR | 10 | Day | Minimum inspection serviceability for all 30-day cycle inspected equipment prior to deployment including aircraft-installed items. |
| M3 | EMP | 60 | Day | After initial deployment, minimum serviceability required for deployed LSE (other than 30-day inspections). |
| M4 | IR | Yes | Yes/No | Unit procedures established to install/replace filter elements into CRU-80/P filter packs for deploying aircrew. |
| M5 | IR | 30 | Day | Minimum supply of parts and equipment contained in the War Readiness Support Package (WRSP). |
| M6 | EMP | Yes | Yes/No | Maintain 24-hour Aircrew Contamination Control Area (ACCA) capability. |
| M7 | IR | Yes | Yes/No | Mobility kits pre-assembled to support contingency plans and recurring deployments, as ready as possible to prevent unnecessary delays. |
| M8 | IR | Yes | Yes/No | Required inspection cycle for equipment stored in mobility bins. |
| M9 | EMP | Yes | Yes/No | Deployed personnel possess inspection records, or a current copy of Automated Life Support Management Systems/ALERTS. |
| M10 | IR | 25 | Percent | Aircrew life support trained in certifying hazardous materials for shipment. |
| M11 | IR | 50 | Percent | Aircrew life support personnel trained in cargo preparation. |
| M12 | IR | 1 | Day | For aircrew life support personnel to have deployment packages ready for marshaling. |
| M13 | IR | Yes | Yes/No | Ensure ALS mobility packages can support tasked UTCs and operations at deployed locations. |
| M14 | EMP | Y | Yes/No | Life support equipment (LSE) available for deployment and en-route aircraft configuration. |
| M15 | EMP | 60 | Days | Stock levels for life support equipment to sustain operations at deployed location |
| M16 | EMP | 1 | Day | To determine and upchannel LSE shortfalls to higher headquarters. |
| M17 | IR | 100 | Percent | UTC tasked aircrew life support technicians trained and available for immediate deployment to support contingencies. |
| M18 | IR | 80 | Percent | Aircrew life support technicians qualified to configure unit assigned MDS with appropriate quantities of life support equipment. |

**2.75. 6.27.01 Provide Aircrew Life Support Equipment.**

2.75.1. Provide required aircraft installed and individually issued aircrew life support, survival and aircrew chemical defense equipment (D-bags) for deploying aircraft and aircrews. Ensure accountability, serviceability, and transfer of deployed equipment, readiness spares packages, weapons, and ammunition. (//HQ AMC-DOTL)

**Table 2.75. Aircrew Life Support Equipment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Required mobility D bags on hand or on order authorized in AMCI 10-403. |
| M2 | IR | 100 | Percent | Inventory accuracy and serviceability of mobility bag assets, aircrew weapons, readiness spares package, and equipment (including shelf-life assets). |
| M3 | EMP | 100 | Percent | Of required body armor/survival vests on-hand or on order. |
| M4 | IR | 100 | Percent | Mobility tasked aircrews have required 9mm aircrew weapons on hand or on order. |
| M5 | IR | 100 | Percent | Mobility tasked aircrews have required ammunition allocated. |
| M6 | EMP | 100 | Percent | Aircrew life support technicians tasked to deploy are qualified to issue/ receive weapons. |
| M7 | IR | 100 | Percent | Deployable equipment supply custodians trained. |
| M8 | NI | 90 | Percent | Have tasked equipment properly prepared (i.e., packed, marked with all appropriate documentation to include hazardous cargo forms, placards, etc.) prior to initial joint inspection IAW DSOE timelines. |
| M9 | EMP | 100 | Percent | Provide aircrews and passengers with serviceable protective, emergency, survival, and rescue equipment. |
| M10 | EMP | 100 | Percent | Possess deployment packages supporting 60 days of surge flying operations. |
| M11 | EMP | 100 | Percent | Aircrews possess the proper knowledge and ability to effectively locate and use protective, emergency survival and rescue equipment. Brief passengers on the proper use of passenger emergency equipment. |
| M12 | IR | 100 | Percent | Maintain proficient aircrew life support technicians who are tasked to deploy. |
| M13 | IR | 100 | Percent | Aircrew life support technicians qualified to fit, maintain, and issue protective helmets. |
| M14 | IR | 80 | Percent | Aircrew life support technicians qualified to fit, maintain, and issue oxygen masks. |
| M15 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain quick-don oxygen masks. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M16 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain AWACS oxygen masks. |
| M17 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain emergency escape breathing equipment. |
| M18 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain survival vests. |
| M19 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain survival kits. |
| M20 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain personnel parachutes. |
| M21 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain flotation equipment. |
| M22 | IR | 80 | Percent | Aircrew life support technicians qualified to fit, maintain, and issue Aircrew Chemical Defense Equipment. |
| M23 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain and issue restraint harnesses. |
| M24 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain emergency signaling devices. |
| M25 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain passenger oxygen masks. |
| M26 | IR | 100 | Percent | Of DOC statement tasked aircrews qualified to adjust and use night vision devices. |
| M27 | EMP | 80 | Percent | Life support personnel trained in aircraft configuration. |
| M28 | EMP | 100 | Percent | Scheduled life support equipment inspections accomplished. |
| M29 | IR | Yes | Yes/No | Configure Unit Type Code (UTC) tasked aircraft with mandatory ALS equipment in support of contingency operations. |

**2.76. 6.27.02 Provide Pre-Deployment Aircrew Life Support Training.**

2.76.1. Provide timely, theater tailored, pre-deployment aircrew life support and survival just in time training to all deploying aircrews (//HQ AMC-DOTL).

**Table 2.76. Pre-Deployment Aircrew Life Support Training.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 6 | Hours | Of deployment tasking, identify aircrews deploying and ready their personal ALS equipment for deployment. |
| M2 | IR | 12 | Hours | Review aircrew ACDE and ALS Continuation Training status. |
| M3 | IR | 12 | Hours | After notification to deploy, formulate theater specific ALS and survival training requirements. |
| M4 | IR | 72 | Hours | Of tasking, conduct just in time training tailored to theater threats and aircrew needs. |
| M5 | IR | 100 | Percent | Aircrew current in Combat Survival and Aircrew Chemical Defense techniques/events. |
| M6 | NI | 100 | Percent | Aircrew current in Aircrew Chemical Defense techniques/events. |
| M7 | IR | 100 | Percent | Aircrew current in Aircraft Egress techniques/ events. |

**2.77. 6.29 Aircraft Generation.**

2.77.1. Prepare, generate, configure, launch and recover aircraft to include applicable inspections, servicing, and maintenance actions to meet mission taskings. Accomplishing scheduled, non-scheduled, periodic, and special maintenance inspections on aircraft, to include Isochronal (ISO), Home Station Checks (HSC), Preflight, Thru-flight, Basic Post Flight (BPO), One Time Inspection (OTI), Pre Launch Inspections (PLI), Panel integrity. (//HQ AMC-LGQ)

**Table 2.77. Aircraft Generation.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 100 | Percent | Of tasked aircraft generated as per HHQ tasking order.<br>1. Aircraft crew ready prior to scheduled crew show.<br>2. Tools and test equipment used are serviceable, safe and accountable.<br>3. Practice sound DOPP/FOD prevention. |
| M2 | EMP | Yes | Yes/No | Is aircraft status accurately reported and kept up to date with the MACC?<br>1. Aircraft forms are properly documented and reflect current status.<br>2. Effective debrief function established.<br>3. Production Superintendent/MACC status sheets match.<br>4. Information channeled to other controlling agencies in a timely manner.<br>5. Appropriate status reflected IAW AFI 21-103 and applicable aircraft MESL |
| M3 | NI | Yes | Yes/No | Ensure safe working practices, adherence to directives, and quality maintenance practices are not compromised by aircraft generation efforts.<br>1. Maintenance supervision. |
| M4 | EMP | Yes | Yes/No | Implement emergency action procedures including disaster control and severe weather IAW applicable directives and local policies.<br>1. Effectively use Quick Response checklists. |
| M5 | EMP | Yes | Yes/No | Aircraft depart deployed location as per Air Tasking Order. |
| M6 | EMP | Yes | Yes/No | All mission essential aircraft discrepancies are repaired (dependent upon parts reparability/availability.<br>1. Accurately identify and process supply requests.<br>2. Efficiently use maintenance resources and coordinate timely support of other functions. |
| M7 | NI | Yes | Yes/No | All required aircraft are properly serviced and configured IAW tasked mission requirements. |
| M8 | NI | Yes | Yes/No | All required aircraft have the appropriate inspection accomplished. |
| M9 | EMP | Yes | Yes/No | Work schedules are aligned with qualified personnel to meet mission requirements. |
| M10 | EMP | 100 | Percent | Ensure proper accountability and management of reparable assets (Due in from Maintenance (DIFM)). |
| M11 | EMP | Yes | Yes/No | Personnel are trained to accomplish tasks associated with generating aircraft. |
| M12 | EMP | Yes | Yes/No | Personnel properly use technical data and personal protective equipment, and comply with safety directives while performing maintenance. |
| M13 | EMP | 100 | Percent | Provide on-equipment maintenance of aircraft systems and components. |

**2.78. 6.29.01 Provide for Backshop Aircraft Maintenance and Support Equipment in Theater of Operations.**

2.78.1. Perform preventative maintenance to include inspecting, removing, repairing, re-installing and replacing aircraft/equipment IAW T.O. and higher headquarters directives (AFPD 21-1, AFI 21-101). (//HQ AMC-LGQ)

**Table 2.78. Backshop Aircraft Maintenance and Support Equipment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 100 | Percent | Of line replaceable units repaired to FMC/PMC status, or processed for shipment to depot repair facility within command directed timeframe. |
| M2 | EMP | 100 | Percent | Of damaged off /AGE equipment salvaged or NRTS (IAW T.O.s or AFM 23-110). |
| M3 | EMP | 100 | Percent | Of mission essential discrepancies repaired (dependent upon parts reparability/availability). |
| M4 | EMP | Yes | Yes/No | Off/AGE equipment failures successfully repaired to meet mission requirements. |
| M5 | EMP | 100 | Percent | Provide off-equipment maintenance of aircraft system and components. |
| M6 | EMP | Yes | Yes/No | Provide non-destructive inspections of on- and off-equipment aircraft components with suspected damage. |
| M7 | EMP | 90 | Percent | Monitor and maintain Aerospace Ground Equipment (AGE) according to War Time Readiness Minimum (WRM), and base level minimum. |
| M8 | EMP | 100 | Percent | Prepare unserviceable engines for shipment to engine management depot. |
| M9 | EMP | 100 | Percent | Update Engine History Records for assigned engines. |
| M10 | EMP | 48 | Hours | Coordinate with Engine Shop to prepare engines and provide transportation of engines to depot. |
| M11 | EMP | Yes | Yes/No | Ensure compliance of engine Time Compliance Technical Orders (TCTO) within specified time. |
| M12 | EMP | 48 | Hours | Fix and return line repair unit (LRU) to supply. |
| M13 | EMP | Yes | Yes/No | Provide safe storage areas for deployed munitions. |
| M14 | EMP | Yes | Yes/No | All mission essential aircraft discrepancies are repaired IAW Air Force Standards (dependent upon parts reparability/availability. |

**2.79. 6.29.01.02 Provide flight line Sortie Support.**

2.79.1. Maintain all squadron CTKs/special tools, test equipment, TO's, bench stock, Dash 21 equipment, alternate mission equipment, and vehicles. (//HQ AMC-LGQ)

**Table 2.79. Flight Line Sortie Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 100 | Percent | Of tools, equipment, TO's, and vehicles are accounted for. |
| M2 | EMP | 90 | Percent | Of tools, equipment, TO's and vehicles are serviceable. |

**2.80. 6.30.01 Stock, Store, Issue Supplies.**

2.80.1. Provide supply support during deployments. Ensure readiness spares package replenishment, MICAP, and retrograde shipment procedures are in place to support unit activities. (HQ AMC/LGS)

**Table 2.80. Stock, Store, Issue Supplies.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 95 | Percent | Accountability of all transactions involving the readiness spares packages (MSI, TINs, SHPs, etc.).<br>1. Record all RSP transactions on a spreadsheet or automated system.<br>2. Deploy appropriate accountability listing with each spares package.<br>3. Update R43 with correct asset balance. |
| M2 | MS | 100 | Percent | Serviceability of readiness spares parts with condition code 'A' on them.<br>1. Functional check required items are bench checked.<br>2. Shelf-life items are serviceable and expiration dates have not expired.<br>3. TCTO items are properly labeled.<br>4. Assets are in correct packaging and reusable containers are properly tracked, if applicable.<br>5. Electrostatic discharge sensitive items are labeled correctly.<br>6. Magnetic items are stored and labeled correctly.<br>7. Calibration accomplished for all required items.<br>8. Hazardous items are properly identified and segregated from non-hazardous items.<br>9. All non CIC-U items are stored using the correct level of security.<br>10. Assets are stored correctly (i.e.- tires are not stored on top of each other). |
| M3 | MS | 95 | Percent | Accountability of DIFM assets and shipment of retrograde material to the appropriate repair facility within command timeline standards.<br>1. Segregate unserviceable DIFM items from serviceable RSP items and affix appropriate condition tags and AFTO Form 350 tag, if required. |

| | | | | |
|---|---|---|---|---|
| M4 | MS | Yes | Yes/No | Meet command standard of 3.1 days for NMCS conditions for applicable aircraft.<br>1. Perform thorough research prior to backordering MICAP requests to ensure spare asset is not available on station prior to backorder.<br>2. Aggressively track all MICAP requests until receipt of serviceable asset.<br>3. Validate MICAP due-outs and aircraft status with MOCC daily. |
| M5 | MS | 5 | Days | Establish connectivity with the supporting regional supply squadron (or designated transfer agency) for supply support, if applicable.<br>1. Process transactions on-line. |
| M6 | MS | Yes | Yes/No | When applicable, DMAS assessments meet command standards.<br>1. Update DMAS daily.<br>2. Provide assessment to LG as directed.<br>3. Request spares replenishment.<br>4. Submit LOGSTAT inputs. |

**2.81. 6.30.03 Provide Fuel/Cryogenics.**

2.81.1. Receive, store, and issue fuel/cryogenic products to meet mission requirements. Maintain fixed and mobile refueling assets to ensure mission accomplishments. Ensure proficiency and availability of personnel to meet mission tasking. (HQ AMC/LGS)

**Table 2.81. Fuel/Cryogenics.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of the time maintain positive control over all assets.<br>1. Ensure UTC JFDES kit is deployment ready.<br>2. Maintain accurate record of all fuel and cryogenic movement.<br>3. Utilize personnel and equipment effectively to ensure mission accomplishment.<br>4. Establish an effective alternate working location, vehicle dispersal plan, and operational workarounds to maintain mission support.<br>5. Demonstrate an understanding of current Operational Plans and their requirements.<br>6. Ensure a Fuel Support Plan (FSP) been developed and is current to meet fuels support objectives.<br>7. Maintain accurate records of facilities, equipment, and vehicle status.<br>8. Establish an effective Lockout/Tagout program and ensure a manager has been designated to maintain the Danger Tag program.<br>9. Ensure checklists/operating instructions are current and provided for the required equipment/operations.<br>10. Maintain the required backup copies of automated and paper products. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M2 | MS | 100 | Percent | Of fuels operations are completed in a safe and effective manner.<br>1. Properly train, qualify, and document personnel to perform required operations.<br>2. Adhere to all required directives during fueling and cryogenic operations.<br>3. Meet all safety distance criteria for fuel and cryogenic operations.<br>4. Perform all equipment, facility, and vehicle inspections prior to use and within the required time.<br>5. Utilize checklists and operating procedures when required.<br>6. Ensure safety gear is serviceable and utilized as required.<br>7. Establish an effective Weather Notification System as required.<br>8. Utilize two-person policy when required.<br>9. Establish and effectively utilize the Operations Expediter. |
| M3 | MS | 100 | Percent | Of the time establish accurate and complete accountability of all fuel/ cryogenic products.<br>1. Assign the required SEI (Special Experience Identifier) qualified personnel to the RCC.<br>2. Document and maintain all fuel and cryogenic transactions as required.<br>3. Establish a clear audit trail of all fuel and cryogenic transactions.<br>4. Process all fuel and cryogenic transactions correctly and timely.<br>5. Designate an accountable Fuels Officer.<br>6. Conduct daily, weekly, and monthly reconciliation. Research discrepancies and properly document all findings and variances.<br>7. Maintain accurate inventory requirements and report deviations to the appropriate agencies. |
| M4 | MS | 100 | Percent | Of the time ensure fuel quality is maintained and an accurate record of laboratory analysis are established.<br>1. Assign the required SEI qualified person to the laboratory.<br>2. Ensure an effective sampling program is established.<br>3. Document and perform all required samples.<br>4. Effectively maintain a Caution Tag program.<br>5. Establish and maintain an aircraft crash sampling kit.<br>6. Effectively manage contaminated and off-specification fuel/cryogenic products.<br>7. Perform the required daily, monthly, and annual safety inspections. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | MS | 100 | Percent | Of the time provide accurate and timely reports to higher headquarters.<br>1. Establish adequate procedures for ensuring vital information flows up, down, and laterally throughout the Chain of Command.<br>2. Report personnel and resource status to the appropriate office and/or agency.<br>3. Report limiting factors timely and accurately to the appropriate agencies.<br>4. Prepare REPOL reports at the required time.<br>5. Safeguard and report classified information under the required guidelines for its classification. |
| M6 | MS | 100 | Percent | Of the fixed fuel/cryogenic facilities deemed minimum essential are available to meet mission requirements.<br>1. Establish coordination between the Base Civil Engineers (BCE) and Fuels Management Team to identify minimum facility requirements and workarounds.<br>2. Ensure the Resource Control Center (RCC) and Laboratory functions meet minimum facility standards and requirements. If not, obtain an approved waiver.<br>3. Report limiting factors through the Chain of Command and establish adequate workarounds to maintain mission requirements.<br>4. Establish effective communication between BCE personnel when facilities are removed/returned to service.<br>5. Maintain accurate status of all facilities to include generator backup, In/Out of Service, Estimated Time In Commission (ETIC)'s, and Quality Control (QC) Dates.<br>6. Report all maintenance actions to the fuels laboratory function that may affect fuel quality.<br>7. Establish an effective Emergency Generator program.<br>8. Establish an alternate re-supply/receipt capability and ensure it has been tested/utilized at least semi-annually.<br>9. Properly mark all facilities and equipment. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M7 | MS | 100 | Percent | Of the fuels/cryogenic equipment and vehicles deemed minimum essential are available to meet mission requirements.<br>1. Ensure minimum vehicle requirements and workarounds for lost assets have been coordinated with the appropriate agencies.<br>2. Report all limiting factors through the Chain of Command.<br>3. Establish effective workarounds to sustain mission requirements.<br>4. Ensure Transportation personnel notify fuels when equipment/vehicles are removed and/or returned to service.<br>5. Maintain accurate status of all equipment/vehicles to include In/Out of Service, ETICs, and QC Dates.<br>6. Notify the Fuels Laboratory function when performing maintenance that may affect fuel quality.<br>7. Maintain cryogenic tanks/equipment according to applicable procedures and instructions.<br>8. Mark vehicles and equipment in accordance with applicable procedures and instructions. |
| M8 | MS | 100 | Percent | Of the time establish the capability to deploy, set-up, and use Fuels Mobility Support Equipment.<br>1. Formally train the required number of personnel to meet tasking.<br>2. Properly outfit personnel with the required safety gear.<br>3. Ensure all tasked personnel have completed required refresher training.<br>4. Perform equipment inspections at required intervals and properly tag as serviceable or unserviceable.<br>5. Properly store, mark, and maintain equipment for its intended use.<br>6. Effectively manage and mark WRM equipment.<br>7. Perform and position operations safely and correctly.<br>8. Maintain applicable Technical Orders and Instructions for operation, upkeep, and maintenance. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M9 | MS | 100 | Percent | Of the time establish the capability to deploy, set-up, and perform Forward Area Refueling Point operations.<br>1. Formally train the required number of personnel to meet taskings.<br>2. Provide team personnel with the required safety and flight gear.<br>3. Complete all required refresher training for assigned team personnel.<br>4. Perform required equipment inspections and maintenance at the designated intervals.<br>5. Ensure equipment is properly stored and marked for its intended use.<br>6. Perform all refueling operations correctly and follow all safety requirements.<br>7. Maintain a qualified certifier appointed by the FMT in writing.<br>8. Maintain the minimum of 20 serviceable hoses on hand at all times.<br>9. Ensure qualified operators have performed a mission within the past 12 months.<br>10. Forward all mission, monthly, semi-annual, and annual reports to HQ AFSOC/LGSF as required.<br>11. When tasked to deploy for more than 24 continuous hours from home station, notify HQ AFSOC/LGSF within 24 hours of receipt of tasking. |
| M10 | MS | Yes | Yes/No | Identified all aviation and ground fuel requirements by product code. |
| M11 | MS | Yes | Yes/No | Are into-plane and into-truck contracts utilized to meet mission requirements? |

**2.82. 6.30.04 Ensure WRM (Consumables and Equipment) is Ready.**

2.82.1. Maintain/Track serviceable WRM. Provide lists of shortfalls as required. (//HQ AMC-LGS)

**Table 2.82. WRM (Consumables and Equipment).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of WRM authorizations (per applicable tasking documents) are on-hand or on-order. |

**2.83. 6.30.05 Maintain Munitions.**

2.83.1. This includes bombs, mines, and demolition munitions. It also includes stockpiling and operation of weapons storage areas and depot port teams. Receive, inspect, store, maintain, issue, assemble, deliver, deploy, turn-in, account for, transport and dispose of non-nuclear and nuclear munitions. Maintain and store nuclear munitions, shapes, and storage capacity for Safe-haven or PNAF air divert operations. (//HQ AMC-LGB)

**Table 2.83. Munitions.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Accountability of all stored munitions and accountables including M-9 and M-16. |
| M2 | NI | 100 | Percent | On time delivery of aircraft flares to the flightline. |
| M3 | MS | Yes | Yes/No | Identify whenever all categories of munitions, including stored and custody, fall below acceptable standards IAW AFI 21-201. |
| M4 | MS | Yes | Yes/No | Perform quarterly reviews of munitions account. |
| M5 | NI | Yes | Yes/No | Provide safe on-base storage areas for munitions. |
| M6 | NI | 100 | Percent | Provide aircraft time change items. |
| M7 | NI | Yes | Yes/No | Supply munitions to all forward supply accounts. |

**2.84. 6.30.06 Provide Ground Transportation.**

2.84.1. Provide the support vehicles and equipment to facilitate deployment as well as establish and execute capability to support ground forces at deployed locations. Maintain accountability of resources while providing the capability to support movement of personnel and cargo at forward operating locations. Provide unit leadership, direction, and coordination to support deployed forces during contingency/wartime operations. (//HQ AMC-LGT)

**Table 2.84. Ground Transportation.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | Establish sub-motor pool to manage and respond to deployed tasking.<br>1. Obtain facility(s) to accommodate mission requirements. Are they adequate?<br>2. Have secure storage areas been established for tools, equipment and supplies?<br>3. Management assigns sufficient number and mix of personnel to support deployed operations (Deployed).<br>4. Establish reporting channels to pass information to MAJCOM. Unit complying with MAJCOM minimum reporting requirements. Shortfalls identified and upchannelled.<br>5. Unit meets objectives IAW AFIs contingency checklist item(s). |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M2 | MS | 100 | Percent | Provide maintenance repair actions on deployed vehicles/equipment.<br>1. Deploy with skilled personnel and resources to satisfy deployed mission requirements.<br>2. Unit personnel familiar with MAJCOM guidance on requisitioning parts, materials, and vehicles/equipment.<br>3. Identify and up-channel critical information immediately to MAJCOM on issues that cannot be resolve locally.<br>4. Ensure required publications, forms, and OLVIMS are available and utilized. Repair actions being documented IAW established AFIs.<br>5. RSK, TMSK, and tools on hand to meet mission requirements. Is a material control function established?<br>6. Inventory control of tools, equipment and supplies. Accountability procedures established. |
| M3 | MS | 100 | Percent | Support and provide ground transportation movement of deployed personnel, and plan, develop, and implement shuttle routes for troop movement.<br>1. Plan, develop, and implement shuttle routes to support troop movement. Post and disseminate information on pick-up and departure times.<br>2. Units collecting passenger utilization data to support route changes pick-up and departure times, and manpower requirements.<br>3. Aircrew transportation requirements being supported IAW AFI 24-301. Develop plan of action to support Air Base Operability taskings which may include mass personnel movements, material movements, and convoy movement. |
| M4 | NI | Yes | Yes/No | Establish, maintain, and demonstrate vehicle/equipment decontamination capability at deployed locations.<br>1. Unit checklists and procedural guidance in-place to support the decontamination process at the operational level. |
| M5 | MS | 100 | Percent | Maintain accountability of deployed vehicles and equipment.<br>1. Accountability, to include all assets being processed in and out of the deployed location(s).<br>2. Unit VCOs identified, briefed on their responsibilities and receipted for assigned assets. |
| M6 | NI | Yes | Yes/No | Plan, develop, and implement vehicle and equipment dispersal and concealment actions.<br>1. Unit post information within the workcenter of dispersed assets and locations.<br>2. Transportation assets dispersed IAW wing plans.<br>3. Assets been reasonably dispersed based on operating location limitations.<br>4. Unit plan approved prior to implementation. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M7 | MS | Yes | Yes/No | Plan, develop, and establish infrastructure to support deployment operations.<br>1. Personnel are trained and proficient in providing support to the deployed wing.<br>2. Managers are familiar with DOC statement, OPLANS, MISCAP, and base support requirements.<br>3. Transportation managers are collecting information/data and forwarding it to LGTR to substantiate and identify needed changes, requirements, and shortfalls. |
| M8 | MS | Yes | Yes/No | Obtain and assign a sufficient number of resources to support the base mobility process.<br>1. Managers have identified sufficient personnel to support its mobility process.<br>2. Augmentees are qualified on flightline driving procedures (if applicable) and have the proper licensing credentials required for the types of equipment they are operating.<br>3. All personnel and cargo movements being met IAW SOEs.<br>4. Personnel have the necessary safety equipment required to perform their duties. |
| M9 | MS | 2 | Hours | For unit to execute vehicle/equipment recall actions to support wing requirements and deployment objectives.<br>1. Transportation managers have an approved vehicle/equipment recall plan.<br>2. Does recall plan provide for sufficient resources to cover deployments/ redeployments. Alternate plans on hand to acquire additional vehicles and equipment to support shortfalls.<br>3. Once executed, units respond according to transportation recall notification procedures and meet recall response times as established in recall plan. |
| M10 | MS | 100 | Percent | Up-channel all cargo/passenger-related problems/delays to TCC/DCC/DCG.<br>1. Operators are meeting response time requirements IAW DSOEs. Notify appropriate control center of delays or events that would impact DSOEs.<br>2. Unit is assigned the appropriate communications equipment to effectively communicate with their respective control center. |
| M11 | NI | 2 | Hours | Required to activate temporary control centers.<br>1. Upon notification of wing recall, transportation managers have their respective control centers up and running within two hours.<br>2. The unit identifies personnel to attend the initial concept briefing.<br>3. Unit personnel recall actions accomplished immediately.<br>4. Temporary control centers at deployed locations are activated within two hours upon arrival at location(s). |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M12 | MS | 2 | Days | Required to activate permanent control centers.<br>1. The PCC up and running within 2 days of intial activation of the TCC.<br>2. Alternate operating location(s) is/are identified in case relocation is required.<br>3. Wing leadership and other functions assigned are notified of operating location(s).<br>4. Assigned transportation personnel are aware of their primary and alternate control center.<br>5. All required support equipment, tools, and materials available and on hand to support mission requirements. |
| M13 | NI | 75 | Percent | Of required personnel on hand.<br>1. At least 75% of squadron personnel are available on hand to meet deployment requirements. Augmentees/backfill(s) if utilized, do they meet training/safety requirements. |
| M14 | IR | 100 | Percent | Initiate plan and prepare vehicles and equipment for deployment IAW established guidance.<br>1. Comply with all guidance and provisions of TO 36-1-191 and AFMAN 24-307.<br>2. Determine which vehicles are best suited for deployment based on parts availability, age, and ease of maintenance.<br>3. Units prepared to provide immediate maintenance capability at deployed location(s). LTIs accomplished. Applicable TO's, and TMSK accompanying deploying/redeploying assets. |
| M15 | IR | Yes | Yes/No | Establish maintenance priorities to support contingency operations.<br>1. Have alternate procedures for communicating PAVO been identified? Are vehicle maintainers familiar with PAVO assessments and conduct triage priorities?<br>2. Recall, minimum essential, and maintenance priority listing being developed. Critical assets identified.<br>3. Deployed maintainers prepared to provide expanded mobile maintenance capability. TMSK and tools available to meet mission requirements. |

**2.85. 6.31.01 Prepare Units for Deployment (Installation).**

2.85.1. To assemble, inspect, and load personnel, equipment, and supplies in preparation for a deployment. It includes staging/marshaling forces, estimating throughput, and time-phasing force movement. (//HQ AMC-LGX)

**Table 2.85. Deployment (Installation).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Of personnel and equipment identified to deploy in support of all AFWUS identified UTC's maintained for deployment.<br>1. All units with a deployment commitment are using and maintaining LOGMOD for assigning personnel to positions and preparing cargo.<br>2. All installation OPlan tasked UTCs are identified in the LOGMOD and MANPER-B modules of the base-level Contingency Operations/Mobility Planning and Execution System (COMPES). |
| M2 | IR | 100 | Percent | Of deployment information (warning order, execute order, AMT, airflow messages, etc.) received, validated and distributed. This validation includes all wing level actions to include ensuring sufficient airlift (through coordination with TACC), tailoring, prioritization, etc., required to accurately assess and manage the deployment tasking.<br>1. The DCC serves as the installation focal point for identifying, validating and distributing tasking and information at execution.<br>2. All information essential to deployment operations passed through the DCC.<br>3. All available automated systems used to identify additional deployment data at execution (to include LOGBOOK for AMTs).<br>4. The wing IDO, XP, XPL, or equivalent office as the wing/unit commander's representative is the central receiving and focal point for all of the wing's deployment tasking.<br>5. Identify resources available for use at the forward operating location(s).<br>6. Pare and tailor tasked UTCs based on available planning information.<br>7. Review aircraft load plans to ensure maximum usage of aircraft allowable cabin load (ACL). |
| M3 | IR | Yes | Yes/No | Establish a deployment organization and deployment training program that is capable of managing the installations worst case deployment tasking.<br>1. Establish a Deployment Control Center (DCC) to serve as the installation focal point for deployment operations and all command and control requirements.<br>2. Establish a Cargo Deployment Function (CDF) to serve as the installation focal point for monitoring all cargo processing activities.<br>3. Establish a Deployment Processing Unit (DPU) to serve as the installation focal point for monitoring all personnel processing activities.<br>4. Establish deployment workcenter augmenation requirements IAW the installation READY Program. ***EXCEPTION***: This requirement does not apply to ANG/AFRC units.<br>5. Training program ensures all military or civilian personnel subject to or identified to deploy receive appropriate deployment training.<br>6. Training program ensures unit personnel and deployment operations augmentees meet locally pertinent training requirements (i.e. cargo prep/pallet buildup, MHE operations, hazardous cargo certification, etc.). |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | IR | 90 | Percent | Of tasked equipment is properly prepared (i.e., packed, marked with all appropriate documentation to include hazardous cargo forms, placards, etc.) prior to established DSOE timelines.<br>1. Comply with deployment schedule of events.<br>2. Marshal deployment cargo IAW AFI 10-403 and all other appropriate Defense Transportation System directives.<br>3. All LOGDET items available and packed.<br>4. Deployment package inventoried and inspected IAW applicable AMCIs.<br>5. Bins/pallets properly packed and configured.<br>6. All hazardous materials are properly packaged, placed in a readily accessible location on the pallet, compatible with other items and shipper's declarations completed.<br>7. Deployable items properly supply coded and reported to appropriate supply agencies.<br>8. MEDLOG critical readiness items mission ready.<br>9. Demonstrate proper management of equipment and supplies to avoid waste (accountability, storage, and security). (MED GRP)<br>10. Allowed transportation assets mission ready. (MED GRP) |
| M5 | IR | 85 | Percent | Of tasked personnel properly prepared (i.e., trained, medically, legally prepared, equipped, briefed and provided appropriate documentation) prior to initial processing at the PDF.<br>1. Personnel preparedness is tracked using AF Form 4005, Individual Deployment Requirements, or LOGMOD/UDM module.<br>2. Personnel selected for deployment meet eligibility requirements.<br>3. Personnel selected for deployment meet requirements identified in the tasking.<br>4. Member prepared for deployment IAW with AFI 10-403, AFMAN 10-401 and AFI 36-507.<br>5. Immunizations (AFJI 48-110) and unique immunization/disease prevention Requirements as identified by the Medical Group.<br>6. ID tags and ID card.<br>7. Current DD Form 93, Record of Emergency Data.<br>8. Two pair of prescription eye glasses, back up eye glasses and gas mask inserts issued for individuals requiring these items.<br>9. Properly filed wills, power of attorney, family care plan, and family readiness matters, as determined by the deploying member and applicable instructions.<br>10. Up to 60 days supply of prescription medicines.<br>11. Supply of personnel items to cover the duration of the deployment.<br>12. AF Form 623, On-the-Job Training Record, taken, as required.<br>13. Training requirements met IAW AFI 10-403.<br>14. All substitutions must be IAW WMP Vol 1 Annex F and MISCAP. (MED GRP) |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | IR | 95 | Percent | Of equipment/personnel processed and loaded IAW DSOE timelines to support airlift departure timing. |
| M7 | IR | Yes | Yes/No | Identify all deployment shortfalls and LIMFACs to HQ AMC/XOP and the appropriate functional manager. (IAW AMC Sup 1 to AFI 10-403, shortfalls must be reported within 6 hours of receipt of tasking.) |

**2.86. 6.31.01.01 Prepare Units for Deployment (Unit).**

2.86.1. To assemble, inspect, and load personnel, equipment, and supplies in preparation for a deployment. (//HQ AMC-LGX)

**Table 2.86. Unit Deployments.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Of personnel and equipment identified to deploy in support of all AFWUS identified UTC's maintained for deployment.<br>1. All units with a deployment commitment are using and maintaining LOGMOD for assigning personnel to positions and preparing cargo. |
| M2 | IR | 100 | Percent | Of deployment information (warning order, execute order, AMT, airflow messages, etc.) received, validated and distributed. This validation includes all Group/Unit level actions to include, paring & tailoring, prioritization, etc., required to accurately assess and manage the deployment tasking.<br>1. All available automated systems used to identify additional deployment data at execution.<br>2. Pare and tailor tasked UTCs based on available planning information. |
| M3 | IR | 100 | Percent | Of tasked equipment properly prepared (i.e., packed, marked with all appropriate documentation to include hazardous cargo forms, placards, etc.) prior to initial joint inspection IAW DSOE timelines.<br>1. Comply with deployment schedule of events.<br>2. Prepare and marshal deployment cargo IAW AFI 10-403 and all other appropriate Defense Transportation System directives.<br>3. All LOGDET items available and packed.<br>4. Deployment package inventoried and inspected IAW applicable AMCIs.<br>5. Bins/pallets properly packed and configured.<br>6. All hazardous materials are properly packaged, placed in a readily accessible location on the pallet, compatible with other items and shipper's declarations completed.<br>7. Deployable items properly supply coded and reported to appropriate supply agencies. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | IR | 100 | Percent | Of tasked personnel properly prepared (i.e., trained, medically, legally prepared, equipped, briefed and provided appropriate documentation) prior to initial processing at the PDF.<br>1. Personnel preparedness is tracked using AF Form 4005, **Individual Deployment Requirements,** or LOGMOD/UDM module.<br>2. Personnel selected for deployment meet eligibility requirements.<br>3. Personnel selected for deployment meet requirements identified in the tasking.<br>4. Member prepared for deployment IAW with AFI 10-403, AFMAN 10-401 and AFI 36-507.<br>5. Immunizations (AFJI 48-110) and unique immunization/disease prevention Requirements as identified by the Medical Group.<br>6. ID tags and ID card.<br>7. Current DD Form 93, Record of Emergency Data.<br>8. Two pair of prescription eye glasses, back up eye glasses and gas mask inserts issued for individuals requiring these items.<br>9. Properly filed wills, power of attorney, family care plan, and family readiness matters, as determined by the deploying member.<br>10. Up to 60 days supply of prescription medicines.<br>11. Supply of personnel items to cover the duration of the deployment.<br>12. AF Form 623, On-the-Job Training Record, taken, as required.<br>13. Training requirements met IAW AFI 10-403. |
| M5 | IR | 100 | Percent | Of equipment/personnel processed and loaded IAW DSOE timelines to support airlift departure timing. |
| M6 | IR | Yes | Yes/No | Identify all deployment shortfalls and LIMFACs to Wing XP for forwarding to the appropriate HQ functional manager (IAW AMC Sup 1 to AFI 10-403, shortfalls must be reported within 6 hours of receipt of tasking). |

**2.87. 6.31.02 Establish an Effective Deployment Control Center.**

2.87.1. Center provides overall control, direction, and supervision of deployment operations. (//HQ AMC-LGX)

**Table 2.87. Deployment Control Center.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Of deployment information (warning order, execute order, AMT, airflow messages, etc.) received, validated and distributed. This validation includes all wing level actions to include ensuring sufficient airlift (through coordination with TACC), tailoring, prioritization, etc. required to accurately assess and manage the deployment tasking.<br>1. The DCC serves as the installation focal point for identifying, validating and distributing tasking and information at execution.<br>2. All information essential to deployment operations passes through the DCC.<br>3. All available automated systems are used to identify additional deployment data at execution (to include LOGBOOK for AMTs).<br>4. The wing IDO, XP, XPL, or equivalent office as the wing/unit commander's representative is the central receiving and focal point for all of the wing's deployment taskings.<br>5. Review aircraft load plans to ensure maximum usage of aircraft allowable cabin load (ACL). |
| M2 | IR | Yes | Yes/No | Deployment Schedule of Events published, to include changes, in sufficient time to allow for all required processing actions to be completed in order to meet airlift departure timing. |
| M3 | IR | 100 | Percent | Of all deployment work-centers (PDF, CDF, unit deployment work-centers, HHQ, etc.) have established communication lines with the DCC. |
| M4 | IR | Yes | Yes/No | All appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities.<br>1. Establish communication with all workcenters and the DCC.<br>2. Use all components of IDS to automate sharing of time sensitive data between deployment work centers and provide visibility over tasked personnel and equipment. |
| M5 | IR | 98 | Percent | Of all appropriate documentation including: passenger manifests, equipment listings, hazardous cargo waivers, load plans, cargo manifests, LOGMOD or DeMS load and packing lists, shippers declarations for dangerous goods, DD Forms 2133 and Joint Airlift Inspections Records are IAW respective directives and are collected and maintained. |
| M6 | NI | Yes | Yes/No | Identify all deployment shortfalls and LIMFACs to HQ AMC TACC/XOP and the appropriate functional manager (IAW AMC Sup 1 to AFI 10-403, shortfalls must be reported within 6 hours of receipt of tasking). |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M7 | IR | 100 | Percent | Of equipment and personnel departure messages sent (IAW AMC Sup 1 to AFI 10-403 and AFI 10-215).<br>1. Equipment departure messages transmitted within 6 hours of departure.<br>2. If any deviations from the tasking occurred, the equipment departure message identifies additions and deletions by transportation control number (TCN), unit type code, deployment echelon code and item name.<br>3. Personnel messages must contain the correct address of the gaining PERSCO, supporting and supported command, and other offices as required by the tasking. |
| M8 | NI | Yes | Yes/No | Classified material handled and protected IAW current directives. |

**2.88. 6.31.02.01 Establish an Effective Unit Deployment Control Center (UCC).**

2.88.1. Center provides control, direction, and supervision of unit personnel deployment operations. (HQ AMC/LGX)

**Table 2.88. Unit Deployment Control Center (UCC).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | Deployment information (AMT, SOEs, etc.) is received, validated, and distributed. This validation includes all squadron level actions to include ensuring the tailoring, prioritization, etc., required to accurately assess and execute the deployment tasking.<br>1. The UCC serves as the unit focal point for identifying, validating and distributing tasking and information at execution.<br>2. All information essential to deployment operations passed through the UCC.<br>3. Battlestaff directives passed through UCC. |
| M2 | NI | 100 | Percent | Of deployment information (warning order, execute order, AMT, airflow messages, etc.) received, validated and distributed. This validation includes all Group/Unit level actions to include personnel/equipment paring & tailoring, prioritization, etc. required to accurately assess and manage the deployment tasking. |
| M3 | IR | Yes | Yes/No | Deployment Schedule of Events received, to include changes, in sufficient time to allow for all required processing actions to be completed in order to meet airlift departure timing.<br>1. DSOE portion of IDS is operational.<br>2. System in place to receive information from DCC if automated systems fail. |
| M4 | IR | Yes | Yes/No | All appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | IR | 100 | Percent | Of all appropriate documentation including: equipment listings, hazardous cargo waivers, LOGMOD or DeMS load and packing lists, shippers declarations for dangerous goods, DD Forms 2133 and Joint Airlift Inspections Records are IAW respective directives and are accomplished and submitted.<br>1. Comply with deployment schedule of events. |
| M6 | IR | Yes | Yes/No | All appropriate documentation including: personnel and equipment listings, hazardous cargo waivers, LOGMOD or DeMS load and packing lists, shippers declarations for dangerous goods, DD Forms 2133 and Joint Airlift Inspections Records are prepared and maintained IAW respective directives. |
| M7 | IR | Yes | Yes/No | Identify all deployment shortfalls and LIMFACs to the DCC in a timely manner. (IAW AMC Sup 1 to AFI 10-403, shortfalls must be reported to Wing XPL within 6 hours of receipt of tasking). |
| M8 | NI | Yes | Yes/No | Classified material handled and protected IAW current directives. |

**2.89. 6.31.03 Personnel Deployment.**

2.89.1. Ensure deploying personnel are identified and processed to meet deployment requirements IAW the Installation Deployment Plan (IDP) and AFIs 10-403 and 10-215. (HQ AMC/LGX)

**Table 2.89. Personnel Deployment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | Unit identifies replacement personnel and PRF flows mini record upon identification IAW required timelines (Contingency Planning).<br>1 Replacements must be updated on the deployment plan. |
| M2 | IR | 14 | Days | Unit identifies replacement personnel and PRF flows mini record upon identification (Deliberate Planning).<br>1 Replacements must be updated on the deployment plan. |
| M3 | IR | 100 | Percent | MANPER-B requirements managed IAW published guidance. |
| M4 | IR | 100 | Percent | Personnel strengths accounted for and reported as required.<br>1 All personnel should be accounted for by units including personnel TDY, leave, or hospitalized. |
| M5 | IR | 100 | Percent | Of MANPER-B equipment accounts, risk analysis, current release, system inventory and supplies, outage/virus reporting and other training is current IAW JQS/STS.<br>1. Latest MANPER release is available on the AFPC web site.<br>2. Training records should reflect completion of deployment tasks. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | IR | 2 | Hours | From time levy is received from AMC to process the levy, ensure appropriate units are tasked (vice the wing PAS code) and distribute deployment requirements to Installation Deployment Officer (IDO).<br>1. PRF must compare levy to the AMT.<br>2. Conflicts between the levy and the AMT should be resolved before distributing requirements to the IDO.<br>3. Changes to the deployment levy may not be made without MAJCOM approval. |
| M7 | IR | 2 | Hours | From receipt of AMT to build (when authorized in AMT) deployment requirements based on the AMT, ensuring appropriate units are tasked and distributed to the IDO.<br>1. PRF must compare levy to the AMT once plan is built.<br>2. Changes to the deployment plan may not be made without MAJCOM approval. |
| M8 | NI | 6 | Hours | After receipt of tasking to report personnel shortfalls to HQ AMC/XOP and the appropriate functional managers.<br>1. All shortfalls must be reported IAW AFIs 10-215 and 10-403, and AMC guidance. |
| M9 | NI | 85 | Percent | Of tasked personnel properly prepared (i.e., trained, medically, legally prepared, equipped trained and briefed, provided appropriate documentation) prior to initial processing at the PDF.<br>1. Deploying members will receive a medical threat briefing.<br>2. Deploying members will carry a current AF Form 1480A, **Summary of Care**, a copy of DD Form 2766, a copy of SF 88, **Report of Medical Examination,** and a copy of AF Form 1042**, Medical Recommendation for Flying or Special Operational Duty** if on flying status.<br>***NOTE:*** Only personnel selected as replacements on very short notice should need some just-in-time training. |
| M10 | IR | 98 | Percent | Deployment orders (and amendments) have been completed.<br>1. Orders must be completed prior to personnel deployment.<br>2. Deployments by verbal order of the commander should be the exception, and an order must be produced and provided to the deploying member(s) as quickly as possible.<br>3. No orders should be produced without tasking from the MAJCOM.<br>4. When possible, orders should reflect the designation of the troop commander. |
| M11 | IR | 100 | Percent | Personnel accountability kits and medical records have been completed and provided to the troop commander.<br>1. Must be provided before that chalk processing is complete. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M12 | IR | 100 | Percent | Of personnel properly processed for deployment prior to departure.<br>1. Processing by exception is authorized; however, personnel must be prepared to provide any item requested by an inspector (i.e., identification tags, shot records, training records). |
| M13 | IR | Yes | Yes/No | Appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities. |

**2.90. 6.31.04 Provide Equipment.**

2.90.1. Provide required individual mobility equipment (A, B, C, and E mobility bags) to deploying personnel. Ensure accountability, serviceability, and transfer of deployed equipment, readiness spares packages, weapons, and ammunition. (//HQ AMC-LGX).

**Table 2.90. Equipment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Of required mobility bags on hand or on order (10 % additive authorized in AMCI 10-403).<br>1. Mobility bag authorizations are equal to DOC tasking.<br>2. Life Support will maintain aircrew D-bags IAW AMCI 10-403.<br>3. Excesses/shortages are properly reported to MAJCOM on a monthly basis. |
| M2 | IR | 95 | Percent | Inventory accuracy and serviceability of mobility bag assets.<br>1. Mobility bag contents match inventory lists.<br>2. Assets are serviceable and shelf-life items have not expired. |
| M3 | IR | 100 | Percent | Inventory accuracy and serviceability of weapons.<br>1. Pre-embarkation inspection is performed on all deployed weapons.<br>2. Weapons are correctly coded as deployed in SBSS.<br>3. Weapons custodians conduct inventory of deployed weapons. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | IR | 95 | Percent | Inventory accuracy and serviceability of readiness spares packages.<br>1. Functional check required items are bench checked.<br>2. Shelf-life items are serviceable and expiration dates have not expired.<br>3. TCTO items are properly labeled.<br>4. Assets are in correct packaging and reusable containers are properly tracked, if applicable.<br>5. Electrostatic discharge sensitive items are labeled correctly.<br>6. Magnetic items are stored and labeled correctly.<br>7. Calibration accomplished for all required items.<br>8. Hazardous items are properly identified and segregated from non-hazardous items.<br>9. All non CIC-U items are stored using the correct level of security.<br>10. Assets are stored correctly (i.e.- tires are not stored on top of each other) |
| M5 | IR | 95 | Percent | Inventory accuracy and serviceability of equipment.<br>1. Only Use Code 'A' assets are deployed. |
| M6 | IR | 100 | Percent | Deployable equipment custodians trained. |
| M7 | IR | 100 | Percent | Accountability of mobility bags assets in command approved inventory tracking program. |
| M8 | IR | 100 | Percent | Deployed equipment reported and deployed in SBSS. |
| M9 | IR | 100 | Percent | Of required flak vests are on hand or on order. |
| M10 | IR | 100 | Percent | Of required weapons are on hand or on order. |
| M11 | IR | 100 | Percent | Of required ammunition is on hand or on order. |

**2.91. 6.31.05 Equipment Deployment.**

2.91.1. Ensure deploying equipment is identified and processed to meet deployment requirements IAW the base deployment plan, AFI 10-403, DoD 4500.32R, DoD 4500.9R, AFI 24-201, AFJMAN 24-204 and 49 Code of federal regulation. (//HQ AMC-LGX)

**Table 2.91. Equipment Deployment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 6 | Hours | After receipt of tasking to report equipment shortfalls to HQ AMC/XOP and the appropriate functional managers. |
| M2 | IR | 90 | Percent | Of tasked equipment properly prepared (i.e. packed, marked with all appropriate documentation to include hazardous cargo forms, placards, etc) prior to initial joint inspection IAW DSOE timelines.<br>1. Comply with deployment schedule of events.<br>2. Prepare and marshal deployment cargo IAW AFI 10-403 and all other appropriate DEFENSE TRANSPORTATION SYSTEM directives.<br>3. All LOGDET items available and packed.<br>4. Deployment package inventoried and inspected IAW applicable AMCIs.<br>5. Bins/pallets properly packed and configured.<br>6. All hazardous materials properly packaged, placed in a readily accessible locations on the pallet, are compatible with other items and shipper's declarations completed.<br>7. Deployable items properly supply coded and reported to appropriate supply agencies. |
| M3 | NI | 100 | Percent | Classified material handled and protected IAW current directives. |
| M4 | IR | Yes | Yes/No | All appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities. |

**2.92. 6.31.06 Deploy Meteorological/Navigational Aid/Flight Facility Systems (MET/NAV).**

2.92.1. Provide Engineering and Installation personnel qualified to install, relocate, remove, reconstitute/restore, and operate in-place meteorological/navigational aid/flight facility systems. (//HQ AMC-DOW)

**Table 2.92. Meteorological/Navigational Aid/Flight Facility Systems (MET/NAV).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 3 | Days | To deploy assets into theater of operations from time of initial notification by squadron Unit Deployment Manager (UDM). |
| M2 | EMP | 6 | Hours | For assets, including meteorological, to become operationally ready after arrival at destination. |
| M3 | EMP | 24 | Hours | To establish operational systems. |
| M4 | EMP | 100 | Percent | Of deployed personnel will be fully qualified to deploy and operate equipment |

**2.93. 6.31.07 Personnel Accountability at Deployed Location.**

2.93.1. Ensure deployed commander accomplishes 100% accountability on deployed troops, and ensure all personnel actions, to include casualty reporting, are accomplished IAW AFIs 10-215, 10-403, and 36-3002. (//HQ AMC-DPX)

**Table 2.93. Personnel Accountability at Deployed Location.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 1 | Hours | Conduct site survey to determine best location. |
| M2 | EMP | 2 | Hours | Establish in-processing/out-processing/redeployment procedures/locations.<br>1. Set up PERSCO operations center and establish procedures/methods to in-process ALL arriving personnel.<br>2. Coordinate in-processing procedures with other support agencies (services and/or finance) to ensure 100% accountability.<br>3. Identify where personnel will be in-processed upon arrival at deployed location.<br>4. Establish arrangements with support agencies to account for any personnel arriving via commercial aircraft. |
| M3 | EMP | 2 | Hours | Collect Personnel Accountability Kit (PAK) from troop commanders, and an AF Form 245, and CED Order with SSAN on arriving military and civilian persons. |
| M4 | EMP | 2 | Hours | Establish daily events log to aid in preparing the PERSCO after action report. |
| M5 | EMP | 2 | Hours | Set-up MANPER-B system. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | EMP | 2 | Hours | Establish computer and manual files (CED orders and AF Forms 245) on all personnel, deployment plan, and projected arrival.<br>1. Import personnel records into MANPER-B.<br>2. Conduct name verifications against CED orders. Establish filing system to include: 1) CED orders (by ULN by POSN), 2) AF Form 245 (by alpha), 3) 31 day suspense system, and 4) Manual files to account for transient personnel.<br>3. PT supplies and MANPER-B equipment per AFI 10-215. |
| M7 | EMP | 2 | Hours | Establish Personnel Arrival/Departure Briefings with appropriates agencies who will brief on current/local conditions to include medical and safety information.<br>1. Ensure newly arriving personnel receive briefings on: current threatcons, duress words, sign counter sign, MOPP levels, threats, safety, medical etc., and any local procedures deemed appropriate by deployed commander.<br>2. Brief newly arriving personnel on location of key personnel and functions. |
| M8 | EMP | 4 | Hours | For deployed commander to transmit required casualty report.<br>1. Report casualties as hostile or non-hostile, deceased, DUSTWUN, VSI, SI, III, or NSI.<br>2. Reports must include an accurate, explicit account of the circumstances surrounding the casualty.<br>3. Immediately telephone AFPC upon learning of a casualty.<br>4. Transmits or delivers the appropriate casualty message to the telecommunications center within five hours of learning of a casualty. |
| M9 | EMP | 4 | Hours | Establish liaison with both Medical (CCP) and Services (Mortuary) personnel, the primary source of casualty information.<br>1. Establish POC with the MTF and mortuary affairs.<br>2. Establish reporting procedures for casualties.<br>3. Set up a casualty reporting program according to AFI 36-3002. |
| M10 | EMP | 12 | Hours | Locate communications center and set-up requirements to include Red Mini connection, telephones (to include STU-III), and a PT message address element.<br>1. Establish communication requirements for Red-Mini access.<br>2. Obtain message address element and narrative route for PT.<br>3. Submit MANPER login request sheet for access to the Red-Mini system, if not done prior to departure from home station.<br>4. Follow criteria outlined in AFI 10-215 for password establishment for Red-Mini system.<br>5. Establish Red-Mini connectivity and successfully receive/transmit data.<br>6. If Red-Mini connectivity cannot be established, use alternate means for data transfer/retrieval. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M11 | EMP | 12 | Hours | To produce first status report on deploying forces.<br>1. Submit PT status report.<br>2. Submit MANPER-B initial report if not included with the PT status report.<br>3. If DPT not available, submit duty status change reports. |
| M12 | EMP | 12 | Hours | Obtain DSN, commercial, datafax phone numbers, and mailing address. |
| M13 | EMP | 12 | Hours | Establish procedures to process incoming/outgoing DPT, run daily tape back-ups, conduct periodic manning studies and track personnel filler/ replacement requests. |
| M14 | EMP | 24 | Hours | For deployed commander to establish 100% accountability of deployed forces, to include geographically separated units.<br>1. Set up procedures to account for deployed personnel until arrival of a PT.<br>2. Ensure a smooth transition of personnel strength information and reporting upon arrival of a PT.<br>3. In the absence of a PT, oversee all personnel accountability and reporting requirements.<br>4. Report duty status and casualty information as required by AFI 10-215. |
| M15 | EMP | 24 | Hours | Complete duty status change messages upon arrival /departure of all forces. |
| M16 | EMP | 24 | Hours | Brief deployed commander and staff on PERSCO capabilities and responsibilities and identify support requirements.<br>1. Personnel in and out processing.<br>2. Accountability of ALL personnel within a defined area.<br>3. Casualty reporting actions.<br>4. Limited personnel actions.<br>5. Maintain key personnel (POC) book.<br>6. Determine support requirements for deployed commander (computer products/reports). |
| M17 | EMP | 24 | Hours | Provide memorandum to deployed commander and key personnel outlining PERSCO Team responsibilities and capabilities. |
| M18 | EMP | 24 | Hours | Conduct daily virus checks.<br>1. Follow MANPER-B outage and virus reporting requirements. |
| M19 | EMP | 24 | Hours | Submit follow-up casualty reports to AFPC on casualties and supplement "unconfirmed" information provided on initial casualty message. |

**2.94. 6.33 Provide for Safe Operations.**

2.94.1. Maintain mission effectiveness by assisting commanders at all levels in areas of flight, ground, and weapons safety requirements. Provide support to Air Force personnel to ensure a safe and healthful work environment in which recognized hazards have been eliminated or controlled. Recommend implementation of controls to reduce loss of Air Force resources due to injuries and/or damage as a result of mishaps. (//HQ AMC-SEO)

**Table 2.94. Safe Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ALL | 100 | Percent | Of units maintain an effective Flight, Ground and Weapons Safety program at home base and when deployed.<br>1. Dress appropriately, including hearing protection, personal protective equipment, and seasonal outer garments.<br>2. Follow normal regulations and safety precautions, such as seat belt usage, adhering to speed limits, using chocks and spotters when required, and adhering to proper marshaling procedures.<br>3. Monitor personnel for signs of carelessness and inattentiveness.<br>4. Institute procedures to prevent dehydration.<br>5. Institute a work/rest cycle which allows adequate rest (including supervisors).<br>6. Weapons issue, turn-in and use are IAW with Air Force and MAJCOM guidance.<br>7. Flightline and flying safety practices, IAW AFOSH and 91 series directives, are in use.<br>8. Explosives operations comply with AFMAN 91-201 standards. |
| M2 | ALL | 100 | Percent | Of units use the Operational Risk Management process to enhance mission effectiveness by minimizing risks in order to reduce mishaps, preserve assets, and safeguard the health and welfare of people. |
| | | | | 1. GENERAL<br>a. Place proper emphasis on safety and risk management versus mission accomplishment.<br>b. Elevate decision-making for known, unpreventable risks to appropriate level.<br>c. Safety briefings presented to personnel for deployment and employment operations.<br>2. AIRCREWS<br>a. Emphasize situational awareness and proper Crew Resource Management (CRM) procedures.<br>b. Plan flight routes, departures, and destinations to avoid bird hazards. Take appropriate actions to reduce bird hazards when necessary. |
| M3 | ALL | Yes | Yes/No | A Safety compliance assessment, for management, is accomplished at home base and within five workdays after arriving at the deployed location. |
| M4 | ALL | Yes | Yes/No | Mishaps are investigated and reported according to Air Force and command standards.<br>AFRC NOTE: This data will be provided by HQ AFRC/IG/SE through the AFRC UCI process. |
| M5 | ALL | Yes | Yes/No | Base resources can respond effectively to a major mishap at home base. Deployed locations can provide the same support to wing aircraft. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | ALL | 95 | Percent | Of the planning processes for operational plans, including mobility operations, address safety requirements.<br>AFRC NOTE: This data will be provided by HQ AFRC/IG/SE through the AFRC UCI process. |
| M7 | ALL | 100 | Percent | Of base explosives requirements for supporting contingencies, peacetime deployments, or exercises simulating contingencies, are included in explosives safety site plans.<br>AFRC NOTE: This data will be provided by HQ AFRC/IG/SE through the AFRC UCI process. |
| M8 | ALL | 100 | Percent | Of explosives safety quantity-distance exceptions are submitted for strategic and compelling reasons.<br>AFRC NOTE: This data will be provided by HQ AFRC/IG/SE through the AFRC UCI process. |
| M9 | ALL | 95 | Percent | Of deployment tasking for the wing Safety function are supported.<br>AFRC NOTE: This data will be provided by HQ AFRC/IG/SE through the AFRC UCI process. |
| M10 | ALL | 95 | Percent | Of people comply with flight, ground, and weapons safety standards, as appropriate, when accomplishing their job. |
| M11 | NI | 100 | Percent | Of people are qualified to perform assigned task. |
| M12 | ALL | Yes | Yes/No | Functional area safety considerations are addressed when a site survey is completed at a deployed location. |
| M13 | ALL | 100 | Percent | Of units have written procedures for all phases of munitions operations at a deployed location. |
| M14 | ALL | Yes | Yes/No | Airfield conditions (ramp, runway, lighting system, obstructions, clear zones, FOD, markings, signs, vehicle traffic control and parking, wildlife hazards, etc.) are monitored continuously for situations impacting aircraft flight and ground operations. |

**2.95. 6.35 Provide Medical Services.**

2.95.1. At any tasked location, perform, provide, or arrange services, designed to, assess, promote, improve, conserve, or restore the mental or physical well being of individuals or groups. This task includes providing medical treatment, advising commanders on health issues, preparing personnel to protect themselves from injury or disease, evacuating casualties, practicing preventive medicine, and reviewing environmental health issues. Provide occupational and community health surveillance to ensure healthful and safe working and living conditions. Includes sampling, analysis, monitoring, and training to ensure survivability. Recommend engineering controls, procedural controls, or personal protection equipment if warranted by exposure levels. In accomplishing these tasks, medical groups are typically tasked with the following responsibilities:

2.95.1.1. Providing personnel, equipment, and supplies to support assigned UTCs as described in the Designed Operational Capability (DOC statement.

2.95.1.2. Maintaining a robust physical exam, health promotions, and immunization program to ensure active duty personnel are medically qualified for deployment at all times.

2.95.1.3. Supporting the mobility processing line to ensure personnel are prepared for deployment.

2.95.1.4. Supporting the CONUS medical wartime/peacetime contingency mission requirements.

2.95.2. Different medical groups will accomplish these functions with respect to their DOC statement, size, and scope of service. (HQ AMC-SG)

**Table 2.95. Medical Services.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 90 | Percent | Individual positions within each UTC are manned with qualified personnel. |
| M2 | IR | 100 | Percent | Critical WRM assets are available<br>1. MEDLOG critical readiness items mission ready.<br>2. Demonstrate proper management of equipment and supplies to avoid waste (accountability, storage, and security).<br>3. Allowed transportation assets mission ready for deployment. |
| M3 | NI | 100 | Percent | Personnel are medically cleared prior to deployment. |
| M4 | IR | 100 | Percent | Personnel are provided an area-specific medical intelligence briefing prior to deployment. |
| M5 | NI | 100 | Percent | Medical records, OJT records, and appropriate antidote and prophylactic agents accompany deploying personnel. |
| M6 | NI | 100 | Percent | Worldwide qualification statement (IAW AFI 48-123 Atch 2) is posted in medical record. |
| M7 | NI | 88 | Percent | Periodic Dental Examination (PDE) is current and member is in dental readiness classification 1 or 2. |
| M8 | NI | Yes | Yes/No | Operate Blood Donor Center (BDC) in support of required contingency blood product requirements. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M9 | MS | Yes | Yes/No | Operate an Aeromedical Staging Facility (ASF) to support wartime mission requirements.<br>1. Accomplish casualty tracking and reporting.<br>2. Report operational status IAW theater guidance.<br>3. PRP reporting as required.<br>4. Maintain medical equipment and supplies.<br>5. Establish effective triage.<br>6. Provide medical care to stabilize patients.<br>7. Coordinate with host nation for medical support.<br>8. Establish procedures for casualty disposition.<br>9. Request AE as needed.<br>10. Safely load/offload casualties and transport to medical facility and or evacuation vehicles.<br>11. Proficient in use of equipment.<br>12. Accomplish objectives, prompt cross-functional coordination occurs among command leadership, resource management, and organizational control.<br>13. Select appropriate site for patient treatment.<br>14. Set up equipment and facilitator for effective/efficient patient flow.<br>15. Exercise effective infection control measures and body substance isolation.<br>16. Triage, prioritize, and reassess patients addressing ABCDs of trauma care.<br>17. Coordinate decontamination services as needed.<br>18. Effectively and safely conduct BLS and wound management.<br>19. Interface with receiving medical treatment facilities and/or AE elements. |
| M10 | NI | Yes | Yes/No | Coordinate with the National Disaster Medical System (NDMS) when activated. |
| M11 | NI | Yes | Yes/No | Initiate Casualty Receiving Hospital (CRH) expansion plan when tasked. |
| M12 | NI | Yes | Yes/No | Ensure continued local medical services for beneficiaries while supporting deployment taskings. |
| M13 | NI | Yes | Yes/No | Ensure pre-deployment Health Assessment, DD Form 2795 is completed. |
| M14 | MS | Yes | Yes/No | Deploy Bioenvironmental/Public Health to support deployed units IAW applicable AFI(s). |
| M15 | MS | 100 | Percent | Patients provided care IAW published standards/theater directives and coordinated with appropriate agencies. |

**2.96. 6.35.01 Perform Health Service Support and conduct Occupational and Community Health Programs.**

2.96.1. At any location, execute the tasks associated with performing, providing, or arranging services, designed to assess, promote, improve, conserve, or restore the mental or physical well being of individuals or groups. These activities include providing medical treatment, advising commanders on

health issues, preparing personnel to protect themselves from injury or disease, evacuating casualties, practicing preventive medicine, and reviewing environmental health issues. Perform occupational and community health surveillance to ensure healthful and safe working and living conditions, to include sampling, analysis, monitoring, training to ensure survivability, and recommend engineering controls, procedural controls, or personal protection equipment if warranted by exposure levels.

2.96.2. Personnel in medical squadrons, which comprise medical groups, execute medical tasks. There are at most 6 types of medical squadrons: aerospace medicine (AMDS); medical operations (MDOS); surgical operations (MSGS); Diagnostics and Therapeutics (MDTS); dental (DS); and medical support (MDSS). The squadrons have the following general responsibilities:

**Table 2.96. Health Service Support and Community Health Programs.**

| |
|---|
| AMDS Responsibilities (Aerospace Medicine tasks): |
| Assign qualified personnel to directed UTC positions. |
| Provide medical intelligence briefing to deploying personnel. |
| Conduct Preventive Health Assessment (PHA) and post results in medical record. |
| Administer AD immunizations on an ongoing basis IAW deployment requirements. |
| Operate an Aeromedical Staging Facility (ASF) to support wartime mission requirements. |
| Conduct Bioenvironmental/Public Health in theaters of operation IAW applicable AFI(s). |
| MDOS Responsibilities (Medical Operations Squadron): |
| Process medical records for personnel identified for deployment. |
| Package medical records for deploying personnel during deployment processing. |
| MDTS Responsibilities (Diagnostics and Therapeutics Squadron): |
| Operate Blood Donor Center (BDC) in support of required contingency blood product requirements. |
| DS Responsibilities (Dental Squadron): |
| Perform Periodic Dental Examination (PDE) and post results in dental record. |
| Screen dental records of personnel identified for deployment processing. For members in Dental Class 3 or 4, if time permits, take action to convert member to Dental Class 1 or 2. If rapid conversion not possible, notify OPR member not dentally qualified to deploy. |
| MDSS Responsibilities (Medical Support Squadron): |
| Account for required equipment and supplies (WRM) per UTC identification. |
| Provides logistical support to medical personnel manning the deployment processing line. |
| Supports/maintains local medical services mission for AD and non-active duty beneficiaries during wartime, and supports deployment processing line as needed |
| **In medium and small medical groups, two or more of these squadrons are combined into one squadron (for example, an Aeromedical-Dental Squadron, ADOS) which accomplishes all tasks associated with the components. (HQ AMC-SG)** |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Screen database for vacant UTC positions monthly. |
| M2 | NI | 90 | Percent | Fill vacant UTC positions with qualified personnel. |
| M3 | NI | Yes | Yes/No | Update medical intelligence database semi-annually. |
| M4 | IR | 100 | Percent | Brief deploying personnel upon request using current location-specific information. |
| M5 | IR | 100 | Percent | Review/update Military Immunization Tracking System (MITS) data on deploying personnel.<br>1. Most current information system, such as CHCS II Immunization Tracking Application System (CITAS) |
| M6 | IR | 100 | Percent | Administer immunizations as needed/required on the deployment line. |
| M7 | NI | 90 | Percent | Mandatory annual PHA test results are posted in medical record. |
| M8 | IR | 90 | Percent | Current profile accurately reflects deployment status. |
| M9 | NI | Yes | Yes/No | Review monthly MITS report for immunization status. |
| M10 | NI | Yes | Yes/No | Initiate immunization notification process to applicable personnel. |
| M11 | NI | 4 | Hours | Initiate standup of UTC to support ASF mission. |
| M12 | MS | 24 | Hours | Designated alternate facility configured to ASF. |
| M13 | NI | Yes | Yes/No | Inventory ASF in-place assets annually. |
| M14 | NI | Yes | Yes/No | Review of ASF support agreements annually. |
| M15 | NI | Yes | Yes/No | Medical Control Center (MCC) makes NDMS activation notifications to participating NDMS treatment facilities IAW Medical Contingency Response Plan (MCRP). |
| M16 | NI | Yes | Yes/No | MCC obtains/forwards NDMS bed status report. |
| M17 | NI | 4 | Hours | Activate Casualty Receiving Hospital (CRH) expansion plan. |
| M18 | NI | Yes | Yes/No | Inventory of CRH supplies and equipment annually. |
| M19 | NI | Yes | Yes/No | Review and exercise expansion plan annually. |
| M20 | NI | 100 | Percent | Pull records on deploying personnel identified by Personnel Readiness Unit (PRU) for review and clearance. |
| M21 | IR | 100 | Percent | Provide a current AF Form 1480A/2766 and AF Form 1042 as applicable for all deploying personnel IAW AFI 10-403. |
| M22 | NI | 100 | Percent | Transport deploying personnel copy of AF Form 1480a/2766 taken from medical records to Personnel Readiness Unit (PRU). |
| M23 | NI | Yes | Yes/No | Staff Blood Donor Center BDC with trained team to support operations. |
| M24 | NI | Yes | Yes/No | Obtain donor blood and manufacture into components IAW DOC tasking |
| M25 | NI | Yes | Yes/No | Ship blood components to Armed Services Whole Blood Processing Laboratory. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M26 | NI | 100 | Percent | Pull records on deploying personnel identified by Personnel Readiness Unit (PRU) for review and clearance by Dental Clinic staff. |
| M27 | NI | 100 | Percent | PDE results are posted in dental record. |
| M28 | NI | Yes | Yes/No | Conduct annual inventory of specified WRM project codes and supported UTCs. |
| M29 | MS | 100 | Percent | Perform preventative maintenance and quality assurance inspections according to MEDLOG timetables and/or instructions/regulations.<br>1. Stickers/documentation indicate mission readiness. |
| M30 | NI | Yes | Yes/No | Annually review the WRM Medical Stock Status Report. |
| M31 | IR | 100 | Percent | Provide antidote kits according to instruction/regulation based on deployment destination to designated deploying personnel. |
| M32 | NI | 48 | Hours | Notify civilian network provider of military wartime/contingency status to allow service expansion per contract agreement. |
| M33 | NI | 4 | Days | Identify critically impacted work centers by specialty to civilian network provider with an unclassified time estimate on duration of support requirement. |
| M34 | MS | 1 | Days | Ensure food and water safety IAW applicable AFI(s).<br>1. Conduct field sanitation checks.<br>2. Establish inspection schedule for food service facilities including internal and external supply chains.<br>3. Establish inspection schedule for water supply source including internal and external supply.<br>4. Evaluate waste (biological, refuse, human) disposal effectiveness. |
| M35 | MS | 1 | Days | Assess health hazards, including NBC threat IAW applicable AFI(s).<br>1. Conduct environmental work impact evaluations and vector surveillance.<br>2. Correctly dispose of bio-hazardous waste.<br>3. Report casualty trends and disposition to PERSCO and wing leadership. |
| M36 | MS | 3 | Days | Coordinate preventive medicine procedures with allied forces and/or host nation.<br>1. Knowledge of specific health concerns within encampment (medications, allergies, gender specific needs, moral etc).<br>2. Knowledgeable of local medical capabilities and health hazards. |

**2.97. 6.42 Perform Chaplain Service Activities.**

2.97.1. As visible reminders of the Holy, provide religious support to service members and their dependents, and provide advice to commanders on religious, moral, and morale issues. (//HQ AMC-HC)

**Table 2.97. Chaplain Service Activities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Provide religious briefing guidance to deploying commanders and military personnel.<br>1. Coordinate with commander, concerning briefings on religious and cultural sensitivities, both before deploying, and at the deployed location. |
| M2 | IR | 100 | Percent | Provide pastoral care for deploying military members and their families.<br>1. Respond during pre-deployment phase to requested need within 12 hours.<br>2. Provide, when necessary, spiritual/fellowship opportunities and support groups to enhance unit and personal morale. |
| M3 | MS | 70 | Percent | Provide religious observances and pastoral care of all major faith groups in AOR.<br>1. Conduct or arrange for regularly scheduled liturgies, ceremonies, and major faith group services as required to assist deployed personnel in fulfilling their religious requirements.<br>2. Provide visible and acceptable location for worship services.<br>3. Provide for seasonal and other requested observances.<br>4. Provide, when necessary, spiritual/fellowship opportunities and support groups to enhance unit morale.<br>5. Assess the morale of the unit and prioritize those in need of pastoral care.<br>6. Provide for the pastoral care of non-military personal in AOR who have not been evacuated. |
| M4 | MS | 70 | Percent | Provide religious rites of major faith groups for deployed personnel within 48 hours in AOR.<br>1. Provide for rites, funerals, memorial services, baptisms, and sacramental needs. |
| M5 | MS | 100 | Percent | Provide chaplain counseling for deployed personnel available within 24 hours in AOR.<br>1. Secure a private location for counseling.<br>2. Respond within two (2) hours to requested crisis needs.<br>3. Provide grief, crisis, personal, spiritual, and other needed pastoral counseling. |
| M6 | MS | 100 | Percent | Provide trained, armed Chaplain Service Support Personnel to provide security for the unarmed, noncombatant chaplains in the AOR.<br>1. Survive and protect the life of the chaplain in order to provide ministry. |
| M7 | MS | 70 | Percent | Provide religious observances and pastoral care of all faith groups within enemy prisoners of war (EPWs).<br>1. Conduct or arrange for regularly scheduled major faith group worship services as possible.<br>2. Provide rites and sacramental needs.<br>3. Respond within 24 hours to requested need. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M8 | MS | 100 | Percent | Provide chaplain advice to commanders on religious, moral and ethical issues.<br>1. Advise on issues which effect unit morale or are detrimental to the morality and integrity of the unit.<br>2. Advise on religious accommodation issues. |
| M9 | MS | 100 | Percent | Provide chaplain counseling for dependents in AOR including support of Noncombatant Evacuation Operations (NEOs) involving more than just dependents. |
| M10 | MS | 70 | Percent | Provide religious rites of major faith groups for individuals injured or killed in the AOR.<br>1. Provide sacraments and ceremonies.<br>2. Provide comfort to sick and wounded and honor the dead. |
| M11 | MS | 100 | Percent | Provide religious observances, of all major faith groups, and pastoral care for dependents of military members injured or killed in the AOR within 48 hours. |
| M12 | MS | 100 | Percent | Provide funeral services for military members with grief ministry for their dependents. |
| M13 | MS | 100 | Percent | Provide bi-weekly, or as-needed, visits to wounded military members. |
| M14 | MS | 100 | Percent | Provide pastoral care and counseling for family members of deployed personnel. |
| M15 | MS | 100 | Percent | Provide around-the-clock ministry of presence during surge generations. |
| M16 | MS | 100 | Percent | Provide pastoral care ministry to non-deployed military personnel and their dependents. |
| M17 | MS | 100 | Percent | Provide crisis response ministry to wounded, caregivers, and family members of mass casualty or terrorism event. |
| M18 | MS | 100 | Percent | Provide ministry during humanitarian operations (HUMROs) including liaison with relief agencies and other Non-governmental organizations (NGOs).<br>1. Provided at direction of Commander to fulfill mission requirements. |
| M19 | MS | 100 | Percent | Provide ministry to evacuated and repatriated military members and dependents. |
| M20 | MS | 100 | Percent | Provide Chaplain Service Support Personnel available to provide support for the above.<br>1. To support successful ministry of chaplain. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M21 | MS | 100 | Percent | Provide transportation, communications, and supply acquired for chaplain service personnel in support of the chaplain's ministry.<br>1. Secure vehicle in a timely manner, to allow chaplain access to unit personnel as appropriate.<br>2. Arrange transportation for Chaplain Service team visit to geographically separated units as needed.<br>3. Secure within 24-hours, beeper/Land Mobile Radio (LMR)/ or cell phone to maintain contact between Chaplain Service Teams and Commander/SRC.<br>4. Ensure access to dedicated computer system as required.<br>5. Ensure connectivity to LAN system, as appropriate.<br>6. Obtain supplies from Unit Commander, MWR, AOR Command Chaplain, HQ AMC/HC, or home base as required. |

**2.98. 6.43 Provide Legal Support Capabilities.**

2.98.1. To provide, and plan for the use of legal forces to support Air Force forces with legal advice as required. (//HQ AMC-JA)

**Table 2.98. Legal Support Capabilities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 90 | Percent | Of assigned mobility eligible personnel trained to perform legal support at the deployed location. |

**2.99. 6.43.01 Perform Legal Support.**

2.99.1. To render legal advice to Air Force forces as required. Provide command and staff legal guidance, advice, representation and services regarding discipline, claims, international law, fiscal and acquisitions law, operations law, environmental law, administrative law, labor law, personal legal assistance, and other legal matters as required. Deliver legal services by providing legal advice and assistance on all matters concerning military, domestic, and international law. (//HQ AMC-JA)

**Table 2.99. Legal Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 1 | Day | To establish legal services at deployed location. |
| M2 | MS | 85 | Percent | Of deployed personnel briefed on ROE, host nation law, and general orders in the AOR within one week of arrival. |
| M3 | MS | 1 | Day | To establish liaison with deployed operations personnel to ensure consultation on operations and ROE. |
| M4 | MS | 1 | Week | To establish liaison with deployed CE personnel to ensure compliance with applicable US and host-nation environmental requirements. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | MS | 1 | Week | To establish liaison with deployed contracting and finance personnel to ensure compliance with contingency contracting, claims, and fiscal laws. |
| M6 | MS | 3 | Days | To research and provide advice at deployed site regarding routine legal matters ranging from Status of Forces Agreements (SOFA), to Host Nation Support (HNS), fiscal and acquisition law matters, and miscellaneous legal issues. |
| M7 | MS | 3 | Days | To schedule and perform routine personal legal assistance at deployed location. |
| M8 | MS | 6 | Hours | To report suspected LOAC violations through the chain of command to higher headquarters. |
| M9 | MS | 90 | Percent | Of Article 15 actions initiated within 10 days of case ready date. |
| M10 | MS | 80 | Percent | Of Article 15 actions processed within 20 days from date of offer to completion of SJA review. |
| M11 | MS | 30 | Days | To process general courts-martial (GCM) from case ready date to date of preferral. |
| M12 | MS | 80 | Percent | Of GCMs completed within 160 days from preferral to convening authority action. |
| M13 | MS | 80 | Percent | Of Bad Conduct Discharge (BCD) Special Courts-Martial (SPCM) completed within 75 days from preferral to convening authority action. |
| M14 | MS | 80 | Percent | Of Non-BCD SPCMS completed within 55 days from preferral to convening authority action. |
| M15 | MS | 80 | Percent | Of personnel (“P”) claims processed within 10 days of receipt. |
| M16 | MS | 85 | Percent | Of unit deployment eligible personnel received mobility readiness training within the last full calendar year. |
| M17 | NI | 85 | Percent | Of unit personnel trained to comply with the Law of Armed Conflict (LOAC) within the last full calendar year. |
| M18 | MS | 14 | Days | To submit after action report with lessons learned to HQ USAF/JAO, with informational copy to HQ AMC/JAO, following end of deployment. |

**2.100. 6.44 Provide Comptroller Support.**

2.100.1. Provide financial and budgetary support for deployed commanders, and limited financial support for the active duty and Air Reserve personnel, civilians, and foreign nationals deployed to the site. Interfaces with local embassy personnel and local banking establishments. Obtain a foreign currency checking account, if needed, and provide pay support to the deployed contracting officer. (//HQ AMC-FM)

**Table 2.100. Comptroller Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Of eligible finance personnel assigned to mobility status are fully qualified and prepared to deploy. Authorized personnel will be issued red official passport. |
| M2 | NI | 4 | Hours | After receipt of initial deployment tasking, all finance personnel and equipment shortfalls identified and requests up-channeled to HQ AMC. |
| M3 | NI | 100 | Percent | Of equipment UTC checked and ready for marshaling area. |
| M4 | MS | 2 | Hours | To set up the finance station at the mobility processing line. |
| M5 | MS | 100 | Percent | Ensure adequate funding is taken to the deployment to support deployed commander (cash, checks, and funding document).<br>1. Safeguard funds.<br>a. Identify funds storage facilities<br>b. Prepare and store SF 700 in commander's safe<br>c. Coordinate anti-robbery procedures including duress alarm response, radio frequency, and authorization code procedures with force protection.<br>d. Establish procedures for escort and transport of funds both on and off site.<br>e. Demonstrate funds destruction plan and procedures<br>2. Provide deploying commander with necessary fund cite authorizations to meet mission requirements/contingencies.<br>3. Reconcile cashier accountability on a daily basis.<br>4. Determine cash requirements for anticipated next day's business activities.<br>5. Accurately prepare for funds and voucher turn-in at home station per disbursing office instructions.<br>6. Perform personal check cashing and foreign currency exchange. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | MS | 100 | Percent | Finance personnel are on the first plane or paying/disbursing agent with the ADVON team.<br>1. Respond to key information provided in the exercise/contingency tasking messages.<br>a. Determine ADVON and follow-up financial support requirements.<br>b. Assess the threat in the deployed location.<br>c. Establish immediate contact with MAJCOM contingency counterparts.<br>2. Apply resource protection methods IAW applicable AFIs.<br>a. Coordinate escort and transport of funds to and from disbursing sites with security forces personnel.<br>b. Ensure anti-robbery procedures are clearly communicated and understood by personnel working in close proximity to disbursing stations.<br>c. Understand and apply proper arming procedures. |
| M7 | MS | Yes | Yes/No | Ensure familiar with and comply with the Anti-Deficiency Act.<br>1. Deploy with all necessary forms and regulations to adequately provide financial services.<br>2. Brief appropriate personnel on the status of funding. |
| M8 | MS | Yes | Yes/No | Interpret funding guidance.<br>1. Deploy with all necessary forms and regulations to adequately provide financial services.<br>2. Brief appropriate personnel on the status of funding. |
| M9 | MS | Yes | Yes/No | Determine propriety of funding.<br>1. Establish an FM workcenter to respond to deployed commander comptroller issues.<br>a. Determine timing and frequency of fund status briefings, authorizations for purchases and payments, act as primary advisor on propriety of purchases, and obtain required signatures on correspondence. (1b)<br>b. Coordinate procedures for procurement and payment of goods and services with contracting officer. (1c) |
| M10 | MS | Yes | Yes/No | Know the stages of accounting.<br>1. Reconcile accounting records with procurement records daily (3c) |
| M11 | MS | Yes | Yes/No | Determine elements of accounting classification.<br>1. Use appropriate guidance to determine proper accounting classifications for goods and services. |
| M12 | MS | Yes | Yes/No | Able to determine proper funds certifications.<br>1. Use appropriate documents to determine fund availability prior to certifying document. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M13 | MS | Yes | Yes/No | Interpret Leave and Earning Statements (LES)<br>1. Using LES, analyze data, answer customer inquiry, and prepare appropriate documents, if necessary.<br>2. Deploy with all necessary forms and regulations to adequately provide financial.<br>3. Determine entitlements and process military payments.<br>4. Process military pay actions for deployed forces.<br>5. Prepare appropriate supporting documentation for all pay disbursing actions. |
| M14 | MS | Yes | Yes/No | Compute travel and transportation options and allowances.<br>1. Deploy with all necessary forms and regulations to adequately provide financial services.<br>2. Calculate and process travel payments to Air Force and other members as required.<br>3. Prepare appropriate supporting documentation for all travel disbursing actions. |
| M15 | MS | Yes | Yes/No | Able to compute per diem and brief on accruals.<br>1. Calculate and process travel payments to Air Force and other members as required.<br>2. Prepare appropriate supporting documentation for all travel disbursing actions. |
| M16 | MS | Yes | Yes/No | Completed computer based contingency training course prior to deploying. |

**2.101. 7.01 Conduct Command and Control Operations.**

2.101.1. Provide positive direction and coordination to all functional areas and control centers that affect the entire unit's ability to transition from peacetime to contingency/wartime, mitigate detrimental effects of hostile enemy actions, natural disasters and major accidents/incidents. The unit's decision-making, direction, coordination, and reporting are crucial for successful mission accomplishment. C2 encompasses fixed and mobile air mobility forces including fixed command posts, Air Mobility Control Centers, Tanker Airlift Control Elements, Wing Operations Centers, Air Mobility Elements, Mission Support Teams, Tanker Task Forces, Mobility Task Forces etc. (//HQ AMC-DOO)

**Table 2.101. Command and Control Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | Yes | Yes/No | Receive/understand tasking message. |
| M2 | MS | 100 | Percent | Disseminate mission support requirements to appropriate agencies.<br>1. Direct load sequences, maintenance activities, parking locations and tail swaps based on JCS priority codes, ground times and down-line station factors such as weather and airfield status.<br>Maintenance Aircraft Coordination Center (MACC).<br>2. Pass accurate, appropriate, and timely information to other controlling agencies and maintenance personnel. Production Superintendent/MACC status sheets match.<br>a. Maintain accurate status of aircraft and critical support equipment.<br>b. Maintain and manage MIS (CAMS, G081,C2IPS, etc.).<br>c. Coordinate requirements to meet generation taskings.<br>1) Coordinate and track aircraft parking location.<br>2) Compliance with all applicable TOs, instructions, and local OIs.<br>3) Implement emergency actions plans. |
| M3 | MS | 100 | Percent | Control air flow to meet mission tasking.<br>1. Maintain positive C2 of all inbound, outbound and on-station aircraft.<br>2. Monitor and manage mission arrival and departure Sequence of Events (SOEs).<br>3. Coordinate ground support activities to include aerial port services, maintenance and aircrew support.<br>4. Coordinate and report deviations. |
| M4 | NI | Yes | Yes/No | Establish organizational control with subordinate functional control centers-integrate them into overall C2 structure.<br>1. Establish line of communications and information coordination responsibilities with logistics, aerial port, weather, airfield management, current operations, transportation, squadron operations, communications and services. |
| M5 | MS | 8 | Hours | Establish redundant warning and notification systems ensuring all personnel receive timely notice of Threat changes.<br>1. Ensure warning devices such as GIANT VOICE, UHF radio, LMR, and base siren system are available and operational. |
| M6 | NI | Yes | Yes/No | Establish reporting channels with HHQ. |
| M7 | NI | Yes | Yes/No | Establish frequency and type reporting with HHQ. |
| M8 | MS | Yes | Yes/No | Establish information flow with lateral and subordinate agencies.<br>1. Ensure a process is implemented to consistently disseminate mission and other critical information to outside agencies such as transportation, logistics, aerial port, etc. |
| M9 | MS | Yes | Yes/No | Establish communication capability with HHQ. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M10 | MS | 100 | Percent | Input data into available C2 systems within time constraints IAW AMCI 10-202 Vol 6.<br>1. Voice reporting will be directed if automated C2 system is not available. |
| M11 | MS | Yes | Yes/No | Establish procedures for processing required EAM traffic. |
| M12 | MS | 100 | Percent | EA traffic disseminated and required actions accomplished. |
| M13 | MS | 100 | Percent | Compile information, prepare and transmit reports to HHQ IAW AFI 10-201, AFMAN 10-206 and HHQ Directives. |
| M14 | MS | Yes | Yes/No | Establish procedures to obtain and transmit Oprep-3 reports. |
| M15 | MS | Yes | Yes/No | Establish information flow with lateral and subordinate agencies for the Commander's Situational Report. |
| M16 | MS | 24 | Hours | Report change in C-Level or more frequently if directed during crisis. |
| M17 | MS | 100 | Percent | Training data current at execution.<br>1. Ensure all training and certification documentation is current. |
| M18 | MS | 4 | Hours | Establish command and control on arrival at FOB.<br>1. Establish positive C2 of all inbound, outbound and on-station aircraft.<br>2. Establish procedures to mission monitor aircraft IAW AMCIs 10-206 Volumes I, II and VI.<br>3. Establish mission arrival and departure Sequence of Events (SOEs).<br>4. Establish procedures to coordinate ground support activities to include aerial port services, maintenance and aircrew support.<br>5. Establish line of communications and information coordination responsibilities with logistics, aerial port, weather, airfield management, current operations, transportation, squadron operations, communications and services.<br>6. Establish procedures to compile information, prepare and transmit reports to HHQ IAW AFI 10-201, AFMAN 10-206 and HHQ Directives.<br>7. Establish mission monitoring and OPREP reporting channels with HHQ.<br>8. Establish procedures to disseminate changes in, Mission Oriented Protective Postures, Threat Conditions, Information Conditions and Readiness Conditions.<br>9. Establish procedures to track the status and location of key leadership. |
| M19 | MS | 100 | Percent | Disseminate changes in, Mission Oriented Protective Postures, Threat Conditions, Information Conditions and Readiness Conditions. |
| M20 | MS | 100 | Percent | Of status and location of key leadership tracked and available. |

**2.102. 7.01.03 Activate Unit Control Centers.**

2.102.1. Upon activation in a contingency situation, functional leadership must create a cohesive structure to protect personnel and resources from the effects of hostile enemy actions and ensure continuity of operations. (//HQ AMC-CEX)

**Table 2.102. Unit Control Centers.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 2 | Hours | To establish a UCC to serve as the installation's focal point for deployment operations after all required equipment and personnel have arrived. |
| M2 | EMP | 1 | Hour | To disseminate and implement attack/disaster response procedures in accordance with installation plan upon UCC activation. |
| M3 | EMP | 4 | Hours | To obtain, coordinate, and implement security/defense plan responsibilities in accordance with installation plan upon UCC activation. |
| M4 | NI | 12 | Hours | To develop, coordinate, and implement contamination control/avoidance measures in accordance with installation plan upon UCC activation. |
| M5 | EMP | 12 | Hours | To develop, coordinate, and establish relocation responsibilities and procedures, including an operational alternate location upon UCC activation. |
| M6 | NI | 36 | Hours | To develop, coordinate, and implement personnel and equipment dispersal measures in accordance with installation plan upon UCC activation. |
| M7 | NI | 72 | Hours | To develop, coordinate, and implement critical unit resource expedient hardening measures in accordance with installation plan upon UCC activation. |

**2.103. 7.01.06 Survival Recovery Center.**

2.103.1. Develops pre, post, and trans contingency strategy for WOC approval. Implements and directs pre, post and trans attack/disaster activity. Monitors pre, post, and trans attack/disaster progress to ensure continuity of operations. (//HQ AMC-CEX)

**Table 2.103. Survival Recovery Center.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 1 | Hour | To establish and disseminate attack/disaster warning procedures upon arrival at contingency location.<br>1. Determine threat and warning information sources.<br>2. Establish decision-making process.<br>3. Establish warning procedures.<br>4. Disseminate warning procedures. |
| M2 | EMP | 5 | Hours | To establish Survival Recovery Center (SRC) operations upon arrival at contingency location.<br>1. Obtain direction from installation commander.<br>2. Determine initial location of SRC.<br>3. Establish and disseminate procedures for field units to contact SRC.<br>4. Man SRC according to mission, threat, and as directed by the commander. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | EMP | 2 | Hours | To develop, coordinate, and disseminate installation critical resource priority lists upon SRC activation. To include facilities, infrastructure, communications/computer systems, vehicles, and AGE.<br>1. Develop a list using input from across the entire unit.<br>2. Use list as base document to develop/modify all other applicable plans.<br>3. Update list as required and change plans as a result of any mission or condition changes as necessary.<br>4. Disseminate plans and follow-on changes to personnel for implementation in a timely manner. |
| M4 | EMP | 4 | Hours | To develop, coordinate, and complete installation base defense plan and initiate implementation upon SRC activation.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements. Plan should include, but not be limited to, base defense procedures, owner user/security procedures, deployed member responsibilities, integration of Security and Augmentee Forces.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |
| M5 | EMP | 4 | Hours | To develop, coordinate, and complete installation NBCC detection and control plan and initiate implementation upon SRC activation.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements.<br>a. Plan should include, but not be limited to, Contamination Control Area opeartions/locations, post-attack sweep routes and procedures, placement of M8 paper/M9 tape and detection equipment.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | EMP | 12 | Hours | To develop, coordinate, and complete installation dispersal plan and initiate implementation upon SRC activation.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements.<br>Plan should include, but not be limited to, vehicle locations and identification of owners and users.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |
| M7 | EMP | 24 | Hours | To develop, coordinate, and complete installation hardening plan and initiate implementation upon SRC activation.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements.<br>Plan should include, but not be limited to, a prioritized listing, plans/ diagrams of hardening, resource and manpower requirements.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |
| M8 | EMP | 24 | Hours | To initiate development of Natural Disaster/Major Accident Response OPLAN 32-1 upon arrival at contingency location.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M9 | EMP | 48 | Hours | To develop, coordinate, and complete installation camouflage, concealment, and deception (CCD) plan and initiate implementation upon SRC activation.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements.<br>Plan should include, but not be limited to, definition of threat being countered and CCd methods to be implemented, a prioritized listing, plans/ diagrams of CCD, resource and manpower requirements.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |
| M10 | EMP | 100 | Percent | Of defense and recovery plans reviewed and updated daily to reflect changes in enemy capability, mission changes, changes in resource availability, and work completed upon completion of plan.<br>1. Plans analyzed based on changes to threat or response capability.<br>2. Adjust plan to meet changes in priorities or procedures.<br>3. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |
| M11 | EMP | 95 | Percent | Establish and maintain personnel accountability during pre, trans, and post attack/disaster operations upon activation of SRC.<br>1. Maintain and track numbers of Killed In Action and Wounded.<br>2. Establish procedures to replace lost personnel.<br>3. Keep Commander informed of personnel strength and status.<br>4. Track and account for all personnel on base and in geographically separated areas under the unit's control. |
| M12 | EMP | 2 | Hours | To develop, coordinate, and implement installation recovery strategy to mitigate hazards, save lives, and restore mission capability following a major accident or enemy action upon issue of Alarm Black/All Clear order. |

## Chapter 3

## OPERATION PLAN (OPLAN) 8044 INSPECTIONS

**3.1.** The following tasks are used to grade OPLAN 8044 Inspections. Subordinate tasks are graded using the 'stoplight' grading (i.e., GREEN, LIGHT GREEN, RED, OR BLUE) criteria. Grades for the Major Graded Areas (MGA) and subareas are based on the five-tier grading system (Outstanding, Excellent, Satisfactory, Marginal, and Unsatisfactory) as detailed in AFI 90-201 and will be based on the grades received in the subareas. The wing's overall five-tier grade will be based on grades received from the three MGAs. Refer to AMCI 90-201, Volume 3 for specific grading information.

***NOTE:*** Applicable standards are listed in numerical order in each subarea.

**Table 3.1. Inspection Summary Sheet.**

| **OPLAN 8044** | **INSPECTION SUMMARY SHEET** | | |
|---|---|---|---|
| **STANDARD:** Safely generate USSTRATCOM taskings for OPLAN 8044 operations. | | | |
| **MAJOR GRADED AREAS** | **G (Subareas)** | **R (Subareas)** | **ADJECTIVAL GRADE** |
| 1. Initial Response | | | |
| 2. Employment | | | |
| 3. Mission Support | | | |
| **OVERALL** | | | |

***NOTE:*** This inspection grade sheet include a Green and Red column to provide a summary of total amount of subareas/tasks that were assigned Green and Red ratings. Only a five-tier grade will be given in the MGAs.

**Table 3.2. Initial Response.**

| OPLAN 8044 | INITIAL RESPONSE | | | |
|---|---|---|---|---|
| **STANDARD:** Generate to the appropriate alert posture, conduct alert operations, and respond to OPLAN 8044 WARNING/ALERT orders. The tasks cover all operations of the Wing's aircraft and aircrews leading to their generation to alert status. | | | | |
| **RATED SUBAREAS** | **G** | **LG** | **R** | **ADJ** |
| **1. Command and Control (C2) – SIRC2** | | | | |
| 7.01 Conduct Command and Control Operations | | | | |
| **2. Command Post Controller Testing - SIRCP** | | | | |
| Graded IAW AMCI 90-201, Volume 3 | | | | |
| **3. TSART - STSAR** | | | | |
| 6.05.06 Provide Personal Protective Means<br>6.31.01 Prepare Units for Deployment (Installation)<br>6.31.01.01 Prepare Units for Deployment (Unit)<br>6.31.02 Establish an Effective Deployment Control Center<br>6.31.02.01 Establish an Effective Unit Deployment Control Center (UCC)<br>6.31.03 Personnel Deployment<br>6.31.04 Provide Equipment<br>6.31.05 Equipment Deployment<br>7.01.03 Activate Unit Control Centers | | | | |
| **4. Vehicle Management - SIRTR** | | | | |
| 6.30.06 Provide Ground Vehicle Management | | | | |
| **5. Aircraft Generation - SIRAG** | | | | |
| 6.29 Aircraft Generation<br>6.29.01 Provide for Backshop Aircraft Maintenance and Support Equipment in Theater of Operations<br>6.29.01.02 Provide flight line Sortie Support<br>6.30.03 Provide Fuel/Cryogenics. | | | | |
| **6. Aircrew Generation - SIRCG** | | | | |

| RATED SUBAREAS | G | LG | R | ADJ |
|---|---|---|---|---|
| 3.05.01 Provide Fused, Analyzed, All-Source, Intelligence Support leadership, Mission Planners, Flying Squadrons, and Base Operating Support Functions Through All Phases Of Unit operations<br>5.01.03 Enhance Aircrew Combat Capabilities<br>5.05.01 Plan Aerial Refueling Support<br>5.05.02 Conduct Air Refueling for Strategic Attack<br>6.05.06 Provide Personal Protective Means<br>6.27 Provide Aircrew Life Support Combat Operations Capabilities<br>6.27.01 Provide Aircrew Life Support Equipment<br>6.27.02 Provide Pre-Deployment Aircrew Life Support Training<br>6.31.04 Provide Equipment | | | | |
| **7. Defensive Counterinformation (DCI) - SIRDC** | | | | |
| 3.03.01.02.03 Assure Communications and Information Security<br>3.08.02 Provide OPSEC | | | | |
| **8. Safety - SIRSE** | | | | |
| 6.33 Provide for Safe Operations | | | | |
| TOTALS | | | | |
| OVERALL | | | | |

**Table 3.3. General Task Grouping. Measure number alignment is based on the gradesheet above.**

| Paragraph Number | Number Group | Functional Group |
|---|---|---|
| **3.1.1.** | 7.01 | Conduct Command and Control (C2) Operations. |
| **3.1.2.** | 6.05.06 | Provide Personal Protective Means |
| **3.1.3.** | 6.31.01.01 | Prepare Units for Deployment |
| **3.1.4.** | 6.31.02 | Establish an Effective Deployment Control Center |
| **3.1.5.** | 6.31.02.01 | Establish an Effective Unit Deployment Control Center (UCC) |
| **3.1.6.** | 6.31.03 | Personnel Deployment |
| **3.1.7.** | 6.31.04 | Provide Equipment |
| **3.1.8.** | 6.31.05 | Equipment Deployment |
| **3.1.9.** | 7.01.03 | Activate Unit Control Centers |
| **3.1.10.** | 6.30.06 | Provide Ground Vehicle Management |
| **3.1.11.** | 6.29 | Aircraft Generation |
| **3.1.12.** | 6.29.01 | Provide for Backshop Aircraft Maintenance and Support Equipment in Theater of Operations |
| **3.1.13.** | 6.29.01.02 | Provide Flightline Sortie Support |
| **3.1.14.** | 6.30.03 | Provide Fuel/Cryogenics |
| **3.1.15.** | 3.05.01 | Provide Fused, Analyzed, All-Source, Intelligence Support to Leadership, Mission Planners, Flying Squadrons, and Base Operating Support Functions Through All Phases Of Unit Operations. |
| **3.1.16.** | 5.01.03 | Enhance Aircrew Combat Capabilities |
| **3.1.17.** | 5.05.01 | Plan Aerial Refueling Support |
| **3.1.18.** | 5.05.02 | Conduct Air Refueling for Strategic Attack |
| **3.1.19.** | 6.05.06 | Provide Personal Protective Means |
| **3.1.20.** | 6.27 | Provide Aircrew Life Support Combat Operations Capabilities |
| **3.1.21.** | 6.27.01 | Provide Aircrew Life Support Equipment |
| **3.1.22.** | 6.27.02 | Pre-Deployment Aircrew Life Support Training |
| **3.1.23.** | 6.31.04 | Provide Equipment |
| **3.1.24.** | 3.03.01.02.03 | Assure Communications and Information Security |
| **3.1.25.** | 3.08.02 | Provide OPSEC |
| **3.1.26.** | 6.33 | Provide for Safe Operations |

3.1.1. **Conduct Command and Control (C2) Operations. (7.01).** Provide positive direction and coordination to all functional areas and control centers that affect the entire unit's ability to transition from peacetime to contingency/wartime, mitigate detrimental effects of hostile enemy actions, natural

disasters, and major accidents/incidents. The unit's decision-making, direction, coordination, and reporting are crucial for successful mission accomplishment. C2 encompasses fixed and mobile air mobility tanker forces including fixed command posts, Wing Operations Centers (WOC), Tanker Strategic Regeneration Team (TSART), etc. (//HQ AMC-A33)

**Table 3.4. C2 Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | Yes | Yes/No | Receive/understand tasking message.<br>1. Command Leadership.<br>a. Monitor/manage unit generation activities to meet mission-timing criteria.<br>b. React appropriately to changes in alert/warning orders.<br>c. Review generation status for accuracy. |
| M2 | 100 | Percent | Disseminate mission support requirements to appropriate agencies.<br>1. Direct load sequences, maintenance activities, parking locations and tail swaps based on OPLAN 8044/USSTRATCOM taskings, ground times and down-line station factors such as weather and airfield status.<br>2. Pass accurate, appropriate, and timely information to other controlling agencies and maintenance personnel. Production Superintendent/MOC status sheets match.<br>a. Maintain accurate status of aircraft and critical support equipment.<br>b. Maintain and manage MIS (CAMS, G081, C2IPS, etc.).<br>c. Coordinate requirements to meet generation taskings.<br>1) Coordinate and track aircraft parking location.<br>2) Compliance with all applicable T.O.s, instructions, and local OIs.<br>3) Implement emergency actions plans. |
| M3 | 100 | Percent | Control airflow to meet mission tasking.<br>1. Maintain positive C2 of all inbound, outbound and on-station aircraft.<br>2. Monitor and manage mission arrival and departure Sequence of Events (SOEs).<br>3. Coordinate ground support activities to include aerial port services, maintenance and aircrew support. Coordinate and report deviations. |
| M4 | Yes | Yes/No | Establish organizational control with subordinate functional control centers-integrate them into overall C2 structure.<br>1. Establish line of communications and information coordination responsibilities with logistics, aerial port, weather, airfield management, current operations, Vehicle Management, squadron operations, communications, and services. |
| M5 | 8 | Hours | Establish redundant warning and notification systems ensuring all personnel receive timely notice of Threat changes.<br>1. Ensure warning devices such as GIANT VOICE, UHF radio, LMR, and base siren system are available and operational. |
| M6 | Yes | Yes/No | Establish reporting channels with HHQ. |
| M7 | Yes | Yes/No | Establish frequency and type reporting with HHQ. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M8 | Yes | Yes/No | Establish information flow with lateral and subordinate agencies.<br>1. Ensure a process is implemented to consistently disseminate mission and other critical information to outside agencies such as Vehicle Management, logistics, aerial port, etc.<br>2. Teamwork:<br>a. Demonstrate cross-functional coordination and teamwork in completing work processes.<br>b. Personnel understand mission requirements, and consider internal and external customers.<br>c. Personnel understand unit capabilities and critical work processes.<br>d. Unit works together toward satisfactory and timely mission accomplishment. Where there is disagreement the unit comes to a mutually satisfactory solution.<br>e. Unit members establish and understand priorities.<br>f. Foster open lines of communication between work centers to enhance mission accomplishment and process improvement. |
| M9 | Yes | Yes/No | Establish communication capability with HHQ. |
| M10 | 100 | Percent | Input data into available C2 systems within time constraints IAW AMCI 10-202, Volume 6.<br>1. Use Strategic Force Accounting Module (SFAM) in accordance with directives<br>2. Voice reporting will be directed if automated C2 system is not available. |
| M11 | Yes | Yes/No | Establish procedures for processing required EAM traffic. |
| M12 | 100 | Percent | EA traffic disseminated and required actions accomplished.<br>1. Communications Systems and Coordination.<br>a. EAMS delivered IAW established timelines via appropriate means (e.g., DMS, SACCS or SDT, SCAMP, etc.)<br>b. Use communications systems effectively to process necessary traffic (e.g., SACCS or SDT, SEATS, etc.).<br>c. Use AACE or EHDC systems properly.<br>d. Use correct frequencies for message relay.<br>e. Rate the quality of received traffic (100% legible or audible). |
| M17 | 100 | Percent | Training data current at execution.<br>1. Ensure all training and certification documentation is current. |
| M19 | 100 | Percent | Disseminate changes in, Mission Oriented Protective Postures, Threat Conditions, Information Conditions and Readiness Conditions. |
| M20 | 100 | Percent | Of status and location of key leadership tracked and available. |

3.1.2. **Provide Personal Protective Means. (6.05.06).** The Inherent right to self-defense. Consists of methods and procedures ranging from passive action (seeking cover and concealment) to the return of small arms fire to suppress hostile action. Inherent to personal protection skills is the ability to report

information essential to the air base ground defense effort. (//HQ AMC-SFX) AMCPAM 31-1, AFM 10-100, AFH 31-302, Soldier's Manual of Common Tasks (SMCT) – Skill Level 1.

***NOTE:*** **This is a common task applicable to all AMC personnel and should be incorporated into each unit's task list.**

**Table 3.5. Personal Protective Means.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of deploying personnel have full issue of protective gear and clothing.<br>1. As required per person for A, B, C, D, and E Bags. |
| M2 | Yes | Yes/No | Personnel are issued appropriate weapons for deployment. |
| M3 | 3 | Hours | To issue personal weapons IAW the arming plan if the tactical situation requires.<br>1. Applies to only those personnel armed under the arming plan. |
| M4 | 100 | Percent | Of guard force/armed personnel are knowledgeable of ROEs, Law of Armed Conflict, Use of Force, Status of Forces Agreement, and localized instructions, directives, and guidance regarding their duties. Included are local conditions for arming and Use of Force, guidance on warning shots, and policy on use of deadly force.<br>1. Do personnel use minimum forces necessary for the situation?<br>2. Do they know circulation and entry procedures?<br>3. Do they know who to report to when an unusual incident occurs? |
| M5 | Yes | Yes/No | Personnel complete personal protective tasks outlined in AMCPAM 31-1 to include individual movement techniques, knowledge of threat levels, and defensive fighting position construction and use, when needed. |
| M6 | Yes | Yes/No | Personnel complete tasks outlined in AFMAN 10-100, Section 4, to include challenge/password, FPCONs, radio procedures, convoy procedures, SALUTE reporting, and actions during attack, when needed.<br>1. Use know sign/counter-sign, chemical codes, etc., and how and when to use them. |
| M7 | 12 | Months | Personnel receive Use of Force training IAW AFI 31-207. |
| M8 | Yes | Yes/No | Personnel are currently qualified on the weapon they are armed with according to the applicable arming category. Personnel able to complete weapons handling skills to include weapons safety, loading and clearing procedures, clearing barrel procedures, weapon assembly and disassembly, function check, care and cleaning and visual inspection for weapons they are armed with and/or qualified with.<br>1. Personnel armed with 9mm and M16 weapons will be required to show the skills IAW AFMAN 10-100, Section 4 (Fight), pages 80-94. |
| M9 | 100 | Percent | Deploying members possess the Airman's Manual. |

3.1.3. **Prepare Units for Deployment (Unit). (6.31.01.01).** To assemble, inspect, and load personnel, equipment, and supplies in preparation for a deployment. (//HQ AMC-A45)

**Table 3.6. Deployment (Unit).**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of personnel and equipment identified to deploy in support of all AFWUS identified UTC's maintained for deployment.<br>1. All units with a deployment commitment are using and maintaining LOGMOD for assigning personnel to positions and preparing cargo. |
| M2 | 100 | Percent | Of deployment information (warning order, execute order, AMT, airflow messages, etc.) received, validated and distributed. This validation includes all Group/Unit level actions to include, paring & tailoring, prioritization, etc., required accurately assessing and managing the deployment tasking.<br>1. All available automated systems used to identify additional deployment data at execution.<br>2. Pare and tailor tasked UTCs based on available planning information. |
| M3 | 100 | Percent | Of tasked equipment properly prepared (i.e., packed, marked with all appropriate documentation to include hazardous cargo forms, placards, etc.) prior to initial joint inspection IAW DSOE timelines.<br>1. Comply with deployment schedule of events.<br>2. Prepare and marshal deployment cargo IAW AFI 10-403 and all other appropriate Defense Transportation System directives.<br>3. All LOGDET items available and packed.<br>4. Deployment package inventoried and inspected IAW applicable AMCIs.<br>5. Bins/pallets properly packed and configured.<br>6. All hazardous materials are properly packaged, placed in a readily accessible location on the pallet, compatible with other items and shipper's declarations completed.<br>7. Deployable items properly supply coded and reported to appropriate supply agencies. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M4 | 100 | Percent | Of tasked personnel properly prepared (i.e., trained, medically, legally prepared, equipped, briefed and provided appropriate documentation) prior to initial processing at the PDF.<br>1. Personnel preparedness is tracked using AF Form 4005, **Individual Deployment Requirements**, or LOGMOD/UDM module.<br>2. Personnel selected for deployment meet eligibility requirements.<br>3. Personnel selected for deployment meet requirements identified in the tasking.<br>4. Member prepared for deployment IAW with AFI 10-403, AFMAN 10-401 and AFI 36-507.<br>5. Immunizations (AFJI 48-110) and unique immunization/disease prevention Requirements as identified by the Medical Group.<br>6. ID tags and ID card.<br>7. Current DD Form 93, **Record of Emergency Data.**<br>8. Two pair of prescription eye glasses, back up eyeglasses and gas mask inserts issued for individuals requiring these items.<br>9. Properly filed wills, power of attorney, family care plan, and family readiness matters, as determined by the deploying member.<br>10. Up to 90 days supply of prescription medicines.<br>11. Supply of personnel items to cover the duration of the deployment.<br>12. AF Form 623, On-the-Job Training Record, taken, as required.<br>13. Training requirements met IAW AFI 10-403. |
| M5 | 100 | Percent | Of equipment/personnel processed and loaded IAW DSOE timelines to support airlift departure timing. |
| M6 | Yes | Yes/No | Identify all deployment shortfalls and LIMFACs to Wing OSX for forwarding to the appropriate HQ functional manager (IAW AMC Sup 1 to AFI 10-403, shortfalls must be reported within 6 hours of receipt of tasking). |

3.1.4. **Establish an Effective Deployment Control Center. (6.31.02).** Center provides overall control, direction, and supervision of deployment operations. (//HQ AMC-A45)

**Table 3.7. Deployment Control Center.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of deployment information (warning order, execute order, AMT, airflow messages, etc.) received, validated and distributed. This validation includes all wing level actions to include ensuring sufficient airlift (through coordination with TACC), tailoring, prioritization, etc. required to accurately assess and manage the deployment tasking.<br>1. The DCC serves as the installation focal point for identifying, validating and distributing tasking and information at execution.<br>2. All information essential to deployment operations passes through the DCC.<br>3. All available automated systems are used to identify additional deployment data at execution (to include LOGBOOK for AMTs).<br>4. The wing IDO, OSX, LGRR, or equivalent office as the wing/unit commander's representative is the central receiving and focal point for all of the wing's deployment taskings.<br>5. Review aircraft load plans to ensure maximum usage of aircraft allowable cabin load (ACL). |
| M2 | Yes | Yes/No | Deployment Schedule of Events published, to include changes, in sufficient time to allow for all required processing actions to be completed in order to meet airlift departure timing. |
| M3 | 100 | Percent | Of all deployment work-centers (PDF, CDF, unit deployment work-centers, HHQ, etc.) have established communication lines with the DCC. |
| M4 | Yes | Yes/No | All appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities. |
| M5 | 98 | Percent | Of all appropriate documentation including: passenger manifests, equipment listings, hazardous cargo waivers, load plans, cargo manifests, LOGMOD or DeMS load and packing lists, shippers declarations for dangerous goods, DD Forms 2133 and Joint Airlift Inspections Records are IAW respective directives and are collected and maintained. |
| M6 | Yes | Yes/No | Identify all deployment shortfalls and LIMFACs to HQ AMC TACC/XOP and the appropriate functional manager (IAW AMC Sup 1 to AFI 10-403, shortfalls must be reported within 6 hours of receipt of tasking). |
| M7 | 100 | Percent | Of equipment and personnel departure messages sent (IAW AMC Sup 1 to AFI 10-403 and AFI 10-215).<br>1. Equipment departure messages transmitted within 6 hours of departure.<br>2. If any deviations from the tasking occurred, the equipment departure message identifies additions and deletions by transportation control number (TCN), unit type code, deployment echelon code and item name.<br>3. Personnel messages must contain the correct address of the gaining PERSCO, supporting and supported command, and other offices as required by the tasking. |

3.1.5. **Establish an Effective Unit Deployment Control Center (UCC). (6.31.02.01).** Center provides control, direction, and supervision of unit personnel deployment operations. (HQ AMC/A45)

**Table 3.8. Unit Deployment Control Center (UCC).**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | Yes | Yes/No | Deployment information (AMT, SOEs, etc.) is received, validated, and distributed. This validation includes all squadron level actions to include ensuring the tailoring, prioritization, etc., required to accurately assess and execute the deployment tasking.<br>1. The UCC serves as the unit focal point for identifying, validating and distributing tasking and information at execution.<br>2. All information essential to deployment operations passed through the UCC.<br>3. Battlestaff directives passed through UCC. |
| M2 | 100 | Percent | Of deployment information (warning order, execute order, AMT, airflow messages, etc.) received, validated and distributed. This validation includes all Group/Unit level actions to include personnel/equipment paring & tailoring, prioritization, etc. required to accurately assess and manage the deployment tasking.<br>1. DSOE portion of IDS is operational.<br>2. System in place to receive information from DCC if automated systems fail. |
| M3 | Yes | Yes/No | Deployment Schedule of Events received, to include changes, in sufficient time to allow for all required processing actions to be completed in order to meet airlift departure timing. |
| M4 | Yes | Yes/No | All appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities. |
| M5 | 100 | Percent | Of all appropriate documentation including: equipment listings, hazardous cargo waivers, LOGMOD or DeMS load and packing lists, shippers declarations for dangerous goods, DD Forms 2133 and Joint Airlift Inspections Records are IAW respective directives and are accomplished and submitted. |
| M6 | Yes | Yes/No | All appropriate documentation including: personnel and equipment listings, hazardous cargo waivers, LOGMOD or DeMS load and packing lists, shippers declarations for dangerous goods, DD Forms 2133 and Joint Airlift Inspections Records are prepared and maintained IAW respective directives.<br>1. Comply with deployment schedule of events. |
| M7 | Yes | Yes/No | Identify all deployment shortfalls and LIMFACs to the DCC in a timely manner. (IAW AMC Sup 1 to AFI 10-403, shortfalls must be reported to Wing LGRR within 6 hours of receipt of tasking). |

3.1.6. **Personnel Deployment. (6.31.03).** Ensure deploying personnel are identified and processed to meet deployment requirements IAW the Installation Deployment Plan (IDP) and AFIs 10-403 and 10-215. (HQ AMC/A45)

**Table 3.9. Personnel Deployment.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | Yes | Yes/No | Unit identifies replacement personnel and PRF flows mini record upon identification IAW required timelines (Contingency Planning).<br>1. Replacements must be updated on the deployment plan. |
| M2 | 14 | Days | Unit identifies replacement personnel and PRF flows mini record upon identification (Deliberate Planning).<br>1. Replacements must be updated on the deployment plan. |
| M3 | 100 | Percent | MANPER-B requirements managed IAW published guidance. |
| M4 | 100 | Percent | Personnel strengths accounted for and reported as required.<br>1. All personnel should be accounted for by units including personnel TDY, leave, or hospitalized. |
| M5 | 100 | Percent | Of MANPER-B equipment accounts, risk analysis, current release, system inventory and supplies, outage/virus reporting and other training is current IAW JQS/STS.<br>1. Latest MANPER release is available on the AFPC web site.<br>2. Training records should reflect completion of deployment tasks. |
| M6 | 2 | Hours | From time levy is received from AMC to process the levy, ensure appropriate units are tasked (vice the wing PAS code) and distribute deployment requirements to Installation Deployment Officer (IDO).<br>1. PRF must compare levy to the AMT.<br>2. Conflicts between the levy and the AMT should be resolved before distributing requirements to the IDO.<br>3. Changes to the deployment levy may not be made without MAJCOM approval. |
| M7 | 2 | Hours | From receipt of AMT to build (when authorized in AMT) deployment requirements based on the AMT, ensuring appropriate units are tasked and distributed to the IDO.<br>1. PRF must compare levy to the AMT once plan is built.<br>2. Changes to the deployment plan may not be made without MAJCOM approval. |
| M8 | 6 | Hours | After receipt of tasking to report personnel shortfalls to HQ AMC/XOP and the appropriate functional managers.<br>1. All shortfalls must be reported IAW AFIs 10-215 and 10-403, and AMC guidance. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M9 | Yes | Yes/No | Of tasked personnel properly prepared (i.e., trained, medically, legally prepared, equipped trained and briefed, provided appropriate documentation) prior to initial processing at the PDF.<br>1. Deploying members will receive a medical threat briefing.<br>2. Deploying members will carry a current copy of DD Form 2766, and a copy of AF Form 1042, **Medical Recommendation for Flying or Special Operations** if on flying status.<br>***NOTE:*** Only personnel selected as replacements on very short notice should need some just-in-time training. |
| M10 | 98 | Percent | Deployment orders (and amendments) have been completed.<br>1. Orders must be completed prior to personnel deployment.<br>2. Deployments by verbal order of the commander should be the exception, and an order must be produced and provided to the deploying member(s) as quickly as possible.<br>3. No orders should be produced without tasking from the MAJCOM.<br>4. When possible, orders should reflect the designation of the troop commander. |
| M11 | Yes | Yes/No | Personnel accountability kits and DD Forms 2766 have been completed and provided to the troop commander.<br>1. Must be provided before that chalk processing is complete. |
| M12 | 100 | Percent | Of personnel properly processed for deployment prior to departure.<br>1. Processing by exception is authorized; however, personnel must be prepared to provide any item requested by an inspector (i.e., identification tags, shot records, training records). |
| M13 | Yes | Yes/No | Appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities. |

3.1.7. **Provide Equipment.(6.31.04).** Provide required individual mobility equipment (A, B, C, and E mobility bags) to deploying personnel. Ensure accountability, serviceability, and transfer of deployed equipment, readiness spares packages, weapons, and ammunition. (//HQ AMC-A45).

**Table 3.10. Equipment.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of required mobility bags on hand or on order (10 % additive authorized in AMCI 10-403).<br>1. Mobility bag authorizations are equal to DOC tasking.<br>2. Excesses/shortages are properly reported to MAJCOM on a monthly basis. |
| M3 | 95 | Percent | Inventory accuracy and serviceability of mobility bag assets<br>1. Mobility bag contents match inventory lists.<br>2. Assets are serviceable and shelf-life items have not expired. |
| M4 | 100 | Percent | Inventory accuracy and serviceability of weapons<br>1. Pre-embarkation inspection is performed on all deployed weapons.<br>2. Weapons are correctly coded as deployed in SBSS.<br>3. Weapons custodians conduct inventory of deployed weapons. |
| M5 | 95 | Percent | Inventory accuracy and serviceability of readiness spares packages.<br>1. Functional check required items are bench checked.<br>2. Shelf-life items are serviceable and expiration dates have not expired.<br>3. Assets are in correct packaging and reusable containers are properly tracked, if applicable.<br>4. Electrostatic discharge sensitive items are labeled correctly.<br>5. Magnetic items are stored and labeled correctly.<br>6. Calibration accomplished for all required items.<br>7. Hazardous items are properly identified and segregated from non-hazardous items.<br>8. All non CIC-U items are stored using the correct level of security.<br>9. Assets are stored correctly (i.e., tires are not stored on top of each other) |
| M6 | 95 | Percent | Inventory accuracy and serviceability of equipment. |
| M7 | 100 | Percent | Accountability of mobility bags assets in command approved inventory tracking program. |
| M8 | 100 | Percent | Deployed equipment reported and deployed in SBSS. |
| M9 | 48 | Hours | Of required flak vests are on hand or on order. |
| M10 | Yes | Yes/No | Of required weapons are on hand or on order. |
| M11 | 100 | Percent | Of required ammunition is on hand or on order. |

3.1.8. **Equipment Deployment. (6.31.05)** Ensure deploying equipment is identified and processed to meet deployment requirements IAW the base deployment plan, AFI 10-403, DOD 4500.32R, DOD 4500.9R, AFI 24-201, AFJMAN 24-204 and 49 Code of federal regulation. (//HQ AMC-A45)

**Table 3.11. Equipment Deployment.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 6 | Hours | After receipt of tasking to report equipment shortfalls to HQ AMC/XOP and the appropriate functional managers. |
| M2 | 90 | Percent | Of tasked equipment properly prepared (i.e. packed, marked with all appropriate documentation to include hazardous cargo forms, placards, etc) prior to initial joint inspection IAW DSOE timelines.<br>1. Comply with deployment schedule of events.<br>2. Prepare and marshal deployment cargo IAW AFI 10-403 and all other appropriate DEFENSE TRANSPORTATION SYSTEM directives.<br>3. All LOGDET items available and packed.<br>4. Deployment package inventoried and inspected IAW applicable AMCIs.<br>5. Bins/pallets properly packed and configured.<br>6. All hazardous materials properly packaged, placed in readily accessible locations on the pallet, are compatible with other items and shipper's declarations completed.<br>7. Deployable items properly supply coded and reported to appropriate supply agencies. |
| M4 | Yes | Yes/No | All appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities.<br>1. Establish communication with all work centers and the DCC.<br>2. Use all components of IDS to automate sharing of time sensitive data between deployment work centers and provide visibility over tasked personnel and equipment. |

3.1.9. **Activate Unit Control Centers. (7.01.03).** Upon activation in a contingency situation, functional leadership must create a cohesive structure to protect personnel and resources from the effects of hostile enemy actions and ensure continuity of operations. (//HQ AMC-A7X)

**Table 3.12. Unit Control Centers.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 2 | Hours | To establish a UCC to serve as the installation's focal point for deployed operations after all required equipment and personnel have arrived. |
| M2 | 1 | Hour | To disseminate and begin implementing pre-attack/disaster response procedures in accordance with installation plan upon UCC activation. |
| M3 | 4 | Hours | To obtain, coordinate, and implement security/defense plan responsibilities in accordance with installation plan upon UCC activation. |
| M4 | 12 | Hours | To develop, coordinate, and implement contamination control/avoidance measures in accordance with installation plan upon UCC activation. |
| M5 | 12 | Hours | To develop, coordinate, and establish relocation responsibilities and procedures, including an operational alternate location upon UCC activation. |
| M6 | 36 | Hours | To develop, coordinate, and implement personnel and equipment dispersal measures in accordance with installation plan upon UCC activation. |
| M7 | 72 | Hours | To develop, coordinate, and implement critical unit resource expedient hardening measures in accordance with installation plan upon UCC activation. |

3.1.10. **Provide Ground Vehicle Management. (6.30.06).** Provide the support vehicles and equipment to facilitate deployment as well as establish and execute capability to support ground forces at deployed locations. Maintain accountability of resources while providing the capability to support movement of personnel and cargo at forward operating locations. Provide unit leadership, direction, and coordination to support deployed forces during contingency/wartime operations. (//HQ AMC-A43)

**Table 3.13. Ground Vehicle Management.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M9 | 2 | Hours | For unit to execute vehicle and equipment recall actions to support wing requirements and deployment objectives.<br>1. Attend initial concept briefing and initiate deployment operations.<br>2. Vehicle Management managers have an approved vehicle/equipment recall plan.<br>3. Recall plan provides for sufficient resources to alert force generation. Alternate plans on hand to acquire additional vehicles and equipment to support shortfalls.<br>4. Once executed, units respond according to Vehicle Management recall notification procedures and meet recall response times as established in recall plan.<br>5. Alert Force required fast-ride vehicles available and properly maintained.<br>6. Unit meets established Wing/Base O-Plans objectives and timelines.<br>7. Assign sufficient numbers of vehicles/equipment and trained operators to support deployment taskings including passenger and cargo movement. |
| M15 | Yes | Yes/No | Establish maintenance priorities to support contingency operations.<br>1. Recall, minimum essential, and maintenance priority listings being developed. Critical assets identified.<br>2. Establish maintenance priorities to support operations.<br>3 Unit prepared to provide expanded mobile maintenance capability. Maintenance procedures are in place to support deployment operations and taskings.<br>4 Ensure qualified technicians are available to provide maintenance support.<br>5 Ensure safety and serviceability of assets being deployed.<br>6 Ensure historical records, limited technical inspections, TMSK's, and T.O.s accompany vehicle if deployed for 30 days or more.<br>7. Prepare vehicles/equipment for deployment. Confirm certification IAW established guidance. Ensure availability of vehicles/equipment to meet schedule of events. |

3.1.11. **Aircraft Generation. (6.29).** Prepare, generate, configure, launch and recover aircraft to include applicable inspections, servicing, and maintenance actions to meet mission tasking. Accomplishing scheduled, nonscheduled, periodic, and special maintenance inspections on aircraft, to include Isochronal (ISO), Home Station Checks (HSC), Preflight, Thru-flight, Basic Post Flight (BPO), One Time Inspection (OTI), Pre Launch Inspections (PLI), and Panel integrity. (//HQ AMC-A44)

**Table 3.14. Aircraft Generation.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of tasked aircraft generated as per HHQ tasking order.<br>1. Aircraft maintenance generation actions completed IAW USSTRATCOM and AMC time constraints.<br>a. Aircraft properly configured and equipment secured IAW AFI 11-2KC-135 Addenda A or locally devised configuration.<br>b. Preflight checklists and required alert preparations completed.<br>c. Required maintenance publications/documents aboard aircraft. |
| M2 | Yes | Yes/No | Is aircraft status accurately reported and kept up to date with the MOC?<br>1. Aircraft forms are properly documented and reflect current status IAW TO 00-20-5.<br>2. Appropriate aircraft status reflected IAW AFI 21-103 and applicable aircraft MESL.<br>3. Information channeled to other controlling agencies in a timely manner.<br>a. Compliance with all applicable T.O.s, instructions, and local OIs.<br>b. Implement emergency actions plans.<br>4. Meet generation taskings.<br>a. Logically sequence and plan adjustments.<br>b. Efficiently use maintenance resources.<br>c. Coordinate timely support by other functions.<br>5. Effective use of Quick Response checklists.<br>a. Establish and maintain work priorities.<br>1. Identify potential problems and limiting factors.<br>2. Participate in both resolution and execution of corrective actions.<br>b. Accurately identify and process supply requests.<br>c. Comply with all directives: T.O.s, instructions, and local OIs. |
| M3 | Yes | Yes/No | Ensure safe working practices, adherence to directives, and quality maintenance practices are not compromised by aircraft generation efforts.<br>1. Maintenance supervision.<br>a. Maintain currency of locally established OIs.<br>b. Implement a sound FOD prevention program.<br>c. Implement and manage DOPP. |
| M4 | Yes | Yes/No | Implement emergency action procedures including disaster control and severe weather IAW applicable directives and local policies.<br>1. Effectively use Quick Response checklists. |
| M6 | Yes | Yes/No | All mission essential aircraft discrepancies are repaired (dependent upon parts reparability/availability.<br>1. Accurately identify and process supply requests.<br>2. Efficiently use maintenance resources and coordinate timely support of other functions. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M7 | Yes | Yes/No | All required aircraft are properly serviced and configured IAW tasked mission requirements. |
| M8 | Yes | Yes/No | All required aircraft have the appropriate inspection accomplished. |
| M9 | Yes | Yes/No | Work schedules are aligned with qualified personnel to meet mission requirements.<br>1. Establish effective work schedules to achieve maximum capability with assigned personnel.<br>2. Provide adequate supervision and assign personnel tasks commensurate with their skill level and training.<br>3. Effectively cross-utilize skills to handle surges and priority requirements. |
| M10 | 100 | Percent | Ensure proper accountability and management of reparable assets (Due in from Maintenance (DIFM)). |
| M11 | Yes | Yes/No | Personnel are trained to accomplish tasks associated with generating aircraft. |
| M12 | Yes | Yes/No | Personnel properly use technical data and personal protective equipment, and comply with safety directives while performing maintenance. |
| M13 | 100 | Percent | Provide on-equipment maintenance of aircraft systems and components. |
| M14 | 100 | Percent | Disseminate mission support requirements to appropriate agencies.<br>1. Pass accurate, appropriate, and timely information to other agencies and maintenance personnel.<br>2. Ensure Production Superintendent/MOC status sheets match.<br>3. Maintain accurate status of aircraft and critical support equipment.<br>4. Maintain and manage MIS (CAMS, G081,C2IPS, etc.).<br>5. Coordinate requirements to meet generation taskings.<br>6. Coordinate and track aircraft parking location.<br>7. Compliance with all applicable T.O.s, instructions, and local OIs.<br>8. Implement emergency actions plans and quick reaction checklists |

3.1.12. **Provide for Backshop Aircraft Maintenance and Support Equipment in Theater of Operations. (6.29.01).** Perform preventative maintenance to include inspecting, removing, repairing, re-installing, and replacing aircraft/equipment IAW T.O. and HHQ directives (AFPD 21-1, AFI 21-101). (//HQ AMC-A44)

**Table 3.15. Backshop Aircraft Maintenance and Support Equipment.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of line repairable units (LRU) repaired to FMC/PMC status, or processed for shipment to depot repair facility within command directed timeframe. |
| M3 | 100 | Percent | Of mission essential discrepancies repaired (dependent upon parts reparability/ availability). |
| M4 | Yes | Yes/No | Off/AGE equipment failures successfully repaired to meet mission requirements. |
| M5 | 100 | Percent | Provide off-equipment maintenance of aircraft system and components. |
| M6 | Yes | Yes/No | Provide non-destructive inspections of on- and off-equipment aircraft components with suspected damage. |
| M7 | 90 | Percent | Monitor and maintain Aerospace Ground Equipment (AGE) according to War Time Readiness Minimum (WRM), and base level minimum. |
| M11 | Yes | Yes/No | Ensure compliance of engine Time Compliance Technical Orders (TCTO) within specified time. |
| M12 | 48 | Hours | Fix and return line repairable units (LRU) to supply. |
| M14 | Yes | Yes/No | All mission essential aircraft discrepancies are repaired IAW Air Force Standards (dependent upon parts reparability/availability. |

3.1.13. **Provide Flightline Sortie Support. (6.29.01.02).** Maintain all squadron CTKs/special tools, test equipment, T.O.s, bench stock, Dash-21 equipment, alternate mission equipment, and vehicles. (/ /HQ AMC-A44)

**Table 3.16. Flightline Sortie Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of tools, equipment, T.O.s, and vehicles are accounted for. |
| M2 | 90 | Percent | Of tools, equipment, T.O.s and vehicles are serviceable. |

3.1.14. **Provide Fuel/Cryogenics. (6.30.03).** Receive, store, and issue fuel/cryogenic products to meet mission requirements. Maintain fixed and mobile refueling assets to ensure mission accomplishments. Ensure proficiency and availability of personnel to meet mission tasking. (HQ AMC/A47)

**Table 3.17. Fuel/Cryogenics.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of the time maintain positive control over all assets.<br>1. Ensure UTC JFDES kit is deployment ready.<br>2. Maintain accurate record of all fuel and cryogenic movement.<br>3. Utilize personnel and equipment effectively to ensure mission accomplishment.<br>4. Establish an effective alternate working location, vehicle dispersal plan, and operational workarounds to maintain mission support.<br>5. Demonstrate an understanding of current Operational Plans and their requirements.<br>6. Ensure a Fuel Support Plan (FSP) has been developed and is current to meet fuels support objectives.<br>7. Maintain accurate records of facilities, equipment, and vehicle status.<br>8. Establish an effective Lockout/Tagout program and ensure a manager has been designated to maintain the Danger Tag program.<br>9. Ensure checklists/operating instructions are current and provided for the required equipment/operations.<br>10. Maintain the required backup copies of automated and paper products. |
| M2 | 100 | Percent | Of fuels operations are completed in a safe and effective manner.<br>1. Properly train, qualify, and document personnel to perform required operations.<br>2. Adhere to all required directives during fueling and cryogenic operations.<br>3. Meet all safety distance criteria for fuel and cryogenic operations.<br>4. Perform all equipment, facility, and vehicle inspections prior to use and within the required time.<br>5. Utilize checklists and operating procedures when required.<br>6. Ensure safety gear is serviceable and utilized as required.<br>7. Establish an effective Weather Notification System as required.<br>8. Utilize two-person policy when required.<br>9. Establish and effectively utilize the Operations Expediter. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M3 | 100 | Percent | Of the time establish accurate and complete accountability of all fuel/cryogenic products.<br>1. Assign the required SEI (Special Experience Identifier) qualified personnel to the RCC.<br>2. Document and maintain all fuel and cryogenic transactions as required.<br>3. Establish a clear audit trail of all fuel and cryogenic transactions.<br>4. Process all fuel and cryogenic transactions correctly and timely.<br>5. Assign a responsible officer.<br>6. Conduct daily, weekly, and monthly reconciliation. Research discrepancies and properly document all findings and variances.<br>7. Maintain accurate inventory requirements and report deviations to the appropriate agencies. |
| M4 | 100 | Percent | Of the time ensure fuel quality is maintained and an accurate record of laboratory analysis are established.<br>1. Assign the required SEI qualified person to the laboratory.<br>2. Ensure an effective sampling program is established.<br>3. Document and perform all required samples.<br>4. Effectively maintain a Caution Tag program.<br>5. Establish and maintain an aircraft crash sampling kit.<br>6. Effectively manage contaminated and off-specification fuel/cryogenic products.<br>7. Perform the required daily, monthly, and annual safety inspections. |
| M5 | 100 | Percent | Of the time provide accurate and timely reports to higher headquarters. (AFI 23-201, Para 5.5)<br>1. Establish adequate procedures for ensuring vital information flows up, down, and laterally throughout the Chain of Command.<br>2. Report personnel and resource status to the appropriate office and/or agency.<br>3. Report limiting factors timely and accurately to the appropriate agencies.<br>4. Prepare REPOL reports at the required time.<br>5. Safeguard and report classified information under the required guidelines for its classification. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M6 | 100 | Percent | Of the fixed fuel/cryogenic facilities deemed minimum essential are available to meet mission requirements. (AFI 23-201, Para 6.7.1, 6.7.4)<br>1. Establish coordination between the Base Civil Engineers (BCE) and Fuels Management Team to identify minimum facility requirements and workarounds.<br>2. Ensure the Resource Control Center (RCC) and Laboratory functions meet minimum facility standards and requirements. If not, obtain an approved waiver.<br>3. Report limiting factors through the Chain of Command and establish adequate workarounds to maintain mission requirements.<br>4. Establish effective communication between BCE personnel when facilities are removed/returned to service.<br>5. Maintain accurate status of all facilities to include generator backup, In/Out of Service, Estimated Time In Commission (ETIC)'s, and Quality Control (QC) Dates.<br>6. Report all maintenance actions to the fuels laboratory function that may affect fuel quality.<br>7. Establish an effective Emergency Generator program.<br>8. Establish an alternate re-supply/receipt capability and ensure it has been tested/utilized at least semi-annually.<br>9. Properly mark all facilities and equipment. |
| M7 | 100 | Percent | Of the fuels/cryogenic equipment and vehicles deemed minimum essential are available to meet mission requirements.<br>1. Ensure minimum vehicle requirements and workarounds for lost assets have been coordinated with the appropriate agencies.<br>2. Report all limiting factors through the Chain of Command.<br>3. Establish effective workarounds to sustain mission requirements.<br>4. Ensure Vehicle Management personnel notify fuels when equipment/vehicles are removed and/or returned to service.<br>5. Maintain accurate status of all equipment/vehicles to include In/Out of Service, ETICs, and QC Dates.<br>6. Notify the Fuels Laboratory function when performing maintenance that may affect fuel quality.<br>7. Maintain cryogenic tanks/equipment according to applicable procedures and instructions.<br>8. Mark vehicles and equipment in accordance with applicable procedures and instructions. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M8 | 100 | Percent | Of the time establish the capability to deploy, set-up, and use Fuels Mobility Support Equipment.<br>1. Formally train the required number of personnel to meet tasking.<br>2. Properly outfit personnel with the required safety gear.<br>3. Ensure all tasked personnel have completed required refresher training.<br>4. Perform equipment inspections at required intervals and properly tag as serviceable or unserviceable.<br>5. Properly store, mark, and maintain equipment for its intended use.<br>6. Effectively manage and mark WRM equipment.<br>7. Perform and position operations safely and correctly.<br>8. Maintain applicable Technical Orders and Instructions for operation, upkeep, and maintenance. |
| M14 | Yes | Yes/No | Establish a Resource Control Center (RCC) to monitor fuels operations and maintain fuels accounts IAW applicable directives. The RCC will Monitor aircraft generation status and act as the single point of contact for the flight during other than normal duty hours. They must coordinate with CE and A43 personnel on repairs to fixed facilities, mobile refueling equipment and FMSE. The control center will maintain effective communication with fuels operating activities. The RCC also must maintain communication with MOCC in order to ensure aircraft refueling requirements are met. (IRT-specific) (AFI 23-201, Para 7.3) |
| M15 | Yes | Yes/No | Provide Personal Protective Equipment (PPE), to include, but not limited to: Cold and foul weather gear, ear protectors, goggles/visors, specialized gloves/ aprons for handling hazardous materials and safety-toe boots. (IRT-specific) (AFI 23-201 Para 3.2) |

3.1.15. **Provide Fused, Analyzed, All-Source, Intelligence Support to Leadership, Mission Planners, Flying Squadrons, and Base Operating Support Functions Through All Phases Of Unit Operations. (3.05.01).** Provide fused, all-source analysis and dissemination of military-political situations impacting current and planned unit operations. Provide near-real-time analysis and dissemination of adversary force disposition, capabilities, and intentions impacting employment operations. Provide intelligence input to mission planning and aircrew preparation for combat employment missions, to include route threat assessment, evasion and recovery planning support, pre-mission intelligence briefing, and post-mission debriefing and reporting. Conduct battle-space analysis, develop unit-level intelligence estimate of the situation, and disseminate estimates/updates to unit leadership and lateral/subordinate units and personnel (including Base Operating Support personnel, transient aircrews/personnel/units, and CRAF/Contractual carriers). (HQ AMC-A25)

**Table 3.18. Fused, Analyzed, All-Source Intelligence Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | MS | 100 | Percent | Of pertinent intelligence information acquired, analyzed, tailored to unit/ mission needs, and disseminated to appropriate audience through all phases of operations. |
| M8 | IR | 100 | Percent | Of deployment mission aircrews provided with Deployment Mission Intelligence Briefing per command guidance/theater direction prior to departure. |
| M11 | EMP | 100 | Percent | Of tasked employment missions provided with combat intelligence support for mission planning and aircrew preparation (mission threat analysis and pre-mission briefing). |

3.1.16. **Enhance Aircrew Combat Capabilities. (5.01.03).** Provide aircrews trained in tactical scenarios and joint operations. Crews should be familiar with techniques to avoid and defeat threats, ATO/SPINS deciphering, tactical communications, and safe passage instructions. Crews should also be capable of using defensive system equipment aboard their aircraft. (HQ AMC/A39)

**Table 3.19. Aircrew Combat Capabilities.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M3 | 100 | Percent | Maintain equipment/personal items ready for deployment IAW wing or HHQ tasking. |
| M4 | Yes | Yes/No | Provide timely threat assessment and recommend proper evasive or lethality degrading maneuvering or routing. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M6 | 12 | Hours | Provide crews with aircrew brochures for operation from receipt of HHQ tasking.<br>1. Plan missions and maintain Combat Mission Folders (CMF) IAW AMCI 10-450, Volume II, EAP-STRAT, Volume 6, KC-135 OPLAN 8044 Planning, and Tanker Extract, Volume II..<br>a. Flight plans checked and validated<br>b. Charts accurately reflect flight plan data.<br>c. CMF validation includes change documentation.<br>d. Departure and other procedures are clear and comprehensive.<br>e. Aircrew Emergency Action Checklists (EAC) prepared IAW directives.<br>2. Assumption of alert process is coordinated and efficient.<br>a. Aircrews are notified and report for duty in a timely manner.<br>b. Consolidate aircrew briefings to include weather, intelligence, tactics, and any other specific information necessary to prepare crews for alert duty.<br>c. Calculate aircraft takeoff data based upon OPLAN 8044 takeoff gross weights.<br>d. Crew communications materials issued to aircrews.<br>3. Aircrew Certification.<br>a. Certification procedures established/documented.<br>b. Crewmembers certified/OPLAN 8044 training conducted IAW regulations. |
| M7 | 95 | Percent | Provide recurring training to aircrews on threats, their lethality, and avoidance techniques.<br>1. Crewmembers proficient on use of flash blindness equipment and thermal curtains. |
| M8 | 12 | Hours | To provide crews with tactics information to avoid/counter perceived threats from receipt of HHQ tasking.<br>1. Ensure mission planning is thorough.<br>2. Identify threats and complete analysis in a timely manner and on a recurring basis.<br>3. Provide OPLAN 8044-specific information on enemy threats, doctrine, weapons capabilities, tactics, countermeasures, evasion procedures, and SAR procedures pertinent to the aircrew's mission. |

3.1.17. **Plan Aerial Refueling Support. (5.05.01).** To plan for an adequate number of, and concept of operations for tanker aircraft. This task must consider total fuel requirements, timing, and location for the refueling. Tanker aircraft must be forward deployed with sufficient time ahead of the attack in order to reconstitute tanker forces to meet these requirements. Mid-route rendezvous must be adequately planned to ensure proper join-up of forces within tactical and airspace constraints. (//HQ AMC-A33//AMCI 10-403//Supports: AFT 5, AFT 5.2,)

**Table 3.20. Aerial Refueling Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 95 | Percent | Tankers have scheduled offload available at ARCT.<br>1. FLAG/TNO/DPO and other plans completed as required.<br>2. Comprehensive AARP and host/civilian airfield authority agreements as required. |

3.1.18. **Conduct Air Refueling for Strategic Attack. (5.05.02).** OPLAN 8044-committed tankers provide air refueling for bomber force execution, employment, and subsequent bomber survival, recovery, and reconstitution. OPLAN 8044-committed tankers also refuel United States Strategic Command (USSTRATCOM) command and control aircraft. These missions may be conducted in a nuclear detonation environment, leading to electromagnetic pulse, flash blindness, and routing problems. (//HQ AMC-A35)

**Table 3.21. Air Refueling for Strategic Attack.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 95 | Percent | Of all required aircraft and aircrew generation timing met.<br>1. Aircraft generated to alert status IAW USSTRATCOM JMETLS and AMC specified timeline.<br>2. Ensure aircrews have necessary equipment for OPLAN 8044.<br>a. Mobility bags contain required items.<br>b. Required publications/documents aboard aircraft; CMF and documents properly secured.<br>3. Aircraft properly configured and equipment secured IAW AFI 11-2KC-135 Addenda A or locally devised configuration.<br>a. Preflight checklists and required alert preparations completed.<br>b. Weight and balance computations reflect OPLAN 8044 fuel loads are accurate and within required tolerance. |

3.1.19. **Provide Personal Protective Means. (6.05.06).** Inherent right to self-defense. Consists of methods and procedures ranging from passive action (seeking cover and concealment) to the return of small arms fire to suppress hostile action. Inherent to personal protection skills is the ability to report information essential to the air base ground defense effort. (//HQ AMC-SFX) AMCPAM 31-1, AFM 10-100, AFH 31-302, *Soldier's Manual of Common Tasks (SMCT*) – Skill Level 1.

***NOTE:*** **This is a common task applicable to all AMC personnel and should be incorporated into each unit's task list.**

**Table 3.22. Personal Protective Means.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of deploying personnel have full issue of protective gear and clothing.<br>1. As required per person for A, B, C, D, and E Bags. |
| M2 | Yes | Yes/No | Personnel are issued appropriate weapons for deployment. |
| M3 | 3 | Hours | To issue personal weapons IAW the arming plan if the tactical situation requires.<br>1. Applies to only those personnel armed under the arming plan. |
| M4 | 100 | Percent | Of guard force/armed personnel are knowledgeable of ROEs, Law of Armed Conflict, Use of Force, Status of Forces Agreement, and localized instructions, directives, and guidance regarding their duties. Included are local conditions for arming and Use of Force, guidance on warning shots, and policy on use of deadly force.<br>1. Do personnel use minimum forces necessary for the situation.<br>2. Do they know circulation and entry procedures.<br>3. Do they know who to report to if they are uncertain about a given or when an unusual incident occurs. |
| M5 | Yes | Yes/No | Personnel complete personal protective tasks outlined in AMCPAM 31-1 to include individual movement techniques, knowledge of threat levels, and defensive fighting position construction and use, when needed. |
| M6 | Yes | Yes/No | Personnel complete tasks outlined in AFMAN 10-100, Section 4, to include challenge/password, THREATCONs, radio procedures, convoy procedures, SALUTE reporting, and actions during attack, when needed.<br>1. Do they know sign/counter-sign, chemical codes, etc., and how and when to use them. |
| M7 | 12 | Months | Personnel receive Use of Force training IAW AFI 31-207. |
| M8 | Yes | Yes/No | Personnel are currently qualified on the weapon they are armed with according to the applicable arming category. Personnel able to complete weapons handling skills to include weapons safety, loading and clearing procedures, clearing barrel procedures, weapon assembly and disassembly, function check, care and cleaning and visual inspection for weapons they are armed with and/or qualified with.<br>1 Personnel armed with 9mm and M16 weapons will be required show the skills IAW AFMAN 10-100, Section 4 (Fight), pages 80-94. |
| M9 | 100 | Percent | Deploying members possess the Airman's Manual. |

3.1.20. **Provide Aircrew Life Support Combat Operations Capabilities. (6.27).** Combat configure all deploying aircraft with required Life Support Equipment (LSE) to support contingency operations. Refer to AFI 11-302, Vol. 1. Prepare all spare LSE to have a minimum of 60 days serviceability prior to deployment (i.e., survival kits, parachutes, life rafts, LPUs, etc.). Equip aircrews with individual LSE to support combat operations. Ensure crewmembers are trained in all combat-related scenarios, i.e., Combat Survival, Aircrew Chemical Defense, etc. Maintain capability to meet UTC tasking and mission requirements IAW DOC Statement. Ensure all Aircrew Life Support deployment plan-

ning is based on worst-case (bare-base) operations/contingencies. Refer to AMCI 11-301, Chapter 6. (//HQ AMC-A37TL)

**Table 3.23. Aircrew Life support Combat Operations Capabilities.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M2 | 10 | Day | Minimum inspection serviceability for all 30-day cycle inspected equipment prior to deployment including aircraft-installed items. |
| M4 | Yes | Yes/No | Unit procedures established to install/replace filter elements into CRU-80/P filter packs for deploying aircrew. |
| M8 | Yes | Yes/No | Required inspection cycle for equipment stored in mobility bins. |
| M18 | 80 | Percent | Aircrew life support technicians qualified to configure unit assigned MDS with appropriate quantities of life support equipment.<br>1. Aircraft life support OPLAN 8044 equipment properly installed and in serviceable condition. |

3.1.21. **Provide Aircrew Life Support Equipment. (6.27.01).** Provide required aircraft installed and individually issued aircrew life support, survival and aircrew chemical defense equipment (D-bags) for deploying aircraft and aircrews. Ensure accountability, serviceability, and transfer of deployed equipment, readiness spares packages, weapons, and ammunition. (//HQ AMC-A37TL)

**Table 3.24. Aircrew Life Support Equipment.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Required mobility D bags on hand or on order authorized in AMCI 10-403. |
| M2 | 100 | Percent | Inventory accuracy and serviceability of mobility bag assets, aircrew weapons, readiness spares package, and equipment (including shelf-life assets). |

3.1.22. **Provide Pre-Deployment Aircrew Life Support Training. (6.27.02).** Provide timely, theater tailored, pre-deployment aircrew life support and survival just in time training to all deploying aircrews (//HQ AMC-A37TL)

**Table 3.25. Pre-Deployment Aircrew Life Support Training.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 6 | Hours | Of deployment tasking, identify aircrews deploying and ready their personal ALS equipment for deployment. |
| M2 | 12 | Hours | Review aircrew ACDE and ALS Continuation Training status. |
| M5 | 100 | Percent | Aircrew current in Combat Survival and Aircrew Chemical Defense techniques/events. |
| M6 | 100 | Percent | Aircrew current in Aircrew Chemical Defense techniques/events. |
| M7 | 100 | Percent | Aircrew current in Aircraft Egress techniques/ events. |

3.1.23. **Provide Equipment. (6.31.04).** Provide required individual mobility equipment (A, B, C, and E mobility bags) to deploying personnel. Ensure accountability, serviceability, and transfer of deployed equipment, readiness spares packages, weapons, and ammunition. (//HQ AMC-A45).

**Table 3.26. Equipment.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of required mobility bags on hand or on order (10 % additive authorized in AMCI 10-403).<br>1. Mobility bag authorizations are equal to DOC tasking.<br>2. Excesses/shortages are properly reported to MAJCOM on a monthly basis. |
| M3 | 95 | Percent | Inventory accuracy and serviceability of mobility bag assets<br>1. Mobility bag contents match inventory lists.<br>2. Assets are serviceable and shelf-life items have not expired. |
| M4 | 100 | Percent | Inventory accuracy and serviceability of weapons<br>1. Pre-embarkation inspection is performed on all deployed weapons.<br>2. Weapons are correctly coded as deployed in SBSS.<br>3. Weapons custodians conduct inventory of deployed weapons. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M5 | 95 | Percent | Inventory accuracy and serviceability of readiness spares packages.<br>1. Functional check required items are bench checked.<br>2. Shelf-life items are serviceable and expiration dates have not expired.<br>3. TCTO items are properly labeled.<br>4. Assets are in correct packaging and reusable containers are properly tracked, if applicable.<br>5. Electrostatic discharge sensitive items are labeled correctly.<br>6. Magnetic items are stored and labeled correctly.<br>7. Calibration accomplished for all required items.<br>8. Hazardous items are properly identified and segregated from non-hazardous items.<br>9. All non CIC-U items are stored using the correct level of security.<br>10. Assets are stored correctly (i.e., - tires are not stored on top of each other) |
| M6 | 95 | Percent | Inventory accuracy and serviceability of equipment.<br>1. Only Use Code 'A' assets are deployed. |
| M7 | 100 | Percent | Accountability of mobility bags assets in command approved inventory tracking program. |
| M8 | 100 | Percent | Deployed equipment reported and deployed in SBSS. |
| M9 | 48 | Hours | Of required flak vests are on hand or on order. |
| M10 | Yes | Yes/No | Of required weapons are on hand or on order. |
| M11 | 100 | Percent | Of required ammunition is on hand or on order. |

3.1.24. **Assure Communications and Information Security. (3.03.01.02.03).** Take all measures to deny unauthorized persons national security information derived from telecommunications of the US Government and ensure the authenticity of such telecommunications. COMSEC measures include cryptographic security, transmission security, emission security, and physical security of COMSEC material and information. (//HQ AMC-A63)

**Table 3.27. Communications and Information Security.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 99 | Percent | Of known information system vulnerabilities rectified.<br>1. Plans in place to reduce effects of communication intrusions/interference. |
| M2 | 95 | Percent | Of personnel receive Information Awareness Training.(IA)<br>1. WMs certified by NCC to provide required training.<br>2. Unit member's trained through/by WM.<br>3. Maintain proper documentation to certify training.<br>4. Promote user awareness concerning unauthorized or illegal use of computer hardware/software.<br>5. Report official mail security incidents.<br>6. Identify/evaluate potential official mail security problems.<br>7. Provide document security for official communications and electronic messages. |
| M3 | 100 | Percent | Of classified systems afforded appropriate physical security measures. |
| M4 | 100 | Percent | Of AFCERT Messages applied to protect Information and Information Systems and within timelines tasked. |
| M5 | 100 | Percent | Reporting of known security incidents to appropriate authorities within AFCERT guidelines. |

3.1.25. **Provide OPSEC. (3.08.02).** To employ Operations Security (OPSEC) measures to deny critical information necessary by an adversary commander to accurately estimate the military situation. To employ the five actions of OPSEC during planning and conducting campaigns and major operations to protect friendly forces and system capabilities from exploitation by an adversary. This task includes identifying critical information and analyzing friendly actions attendant to military operations and other activities to: identify those actions that can be observed by potential adversaries, determine indicators that could be interpreted or pieced together to derive critical information in time to be useful to an adversary, select and execute measures that eliminate or reduce to an acceptable level the vulnerabilities of friendly actions to adversary exploitation, and finally monitoring OPSEC actions and comparing the results with desired results. This task also includes educating and communicating this information both vertically and laterally across the chain of command. (//HQ AMC-A39I)

**Table 3.28. OPSEC.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M2 | 90 | Percent | Of routine actions of commander, staff, or communications and how these actions change during a crisis/sensitive operation.<br>1. Commanders and staff take action to prevent highlighting that an operation is in progress or about to take place (see applicable OPSEC directives/guidance).<br>2. Implement OPSEC plan and brief crews and other appropriate personnel. |
| M3 | 100 | Percent | Of personnel familiar with wing policies on OPSEC.<br>1. Is the Unit OPSEC policy briefed/posted so all members are familiar with OPSEC goals. |
| M4 | 90 | Percent | Of routine actions of commander, staff, or communications (including courier), and how these actions change during a crisis / sensitive operation.<br>1. Commanders and staff take action to prevent highlighting that an operation is in progress or about to take place (see applicable OPSEC directives/guidance).<br>2. Implement OPSEC plan and brief crews and other appropriate personnel. |
| M5 | 100 | Percent | Of personnel familiar with command policies on OPSEC.<br>1. OPSEC reminders briefed to unit personnel.<br>2. Critical information list that is tailored to deployment/contingency that unit personnel are familiar with.<br>3. Personnel familiar and in compliance with OPSEC directives; AFI 10-1101, AMCP 10-1101, and OPSEC related HHQ messages.<br>4. Classified Material handled and protected IAW current directives. |

3.1.26. **Provide for Safe Operations. (6.33).** Maintain mission effectiveness by assisting commanders at all levels in areas of flight, ground, and weapons safety requirements. Provide support to Air Force personnel to ensure a safe and healthful work environment in which recognized hazards have been eliminated or controlled. Recommend implementation of controls to reduce loss of Air Force resources due to injuries and/or damage as a result of mishaps. (//HQ AMC-SEO)

**Table 3.29. Safe Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of units maintain an effective Flight, Ground and Weapons Safety program at home base and when deployed.<br>1. Dress appropriately, including hearing protection, personal protective equipment, and seasonal outer garments.<br>2. Follow normal regulations and safety precautions, such as seat belt usage, adhering to speed limits, using chocks and spotters when required, and adhering to proper marshaling procedures.<br>3. Monitor personnel for signs of carelessness and inattentiveness.<br>4. Institute procedures to prevent dehydration.<br>5. Institute a work/rest cycle, which allows adequate rest (including supervisors).<br>6. Weapons issue, turn-in and use are IAW with Air Force and MAJCOM guidance.<br>7. Flightline and flying safety practices, IAW AFOSH and 91 series directives, are in use.<br>8. Explosives operations comply with AFMAN 91-201 standards. |
| M2 | 100 | Percent | Of units use the Operational Risk Management process to enhance mission effectiveness by minimizing risks in order to reduce mishaps, preserve assets, and safeguard the health and welfare of people.<br>1. GENERAL<br>a. Place proper emphasis on safety and risk management versus mission accomplishment.<br>b. Elevate decision-making for known, unpreventable risks to appropriate level.<br>c. Safety briefings presented to personnel for deployment and employment operations.<br>2. AIRCREWS<br>a. Emphasize situational awareness and proper Crew Resource Management (CRM) procedures.<br>b. Plan flight routes, departures, and destinations to avoid bird hazards. Take appropriate actions to reduce bird hazards when necessary. |
| M3 | Yes | Yes/No | A Safety compliance assessment, for management, is accomplished at home base and within five workdays after arriving at the deployed location. |
| M4 | Yes | Yes/No | Mishaps are investigated and reported according to Air Force and command standards.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M5 | Yes | Yes/No | Base resources can respond effectively to a major mishap at home base. Deployed locations can provide the same support to wing aircraft. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M6 | 95 | Percent | Of the planning processes for operational plans, including mobility operations, address safety requirements.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M7 | 100 | Percent | Of base explosives requirements for supporting contingencies, peacetime deployments, or exercises simulating contingencies, are included in explosives safety site plans.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M8 | 100 | Percent | Of explosives safety quantity-distance exceptions are submitted for strategic and compelling reasons.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M9 | 95 | Percent | Of deployment tasking for the wing Safety function are supported.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M10 | 95 | Percent | Of people comply with flight, ground, and weapons safety standards, as appropriate, when accomplishing their job. |
| M11 | 100 | Percent | Of people are qualified to perform assigned task. |
| M12 | Yes | Yes/No | Functional area safety considerations are addressed when a site survey is completed at a deployed location. |
| M13 | 100 | Percent | Of units have written procedures for all phases of munitions operations at a deployed location. |
| M14 | Yes | Yes/No | Airfield conditions (ramp, runway, lighting system, obstructions, clear zones, FOD, markings, signs, vehicle traffic control and parking, wildlife hazards, etc.) are monitored continuously for situations impacting aircraft flight and ground operations. |

**3.2.** This Major Graded Area (MGA) consists of all tasks covering the wing's operations after the committed sorties are generated and on alert.

**Table 3.30. Employment.**

| **OPLAN 8044** | **EMPLOYMENT** | | | |
|---|---|---|---|---|
| **STANDARD:** Respond to aircraft, start engines, and demonstrate ability to meet mission-timing requirements. | | | | |
| **RATED SUBAREAS** | **G** | **LG** | **R** | **ADJ** |
| **1. Command and Control (C2) – SEMC2** | | | | |
| 7.01 Conduct Command and Control Operations | | | | |
| **2. Aircrew Testing (General Knowledge Test (GKT) and Command and Control Procedures Test) - SEMAT** | | | | |
| **Graded IAW AMCI 90-201, Volume 33** | | | | |
| **3. Mission Execution - SEMME** | | | | |
| 3.05.01 Provide Fused, Analyzed, All-Source, Intelligence support to Leadership, Mission Planners, Flying Squadrons, and Base Operating Support Functions Through All Phases of Unit Operations<br>5.01.03 Enhance Aircrew Combat Capabilities<br>5.05.02 Conduct Air Refueling for Strategic Attack<br>6.29.01 Provide for Backshop Aircraft Maintenance and Support Equipment in Theater of Operations<br>6.29.01.02 Provide flightline Sortie Support | | | | |
| **4. Defensive Counterinformation (DCI) - SEMDC** | | | | |
| 3.03.01.02.03 Assure Communications and Information Security<br>3.08.02 Provide OPSEC | | | | |
| **5. Safety – SEMSE** | | | | |
| 6.33 Provide for Safe Operations | | | | |
| TOTAL | | | | |
| OVERALL | | | | |

**Table 3.31. General Task Grouping. Measure number alignment is based on the gradesheet above.**

| Paragraph Number | Number Group | Functional Group |
|---|---|---|
| **3.2.1.** | 7.01 | Conduct Command and Control (C2) Operations. |
| **3.2.2.** | 3.05.01 | Provide Fused, Analyzed, All-Source, Intelligence Support to Leadership, Mission Planners, Flying Squadrons, and Base Operating Support Functions Through All Phases Of Unit Operations. |
| **3.2.3.** | 5.01.03 | Enhance Aircrew Combat Capabilities |
| **3.2.4.** | 5.05.02 | Conduct Air Refueling for Strategic Attack |
| **3.2.5.** | 6.29 | Aircraft Generation |
| **3.2.6.** | 6.29.01 | Provide for Backshop Aircraft Maintenance and Support Equipment in Theater of Operations |
| **3.2.7.** | 6.31.04 | Provide Flightline Sortie Support |
| **3.2.8.** | 3.03.01.02.03 | Assure Communications and Information Security |
| **3.2.9.** | 3.08.02 | Provide OPSEC |
| **3.2.10.** | 6.33 | Provide for Safe Operations |

3.2.1. **Conduct Command and Control (C2) Operations. (7.01).** Provide positive direction and coordination to all functional areas and control centers that affect the entire unit's ability to transition from peacetime to contingency/wartime, mitigate detrimental effects of hostile enemy actions, natural disasters and major accidents/incidents. The unit's decision-making, direction, coordination, and reporting are crucial for successful mission accomplishment. C2 encompasses fixed and mobile air mobility tanker forces including fixed command posts, Wing Operations Centers, Tanker Strategic Regeneration Team, etc. (//HQ AMC-A33)

**Table 3.32. C2- Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | Yes | Yes/No | Receive/understand tasking message.<br>1. Command Leadership.<br>a. Monitor/manage unit generation activities to meet mission-timing criteria.<br>b. React appropriately to changes in alert/warning orders.<br>c. Review generation status for accuracy. |
| M2 | 100 | Percent | Disseminate mission support requirements to appropriate agencies.<br>1. Direct load sequences, maintenance activities, parking locations and tail swaps based on OPLAN 8044/USSTRATCOM taskings, ground times and down-line station factors such as weather and airfield status. Maintenance Operations Center (MOC).<br>2. Pass accurate, appropriate, and timely information to other controlling agencies and maintenance personnel. Production Superintendent/MOC status sheets match.<br>a. Maintain accurate status of aircraft and critical support equipment.<br>b. Maintain and manage MIS (CAMS, G081,C2IPS, etc.).<br>c. Coordinate requirements to meet generation taskings.<br>1) Coordinate and track aircraft parking location.<br>2) Compliance with all applicable T.O.s, instructions, and local OIs.<br>3) Implement emergency actions plans. |
| M3 | 100 | Percent | Control airflow to meet mission tasking.<br>1. Maintain positive C2 of all inbound, outbound and on-station aircraft.<br>2. Monitor and manage mission arrival and departure Sequence of Events (SOEs).<br>3. Coordinate ground support activities to include aerial port services, maintenance and aircrew support. Coordinate and report deviations. |
| M4 | Yes | Yes/No | Establish organizational control with subordinate functional control centers-integrate them into overall C2 structure.<br>1. Establish line of communications and information coordination responsibilities with logistics, aerial port, weather, airfield management, current operations, Vehicle Management, squadron operations, communications and services. |
| M5 | 8 | Hours | Establish redundant warning and notification systems ensuring all personnel receive timely notice of Threat changes.<br>1. Ensure warning devices such as GIANT VOICE, UHF radio, LMR, and base siren system are available and operational |
| M6 | Yes | Yes/No | Establish reporting channels with HHQ. |
| M7 | Yes | Yes/No | Establish frequency and type reporting with HHQ. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M8 | Yes | Yes/No | Establish information flow with lateral and subordinate agencies.<br>1. Ensure a process is implemented to consistently disseminate mission and other critical information to outside agencies such as Vehicle Management, logistics, aerial port, etc.<br>2. Teamwork:<br>a. Demonstrate cross-functional coordination and teamwork in completing work processes.<br>b. Personnel understand mission requirements, and consider internal and external customers.<br>c. Personnel understand unit capabilities and critical work processes.<br>d. Unit works together toward satisfactory and timely mission accomplishment. Where there is disagreement the unit comes to a mutually satisfactory solution.<br>e. Unit members establish and understand priorities.<br>f. Foster open lines of communication between work centers to enhance mission accomplishment and process improvement. |
| M9 | Yes | Yes/No | Establish communication capability with HHQ. |
| M10 | 100 | Percent | Input data into available C2 systems within time constraints IAW AMCI 10-202, Volume 6 and Strategic Directive 501-14.<br>1. Use Strategic Force Accounting Module (SFAM) in accordance with directives<br>2. Voice reporting will be directed if automated C2 system is not available. |
| M11 | Yes | Yes/No | Establish procedures for processing required EAM traffic. |
| M12 | 100 | Percent | EA traffic disseminated and required actions accomplished.<br>1.Communications Systems and Coordination.<br>a. EAMS delivered IAW established timelines via appropriate means (e.g., DMS, SACCS or SDT, SCAMP, etc.)<br>b. Use communications systems effectively to process necessary traffic (e.g., SACCS or SDT, SEATS, etc.).<br>c. Use AACE or EHDC systems properly.<br>d. Use correct frequencies for message relay.<br>e. Rate the quality of received traffic (100% legible or audible). |
| M13 | 100 | Percent | Of alert aircrews receive, properly decode and appropriately act upon exercise and real-world EAMs |
| M14 | Yes | Yes/No | Establish procedures to obtain and transmit OPREP-3 reports. |
| M15 | Yes | Yes/No | Establish information flow with lateral and subordinate agencies for the Commander's Situational Report. |
| M17 | 100 | Percent | Training data current at execution.<br>1. Ensure all training and certification documentation is current. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M19 | 100 | Percent | Disseminate changes in, Mission Oriented Protective Postures, Threat Conditions, Information Conditions and Readiness Conditions. |
| M20 | 100 | Percent | Of status and location of key leadership tracked and available. |

3.2.2. **Provide Fused, Analyzed, All-Source, Intelligence Support to Leadership, Mission Planners, Flying Squadrons, and Base Operating Support Functions Through All Phases Of Unit Operations. (3.05.01).** Provide fused, all-source analysis, and dissemination of military-political situations impacting current and planned unit operations. Provide near-real-time analysis and dissemination of adversary force disposition, capabilities, and intentions impacting employment operations. Provide intelligence input to mission planning and aircrew preparation for combat employment missions, to include route threat assessment, evasion and recovery planning support, pre-mission intelligence briefing, and post-mission debriefing and reporting. Conduct battle-space analysis, develop unit-level intelligence estimate of the situation, and disseminate estimates/updates to unit leadership and lateral/subordinate units and personnel (including Base Operating Support personnel, transient aircrews/personnel/units, and CRAF/Contractual carriers). (HQ AMC-A25)

**Table 3.33. All-Source Intelligence Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 80 | Percent | Of UTC-tasked intelligence capabilities (personnel and equipment) maintained in deployment/mission ready status. |
| M2 | IR | 8 | Hours | Status/shortfalls of UTC-tasked intelligence capabilities will be reflected in Phoenix Resource. |
| M3 | IR | 100 | Percent | Of tasked intelligence resources palletized and delivered to Vehicle Management for joint inspection, marshalling and deployment IAW deployment order and installation/unit Deployment Schedule of Events. |
| M4 | MS | 100 | Percent | Of intelligence equipment and personnel accounted for through all phases of operations. |
| M5 | MS | 100 | Percent | Of pertinent intelligence information acquired, analyzed, tailored to unit/mission needs, and disseminated to appropriate audience through all phases of operations. |
| M6 | IR | 2 | Hours | Prior to departure, deployed non-aircrew personnel briefed on general situation generating deployment and threats to operations/forces at secure launch or Phoenix Raven required deployment locations. |
| M7 | IR | 2 | Hours | Personnel ready to brief deployed non-aircrew personnel on general situation generating deployment and threats to operations/forces at non-secure launch or non-Phoenix Raven required OCONUS deployment locations. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M12 | MS | 15 | Minutes | Disseminate critical/perishable force protection threat information to key leadership and initiate activation of local Threat Working Group or like function. |
| M13 | MS | 1 | Hour | Provide information to key leadership and/or TWG or like function. |
| M14 | MS | 4 | Hours | Disseminate noncritical Force Protection threat information to key leadership and/or TWG or like function. |
| M15 | MS | 4 | Hours | Convene TWG, develop local area threat assessment, and disseminate non-critical force protection threat information to key leadership. |

3.2.3. **Enhance Aircrew Combat Capabilities. (5.01.03).** Provide aircrews trained in tactical scenarios and joint operations. Crews should be familiar with techniques to avoid and defeat threats, ATO/SPINS deciphering, tactical communications, and safe passage instructions. Crews should also be capable of using defensive system equipment aboard their aircraft. (HQ AMC/A39)

**Table 3.34. Aircrew Combat Capabilities.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | Yes | Yes/No | Assist in flight planning efforts, when requested. |
| M4 | Yes | Yes/No | Provide timely threat assessment and recommend proper evasive or lethality degrading maneuvering or routing. |
| M7 | 95 | Percent | Provide recurring training to aircrews on threats, their lethality, and avoidance techniques. |
| M8 | 12 | Hours | To provide crews with tactics information to avoid/counter perceived threats from receipt of HHQ tasking.<br>1. Ensure mission planning is thorough.<br>a. Identify threats and complete analysis in a timely manner and on a recurring basis.<br>b. Develop and coordinate EPA with intelligence personnel.<br>c. Provide OPLAN 8044 specific information on enemy threats, doctrine, weapons capabilities, tactics, countermeasures, evasion procedures, and SAR procedures pertinent to the aircrews' mission. |

3.2.4. **Conduct Air Refueling for Strategic Attack. (5.05.02).** OPLAN 8044-committed tankers provide air refueling for bomber force execution, employment, and subsequent bomber survival, recovery and reconstitution. OPLAN 8044-committed tankers also refuel United States Strategic Command (USSTRATCOM) command and control aircraft. These missions may be conducted in a nuclear detonation environment, leading to electromagnetic pulse, flash blindness, and routing problems. (//HQ AMC-A35).

**Table 3.35. Air Refueling for Strategic Attack.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M2 | 95 | Percent | Of all required alert force response actions meet required timing.<br>1. Aircraft ready to taxi within command guidelines.<br>2. AARP implemented as required. |
| M4 | 95 | Percent | Of all tanker aircraft able to regenerate for follow on missions.<br>1. All regeneration actions completed within command guidelines. |

3.2.5. **Aircraft Generation. (6.29).** Prepare, generate, configure, launch, and recover aircraft to include applicable inspections, servicing, and maintenance actions to meet mission taskings. Accomplishing scheduled, non-scheduled, periodic, and special maintenance inspections on aircraft, to include Isochronal (ISO), Home Station Checks (HSC), Preflight, Thru-flight, Basic Post Flight (BPO), One Time Inspection (OTI), Pre Launch Inspections (PLI), Panel integrity. (//HQ AMC-A44)

**Table 3.36. Aircraft Generation.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M2 | EMP | 1 | Hour | Aircraft status accurately reported and updated with the MOC IAW AFI21-103.<br>1. Aircraft forms are properly documented and reflect current status.<br>2. Effective debrief function established.<br>3. Production Superintendent/MOC status sheets match.<br>4. Information channeled to other controlling agencies in a timely manner.<br>5. Appropriate status reflected IAW AFI 21-103 and applicable aircraft MESL |
| M3 | EMP | 75 | Percent | Aircraft depart within 15 minutes of the scheduled departure time IAW Tasking Order. |
| M4 | EMP | 4 | Hours | Prior to aircraft departure, all mission essential aircraft discrepancies are repaired IAW AFI21-103. (dependent upon parts reparability/availability) |
| M5 | EMP | 8 | Hours | Prior to aircraft departure, all required aircraft are properly serviced and configured IAW AFTO 00-25-172 and tasked mission requirements. |
| M6 | EMP | 4 | Hours | Prior to aircraft departure, all required aircraft have the appropriate inspection accomplished IAW TO 00-20-1. |

3.2.6. **Provide for Backshop Aircraft Maintenance and Support Equipment in Theater of Operations. (6.29.01).** Perform preventative maintenance to include inspecting, removing, repairing, re-installing and replacing aircraft/equipment IAW T.O. and HHQ directives (AFPD 21-1, AFI 21-101). (//HQ AMC-A44)

**Table 3.37. Backshop Aircraft Maintenance and Support Equipment.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M3 | 100 | Percent | Of mission essential discrepancies repaired (dependent upon parts reparability/ availability). |
| M4 | Yes | Yes/No | Off/AGE equipment failures successfully repaired to meet mission requirements. |
| M14 | Yes | Yes/No | All mission essential aircraft discrepancies are repaired IAW Air Force Standards (dependent upon parts reparability/availability. |

3.2.7. **Provide Flightline Sortie Support. (6.29.01.02).** Maintain all squadron CTKs, special tools, test equipment, T.O.s, bench stock, Dash-21 equipment, alternate mission equipment, and vehicles. (/ /HQ AMC-A44)

**Table 3.38. Flightline Sortie Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of tools, equipment, T.O.s, and vehicles are accounted for. |
| M2 | 90 | Percent | Of tools, equipment, T.O.s and vehicles are serviceable. |

3.2.8. **Assure Communications and Information Security. (3.03.01.02.03).** Take all measures to deny unauthorized persons national security information derived from telecommunications of the US Government and ensures the authenticity of such telecommunications. COMSEC measures include cryptographic security, transmission security, emission security, and physical security of COMSEC material and information. (//HQ AMC-A63)

**Table 3.39. Communications and Information Security.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 99 | Percent | Of known information system vulnerabilities rectified.<br>1. Plans in place to reduce effects of communication intrusions/interference. |
| M2 | 95 | Percent | Of personnel receive SATE training.<br>1. WMs certified by NCC to provide required training.<br>2. Unit member's trained through/by WM.<br>3. Maintain proper documentation to certify training.<br>4. Promote user awareness concerning unauthorized or illegal use of computer hardware/software.<br>5. Report official mail security incidents.<br>6. Identify/evaluate potential official mail security problems.<br>7. Provide document security for official communications and electronic messages. |
| M3 | 100 | Percent | Of classified systems afforded appropriate physical security measures. |
| M4 | 100 | Percent | Of AFCERT Messages applied to protect Information and Information Systems and within timelines tasked. |
| M5 | 100 | Percent | Reporting of known security incidents to appropriate authorities within AFCERT guidelines. |

3.2.9. **Provide OPSEC. (3.08.02).** To employ Operations Security (OPSEC) measures to deny critical information necessary by an adversary commander to accurately estimate the military situation. To employ the five actions of OPSEC during planning and conducting campaigns and major operations to protect friendly forces and system capabilities from exploitation by an adversary. This task includes identifying critical information and analyzing friendly actions attendant to military operations and other activities to: identify those actions that can be observed by potential adversaries, determine indicators that could be interpreted or pieced together to derive critical information in time to be useful to an adversary, select and execute measures that eliminate or reduce to an acceptable level the vulnerabilities of friendly actions to adversary exploitation, and finally monitoring OPSEC actions and comparing the results with desired results. This task also includes educating and communicating this information both vertically and laterally across the chain of command. (//HQ AMC-A39I)

**Table 3.40. OPSEC.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M2 | 90 | Percent | Of routine actions of commander, staff, or communications and how these actions change during a crisis/sensitive operation.<br>1. Commanders and staff take action to prevent highlighting that an operation is in progress or about to take place (see applicable OPSEC directives/guidance).<br>2. Implement OPSEC plan and brief crews and other appropriate personnel. |
| M3 | 100 | Percent | Of personnel familiar with wing policies on OPSEC.<br>1. Is the Unit OPSEC policy briefed/posted so all members are familiar with OPSEC goals. |
| M4 | 90 | Percent | Of routine actions of commander, staff, or communications (including courier), and how these actions change during a crisis / sensitive operation.<br>1. Commanders and staff take action to prevent highlighting that an operation is in progress or about to take place (see applicable OPSEC directives/guidance).<br>2. Implement OPSEC plan and brief crews and other appropriate personnel. |
| M5 | 100 | Percent | Of personnel familiar with command policies on OPSEC.<br>1. OPSEC reminders briefed to unit personnel.<br>2. Critical information list that is tailored to deployment/contingency that unit personnel are familiar with.<br>3. Personnel familiar and in compliance with OPSEC directives; AFI 10-1101, AMCP 10-1101, and OPSEC related HHQ messages.<br>4. Classified Material handled and protected IAW current directives. |

3.2.10. **Provide for Safe Operations. (6.33).** Maintain mission effectiveness by assisting commanders at all levels in areas of flight, ground, and weapons safety requirements. Provide support to Air Force personnel to ensure a safe and healthful work environment in which recognized hazards have been eliminated or controlled. Recommend implementation of controls to reduce loss of Air Force resources due to injuries and/or damage as a result of mishaps. (//HQ AMC-SEO)

**Table 3.41. Safe Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of units maintain an effective Flight, Ground and Weapons Safety program at home base and when deployed.<br>1. Dress appropriately, including hearing protection, personal protective equipment, and seasonal outer garments.<br>2. Follow normal regulations and safety precautions, such as seat belt usage, adhering to speed limits, using chocks and spotters when required, and adhering to proper marshaling procedures.<br>3. Monitor personnel for signs of carelessness and inattentiveness.<br>4. Institute procedures to prevent dehydration.<br>5. Institute a work/rest cycle, which allows adequate rest (including supervisors).<br>6. Weapons issue, turn-in and use are IAW with Air Force and MAJCOM guidance.<br>7. Flightline and flying safety practices, IAW AFOSH and 91 series directives, are in use.<br>8. Explosives operations comply with AFMAN 91-201 standards. |
| M2 | 100 | Percent | Of units use the Operational Risk Management process to enhance mission effectiveness by minimizing risks in order to reduce mishaps, preserve assets, and safeguard the health and welfare of people.<br>1. GENERAL<br>a. Place proper emphasis on safety and risk management versus mission accomplishment.<br>b. Elevate decision-making for known, unpreventable risks to appropriate level.<br>c. Safety briefings presented to personnel for deployment and employment operations.<br>2. AIRCREWS<br>a. Emphasize situational awareness and proper Crew Resource Management (CRM) procedures.<br>b. Plan flight routes, departures, and destinations to avoid bird hazards. Take appropriate actions to reduce bird hazards when necessary. |
| M3 | Yes | Yes/No | A Safety compliance assessment, for management, is accomplished at home base and within five workdays after arriving at the deployed location. |
| M4 | Yes | Yes/No | Mishaps are investigated and reported according to Air Force and command standards.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M5 | Yes | Yes/No | Base resources can respond effectively to a major mishap at home base. Deployed locations can provide the same support to wing aircraft. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M6 | 95 | Percent | Of the planning processes for operational plans, including mobility operations, address safety requirements.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M7 | 100 | Percent | Of base explosives requirements for supporting contingencies, peacetime deployments, or exercises simulating contingencies, are included in explosives safety site plans.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M8 | 100 | Percent | Of explosives safety quantity-distance exceptions are submitted for strategic and compelling reasons.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M9 | 95 | Percent | Of deployment tasking for the wing Safety function are supported.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M10 | 95 | Percent | Of people comply with flight, ground, and weapons safety standards, as appropriate, when accomplishing their job. |
| M11 | 100 | Percent | Of people are qualified to perform assigned task. |
| M12 | Yes | Yes/No | Functional area safety considerations are addressed when a site survey is completed at a deployed location. |
| M13 | 100 | Percent | Of units have written procedures for all phases of munitions operations at a deployed location. |
| M14 | Yes | Yes/No | Airfield conditions (ramp, runway, lighting system, obstructions, clear zones, FOD, markings, signs, vehicle traffic control and parking, wildlife hazards, etc.) are monitored continuously for situations impacting aircraft flight and ground operations. |

**3.3.** This Major Graded Area (MGA) consists of all tasks supporting the wing's operations before, during, and after the committed sorties are generated and on alert.

**Table 3.42. Mission Support.**

| OPLAN 8044 | MISSION SUPPORT | | | |
|---|---|---|---|---|
| **STANDARD:** Provide internal command and control (C2), security, services, and communications support for alert combat-ready aircrews, support personnel and weapons system in a safe and professional manner. | | | | |
| **RATED SUBAREAS** | | | | |
| | **G** | **LG** | **R** | **ADJ** |
| **1. Command and Control (C2) – SC2MS**<br>7.01 Conduct Command and Control Operations | | | | |
| **2. Security Forces - SSFMS**<br>6.05.05.01 Conduct Resource Protection Operations | | | | |
| **3. Services - SSVMS**<br>6.01.02 Services Sustaining Force Support | | | | |
| **4. Communications and Information - SMSCI**<br>3.03.01.01 Manage Missions Systems<br>3.03.01.01.01 Manage Base C4 Missions Systems<br>3.03.01.02 Manage Information Systems<br>3.03.01.03 Manage Plans and Resources | | | | |
| **5. Support Functions - SMSPS**<br>6.30.03 Provide Fuel/Cryogenics<br>6.30.06 Provide Vehicle Management | | | | |
| **6. Defensive Counterinformation (DCI) - SCIMS**<br>3.03.01.02.03 Assure Communications and Information Security<br>3.08.02 Provide OPSEC | | | | |
| **7. Safety - SSEMS** | | | | |
| 6.33 Provide for Safe Operations | | | | |
| TOTAL | | | | |
| **OVERALL** | | | | |

**Table 3.43. General Task Grouping. Measure number alignment is based on the gradesheet above.**

| Paragraph Number | Number Group | Functional Group |
|---|---|---|
| **3.3.1.** | 7.01 | Conduct Command and Control (C2) Operations. |
| **3.3.2.** | 6.05.05.01 | Conduct Resource Protection Operations |
| **3.3.3.** | 6.01.02 | Services Sustaining Force Support |
| **3.3.4.** | 3.03.01.01 | Manage Missions Systems |
| **3.3.5.** | 3.03.01.01.01 | Manage Base C4 Missions Systems |
| **3.3.6.** | 3.03.01.02 | Mange Information Systems |
| **3.3.7.** | 3.03.01.03 | Manage Plans and Resources |
| **3.3.8.** | 6.30.06 | Provide Ground Vehicle Management |
| **3.3.9.** | 3.03.01.02.03 | Assure Communications and Information Security |
| **3.3.10.** | 3.08.02 | Provide OPSEC |
| **3.3.11.** | 6.33 | Provide for Safe Operations |

3.3.1. **Conduct Command and Control Operations. (7.01).** Provide positive direction and coordination to all functional areas and control centers that affect the entire unit's ability to transition from peacetime to contingency/wartime, mitigate detrimental effects of hostile enemy actions, natural disasters and major accidents/incidents. The unit's decision-making, direction, coordination, and reporting are crucial for successful mission accomplishment. C2 encompasses fixed and mobile air mobility tanker forces including fixed command posts, Tanker Strategic Regeneration Team, etc. (// HQ AMC-A33)

**Table 3.44. C2 Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | Yes | Yes/No | Receive/understand tasking message. |
| M2 | 100 | Percent | Disseminate mission support requirements to appropriate agencies.<br>1. Direct load sequences, maintenance activities, parking locations and tail swaps based on JCS priority codes, ground times and down-line station factors such as weather and airfield status. |
| M10 | 100 | Percent | Input data into available C2 systems within time constraints IAW AMCI 10-202 Volume6 and Strategic Directive 501-14.<br>1. Voice reporting will be directed if automated C2 system is not available. |
| M12 | 100 | Percent | EA traffic disseminated and required actions accomplished.<br>1. Communications Systems and Coordination.<br>a. EAMS delivered IAW established timelines via appropriate means (e.g., DMS, SACCS or SDT, SCAMP, etc.)<br>b. Use communications systems effectively to process necessary traffic (e.g., SACCS or SDT, SEATS, etc.).<br>c. Use AACE or EHDC systems properly.<br>d. Use correct frequencies for message relay.<br>e. Rate the quality of received traffic (100% legible or audible). |
| M16 | 24 | Hours | Report change in C-Level or more frequently if directed during crisis. |
| M19 | 100 | Percent | Disseminate changes in, Mission Oriented Protective Postures, Threat Conditions, Information Conditions and Readiness Conditions. |
| M20 | 100 | Percent | Of status and location of key leadership tracked and available. |

3.3.2. **Conduct Resource Protection Operations. (6.05.05.01).** Resource Protection includes the programs and program management that provides the capability to detect, deter, and defeat hostile acts against USAF resources and property, including all protection level resources. The capability to detect, deter, and defeat overt and covert attempts to destroy information and information systems. Includes safeguarding property to reduce the opportunity for terrorism and theft by making potential targets inaccessible or unattractive. This task includes the use of owner-user security to ensure that everyone safeguards government property and the promotion of crime prevention through environmental design. This task includes planning, programming, budgeting and training for resource protection operations. Resource protection is a physical security subset of Force Protection, which is a multi-functional responsibility. (//HQ AMC-SFO) AFI 31-101

**Table 3.45. Resource Protection Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | Yes | Yes/No | DOD protection level and non-protection level resources afforded security commensurate with governing orders, directives, and guidance.<br>1. Establish and sanitize an appropriate aircraft generation/AARP restricted area for the resources to be protected.<br>2. As applicable, ensure aircrew alert billets are secure, have entry control procedures established, and are properly marked.<br>3. Conduct required entry control for alert area and aircraft.<br>4. Enforce restricted area badge use.<br>5. Know duties and responsibilities, and assigned weapons.<br>6. Understand and apply principles of use of force.<br>7. Apply general job knowledge, i.e. special security instructions, operations instructions.<br>8. Implement OPLAN 8044 response procedures, i.e. routes of travel, distant recognition codes, etc.<br>9. Determine which aircraft are "cocked-on."<br>10. Have all required equipment.<br>11. Develop pre-announcement procedures for "cocked-on" aircraft. |
| M2 | Yes | Yes/No | Security for personnel, facilities, assets, and resources outlined IAW localized and comprehensive installation/site security plan. |
| M4 | Yes | Yes/No | Control center activities are established to meet requirements in localized installation security plan.<br>1. Staff all required posts IAW current directives.<br>2. Obtain, authenticate, and distribute EALs.<br>3. Comply with OPLANs and checklists.<br>4. Provide additional guidance as necessary.<br>5. Monitor and record aircraft status.<br>6. Know and implement pre-announcement procedures. |
| M5 | 12 | Months | The installation/site security plan is reviewed. |
| M6 | As | Needed | The installation/site security plan is reviewed once the installation or location's threat level increases. |
| M8 | Yes | Yes/No | Standardization evaluation and quality control measures are established and maintained to evaluate and certify guard force members. |

3.3.3. **Services Sustaining Force Support. (6.01.02).** Ensure continued support of essential Services activities in the CONUS and other theater locations, not part of the operational plan, during contingencies and wartime. Reference: WMP Annex GG. (//HQ AMC-SVS)

**Table 3.46. Sustaining Force Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M2 | 3 | Days | To reduce to a minimum or stop nonessential activities. |
| M4 | 3 | Days | To determine the population to be supported with food service and prepare plans to accommodate.<br>1. Provide food service support to alert force and support personnel required to remain at the alert facility.<br>2. Designated Parking and Eating Areas for alert force.<br>3. Provide alert force priority during serving times.<br>4. Food temperature within standards.<br>5. Boxed lunch delivery procedures in place. |
| M5 | 3 | Days | To determine the population to be supported with transient lodging and prepare plans to accommodate.<br>1. Provide lodging support to allow adequate crew rest for generated alert crew force. Provide lodging support to allow adequate crew rest.<br>2. Determine lodging requirements for alternate location.<br>3. Ensure SF has ECP listing of authorized lodging personnel, with POC. Comply with AFI 31-101, *The Air Force Installation Security Program,*<br>1 December 1999, Paragraph 14.8. |
| M9 | 30 | Days | To continue or expand morale activities, i.e. sports and fitness, library services, youth programs.<br>1. To provide recreation and fitness programs to alert force. |

3.3.4. **Manage Missions Systems. (3.03.01.01).** Provides technical and systems support for fixed station and deployable communications capabilities including computer systems, ground radio (includes land mobile radio (LMR), cellular phones, and frequency management), wideband radio, and telephone switching systems. Also supports air traffic control and landing systems (ATCALS), weather, priority resource security, and secure communications maintenance. Provides quality control and material control. Operate global high-frequency (HF) and presidential radio systems. (//HQ AMC-A63)

**Table 3.47. Mission Systems.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | Yes | Yes/No | Fixed base, C4 mission systems and programs capable of supporting deploying forces. |
| M2 | 80 | Percent | Of deployable C4 resources mission capable. |

3.3.5. **Manage Base C4 Missions Systems. (3.03.01.01.01).** Readiness of fixed based C4 systems and programs to support deploying forces. (//HQ AMC-A63)

**Table 3.48. Base C4 Missions Systems.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 99 | Percent | Of C2 systems mission capable (air-to-ground radio, voice switching systems, etc). |
| M3 | 100 | Percent | Of C4 system maintenance support programs in-place. |

3.3.6. **Manage Information Systems. (3.03.01.02).** Provide network control center support to include help desk, network management, small computer support, job control, telecommunications messaging center, system administration and information protection. Provide administrative communications, records management, and customer training to include network, applications and software training. Manage communications and information system security programs. (//HQ AMC-A63)

**Table 3.49. Information Systems.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 80 | Percent | Of resources mission capable (ref. DOC). |
| M2 | 0 | Instances | Of deviations from records management and administration processes per applicable AFIs and AFMs. |

3.3.7. **Manage Plans and Resources. (3.03.01.03).** Manages activities related to base level Command, Control, Communications, and Computers (C4): (1) Systems planning; plans support, mobility/deployment planning, strategic planning, (2) Implementation which includes architecture integration, direction, and standards, (3) Resources which includes budgeting/billing and personnel, and (4) Agreements and contract management. (//HQ AMC-A63)

**Table 3.50. Plans and Resources.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 0 | Instances | Of C4 plans, support agreements, and contracts that are overdue for review.<br>1. Establish and maintain central classified destruction facility. |
| M3 | 100 | Percent | Accountability of unit's C4 resources.<br>1. Provide oversight and management of IM processes and personnel resources.<br>2. WMs ensure units comply with ADPE accountability. |

3.3.8. **Provide Ground Vehicle Management. (6.30.06).** Provide the support vehicles and equipment to facilitate deployment as well as establish and execute capability to support ground forces at deployed locations. Maintain accountability of resources while providing the capability to support movement of personnel and cargo at forward operating locations. Provide unit leadership, direction, and coordination to support deployed forces during contingency/wartime operations. (//HQ AMC-A43)

**Table 3.51. Ground Vehicle Management.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M8 | Yes | Yes/No | Obtain and assign a sufficient number of resources to support the base mobility process.<br>1. Managers have identified sufficient personnel to support its mobility process.<br>2. Augmentees are qualified on flightline driving procedures (if applicable) and have the proper licensing credentials required for the types of equipment they are operating.<br>3. All personnel and cargo movements being met IAW SOEs. |
| M9 | 2 | Hours | For unit to execute vehicle/equipment recall actions to support wing requirements and deployment objectives.<br>1. Vehicle Management managers have an approved vehicle/equipment recall plan.<br>2. Does recall plan provide for sufficient resources to cover deployments/ redeployments?<br>3. Alternate plans on hand to acquire additional vehicles and equipment to support shortfalls.<br>4. Once executed, units respond according to Vehicle Management recall notification procedures and meet recall response times as established in recall plan. |
| M10 | 100 | Percent | Upchannel all cargo/passenger-related problems/delays to TCC/DCC/DCG.<br>1. Operators are meeting response time requirements IAW DSOEs. Notify appropriate control center of delays or events that would impact DSOEs.<br>2. Unit is assigned the appropriate communications equipment to effectively communicate with their respective control center. |
| M11 | 2 | Hours | Required to activate temporary control centers.<br>1. Upon notification of wing recall, Vehicle Management managers have their respective control centers up and running within two hours.<br>2. The unit identifies personnel to attend the initial concept briefing.<br>3. Unit personnel recall actions accomplished immediately.<br>4. Temporary control centers at deployed locations are activated within two hours upon arrival at location(s). |
| M12 | 2 | Days | Required to activate permanent control centers.<br>1. Alternate operating location(s) is/are identified in case relocation is required.<br>2. Wing leadership and other functions assigned are notified of operating location(s).<br>3. Assigned Vehicle Management personnel are aware of their primary and alternate control center.<br>4. All required support equipment, tools, and materials available and on hand to support mission requirements. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M13 | 75 | Percent | Of required personnel on hand.<br>1. At least 75% of squadron personnel are available on hand to meet deployment requirements.<br>2. Augmentees/backfill(s) if utilized, do they meet training/safety requirements. |
| M14 | 100 | Percent | Initiate plans and prepare vehicles and equipment for deployment IAW established guidance.<br>1. Comply with all guidance and provisions of TO 36-1-191 and AFMAN 24-307.<br>2. Determine which vehicles are best suited for deployment based on parts availability, age, and ease of maintenance.<br>3. Units prepared to provide immediate maintenance capability at deployed location(s).<br>4. LTIs accomplished. Applicable T.O.s, and TMSK accompanying deploying/redeploying assets. |
| M15 | Yes | Yes/No | Establish maintenance priorities to support contingency operations.<br>1. Recall, minimum essential, and maintenance priority listing being developed. Critical assets identified.<br>2. Deployed maintainers prepared to provide expanded mobile maintenance capability. TMSK and tools available to meet mission requirements. |

3.3.9. **Assure Communications and Information Security. (3.03.01.02.03).** Take all measures to deny unauthorized persons national security information derived from telecommunications of the US Government and ensures the authenticity of such telecommunications. COMSEC measures include cryptographic security, transmission security, emission security, and physical security of COMSEC material and information. (//HQ AMC-A63)

**Table 3.52. Communications and Information Security.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 99 | Percent | Of known information system vulnerabilities rectified.<br>1. Plans in place to reduce effects of communication intrusions/interference. |
| M2 | 95 | Percent | Of personnel receive IAAP training.<br>1. WMs certified by NCC to provide required training.<br>2. Unit member's trained through/by WM.<br>3. Maintain proper documentation to certify training.<br>4. Promote user awareness concerning unauthorized or illegal use of computer hardware/software.<br>5. Report official mail security incidents.<br>6. Identify/evaluate potential official mail security problems.<br>7. Provide document security for official communications and electronic messages. |
| M3 | 100 | Percent | Of classified systems afforded appropriate physical security measures. |
| M4 | 100 | Percent | Of AFCERT Messages applied to protect Information and Information Systems and within timelines tasked. |
| M5 | 100 | Percent | Reporting of known security incidents to appropriate authorities within AFCERT guidelines. |

3.3.10. **Provide OPSEC. (3.08.02).** To employ Operations Security (OPSEC) measures to deny critical information necessary by an adversary commander to accurately estimate the military situation. To employ the five actions of OPSEC during planning and conducting campaigns and major operations to protect friendly forces and system capabilities from exploitation by an adversary. This task includes identifying critical information and analyzing friendly actions attendant to military operations and other activities to: identify those actions that can be observed by potential adversaries, determine indicators that could be interpreted or pieced together to derive critical information in time to be useful to an adversary, select and execute measures that eliminate or reduce to an acceptable level the vulnerabilities of friendly actions to adversary exploitation, and finally monitoring OPSEC actions and comparing the results with desired results. This task also includes educating and communicating this information both vertically and laterally across the chain of command. (//HQ AMC-A39I)

**Table 3.53. OPSEC.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M2 | 90 | Percent | Of routine actions of commander, staff, or communications and how these actions change during a crisis/sensitive operation.<br>1. Commanders and staff take action to prevent highlighting that an operation is in progress or about to take place (see applicable OPSEC directives/guidance).<br>2. Implement OPSEC plan and brief crews and other appropriate personnel. |
| M3 | 100 | Percent | Of personnel familiar with wing policies on OPSEC.<br>1. Is the Unit OPSEC policy briefed/posted so all members are familiar with OPSEC goals. |
| M4 | 90 | Percent | Of routine actions of commander, staff, or communications (including courier), and how these actions change during a crisis / sensitive operation.<br>1. Commanders and staff take action to prevent highlighting that an operation is in progress or about to take place (see applicable OPSEC directives/guidance).<br>2. Implement OPSEC plan and brief crews and other appropriate personnel. |
| M5 | 100 | Percent | Of personnel familiar with command policies on OPSEC.<br>1. OPSEC reminders briefed to unit personnel.<br>2. Critical information list that is tailored to deployment/contingency that unit personnel are familiar with.<br>3. Personnel familiar and in compliance with OPSEC directives; AFI 10-1101, AMCP 10-1101, and OPSEC related HHQ messages.<br>4. Classified Material handled and protected IAW current directives. |

3.3.11. **Provide for Safe Operations. (6.33).** Maintain mission effectiveness by assisting commanders at all levels in areas of flight, ground, and weapons safety requirements. Provide support to Air Force personnel to ensure a safe and healthful work environment in which recognized hazards have been eliminated or controlled. Recommend implementation of controls to reduce loss of Air Force resources due to injuries and/or damage as a result of mishaps. (//HQ AMC-SEO)

**Table 3.54. Safe Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M1 | 100 | Percent | Of units maintain an effective Flight, Ground and Weapons Safety program at home base and when deployed.<br>1. Dress appropriately, including hearing protection, personal protective equipment, and seasonal outer garments.<br>2. Follow normal regulations and safety precautions, such as seat belt usage, adhering to speed limits, using chocks and spotters when required, and adhering to proper marshaling procedures.<br>3. Monitor personnel for signs of carelessness and inattentiveness.<br>4. Institute procedures to prevent dehydration.<br>5. Institute a work/rest cycle, which allows adequate rest (including supervisors).<br>6. Weapons issue, turn-in and use are IAW with Air Force and MAJCOM guidance.<br>7. Flightline and flying safety practices, IAW AFOSH and 91 series directives, are in use.<br>8. Explosives operations comply with AFMAN 91-201 standards. |
| M2 | 100 | Percent | Of units use the Operational Risk Management process to enhance mission effectiveness by minimizing risks in order to reduce mishaps, preserve assets, and safeguard the health and welfare of people.<br>1. GENERAL<br>a. Place proper emphasis on safety and risk management versus mission accomplishment.<br>b. Elevate decision-making for known, unpreventable risks to appropriate level.<br>c. Safety briefings presented to personnel for deployment and employment operations.<br>2. AIRCREWS<br>a. Emphasize situational awareness and proper Crew Resource Management (CRM) procedures.<br>b. Plan flight routes, departures, and destinations to avoid bird hazards. Take appropriate actions to reduce bird hazards when necessary. |
| M3 | Yes | Yes/No | A Safety compliance assessment, for management, is accomplished at home base and within five workdays after arriving at the deployed location. |
| M4 | Yes | Yes/No | Mishaps are investigated and reported according to Air Force and command standards.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M5 | Yes | Yes/No | Base resources can respond effectively to a major mishap at home base. Deployed locations can provide the same support to wing aircraft. |

| STANDARDS<br>CRITERIA / MEASURES | | | |
|---|---|---|---|
| M6 | 95 | Percent | Of the planning processes for operational plans, including mobility operations, address safety requirements.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M7 | 100 | Percent | Of base explosives requirements for supporting contingencies, peacetime deployments, or exercises simulating contingencies, are included in explosives safety site plans.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M8 | 100 | Percent | Of explosives safety quantity-distance exceptions are submitted for strategic and compelling reasons.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M9 | 95 | Percent | Of deployment tasking for the wing Safety function are supported.<br>AFRC NOTE: HQ AFRC/IG/SE will provide this data through the AFRC UCI process. |
| M10 | 95 | Percent | Of people comply with flight, ground, and weapons safety standards, as appropriate, when accomplishing their job. |
| M11 | 100 | Percent | Of people are qualified to perform assigned task. |
| M12 | Yes | Yes/No | Functional area safety considerations are addressed when a site survey is completed at a deployed location. |
| M13 | 100 | Percent | Of units have written procedures for all phases of munitions operations at a deployed location. |
| M14 | Yes | Yes/No | Airfield conditions (ramp, runway, lighting system, obstructions, clear zones, FOD, markings, signs, vehicle traffic control and parking, wildlife hazards, etc.) are monitored continuously for situations impacting aircraft flight and ground operations. |

# Chapter 4

## EN ROUTE READINESS INSPECTION (ERI) GRADESHEETS

**4.1.**

**Table 4.1. Major Graded Areas.**

| INSPECTION GRADESHEET | ERI | | | | |
|---|---|---|---|---|---|
| **STANDARD:** Accomplish expeditious movement of AMC aircraft, DOD personnel, and equipment through the Defense Transportation System. | | | | | |
| **MAJOR GRADED AREAS** | **O** | **E** | **S** | **M** | **U** |
| 1. Readiness | | | | | |
| 2. Ability to Survive and Operate (ATSO) | | | | | |
| 3. Aerial Port | | | | | |
| 4. Logistics | | | | | |
| 5. Command and Control (C2) | | | | | |
| **OVERALL** | | | | | |

**Table 4.2. Readiness Rated Subareas.**

| INSPECTION GRADESHEET | ERI | READINESS | | | |
|---|---|---|---|---|---|
| **STANDARD:** Ensure personnel and cargo are prepared to meet deployment requirements. Effectively transition from peacetime to contingency/wartime posture. | | | | | |
| **RATED SUBAREAS** | | | | | |
| | **O** | **E** | **S** | **M** | **U** |
| 1. Unit Deployment Control Center | | | | | |
| 2. Mobility Bag/Weapons Management | | | | | |
| 3. Host Base Support | | | | | |
| 4. Combat Readiness/Plans & Programs | | | | | |
| **OVERALL** | | | | | |

**Table 4.3. Unit Deployment Control Center.**

| Inspector_____ Functional Area _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **READINESS** | **UNIT DEPLOYMENT CONTROL CENTER** | | | | |
| **STANDARD:** Provide overall control, direction, and supervision of the unit's deployment operations. Ensure personnel and equipment are identified and prepared to meet deployment requirements. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Units tasked for deployment should perform the following functions:<br>a. Establish unit deployment control center.<br>b. Pare and tailor UTCs based on available planning data.<br>Comply with deployment schedule of events. Ensure all deploy- ment activities are coordinated with the IDO in a timely manner. | | | | | | |
| 2. Properly interpret and coordinate tasking messages as received. | | | | | | |
| 3. Report unit strength and shortfalls.<br>a. Report shortfalls and LIMFACs.<br>b. SORTS reporting is accurate. | | | | | | |
| 4. Initiate appropriate unit actions.<br>a. Follow locally developed OIs and checklists.<br>b. Establish control center.<br>c. Execute recall procedures. | | | | | | |
| 5. Receive and disseminate essential intelligence information to functional work centers promptly. | | | | | | |
| 6. Identify crunch points early enough to make effective decisions. | | | | | | |
| 7. Provide timely, accurate information and guidance to all subordinate work centers.<br>a. Alert personnel of possible deployment using the most effective and efficient means possible. Ensure personnel understand the tasking.<br>b. Priority of plans established. | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 8. Personnel Readiness.<br>a. Deploy maximum number of AFWUS tasked personnel.<br>b. Ensure eligible personnel are identified in advance to fill all taskings and know their deployment responsibilities.<br>c. Complete unit deployment pre-execution/execution requirements IAW AFI 10-403, AMCI 10-403, AFMAN 10-401, AFI 36-507, and AFI 10-215.<br>d. Track personnel preparedness IAW AFI 10-403/AMCSUP 1. | | | | | |
| 9. Equipment Readiness. Prepare and marshal deployment cargo IAW AFI 10-403 with AMCSUP 1, AFMAN 24-204, and all other appropriate Defense Transportation System (DTS) directives.<br>a. All LOGDET items available and packed.<br>b. Deployable package inventoried and inspected IAW applicable AMCIs.<br>c. Deployable items properly supply coded and reported to appropriate supply agencies.<br>d. Equipment properly marked, packed, labeled, and configured.<br>e. Availability of appropriate shoring kits. | | | | | |
| **OVERALL** | | | | | |

**Table 4.4. Mobility Bag and Weapons Management.**

| Inspector_____ Functional Area _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **READINESS** | **MOBILITY BAG AND WEAPONS MANAGEMENT** | | | | |
| **STANDARD:** Provide serviceable mobility bags and weapons in response to mobility tasking of en route personnel. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Maintain adequate mobility bag management.<br>a. Ensure requirements are computed correctly.<br>b. Validate inventories are accurate.<br>c. Verify contents are serviceable.<br>d. Check that required technical orders are on hand and are current.<br>e. Ensure flak vests are on hand for 80% of conventional deployable requirement.<br>f. Ensure proper accountability for mobility bags is maintained and required reports are provided to higher headquarters. | | | | | | |
| 2. Properly manage deployment weapons.<br>a. Ensure weapons requirements are computed correctly.<br>b. Verify weapons are serviceable and inspections are recorded on AFTO Forms 105, Inspection Maintenance Data for Ground Weapons.<br>c. Ensure weapons security and accountability at all times.<br>d. Verify weapons are properly stored and packed for deployment. | | | | | | |
| **OVERALL** | | | | | | |

**Table 4.5. Host Base Support.**

| Inspector_____ Functional Area _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **READINESS** | **HOST BASE SUPPORT** | | | | |
| **STANDARD**: Provide support to base deployment organization as outlined in AFI 10-403, AMCSUP1. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. At bases where a fixed aerial port exists, the aerial port will:<br>a. Provide technical assistance to the base in areas of load planning, documentation, cargo preparation, load marshaling, and in-transit visibility.<br>b. Conduct joint inspections.<br>c. Assist the IDO in directing/controlling deployment activity following joint inspections.<br>d. Supervise loading and tiedown operations.<br>e. Provide a representative to the Deployment Process Working Group (DPWG). | | | | | | |
| **OVERALL** | | | | | | |

**Table 4.6. Combat Readiness/Plans and Programs.**

| Inspector_____ Functional Area _____ | | | | | |
|---|---|---|---|---|---|
| Date _____ | | | | | |
| **ERI** | **READINESS** | **COMBAT READINESS/PLANS & PROGRAMS** | | | |
| **STANDARD:** Provide overall control, direction, and supervision of the unit's deployment operations and effective management of plans and programs. | | | | | |
| **SUBAREA ELEMENTS** | **O** | **E** | **S** | **M** | **U** |
| 1. Plans Management.<br>a. Conduct periodic review of Operational Plans (OPLAN), Contingency Plans (CONPLAN), and Timed Phased Force Deployment Data (TPFDD).<br>b. Unit support requirements properly documented in applicable plans.<br>c. Members of the host unit's Base Support Plan committee (**2.11.** and **3.3.1.**).<br>1. Chapter OPR maintain continuity binder (10-404 Para 2.11. and 2.9.6)<br>2. Support requirements for war, contingency, and exercises are documented in the applicable plan.<br>3. Review TPFDD and identify planned en route support requirements.<br>4. Identify, and take steps to resolve unit shortfalls and LIMFACs.<br>5. Ensure adequate facilities will be available to support anticipated wartime operational levels.<br>6. Ensure sufficient assets are available to support peak station work loads during contingency operations.<br>7. Deploying units coordinate surveys with AOR and parent MAJCOM, ID unique requirements and suggested changes or other impacts on reception planning. (10-404 Para 2.7) | | | | | |
| 2. Support Agreement Program Management.<br>a. Has a support agreement program been established? AFPD 25-2 | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| b. Are support requirements for war, contingency, and exercise plans documented in the applicable plans (i.e., base support or base deployment plan, etc.) and not in a support agreement? AFI 25-201, Para 1.4.2. | | | | | |
| c. Is the potential receiver identifying, by letter, the requirements to the proposed supplier when requesting support? AFI 25-201, Para 4.1.1. | | | | | |
| d. Are proper procedures being used for a waiver to permit duplication or joint use of support functions? AFI 25-201, Para 3.3.3 | | | | | |
| e. Are minor pen and ink changes made to revise the support agreement when substantial alterations are not required? DODI 4000.19, Para 6.2.8. | | | | | |
| f. When an impasse occurs, are both the supplier and receiver FAAC submitting, in writing, facts related to the impasse to the parent MAJCOM's counterpart? Are information copies provided to the installation SAM and MAJCOM Support Agreement Program Manager? AFI 25-201, Para 5.5 | | | | | |
| g. Is the funding annex (Fig 5-3) signed by both supplier and receiver FMs, included as an attachment to the agreement? AFI 25-201, Para 5.4.1 | | | | | |
| h. Does the local FM identify what the receiver pays for, its basis, and estimated reimbursement on the DD Form 1144 or Funding Annex? AFI 25-201 Para 4.3.1 | | | | | |
| i. Is the Environmental Officer reviewing all support agreements for environmental concerns? Is a statement annotated in Block 11, DD Form 1144 stating the agreement has been reviewed and signed by the Commander or Designated Representative? AFI 25-201, Para 2.7.2 | | | | | |
| j. Is Security Police reviewing all support agreements for security issues and annotating Block 11 on the DD Form 1144 accordingly? AFI 25-201, Para 2.8.1 | | | | | |
| k. Do two agreements exist when two activities provide support to each other? DODI 4000.19, Para 6.2 | | | | | |
| l. Is 180 days notification being given prior to modification and termination of support? AFI 25-201, Para 5.6.1 | | | | | |
| m. Are support agreements negotiated to document support for all recurring support provided by the Supplier recorded on a DD Form 1144 whether reimbursable or non-reimbursable? AFI 25-201, Para 1 | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| n. Is base operations support provided to DOD contractors identified in a request for Proposal (RFP) or contract and not in a support agreement? AFI 25-201, Para 1.4.1<br>o. Are there any agreements on file that list more than one receiver, and if so, do the attachments identify unique requirements and arrangements with each receiver? DODI 4000.19, Para 6.2 | | | | | |
| 3. Support Agreement Manager Responsibilities:<br>a. Does the SAM maintain a continuity book consisting of current policies and procedures? AFI 25-201, Para 2.2.1<br>b. Does the Support Agreement Managers (SAMs) have a current copy of AFI 25-201, AMCSUP 1 to AFI 25-201, and DODI 4000.19? AFPD 25-2<br>c. Does the SAM have access to AFI 65-601? AFPD 25-2<br>d. Is the SAM using AFMAN 37-139, Table 37-15, Records Disposition Schedule, to maintain or terminate agreements? AFI 25-201, Para 2.9.1<br>e. Does the SAM maintain a copy of all active support agreements and ensure their continued accuracy? DODI 4000.19, Para 6.2.1<br>f. Has the supplier SAM established a training program? AFI 25-201, Para 2.2.1<br>g. Does the SAM ensure that the financial and manpower representatives assist in FAAC training? AFI 25-201, Para 2.2.1<br>h. Does the supplier SAM make available FAAC training to receivers tenanted at their installation? AFI 25-201, Para 2.2.1<br>i. Does the receiver SAM provide an accurate assessment of support needs to the supplier? AFI 25-201, Para 2.3.1<br>j. Does the receiver SAM act as the single point of contact for coordinating agreements? AFI 25-201, Para 2.3.1<br>k. Does the SAM maintain a list of FAACS/POC names and phone numbers for the various functionals within their organization? AFI 25-201, Para 5.1.1 | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| l. Is the SAM aware they have GSUs, and if so, where they are located? AFI 25-201, Para 3.1.1 | | | | | |
| m. Is the SAM using proper procedures for developing support agreements? AFI 25-201 | | | | | |
| n. Does the SAM ensure all relevant functional offices are notified when a new agreement, revision, review, waiver, or termination of a support agreement is required? AFI 25-201, Para 5.1.1 | | | | | |
| o. Does the SAM prepare a draft support agreement for coordination identifying all required categories of support? AFI 25-201, Para 4.2.1. | | | | | |
| p. Has the Supplier SAM tasked their FAACs to provide, in writing, their standard level of support. AFI 25-201, Para 2.2.1. | | | | | |
| q. Does the SAM ensure specific provisions in all support agreements are identified and defined? AFI 25-201, Para 4.3.1. | | | | | |
| r. Does the SAM ensure all FAACs coordinate on the initial draft agreement? AFI 25-201, Para 4.2.2. | | | | | |
| s. Is the SAM using proper procedures for processing and reviewing support agreements? AFI 25-201, Para 5.4.1. | | | | | |
| t. Has the SAM developed procedures to prevent unnecessary delays in negotiating, revising, and reviewing support agreements? AFI 25-201, Para 2.2.1. | | | | | |
| u. Is the Supplier SAM initiating the triennial review in sufficient time (suggest 120 days) to complete the triennial review by the effective date? AFI 25-201 | | | | | |
| v. Does the local manpower office identify on the manpower annex the required manpower to support workload? AFI 25-201, Para 4.4.1 | | | | | |
| w. Has the SAM forwarded copies of all finalized agreements to all involved agencies? AFI 25-201, Para 5.3.2 | | | | | |
| x. Are SAMs ensuring that all receivers on their installation are receiving support on an equivalent basis? AFI 25-201, Para 3.2.1 | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 4. Functional Area Agreement Coordinators (FAAC). Have FACCs provided relevant support IAW AFI 25-201, Para 2.4.1, to include:<br>a. Providing and reviewing specific provisions and terms.<br>b. Negotiating required changes.<br>c. Impasse resolution.<br>e. Assisting manpower in identifying manpower requirements.<br>f. Providing required data to FM.<br>g. Ensure billing for reimbursable support is submitted.<br>h. Review agreements at least annually and identify significant changes.<br>i. Participate in relevant training.<br>j. Return inputs in the required format.<br>k. Inform the SAM of changes affecting support agreements. | | | | | |
| 5. Reserve Coordinator. | | | | | |
| 6. Higher Headquarters Reporting. | | | | | |
| **OVERALL** | | | | | |

**Table 4.7. ATSO Rated Subarea.**

| INSPECTION GRADESHEET | ERI | | | | |
|---|---|---|---|---|---|
| **STANDARD:** Ensure unit personnel are trained to survive NBC and conventional attacks and conduct mission-essential operations in a post-attack environment. | | | | | |
| **MAJOR GRADED AREAS** | **O** | **E** | **S** | **M** | **U** |
| 1. Ability to Survive and Operate (ATSO) | | | | | |
| **OVERALL** | | | | | |

**Table 4.8. Ability to Survive and Operate.**

| Inspector_____ Functional Area _____ | | | | | | |
|---|---|---|---|---|---|---|
| **Date** _____ | | | | | | |
| **ERI** | **ATSO** | **ABILITY TO SURVIVE AND OPERATE** | | | | |
| **STANDARD:** Ensure unit personnel are trained to survive NBC and conventional attacks and conduct mission-essential operations in a post-attack environment. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. The AMC-IG will inspect the following critical ATSO tasks and measures in the AMC Unit Level Mission Essential Tasks:<br>6.08.01. Execute Pre-Attack/Disaster Actions, M1, M2, M4, and M7.<br>6.08.02. Trans Attack/Disaster Response Action, M1-M3.<br>6.08.03. Execute Post Attack/Disaster Response Actions, M1, M7, and M8.<br>7.01.03. Activate Unit Control Centers, M2-M4, and M6-M7. | | | | | | |
| **OVERALL** | | | | | | |

**Table 4.9. Aerial Port Rated Subareas.**

| **INSPECTION GRADESHEET** | **ERI** | **AERIAL PORT** | | | | |
|---|---|---|---|---|---|---|
| **STANDARD:** Operates air terminal facilities in support of DOD-sponsored aircraft, cargo, and passengers. | | | | | | |
| **RATED SUBAREAS** | | | | | | |
| | | **O** | **E** | **S** | **M** | **U** |
| 1. Aircraft Services | | | | | | |
| 2. Passenger Services | | | | | | |
| 3. Safety | | | | | | |
| **OVERALL** | | | | | | |

**Table 4.10. Aircraft Services.**

| Inspector_____ Functional Area _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **AERIAL PORT** | **AIRCRAFT SERVICES** | | | | |
| **STANDARD:** Ensure proper cargo preparation for airlift and safe and timely loading onto aircraft. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Cargo processing<br>a. Establish security procedures for protection of cargo/mail.<br>b. Proper receipt, documentation, processing, and storage of cargo/mail.<br>c. Proper pallet build-up.<br>d. Over/short shipments properly documented.<br>e. Frustrated cargo procedures followed.<br>f. Documentation of training.<br>g. Calibration of cargo scales.<br>h. Rehandled data properly captured on AMC Form 56. | | | | | | |
| 2. Ramp Services<br>a. Proper loading procedures followed.<br>b. Appropriate use of MHE.<br>c. Calibration of all cargo scales.<br>d. Shoring kits maintained.<br>e. Documentation of training.<br>f. Rehandled data properly captured on AMC Form 56.<br>g. Tiedown Equipment Checklist (AF Form 4069) implemented. | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 3. Special Handling<br>a. HAZMAT properly inspected using AMC Form 1015<br>b. Rehandled data properly captured on AMC Form 56.<br>c. Authorization letters maintained as required.<br>d. Proper handling of registered mail.<br>e. Identification/appointment of HAZMAT Inspectors.<br>f. Protective clothing kits, spill kits, and eye wash stations maintained and inspected.<br>g. HAZMAT storage areas compliant.<br>h. Documentation of training.<br>i. Written instructions (e.g. explosives operations, leaking cargo, etc) current | | | | | |
| 4. Fleet Services.<br>a. Bench stock levels maintained.<br>b. Sanitation practices followed.<br>c. Manual/mechanized flight folders maintained.<br>d. Proper flightline procedures followed.<br>e. Proper inflight meal handling/delivery.<br>f. Rehandled data properly captured on AMC Form 65. | | | | | |
| 5. Ensure proper management of the Pallet and Net program.<br>a. Properly store pallets and nets.<br>b. Proper accountability of assets.<br>c. Use proper reporting procedures. | | | | | |
| 6. Vehicles.<br>a. Perform operator care/inspections.<br>b. Timely reporting of deficiencies. | | | | | |
| 7. Force Protection.<br>a. Administer program to protect personnel/resources.<br>b. Familiarity/adherence with established guidance. | | | | | |
| 8. Availability of required Forms and Publications. | | | | | |
| **OVERALL** | | | | | |

**Table 4.11. Passenger Services.**

| Inspector_____ Functional Area _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **AERIAL PORT** | **PASSENGER SERVICES** | | | | |
| **STANDARD:** Provide air travel opportunities to eligible passengers under the appropriate travel category. Ensure air travelers are properly manifested and procedures for funds accounting are in place. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Dispatch.<br>a. Procedures in place to receive/disseminate timely information.<br>b. All required systems in place and accurately utilized.<br>c. Coordinate meal orders.<br>d. Maintain mechanized/manual flight folders.<br>e. AMC Form 108 maintained for rehandled passengers. | | | | | | |
| 2. Passenger/Baggage Services.<br>a. Familiarity with Space Available/Space Required eligibility.<br>b. Remote Space Available sign-up available.<br>c. Compliant with release of limited/unlimited information.<br>d. Familiarity and application of ineligible passenger handling.<br>e. Familiarity and application of questionable travel procedures.<br>f. Familiarity and application of unaccompanied children procedures.<br>g. Processing procedures compliant with applicable directives.<br>h. Change fund custodian properly trained and appointed.<br>i. Cash collection procedures compliant.<br>j. Appointment of primary mishandled baggage representatives.<br>l. Familiarity and application of mishandled baggage procedures.<br>m. Baggage handling for arriving/departing passengers compliant.<br>n. Pet handling procedures compliant. | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 3. Force Protection.<br>a. Terminal Security contract complaint.<br>b. Screening equipment tested as required.<br>c. Duress alarm available and tested as required.<br>d. Familiarity/adherence with established guidance.<br>e. Terminal Security QAE(s) properly trained and appointed. | | | | | |
| 4. Vehicles.<br>a. Perform operator care/inspections.<br>b. Timely reporting of deficiencies. | | | | | |
| 5. Availability of required Forms and Publications. | | | | | |
| **OVERALL** | | | | | |

**Table 4.12. Safety.**

| Inspector_____ Functional Area _____ | | | | | |
|---|---|---|---|---|---|
| Date _____ | | | | | |
| **ERI** | **AERIAL PORT** | | **SAFETY** | | |
| **STANDARD:** Demonstrate proper safety practices and risk management to accomplish mission requirements safely and effectively. | | | | | |
| **SUBAREA ELEMENTS** | **O** | **E** | **S** | **M** | **U** |
| 1. Ensure adherence to established safety standards.<br>a. Dress appropriately, including hearing protection, personal protective equipment.<br>b. Follow regulations and safety precautions, such as seat-belt usage, adhering to speed limits, using chocks and spotters when required, and adhering to proper marshaling procedures.<br>c. Monitor personnel for signs of carelessness and inattentiveness.<br>d. Institute procedures to prevent dehydration.<br>e. Institute work/rest cycles as required. | | | | | |
| **OVERALL** | | | | | |

**Table 4.13. Logistics Rated Subareas (ERI).**

| INSPECTION GRADESHEETS | ERI | LOGISTICS | | | | |
|---|---|---|---|---|---|---|
| **STANDARD:** Provide aircraft maintenance, supply, and functional leadership support to all AMC en route aircraft ensuring safe, effective mission accomplishment. | | | | | | |
| **RATED SUBAREAS** | | | | | | |
| | | **O** | **E** | **S** | **M** | **U** |
| 1. Aircraft Maintenance Management | | | | | | |
| 2. Aircraft Maintenance Compliance | | | | | | |
| 3. Maintenance Operations Center | | | | | | |
| 4. Aircraft Maintenance Operations | | | | | | |
| 5. Forward Supply Location (FSL) | | | | | | |
| 6. Safety | | | | | | |
| **OVERALL** | | | | | | |

**Table 4.14. Aircraft Maintenance Management.**

| Inspector_____ Functional Area _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **LOGISTICS** | **AIRCRAFT MAINTENANCE MANAGEMENT** | | | | |
| **STANDARD:** Provide positive direction and coordination of tasking to all maintenance areas to accomplish mission. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Maintain accurate status and availability of resources.<br>a. Resource availability<br>1) Aircraft.<br>2) Personnel<br>3) Critical support equipment (SE).<br>b. Meet mission taskings.<br>1) Sequence and plan adjustments.<br>2) Efficiently use maintenance resources.<br>3) Coordinate timely support by other functions. | | | | | | |
| 2. Establish and maintain work priorities.<br>a. Identify potential problems and limiting factors.<br>b. Participate in both resolution and execution of corrective actions. | | | | | | |
| 3. Establish work schedules to achieve maximum capability with assigned personnel.<br>a. Provide adequate supervision and assign personnel tasks commensurate with their skill level and training.<br>b. Effectively cross-utilize skills to handle surges and priority requirements. | | | | | | |
| 6. Ensure compliance with all directives.<br>a. Comply with applicable T.O.s, instructions, and local OIs.<br>b. Maintain currency of locally established OIs.<br>c. Sound FOD prevention management.<br>d. Establish and utilize proper procedures for the management of hazardous material.<br>e. Implement and manage DOPP | | | | | | |
| **OVERALL** | | | | | | |

**Table 4.15. Aircraft Maintenance Compliance.**

| INSPECTION GRADESHEETS | ERI | LOGISTICS |
|---|---|---|
| **STANDARD:** Comply with aircraft maintenance critical processes and functional leadership support to all AMC en route aircraft ensuring safe, effective mission accomplishment. | | |

| RATED SUBAREAS | O | E | S | M | U |
|---|---|---|---|---|---|
| 1. Aircraft Maintenance Compliance (1 of 7) | | | | | |
| 2. Aircraft Maintenance Compliance (2 of 7) | | | | | |
| 3. Aircraft Maintenance Compliance (3 of 7) | | | | | |
| 4. Aircraft Maintenance Compliance (4 of 7) | | | | | |
| 5. Aircraft Maintenance Compliance (5 of 7) | | | | | |
| 6. Aircraft Maintenance Compliance (6 of 7) | | | | | |
| 7. Aircraft Maintenance Compliance (7 of 7) | | | | | |
| | | | | | |
| **OVERALL** | | | | | |

**Table 4.16. Aircraft Maintenance Compliance (1 of 7).**

| Inspector_____ Functional Area _____ | | | | | | |
|---|---|---|---|---|---|---|
| **Date** _____ | | | | | | |
| **ERI** | **LOGISTICS** | **AIRCRAFT MAINTENANCE COMPLIANCE** | | | | |
| **STANDARD:** Assess proper squadron organizational alignment structure and maintenance workforce capabilities. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Has the squadron commander appointed a unit Vehicle Officer/ NCO? | | | | | | |
| 2. Is there a squadron support section assigned? | | | | | | |
| 3. Are Resource Cost Center Codes (RCCC's) established down to the section level? | | | | | | |
| 4. Does QA report directly to the AMS/CC for CONUS AMSs and to AMS Maintenance Operations for OCONUS AMSs? | | | | | | |
| 5. Are enlisted maintenance staff tours limited to three years)? | | | | | | |
| 6. Does the Squadron CC monitor all personnel working outside of their primary AFSC (out of hide) to ensure that it does not hamper mission accomplishment? | | | | | | |
| 7. Has a DOP monitor been appointed by the AMS commander? | | | | | | |
| 8. Is the DOP monitor assigned to QA? | | | | | | |
| 9. Has the QA super appointed a TODO manager? | | | | | | |
| 10. Is the FOD monitor assigned to QA as an additional duty? | | | | | | |
| 11. Is there a mandatory AMC Lead Technician Program in place? | | | | | | |
| 12. Is there a designated individual in QA for the Deficiency Reporting (DR) Program? | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 13. Do AMS Pro Supers report to and work for Maintenance Operations? Do 743 AMXS pro supers work directly for AMXS maintenance operations? | | | | | |
| 14. If a functional area does not warrant a full-time position in QA or specialized expertise is warranted, are qualified technician augmenters identified and selected? | | | | | |
| 15. Is there a Transient Aircraft Maintenance Section (743 MXS only) assigned? | | | | | |
| 16. Is there an AGE Flight assigned? (Rota only)<br>Is there a Repair and Inspection Section established? (Rota Only) | | | | | |
| 17. Is there a Servicing, Pick-up, and Delivery Section? (Rota Only) | | | | | |
| 18. Is there a Production Support Section assigned? (Rota Only)<br>Is there an AGE supply representative assigned to the Production Support section? (Rota Only) | | | | | |
| 19. Has AGE Flight supervision designated production supervisors? (Rota Only) | | | | | |
| 20. Is there an AGE scheduler assigned to the Production Support Section? (Rota Only) | | | | | |
| 21. Is there a technical administration section assigned to maintenance operations? | | | | | |
| 22. Is a Senior MOC coordinator assigned on all shifts? Is the Senior MOC coordinator a SNCO (preferred) or a experienced TSgt? (Exception: AMS MS may be authorized highly qualified personnel in lesser grades to perform senior duties on a limited basis? | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 23. Does the Unit Manpower Document (UMD) match the organization's structure? | | | | | |
| 24. Does maintenance operations maintain a current copy of the unit personnel manpower roster (UPMR)? May be electronic copy. | | | | | |
| 25. Does the Civilian Positions (if applicable) match the organization's structure on the UMD? | | | | | |
| 26. Does the MOO/SUPT ensure SEI qualified individuals are matched against proper SEI positions on the UPMR? | | | | | |
| 27. Does the MOO/SUPT ensure adequate supervisory coverage for each shift ensuring SNCOs and officers are rotated through each shift? | | | | | |
| 28. Is a TMDE Monitor/Coordinator assigned? | | | | | |
| | | | | | |
| **OVERALL** | | | | | |
| | | | | | |

**Table 4.17. Aircraft Maintenance Compliance (2 of 7).**

| **Inspector**_____ **Functional Area** _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **LOGISTICS** | **AIRCRAFT MAINTENANCE COMPLIANCE** | | | | |
| **STANDARD:** Assess implementation and effective use of maintenance policy, safety, and technical data guidance. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Is a lockout/tagout program in place under AFOSH STD 91-501? | | | | | | |
| 2. Are Group OIs current and applicable with AFI/T.O.s/AFOSH/ AMCIs (as applicable) and do they contain outdated policy that conflicts with current instructions? | | | | | | |
| 3. Has the AMS established an AMC OI for Natural Disaster/ Severe Weather procedures to protect resources if not already a part of a comprehensive base QRC? | | | | | | |
| 4. Is there an established technical Data Management Procedures OI for local cards, job guides, page supplements, and checklists required in Para 10.16.5. ? | | | | | | |
| 5. Is there an AMC AMS OI for hanger door operation to include powered and non-powered door (if applicable) operation and training requirements, procedures for manual door operation in the event electrical doors fail, and a requirement for maintenance group and wing commanders to be briefed monthly on hanger door discrepancies, repair status, and get-well date of inoperable door systems? Is the AMS the OPR for the instruction to ensure all affected agencies (e.g. fire department, CE) involved in the process of safe door operations? | | | | | | |
| 6. Are there maintenance procedures, responsibilities, and unit capabilities defined in the CDDAR OI for each MDS? Does the OI address obligations of other agencies? Are host support agreements (if applicable) reviewed? Does the OI include procedures for responding to more common incidents requiring CDDAR, such as blown or flat tires, aircraft departing prepared surfaces, and major fuel spills? Does the OI address areas in AFI 21-101, AMC Sup1 Para. 4.11.3.4.2.1. Thru 4.11.3.4.2.9.? | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 7. Is there an established FOD Program OI? | | | | | |
| 8. Is there a Local OI addressing DOP?. | | | | | |
| 9. Is the impoundment instruction (OI) between QA and all maintenance supervisions approved by the AMS/CC and tailored to local conditions? Does the OI address notification procedures for home station aircraft, aircraft impounded away from home station, and authorization of a one time flight if necessary? | | | | | |
| 10. Are sufficient TO sub-accounts and libraries established within the maintenance organization to accommodate mission needs? | | | | | |
| 11. Does a process exist to confirm locally prepared technical data is afforded the same control as the basic TO and is kept current with the source TO? | | | | | |
| 12. Has locally developed technical data been properly coordinated with applicable base organizations? | | | | | |
| 13. Is an annual check performed for locally developed technical data? | | | | | |
| 14. Is there a developed OI for tool and equipment management that addresses paragraphs 13.2.1.1. through 13.2.1.13.4.? | | | | | |
| 15. Are all local OIs that involve standardized group maintenance procedures coordinated by the appropriate OPR, (assigned by AMS/CC) with QA before being sent to the AMS/CC for final approval? | | | | | |
| 16. Is there a compliance-structured self-inspection program established? | | | | | |
| 17. Is there an local OI for warning tags? | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 18. Does QA evaluate unit maintenance management procedures, including locally developed forms, publications OIs for accuracy, intent, and necessity? | | | | | |
| 19. Does the AMS follow host maintenance community follow established host OI for local manufacture procedures? | | | | | |
| 20 Are there established procedures to respond to hot brake incidents? | | | | | |
| 21. Is a mishap prevention program enforced within the unit and AF Forms 55 and associated training accomplished IAW AFI 91-301? | | | | | |
| 22. Does Maintenance Operations establish debriefing procedures? | | | | | |
| 23. Is there a vehicle control program in place? | | | | | |
| 24. Is there an established program for control of assigned land mobile radios IAW AFI 21-101 Chapter 18? | | | | | |
| | | | | | |
| **OVERALL** | | | | | |
| | | | | | |

**Table 4.18. Aircraft Maintenance Compliance (3 of 7).**

| **Inspector**_____ **Functional Area** _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **LOGISTICS** | **AIRCRAFT MAINTENANCE COMPLIANCE** | | | | |
| **STANDARD:** Assess aircraft and equipment maintenance training and documentation procedures. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Is the Squadron/CC ensuring their personnel that operate hangar doors are trained and that training is properly documented to include the SCR? | | | | | | |
| 2. Is the Squadron/CC ensuring a comprehensive training program is developed and conducted? | | | | | | |
| 3. Does the Squadron/CC ensure unit personnel are trained and equipped to execute CDDAR tasks such as blown or flat tires, aircraft departing prepared surfaces, and major fuel spills? | | | | | | |
| 4. Has a Weapons Task Qualification Manager (WTQM) and Weapons Task Qualification Crew (WTQC) developed a comprehensive plan for chaff/flare loading standardization, local policies and procedures, and personnel training (if applicable)? | | | | | | |
| 5. Is there an effective QA training program established for inspectors and program managers? | | | | | | |
| 6. Is QA Training properly accomplished and documented? | | | | | | |
| 7. Is training properly documented on an AF form 797 and/or MIS? | | | | | | |
| 8. Are TODO managers trained IAW 00-5-1 to include a training course as listed in TO 00-5-2? | | | | | | |
| 9. Are personnel trained and training documented on the AF Form 797 or MIS on the care and maintenance of assigned common and special tools IAW TO 32-1-101? | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 10. Are AMS personnel trained to support C-5, C-141, (N/A for CONUS AMS) and C-17 weapons systems maintenance requirements with secondary familiarity in KC-135, KC-10 and C-130 basic ground handling tasks only( i.e. Marshalling, chocking)? | | | | | |
| 11. Does MOO/SUPT ensure required personnel receive HAZCOM and HAZMAT training to fulfill hazardous waste monitor duties based upon Base CE Environmental Section requirements? | | | | | |
| 12. Is the Special Certification Roster (SCR) reviewed quarterly (ANG semi-annually) for correct and accurate entries? | | | | | |
| 13. Is the SCR signed only by the MOO/Supt signifying personnel listed on the roster are certified and qualified to accomplish tasks, which require certification and inspector authorizations? | | | | | |
| 14. Is the Status of Training (SOT) program properly utilized. | | | | | |
| 15. Is there a developed Master training Plan (MTP) for all assigned personnel IAW AFI 36-2201? | | | | | |
| 16. Are work centers provide qualification and upgrade training as required for their personnel? | | | | | |
| 17. Is the process of En route training being accomplished? | | | | | |
| 18. Has the TMDE Monitor/Coordinator received training? | | | | | |
| 19. Are training course control documents, lesson plans, and tests are properly prepared and used? | | | | | |
| 20. Are training course control documents, lesson plans, and tests for currency? | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 21. Are training annual screening process to ensure unit requirements are identified? | | | | | |
| 22. Are processes established to identify and work overdue training. | | | | | |
| 23. Are all training prerequisites met before engine run training is scheduled? | | | | | |
| 24. Are personnel being taught to the task certification level? | | | | | |
| 25. Do instructors meet proper requirements? | | | | | |
| 26. Are training requirements requested prior to PCS RNLTD? | | | | | |
| | | | | | |
| **OVERALL** | | | | | |
| | | | | | |

**Table 4.19. Aircraft Maintenance Compliance (4 of 7).**

| **Inspector**_____ **Functional Area** _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **LOGISTICS** | **AIRCRAFT MAINTENANCE COMPLIANCE** | | | | |
| **STANDARD:** Assess Proper tools & Equipment in supporting maintenance operations. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Are Flight/Section chiefs ensuring their special tools and test equipment are inspected for serviceability and correct documentation of AFTO 244s by Lead Techs in their respective AFSCs? | | | | | | |
| 2. Is all work center supply management documentation is properly accomplished? | | | | | | |
| 3. Does the production superintendent ensure TACC/XOCL tasked equipment is fully operational and contains all required accessories and documentation? | | | | | | |
| 4. Do flight/section chiefs determine the type, size, and number of CTKs required for their work centers and approve the MIL? | | | | | | |
| 5. Is personal issue equipment (e.g. ear defenders, reflective belts, etc.)? Identified with minimum last name, unit, and employee number. Does not include personal issued clothing. | | | | | | |
| 6. Are personnel carrying or using personal tools (e.g. mini-mag flashlights, leathermans, buck knives, etc)? On the flight line or in any maintenance area? | | | | | | |
| 7. Review annual inventory procedures and documentation. Are there sufficient quantities of common and special tools to support home station and deployed maintenance? | | | | | | |
| 8. Are there procedures for two or more work centers operating out of a single tool room/support section or when work centers elect to distribute CTKs to decentralized locations? Are they followed? | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 9. Are proper tool accountability inspections are being accomplished? Is there accurate and comprehensive Master Inventory Lists (MIL) available in the tool storage facility? Does the Master Inventory List (MIL) identify location of tools, e.g. drawer, section, etc.? Are there standardized procedures for security, control, and accountability of tools to see if procedures are followed? | | | | | |
| 10. Is The automated tool control program, chit system, AF Form 1297, or a MAJCOM or locally approved Form used for accountability and control of tools and CTK? Note: Once TAS v2.4 is fielded it will be mandated for use and units will have a specified transition date | | | | | |
| 11. Is there a process to account for rags? Also Reference AFI 21-101 paragraph 18.23.2.9. | | | | | |
| 12. Are there procedures for control of locally developed tools? | | | | | |
| 13. Are all tools and CTKs etched, stamped, or marked with a nine digit Worldwide identification designator (WWID)? 7 Digit PMEL ID numbers will be used for all PMEL items. | | | | | |
| 14. Are AFTO Form 244s available and filled out correctly? | | | | | |
| 15. Are there established procedures for local accountability, control, and use of Electronic (E-tools) to include laptops, computers, slates, hand-held devices etc. (When fielded)? | | | | | |
| 16. As a minimum, are representatives from unit communications, TODO, Small Computers, and Maintenance coordinating on the contents of these procedures (when fielded)? | | | | | |
| 17. Are the E-tools accounted for as ADPE IAW 33 series AFIs (when fielded)? | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 18. Are E-tools purchased for their intended purpose using only authorized software to directly support maintenance operations (when fielded)? | | | | | |
| 19. Are accounts for ADPE specifically designed for E-tools within each support section if applicable (when fielded)? | | | | | |
| 20. Are E-tools accounted for separately from other small computers (when fielded)? | | | | | |
| 21. Are E-tools managed IAW their proper security clearance (when fielded)? | | | | | |
| 22. Does the OIC/NCOIC or Flight Commander/Flight Chief comply with TO 33K-1-100 (TMDE Calibration interval technical order and WUC reference guide), applicable calibration measurement summaries, and TO 00-20-14 (Air Force Metrology and Calibration Program) in the use, care, handling, transportation, and calibration of TMDE owned by the Flight? | | | | | |
| 23. Does the Section Chief ensure TMDE maintenance and calibration requirements are met? | | | | | |
| 24. Are proper tool accountability inspections are being accomplished? | | | | | |
| 25. Does the Master Inventory List (MIL) identify location of tools, e.g. drawer, section, etc.? | | | | | |
| 27. Is there a process established for reporting unserviceable/ broken/removed equipment? | | | | | |
| 28. Are E-tools controlled and issued from the applicable support sections using the same procedures as for other support equipment (when fielded)? | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 29. Is a minimum annual tool and equipment inventory being conducted and documented? | | | | | |
| 30. Are there procedures for warranted tool management? | | | | | |
| 31. Are there procedures for missing or lost tools to include suspected acft taxiing or currently flying? | | | | | |
| 32. Do the CTK or equipment kit MILs show what tools are removed or broken? | | | | | |
| 33. Are there procedures for checking equipment in and out? Are they followed? | | | | | |
| 34. Are tools inspected periodically for serviceability IAW TO 32-1-101? | | | | | |
| 35. Are there accurate and comprehensive Master Inventory Lists (MIL) available in the tool storage facility? | | | | | |
| 36. Is there control of access to tool issue rooms. | | | | | |
| 37. Is all support equipment listed on the Master Inventory Listing (MIL) and/or Allowance Standards. | | | | | |
| 38. Does the Support/Supply Section ensure a flight due-out release point and holding bins are established, and UND “A” and UJC BQ requirements are verified? Does the support section processes supply requests, maintains AF Forms 2413 (or operates remote devices), track MICAP due-outs, monitors bench stock, conduct bench stock and adjusted stock level reviews, and operates tool storage areas? | | | | | |
| 39. Do flight/section chiefs determine the type, size, and number of CTKs required for their work centers and approve the MIL? | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 40. Does the AMS's furnish a copy of the base level agreement pertaining to AGE support to include a copy of the equipment list annex to HQ AMC/A44 annually NLT 31 Dec. | | | | | |
| 41. Does the AMS have correct authorizations of equipment assigned for the mission to include en route support, transient aircraft, WRM, AEF, AMOG, joint use, and other applicable commitments? | | | | | |
| 42. Do written procedures exist for maintaining deployed AGE when there is a need to support activities at a down-range location or satellite base? | | | | | |
| 43. Is annual equipment listing of all powered and non-powered AGE provided to the MAJCOM AGE Manager by the last duty day of February? (As required) | | | | | |
| 44. Does the Section Chief ensure TMDE maintenance and calibration requirements are met? | | | | | |
| 45. Do en route MOO/SUPT annually review en route and Recovery Maintenance Allowance Standard 751 for availability of all required support equipment and develop procedures to expediently identify SE mission limiting factors to AMC/A45, AMC/RSS, and appropriate agencies? | | | | | |
| 46. Are personnel provided with all required Personnel Protective Equipment for LN2, LOX and Gox operations? | | | | | |
| | | | | | |
| **OVERALL** | | | | | |
| | | | | | |

**Table 4.20. Aircraft Maintenance Compliance (5 of 7).**

| **Inspector**_____ **Functional Area** _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **LOGISTICS** | **AIRCRAFT MAINTENANCE COMPLIANCE** | | | | |
| **STANDARD:** Assess effectiveness of equipment documentation, status reporting and use of Maintenance Management. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Are data integrity teams ensuring accurate data is being reported in GO81 and maintenance actions are properly documented? | | | | | | |
| 2. Are all maintenance personnel properly trained in the effective use of MIS (GO81)? | | | | | | |
| 3. For units with GO81 capability, are ramp inspectors updating completion of ramp inspections within 3 working days? | | | | | | |
| 4. Does the QA Chief Inspector have established procedures for inspectors for entering the discrepancies found during inspections into the MIS? | | | | | | |
| 5. Do QA inspectors conduct QA evaluations to ensure the MIS matches active aircraft forms? Do QA inspectors evaluate the Mission Essential Listing (MEL) against the aircraft forms while on the aircraft and then runs a G081 screen 8047 to ensure proper status is carried in G081? | | | | | | |
| 6. Does the debriefer verify with the aircraft commander if a flight control malfunction will be a reportable event IAW AFI 91-204? Does the debriefer know the aircraft is to be impounded if it is a reportable event IAW AFI 91-204? | | | | | | |
| 7. Are all closed discrepancies updated with Maintenance Data Documentation (8063, 9099) prior to the end of each shift? Does the Flight Commander/Flight Chief ensure aerospace equipment forms and MIS documentation are completed, accurately for each shift? | | | | | | |
| 8. Is each aircraft work center reviewing all G081 documentation IAW T.O. 00-20-1 daily? | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 9. Are all designated AMC critical AGE status changes input into GO81 daily using HQ AMC standard mnemonics? (10% sample size) (Also applies to the 743 AMXS) | | | | | |
| 10. Are parts being ordered through G081 when G081/SBSS interface capability exists? | | | | | |
| 11. Are Section Chiefs ensuring MDC accuracy is accomplished in G081 and monitor completed action for accuracy and data integrity? | | | | | |
| 12. Are parts being ordered through G081 when G081/SBSS interface capability exists? | | | | | |
| 13. Are there local process of documenting CANN actions on aircraft to ensure accuracy and completeness of documentation? | | | | | |
| 14. Do unit personnel document aircraft and equipment maintenance IAW T.O. 00-20-1 T.O.00-20-2, and para. 9.1 thru 9.1.10 of AFI 21-101? | | | | | |
| 15. Is the HQ AMC/A4 weapon system specific debrief checklist being used? | | | | | |
| 16. Are appropriate blocks of the AFTO Form 781H, Aerospace Vehicle Flight Status and Maintenance Document, filled out with Flight Condition Data, Airframe Time, and signature of aircraft commander or designated representative? | | | | | |
| 17. Are AMS and 743 AMXS ensuring the aircraft commander annotates debriefed discrepancies as either mission contributing or mission essential in the appropriate AFTO Form 781A discrepancy blocks IAW with the aircrew mission essential listing? | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 18. Does Production Supervisor ensure aircraft status is accurately reflected in both the maintenance forms and the MIS? Does Production Supervisor provide the MOC specific aircraft status update information as required? Does Production Supervisor work closely with Expediters and the MOC to ensure actual aircraft status matches status reported in MIS? | | | | | |
| 19. Is aircraft status accurately reflected in GO81 (screen 8020), aircraft forms, and MOC/prosuper/expediter status sheets/boards? | | | | | |
| 20. Does the Squadron Production Supervisor use the MEL to determine aircraft status? | | | | | |
| 21. Does the Maintenance Operations Officer (MOO)/ Superintendent (SUPT) ensure pilot reported discrepancies (PRD), scheduled, and unscheduled maintenance actions are entered and completed in the MIS? | | | | | |
| 22. Does the MOO/SUPT ensure timely and accurate engine data is provided to the engine management element for all applicable engines (if applicable)? | | | | | |
| 23. Is IMDS effective database management in place? | | | | | |
| 24. (DIG) Are the minimum prescribed data elements checked? | | | | | |
| 25. DIG) Are DIG errors identified and work centers educated on root causes of poor data integrity? | | | | | |
| 26. (DIG) Is there a tracking system in place to track the results of DIG team? | | | | | |
| 27. Is en route debriefing conducted at the aircraft using the AMC Form 278 or locally developed form and all discrepancies loaded into the MIS by the MOC? | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 28. Does MOC track status and location of all transient aircraft on a status device (may be automated)? | | | | | |
| 29. Is aircraft status accurately reflected in GO81 (screen 8020), aircraft forms, and MOC/prosuper/expediter status sheets/boards? | | | | | |
| 30. Does the MOC ensure aircraft status is properly reported and maintained IAW applicable publications? Does the MOC verify aircraft status using the MIS before reporting it? | | | | | |
| 31. Is proper use of G081 utilized for Management Information System (MIS) Management Training? | | | | | |
| | | | | | |
| **OVERALL** | | | | | |
| | | | | | |

**Table 4.21. Aircraft Maintenance Compliance (6 of 7).**

| **Inspector**_____ **Functional Area** _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **LOGISTICS** | **AIRCRAFT MAINTENANCE COMPLIANCE** | | | | |
| **STANDARD:** Evaluate effective management of Aircraft Maintenance Operations. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Do all maintenance, operations, and base support squadrons whose personnel perform duties on or in the area of the flightline appoint a squadron FOD representative to attend quarterly FOD meetings? Do AMC tenant units attend the host base/wing FOD meeting? | | | | | | |
| 2. Are associate AMC units following the host unit DOP Program? | | | | | | |
| 3. Has the AMS/CC appointed a SRAN engine manager (EM) (if a host), or a unit engine manager (UEM, if a tenant) to accomplish the duties out-lined in AFI 21-101, T.O. 00-20-254-series and AFI 21-104 (Those en routes with authorized engines)? | | | | | | |
| 4. Has the AMS/CC or equivalent established an AMC Ramp Inspection Program in QA designating a Ramp Inspection Program Manager as an additional duty? | | | | | | |
| 5. Is there an established maintenance second look inspection program for aircraft panels? Are secondary structure and panel inspections being accomplished prior to flight? Are qualified personnel performing and documenting the AFTO 781A's using a RED X symbol? | | | | | | |
| 6. Does the engine monitor ensure parts requirements for engine not mission capable supply (ENMCS) are accurately reported and promptly requisitioned? | | | | | | |
| 7. Is the Aviation into Plane Reimbursement (AIR) Card maintained with the aircraft forms? Are the forms checked during debriefed to ensure it is with the AFTO Forms binder? | | | | | | |
| 8. Does Squadron Production Supervisor attend and/or conduct the squadron's daily maintenance meeting? | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
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| 9. Does the pro super have emergency action procedures-including disaster control and severe weather IAW applicable directives and local policies ready to implement as required? | | | | | |
| 10. Does the Pro super maintain a current copy of the on-base disaster map with cordon overlay and appropriate check sheets outlining duties during disaster exercises? Are they familiar with specific disaster control duties and squadron responsibilities, and the portion of AFI 32-4001 pertaining to movement of aircraft, support equipment and evacuation of flightline personnel? | | | | | |
| 11. Are AMS and 743 AMXS expeditors ensuring their personnel or the TDY crew chief (as applicable) are saving AV fuel slips for accountability placing them in the forms along with appropriate documentation (type fuel) after refueling? | | | | | |
| 12. Is there a corrosion control program? | | | | | |
| 13. Does Maintenance Operations provide oversight of the AMS impoundment program? | | | | | |
| 14. Are appointed Impoundment officials no lower then the rank of MSgt? | | | | | |
| 15. Are processes in place to ensure aircraft are impounded for valid reasons according to Para.11.3. the AFI? | | | | | |
| 16. Does the MOC maintain MRT folders? | | | | | |
| 17. Is the MOC acting as the TACC/XOCL POC for all NMC non-home station AMC aircraft? | | | | | |
| 18. Does the MOC brief MRT members on duties and responsibilities IAW AMCI 21-108? | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
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| 19. Does the MOC notify applicable base agencies of the requirement to move MRTs and generate MRT orders? | | | | | |
| 20. Does the MOC contact the Production Superintendent, or senior maintenance representative, with TACC/XOCL tasking information in a timely manner? | | | | | |
| 21. Does the MOC coordinate MRT passenger processing procedures with the local passenger service organization? | | | | | |
| 22. Does the MOC generate country clearance letters when required? | | | | | |
| 23. Does the MOC inform TACC/XOCL of MRT team member information? | | | | | |
| 24. Does the MOC pass TCN information after completion of the equipment shipping coordination process to TACC/XOCL? | | | | | |
| 25. Does MOC inform TACC/XOCL when MRT members have returned to home station? | | | | | |
| 26. Does MOC inform TACC/XOCL when MRT equipment has returned to home station? | | | | | |
| 27. Does the MOC issue INMARSAT and/or Iridium telephones to MRT team chiefs per TACC/XOCL direction? (If applicable) | | | | | |
| 28. Is TACC/XOCL notified in a timely manner when en route/ transient AMC or AMC-gained aircraft are coded NMC or an ME discrepancy exists? | | | | | |
| 29. Does the MOC accurately record aircraft discrepancy and recovery information provided by TACC/XOCL? | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
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| 30. Does the MOC issue MRT folders to MRT team chiefs prior to departure?<br><br>31. Does the MOC maintain AMC/A4 issued INMARSAT and/or Iridium telephone assets? 'If en route unit impounds an aircraft, is TACC/XOCL notified of the impoundment and TACC/XOCL and the owning unit kept informed of the investigation status? | | | | | |
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| **OVERALL** | | | | | |
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**Table 4.22. Aircraft Maintenance Compliance (7 of 7).**

| **Inspector**_____ **Functional Area** _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **LOGISTICS** | **AIRCRAFT MAINTENANCE COMPLIANCE** | | | | |
| **STANDARD:** Evaluate management of Quality Assurance Programs | | | | | | |
| **SUBAREA ELEMENTS** | | | **O** | **E** | **S** | **M** | **U** |
| 1. Is the AFTO 22 program established to ensure/encourage submissions of change requests for TO discrepancies/ improvements?<br><br>2. Is there an effective QA training program established for inspectors and program managers?<br><br>3. Does QA implement the Mobility Aircraft Defensive Systems Loading policy in accordance with chapter 16, Wing Weapons manager and weapons Standardization (if applicable)?<br><br>4. Does the QA Chief Inspector have established procedures to prevent duplication of evaluations and inspections?<br><br>5. Do QA Inspectors and the chief Inspector accomplish their duties in accordance with the AFI?<br><br>6. Does QA meet at least annually with internal unit customers to analyze program success and review the RIL and its AQLs? | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
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| 7. Does the Superintendent ensure QA coordination on requests for locally designed tools or equipment? | | | | | |
| 8. Does QA evaluate unit maintenance management procedures, including locally developed forms, publications OIs for accuracy, intent, and necessity? | | | | | |
| 9. Does the DOPP monitor investigate DOPs on transient aircraft and provide the home station with sufficient data to generate the report? | | | | | |
| 10. Is there an adequate number of trained ramp inspectors, to meet AMC Ramp Inspection requirements? | | | | | |
| 11. Has the AMS/CC or equivalent established an AMC Ramp Inspection Program in QA designating a Ramp Inspection Program Manager as an additional duty? | | | | | |
| 12. Does QA manage the AFREP Program ( if applicable)? | | | | | |
| 13. Does QA inspect maintenance activity and staff functions every two years? (Will need to establish a baseline of scheduled/ completed inspections until initial two year period is completed) Is there a review of the mission, the organizational structure, current projects and programs, and past performance of the activity? Is there a review of the mission, the organizational structure, current projects and programs, and past performance of the activity? Do the activity inspections encompass all flights of the organization? | | | | | |
| 14. Are follow up inspections conducted for activities receiving an unsatisfactory or marginal rating during a MAJCOM /MSET inspection? | | | | | |
| 15. Are MSEP meetings conducted quarterly and are they chaired by the AMS/CC? | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
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| 16. Do Section/Element chiefs and above have access (read only) to the QA database? | | | | | |
| 17. Do Section/Element chiefs and above have access (read only) to the QA database? | | | | | |
| 18. Does QA database cover the minimum data fields in accordance with the AFI? | | | | | |
| 19. Are core RIL tasks/processes are performed frequently and inspected throughout the month? Are tasks/processes other than core tasks inspected regularly, though not necessarily monthly? | | | | | |
| 20. Is there an effective QA augmentation program established to ensure oversight of all maintenance AFSCs? | | | | | |
| 21. Does the FOD monitor report all FOD incidents to the MAJCOM FOD manager at HQ AMC/A44JP no later than 24 hours after discovery? | | | | | |
| 22. For AMSs, Does maintenance operations conduct evaluator proficiency evaluations (EPE) if no other QA qualified individual exists locally? | | | | | |
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| **OVERALL** | | | | | |

**Table 4.23. Maintenance Operations Center.**

| **Inspector**_____ **Functional Area** _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **COMMAND AND CONTROL (C2)** | **MAINTENANCE OPERATIONS CENTER (MOC)** | | | | |
| **STANDARD:** Provide positive direction and coordination to all functional areas. Timely cross-functional coordination and interaction occurs between leadership, work centers, and higher headquarters units to accomplish mission. | | | | | | |
| **SUBAREA ELEMENTS** | | | **O** | **E** | **S** | **M** | **U** |
| 1. Pass accurate, appropriate, and timely information to other controlling agencies and maintenance personnel.<br>a. Maintain accurate status.<br>1) Aircraft.<br>2) Critical support equipment.<br>b. Maintain and manage MIS (CAMS, G081, C2IPS, etc.) | | | | | | |
| 2. Coordinate requirements to meet mission taskings.<br>a. Coordinate and track aircraft parking location.<br>b. Compliance with all applicable T.O.s, instructions, and local OIs.<br>c. Maintain currency of locally established OIs.<br>d. Effective implementation of emergency action plans. | | | | | | |
| **OVERALL** | | | | | | |

**Table 4.24. Aircraft Maintenance Operations.**

| **Inspector**_____ **Functional Area** _____ | | | | | | |
|---|---|---|---|---|---|---|
| Date _____ | | | | | | |
| **ERI** | **LOGISTICS** | **AIRCRAFT MAINTENANCE OPERATIONS** | | | | |
| **STANDARD:** Prepare, launch, and recover aircraft to include all applicable inspections and maintenance actions to meet mission taskings. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Identify and repair problems through quality of inspections and preventative maintenance to successfully generate the aircraft. Accomplish applicable inspections. | | | | | | |
| 2. Ensure personnel performing aircraft generation actions are knowledgeable and qualified to perform duties and are in compliance with all applicable T.O.s, instructions, and local OIs. | | | | | | |
| 3. Complete, safe, and efficient servicing actions.<br>a. Fuel.<br>b. LOX/GOX.<br>c. Oil (engines, Constant Speed Drives, ATM, APU, etc.).<br>d. Hydraulic (Reservoirs, Accumulators, LG Struts, etc.). | | | | | | |
| 4. Provide properly configured aircraft for the mission. | | | | | | |
| 5. Properly documented aircraft and AGE Forms. | | | | | | |
| 6. Ensure all tools and equipment in support of aircraft generation are accounted for, safe, serviceable, and meet inspection, servicing, and maintenance requirements.<br>a. CTKs.<br>b. Special tools (PMEL, Service Kits, etc.).<br>c. AGE. | | | | | | |
| 7. Utilize proper procedures when dealing with hazardous materials.<br>a. Storage.<br>b. Use.<br>c. Disposal. | | | | | | |
| 8. Establish an effective debrief function utilizing required checklist and forms. | | | | | | |
| **OVERALL** | | | | | | |

**Table 4.25. Forward Supply Location (FSL).**

| **Inspector**_____ **Functional Area** _____ | | | | | | |
|---|---|---|---|---|---|---|
| **Date** _____ | | | | | | |
| **ERI** | **LOGISTICS** | **FORWARD SUPPLY LOCATION (FSL)** | | | | |
| **STANDARD:** Provide mission supply support in response to en route AMC aircraft tasking. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. MICAP Validation and Requisitioning<br>a. Does the FSL act as the primary point of submission and preparation of requests for supply items? (AFMAN 23-110, Vol 2, Part 2, Chap 2, Para 2.62.2.1)<br>b. Does the FSL maintain a suspense system to ensure timely processing of all inputs? (AFMAN 23-110, Vol 2, Part 2, Chap 2, Para 2.62.2.3)<br>c. Does the FSL monitor the quality of all requests prepared or processed? (AFMAN 23-110, Vol 2, Part 2, Chap 2, Para 2.62.2.2)<br>d. Are they using quick reference numbers? If used, do they develop and maintain Quick Reference Lists (QRL) for maintenance units? (AFMAN 23-110, Vol 2, Part 2, Chap 11, AMC Sup 1, Para 11.3.3.4)<br>e. Are personnel validating the QRL at least semi-annually? (AFI 21-101 Chap 8, Para 8.9.3)<br>f. Are FSL personnel processing management notices correctly? (AFMAN 23-110, Vol 2, Part 2, Chap 11, Para 11.11)<br>g. Do FSLs establish due-outs for verified NMCS conditions only? (AFMAN 23-110, Vol 2, Part Two, Chap 11, Para 11.11, AMC Sup 8)<br>h. Do FSLs process all requests as over-the-counter issues? (AFMAN 23-110, Vol 2, Part Two, Chap 11, Para 11.6.1, AMC Sup 8)<br>i. Does supply and maintenance originating activity personnel investigate all avenues to resolve a MICAP condition prior to requisitioning from the appropriate source of supply? (AFMAN 23-110, Vol 2, Part 2, Chap 17, Para 17.3)<br>j. After confirmation of the MICAP condition, is the originating activity/DSE processing the backorder, TEX "7" in SBSS/G081 using the appropriate project code as required? (AFMAN 23-110, Vol 2, Part 2, Chap 21, Sec T, AMC Sup 1, Para 21.121.9.1.2.1) | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
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| k. Are withdrawals from the readiness spares packages utilized to prevent automatic MICAP conditions or are a turn-ins (TIN) used to satisfy a MICAP conditions? (AFMAN 23-110, Vol 2, Part 2, Chap 17, Para 17.10.2) | | | | | |
| l. Are procedures followed for MICAP conditions covering transient aircraft? (AFMAN 23-110, Vol 2, Part 2, Chap 17, Para 17.16) | | | | | |
| m. Is the D818 (Reject Listing) reviewed daily to ensure that rejects affecting MICAP reporting are promptly corrected and reprocessed? (AFMAN 23-110, Vol 2, Part 2, Chap 17, Para 17.14) | | | | | |
| n. Does the FSL serve as focal point for processing NMCS requirements for AMC weapon systems other than C-5, C-17, C-141? The FSL ensures demands are placed on the local responsible officer 01 account as a recurring demand. FSL ensures the local responsible officer 01 account is aware that HQ AMC/ LGRC sources all not mission capable supply requirements for AMC aircraft. FSLs will assume maintenance supply liaison (MSL) verification responsibilities for AMC en route aircraft. (AFMAN 23-110, Vol 2, Part 2, Chap 2, Para 2.13.27.1, AMC Sup 8) | | | | | |
| o. Does the FSL use a locally developed checklist or I023 Management Notice for MICAP verification? (AFMAN 23-110, Vol 2, Part 2, Chap 17, Para 17.3, AMC Sup 8) | | | | | |
| p. For AMC/LGRC directed shipments for both CONUS and OCONUS are the following actions taken? | | | | | |
| 1) Does the supply technician/chief inspector verify the documentation and visually check the contents of the container/box to verify stock number and part number? | | | | | |
| 2) If supply personnel are unable to determine asset identification, is a qualified maintenance technician consulted before shipping? (Base task) (AFMAN 23-110, Vol 2, Part 2, Chap 17, AMC Sup 1, Para 17.8.1.2) | | | | | |
| q. When lateral support is used, and there is already a MICAP due-in from the SOS, is a SPR being processed with the new (lateral) due-in with the MICAP due-out document number in cc 67-80? (AFMAN 23-110, Vol 2, Part 2, Chap 17, Para 17.8.5.1) | | | | | |
| r. When a due-in marked for a MICAP is cancelled and a B9(x) stop report is produced, if the requirement still exists, is the due-out requisitioned with a new requisition number? (AFMAN 23-110, Vol 2, Part 2, Chap 17, Para 17.10.1) | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
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| s. Do FSLs process a NOR transaction (format J) to change indicative data on a memo due-out? (AFMAN 23-110, Vol 2, Part 2, Chap 17, Para 17.11.9, AMC Sup 8) | | | | | |
| t. Does the FSL notify the appropriate AMCRSS MICAP Engine Cell of verified MICAP conditions against ready-line engines pre-positioned at en route locations? (AFMAN 23-110, Vol 2, Part 2, Chap 17, Para 17.8.1.3, AMC Sup 8) | | | | | |
| u. Do FSLs process a NOR transaction (format F) for cannibalization actions taken prior to verification and processing of the MICAP due-out? (The NOR will be processed against the aircraft that the part was canned) | | | | | |
| 1) Do FSLs process a NOR transaction (format H) for cannibalization actions taken to transfer a MICAP condition from one end item to another? | | | | | |
| 2) Does the FSL submit local manufacture requisitions through the host supply account only when MICAP verification confirms technical skills, equipment, and all required components are immediately available to fabricate/assemble the item? (AFMAN 23-110, Vol 2, Part 2, Chap 17, AMC Sup 8) | | | | | |
| v. Does Stock Control work the MILSTAMP Tracer Reconciliation program promptly and correctly? Is this program run at least twice a month, on the first and third weekend? (Vol 2, Part 2, Chap 9, para 9.122.2 and 9.123.1) | | | | | |
| w. Are due-out cancellations processed correctly? (Vol 2, Part 2, Chap 21, Sec T, AMC Sup 1, para 21.121.5.2.7) | | | | | |
| 2. DIFM Control/Repair Cycle Turn-ins | | | | | |
| a. Is the D23 used for conducting DIFM reconciliation between Base Supply and maintenance activities? (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.19 & Chap 5, Atch B-22) | | | | | |
| b. Are DIFM details updated by processing DFM inputs with the current location and current DIFM status when required changes are provided by maintenance activities? (AFMAN 23-110, Vol 2, Part 2, Chap 24,Para 24.20 & Atch A-1 and A-2) | | | | | |
| c. Are accurate computer records of location and status for all unserviceable assets being tracked and maintained to ensure that spares are | | | | | |
| 1) repaired, | | | | | |
| 2) designated NRTS, or | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
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| 3) condemned as quickly as possible? (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.3.1) | | | | | |
| d. Are DIFM suspense files maintained? (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.7.1.3) | | | | | |
| e. Are deficiency report exhibits processed with supply condition "Q" and action taken code "C"? (AFMAN 23-110 Vol 2, Part 2, Chap 24, Para 24.37 & Chap 13) | | | | | |
| f. Is the D20/Part 2, Base Surveillance Report used as a tool to assure proper accounting for repair cycle items? (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.18.1 & Chap 5, Atch 5B-20) | | | | | |
| g. Are MDR/QDR exhibits stored in a central location in Base Supply unless the items are too large? (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.41) | | | | | |
| h. When discrepancies are discovered between DIFM detail record balances and the physical count are special inventory procedures in Chapter 20 used? (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.16.1) | | | | | |
| i. Are DIFM turn-ins processed IAW Chap 13, Sec 13D? (AFMAN 23-110, Vol 2, Part 2) | | | | | |
| j. Is the turn-in documentation accompanying the property reviewed for completeness and compatibility? Are any questionable or incomplete entries in the AFTO Form 350, coordinated with the applicable Maintenance Reparable Processing Center for clarification or correction? | | | | | |
| 1) Does block 16 contain the same document number as on copy 3 of the original issue request or due-out release document, DD Form 1348-1A/SATS Label. | | | | | |
| 2) Does block 20 contain an authorized action taken code compatible with condition of the property. (Chap 13, Para 13.29.1 thru 13.29.1.2) | | | | | |
| k. Does the FSL process MDR/QDR or latent defect turn-ins for items ERRC XD, XF, and XB? (Chap 13, Para 13.13.1.2) | | | | | |
| l. Does the FSL process reparable assets to the PSP or designated depot repair activity within 24 hours after removal from the aircraft? | | | | | |
| 1) If RIMCS codes an item as "RPT", take immediate action to ship the unserviceable asset to the supporting PSP? (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.3.4, AMC Sup 8) | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
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| m. Are unserviceable spares shipped as not repairable this station/ maintenance action taken code "D"? (AFMAN 23-110, Vol 1, Part 1, Chap 11, Para 11.22.2.2.1, AMC Sup 8) | | | | | |
| n. Does the FSL process reparable assets to AMC en route maintenance or host base within the following time frames? | | | | | |
| 1) 0-8 hours - Turn-in reparable assets removed from aircraft by flight line maintenance. Computed from the time a serviceable asset is issued to an aircraft. The Air Mobility Support Squadron (AMSS), with concurrence of the FSL responsible officer, may extend this time frame for items requiring extensive maintenance, such as landing gear components and structural repair items. | | | | | |
| 2) 12 hours - Maximum time in the possession of MAC or host maintenance activities for determination or repair capability and availability of parts. | | | | | |
| 3) 3 days - Maximum time for the maintenance activity to repair an asset when all bits and pieces are available) and return it to FSL stock. (This does not apply to PSPs) (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.3.5 - 24.3.5.2, AMC Sup 8) | | | | | |
| 3. Supply Point | | | | | |
| a. Are supply points established and operated correctly? | | | | | |
| 1) Maintenance personnel may operate the supply point if workload does not justify full-time supply manning. | | | | | |
| 2) Establish and maintain authorization lists. | | | | | |
| 3) Prepare inputs to load change and delete supply point details. | | | | | |
| 4) Help inventory perform supply point inventories, when requested. (AFMAN 23-110, Vol 2, Part 2, Chap 2, Para 2.63.3 & Chap 24, Section 24A) | | | | | |
| b. Does the supply point monitor prepare turn-ins for supply point assets? (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.29.2) | | | | | |
| c. Does RCS request a Supply Point Listing (Q13/NGV875) for supply point reconciliations? (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.31.1) | | | | | |
| d. Are supply points inventoried annually? Does Inventory and/or supply point supervisor conduct supply point inventories IAW Chap 20, Section 20B? (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.32) | | | | | |
| e. Does the support FSL do the following: | | | | | |
| 1) Recommend assets for pre-positioning at FSPs. | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
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| 2) Furnish the FSP and AMCRSS/LGSMSF a copy of the Q13 quarterly (NSN and item number sequence). | | | | | |
| 3) Advise the FSP of shipment and transportation data. | | | | | |
| 4) Send a copy of the daily document register (D04) to FSPs. | | | | | |
| 5) Maintain signed Q13 until next review is complete. (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.22.4.1 - 24.22.4.5, AMC Sup 8) | | | | | |
| f. Does the supported FSL do the following: (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.22.4.2 - 24.22.4.2.6, AMC Sup 8) | | | | | |
| 1) Maintain a control log for assignment of sequential document numbers for each issue from the supply point. | | | | | |
| 2) Establish a control log for monitoring reparable returns. | | | | | |
| 3) To return items, prepare a non-automated shipment to the designated PSP or depot repair activity unless otherwise directed. | | | | | |
| 4) Provide the supporting FSL with the TCN, all available transportation data, and a request for replacement if required. | | | | | |
| 5) Maintain a suspense file of all shipment documents for 120 days to allow for tracing of list shipments. | | | | | |
| 6) Inspect all receipts for identity, documentation, and serviceability. | | | | | |
| g. Does the FSL take the following semiannual review actions? (AFMAN 23-110, Vol 2, Part 2, Chap 24, Para 24.22.4.3 - 24.22.4.3.3, AMC Sup 8) | | | | | |
| 1) FSL, in coordination with FSP maintenance activity, will review the items stocked at the FSP to determine adequacy of authorization. | | | | | |
| 2) FSLs will submit all addition/increase requests to AMCRSS/ LGSMF for evaluation. | | | | | |
| 3) The FSL responsible officer and FSP maintenance officer (superintendent) sign the Q13 indicating completion of the semiannual review. | | | | | |
| 4. Weapon System Warranty Management | | | | | |
| a. Are all weapon system Line Replacement Unit (LRUs) under warranty processed using Product Quality Deficiency Report (PQDR) System as outlined in T.O. 00-35D-54? Are all required documentation submitted with the unserviceable LRU? (AFMAN 23-110, Chap 13, Para 13.14.4.3 & Chap 24, AMC Sup 1, Para 24.3.3.1) | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
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| b. Is the GVL64, Option 5 run to ensure LRUs under warranty are processed correctly? Are reverse post action taken and transactions reprocessed for LRUs turn-ins processed incorrectly? (AFMAN 23-110, Vol 2, Part 2, Chap 24, AMC Sup 1, Para 24.3.3.3) | | | | | |
| c. Is IEX "Q" loaded on the item records for LRUs under warranty? (AFMAN 23-110, Vol 2, Part 2, Chap 24, AMC Sup 1, Para 24.3.3.2) | | | | | |
| 5. Requirements | | | | | |
| a. Does Stock Control maintain an ECC for each item assigned an exception code as specified by the table of exceptions? | | | | | |
| 1) RSS will maintain excess, requisition and shipment exception codes. | | | | | |
| 2) Base will maintain issue exception codes. (AFMAN 23-110, Vol 2, Part 2, Chap 19, Para 19.21.2.1) | | | | | |
| b. Are Exception Control Records (ECC) maintained with all required information and justification? At a minimum the following should be maintained: | | | | | |
| 1) Expiration date. | | | | | |
| 2) Justification for ECC. | | | | | |
| 3) Element responsible for monitoring. | | | | | |
| 4) Cross reference for supporting documentation. | | | | | |
| 5) Maintain any other information required or directed by the MAJCOM. | | | | | |
| 6) Requesters name and organization. (AFMAN 23-110, Vol 2, Part 2, Chap 19, Para 19.21.2.2 and Chap 21, AMC Sup 1, Para 21.121.5.3.15) | | | | | |
| c. Are Excess Exception Codes (EEX) reviewed semi-annually (Jan/Jul) to ensure each EEX has been properly approved, and that unauthorized EEX codes are deleted? Are the results of the review reported to the MAJCOM? (AFMAN 23-110, Vol 2, Part 2, Chap 19, Para 19.76.6, Note) | | | | | |
| d. Does Stock Control utilize a program to manage records assigned exception codes? (AFMAN 23-110, Vol 2, Part 2, Chap 9, Para 9.59.5; Chap 11, Para 11.12; Chap 15, Atch 15A1-1.1; Chap 19, Sec J) | | | | | |
| e. Does Stock Control review the DIFM Detail Listing to determine which unserviceable items Stock Control has received disposition instructions: | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 1) If there are not disposition instructions for certain items, Stock Control should consult Item Manager (IM).<br>2) If 45 days later, Stock Control still has not received disposition instructions for unserviceable equipment and repair cycle items, they should send written follow-up/message/letter to IM.<br>3) Send follow-up message/letter to IM when the maximum holding date for the unserviceable asset has passed.<br>4) In follow-ups concerning HQ AFMC managed ERRCD XD items, provide the following:<br>a) National stock number.<br>b) Quantity.<br>c) Date disposition instructions were requested.<br>d) For all other repair cycle items and equipment items, include the FB/FE number from the unserviceable excess detail. (AFMAN 23-110, Vol 2, Part 2, Chap 19, Para 19.81.4 and 19.81.5) | | | | | |
| f. Are rejected XCC transactions cleared in a timely manner? (AFMAN 23-110, Vol 2, Part 2, Chap 19, Para 19.90.2.1.2) | | | | | |
| g. Does Stock Control take all necessary actions following the quarterly RBL push? (AFMAN 23-110, Vol 2, Part 2, Chap 19, Sec E, and Chap 21, AMC Sup 1, Para 21.121.5.1.9) | | | | | |
| h. Do the FSL s use the current copy of the MAL, instead of AF Form 1996, as authority to establish/maintain adjusted levels? (AFMAN 23-110, Vol 2, Part 2, Chap 19, Para 19.36.3 AMC Sup 8) | | | | | |
| i. Are AMCRSS/LGSCSF (Forward Supply System) and HQ AMC/LGRC the only agencies authorized to direct lateral support shipments? (AFMAN 23-110, Vol 2, Part 2, Chap 21, Sec T, AMC Sup 1, Para 21.121.5.1.14.13) | | | | | |
| j. Does FSLs forward DWA records to AMCRSS Stock Control by e-mail, telephone, or fax within 4 hours of shipment when reparable assets are shipped post-post? AMCRSS Stock Control will ensure that DWA records are processed to create unserviceable due-ins. (AFMAN 23-110, Vol 2, Part 2, Chap 21, Sec T, AMC Sup 1, Para 21.121.5.1.14.14) | | | | | |
| k. Are inventory levels managed as adjusted stock levels? (AFMAN 23-110, Vol 1, Part 1, Chap 11, Para 11.22.1.5. AMC Sup 8) | | | | | |
| l. Are AMCRSS/LGSMSF, LGRC, and the PSP the only agencies authorized to direct lateral support shipments? (AFMAN 23-110, Vol 2, Part 2, Chap 15, Para 15.22.1, AMC Sup 8) | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 6. Document Control Management | | | | | |
| a. Are all document files, including Weapons and COMSEC control files, located behind a lockable door or stored in a locked cabinet? (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.3.2) | | | | | |
| b. Does Document Control maintain the following supporting document files? | | | | | |
| 1) All documents of a manual or automated supply system for which a direct image document is not produced. | | | | | |
| 2) Any document that has information on it or attached to it that would help managers, auditors, or inspectors determine the disposition of an item. | | | | | |
| 3) Equipment management documents as required in Chap 22. | | | | | |
| 4) Written requests for reversal of a direct charge (TRIC 1PU). (File with the reverse-post document.) | | | | | |
| 5) Notice of lost or missing documents, when position 53 of the DCR contains an F. | | | | | |
| 6) Original local purchase receipts. (File for at least for 6 years and 3 months to meet legal requirements.) (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.16.7) | | | | | |
| c. Does Document Control maintain the following supply listings? | | | | | |
| 1) Daily Transaction Register. | | | | | |
| 2) Consolidated Transaction Register. | | | | | |
| 3) Daily Document Control Register. | | | | | |
| 4) Consolidated Inventory Adjustment Document (IAD) Register that is certified and approved. | | | | | |
| 5) Supporting documentation associated with the Consolidated IAD Register. | | | | | |
| 6) Inventory Accuracy Prep - A02 - filed as a supporting document to the monthly IAD Register. | | | | | |
| 7) Conversion Audit List (R22). | | | | | |
| 8) Weapons Inventory Listing (original copy) for the last two years. | | | | | |
| 9) M16, Shipment Loss Analysis - monthly listing - retained by fiscal year -destroyed after one year. (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.17) | | | | | |
| d. Is Document Control managing the Record Forced Change Output (FIX) Document program in the following manner: | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 1) Is a permanent document file established and marked RECORD ALTERATIONS? | | | | | |
| 2) Is the FIX document the original copy? | | | | | |
| 3) Does the FIX document contain a statement for altering the file and is the statement signed by the M&S officer or accountable officer? | | | | | |
| 4) Are the FIX documents filed in serial number order? | | | | | |
| 5) Once a month, does Document Control verify the accuracy of the RECORD ALTERATIONS file by comparing the number of documents in the file with last serial number used for the month that is printed on the M10? | | | | | |
| 6) If the M10 and the file does not agree, does Document Control notify Computer Operations to conduct an extensive search to determine the reason for the disagreement? | | | | | |
| 7) Does the M&S officer submit a letter fully explaining the reason for the difference, complete with support documents (copies of RPS/main site tele-printer outputs, etc.)? | | | | | |
| 8) Is the FIX serial number reset at the end of the fiscal year? (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.6.6.) | | | | | |
| e. Does Document Control process and receive the Delinquent Document List (R59) daily? (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.15.4 and Chap 6, Atch 6B-59) | | | | | |
| f. Does the Delinquent Document List take into consideration the special delinquency requirements for the following type of documents? | | | | | |
| 1) Firearms-CIC N,2,3,4,5,6,and 8--Delinquent after 3 workdays. | | | | | |
| 2) COMSEC- NSNs with a MMC code of CA,CK,CR,CO,CY, and CL--Delinquent after 3 workdays. | | | | | |
| 3) Transfers to DRMO (A5J)-On-base DRMO--Delinquent after 15 calendar days--Off-base DRMO--Delinquent after 30 calendar days. | | | | | |
| 4) Documents created during UTA--Delinquent a maximum of 3 calendar days after the next UTA. | | | | | |
| 5) Retail outlet items (DORs)-Held for customer pick-up--Delinquent after 10 workdays--Post-post issues for retail outlet items resulting from a 240 reject--Delinquent after 10 workdays. (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.15.2) | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| g. Does Document Control begin aggressive action to locate documents the first day they appear on the Delinquent Document listing and continue the research on the second day? (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.15.7) | | | | | |
| h. If the document is still missing after it appears on three daily Delinquent Document lists, does Document Control obtain a duplicate or prepare a replacement? (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.15.7) | | | | | |
| 7. COMSEC Management and Serial Number Control | | | | | |
| a. Prior to 15 March and 15 September, is the edit option of the R46 processed? (AFMAN 23-110, Vol 2, Part 2, Chap 21, Section 21AB, Para 21.186.2) | | | | | |
| b. Semi-annually, as of 15 March and 15 September, are all COMSEC assets that are on SBSS detail records or on hand in supply reconciled using the R46? (AFMAN 23-110, Vol 2, Part 2, Chap 21, Section 21AB, Para 21.186) | | | | | |
| c. Are COMSEC reject records (TRIC XHB), resulting from the semi-annual reconciliation, corrected and transmitted back within 5 calendar days of receipt of error notification? (AFMAN 23-110, Vol 2, Part 2, Chap 21, Section 21AB, Para 21.186) | | | | | |
| 8. R40 Shipment Suspense Record Processing | | | | | |
| a. Is the R40, Delinquent Shipment Listing, processed weekly? (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.27.2) | | | | | |
| b. When shipments are processed that bypass TMO, (shipment of reparables to repair activities directly from the DSE) does the shipment activity/DSE manually update the SSC within four hours from the time the property is picked up by the express carrier? (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.23.5.6) | | | | | |
| c. For any item that Vehicle Management has no record of the shipment, does Document Control freeze the item record and request an inventory? (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.27.6.3) | | | | | |
| 9. Receipt Authorization Requirements for Classified Property | | | | | |
| a. Does Document Control maintain a separate file of signed letters for personnel authorized to receive classified property? (Only if FSL has classified levels and/or property) (AFMAN 23-110, Vol 2, Part 2, Chap 18, Para 18.21.4.2) | | | | | |
| 10. Receipt Processing | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| a. Are receipts processed correctly? (AFMAN 23-110, Vol 2, Part 2, Chap 10) | | | | | |
| b. Are FSLs clearing 356 management notices correctly? (Vol 2, Part 2, Chap 10, para 10.7 & Vol 2, Part 2, Chap 21, Sec T, AMC Sup 1, Para 21.121.5.3.8) | | | | | |
| 11. Storage and Related Operations | | | | | |
| a. Is property stored correctly in warehouses (including health hazard items)? (AFMAN 23-110, Vol 2, Part 2, Chap 14, Section 14A) | | | | | |
| b. Are various locator and inventory files current? (AFMAN 23-110, Vol 2, Part 2, Chap 14, Section 14A) | | | | | |
| c. Do personnel understand their responsibilities in storing various types of property, conducting functional checks, and processing items for demilitarization? (AFMAN 23-110, Vol 2, Part 2, Chap 14, Section 14B) | | | | | |
| d. Do personnel accomplish warehouse location validations? (AFMAN 23-110, Vol 2, Part 2, Chap 14, Section 14D) | | | | | |
| e. Are personnel able to correctly process unaccounted property found on base? (AFMAN 23-110, Vol 2, Part 2, Chap 14, Section 14E) | | | | | |
| 12. Reverse Post | | | | | |
| a. Are the personnel authorized to process reverse post transaction properly trained in standard/automated reverse post procedures, especially reverse post transactions involving prior year funds? (AFMAN 23-110, Vol 2, Part 2, Chap 16, Para 16.4.4 NOTE, and Para 16.15 NOTE) | | | | | |
| b. Is Document Control responsible for maintaining the Freeze Code Q suspense notice file? (AFMAN 23-110, Vol 2, Part 2, Chap 27, Para 27.103.4.8) | | | | | |
| c. Are inputs that rejected, because the item record is frozen (except freeze codes C and I), placed behind the FFC load output suspense notice/frozen record notice in the suspense file? (AFMAN 23-110, Vol 2, Part 2, Chap 27, Para 27.104.2) | | | | | |
| d. If item records are frozen for more than three working days, is the reason for the delay written on the suspense notice? (AFMAN 23-110, Vol 2, Part 2, Chap 27, Para 104.3) | | | | | |
| 13. Bench Stock | | | | | |
| a. Are bin labels for shelf life coded items color coded? (AFMAN 23-110, Vol 2, Part 2, Chap 25, Para 25.10.3) | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| b. Are weekly walkthroughs of supported bench stocks conducted and red flags displayed if the stock is below 50 percent of the authorized bench stock level? (AFMAN 23-110, Vol 2, Part 2, Chap 25, Para 25.16.3)<br>c. Has the unit commander provided written approval for the addition of controlled items to bench stock? (AFMAN 23-110, Vol 2, Part 2, Chap 25, Para 25.5.1.3)<br>d. Are bench stocks periodically reorganized to fill in bins left empty when items are deleted? (AFMAN 23-110, Vol 2, Part 2, Chap 25, Para 25.9) | | | | | |
| **OVERALL** | | | | | |

**Table 4.26. Safety.**

| **Inspector**_____ **Functional Area** _____ | | | | | |
|---|---|---|---|---|---|
| Date _____ | | | | | |
| **ERI** | **LOGISTICS** | **SAFETY** | | | |
| **STANDARD:** Demonstrate proper safety practices and risk management to accomplish mission requirements safely and effectively. | | | | | |
| **SUBAREA ELEMENTS** | **O** | **E** | **S** | **M** | **U** |
| 1. Ensure adherence to established safety standards.<br>a. Dress appropriately, including hearing protection, personal protective equipment.<br>b. Follow regulations and safety precautions, such as seat-belt usage, adhering to speed limits, using chocks and spotters when required, and adhering to proper marshaling procedures.<br>c. Monitor personnel for signs of carelessness and inattentiveness.<br>d. Institute procedures to prevent dehydration.<br>e. Institute work/rest cycles as required. | | | | | |
| **OVERALL** | | | | | |

**Table 4.27. Command and Control (C2) Rated Subareas.**

| **INSPECTION GRADESHEET** | **ERI** | **COMMAND AND CONTROL (C2)** | | | |
|---|---|---|---|---|---|
| **STANDARD:** Accomplish effective decision-making, direction, coordination, execution, and reporting of deployment and readiness activities. Timely cross-functional coordination and interaction occurred between command leadership, resource management, subordinate command centers, host base, and higher headquarters. | | | | | |
| **RATED SUBAREAS** | **O** | **E** | **S** | **M** | **U** |
| 1. AMCC/UCC | | | | | |
| 2. ATOC | | | | | |
| **OVERALL** | | | | | |

**Table 4.28. AMCC/UCC.**

| **Inspector**_____ **Functional Area** _____ | | | | | |
|---|---|---|---|---|---|
| Date _____ | | | | | |
| **ERI** | **COMMAND AND CONTROL (C2)** | **AMCC/UCC** | | | |
| **STANDARD:** Accomplish effective decision-making, direction, coordination, execution, and reporting of en route activities. Timely cross-functional coordination and interaction occurred between command leadership, resource management, subordinate command centers, host base, and higher headquarters. | | | | | |
| **SUB-AREA ELEMENTS** | **O** | **E** | **S** | **M** | **U** |
| 1. Management.<br>a. Readiness action management handled IAW applicable host base and unit directives.<br>b. Evaluate leadership and management actions to include decision-making, direction, and effective use of resources for mission accomplishment.<br>c. Ensure all controllers meet qualifications/certification standards established in AMCI 10-202, Volume 2.<br>d. Ensure self-inspection is established and maintained correctly.<br>e. Ensure facility and communication system requirements are IAW AMCI 10-202, Volume 2.<br>f. Develop procedures to perform C2 duties from an alternate site.<br>g. Ensure training, security and reports programs are established and managed effectively.<br>2. Operations.<br>a. AMCC operations conducted IAW requirements established in AMCI 10-202 , Volume 2 and 6. | | | | | |

| SUB-AREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| b. Checklists and Operating Instructions are correctly developed and used effectively. | | | | | |
| c. Effective mission pre-flight, in-flight and post-flight coordination, direction, and reporting for all AMC missions. | | | | | |
| e. Effectively track mission execution with formalized sequence of events. | | | | | |
| f. Effectively manage aircrews and provide necessary mission support as outlined in AMCI 10-202, Volume 2 and AMCI 11-208. | | | | | |
| g. Implement procedures to rapidly notify and assemble key personnel. | | | | | |
| 3. Coordination. | | | | | |
| a. Information coordinated and disseminated up and down the chain, both internally and externally to AMC. | | | | | |
| b. Execute effective communication and computer system procedures to support mission requirements. | | | | | |
| c. Essential intelligence information received and disseminated to aircrews and key personnel. | | | | | |
| d. Operational reporting to meet mission requirements in an accurate and timely manner. | | | | | |
| e. OPSEC/COMSEC procedures strictly enforced. | | | | | |
| 4. Training. | | | | | |
| a. Ensure initial, recurring and refresher-training programs are correctly and effectively managed. | | | | | |
| b. Ensure controllers are certified and qualified in duties. | | | | | |
| c. Ensure all training documentation is current and correct-i.e., JPRL, Annual Training Plan, Plans of Instruction, etc. | | | | | |
| 5. Reporting. | | | | | |
| a. Ensure procedures are in place to accurately submit OPREP-3, SORTS, and SITREP reports. | | | | | |
| b. Evaluate controller's ability to provide timely and accurate reports. | | | | | |
| c. Ensure all reporting documentation is current and correct. | | | | | |
| 6. Status of Resources and Training System (SORTS) | | | | | |

| SUB-AREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| a. Ensure all SORTS binders, notebooks, worksheets, documents, etc. properly marked with the correct classification IAW AFI 31-401. Are SORTS worksheets and information being stored in properly maintained GSA approved safe. Is SORTS information kept in separate area of safe to prevent mishandling (ref. AMCSUP 1 to AFI 10-201, para 1.4.). | | | | | |
| b. Ensure the processing of SORTS information is performed on a properly maintained classified computer system. Does the SORTS manager have access to GCSS NT terminal? | | | | | |
| c. Ensure unit's SORTS report is based upon the criteria IAW AFI 10-201, AFI 10-210/AMCSUP 1, and unit's DOC statement. | | | | | |
| d. Ensure subordinate reporting agency, all error messages, and unit database requiring corrections are submitted within 24 hours of receipt. | | | | | |
| e. Ensure the unit commander signs current unit's DOC statement(s). | | | | | |
| f. Ensure SORTS' training programs are correctly and effectively managed. | | | | | |
| g. Ensure proper distribution of unit's DOC statements are being made after receipt. | | | | | |
| h. Ensure all error messages and unit's database are being reviewed. Transmit correction(s) within 24 hours of receipt of RAMP/error messages. | | | | | |
| i. Ensure SORTS data submitted NLT COB on the 25th day of each month. Submit reports due on a weekend or holiday the duty day prior. | | | | | |
| j. Ensure units reporting agency use the Air Force SORTS Data Tool (AFSORTSDET) to prepare SORTS reports. Ensure File Transfer Protocol (FTP) is the method of transferring SORTS reports to GSORTS database. | | | | | |
| 7. AEF Reporting Tools (ART). | | | | | |
| a. Ensure primary/alternate ART monitors appointed by commander. | | | | | |
| b. Ensure appointment letter includes name, rank, organization, DSN, classified and unclassified email addresses, and supervisor's name and email address. | | | | | |
| c. Ensure appointment letter is submitted to MAJCOM ART POC (HQ AMC/DOOC). | | | | | |

| SUB-AREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| d. Ensure unit has a current copy of AFI 10-244, AMCSUP 1, and wing supplement.<br>e. Ensure wings provide HQ AMC/DOOC a copy of their wing supplement.<br>f. Ensure step-by-step procedures for compiling and submitting ART reports (i.e., checklist, OI, etc.).<br>g. Ensure wing ART POC maintains a listing of all wing/unit level write-access-approved ART OPRs.<br>h. Ensure wing ART POC reviews ART POC listing quarterly for accuracy.<br>i. Ensure ART continuity folder or binder is established and maintained containing at a minimum the following documents:<br>1) Copies of the appointment letters.<br>2) HHQ guidance, letters, messages, etc.<br>3) Training program for wing/unit ART monitors complete with training materials, sample worksheets, and documentation of completed training.<br>4) Copy of the current unit ART assessments submitted to the wing POC to include worksheets plus all other supporting documentation used to compile the ART report. | | | | | |
| **OVERALL** | | | | | |

**Table 4.29. ATOC.**

| | | | | | | |
|---|---|---|---|---|---|---|
| **Inspector**_____ **Functional Area** _____ | | | | | | |
| **Date** _____ | | | | | | |
| **ERI** | **COMMAND AND CONTROL (C2)** | **ATOC** | | | | |
| **STANDARD:** Maintain command and control of aerial port functions, effectively coordinating day-to-day and contingency/mobility operations. | | | | | | |
| **SUBAREA ELEMENTS** | | **O** | **E** | **S** | **M** | **U** |
| 1. Information Control.<br>a. Gather, process, and disseminate timely mission information.<br>b. Maintain mechanized/manual flight information folders.<br>c. Maximize seat availability on all missions.<br>d. Load messages transmitted and information verified as required. Is this information (pieces of rolling stock, HAZMAT, etc) entered in C2IPS?<br>e. Rehandled data properly captured on AMC Form 56. | | | | | | |
| 2. Load Planning.<br>a. Load planners trained and appointed in accordance with directives.<br>b. Qualified load planners assigned for all AMC airframes.<br>c. Familiarity and application of AALPS procedures.<br>d. Maximize utilization of ACL.<br>e. Properly prepare documentation for aircraft and station file.<br>f. Conduct terminal inventories as required. | | | | | | |
| 2. Ramp Control.<br>a. Coordinate aerial port activities on flight line.<br>b. Maintain information flow between flightline personnel and work centers.<br>c. Coordinate loading operations with aircrew members.<br>d. Pickup and deliver documentation between aircraft and applicable work centers.<br>e. Provide aircraft commander's briefings as required. | | | | | | |

| SUBAREA ELEMENTS | O | E | S | M | U |
|---|---|---|---|---|---|
| 4. Force Protection.<br>a. Maintain QRCs for Force Protection.<br>b. Coordinate all QRCs as required. | | | | | |
| 5. QAE Program.<br>a. Has a Quality Assurance Evaluator program been established?<br>b. Is the AMC Form 8, Civil Aircraft Certificate completed accurately?<br>c. Are local support agreements for required services documented? | | | | | |
| 6. Vehicles.<br>a. Perform operator care/inspections.<br>b. Timely reporting of deficiencies. | | | | | |
| 7. Data Records.<br>a. Establish File Plan for maintenance of Vehicle Management documents.<br>b. Manage local reports and resolve discrepancies to facilitate database management.<br>c. Maintain traffic handling data for all aircraft, passengers and cargo handled.<br>d. Compile and report manifest data for revenue traffic.<br>e. Consolidate rehandled data for monthly reporting.<br>f. Timely reporting of Vehicle Management reports with reports control symbol (RCS).<br>g. Manage short, over and lost shipments. | | | | | |
| 8. Computer Operations.<br>a. Maintain ADPE accountability.<br>b. Receipt of accreditation packages for each AMC system.<br>c. Administration of systems and user accounts. | | | | | |
| 9. Availability of required Forms and Publications. | | | | | |
| **OVERALL** | | | | | |

**Table 4.30. Command and Control (C2) Rated Subareas.**

| **INSPECTION GRADESHEET** | **ERI** | **COMMAND AND CONTROL (C2)** | | | | |
|---|---|---|---|---|---|---|
| **STANDARD:** Accomplish effective decision-making, direction, coordination, execution, and reporting of deployment and readiness activities. Timely cross-functional coordination and interaction occurred between command leadership, resource management, subordinate command centers, host base, and higher headquarters. | | | | | | |
| **RATED SUBAREAS** | | **O** | **E** | **S** | **M** | **U** |
| 1. AMCC/UCC | | | | | | |
| 2. ATOC | | | | | | |
| | | | | | | |
| **OVERALL** | | | | | | |

***NOTE:*** For low-threat areas with deployment requirements to medium/high-threat locations, unit must demonstrate capabilities commensurate with deployed locations.

VICTOR J. VACCARO, USAF
Inspector General

## Attachment 1

## GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

***References***

DOD 4500.9R, *Transportation and Traffic Management*

Joint Pub 3.50.21, *Joint Tactics, Techniques, and Procedures for Combat Search and Rescue*

AFDD 1*, Air Force Basic Doctrine*

AFDD 2, *Organization and Employment of Aerospace Power*

AFI 10-214, *Air Force Prime Ribs Program*

AFI 10-215, *Personnel Support for Contingency Operations*

AFI 10-403, *Deployment Planning*

AFI 10-1101, *Operations Security*

AFI 11-231, *Computed Air Release Point Procedures*

AFI 11-302, Vol 1, *C-130, C-141, KC-10, and C/KC-135 Maintenance and Configuration Requirements for Aircrew and Aircraft-Installed Life Support Equipment (LSE)*

AFI 13-217, *Assault Zone Procedures*

AFI 14-105, *Unit Intelligence Mission and Responsibilities*

AFI 21-202, *Combat Ammunition System Procedures*

AFI 23-202, *Buying Petroleum Products, and Other Supplies and Services Off-Station*

AFI 24-201, *Cargo Movement*

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

AFI 36-507, *Mobilization of the Civilian Work Force*

AFI 36-3002, *Casualty Services*

AFI 84-102, *Historical Operations in Contingency and War*

AFI 90-201, *Inspector General Activities*

AFJI 48-110, *Immunizations and Chemoprophylaxis*

AFMAN 10-100, *Airman's Manual*

AFMAN 10-401, Vol 1, *Operation Plan and Concept Plan Development and Implementation*

AFMAN 10-401, Vol 2, *Planning Formats and Guidance*

AFMAN 23-110, *USAF Supply Manual*

AFMAN 24-307, *Procedures for Vehicle Maintenance Management*

AFMAN 32-4005, *Personnel Protection and Attack Actions*

AFMAN 32-4017, *Civil Engineer Readiness Technicians Manual for Nuclear, Biological, and Chemical Defense*

AFJMAN 24-204, *Preparing Hazardous Materials for Military Air Shipments*

AFPAM 10-219, Vol 2, *Preattack and Predisaster Preparations*

AFPAM 32-7043, *Hazardous Waste Management Guide*

AMCI 10-202, Vol 6, *Mission Reliability Reporting System (MRRS)*

AMCI 10-403, *Air Mobility Command (AMC) Force Deployment*

AMCI 10-450, *KC-135 OPLAN 8044 Planning*

AMCI 14-102, *Debriefing and Reporting*

AMCI 90-201, *The Inspection System*

AMCPAM 10-1101, *Operations Security (OPSEC) Program Manager's Guide*

***Abbreviations and Acronyms***

**AACE—**Aircrew Alerting Communications Equipment

**AEF—**Air Expeditionary Force

**AFI—**Air Force Instruction

**AFHRA—**Air Force Historical Research Agency

**AFWUS—**Air Force Wide UTC Availability/Tasking System

**AGE—**Aerospace Ground Equipment

**AIS—**Automated Information System

**ANG—**Air National Guard

**AFRC—**Air Force Reserve Command

**AMC—**Air Mobility Command

**AMCC—**Air Mobility Control Center

**AMCTL—**Air Mobility Command Task List

**AMOG—**Air Mobility Operations Group

**AMSG—**Air Mobility Support Group

**AMSS—**Air Mobility Support Squadron

**AMT—**Air Mobility Tasking

**AO—**Area of Operations

**APF—**Aerial Port Flight

**APOD—**Aerial Port of Debarkation

**APOE—**Aerial Port of Embarkation

**APS—**Aerial Port Squadron

**AT/FP—**Anti-Terrorism and Force Protection

**ATCALS—**Air Traffic Control and Landing System

**ATO—**Air Tasking Order

**ATOC—**Air Terminal Operations Center

**ATSO—**Ability to Survive and Operate

**BLS—**Basic Life Support

**C2IPS—**Command and Control Information Processing System

**CALM—**Computer Aided Load Manifesting

**CAMS—**Core Automated Maintenance System

**CAT—**Crisis Action Team

**CBRNE —**Chemical, Biological, Radiological, or High Yield Explosive

**CCC—**Common Core Criteria

**CDF—**Cargo Deployment Function

**CEOI—**Communications Electronic Operating Instruction

**CI—**Compliance Inspection, also Critical Information

**CMF—**Combat Mission Folder

**CMOS—**Cargo Movement Operation System

**COMPUSEC—**Computer Security

**COMSEC—**Communications Security

**CRAF—**Civil Reserve Air Fleet

**CSAR—**Combat Search and Rescue

**CTK—**Composite Tool Kit

**DCC—**Deployment Control Center

**DCI—**Defensive Counterinformation

**DeMS—**Deployment Management System

**DFC—**Defense Force Commander

**DNSI—**Defense Nuclear Surety Inspections

**DPT—**Data Pattern Traffic

**DOC—**Designed Operational Capability

**DOD—**Department of Defense

**DOPP—**Dropped Object Prevention Program

**DPU—**Deployment Processing Unit

**DRF—**Disaster Response Force

**DRU—**Direct Reporting Unit

**DUSTWUN—**Duty Status Whereabouts Unknown

**E&R—**Evasion and Recovery

**EAF—**Expeditionary Air Force

**EAL—**Entry Authority List

**EAMs—**Emergency Action Messages

**EHDC—**Electromagnetic Pulse Hardened Dispersal Communications

**EMSEC—**Emanation Security

**EOD—**Explosive Ordnance Disposal

**EORI—**Expeditionary Operational Readiness Inspection

**ERI—**En route Readiness Inspection

**EVA—**Evasion Plans of Action

**FOL—**Forward Operating Location

**FPL—**Final Protective Line

**FSL—**Forward Supply Location

**FSS—**Forward Supply System

**GDSS—**Global Decision Support System

**GOC—**Group Operations Center

**GOX—**Gaseous Oxygen System

**GRL—**Global Reach Laydown

**IA—**Information Awareness

**IDS—**Installation Deployment System

**IG—**Inspector General

**III—**Incapacitating Illness or Injury

**INFLTREP—**In-flight Report

**INTREP—**Intelligence Report

**IO—**Intelligence Oversight, also Information Operations

**IOWG—**Information Operations Working Group

**ISPOPREP—**Isolated Personnel Report

**JA/ATT—**Joint Airborne/Air Transportability Training

**LERTCON—**Alert Condition

**LIMFAC—**Limiting Factor

**LMR—**Land Mobile Radio

**LOAC—**Law of Armed Conflict

**LOGDET—**Logistics Detail

**LOGMOD—**Logistics Module

**LOGSTAT—**Logistics Status

**LP—**Listening Post

**MAJCOM—**Major Command

**MDS—**Mission, Design and Series

**MEGP—**Mission Essential Ground Personnel

**MET—**Mission Essential Task

**METL—**Mission Essential Task List

**MilDec—**Military Deception

**MIS—**Mission Information System

**MISREP—**Mission Report

**MOC—**Maintenance Operations Center

**MSE—**Mission Support Element

**MST—**Maintenance Support Team

**MTF—**Medical Treatment Facility

**MWD—**Military Working Dog

**NAS—**Nuclear Airlift Support

**NGB—**National Guard Bureau

**NMC—**Not Mission Capable

**NSI—**Nuclear Surety Inspection

**OB—**Order of Battle

**OP—**Observation Post

**OPFOR—**Opposing Force

**OPLAN—**Operation Plan

**OPLAN 8044—**Operation Plan 8044

**OPR—**Office of Primary Responsibility

**OPSEC—**Operations Security

**ORI—**Operational Readiness Inspection

**PDF—**Personnel Deployment Function, also Primary Direction of Fire

**PERSCO—**Personnel Support for Contingency Operations

**PMEL—**Precision Measurement Equipment Laboratory

**PNAF—**Prime Nuclear Airlift Force

**Prime BEEF—**Prime Base Engineer Emergency Force

**Prime RIBS—**Prime Readiness in Base Services

**PRP—**Personnel Reliability Program

**PT—**PERSCO Team

**QRC—**Quick Reaction Checklists

**RF—**Response Force

**SABC—**Self-Aid Buddy Care

**SAF—**Secretary of the Air Force

**SAR—**Search and Rescue

**SART—**Strategic Aircraft Regeneration Teams

**SBSS—**Standard Base Supply System

**SFAM—**Strategic Force Assessment Module

**SI—**Seriously Ill or Injured

**SII—**Special Interest Item

**SIPRNET—**Secret Internet Protocol Router Network

**SOAF—**Special Operations Air Force

**SOE—**Schedule of Events

**SOLL—**Special Operations Low-Level

**SORTS—**Status of Resources and Training System

**SPINS—**Special Instructions

**SRC—**Survival Recovery Center

**STT—**Small Tactical Terminal

**SWOG—**Special Weapons Overflight Guide

**TAA/D—**Threat Avoidance, Arrival and Departure

**TACC—**Tanker Airlift Control Center

**TALCE—**Tanker Airlift Control Element

**TPFDD—**Time Phased Force Deployment Data

**TRP—**Target Reference Point

**TRT—**Tanker Recovery Team

**TSART—**Tanker Strategic Aircraft Regeneration Team

**TTF—**Training, Test, and Ferry

**TWG—**Threat Working Group

**UTA—**Unit Training Assembly

**UTC—**Unit Type Code

**USP&FO—**United States Property and Fiscal Office

**VIPPSA—**Very Important Persons Protection Support Agency

**VSI—**Very Seriously Ill or Injured

**WMP—**War Mobilization Plan

**WOC—**Wing Operations Center

**WR—**War Reserve

***Terms***

**Air Force Occupational and Environmental Safety, Fire Protection, and Health (AFOSH)—** Program designed to minimize loss of Air Force resources and to protect Air Force people from occupational deaths, injuries, or illnesses by managing risks.

**Air Force Wide UTC Availability/Tracking System (AFWUS)—**A database that contains a list of all Air Force UTCs.

**Air Mobility Element (AME)—**The air mobility element is an extension of the Air Mobility Command Tanker Airlift Control Center deployed to a theater when requested by the geographic combatant commander. It coordinates intertheater airlift operations with the theater airlift management system and collocates with the air operations center whenever possible.

**Air Mobility Operations Group (AMOG)—**An organization that plans, organizes, and trains deployable AMC forces to provide worldwide Global Reach Laydown in support of US Transportation Command assigned missions. It gathers Global Reach Laydown forces under one umbrella aligned under the Numbered Air Force.

**Crisis Action Team (CAT)—**Command and staff personnel assembled in accordance with AMCI 10-208, Vol. 1 to respond to contingency or emergency situations. Battle staff is a synonymous term.

**Designed Operational Capability (DOC)—**A unit DOC is the mission for which a measured unit has been equipped, organized, designed or tasked. While all measured combat, combat support, and combat service support units must have a primary DOC, some units may have more than one DOC based on additional taskings. It serves as a basis for SORTS reporting.

**Director Mobility Forces (DIRMOBFOR)—**Normally a senior officer who is familiar with the area of responsibility or joint operations area and possesses an extensive background in airlift operations. When established, the director of mobility forces serves as the designated agent for all airlift issues in the area of responsibility or joint operations area, and for other duties as directed. The director of mobility forces

exercises coordinating authority between the airlift coordination cell, the air mobility element, the Tanker Airlift Control Center, the joint movement center, and the air operations center in order to expedite the resolution of airlift problems. The director of mobility forces may be sourced from the theater's organizations, United States Transportation Command, or United States Atlantic Command.

**Forward Operating Base (FOB)—**An airfield used to support operations without establishing full support facilities. The base may be used for an extended time period.

**Operational Risk Management (ORM)—**A logic-based, common sense approach to making calculated decisions on human, materiel, and environmental factors before, during, and after Air Force mission activities and operations.

**Operations Plan (OPLAN)—**A plan for the conduct of joint operations that can be used as the basis for development of an OPORD. An OPLAN identifies the forces and supplies required to execute the Combatant Commander's Strategic Concept and a movement schedule of these resources to the theater of operations.

**Sortie—**An operational flight by one aircraft not to exceed one takeoff and one full stop landing.

**Status of Resources and Training System (SORTS)—**The JCS controlled and automated system, which provides authoritative identification, location, and resource information to the President, Secretary of Defense, and the Joint Staff.

**Tanker Airlift Control Element (TALCE)—**A deployed AMC composite organization established at deployed locations where AMC operational support is nonexistent or insufficient. It provides a continuing on-site management of AMC airfield operations including command and control, communications, aerial port services, maintenance, security, weather, and intelligence--the critical elements needed to ensure a safe and highly efficient air base for all tanker and airlift operations.

**Unit Type Code (UTC)—**A five-character alphanumeric designator that identifies a specific capability package. The UTCs for all Air Force packages are found in volume III of the WMP and are used by unified and specified commands, HQ USAF, and the JCS to identify forces required to support contingency plans.

**Wing Operations Center (WOC)—**Provisional (deployed) wing or group commander's battle staff and executive command and control agency. The WOC is an operationally integrated collection of functional work centers which manage unit-assigned, mission-essential forces and resources needed to generate aircraft, aircrew loads, and deployable mission support elements at beddown locations in order to satisfy higher headquarters-directed tasking.

## Attachment 2

## AMC TASK LIST STANDARDS

The following AMC Task List standards apply to all UTCs and may be graded/colored during any inspection. These standards are designated with an asterisk (*) in chapter 1 of this document.

**Table A2.1. Task List Standards.**

| TASK | STANDARD |
|---|---|
| 6.05.01 | M1 |
| 6.05.06 | M1 |
| 6.05.06 | M3 |
| 6.05.06 | M5 |
| 6.05.06 | M6 |
| 6.05.06 | M7 |
| 6.08.01 | M2 |
| 6.08.01 | M3 |
| 6.08.01 | M4 |
| 6.08.02 | M1 |
| 6.08.02 | M2 |
| 6.08.02 | M3 |
| 6.08.03 | M1 |
| 6.08.03 | M3 |
| 6.08.03 | M7 |
| 6.33 | M1 |
| 6.33 | M2 |

***NOTE:*** The only common core standard applicable to equipment-only UTCs is 6.31.01.01, M3.

## Attachment 3

## IC 2004-01 TO AMCP 90-202, INSPECTION GUIDE

**25 AUGUST 2004**

**SUMMARY OF REVISIONS**

This interim change revises **Chapter 2** of AMCP 90-202 in its entirety.

## Chapter 2

## AMC Task List Based EORI Gradesheets -- Unit Level Tasks

### 2.1. 3.01 Provide Public Affairs Services.

2.1.1. Advise and assist the commander and the command (or host nation in military operations other than war (MOOTW) in providing information to both internal and external audiences by originating news material, assisting civilian news media in developing print and broadcast news material, and assisting with community relations projects. This task includes supporting the Tanker Airlift Control Element (TALCE) Director of Mobility Forces (DIRMOBFOR), Air Mobility Element/Air Mobility Division (AME/AMD), a joint information bureau (JIB), and the Department of Defense (DoD) National Media Pool until open media coverage is possible. (//HQ AMC-PA).

**Table 2.1. Provide Public Affairs Services.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 7 | Days | To provide Public Affairs guidance for scheduled events. |
| M2 | MS | 6 | Hours | To prepare for and conduct first news conference on crisis or major defense newsworthy event. |
| M3 | MS | 1 | Hour | To provide Public Affairs guidance after receiving notice of crisis event. |
| M4 | MS | 4 | Hours | To provide to press initial DoD or Service position on breaking news story. |
| M5 | MS | 0 | Instances | Of errors in released information. |
| M6 | MS | 100 | Percent | Of media support requests answered. |
| M7 | MS | 8 | Hours | To answer requests for information from organizations. |
| M8 | MS | 5 | Days | To answer requests for information from private citizens. |
| M9 | MS | 14 | Days | To provide security and policy review for releasable information. |
| M10 | MS | 4 | Hours | To activate Straight Talk Center and Rumor Control line following serious incidents. |
| M11 | MS | 1 | Instance | Of base newspaper publication weekly. |
| M12 | MS | 1 | Instance | Of command news service publication weekly. |
| M13 | MS | 100 | Percent | Of information on public web pages cleared for release. |
| M14 | MS | 7 | Days | To write or update fact sheets upon change of key information. |
| M15 | MS | 1 | Hour | After event to release news. |
| M16 | MS | 3 | Hours | To transmit print journalist stories during crisis or combat (from receipt). |

**2.2. 3.03.01 Manage Means of Communicating Operational Information.**

2.2.1. To direct, establish, and control the means to send and receive operational information of any kind. To use DoD standard communication networks and modes, where possible, for obtaining or sending operational information. C4 systems include systems required for support to other agencies of the US Government and friendly nations and groups in war and in military operations other than war. (//HQ AMC-SCY)

**Table 2.2. Manage Means of Communicating Operational Information.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Fixed base operational communications and information resources capable of supporting deploying forces. |
| M2 | NI | Yes | Yes/No | Deployable communication and information resources mission capable. |

**2.3. 3.03.01.01 Manage Missions Systems.**

2.3.1. Provides technical and systems support for fixed station and deployable communications capabilities including computer systems, ground radio (includes land mobile radio (LMR), cellular phones, and frequency management), wideband radio, and telephone switching systems. Also supports air traffic control and landing systems (ATCALS), weather, priority resource security, and secure communications maintenance. Provides quality control and material control. Operate global high-frequency (HF) and presidential radio systems. (//HQ AMC-SCY)

**Table 2.3. Manage Missions Systems.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | Yes | Yes/No | Fixed base, C4 mission systems and programs capable of supporting deploying forces. |
| M2 | MS | 80 | Percent | Of deployable C4 resources mission capable.<br>1. Deployable resources identified.<br>2. Equipment status tracked. |

**2.4. 3.03.01.01.01 Manage Base C4 Missions Systems.**

2.4.1. Readiness of fixed based C4 systems and programs to support deploying forces. (//HQ AMC-SCY)

**Table 2.4. Manage Base C4 Missions Systems.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 99 | Percent | Of C2 systems mission capable (air-to-ground radio, voice switching systems, etc).<br>1. Equipment status tracked.<br>2. Frequencies managed effectively. |
| M2 | MS | 95 | Percent | Of navigational aid systems mission capable.<br>1. Equipment status tracked. |
| M3 | MS | 100 | Percent | Of C4 system maintenance support programs in-place.<br>1. Capable workgroup management (WM) support available to support deploying units.<br>2. Current Information Management Plan available to support deployed operations. |
| M4 | MS | 100 | Percent | Of operational cryptographic equipment keyed properly. |
| M5 | NI | 100 | Percent | Of negative mission systems trends identified and worked to resolution. |

**2.5. 3.03.01.01.02 Manage Deployable C4 Missions Systems.**

2.5.1. Readiness of systems, programs, and personnel to meet deployable C4 mission requirements. (//HQ AMC-SCY)

**Table 2.5. Manage Deployable C4 Missions Systems.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 80 | Percent | People on hand (ref. DOC). |
| M2 | NI | 80 | Percent | People fully trained against wartime tasks (ref. DOC).<br>1. Assist NCC with providing unit-level communications-computer support.<br>2. WMs trained to maintain and support deployed functional information systems.<br>3. Provide effective staff support information management for deployed units.<br>4. Properly maintain official documentation related to contingencies. |
| M3 | MS | 80 | Percent | Combat essential equipment on hand (ref. DOC).<br>1. Combat essential equipment identified. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | MS | 80 | Percent | Critical support equipment on hand (ref. DOC).<br>1. Required Information life cycle management equipment/applications available.<br>2. Copying/reprographics equipment/supplies available to support deployed units.<br>3. Base Information Transfer System (BITS) equipment, supplies, and resources available to support deployed operations. |
| M5 | MS | 80 | Percent | Of combat essential equipment on hand mission capable (ref AFI21-103). |
| | | | | 1. Equipment status tracked. |
| M6 | MS | 0 | Instances | Of mandated mission timelines exceeded (ref. MISCAP, CONOPs and other guidance for applicable mission timelines).<br>1. 4 hours to establish all core initial communications systems.<br>2. Installation Plan established (i.e. Site Survey, Priorities, coordination etc.)<br>3. 24 hours to establish each sustaining communications systems node.<br>4. 2 hours to restore mission critical systems. |
| M7 | MS | 90 | Percent | Communications systems uptime rates.<br>1. System outages tracked.<br>2. Frequencies managed effectively. |
| M8 | MS | 100 | Percent | Of operational cryptographic equipment keyed properly.<br>1. CRO maintains listing of current COMSEC materials i.e. short title, edition, and segment. |
| M9 | NI | 100 | Percent | Of negative mission systems trends identified and worked to resolution. |

**2.6. 3.03.01.02 Manage Information Systems.**

2.6.1. Provide network control center support to include help desk, network management, small computer support, job control, telecommunications messaging center, system administration and information protection. Provide administrative communications, records management, and customer training to include network, applications and software training. Manage communications and information system security programs. (//HQ AMC-SCY)

**Table 2.6. Manage Information Systems.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 80 | Percent | Of resources mission capable (ref. DOC).<br>1. Communications Focal Point (CFP)/Maintenance Control established.<br>2. Customers aware of CFP/Maintenance Control.<br>3. Procedures in place instructing customers on how to report communication outages.<br>4. Restoral Priority Plan established and properly coordinated.<br>5. Key leaders aware of all communication assets and their status. |
| M2 | MS | 0 | Instances | Of deviations from records management and administrative processes per applicable AFIs and AFMs.<br>1. Install and effectively utilize the Records Information Management System (RIMS) Module.<br>2. Establish unit file plans and account for all official wing/unit records.<br>3. Set up filing areas and manage records IAW AFMAN 37-123.<br>4. Properly manage the staging area utilizing the RIMS Staging Area Module to assure proper retention of wing records.<br>5. Account for and properly manage electronic records IAW DoD 5015.2-STD and AFMAN 37-123.<br>6. Obtain required AF/MAJCOM/unit publications and forms through electronic channels.<br>7. Acquire paper copies of AF/MAJCOM/unit publications and forms through Electronic Transaction System (ETS).<br>8. Properly use FormFlow application and related products; train/assist wing customers.<br>9. Establish central wing electronic publications and forms library.<br>10. Perform as manager/publishing authority for wing publications/local policies.<br>11. Establish official mail distribution function and unit level administration communication<br>activities.<br>12. Identify/establish/publicize organizational e-mail accounts for deployed wing operations.<br>13. Utilize AF Address Directory (AFDIR) and maintain required information.<br>14. Ensure Web resources are adequately protected and employed.<br>15. Instill effective message management processes. |

| | | | | |
|---|---|---|---|---|
| M3 | MS | 0 | Instances | Of deviations from information protection guidance.<br>1. Properly secure and handle Privacy Act (PA) information.<br>2. Process PA requests within required time limits.<br>3. Process Freedom of Information Act (FOIA) requests within required time limits.<br>4. Mark, protect, and process FOUO information.<br>5. Provide document security for official administrative communications.<br>6. Establish and maintain central classified destruction facility.<br>7. Provide for secure records staging location. |

**2.7. 3.03.01.02.01 Manage Base Network Control Center Operations.**

2.7.1. Provide communications and information infrastructure and associated core information services, to include network management, network administration, and help desk operations. (//HQ AMC-SCY)

**Table 2.7. Manage Base Network Control Center Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 80 | Percent | Of people on hand (ref. DOC).<br>1. Sufficient amount of WMs available to support functional information systems and maintain liaison with NCC.<br>2. Sufficient IM personnel to support deployed populace. |
| M2 | MS | 80 | Percent | Of people fully trained (ref. DOC).<br>1. WMs identified and trained to fulfill unit-level liaison responsibilities to/ from NCC.<br>2. WMs connect user-provided computer instruments to base information infrastructure.<br>3. Use WMs to setup computer systems, load and configure software applications, and establish unit-level e-mail accounts.<br>4. Provide WM support for PC configuration, operating system support, network connectivity, and e-mail service issues.<br>5. Troubleshoot computer troubles, including basic user support, job reporting, system repair, and status tracking.<br>6. Records management personnel qualified to support deployed operations. |
| M3 | MS | 90 | Percent | Of network management system hardware and software on hand (ref. DOC). |
| M4 | MS | 100 | Percent | Of information protection hardware and software on hand (ref. DOC). |
| M5 | MS | 80 | Percent | Of core services hardware and software on hand (ref DOC). |
| M6 | MS | 80 | Percent | Of test equipment on hand (ref. DOC). |

**2.8. 3.03.01.02.02 Assure Business Communications.**

2.8.1. Provide business communications, records management, and customer training to include network applications and software training. (//HQ AMC-SCY)

**Table 2.8. Assure Business Communications.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 80 | Percent | Of people trained in required records management functions.<br>1. Understand all functions and modules contained within the RIMS application.<br>2. Interpret and adhere to wing/unit FOIA and PA requirements.<br>3. Institute electronic records management (ERM) strategies.<br>4. Train PA Systems Managers and action officers, Functional Area Records Managers, and Records Custodians. |
| M2 | MS | 80 | Percent | Of personnel trained in required network, software, and systems.<br>1. Information managers trained to perform WM duties.<br>2. WMs capable of supporting deployed functional information systems.<br>3. Provide information life cycle management for deployed information systems. |
| M3 | MS | 80 | Percent | Of people trained in required administrative communications.<br>1. Effectively use the Sarah-Lite and defense messaging programs.<br>2. Update deployed address information via the AFDIR.<br>3. Thorough understanding of the ETS.<br>4. Provide FormFlow support. |
| M4 | MS | 100 | Percent | FOIA requests managed IAW guidance<br>1. Prepare and process FOIA reports.<br>2. Understand Staff Judge Advocate, OPR roles and responsibilities.<br>3. Understand FOIA Exemptions and their usage.<br>4. Understand “For Office Use Only” and responsibilities.<br>5. Process proposed releases, denials, and referrals.<br>6. Properly maintain case files.<br>7. Meet processing timelines. |

**2.9. 3.03.01.02.03 Assure Communications and Information Security.**

2.9.1. Take all measures to deny unauthorized persons national security information derived from telecommunications of the US Government and ensures the authenticity of such telecommunications. COMSEC measures include cryptographic security, transmission security, emission security, and physical security of COMSEC material and information. (//HQ AMC-SCY)

**Table 2.9. Assure Communications and Information Security.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 99 | Percent | Of known information system vulnerabilities rectified.<br>1. Plans in place to reduce effects of communication intrusions/interference. |
| M2 | MS | 95 | Percent | Of personnel receive SATE training.<br>1. WMs certified by NCC to provide required training.<br>2. Unit members trained through/by WM.<br>3. Maintain proper documentation to certify training.<br>4. Promote user awareness concerning unauthorized or illegal use of computer hardware/software.<br>5. Report official mail security incidents.<br>6. Identify/evaluate potential official mail security problems.<br>7. Provide document security for official communications and electronic messages. |
| M3 | MS | 100 | Percent | Of classified systems afforded appropriate physical security measures. |
| M4 | MS | 100 | Percent | Of AFCERT Messages applied to protect Information and Information Systems and within timelines tasked. |
| M5 | MS | 100 | Percent | Reporting of known security incidents to appropriate authorities within AFCERT guidelines. |

**2.10. 3.03.01.03 Manage Plans and Resources.**

2.10.1. Manages activities related to base level Command, Control, Communications, and Computers (C4): (1) Systems planning; plans support, mobility/deployment planning, strategic planning, (2) Implementation which includes architecture integration, direction, and standards, (3) Resources which includes budgeting/billing and personnel, and (4) Agreements and contract management. (//HQ AMC-SCX)

**Table 2.10. Manage Plans and Resources.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 0 | Instances | Of C4 plans, support agreements, and contracts that are overdue for review.<br>1. Current WM training plan that includes support for deployed operations. |
| M2 | NI | Yes | Yes/ No | Manage wing C4 architecture implementation<br>1. WMs assist NCC with establishing deployed wing network and communications support.<br>2. Deploy/install required functional systems/applications.<br>3. Maintain Web and electronic mail resources. |
| M3 | NI | 100 | Percent | Accountability of unit's C4 resources.<br>1. Provide oversight and management of IM processes and personnel resources.<br>2. WMs ensure units comply with ADPE accountability. |

**2.11. 3.03.01.03.01 Manage Plans.**

2.11.1. Ensure C4 requirements are current and integrated into wing and installation plans. Manage unit deployment programs. (//HQ AMC-SCY)

**Table 2.11. Manage Plans.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Of C4 requirements identified in plans.<br>1. Information life cycle management requirements documented in wing plans.<br>2. Base support plans identify roles of information managers. |
| M2 | NI | 90 | Percent | Of personnel deployment folders current. |

**2.12. 3.03.01.03.02 Manage C4 Architecture Implementation.**

2.12.1. Identify C4 requirements, manage C4 projects, and ensure currency of C4 installation records. (// HQ AMC-SCY)

**Table 2.12. Manage C4 Architecture Implementation.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 95 | Percent | Of base architecture mission requirements documented in base blueprint. |
| M2 | NI | 95 | Percent | Of C4 implementation projects on time. |
| M3 | NI | 100 | Percent | Of C4 allied support projects completed prior to installation team arrival. |
| M4 | NI | 90 | Percent | Of CSIRS current. |

**2.13. 3.03.01.03.03 Manage Resources.**

2.13.1. Monitor execution of unit's financial resources. Identify required manpower positions. (//HQ AMC-SCY)

**Table 2.13. Manage Resources.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Accurate financial records (funds spent, obligated, and on-hand). |
| M2 | NI | 100 | Percent | Of mission essential C4 requirements identified in Financial Plan. |
| M3 | NI | 100 | Percent | Of mission essential manpower positions reflected in current manpower documents. |
| M4 | NI | 99 | Percent | Of financial resources obligated annually. |

**2.14. 3.03.01.03.04 Manage Agreements and Contracts.**

2.14.1. Ensure support agreements meet mission requirements. Ensure all C4 contracts are managed in accordance with statement of work (SOW). (//HQ AMC-SCY)

**Table 2.14. Manage Agreements and Contracts.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 90 | Percent | Of support agreements current. |
| M2 | NI | 100 | Percent | Of support agreements coordinated with all concerned parties. |
| M3 | NI | 100 | Percent | Of contract quality assurance evaluators trained for their contract duties. |
| M4 | NI | 100 | Percent | Of billing documents reviewed for accuracy. |

**2.15. 3.03.01.04 Manage Imagery Support.**

2.15.1. Provide alert/emergency and deployed imagery services. (//HQ AMC-SCY)

**Table 2.15. Manage Imagery Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Capability of providing alert/emergency imagery services.<br>1. Standby personnel identified.<br>2. Alerting systems identified and in place.<br>3. Adequate procedures in place to alert personnel. |
| M2 | NI | Yes | Yes/No | Capable of providing deployed imagery services.<br>1. Video, photographic, and presentation support IAW applicable MISCAP. |

**2.16. 3.03.01.04.01 Manage Base Imagery Support.**

2.16.1. Provide alert/emergency imagery services. (//HQ AMC-SCY)

**Table 2.16. Manage Base Imagery Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 80 | Percent | Of personnel on hand for alert/emergency imagery services.<br>1. Adequate personnel available to meet mission requirements. |
| M2 | MS | 80 | Percent | Of personnel fully trained for alert/emergency imagery services.<br>1. Training documented. |
| M3 | MS | 80 | Percent | Of alert/emergency imagery equipment mission capable.<br>1. Ensure equipment properly maintained.<br>2. Ensure adequate supplies are available to meet requirements.<br>3. Perform ops checks. |

**2.17. 3.03.01.04.02 Manage Deployable Imagery Missions.**

2.17.1. Provide deployed imagery services. (//HQ AMC-SCY)

**Table 2.17. Manage Deployable Imagery Missions.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 75 | Percent | Of deployable personnel available (ref. DOC).<br>1. Adequate personnel available to meet mission requirements. |
| M2 | NI | 75 | Percent | Of deployable personnel fully trained against wartime tasks (ref. DOC).<br>1. Visual Information Specialty – 3V0XX CFETP.<br>2. All other AFSCs listed in applicable MISCAP.<br>3. Training documented. |
| M3 | MS | 80 | Percent | Of combat essential equipment on hand (ref. DOC). |
| M4 | MS | 80 | Percent | Of critical support equipment on hand (ref. DOC).<br>1. Adequate equipment to meet mission requirements.<br>2. Perform required equipment ops checks.<br>3. Perform operator maintenance as required.<br>4. Equipment accountability procedures in place. |
| M5 | MS | 80 | Percent | Of all combat essential equipment on hand mission capable (ref AFI 21-103). |
| M6 | MS | 0 | Instances | Of mandated mission timelines exceeded (ref. MISCAP, CONOPs and other guidance for applicable mission capability). |
| M7 | MS | 90 | Percent | Imagery systems uptime rates. |
| M8 | MS | 100 | Percent | Of imagery systems encrypted to degree required. |

**2.18. 3.05.01 Provide Fused, Analyzed, All-Source, Intelligence Support to Leadership, Mission Planners, Flying Squadrons, and Base Operating Support Functions Through All Phases Of Unit Operations.**

2.18.1. Provide fused, all-source analysis and dissemination of military-political situations impacting current and planned unit operations. Provide near-real-time analysis and dissemination of adversary force disposition, capabilities, and intentions impacting employment operations. Provide intelligence input to mission planning and aircrew preparation for combat employment missions, to include route threat assessment, evasion and recovery planning support, pre-mission intelligence briefing, and post-mission debriefing and reporting. Conduct battle-space analysis, develop unit-level intelligence estimate of the situation, and disseminate estimates/updates to unit leadership and lateral/subordinate units and personnel (including Base Operating Support personnel, transient aircrews/personnel/units, and CRAF/Contractual carriers). (HQ AMC-INX)

**Table 2.18. Fused, Analyzed, All-Source Intelligence Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Of UTC-tasked intelligence capabilities (personnel and equipment) maintained in deployment/mission ready status or shortfalls up-channeled to HHQ. |
| M2 | IR | 100 | Percent | Of tasked intelligence resources marshaled and deployed IAW deployment order and installation/unit Deployment Schedule of Events (DSOE). |
| M3 | MS | 100 | Percent | Intelligence equipment and personnel accounted for through all phases of operations. |
| M4 | MS | 100 | Percent | Of available, pertinent intelligence information acquired, analyzed, tailored to unit/mission needs, and disseminated to appropriate audience through all phases of operations. |
| M5 | IR | 100 | Percent | Of deploying, non-aircrew personnel briefed on general situation generating deployment and threats to operations/forces at deployment locations. |
| M6 | IR | 100 | Percent | Of deployment mission aircrews provided with Deployment Mission Intelligence Briefing per command guidance/theater direction prior to departure. |
| M7 | EMP | 24 | Hours | After arrival at deployed location to set up intelligence operating location and establish flow of secure and non-secure information. |
| M8 | EMP | 100 | Percent | Of tasked employment missions provided with combat intelligence support to employment mission planning and aircrew preparation (mission threat analysis and pre-mission briefing). |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M9 | MS | 100 | Percent | Of available force protection threat information analyzed, tailored, and disseminated in concert with local Threat Working Group (TWG) or like function. |
| M10 | MS | 100 | Percent | Of mission results and items of intelligence value collected via post-mission debriefing and disseminated per command/theater direction. |
| M11 | NI | 10 | Duty Days | After return to home-station to complete post-deployment reconstitution and reporting requirements. |

**2.19. 3.08.01 Provide Tactical Deception.**

2.19.1. To plan and execute actions to deliberately mislead adversary military decision makers as to friendly military capabilities, intentions, and operations, thereby causing the adversary to take specific actions that will contribute to the accomplishment of the friendly mission. These actions can be employed during all phases of military operations. Deception can distract from, or provide cover for, military operations, thereby confusing and dissipating adversary forces. (//HQ AMC-DOKI)

**Table 2.19. Tactical Deception.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 0 | Instances | Of inability to conduct TD operation due to lack of readiness. |
| M2 | EMP | Yes | Yes/No | TD executed according to applicable OIs. |
| M3 | EMP | Yes | Yes/No | Conduct tactical deception operations/missions as tasked. |
| M4 | EMP | 36 | Hours | From notification to providing deception execution checklist for an operation to AMC. |
| M5 | EMP | 2 | Hours | From AMC's approval of the unit's plan to initiate a TD operation. |

**2.20. 3.08.02 Provide OPSEC.**

2.20.1. To employ Operations Security (OPSEC) measures to deny critical information necessary by an adversary commander to accurately estimate the military situation. To employ the five actions of OPSEC during planning and conducting campaigns and major operations to protect friendly forces and system capabilities from exploitation by an adversary. This task includes identifying critical information and analyzing friendly actions attendant to military operations and other activities to: identify those actions that can be observed by potential adversaries, determine indicators that could be interpreted or pieced together to derive critical information in time to be useful to an adversary, select and execute measures that eliminate or reduce to an acceptable level the vulnerabilities of friendly actions to adversary exploitation, and finally monitoring OPSEC actions and comparing the results with desired results. This task also includes educating and communicating this information both vertically and laterally across the chain of command. (//HQ AMC-DOKI)

**Table 2.20. Operations Security (OPSEC).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | Yes | Yes/No | Is force buildup conducted IAW AMT. |
| M2 | EMP | 90 | Percent | Of routine actions of commander, staff, or communications and how these actions change during a crisis/sensitive operation.<br>1. Commanders and staff take action to prevent highlighting that an operation is in progress or about to take place (see applicable OPSEC directives/ guidance).<br>2. Implement OPSEC plan and brief crews and other appropriate personnel. |
| M3 | NI | 100 | Percent | Of personnel familiar with wing policies on OPSEC.<br>1. Unit OPSEC policy briefed and posted so all members are familiar with OPSEC goals. |
| M4 | NI | 90 | Percent | Of routine actions of commander, staff, or communications (including courier), and how these actions change during a crisis / sensitive operation.<br>1. Commanders and staff take action to prevent highlighting that an operation is in progress or about to take place (see applicable OPSEC directives/ guidance).<br>2. Implement OPSEC plan and brief crews and other appropriate personnel. |
| M5 | EMP | 100 | Percent | Of personnel familiar with command policies on OPSEC.<br>1. OPSEC reminders briefed to unit personnel.<br>2. Personnel are familiar with deployment-tailored Critical Information List.<br>3. Personnel familiar and in compliance with OPSEC directives; AFI 10-1101, AMCP 10-1101, and OPSEC related HHQ messages.<br>4. Classified Material handled and protected IAW current directives |

**2.21. 3.08.03 Provide Information Attack Response and Reporting.**

2.21.1. Detect, react to, and report information attacks, intrusions or incidents IAW AFMAN 10-206. These tasks include establishing local INFOCON procedures IAW HHQ guidance and instructions, and ensuring Commander involvement in attack response decision-making. (//HQ AMC-DOKI)

**Table 2.21. Attack Response and Reporting.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | IAW AFMAN 10-206 | Hour | From detection to report Communications and Computer Events to include Network Degradation, Communications/Computer Systems Intrusions, and changes in INFOCON levels. |
| M2 | MS | 100 | Percent | INFOCON procedures accomplished.<br>1. INFOCON level is at least as high as the current INFOCON directed by SECDEF or JCS.<br>2. INFOCON level is adjusted appropriately for the level of threat to systems.<br>3. All required items in AMC Information Operations Conditions (INFOCON) Guide are accomplished for the level of INFOCON. INFOCON level is distributed to both lateral and subordinate organizations. |

**2.22. 4.02 Provide for Nuclear Surety.**

2.22.1. To provide for the safety, security, airlift, and weapon level use and control of nuclear weapons, and for the confidence in and reliability of the enduring nuclear weapon stockpile. This task includes monitoring and assessing current nuclear weapons programs and procedures and providing recommendations for improvements to current nuclear weapons programs and procedures. (//HQ AMC-SEO)

**Table 2.22. Nuclear Surety.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Of Air Force and command standards for a Nuclear Surety program are implemented. |
| M2 | NI | 100 | Percent | Compliance and implementation of Air Force and command standards for a Nuclear Surety program. |
| M3 | NI | Sat | Sat/Unsat/Ready | Compliance with Air Force and command Nuclear Surety program standards. |
| M4 | NI | Sat | Satisfactory/ Unsatisfactory | Rating for functional area support during the Nuclear Surety Inspection (NSI). |
| M5 | NI | 100 | Percent | Of nuclear airlift missions are successfully accomplished. |
| M6 | NI | 100 | Percent | Of nuclear airlift operations are accomplished by qualified people IAW AFI 11-299. |
| M7 | NI | 0 | Incidents | Involving the security of nuclear resources or operations. |
| M8 | NI | Yes | Yes/No | Nuclear airlift aircraft are prepared and certified mission ready IAW AFI 11-299. |
| M9 | NI | 0 | Incidents | Involving the security, safety, or reliability of PNAF resources or operations. |

**2.23. 5.01 Provide Airlift.**

2.23.1. To provide and plan for the airlift of cargo, personnel, supplies and equipment whose urgency or nature cannot wait for surface transport, or the use of surface transportation would be impractical. Task includes but is not limited to airlift in support of the National Command Authorities (NCA) and Joint Chiefs of Staff (JCS) contingencies, Exercises, Special Operations Air Forces (SOAF), Natural Disasters, Special Assignment Air Missions (SAAM), Presidential support or as directed by the DoD through TACC. (//HQ AMC-DOO, DOK// Supports**:** AFT 5)

**Table 2.23. Airlift.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | Yes | Yes/No | Are required aircraft generated IAW higher headquarters taskings / unit DOC. (AMCI 10-403)<br>1. Aircrew preflighted IAW wing generation guidance.<br>2. Aircrew sealed aircraft IAW wing generation guidance. |
| M2 | NI | 36 | Hours | From notification, for active-duty units tasked to fly intertheater airlift missions to mobilize (ready-to-load date at origin). (AMCI 10-403). |
| M3 | IR | 24 | Hours | From notification, for AFRC units to mobilize. (AMCI 10-403). |
| M4 | IR | 72 | Hours | From notification, for AFRC units ordered to active duty to support AMC mobility missions (Includes 24 hours for mobilization). (AMCI 10-403). |
| M5 | EMP | Yes | Yes/No | Operate under adverse conditions. (AMCI 10-403). |
| M6 | NI | Yes | Yes/No | Is the on-load, transport, and off-load nuclear ordinance accomplished IAW the applicable weapon and airlift aircraft standards. (AMCI 10-403). |
| M7 | EMP | Yes | Yes/No | Are required crews generated IAW higher headquarters taskings / unit DOC.<br>1. Manage / generate aircrews effectively.<br>a. Effectively generate / manage crews to meet scheduled and short-notice taskings.<br>b. Ensure currency of training (ground and flying) for aircrews.<br>c. Ensure aircrew Go / No-Go procedures are accomplished.<br>d. Ensure effective recall procedures are in place.<br>e. Effectively load and secure cargo IAW applicable directives.<br>f. Generate required aircrews IAW higher headquarters taskings. |
| M8 | EMP | 14 | Hours | To have DOC required crew legal for alert once tasked by HHQ. |
| M9 | EMP | 100 | Percent | Of crews briefed on current SPINs/AOR procedures prior to launch. |
| M10 | NI | 90 | Percent | Of time spent at or above C2 level readiness rating. |
| M11 | EMP | Yes | Yes/No | Provide SOAF assets IAW JCS OPLAN (times classified). |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M12 | NI | 12 | Hours | To provide crews with tactics information to avoid/counter perceived threats from receipt of HHQ tasking.<br>1. Ensure mission planning is thorough.<br>a. Identify threats and complete analysis in a timely manner and on a recurring basis.<br>b. Develop and coordinate EPA with intelligence personnel.<br>c. Provide route specific information on enemy threats, doctrine, weapons capabilities, tactics, countermeasures, evasion procedures, and SAR procedures pertinent to the aircrews mission. |
| M13 | EMP | Yes | Yes/No | Aerial Refueling assets available to ensure global mobility and response for SOAF missions. |
| M14 | EMP | Yes | Yes/No | Communications capability established with DIRMOBFOR for SOAF missions. |
| M15 | EMP | 1 | Hour | Provide airborne satellite communications capability for SOAF dedicated aircraft. |

**2.24. 5.01.01 Conduct Airland Delivery.**

2.24.1. Airland operations include normal, everyday airlift operations at well-established airbases (standard Landing Zone (LZ) operations), operations into partially prepared runways such as SPAM (Semi-Prepared and Matted) airfields, DDS (Direct Delivery Sorties) as well as tactical airland deliveries to unimproved, dirt strip LZs (assault zone (AZ) operations). Task includes engine running offload/onload and combat offload. Airland delivery includes Alternate Insertion/ Extraction Operations conducted by rotary wing assets. (//HQ AMC-DOO//AMCI 10-403//Supports: AFT 5.1,))

**Table 2.24. Airland Delivery.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 90 | Percent | Of missions meet fragged schedule.<br>1. Missions meet AMCI 10-202, Vol. 6 requirements and applicable AFI 11 series instructions. |

**2.25. 5.01.02 Conduct Aerial Delivery.**

2.25.1. Aerial delivery is the mode of delivering forces or supplies to an objective area from an airborne platform. Airdrop missions may be flown single ship or in large formations. Crews tasked to fly airdrop missions must be prepared to fly formation missions in both IMC and VMC conditions. Task includes airdrop special operations forces and supplies using specialized tactics, techniques, and procedures as well as direct delivery missions. These missions may be tasked to fly under a variety of threat conditions and

crews must be prepared to interact with AWACS, ABCCC, CAP, and escort aircraft. (//HQ AMC-DOK// AMCI 10-403//Supports: AFT 5.1)

**Table 2.25. Aerial Delivery.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 90 | Percent | Of missions successful in deploying cargo/troops. Successful is defined as within required timeline, dropped on the surveyed DZ, and in recoverable condition. (AFI 11-231)<br>1. TOT accuracy: Based on applicable 11 series stan/eval criteria. |
| M2 | EMP | 95 | Percent | Of Special Operations missions successful in deploying cargo/troops. Successful is defined as within required timeline, dropped or deliver on the surveyed DZ or LZ, and in recoverable condition. |

**2.26. 5.01.02.01 Aerial Delivery Support.**

2.26.1. Provide trained and fully qualified Joint Airdrop Inspectors (JAI) to support DoD user outloads. (//HQ AMC-DOK)

**Table 2.26. Aerial Delivery Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 85 | Percent | Of loadmaster personnel trained and fully qualified to conduct JAIs. |
| M2 | EMP | 6 | Hours | Prior to aircraft departure, airdrop loads have been inspected for proper rigging and JAI completed. |
| M3 | EMP | 1 | Hour | Prior to aircraft departure, after loading, JAI is completed. |

**2.27. 5.01.03 Enhance Aircrew Combat Capabilities.**

2.27.1. Provide aircrews trained in tactical scenarios and joint operations. Crews should be familiar with techniques to avoid and defeat threats, ATO/SPINS deciphering, tactical communications, and safe passage instructions. Crews should also be capable of using defensive system equipment aboard their aircraft. (HQ AMC/DOK)

**Table 2.27. Aircrew Combat Capabilities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | Yes | Yes/No | Assist in flight planning efforts, when requested. |
| M2 | NI | Yes | Yes/No | Deploy within minimum prescribed time according to wing tasking. |
| M3 | NI | 100 | Percent | Maintain equipment/personal items ready for deployment IAW wing or HHQ tasking. |
| M4 | EMP | Yes | Yes/No | Provide timely threat assessment and recommend proper evasive or lethality degrading maneuvering or routing. |
| M5 | IR | 12 | Hours | Develop, in concert with other agencies, Special Instructions, SPINS. |
| M6 | IR | 12 | Hours | Provide crews with aircrew brochures for operation from receipt of HHQ tasking.<br>1. Brochures should include the following (see applicable 11 series publications for aircraft specific requirements).<br>a. AOR procedures.<br>b. Airfield information (includes LZ and DZ information if applicable).<br>c. Airspace information.<br>d. Communications information.<br>e. Chart packages. |
| M7 | EMP | 95 | Percent | Provide recurring training to aircrews on threats, their lethality, and avoidance techniques. |
| M8 | EMP | 12 | Hours | To provide crews with tactics information to avoid/counter perceived threats from receipt of HHQ tasking.<br>1. Ensure mission planning is thorough.<br>a. Identify threats and complete analysis in a timely manner and on a recurring basis.<br>b. Develop and coordinate EPA with intelligence personnel.<br>2. Provide route specific information on enemy threats, doctrine, weapons capabilities, tactics, countermeasures, evasion procedures, and SAR procedures pertinent to the aircrews mission. |

**2.28. 5.01.04 Provide Special Operations Support.**

2.28.1. Provide support for the delivery and sustainment of special operations airlift forces. Plans and coordinates special operations missions. Briefs aircrews conducting special operations missions (details classified). (HQ AMC/DOK)

**Table 2.28. Special Operations Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 100 | Percent | Confirm HHQ tasking. |
| M2 | EMP | 75 | Percent | Develop timeline. |
| M3 | EMP | Yes | Yes/No | Contact CCT (if required). |
| M4 | EMP | 100 | Percent | Brief crew. |
| M5 | EMP | 100 | Percent | Accuracy of data entry into C2IPS. |
| M6 | EMP | 100 | Percent | Determine fuel requirements. |
| M7 | EMP | 100 | Percent | Get lunar/solar data. |
| M8 | EMP | 100 | Percent | Develop load plans. |
| M9 | EMP | Yes | Yes/No | Request diplomatic clearance (if required). |
| M10 | EMP | Yes | Yes/No | Perform JAI (if required). |
| M11 | EMP | Yes | Yes/No | Coordinate for Air Refueling (if required). |

**2.29. 5.01.05 Conduct Assault Zone (AZ) Survey.**

2.29.1. Perform survey assessments of potential airfields or Assault Drop Zones (DZ), Assault Landing Zones (ALZ), or Recovery Zones (RZ) and FARPs unilaterally or with selected Special Operations Forces (SOF) personnel as required by higher headquarters. Document assault zone (DZ, ALZ, RZ) and Forward Area Refueling Point (FARP) surveys detailing restrictions to movement and configuration of the ground, air, or sea environment. Accomplish diagram of ALZ drawn to scale displaying all obstacles, and labeling runways, taxiways, and magnetic orientation. (//HQ AMC-DOK)

**Table 2.29. Assault Zone (AZ) Survey.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 1 | Hour | Between planned and actual entry. |
| M2 | NI | 100 | Percent | Of operations for which appropriate force employed. |
| M3 | NI | 100 | Percent | Of operations for which full coordination and deconfliction accomplished. |
| M4 | NI | 100 | Percent | Of operations with logistic preparations complete prior to infiltration. |
| M5 | NI | 98 | Percent | Of proposed missions not rejected due to insufficient preparation time. |
| M6 | NI | 3 | Hours | Required to adjust original plan for decisive operations after recognizing planning assumptions are invalid. |
| M7 | NI | 1 | Day | Between planned and actual exit. |

**2.30. 5.02.08 Provide Air Terminal Operations.**

2.30.1. To provide reception, processing, and staging of passengers; receipt, transit storage, and marshaling of cargo; loading and unloading of aircraft; and manifesting and forwarding of cargo and passengers to destination. (//HQ AMC-DOZ)

**Table 2.30. Air Terminal Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Of air mobility tasked personnel and equipment properly prepared to deploy<br>1. All personnel deploy IAW AMT.<br>2. Comply with deployment schedule of events.<br>3. Prepare and marshal deployment cargo IAW AFI 10-403 and all other appropriate DEFENSE.<br>4. TRANSPORTATION SYSTEM directives.<br>5. All LOGDET items available and packed.<br>6. Deployment package inventoried and inspected IAW applicable AMCIs.<br>7. Bins/pallets properly packed and configured.<br>8. All hazardous materials properly packaged, certified, placed in a readily accessible locations on the pallet and are compatible with other items.<br>9. Deployable items properly supply coded and reported to appropriate supply agencies.<br>10. Technical orders and TMSK are deployed with vehicles and MHE. |
| M2 | EMP | 100 | Percent | Appropriately sized and controlled Joint Inspection Area and Marshalling Yard.<br>1. Establish appropriate sized marshaling yard, ensuring sterility of cargo and safe movement within the yard.<br>2. Joint Inspectors use appropriate Regulations, Instructions and Technical Orders to perform inspections.<br>3. Joint Inspectors qualified.<br>4. Scales properly calibrated.<br>5. Personnel briefed on explosive handling procedures.<br>6. Establish interface with shipper.<br>7. Joint Inspection performed IAW applicable guidance. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | EMP | 100 | Percent | Of hazardous cargo verified eligible for airlift to include proper documentation, packaging, and marking.<br>1. Shippers Declaration of Dangerous Goods is completed and package is marked and labeled IAW applicable directives.<br>2. AMC Form 1015 **HAZMAT Inspection and Acceptance Checklist** is properly filled out for all.<br>3. Haz-Mat shipments (exception: vehicles moving under the provisions of AFJMAN 24-204 Ch. 3).<br>4. Station file copy of AMC Form 1015 is properly maintained.<br>5. 100% exterior inspection of HazMat packaging and 10% interior inspection or as required by current guidance.<br>6. Shippers Declaration of Dangerous Goods annotated with "Received and Inspected by" IAW AMCI 24-101 Vol. 11.<br>7. Only qualified personnel are inspecting Haz-Mat before acceptance into the DTS.<br>8. Personnel inspecting/handling Hazardous Materials are qualified IAW applicable directives.<br>9. Personnel maintain and use a hazardous cargo file to include hazardous cargo information updates, HQ AMC/AFMC clarification messages, letters, packaging/compatibility waivers and other hazardous information. |
| M4 | EMP | 100 | Percent | Of passengers properly processed, manifested, gated, and boarded.<br>1. Proper procedures are followed when passengers hand-carry weapons aircraft.<br>2. Troop commander is aware of responsibilities IAW 4500.9R Part III.<br>3. Anti-hijacking inspection is accomplished and final manifest is properly annotated.<br>4. Maintain positive control of passengers/troops from the aircraft to the release area.<br>5. Maintain station file copies.<br>6. Apply proper manifesting procedures.<br>7. Validate passenger manifest after loading.<br>8. Personnel are knowledgeable of documentation requirements.<br>9. Current publications and administrative supplies are available for personal use.<br>10. Baggage Pallets are built to fit correct aircraft compartment.<br>11. Passengers are loaded IAW applicable directives. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | EMP | 95 | Percent | Of aircraft handled within allotted ground times to include aircraft/fleet servicing and passenger/baggage/cargo loading and unloading.<br>1. Load planners are properly trained and certified.<br>2. Cargo is load planned IAW aircraft TO's and all other applicable directives.<br>3. Cargo is sequenced for loading IAW with load plan.<br>4. MHE is properly utilized ensuring aircraft are uploaded/downloaded IAW applicable directives and MOG<br>5. Coordinate load team augmentation (if needed).<br>6. Procedures are in place to properly release cargo IAW applicable directives.<br>7. Load team members have all required safety items.<br>8. Vehicle operators are properly licensed and serviceability checks are performed as required.<br>9. Load team members are familiar with the 463L system, loading/offloading processes, special requirements, tie-down practices and hazardous cargo handling requirements.<br>10. Coordinate, supervise, and accomplish ERO operations safely and in the prescribed manner.<br>11. Personnel servicing aircraft latrines wear rubber gloves and goggles.<br>12. At least weekly, LSTs will be washed with hot soapy water and thoroughly rinsed with clear water. Special emphasis will be placed on exterior surfaces and storage compartments subject to rapid corrosion/deterioration.<br>13. Passengers are downloaded IAW applicable directives.<br>14. Baggage is protected IAW applicable directives.<br>15. ATOC maintains effective communication with all subordinate aerial port work centers and other base agencies as required.<br>16. Communication is documented as required.<br>17. Station file copies of manifests and other required documentation are maintained IAW applicable directives.<br>18. Aircrew cargo briefings are accomplished applicable directives and are properly annotated on station file copies of manifests.<br>19. Update automated data bases or backup manual procedures as soon as possible, but no later than 30 minutes after aircraft departure. Transmit ALLOAD or AM-9 message as soon as the load is firm, but no later than 30 minutes after the aircraft is airborne.<br>20. ATOC transmits all required reports.<br>21. Cargo is manifested IAW applicable guidance.<br>22. Personnel are proficient on all required Aerial Port Computer Systems.<br>23. Required number of manifests are prepared.<br>24. QAE duties are performed as required. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | EMP | 100 | Percent | Cargo and passenger data drillable in GTN within 1 hour after aircraft takeoff.<br>1. GATES/RGATES/S-RCAPS mission data mirror the mission data in C2 systems.<br>2. Approximately 30 minutes prior to aircraft departure from the APOE, manifesting personnel will verify all mission data against GDSS, C2IPS, GTN, or other available C2 system. As a minimum, verify the mission number (to include the Julian date), tail number, and three-digit MILAIR APOE/D code.<br>3. NLT 30 minutes after aircraft departure did manifesting personnel "lift" the cargo and/or PAX mission, and transmit this data file to GTN.<br>4. NLT 60 minutes after aircraft departure, did manifesting personnel query GTN for the presence of "drillable" cargo and/or PAX data. For cargo data: GATES/RGATES and S-RCAPS require full MILSTAMP level data. For passenger data: name, social, rank, service, and Unit Line Number (ULN) are required. If data is present in GTN, no further action is required. If data is not "drillable," and a technical problem is suspected, call the AMC Help Desk for assistance with hardware and software problems. If the problem is with procedures or data, contact HQ AMC/DONI. |

**2.31. 5.02.08.01 Provide Traffic Management Services and Operations.**

2.31.1. Provide and manage packaging, transport, receipt, and delivery of AF material to maintain and sustain personnel, weapons systems, and support equipment. Collect, process, and transmit transportation and in-transit visibility data. (//HQ AMC-DON)

**Table 2.31. Traffic Management Services and Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 95 | Percent | Provide requested support.<br>1. TMO process and move materiel to destination consistent with the delivery requirement. (AFI 24-201, para 5.2)<br>2. Procedures established to ensure shipments packed, marked, labeled in accordance with appropriate special packaging instructions (SPI), AFI 24-202, MIL-STD-129.<br>3. Process or receipt for MICAP/999/NMCS cargo 24 hours a day. (AFI 24-201, para 5.13.1) |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M2 | EMP | 100 | Percent | Shipment tracing.<br>1. Shipping, tracing, and receiving classified and sensitive (Arms, ammunitions, and explosives) in compliance with directives. (AFI 24-201 Chap 9) and DOD 4500.9-R, part II, Chap 205)<br>2. Cargo section forwards outbound REPSHIP to destination no later than 2 hours after shipment's departure for all classified and sensitive material. (DOD 4500.9-R, part II, Chap 205, para L.)<br>3. TMO forwards receipt of firearm shipments (REPSHIP) on all inbound firearms within required timeframe (within 24 hours of receipt). (AFI 24-201, para 9.8.2) |
| M3 | EMP | 100 | Percent | Process and report over, short, damaged, and astray shipments.<br>1. Shipments properly identified as over, short, or damaged and carriers representatives acknowledge discrepancies by signature. (AFI 24-201, para. 5.13)<br>2. Disrep/request for information prepared and distributed within 7 days following discovery of a discrepancy. (DOD 4500.9-R part II chap 210 para E)<br>3. Electronic message sent to all appropriate addressees (within 24 hours after the discrepancy is discovered) on all classified or protected shipments. (DOD 4500.9-R part II, Chap 210, para F.2) |
| M4 | EMP | 100 | Percent | Customer satisfaction goal on all passenger movement requests.<br>1. TMO makes official travel arrangements satisfying traveler's mission requirement. (AFI 24-101 para 1.2) |
| M5 | EMP | 100 | Percent | Marshalling yard training requirements completed.<br>1. Joint Inspection training.<br>2. Marshalling setup training.<br>3. Security training.<br>4. Traffic flow training.<br>5. Safety training.<br>6. Automation training (if applicable).<br>7. Explosive Holding area training. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | NI | Yes | Yes/No | Hazardous cargo prepared IAW AFI.<br>1. Shipper's Declaration:<br>a. Passenger or Cargo Aircraft Only limitations checked.<br>b. "NonRadioactive/Radioactive" checked properly.<br>c. Pen and Ink changes signed.<br>d. Emergency response/24hours response number on form.<br>e. Proper Shipping Name correctly reflected.<br>f. Packing instruction number shown.<br>g. Shipper signed the form.<br>2. Packaging—Outer:<br>a. Container serviceable: No damage, leakage or loss of contents.<br>b. Package permitted by package reference.<br>3. Markings:<br>a. Proper Shipping Name (and technical names(s) in parentheses for asterisked entries).<br>b. UN or ID Number preceded by prefix "UN" or "ID".<br>c. Other Markings as required.<br>4. Labeling:<br>a. Correct primary risk label(s). Number indicated on bottom corner.<br>b. Correct subsidiary risk label(s) if applicable. Number not indicated on bottom corner.<br>c. Labels correctly applied and not obscured. |
| M7 | NI | 1 | Hour | Cargo and passenger data drillable in GTN after aircraft takeoff. |

**2.32. 5.03 Provide Movement Management.**

2.32.1. Prepare materiel and passengers for movement or arrange for their movement via any means, such as railways, highways, waterways, and airways. This task includes technical operations and moving and evacuating cargo, personnel, and equipment. (//HQ AMC-DON)

**Table 2.32. Movement Management.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 100 | Percent | Of required reception and onward movement support available at time and place required. |

**2.33. 5.05 Provide Air Refueling.**

2.33.1. Provide intertheater and intratheater air refueling resources to support Department of Defense, Allied, and Coalition Forces for peacetime, contingency and conventional operations. Air Refueling assets will support or extend the reach of military force capabilities during periods of increased activity.

Operations may involve multi-aircraft formations; conduct in an emission controlled (EMCON); or a Nuclear, Biological, or Chemical (NBC) environment. (//HQ AMC-DOK, //AMCI 10-403//Supports: AFT 5.2)

**Table 2.33. Air Refuling.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | Provide full complement of aircraft to meet tasked operational requirements. (AMCI 10-403). |
| M2 | IR | 48 | Hours | From time of notification, for active-duty tanker units tasked to deploy from home station to provide theater support (AMCI 10-403). |
| M3 | IR | 24 | Hours | From time of notification, for AFRC tanker units to mobilize IAW AMCI 10-403. |
| M4 | IR | 72 | Hours | From time of notification, for AFRC/ANG units ordered to active duty to support AMC mobility missions (response time includes 24 hours for mobilization IAW AMCI 10-403. |
| M5 | EMP | Yes | Yes/No | Operate under adverse weather conditions IAW AMCI 10-403. |
| M6 | IR | Yes | Yes/No | Establish a Tanker Task Force (TTF) and deploy in response to HHQ directives and AMCI 10-403. |
| M7 | IR | 100 | Percent | Aircrews briefed on current special instructions (SPINS) and Area of Responsibility (AOR) procedures prior to operations in the threat environment. |
| M8 | NI | 90 | Percent | Time spent at or above C2 level readiness rating IAW AMCI 10-403. |
| M9 | EMP | Yes | Yes/No | Provide SOAF assets IAW JCS OPLAN (times classified). |
| M10 | EMP | 12 | Hours | Provide crews with tactics information to avoid/defeat anticipated threats IAW HHQ taskings. |
| M11 | EMP | 12 | Hours | To provide crews with written operational information (aircrew brochures) IAW HHQ tasking. |
| M12 | EMP | 12 | Hours | Update aircrews on tactical scenarios IAW HHQ tasking. |

**2.34. 5.05.01 Plan Aerial Refueling Support.**

2.34.1. To plan for an adequate number of, and concept of operations for, tanker aircraft. This task must consider total fuel requirements, timing, and location for the refueling. Tanker aircraft must be forward deployed with sufficient time ahead of the attack in order to reconstitute tanker forces to meet these requirements. Mid-route rendezvous must be adequately planned to ensure proper join-up of forces within tactical and airspace constraints. (//HQ AMC-DOO//AMCI 10-403//Supports: AFT 5, AFT 5.2,)

**Table 2.34. Aerial Refueling Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 95 | Percent | Tankers have scheduled offload available at ARCT. |

**2.35. 5.06 Provide Aeromedical Evacuation.**

2.35.1. Deploy a theater aeromedical evacuation system or any of its component unit type codes (UTC) to a theater of operation. This involves all actions associated with laying down infrastructure for or executing aeromedical evacuation (AE). The AE system provides command and control, equipment, and trained personnel for the execution/support of AE missions within/from the Area of Responsibility (AOR). Ensures ability to deploy AE assets to a theater of operations. Includes the ability to rapidly transport ill or injured personnel to a higher echelon of medical care from any area within the operating environment. Providing aeromedical-staging capabilities involves receiving casualties, providing supportive care and administrative support, and generating retrograde aircrews to provide in-flight care. AE crews and personnel are prepared to perform duties through training, equipping, and sourcing to defeat threats encountered in a dynamic operational environment. This includes pre-deployment and operational (i.e., during deployment) activities such as intelligence, force protection, anti-terrorism, and ATSO training. Aeromedical evacuation is provided to the supporting user service(s), via fixed-wing aircraft. A capable AE system complements and supports theater medical infrastructure. (HQ AMC-SG)

**Table 2.35. Aeromedical Evacuation.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | DOC | Hours | Deploy AE UTCs to tasked location IAW DOC time frame. |
| M2 | NI | 1 | Day | Employ UTC(s) at locations as directed by supported CINC. |
| M3 | MS | 5 | Days | Supply of medications, special diets, and consumable supplies. |
| M4 | MS | Yes | Yes/No | Provide and maintain authorized equipment IAW UTC Allowance Standard. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | MS | Yes | Yes/No | Request and prepare aircraft for patient evacuation.<br>1. Request airlift IAW theater policy.<br>2. Aeromedical Evacuation Crew Management.<br>a. Effectively manage AE crews to meet scheduled and short-notice tasking.<br>b. Initiate crew alert immediately upon receiving execution order.<br>c. Crew arrives at aircraft within prescribed time limit to meet mission objective, with proper equipment and ready for extended austere conditions (survival equipment, chemical defense ensemble, flight gear, and personal protective equipment).<br>d. Provide properly configured aircraft for AE mission. Aircraft ready for launch with preflighted operational equipment and cabin compartment configuration.<br>e. Plan, coordinate, and manage mission accurately.<br>3. Generate required aircrews IAW higher headquarters tasking. |
| M6 | NI | Yes | Yes/No | Provide trained and authorized personnel to fulfill AE tasking.<br>1. All substitutions must be IAW WMP Vol 1 Annex F and MISCAP. |
| M7 | NI | Yes | Yes/No | Unit Deployment Managers (UDM) fill mobility positions IAW AFI 41-106. |
| M8 | NI | 100 | Percent | Personnel maintain individual readiness requirements IAW AFI41-106. |
| M9 | IR | 100 | Percent | WRM assets maintained in a mission ready state.<br>1. MEDLOG critical readiness items mission ready.<br>2. Demonstrate proper management of equipment and supplies to avoid waste (accountability, storage, and security).<br>3. Allowed transportation assets mission ready. |
| M10 | NI | 100 | Percent | Implement deployment plan with documentation for LTI and JI process. |
| M11 | MS | 24 | Hours | Safely set up facility in an appropriate site. |
| M12 | MS | 24 | Hours | Establish liaison/interface with user service and airfield managers. |
| M13 | MS | Yes | Yes/No | Adjust work schedules to met changing priorities. |
| M14 | MS | Yes | Yes/No | Coordinate support services to maintain capabilities. |
| M15 | NI | 100 | Percent | Provide AE personnel with training and resources outlined in instructions, pamphlets, and local directives. |
| M16 | NI | 100 | Percent | Provide AE personnel annual block training on SERE, weapons, intelligence, and tactics as a baseline. |
| M17 | NI | Yes | Yes/No | Provide AE personnel theater AE CONOPS, ATSO handbooks, and ISOPREP cards on deployment.<br>1. Both ATSO Handbook and Airman's Manual deployed with personnel.<br>2. ISOPREP card secured and maintained. |
| M18 | MS | Yes | Yes/No | Provide AE personnel additional intelligence information as required (in-theater, AFMIC, or semi-annual squadron briefing). |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M19 | NI | 100 | Percent | Provide life support equipment and training for AE crews. |
| M20 | MS | Yes | Yes/No | AE coordinated and accomplished IAW theater policy. |
| M21 | MS | Yes | Yes/No | Establish communication link with airlift, wing command and control centers, other AE elements, and supported theater/JTF medical components as required.<br>1. Establish links IAW Theater policy. |
| M22 | MS | 90 | Percent | AE missions meet ATO schedule.<br>1. Required crews generated IAW higher headquarters taskings/DOC. |
| M23 | MS | Yes | Yes/No | Employ qualified/certified AECMs to provide AE capability for user services(s) IAW AFI 11-2AE. |
| M24 | EMP | 100 | Percent | Crews operate with CRM and ORM principles. |
| M25 | MS | 100 | Percent | Mission documentation is accomplished appropriately.<br>1. Entire mission folder (events log, message traffic, patient care documentation) completed within 24-hr after mission completion. |
| M26 | EMP | 100 | Percent | AE crews meet pre-flight, in-flight, and post-flight requirements according to existing checklists, instructions, and directives.<br>1. Aircraft/equipment/supplies ready for patient airlift.<br>2. Conduct triage/patient positioning and establish patient load/egress plan.<br>3. AE Crew coordinates with aircrew, and appropriate medical and non-medical ground support units to insure all aspects of planning are accomplished.<br>4. AE crew coordinates safe enplaning/deplaning with ground elements.<br>5. Provide patient care (infection control, general comfort, safety, counter Stresses Of Flight).<br>6. Demonstrate proficiency in operation of mission ready medical equipment/supplies used in support of aeromedical missions.<br>7. Recover mission in a timely manner to prepare AE crews and equipment for subsequent AE missions. |
| M27 | MS | 100 | Percent | Patients provided care IAW published standards/theater directives and coordinated with appropriate agencies. |
| M28 | MS | 100 | Percent | Intransit visibility of patient movement. |
| M29 | MS | 100 | Percent | Control biohazardous waste IAW theater guidelines. |
| M30 | MS | Yes | Yes/No | Coordinate additional medical support with local/host nation/allied facilities. |

**2.36. 6.00 Provide Agile Combat Support.**

2.36.1. To provide highly responsive force support. A force that is poised to respond to global taskings within hours must also be able to support that force within hours. This includes all elements of a forward base structure: Maintenance, supply, transportation, communications, services, personnel, engineering, force protection, medical, and chaplain service. (HQ AMC/DOX)

**Table 2.36. Agile Combat Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 48 | Hours | From notification for active-duty units tasked to deploy from home station to provide theater support (ready-to-load date at origin). (AMCI 10-403). |
| M2 | NI | Yes | Yes/No | Provide all UTC's listed as parents in the AFWUS or ANG/AFRC database equivalents. (AMCI 10-403). |
| M3 | NI | Yes | Yes/No | Provide headquarters element support to deployed locations when required. (AMCI 10-403). |
| M4 | NI | Yes | Yes/No | Provide intelligence, aircrew life support, and tactician for mobility forces. (AMCI 10-403). |
| M5 | NI | Yes | Yes/No | Provide stage crew management at designated en route or deployed locations. (AMCI 10-403). |
| M6 | NI | Yes | Yes/No | Provide aircraft maintenance, supply, transportation, and contracting support at designated en route and deployed locations. |

**2.37. 6.01 Services Overseas Theater Support.**

2.37.1. Services support includes food service, lodging, mortuary (search and recovery, shipment and/or temporary internment), laundry, fitness, recreation, and field exchange. Assumption: Operational commanders will accept a reduced level of service from mobilization (M-day) through M+30 to only that needed to ensure mission accomplishment and quality of life. After M+30, levels of service will be increased commensurate with quality of life programs where possible. Reference: WMP Annex GG. (USAFE considers bath and sewage as base operability functions.) (HQ AMC/SVS)

**Table 2.37. Services Overseas Theater Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 1 | Day | To establish an effective Services Control Center (SVCC).<br>1. Receive and understand messages.<br>2. Maintain status boards-maintain events and message logs.<br>3. Coordinate activities with SRC.<br>4. Coordinate with other workcenters.<br>5. Appropriate control center actions accomplished. |
| M2 | MS | 1 | Day | To establish ability to bag, tag and ship remains to CONUS Port Mortuary.<br>1. Conduct remains processing.<br>2. Ensure evacuation of remains.<br>3. Conduct emergency burial procedures. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | MS | 3 | Days | To establish search and recovery procedures for retrieving human remains. |
| M4 | MS | 1 | Day | To establish one lodging desk operation. (Only one desk operations allowed at COBs, FOLs and BBs.) |
| M5 | MS | 1 | Day | To produce a primary and alternate locator system to account for all transient members. |
| M6 | MS | 1 | Day | To house initial personnel in available facilities (contract hotels, dormitories, K-Spans, or expandable shelters) until follow-on forces arrive to begin tent city construction. |
| M7 | NI | 1 | Day | To determine mode of payment, i.e. IMPAC, individual government credit card or to coordinate with contracting personnel to establish contracts if tent city is not constructed and commercial lodging is used. |
| M8 | MS | 1 | Day | To reconcile daily with PERSCO on accountability of deployed personnel and anticipated inbound/outbound personnel.<br>1. Establish and maintain an accurate locator system, using AF SVA lodging software. |
| M9 | MS | 1 | Day | To manage and distribute three MREs (or equivalent) daily per deployed member. |
| M10 | MS | 3<br>10<br>5 | Days (AEF)<br>Days (CENTAF)<br>Days (All Others) | To plan/prepare for hot meal service, i.e. ordering, receiving, storing and issuing subsistence items to authorized users. |
| M11 | MS | 4<br>11<br>6 | Days (AEF)<br>Days (CENTAF)<br>Days (All Others) | To provide two hot meals and one MRE (or equivalent) daily per deployed member. All meals away from the dining facility will be MREs. (Assumption: Food services equipment (IDK, bare base assets, or existing facilities) and rations are available) May expand to three hot meals daily. All meals away from dining facilities (including flight meals) will be MREs (or equivalent). |
| M12 | MS | 16<br>30<br>16 | Days (AEF)<br>Days (CENTAF)<br>Days (All Others) | To provide three hot meals daily. May expand to four hot meals daily and ground support/flight meals.<br>1. Ensure proper use of field equipment.<br>2. Maintain field sanitation and hygiene.<br>3. Establish hours of operations.<br>4. Conduct menu planning. |
| M13 | MS | 90 | Percent | Of patients in medical treatment facilities provided three hot meals daily. |
| M14 | MS | 100 | Percent | Of convalescent and aeromedical staging facility patients provided three hot meals daily. |
| M15 | MS | 100 | Percent | Aeromedical evacuation patients provided flight meals. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M16 | MS | 4 | Days | To provide laundry support using one of following options:<br>Also provide organizational laundry support to third and fourth echelon field medical facilities. (Manpower to operate laundry units is not included in Prime RIBS UTCs)<br>1. Local contracted laundry services.<br>2. Self service washers and dryers (including supplies) or combination of self and contracted services.<br>3. Bare base assets. |
| M17 | MS | 4 | Days | To provide self-directed recreation and fitness activities. |
| M18 | MS | 15 | Days | To provide structured recreation and fitness activities in accordance with Environment Chart, Annex GG, Appendix 4. |
| M19 | MS | 30 | Days | Establish operation of field exchange services with AAFES.<br>1. Maintain hours of operation.<br>2. Ensure proper stock assortment.<br>3. Maintain inventory and cash control. |

**2.38. 6.01.01 Perform Family Support Programs and Activities.**

2.38.1. Provide support to service members/families and advise the commander on work/life issues. (//HQ AMC-DPX)

**Table 2.38. Family Support Programs and Activities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Provide services to non-deployed military personnel and their families. |
| M2 | NI | 100 | Percent | Provide one-on-one pre-separation counseling to departing military members. |
| M3 | NI | Yes | Yes/No | Provide support during mobilization and deployments. |
| M4 | NI | 100 | Percent | Provide first duty station financial management training. |
| M5 | NI | 100 | Percent | Provide financial counseling for high-risk PFMP customers (readiness, security, suitability, 1st Term). |
| M6 | NI | Yes | Yes/No | Provide referral to meet immediate need, crisis, and impending crisis situation. |
| M7 | NI | Yes | Yes/No | Provide emergency financial assistance through AFAS. |
| M8 | NI | Yes | Yes/No | Provide Relocation Assistance Counseling. |
| M9 | NI | Yes | Yes/No | Provide Leadership Consultation. |
| M10 | NI | Yes | Yes/No | Coordinate the efforts of base and local agencies to meet the needs of military families. |
| M11 | NI | Yes | Yes/No | Provide support to families during evacuations, emergencies, and disaster responses. |

**2.39. 6.01.02 Services Sustaining Force Support.**

2.39.1. Ensure continued support of essential Services activities in the CONUS and other theater locations, not part of the operational plan, during contingencies and wartime. Reference: WMP Annex GG. (//HQ AMC-SVS)

**Table 2.39. Sustaining Force Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 1 | Day | To activate the Services Control Center (SVCC). |
| M2 | IR | 3 | Days | To reduce to a minimum or stop nonessential activities. |
| M3 | MS | 3 | Days | To estimate transient population. |
| M4 | EMP | 3 | Days | To determine the population to be supported with food service and prepare plans to accommodate. |
| M5 | EMP | 3 | Days | To determine the population to be supported with transient lodging and prepare plans to accommodate. |
| M6 | EMP | 5 | Days | To establish formal plans/contracts to phase sustaining force augmentation manpower into the organization by Days 30-60. |
| M7 | MS | 5 | Days | To request IMA or ARC backfill from HQ AMC/SVXR. |
| M8 | IR | 5 | Days | To ensure home station mortuary and search and recovery team members are trained and proficient. |
| M9 | MS | 30 | Days | To continue or expand morale activities, i.e. sports and fitness, library services, youth programs. |
| M10 | MS | 1 | Day | To provide comprehensive child development programs for dependents of military members at home station. |

**2.40. 6.01.03 Provide Civilian Personnel Support.**

2.40.1. Provide support to key and/or emergency civilian personnel. (//HQ AMC-DPX)

**Table 2.40. Civilian Personnel Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Process civilian employees recalled to active duty in a reserve category. |
| M2 | NI | 100 | Percent | Identify civilian employees occupying key and/or emergency essential positions. |

**2.41. 6.02 Conduct Resource Management.**

2.41.1. Perform resource management services consisting of planning, programming, budgeting, and execution support; budget analysis; and force management support. (//HQ AMC-FM)

**Table 2.41. Resource Management.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Of appropriated funds, AMC Transportation Working Capital Funds (TWCF), and non-appropriated funds are used only for authorized purposes, as enacted by Congress and implemented under DoD, Air Force, and AMC directives and instructions. Establish and maintain financial management structures to determine funding priorities, to approve financial plans, and to ensure that funding resources are allocated and executed legally, effectively, and efficiently. |

**2.42. 6.04 Preserve Historical Documentation of USAF Operations.**

2.42.1. Collect documentation and historic artifacts to support lessons learned analysis, doctrine development, and public affairs efforts. Thoroughly document USAF operations or campaigns by collecting, preserving, and organizing detailed information. Prepare periodic historical reports to serve as the permanent record of the headquarters'/units' mission, organization, significant events, and key documentation. Advise commander and staff on history of similar operations in the same or different area of operations. Provide timely background information relevant to current operations and issues. Support historical property collection teams in obtaining and processing US, allied, and enemy equipment and artifacts for the USAF museum system. (/OP 5.1.6/ Campaigns (CJCSM 3500.04A, 13 Sep 96, pg. 2-122//HQ AMC-HO)

**Table 2.42. Historical Documentation of USAF Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | IAW local recall procedures | | Augment Unit Crisis Action Team (CAT). |
| M2 | NI | IAW HQ AMT | | Deploy with unit or to augment other unit. |
| M3 | MS | 72 | Hours | Prepare/submit history status report. |
| M4 | MS | 72 | Hours | Prepare/submit contingency historical reports. |
| M5 | MS | 90 | Percent | Decision documents with pre-decisional material available. |
| M6 | MS | 90 | Percent | Official documents preserved in historical reports. |
| M7 | MS | Yes | Yes/No | Key personnel interviewed during event. |
| M8 | MS | 90 | Percent | Key leaders interviewed after event. |
| M9 | MS | 75 | Percent | Key staff members interviewed after event. |
| M10 | MS | 6 | Weeks | From termination of major event until all key personnel are interviewed. |
| M11 | MS | 1 | Month | Before documents are available for analysis/research. |
| M12 | MS | 75 | Percent | Potential historical artifacts identified for recovery. |
| M13 | MS | 1 | Month | Before identified artifacts are ready for shipment. |
| M14 | MS | 10 | Days | Prepare/submit History Operations After-Action Report. |

**2.43. 6.05 Conduct and Maintain Security and Defensive Operations.**

2.43.1. Provides the physical security and information security elements of Force Protection. Plans, programs for, and conducts air base defensive operations to include resource protection, law and order/police services, air base defense, anti-terrorism, combat arms, maintaining warfighting and contingency response capability, and managing information, industrial and personnel security programs. (//HQ AMC/SFO)

**Table 2.43. Security and Defensive Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | Yes | Yes/No | Defensive operations are in place to meet mission needs. |
| M2 | NI | Yes | Yes/No | Antiterrorism measures are in place to meet mission needs. |
| M3 | NI | Yes | Yes/No | Information security, personnel security, and industrial security programs are in place to meet mission needs. |
| M4 | NI | Yes | Yes/No | Combat arms operations are in place to meet mission needs. |
| M5 | MS | Yes | Yes/No | Defense forces are equipped and trained for worldwide deployments and contingencies. |

**2.44. 6.05.01 Employ Antiterrorism (AT) Measures.**

2.44.1. Commander's protective measures, both active and passive, taken to prevent, deter, and respond to terrorism, and recover from terrorist acts. This includes establishing plans and programs for risk assessment and response, training and exercising the force to maintain AT readiness, and fielding forces in support of the AF and DOD AT programs. The AT program seeks to deter or blunt terrorist acts by giving guidance on collecting and disseminating timely threat information, providing training as needed, allocating funds and personnel, and implementing defensive measures. This does not include active measures that fall into the counter-terrorism category. This task includes training, equipping, and fielding PHOENIX RAVEN security teams. Covered under this task are the functions of planning, programming, budgeting and training for antiterrorism programs. AT is a subset of Force Protection (FP), which is a multi-functional responsibility. (//HQ AMC-SFO) AFI 31-210, DODI 2000.12, DODI 2000.16H, AMCI 31-104.

**Table 2.44. Antiterrorism (AT) Measures.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Commanders at all echelons develop a full working knowledge of AT/FP policies and standards. |
| M2 | NI | Yes | Yes/No | Commanders, down to installation commander level, publish a supplement to AFI 31-210 implementing further prescriptive standards in AT/FP for their command and installation-unique requirements. |
| M3 | MS | Yes | Yes/No | Operational AT/FP responsibility for all units and individuals, whether permanently or temporarily assigned is clearly established.<br>1. Antiterrorism/Force Protection requires every individual to maintain a level of awareness, to practice personal security measures, and to report suspicious activity.<br>2. Commanders at all echelons will develop procedures to ensure the immediate dissemination of threat changes to all personnel and, as appropriate, supporting law enforcement agencies. |
| M4 | NI | Yes | Yes/No | Commanders, down to the installation commander, develop and implement comprehensive AT/FP plans within established DOD and AF standards. |
| M5 | NI | Yes | Yes/No | A higher headquarters vulnerability assessment/review of AT/FP programs has been conducted within past three years. |
| M6 | NI | Yes | Yes/No | Commanders use the standardized DOD Terrorism Threat Level classification system to quantify the terrorism threat level for travel to another country. |
| M7 | NI | Yes | Yes/No | Commanders task the appropriate organizations under their command to gather, analyze, and disseminate terrorism threat information as appropriate. |
| M8 | NI | Yes | Yes/No | A localized installation threat assessment plan is maintained to include a threat assessment of terrorism use of weapons of mass destruction. |
| M9 | NI | Yes | Yes/No | Terrorism threat assessments are used as the basis and justification for recommendations on force protection enhancements, program/budget requests, and the establishment of THREATCONs. |
| M10 | NI | Yes | Yes/No | Commanders at all levels forward throughout the chain of command all information pertaining to terrorist threats or acts of terrorism involving DOD personnel or assets in their AOR. |
| M11 | NI | Yes | Yes/No | Commanders develop a process, tailored to the local mission and based on terrorism threat information and/or guidance from higher headquarters to raise and lower THREATCON levels. |
| M12 | NI | Yes | Yes/No | Installation THREATCON measures are coordinated with other agencies as necessary. |
| M13 | NI | Yes | Yes/No | Local terrorism threat response measures are established IAW applicable directives and guidance. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M14 | NI | 3 | Years | Installations conduct a physical security vulnerability assessment, addressing the full spectrum of threats, for facilities, installations, and operating areas and resources under their control. |
| M15 | NI | 1 | Year | Commanders review all AT/FP plans. |
| M16 | NI | As | Needed | Commanders review all AT/FP plans when the terrorism threat level changes. |
| M17 | NI | 6 | Months | Commanders ensure training and exercises are conducted IAW AT/FP plans to include all THREATCON measures, evacuation/notification plans and procedures, terrorist use of weapons of mass destruction, and other key areas outlined in their installation's security plans. |
| M18 | NI | 6 | Months | Installation commanders review local THREATCON measures to ensure the installation's daily security procedures are appropriate. |
| M19 | NI | Yes | Yes/No | All new construction projects and programs employ AT/FP features and meet minimum DOD AT/FP Construction Standards. |
| M20 | NI | Yes | Yes/No | Installation commanders develop a prioritized list of AT/FP factors based on the current threat for site selection teams for determining suitability for use by DOD personnel. |
| M21 | NI | As | Needed | Prior to deployment, the senior deploying commander ensures a pre-deployment vulnerability assessment has been conducted. |
| M22 | MS | As | Needed | Prior to, during, and after deployment, commanders implement appropriate force protection measures to reduce vulnerability or risk.<br>1. Prior to deployment, the senior deploying commander will ensure a pre-deployment vulnerability assessment has been conducted. These assessments will include a medical member qualified to evaluate the safety and vulnerability of local food and water sources, perform an epidemiological risk assessment, evaluate local medical capabilities, perform a vector/pest risk assessment, determine adequacy of hygiene of local billeting and public facilities, and perform an environmental risk assessment. Assessments will provide the necessary background data for sizing the force protection package required to reduce the threat to Air Force personnel and assets. MAJCOMs will determine the expertise level for persons conducting these assessments. |
| M23 | NI | Yes | Yes/No | Installation commanders have appointed, in writing, an AT/FP officer/NCO. |
| M24 | NI | Yes | Yes/No | Adequate numbers of AT/FP Level II trained personnel are available to ensure proper coverage of overseas deployments. |
| M25 | NI | Yes | Yes/No | Personnel, to include family members, receive terrorism awareness training IAW established guidance and directives. |
| M26 | NI | Yes | Yes/No | Commanders ensure all personnel who deploy, PCS, or travel on leave outside the CONUS receive AT/FP training with special emphasis on AOR-specific terrorist and medical threats. |
| M27 | NI | As | Needed | Training and security for personnel assigned to high-risk billets is conducted according to established guidance and directives. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M28 | NI | 1 | Year | Commanders ensure DOD personnel and dependents assigned to Medium and High Threat locations are given guidance on appropriate conduct in the event they are taken hostage or kidnapped. |
| M29 | NI | As | Needed | Tasked organizations maintain trained and equipped PHOENIX RAVEN AT teams IAW established guidance and directives. |
| M30 | NI | Yes | Yes/No | Standardization evaluation and quality control measures are established and maintained to evaluate and certify PHOENIX RAVEN members. |
| M31 | NI | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |

**2.45. 6.05.02 Maintain Information, Personnel, and Industrial Security.**

2.45.1. Includes programs to identify, classify, downgrade, declassify, mark, protect, and destroy classified materials and sensitive information. This extends to the DOD industrial security program and provisions. Includes personnel security management and personnel security investigations and clearance needs. This task includes owner-user security requirements and to ensure that everyone safeguards sensitive and classified information. This task includes planning, programming, budgeting and training for information, personnel, and industrial security operations. Information, personnel, and industrial security are subsets of Force Protection, which is a multi-functional responsibility. (//HQ AMC-SFI) AFIs 31-401, 31-501, 31-601

**Table 2.45. Information, Personnel, and Industrial Security.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Information security, personnel security, and industrial security programs are established and executed IAW established guidance and directives. |
| M2 | NI | Yes | Yes/No | Security program training is conducted as required in support of the info/ personnel/industrial security programs. |
| M3 | NI | Yes | Yes/No | Physical security processes and procedures are in place to meet requirements under the information, personnel, and industrial security programs. |
| M4 | NI | Yes | Yes/No | Security clearance processing requirements, both administrative and operational, are met IAW established guidance and directives. |
| M5 | NI | Yes | Yes/No | Continuing evaluations are completed IAW established guidance and directives. |
| M6 | NI | Yes | Yes/No | Security Information File (SIF) program management meets established guidance and directives. |
| M7 | NI | Yes | Yes/No | Contract Security Classification Specification (DD Fm 254) are accomplished according to established guidance and directives. |
| M8 | NI | Yes | Yes/No | Visitor Group Security Agreements are prepared and implemented IAW established guidance and directives. |
| M9 | NI | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |

**2.46. 6.05.03 Provide Training and Maintenance for Combat Arms.**

2.46.1. Includes supporting Force Protection through the management, supervision, support and conduct of ground weapons training along with weapons maintenance and inspection. This task includes range operations and maintenance, scheduling for training and inspections, and the administration of programs to support small arms training and maintenance including the planning, programming, budgeting and training for combat arms operations. (//HQ AMC-SFX) AFI 36-2226, AFMANN 36-2227, Vols. 1,2,3

**Table 2.46. Training and Maintenance for Combat Arms.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Range operations are conducted to meet mission requirements within established guidance and directives. |
| M2 | NI | Yes | Yes/No | Classroom instruction is conducted to meet mission requirements and is within established guidance and directives. |
| M3 | NI | Yes | Yes/No | Weapons maintenance and inspections are conducted as appropriate to meet currency, documentation, accountability, and safety requirements as outlined within established guidance and directives. |
| M4 | NI | Yes | Yes/No | Administrative requirements for combat arms and range operations are IAW established guidance and directives. |
| M5 | NI | Yes | Yes/No | Operational, administrative, and explosives safety requirements are conducted IAW established guidance and directives. |
| M6 | NI | Yes | Yes/No | Security Forces' armories are established and maintained IAW established guidance and directives. |
| M7 | NI | Yes | Yes/No | Planning, programming, budgeting, and training processes are in place to meet current and projected mission requirements. |

**2.47. 6.05.04 Maintain Trained and Equipped Defense Forces and Equipment for World-Wide Deployment.**

2.47.1. Includes the organizing, training, equipping, and fielding of base defense forces and security elements. Includes exercising employment of unit type codes (UTCs) and security elements. Requires maintenance of personnel, equipment, and training to meet required response times and/or mission requirements. This is a supporting function for unit, installation, Air Force, and joint Force Protection efforts. (//HQ AMC-SFX) AFI 36-2225

**Table 2.47. Trained and Equipped Defense Forces.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Training (ancillary, specialized, AOR-specific, etc.) completed for wartime and contingency operations. |
| M2 | NI | Yes | Yes/No | LOGDET maintenance and accountability established for tasked UTCs. |
| M3 | MS | Yes | Yes/No | Required individual equipment is on-hand for wartime and contingency mission requirements. (This includes daily issue equipment and maintenance of required A, B, C, D, and E bags.) |
| M4 | MS | Yes | Yes/No | Required organizational equipment is on-hand for wartime and contingency mission requirements. (This may include equipment such as light-alls, riot control equipment, crash kits for aircraft mishaps, et. al.) |
| M5 | NI | Yes | Yes/No | UTCs meet configuration requirements for personnel selected, weapons proficiencies, deployment requirements, and licensures. |
| M6 | NI | Yes | Yes/No | Personnel are qualified or trained to operate specialized equipment and weapons systems dictated by the mission. (This may include specialized certifications, vehicle licenses, AT equipment, detection devices, et. al.) |
| M7 | MS | Yes | Yes/No | Communication assets are functional and command/control procedures are in place for mission tasking.<br>1. Erect/install tactical antenna.<br>2. Operate switchboard and telephones.<br>3. Install/maintain communication wire lines.<br>4. Setup/operate FM radio sets and establish a radio frequency net control station.<br>5. Use signal operation instruction/CEOI.<br>6. Each static position/reaction force will have a form of communication. |
| M8 | IR | Yes | Yes/No | UTCs and security elements are exercised and evaluated according to established guidance and directives. |
| M9 | IR | 18 | Months | Security Forces UTCs attend MAJCOM regional training center, JRTC, or CJCS exercise. |
| M10 | IR | As | Needed | JULLS used to enhance planning and execution. |
| M11 | IR | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |

## 2.48. 6.05.05 Conduct Defensive Operations.

2.48.1. Provide defensive forces to counter enemy and criminal threats; includes resource protection, police services, and air base defense. All defensive operations' tactics, techniques, and procedures are tempered by the mission, enemy, time available, troops available, and terrain upon which the operation is conducted. This task includes planning, programming, budgeting and training for resource protection, police services, and air base defense operations. Military Working Dogs can support most defensive oper-

ations. Resource protection, police services, and air base defense are physical security and procedural subsets of Force Protection, which is a multi-functional responsibility. (//HQ AMC-SFO) AFI 31-101, AFI 31-201, AFI 31-301.

**Table 2.48. Defensive Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Resource protection operations in place, according to applicable guidance, directives, and local requirements, to meet mission requirements. |
| M2 | MS | Yes | Yes/No | Law and order/police services operations in place, according to applicable guidance, directives, and local requirements, to meet mission requirements. |
| M3 | NI | Yes | Yes/No | Air base defense operations in place, according to applicable guidance, directives, and local requirements, to meet mission requirements. |

**2.49. 6.05.05.01 Conduct Resource Protection Operations.**

2.49.1. Resource Protection includes the programs and program management that provides the capability to detect, deter, and defeat hostile acts against USAF resources and property, including priority and nuclear weapons security. The capability to detect, deter, and defeat overt and covert attempts to destroy information and information systems. Includes safeguarding property to reduce the opportunity for terrorism and theft by making potential targets inaccessible or unattractive. This task includes the use of owner-user security to ensure that everyone safeguards government property and the promotion of crime prevention through environmental design. This task includes planning, programming, budgeting and training for resource protection operations. Resource protection is a physical security subset of Force Protection, which is a multi-functional responsibility. (//HQ AMC-SFO) AFI 31-101

**Table 2.49. Resource Protection Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | Yes | Yes/No | DoD protection level and non-protection level resources afforded security commensurate with governing orders, directives, and guidance.<br>1. Circulation controls in-place, e.g., restricted area and controlled area badges and EALs used, etc.<br>2. As required, warning signs are in-place, e.g., restricted area, controlled area, etc.<br>3. As described in Deployed Security Regulation. |
| M2 | MS | Yes | Yes/No | Security for personnel, facilities, assets, and resources outlined IAW localized and comprehensive installation/site security plan.<br>1. As described in the Deployed Security Regulation. |
| M3 | MS | Yes | Yes/No | Units establish and execute appropriate response actions commensurate with THREATCONS, MOPPs, Ground Defense Postures, and alarm conditions.<br>1. This pertains to personnel protecting resources. |
| M4 | MS | Yes | Yes/No | Control center activities are established to meet requirements in localized installation security plan. |
| M5 | NI | 12 | Months | The installation/site security plan is reviewed. |
| M6 | MS | As | Needed | The installation/site security plan is reviewed once the installation or location's threat level increases. |
| M7 | NI | 12 | Hours | To coordinate for additional forces and assets. (This can include coordination with lateral or higher headquarters organizations for support for personnel, equipment and resources, or coordination with local agencies, both military and civilian for support.) |
| M8 | NI | Yes | Yes/No | Standardization evaluation and quality control measures are established and maintained to evaluate and certify guard force members. |
| M9 | NI | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |

**2.50. 6.05.05.02 Maintain Law and Order/Conduct Police Services Operations.**

2.50.1. Enforce laws and regulations. Includes military support to civilian law enforcement agencies allowed by DOD guidance and executive orders. This task also includes law enforcement, circulation control, criminal investigation, pass and registration (to include identification card issue), access control, customs, other administrative law enforcement functions and military prisoner confinement. This also extends to confrontation management. This task includes planning, programming, budgeting and training for law and order operations. Law and order operations are a subset of and support Force Protection, which is a multi-functional responsibility. (//HQ AMC/SFO) AFI 31-201.

**Table 2.50. Police Services Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Law and order/police service operations in place to meet commander's needs. |
| M2 | NI | Yes | Yes/No | Installation patrol activities are established to meet requirements in localized installation security plan. |
| M3 | NI | Yes | Yes/No | Control center activities are established to meet requirements in localized installation security plan. |
| M4 | NI | Yes | Yes/No | Installation entry/circulation control activities are established and maintained to meet requirements in localized installation security plan. |
| M5 | NI | Yes | Yes/No | Security Forces investigations activities are established and maintained to meet commander's requirements in support of local law and order/police services operations. |
| M6 | NI | Yes | Yes/No | Confinement activities are established and maintained, or provided for through support agreements, to meet commander's requirements. |
| M7 | NI | Yes | Yes/No | Administrative activities are established and maintained to meet directed and localized requirements for police service reports and analysis. |
| M8 | NI | Yes | Yes/No | Pass and registration activities are established and maintained to meet directed and localized requirements. |
| M9 | NI | Yes | Yes/No | Security badge re-issue accomplished as needed IAW applicable directives and guidance. |
| M10 | NI | 12 | Hours | To coordinate for additional forces or assets. (This can include coordination with lateral or higher headquarters organizations for support for personnel, equipment and resources, or coordination with local agencies, both military and civilian for support.). |
| M11 | NI | Yes | Yes | Standardization evaluation and quality control measures are established and maintained to evaluate and certify guard force members. |
| M12 | NI | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |

**2.51. 6.05.05.03 Maintain Military Working Dog Capability.**

2.51.1. Includes maintaining the capability to, or support the capability to, enforce military laws and regulations, suppress the use of illegal drugs, detect explosives, and protect installations and resources during peacetime, wartime, and in support of operations other than war through the use of military working dogs (MWDs). Includes the training of, certification of, and maintenance of MWDs to support police services activities, resource protection activities, contingency activities, personnel and contraband detection, and apprehension of suspects. Includes MWD safety. (//HQ AMC-SFO) AFI 31-202

**Table 2.51. Military Working Dog Capability.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Military Working Dog teams (MWDTs) trained and certified IAW established guidance and directives. |
| M2 | NI | 1 | Certified | Explosive Detector Dog MWD maintained on each installation at all times. |
| M3 | NI | Yes | Yes/No | MWD support activities in place to support DoD, federal, and civilian law enforcement requests IAW established guidance and directives. |
| M4 | NI | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |
| M5 | NI | 100 | Percent | Of MWD training aids, both explosive and narcotic, are properly stored and accounted for. |
| M6 | NI | Yes | Yes/No | Kennelmaster and trainer are graduates of the MWD Supervisor Course or have they been scheduled to attend the course within 90 days of their assignment as kennelmaster/trainer. |
| M7 | NI | Yes | Yes/No | Permanent administrative records for each assigned MWD contain the following: DD FM 1834, MWD Service Record; AF FM 321, MWD Training and Utilization Record; AF FM 323, MWD Training and Utilization for Drug/ Explosive Detector Dog. |
| M8 | NI | Yes | Yes/No | MWD teams are not assigned operational duties until the handler validates through training/evaluation that the dog will stand-off upon command and obey the command OUT and HEEL. |
| M9 | NI | Yes | Yes/No | Detailed operating instructions, including safety procedures, have been developed for Explosive Detector Dog (EDD) training. |
| M10 | NI | Yes | Yes/No | All members associated with the EDD training receive an annual safety briefing from Explosive Ordnance Disposal (EOD) personnel or locally devised briefing approved by wing safety. |
| M11 | NI | Yes | Yes/No | Unit is properly registered with the Drug Enforcement Agency (DEA) and has been issued a DEA License to possess narcotic training aids. |
| M12 | NI | Yes | Yes/No | Narcotic training aids are properly stored and accounted for according to established directives. |
| M13 | NI | Yes | Yes/No | Monthly and annual weight checks are conducted for all assigned narcotic training aids. |
| M14 | NI | Yes | Yes/No | Kennel facilities meet minimum requirements to include the MWD fenced training area. |
| M15 | NI | Yes | Yes/No | 24-hour veterinarian support has been coordinated and approved through US Army Veterinary Services. |
| M16 | NI | Yes | Yes/No | Kennel care and sanitation procedures are established and approved by the base veterinarian. |

**2.52. 6.05.05.04 Provide for Air Base Defense (ABD).**

2.52.1. Deter, detect, and defeat hostile acts against DOD warfighting resources. This includes actions taken to defeat or blunt attacks from hostile ground elements and the establishment of an effective defensive posture to allow generation, launch, and sustainment of air operations. This includes physical security and resource protection for warfighting forces and other personnel, assets, and facilities assigned to the defense force for protection. Air base defense forces may perform military operations other than war (MOOTW) to include, but not limited to, support to US, state, and local governments, disaster relief, nation assistance, drug interdiction, peacekeeping, noncombatant evacuation, and peace enforcement. Actions covered under the Air Force confrontation management program may apply to air base defense operations. All air base defense operations are tempered by the mission, enemy, time available, troops available, and terrain upon which the operation is conducted. Air base defense is one physical security subset of Force Protection, which is a multi-functional responsibility. (//AMC-SFX) AFI 31-301, JP 3-10.1

**Table 2.52. Air Base Defense (ABD).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | Yes | Yes/No | Establish air base ground defense posture to detect, delay and defeat Level I threats.<br>1. Plan and conduct flight/sector operations:<br>a. Coordinate security operations.<br>b. Apply ABD doctrine and principles of defense.<br>c. Establish routines in defense/priorities of work.<br>d. Define areas of responsibility.<br>e. Establish sector fire plans (i.e., site M-60s {FPL/PDF}, defense in-depth, interlocking fields of fire, etc.).<br>f. Accomplish and use sector sketches, overlays, and range cards.<br>g. Allocate resources and conduct re-supply.<br>h. Conduct bivouac operations, including setting up shelters and establishing field hygiene procedures.<br>i. Build suitable fighting positions.<br>1) Prepare individual fighting positions.<br>2) Clear fields of fire.<br>3) Camouflage defensive positions.<br>4) Use limited visibility fire techniques.<br>5) Prepare a weapons range card.<br>6) Establish a hasty defensive position<br>j. Properly employ/control weapons to include 81mm, MK-19, and 50cal.<br>k. Engage enemy targets to include calls-for-fire.<br>l. Utilize LPs and OPs if the situation warrants/lends their use.<br>m. Respond to and control emergency situations, i.e., terrorists threats, OPFOR attacks, confrontation management, etc.<br>n. Conduct escort and convoy operations.<br>o. Ensure security and maintenance of weapons.<br>p. Provide/establish AO entry and circulation control.<br>2. Demonstrate command and control:<br>a. Direct responding forces.<br>b. Relay information to higher headquarters.<br>c. Ascertain and disseminate local threat information.<br>d. Establish/enforce “stand to” times and procedures.<br>e. Solve security operational problems.<br>f. Provide/conduct appropriate reports.<br>g. Communicate with other agencies.<br>h. Are plans in-place to recall off-duty SF personnel. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| | | | | 3. Use appropriate tactics.<br>a. Use cover/concealment.<br>b. Use individual/fire team movement techniques.<br>c. Operate, employ, and deploy from vehicles.<br>d. Camouflage individual and personal equipment.<br>e. Practice noise, light, and litter discipline.<br>f. Use and react to visual signaling techniques.<br>g. Challenge, search and apprehend personnel.<br>h. Conduct searches of vehicles, buildings and areas.<br>i. Employ physical security safeguards. |
| | | | | Establish air base ground defense posture to detect and delay Level II threats.<br>1. Plan and conduct flight/sector operations:<br>a. Coordinate security operations.<br>b. Apply ABD doctrine and principles of defense.<br>c. Establish routines in defense/priorities of work.<br>d. Define areas of responsibility.<br>e. Establish sector fire plans (i.e., site M-60s {FPL/PDF}, defense in-depth, interlocking fields of fire, etc.).<br>f. Accomplish and use sector sketches, overlays, and range cards.<br>g. Allocate resources and conduct re-supply.<br>h. Conduct bivouac operations, including setting up shelters and establishing field hygiene procedures.<br>i. Build suitable fighting positions.<br>1) Prepare individual fighting positions.<br>2) Clear fields of fire.<br>3) Camouflage defensive positions.<br>4) Use limited visibility fire techniques.<br>5) Prepare a weapons range card.<br>6) Establish a hasty defensive position.<br>j. Properly employ/control weapons to include 81mm, MK-19, and 50cal.<br>k. Engage enemy targets to include calls-for-fire.<br>l. Utilize LPs and OPs if the situation warrants/lends their use.<br>m. Respond to and control emergency situations, i.e., terrorists threats, OPFOR attacks, confrontation management, etc.<br>n. Conduct escort and convoy operations.<br>o. Ensure security and maintenance of weapons.<br>p. Provide/establish AO entry and circulation control. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M2 | MS | Yes | Yes/No | 2. Demonstrate command and control:<br>a. Coordinate and direct the response of a rear area Response or Tactical Combat Force.<br>b. Relay information to higher headquarters.<br>c. Ascertain and disseminate local threat information.<br>d. Establish/enforce “stand to” times and procedures.<br>e. Solve security operational problems.<br>f. Provide/conduct appropriate reports.<br>g. Communicate with other agencies.<br>h. Are plans in-place to recall off-duty SF personnel.<br>3. Use appropriate tactics.<br>a. Use cover/concealment.<br>b. Use individual/fire team movement techniques.<br>c. Operate, employ, and deploy from vehicles.<br>d. Camouflage individual and personal equipment.<br>e. Practice noise, light, and litter discipline.<br>f. Use and react to visual signaling techniques.<br>g. Challenge, search and apprehend personnel.<br>h. Conduct searches of vehicles, buildings and areas.<br>i. Employ physical security safeguards. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| | | | | Establish air base ground defense posture to delay Level III threats.<br>1. Plan and conduct flight/sector operations:<br>a. Coordinate security operations.<br>b. Apply ABD doctrine and principles of defense.<br>c. Establish routines in defense/priorities of work.<br>d. Define areas of responsibility.<br>e. Establish sector fire plans (i.e., site M-60s {FPL/PDF}, defense in-depth, interlocking fields of fire, etc.).<br>f. Accomplish and use sector sketches, overlays, and range cards.<br>g. Allocate resources and conduct re-supply.<br>h. Conduct bivouac operations, including setting up shelters and establishing field hygiene procedures.<br>i. Build suitable fighting positions.<br>1) Prepare individual fighting positions.<br>2) Clear fields of fire.<br>3) Camouflage defensive positions.<br>4) Use limited visibility fire techniques.<br>5) Prepare a weapons range card.<br>6) Establish a hasty defensive position<br>j. Properly employ/control weapons to include 81mm, MK-19, and 50cal.<br>k. Engage enemy targets to include calls-for-fire.<br>l. Utilize LPs and OPs if the situation warrants/lends their use.<br>m. Respond to and control emergency situations, i.e., terrorists threats, OPFOR attacks, confrontation management, etc.<br>n. Conduct escort and convoy operations.<br>o. Ensure security and maintenance of weapons.<br>p. Provide/establish AO entry and circulation control. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | MS | Yes | Yes/No | 2. Demonstrate command and control:<br>a. Coordinate and direct the response of a rear area Response or Tactical Combat Force.<br>b. Relay information to higher headquarters.<br>c. Ascertain and disseminate local threat information.<br>d. Establish/enforce "stand to" times and procedures.<br>e. Solve security operational problems.<br>f. Provide/conduct appropriate reports.<br>g. Communicate with other agencies.<br>h. Are plans in-place to recall off-duty SF personnel.<br>3. Use appropriate tactics.<br>a. Use cover/concealment.<br>b. Use individual/fire team movement techniques.<br>c. Operate, employ, and deploy from vehicles.<br>d. Camouflage individual and personal equipment.<br>e. Practice noise, light, and litter discipline.<br>f. Use and react to visual signaling techniques.<br>g. Challenge, search and apprehend personnel.<br>h. Conduct searches of vehicles, buildings and areas.<br>i. Employ physical security safeguards. |
| M4 | MS | 12 | Hours | To coordinate for additional security forces and assets. (This can include coordination with lateral or higher headquarters organizations for support for personnel, equipment and resources, or coordination with local agencies, both military and civilian for support.) |
| M5 | IR | Yes | Yes/No | Planning, programming, budgeting and training processes are in place to meet current and projected mission needs. |
| M6 | MS | 4 | Hours | To establish initial air base ground defense physical security posture.<br>1. Establish priorities for limited visibility operations.<br>2. Define limits of independent action by GDFC (designate sectors and other responsibilities).<br>3. Employ selectively armed personnel and augmentees to the maximum extent necessary.<br>4. Ensure close defense is integrated into overall defense plan.<br>5. Designate TRPs.<br>6. Establish patrol sectors, routes, and routines.<br>7. Develop obstacle plan (to include sensors).<br>8. Establish control measures. |
| M7 | MS | 100 | Percent | of EPWs detained and processed by friendly forces awaiting final disposition. |

**2.53. 6.05.06 Provide Personal Protective Means.**

2.53.1. Inherent right to self-defense. Consists of methods and procedures ranging from passive action (seeking cover and concealment) to the return of small arms fire to suppress hostile action. Inherent to personal protection skills is the ability to report information essential to the air base ground defense effort. (//HQ AMC-SFX) AMCPAM 31-1, AFM 10-100, AFH 31-302, Soldier's Manual of Common Tasks (SMCT) – Skill Level 1.

***NOTE:*** **This is a common task applicable to all AMC personnel and should be incorporated into each unit's task list.**

**Table 2.53. Personal Protective Means.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of deploying personnel have full issue of protective gear and clothing.<br>1. As required per person for A, B, C, D, and E Bags. |
| M2 | MS | Yes | Yes/No | Personnel are issued appropriate weapons for deployment. |
| M3 | MS | 3 | Hours | To issue personal weapons IAW the arming plan if the tactical situation requires.<br>1. Applies to only those personnel armed under the arming plan. |
| M4 | MS | 100 | Percent | Of guard force/armed personnel are knowledgeable of ROEs, Law of Armed Conflict, Use of Force, Status of Forces Agreement, and localized instructions, directives, and guidance regarding their duties. Included are local conditions for arming and Use of Force, guidance on warning shots, and policy on use of deadly force.<br>1. Personnel use minimum forces necessary for situation.<br>2. Use known circulation and entry procedures.<br>3. Report unusual incidents to proper personnel. |
| M5 | MS | Yes | Yes/No | Personnel complete personal protective tasks outlined in AMCPAM 31-1 to include individual movement techniques, knowledge of threat levels, and defensive fighting position construction and use, when needed. |
| M6 | MS | Yes | Yes/No | Personnel complete tasks outlined in AFMAN 10-100, Section 4, to include challenge/password, THREATCONs, radio procedures, convoy procedures, SALUTE reporting, and actions during attack, when needed.<br>1. Use known sign/counter-sign, chemical codes, etc., at appropriate times. |
| M7 | NI | 12 | Months | Personnel receive Use of Force training IAW AFI 31-207. |
| M8 | MS | Yes | Yes/No | Personnel are currently qualified on the weapon they are armed with according to the applicable arming category. Personnel able to complete weapons handling skills to include weapons safety, loading and clearing procedures, clearing barrel procedures, weapon assembly and disassembly, function check, care and cleaning and visual inspection for weapons they are armed with and/or qualified with.<br>1. Personnel armed with 9mm and M16 weapons will be required show the skills IAW AFMAN 10-100, Section 4 (Fight), pages 80-94. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M9 | MS | 100 | Percent | Deploying members possess the Airman's Manual. |

**2.54. 6.05.07 Provide Specialized Criminal Investigative Counterintelligence Services to the installation.**

2.54.1. Identifies threats to AF resources with human, technical, electronic, and other sources of information. Actions to deter, detect, and defeat hostile acts against the AF. (AFOSI Region 3)

**Table 2.54. Specialized Criminal Investigative Counterintelligence.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of AFOSI services provided as needed to the installation. |
| M2 | MS | As needed | | Provides required force protection information. |
| M3 | MS | 100 | Percent | Identification of law of armed conflict violations. |
| M4 | MS | 100 | Percent | Of all pertinent counterintelligence information analyzed. |
| M5 | MS | 100 | Percent | Of all pertinent counterintelligence information tailored to meet mission requirements. |
| M6 | MS | 100 | Percent | Of all essential counterintelligence/threat assessments delivered to proper unit agencies. |
| M7 | MS | 100 | Percent | Reporting of “SEVEN BRIDGES” situations. |

**2.55. 6.08.01 Execute Pre-Attack/Disaster Actions.**

2.55.1. All actions taken prior to enemy action/disaster to lessen the impact of that action on continuity of the mission and the integrated proper actions taken while responding to hostile enemy actions/disaster. Ideal survival techniques are quick, inexpensive, and require minimal manpower and materials to implement. The unit must effectively determine the need for and proper application of specific passive defense techniques as well as develop a plan to protect critical resources at all levels. (HQ AMC-CEX)

**Table 2.55. Pre-Attack/Disaster Actions.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | Yes | Yes/No | Develop an effective action plan. Plan must include actions for contamination control, shelter management, dispersal of critical assets, expedient hardening and UCC activation.<br>1. Commanders ensure unit critical resources and shelter/bunker requirements are included in the base passive defense plan maintained at the SRC.<br>2. UCC checklists should, at a minimum, include the following:<br>a. Locations of all unit workcenters and procedures to account for unit personnel, including those working away from their workcenters.<br>b. Procedures for informing all unit personnel of changes to threats or conditions which could mpact mission accomplishment.<br>c. Procedures for pre-,trans, and post-attack reporting between UCC and unit's workcenters, workparties, and sweep teams.<br>d Unit's critical resources and actions required to protect them by hardening and dispersal, and contamination avoidance capability.<br>e. UCC relocation procedures.<br>f. Identify NBC defense actions to prevent or minimize the impact of contamination on mission accomplishment. Include:<br>1) Placement of M-8/M-9 liquid chemical agent detection paper/tape.<br>2) Pre-attack contamination avoidance actions.<br>3) Decontamination actions. |
| M2 | ATSO | Yes | Yes/No | Complete contamination control actions to avoid, reduce, remove, or render harmless nuclear, biological, or chemical contamination.<br>1. Cover all unsheltered critical resources/materials with protective covernings.<br>2. Place glove and boot baths at entrances of facilities and fill with household bleach (simulate with water).<br>3. Place M8 paper/M9 tape as directed by SRC.<br>4. Report progress to SRC. |
| M3 | ATSO | Yes | Yes/No | Establish a shelter program and commence shelter operations as required in response to attack/disaster actions.<br>Note: This is a peacetime/natural disaster process, which we may not be able to accurately access during a 2 day exercise).<br>1. Identify number and types of bunkers needed for each facility and work area.<br>2. CEX provides just in time shelter management training (checklist/ handout).<br>3. Report progress to SRC. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | ATSO | Yes | Yes/No | Complete critical resource dispersal actions.<br>1. Submit list of critical assets to SRC for inclusion in dispersal plan.<br>2. Disperse critical resources according to the plan.<br>3. Track status of resources.<br>4. Report progress to SRC. |
| M5 | ATSO | Yes | Yes/No | Complete critical resource hardening actions<br>1. Submit list of critical assets to SRC for inclusion in hardening plan.<br>2. Harden resources according to the plan.<br>3. Track staus of hardening.<br>4. Report progress to SRC. |
| M6 | ATSO | Yes | Yes/No | Report all non-essential personnel to the base manpower pool.<br>1. Identify personnel available to support base level requirements. (All units)<br>2. Periodically review personnel availability. |
| M7 | ATSO | Yes | Yes/No | Perform individual inspection/maintenance of personal protective equipment including protective masks and NBC defense equipment.<br>1. Have a completed and properly initialed form 1574.<br>2. Have a QNFT form for your mask.<br>3. Protective mask serviceable with no defects and head harness adjusted to fit individual.<br>4. Demonstrate inspection procedures using AFPAM 32-4014, Vol 4, when requested by IG. |

**2.56. 6.08.02 Trans Attack/Disaster Response Actions.**

2.56.1. Implement appropriate actions for enemy attacks/disasters in a timely and effective manner. (//HQ AMC-CEX)

**Table 2.56. Trans Attack/Disaster Response Actions.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | 90 | Percent | Of personnel effectively employed protective cover upon sounding of the attack alarm/siren.<br>1. Individual takes immediate cover, safely with sense of urgency. |
| M2 | ATSO | 90 | Percent | Of personnel were wearing appropriate individual protective equipment within three minutes of attack initiation.<br>1. Appropriate protective equipment is serviceable and available to meet current MOPP level. |
| M3 | ATSO | Yes | Yes/No | Report status of personnel, equipment, casualties, and damage to group/wing control centers.<br>1. Accountability of personnel maintained.<br>2. Identify DIMs (Dead, Injured and Missing).<br>3. Report damage of equipment and to facilities. |

**2.57. 6.08.03 Execute Post Attack/Disaster Response Actions.**

2.57.1. Recover includes rapid and accurate post attack /disaster sweeps, timely reporting of this information to key control centers, prompt action to mitigate the hazards, identification of potential health hazards, implementation of procedures to reduce the risk of casualties, and employment of timely self aid/ buddy care to casualties. Rapid assessment of the results of an enemy attack is imperative to mitigate hazardous situations and to prioritize reconstitution of mission critical resources. (//HQ AMC-CEX)

**Table 2.57. Post Attack/Disaster Response Actions.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | Yes | Yes/No | Deployed personnel were able to validate the presence or absence of contamination during post attack reconnaissance/monitoring activities.<br>1. Collect and analyze data from NBC detection devices, environmental indicators, sweep teams, facility managers RECON and M256 teams.<br>2. Run M256 or have two means of automated detection equipment to validate presents of contamination. |
| M2 | ATSO | Yes | Yes/No | If NBC contamination was present, monitoring teams were able to determine the type of contaminants used.<br>1. Run M256 or have two means of automated detection equipment to identify type of contamination. |
| M3 | ATSO | Yes | Yes/No | If NBC contamination was present, monitoring teams were able to determine the extent of contamination.<br>1. Use ATP 45 plotting and reporting procedures to identify extent of contamination.<br>2. Use automated NBC analysis or VLSTRACK computer software to determine extent.<br>3. Use persistency charts to determine hazard duration. |
| M4 | ATSO | 2 | Hours | To implement Contamination Control Area/Toxic Free Area Plans after direction to activate CCA/TFA operations.<br>1. This process should be set up and ready to be run 2 hours after hazard has been identified. |
| M5 | ATSO | 100 | Percent | Of operationally relevant NBC attacks detected. |
| M6 | ATSO | 2 | Hours | For life support personnel to construct a viable open-air ACCA, upon notification, at deployed location after selected site is determined suitable. |
| M7 | ATSO | Yes | Yes/No | Injured personnel receive appropriate self-aid and buddy care following wound or injury.<br>1. Timely actions are taken to identify injured personnel.<br>2. Apply basic lifesaving steps.<br>3. Proper use of nerve agent antidote kit.<br>4. Proper use of personal decontamination kit.<br>5. Proper transport to competent medical care. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M8 | ATSO | Yes | Yes/No | Perform all required wartime tasks in an NBCC environment.<br>1. Demonstrate operational decontamination of equipment/vehicle (All).<br>2. Demonstrate launching/recovery of aircraft (maintenance).<br>3. Operate material handling equipment (Supply/Transportation).<br>4. RRR operations (CE). |

**2.58. 6.08.04 Perform Recovery Operations.**

2.58.1. Maintain capability to assess the damage and remaining capabilities of an air base, and make emergency repairs to return the base to operational status. (//HQ AMC-CEX)

**Table 2.58. Recovery Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | 1 | Hour | To complete and report initial damage assessments after issue of Alarm Black/All Clear order. ***NOTE***: The following applies only to CE Damage Assessment Teams:<br>1. Pre-plan routes and reporting procedures.<br>2. Ensure mission redundancy.<br>3. Manage and track progress. |
| M2 | ATSO | 2 | Hours | To develop recovery strategy after completion of initial damage assessment.<br>1. Prepare resources for possible recovery operations (materials, manpower, funds).<br>2. Properly apply the critical resource, facility, and activity priority list for recovery actions.<br>3. Make adjustments to recovery strategy to account for changes in the resource, facility, and activity priority list or mission requirements.<br>4. Manage and track resources (materials, manpower, funds).<br>***NOTE:*** The following applies only to CE Damage Assessment Teams: |
| M3 | ATSO | 30 | Minutes | To plot airfield damage and Minimum Operating Strip upon SRC receipt of last airfield damage assessment report.<br>1. Properly report all damage.<br>2. Properly plot damage to airfield operating surfaces.<br>3. Ensure Wing Leadership is aware of status of all airfield operating surfaces.<br>4. Properly apply Repair Quality Criteria resources to all airfield operating surface repairs for assigned and transiting aircraft.<br>***NOTE:*** The following applies only to MOS Selection Teams: |

**2.59. 6.08.05 Conduct Explosive Ordnance Disposal (EOD) Operations.**

2.59.1. Neutralize the hazards of unexploded ordnance/improvised explosive devices delivered or placed by enemy forces and US ordnance made dangerous by accidents or other circumstances. (//HQ AMC-CEX)

**Table 2.59. Explosive Ordnance Disposal (EOD) Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | Yes | Yes/No | Establish UXO holding/disposal sites for chemical/conventional UXO.<br>1. Established IAW 60A-2-1-39.<br>2. Coordinated with other agencies for support.<br>3. Incorporated into base recovery/operations plan.<br>4. Downwind hazards considered, as required. |
| M2 | ATSO | 95 | Percent | Of military operations not delayed or disrupted by explosive ordnance incidents. |
| M3 | ATSO | Yes | Yes/No | Recommend UXO categories and direct prioritization/dispatch of EOD safing teams.<br>1. Consideration of critical resources.<br>2. Considerations of hidden hazards (underground gas lines, etc.).<br>3. Consideration of sweep team completion on critical areas prior to dispatch of UXO teams.<br>4. SRC commander kept informed of EOD actions.<br>5. Prioritization suggested by EOD, approved by SRC commander. |
| M4 | ATSO | 4 | Hours | Delay in schedule for operation, because of requirement to remove hazards (e.g., mines, unexploded ordnance, and obstacles). |
| M5 | ATSO | Yes | Yes/No | Place proper emphasis on safety and risk management versus mission accomplishment.<br>1. Minimize time on target IAW category assigned (hot recon with tool, remote line, etc.).<br>2. Perform initial movements remotely.<br>3. Observe wait/soak times prior to and after applying EOD procedures.<br>4. Proper use of specialized personal protective gear.<br>5. Observe all applicable safeties/cautions/warnings IAW technical data.<br>6. Use appropriate safe distances.<br>7. All explosive operations conducted IAW technical data. |
| M6 | ATSO | Yes | Yes/No | Perform EOD response actions to include identification of hazards, proper use of assigned equipment, and adherence to technical orders.<br>1. All tools, equipment, technical data on hand.<br>2. All tools prepared IAW technical data.<br>3. Use of appropriate detecting/monitoring equipment.<br>4. On-scene attempts to gain additional or updated info (description, testimony, actions taken prior to EOD arrival, etc).<br>5. Search for secondary devices, as required. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M7 | ATSO | Yes | Yes/No | Consideration and use of protective measures to limit collateral damage from UXO. |
| M8 | ATSO | Yes | Yes/No | Upchannels requirement for additional/replacement personnel and resources in a timely manner. |
| M9 | ATSO | Yes | Yes/No | Maintain positive control of EOD resources at all times.<br>1. Maintain positive control of equipment and consumables |
| M10 | ATSO | Yes | Yes/No | Intelligence channels/EOD incident reports effectively used for receiving/ disseminating UXO/improvised explosive device information.<br>1. Ensure AFTO 3579/SIT-REP prepared at the end of each day.<br>2. Submit Intel reports, as required.<br>3. Proper dissemination of information previously received. |

**2.60. 6.08.06 Provide Fire Fighting Capability.**

2.60.1. Provide personnel and equipment to protect mission assets, i.e., facilities, aircraft, and land areas from damage or destruction due to fire. (//HQ AMC-CEX)

**Table 2.60. Fire Fighting Capability.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 12 | Hours | If assets are in place, set-up and provide limited firefighting capabilities. |
| M2 | MS | 12 | Hours | Implement site tailored fire contingency response plans, SOP's, and emergency response plans (NFPA 1500).<br>1. Develop a written plan for pre-deployment, employment, and redeployment of fire personnel and equipment.<br>2. Establish a Fire Prevention Program; brief base populace on fire safety, prefire plan facilities, check portable and wheel extinguishers serviceablity. |
| M3 | MS | Yes | Yes/No | Continuously update all resources to show latest status. |
| M4 | MS | 12 | Hours | Perform Fire Alarm Control Center Operations. |
| M5 | NI | 24 | Hours | Ensure dispersal plans are developed, coordinated with base dispersal plan, and implemented. |
| M6 | MS | Yes | Yes/No | Ensure fire responses are prioritized according to facility priority list. |

**2.61. 6.08.07 Provide Crash Rescue Capabilities.**

2.61.1. Provide airfield crash/rescue and fire suppression capabilities for assets and facilities at operational locations. (//HQ AMC-CEX)

**Table 2.61. Crash Rescue Capabilities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | As Directed | Required for follow-on vehicles/personnel to respond to an unannounced crash or incident. (AFI 32-2001, Para. 3.3.7) |
| M2 | MS | 1 | Minute | Required for the first crash response vehicle to respond to any incident on the runways or overruns with-in one minute after pre-positioning for a pre-announced emergency. AFI 32-2001, para 3.3.7 |
| M3 | MS | 3 | Minutes | Required for at least one primary aircraft fire fighting vehicle to reach the furthest end of the runway during unannounced emergencies IAW AFI 32-2001. |
| M4 | MS | 3 | Minutes | Required for the first crash response vehicle to respond from the flightline fire station to an unannounced crash or incident on the airfield. (AFI 32-2001, Para 3.3.7) |
| M5 | MS | Yes | Yes/No | Perform defensive/offensive firefighting operations at the direction of the Senior Fire Officer (SFO) on scene. |
| M6 | MS | Yes | Yes/No | Perform rescue and aircraft egress operations and at the direction of the SFO on scene. |
| M7 | MS | Yes | Yes/No | If equipment is available, perform rapid reservicing operations of aircraft firefighting response vehicles. |
| M8 | MS | Yes | Yes/No | Ensure safety awareness and firefighter accountability. |

**2.62. 6.09 Protect Against Nuclear, Biological, Chemical, and Conventional (NBCC) Hazards.**

2.62.1. Includes planning, training and equipping personnel for conduct of operations in the shadow of NBCC weapons, or after the use of NBCC weapons. NBCC defense action includes avoidance (detection and warning), protection (individual and collective), and decontamination (personal, casualty, equipment, aircraft, and area). Use CE readiness and bioenvironmental engineering NBCC teams to conduct wartime NBC monitoring, risk assessment and to advise on threat impact, protective action posture and recovery activities. (//HQ AMC-CEX)

**Table 2.62. Nuclear, Biological, Chemical, and Conventional (NBCC) Hazards.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ATSO | 100 | Percent | Deployable personnel demonstrate proper NBC defense actions.<br>1. This Task applies solely to NBC personnel.<br>2. Don CDWE/IPE/JSLIST/JFIRE (as applicable) to appropriate MOPP level with sense of urgency.<br>3. Analyze threat and advise command element of appropriate actions.<br>4. Roll sweep teams/initiate use of shuffle boxes at all facilities.<br>5. Check all NBC detection devises (M-8/9 and alarms) in area of responsibility.<br>6. Up channel info to command element. |
| M2 | ATSO | Yes | Yes/No | The deployed units were able to effectively continue mission operations in the presence of NBCC hazards.<br>1. This Task applies solely to NBC personnel.<br>2. Accomplish all recovery actions needed in the appropriate MOPP level.<br>3. Successfully site, man and operate a CCA/ACCA, to establish a rest and relief capability. |
| M3 | ATSO | 95 | Percent | Of ATP 45 and NORAD plotting and reporting requirements met.<br>1. Manually able to meet ATP 45 and NORAD Plotting requirements.<br>2. Successfully accomplish all NBC reports as required within a reasonable amount of time. |

**2.63. 6.10 Perform Environmental Management.**

2.63.1. Ensure protection of the base environment and its natural resources and compliance with applicable local, state, federal or host nation environmental laws. Manage collection, accountability and disposal of hazardous waste, radioactive waste, infectious/medical waste, food/kitchen waste, refuse, garbage, sewage, and wastewater. (//HQ AMC-CEX)

**Table 2.63. Environmental Management.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Are standards mandated by the Overseas Environmental Baseline Document (at non-CONUS locations) implemented?<br>1. Note: All comments and grades captured under 6.10 M2 |
| M2 | MS | Yes | Yes/No | Are operations being conducted in accordance with the USAF Environmental Handbook for Contingency Operations?<br>1. Personnel are acquainted with area environmental concerns.<br>2. Personnel are prepared to conduct operations to mitigate environmental hazards and damage.<br>3. Personnel apply the most stringent environmental standards when conflicts in guidance or requirements exist. |
| M3 | NI | Yes | Yes/No | Are operations being conducted in accordance with host nation and/or host base requirements?<br>1. Note: All comments and grades captured under 6.10 M2 |

**2.64. 6.11 Determine Impact of Threat, Climate, and Geography on Deployment.**

2.64.1. To examine the departure, en route and arrival area climate, geography, and threat (to include use or threat of use of NBC weapons). Based upon examination, to determine changes in deployment transportation systems, routing, or protection. Maintain capability to meet UTC tasking and mission requirements IAW DOC statement. (//HQ AMC-DOW)

**Table 2.64. Impact of Threat, Climate, and Geography on Deployment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | < 2 | Percent | Of airborne strategic airlift/tanker deployment missions, delayed, diverted, rerouted, or canceled due to inaccurate weather forecast or inadequate weather support. |
| M2 | IR | Yes | Yes/No | Location and climatology considered during planning and execution. |
| M3 | MS | 60 | Minutes | To verify OPLAN/CONPLAN transit times with respect to current and forecast weather. |
| M4 | ATSO | < 1 | Percent | Of strategic airlift/tanker assets lost, delayed, or diverted due to unpredicted threats. |
| M5 | MS | Yes | Yes/No | Five (5) day projection of weather by METOC for Daily presentation to CAT. |

**2.65. 6.11.01 Provide Weather Support.**

2.65.1. Provide timely, tailored mission and staff weather support. Maintain mission capable weather personnel and equipment. (HQ AMC/DOW)

**Table 2.65. Weather Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 1 | Hour | After notification provide aircrews a mission execution forecast or flight weather briefing. (IAW AFMAN 15-128, AFMAN 15-129 and AMCI 15-101) |
| M2 | MS | 100 | Percent | Of all Pilot Reports requiring transmission must be transmitted. (IAW AFMAN 15-125) |
| M3 | MS | 1 | Hour | After arrival in theater, be able to prepare and transmit weather observation and take special observation when required. (IAW AFMAN 15-111)<br>1. Forecaster and/or Observer must be able to take, encode, record and disseminate surface observations in a field environment. Given tactical meteorological equipment and tactical communications, they must be able to take a surface observation to include wind speed/direction, temperature, dew point, visibility/obstructions, sky condition, altimeter setting, precipitation amount/type, and any remarks. The observation must be taken, recorded and disseminated within 15 minutes with a maximum of one error. |
| M4 | MS | 6 | Hours | After arrival in theater, prepare initial weather forecast support required.<br>1. Forecasters, using available climatologic and topographical data, satellite imagery, and other meteorological information that would be available at a deployed site, demonstrate the ability to make, and disseminate a mission execution forecast for the location; issue, amend, verify and cancel Weather Watches and Warnings; and be able to prepare and brief aircrews using all available meteorological products IAW AFMAN15-128, AFMAN15-129 and AMCI15-101. |
| M5 | MS | 2 | Hours | After notification time, provide requested staff weather briefing. (IAW AFMAN 15-128 and AFMAN15-129) |
| M6 | IR | 6 | Hours | After notification time, provide pre-deployment mass aircrew briefings. (IAW AFMAN 15-128 and AFMAN15-129) |
| M7 | IR | 100 | Percent | Of all forecasters and observers complete formal training and certification. (IAW AMCI 15-101) |
| M8 | NI | 100 | Percent | Of deployed personnel will be fully qualified to provide required weather services and operate required weather equipment. (IAW AMCI 15-102) |
| M9 | NI | 90 | Percent | Of all weather equipment fully operational. (IAW appropriate Technical Orders) |
| M10 | NI | 3 | Days | To deploy assets into theater of operations from time of initial notification by squadron unit deployment manager (UDM). (IAW DOC statement) |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M11 | EMP | 6 | Hours | For assets to become operationally ready after arrival at destination. (IAW AMCI 15-102) |
| M12 | MS | 6 | Hours | Provide or arrange for resource protection weather support (weather warnings, advisories, and watches) when required. (IAW AFMAN 15-128 and AFMAN15-129) |

**2.66. 6.12 Provide planning for En Route Support and Clearances.**

2.66.1. Arrange support, diplomatic clearances, and overflight rights with affected countries for forces in transit from one locality to another. Many strategic deployments need intermediate staging bases or areas for refueling, inspection, and concentration or redistribution of forces. Coordinate with TACC to ensure all missions meet the following requirements and/or restrictions: lodging, airfield restrictions, en route support, diplomatic clearances, global health and hostile environment considerations, crew duty day, aircraft configuration, and Jeppesen approach plates. (AMCI 11-208) (//HQ AMC-TACC/XOC)

**Table 2.66. Planning for En Route Support and Clearances.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 2 | Hours | Manage and coordinate flying schedule in order to meet the TACC directed percentage of aircraft for TACC directed missions. |
| M2 | NI | 2 | Days | Coordinate all missions to include lodging, airfield restrictions, en route support, diplomatic clearances, global health and hostile environment considerations, purser requirements, crew duty day and aircraft configuration in conjunction with TACC/XOO. |
| M3 | NI | 2 | Days | Add wing specific frag remarks to missions planned at TACC, which use local wing assets. |
| M4 | NI | 3 | Days | Plan and monitor all JA/ATT missions. |
| M5 | NI | 3 | Hours | Schedule and control local air refueling tracks. |
| M6 | NI | Yes | Yes/No | Maintain 1 sets of Jeppesen approach plates or Jepps View Software for worldwide reference and use. |
| M7 | NI | 3 | Working Days | Provide mission specific information to TACC/XOCZD no later than 3 working days prior to appropriate aircraft clearance lead times. (AMCI 11-208) |

**2.67. 6.15.01 Conduct Beddown Survey.**

2.67.1. Evaluate facilities available to conduct air operations. Includes taxiway, runway, aircraft parking, operations support capability, lodging, physical plant support, navigational aids (NAVAIDS), communications equipment, and enroute support trafficability. (//HQ AMC-CEX)

**Table 2.67. Beddown Survey.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 95 | Percent | Of unit OPLAN tasked locations surveyed and documented. |
| M2 | MS | 24 | Hours | To complete initial beddown assessment and identify shortfalls to responsible agency upon arrival.<br>1. Develop initial beddown plans for facilities and personnel.<br>a. Identify immediate need for facilities, vehicles, and resources.<br>b. Analyze capability of base infrastructure and resources to support mission operations (including, but not limited to, taxiway, runway, aircraft parking, operations support capability, lodging, physical plant support, navigational aids (NAVAIDS), communications equipment, and enroute support trafficability).<br>2. Determine limiting factors and shortfalls of deployed location.<br>3. Site-adapt exisitng plans upon deployment to location. |
| M3 | MS | 2 | Hours | To determine existing C4 infrastructure and identify additional requirements. (OCR: SC) |
| M4 | MS | 2 | Hours | To pass on C4 requirements to responsible agency (i.e., theater CINC). (OCR: SC) |

**2.68. 6.15.02 Perform Civil Engineering Beddown Tasks.**

2.68.1. Construct, maintain, repair, or renovate facilities and infrastructure. This task includes preparing sites, and providing troop housing, airfield pavements, fuel storage, utility distribution, and sanitation facilities. (//HQ AMC-CEX)

**Table 2.68. Civil Engineering Beddown Tasks.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 95 | Percent | Of assigned tasks completed within tasked timelines to successfully support initiation and sustainment of mission requirements.<br>1. Conduct emergency recovery operations to meet mission taskings. Includes, but is not limited to rapid runway repair, emergency power generation, aircraft arrestment, airfield lighting, and expedient repairs to infrastructure (utilities, pavements, facilities, etc).<br>2. Support mission with construction, maintenance, and repair of infrastructure in order to meet missions and improve quality of life and efficiency.<br>3. Manage, control, and track resources (Manpower, funds, materials, equipment, vehicles, etc). |

**2.69. 6.16 Perform Contracting.**

2.69.1. Perform acquisition functions to support all units in mission accomplishment. This includes the acquisition of all supplies and services in support of a unit or base. This task also includes management of contracts and contracting personnel, monitoring contract performance, and properly adjusting required deliverables in light of changes in requirements and scope of effort. (//HQ AMC-LGC)

**Table 2.69. Contracting.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of eligible military contracting specialists are fully qualified and ready to deploy as Contingency Contracting Officers.<br>1. Members qualified to meet UTC MISCAP statements for deployment.<br>2. Members issued appropriate warrant.<br>3. Members trained IAW AFFARS Appendix CC.<br>4. Members provide a copy of their current APDP level certification.<br>5. Deployment kit is on hand and complete per AFFARS Appendix CC |
| M2 | MS | 100 | Percent | Of on-scene, build-up purchase requirements fulfilled through timely and appropriate action to meet the priorities of the on-scene commander and mission requirements. Of home station existing contracts modified as required to meet deployed mission requirements.<br>1. Determine timing and frequency of on-scene commander briefings.<br>2. Interface with on-scene Comptroller personnel to establish funding procedures.<br>3. Implement requisition and requirement controls.<br>4. Develop source lists for supplies and services to include 24-hour contacts.<br>5. Prioritize purchase requirements to meet on-scene commander mission needs. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | MS | 100 | Percent | Of sustainment contracts established to meet mission requirements using best value business practices, in accordance with local conditions and customs and host nation support agreements.<br>1. Focus on file documentation.<br>2. Develop a contingency contracting continuity book.<br>3. Determine the availability of Host Nation Support Agreements.<br>4. Tailor contracts to deployment mission and to minimize termination requirements. |
| M4 | MS | 100 | Percent | Of on-scene contracts closed out through timely and appropriate action.<br>1. Coordinate with contractors and customers to closeout contracts.<br>2. Determine best method to terminate contracts and initiate termination settlement procedures with contractors.<br>3. Ensure receiving reports and invoices for all purchases are processed.<br>4. Coordinate with Disbursing Agent to ensure final payments are made.<br>5. Settle all contractor claims prior to CCO redeployment.<br>6. Initiate After-Action report. |

**2.70. 6.20 Provide for Combat Camera in Theater**.

2.70.1. To acquire, circulate, manage, process, and display strategic and operational visual information to assist the decision making process of the combatant commander and staff and provide them material as required which support their IW/C2W, PSYOP, PA, and CA objectives. (//HQ AMC-SCY)

**Table 2.70. Combat Camera in Theater.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 3 | Hours | To size, source, and task Combat Camera for contingency operations upon notification from TACC/XOP.<br>1. Request for support validated.<br>2. AMC CSS/TACV sizes, sources, and tasks within AMC.<br>3. AMC CSS/TACV coordinates though AEF Center for support outside of AMC. |
| M2 | MS | 30 | Minutes | To place unit stand-by personnel on alert, when necessary.<br>1. Standby personnel identified.<br>2. Alerting systems identified and in place.<br>3. Adequate procedures in place of alert personnel. |
| M3 | NI | 2 | Hours | For AMT processing within HQ AMC/SCYOV.<br>1. Procedures in place for processing AMT.<br>2. Verbal tasking may be required to meet time constraints pending publication of written AMT. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | NI | 90 | Percent | Of contingency operation taskings filled.<br>1. Tasks identified and filled. |
| M5 | NI | 90 | Percent | Of 2 MTW Oplan requirements sourced.<br>1. Requirements identified. |

**2.71. 6.22 Provide Airfield Operations.**

2.71.1. Responsible for providing a Flight Service Section, Flight Planning Room/Area, and Aircrew Lounge. Responsible for the inspection, monitoring, and follow-up actions of runways, taxiways, and airfield lighting for the arrival, departure, and ground movement of aircraft. Provide aeronautical data for flight planning and orders/maintains/issues flight information publications (FLIP). Publishes notices-to-airmen (NOTAMS) and airfield advisories. Transmits military/civil flight plans to Air Traffic Control Centers, Flight Service Stations, and Flight Service Sections (Base Operations) agencies worldwide. Receipts, issues, maintains, and stores COMSEC material. Researches, develops, and updates Operating Instructions and runs Quick Reaction Checklists (QRCs). Develops and monitors local flightline driver's familiarization program. Manages Base Operation's portion of the Bird Aircraft Strike Hazard (Bash) program. (//HQ AMC-DOA)

**Table 2.71. Airfield Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of aircraft supported per day in relation to MOG. |
| M2 | MS | 100 | Percent | Of required operating hours airfield is open and fully functional. |
| M3 | MS | 2 | Hours | To inspect runways, to include rubber deposits, overruns, taxiways, and parking aprons pavement conditions. |
| M4 | MS | 1 | Hours | To identify lighting, marking, and sign discrepancies, to include wind cones. |
| M5 | MS | 1 | Hour | To inspect construction areas to ensure they do not present a hazard to aircraft operations. |
| M6 | MS | 2 | Hours | To research, transmit, post, and complete follow of NOTAM material. |
| M7 | MS | 24 | Hours | To receive, process, input, and follow-up military and civilian flight plans. |
| M8 | MS | 24 | Hours | To process inbound flight plan messages. |
| M9 | MS | 2 | Hours | To order FLIP products. |
| M10 | MS | 2 | Days | To receive and stock FLIP products. |
| M11 | MS | 4 | Hours | To prepare FLIP products for issue. |
| M12 | MS | 1 | Days | To post changes to DoD Foreign Clearance Guide and Classified Supplement. |
| M13 | MS | 4 | Hours | To review and document each new FLIP document for accuracy and consistency. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M14 | MS | 2 | Hours | To prepare and coordinate FLIP changes with appropriate local agencies. |
| M15 | MS | 1 | Days | To post changes to FLIP planning documents. |
| M16 | MS | 4 | Hours | To perform daily COMSEC inventory. |
| M17 | MS | 2 | Days | To receive, inventory, document, and prepare COMSEC material for issue. |
| M18 | MS | 1 | Day | To document and prepare COMSEC material for destruction. |
| M19 | MS | 2 | Hours | To provide flightline drivers familiarization training and certification. |
| M20 | MS | 15 | Minutes | To process one QRC. |
| M21 | MS | 1+ | Hour(s) | To disperse birds utilizing, pyrotechnics and recorded devices. |
| M22 | MS | 3 | Hours | To document daily activities on the section Events Log. |
| M23 | MS | 1.5 | Hours | To maintain and update Flight Planning Room/Area. |

**2.72. 6.22.01 Provide Air Traffic Control.**

2.72.1. Provide air traffic control operations for the installation's flying units, transient, and civilian airfield and air traffic users. Oversees all control tower and radar facility operations. Trains and evaluates air traffic controllers. Directs and implements the terminal instrument procedures (TERPS) program. Deploys personnel in support of worldwide contingency operations. //HQ AMC-DOA)

**Table 2.72. Air Traffic Control.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of airfield operations services provided to the installations. |
| M2 | NI | 100 | Percent | Of tasked personnel ready for deployment processing. |

**2.73. 6.22.05 Operate a Forward Operating Base (FOB) During Contingency Operations.**

2.73.1. Provide mobility-centric command leadership to respond to operate a FOB providing operations, logistics, and support leadership. FOB leadership team must provide functional expertise in concert with AMC's rapid-response Global Reach Laydown (GRL) forces in support of FOB assessment and Initial Operating Capability (IOC). Contingency operations include Humanitarian Assistance/Disaster Relief (HA/DR) efforts and Noncombatant Evacuation Operations (NEO). (//HQ AMC-DOX)

**Table 2.73. Forward Operating Base (FOB) Contingency Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | To deploy a Mobility Leadership Element and an Initial Response Team in support of Humanitarian Assistance/Disaster Relief missions and Noncombatant Evacuation Operations (NEO) with 5 days of sustainment. |
| M2 | MS | Yes | Yes/No | Assess reception airfield capabilities and assist in determining follow-on force requirements. |
| M3 | MS | Yes | Yes/No | Establish a mobility conduit for the flow of humanitarian relief supplies or the repatriation of noncombatants. |
| M4 | MS | Yes | Yes/No | Ready to receive relief supplies and facilitate, if required, the transload to intratheater airlift assets. |
| M5 | MS | Yes | Yes/No | Be prepared to operate a refugee camp in support of a humanitarian relief operation. |

**2.74. 6.27 Provide Aircrew Life Support Combat Operations Capabilities.**

2.74.1. Combat configure all deploying aircraft with required Life Support Equipment (LSE) to support contingency operations. Refer to AFI 11-302 Vol. 1. Prepare all spare LSE to have a minimum of 60 days serviceability prior to deployment (i.e., survival kits, parachutes, life rafts, LPUs, etc.). Equip aircrews with individual LSE to support combat operations. Ensure crewmembers are trained in all combat related scenarios, i.e. Combat Survival, Aircrew Chemical Defense, etc. Maintain capability to meet UTC tasking and mission requirements IAW DOC Statement. Ensure all Aircrew Life Support deployment planning is based on worst-case (bare-base) operations/contingencies. Refer to AMCI 11-301, Chapter 6. (//HQ AMC-DOTL)

**Table 2.74. Aircrew Life Support Combat Operations Capabilities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | Ensure number of deploying aircrew life support personnel is based on number of aircrew, associate aircrews, and aircraft deploying with them. If tasked as Unit Type Code (UTC), the MANFOR document will state required number/grade of personnel needed to support the tasking. |
| M2 | IR | 10 | Day | Minimum inspection serviceability for all 30-day cycle inspected equipment prior to deployment including aircraft-installed items. |
| M3 | EMP | 60 | Day | After initial deployment, minimum serviceability required for deployed LSE (other than 30-day inspections). |
| M4 | IR | Yes | Yes/No | Unit procedures established to install/replace filter elements into CRU-80/P filter packs for deploying aircrew. |
| M5 | IR | 30 | Day | Minimum supply of parts and equipment contained in the War Readiness Support Package (WRSP). |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | EMP | Yes | Yes/No | Maintain 24-hour Aircrew Contamination Control Area (ACCA) capability. |
| M7 | IR | Yes | Yes/No | Mobility kits pre-assembled to support contingency plans and recurring deployments, as ready as possible to prevent unnecessary delays. |
| M8 | IR | Yes | Yes/No | Required inspection cycle for equipment stored in mobility bins. |
| M9 | EMP | Yes | Yes/No | Deployed personnel possess inspection records, or a current copy of Automated Life Support Management Systems/ALERTS. |
| M10 | IR | 25 | Percent | Aircrew life support trained in certifying hazardous materials for shipment. |
| M11 | IR | 50 | Percent | Aircrew life support personnel trained in cargo preparation. |
| M12 | IR | 1 | Day | For aircrew life support personnel to have deployment packages ready for marshaling. |
| M13 | IR | Yes | Yes/No | Ensure ALS mobility packages can support tasked UTCs and operations at deployed locations. |
| M14 | EMP | Y | Yes/No | Life support equipment (LSE) available for deployment and en-route aircraft configuration. |
| M15 | EMP | 60 | Days | Stock levels for life support equipment to sustain operations at deployed location |
| M16 | EMP | 1 | Day | To determine and upchannel LSE shortfalls to higher headquarters. |
| M17 | IR | 100 | Percent | UTC tasked aircrew life support technicians trained and available for immediate deployment to support contingencies. |
| M18 | IR | 80 | Percent | Aircrew life support technicians qualified to configure unit assigned MDS with appropriate quantities of life support equipment. |

**2.75. 6.27.01 Provide Aircrew Life Support Equipment.**

2.75.1. Provide required aircraft installed and individually issued aircrew life support, survival and aircrew chemical defense equipment (D-bags) for deploying aircraft and aircrews. Ensure accountability, serviceability, and transfer of deployed equipment, readiness spares packages, weapons, and ammunition. (//HQ AMC-DOTL)

**Table 2.75. Aircrew Life Support Equipment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Required mobility D bags on hand or on order authorized in AMCI 10-403. |
| M2 | IR | 100 | Percent | Inventory accuracy and serviceability of mobility bag assets, aircrew weapons, readiness spares package, and equipment (including shelf-life assets). |
| M3 | EMP | 100 | Percent | Of required body armor/survival vests on-hand or on order. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | IR | 100 | Percent | Mobility tasked aircrews have required 9mm aircrew weapons on hand or on order. |
| M5 | IR | 100 | Percent | Mobility tasked aircrews have required ammunition allocated. |
| M6 | EMP | 100 | Percent | Aircrew life support technicians tasked to deploy are qualified to issue/ receive weapons. |
| M7 | IR | 100 | Percent | Deployable equipment supply custodians trained. |
| M8 | NI | 90 | Percent | Have tasked equipment properly prepared (i.e., packed, marked with all appropriate documentation to include hazardous cargo forms, placards, etc.) prior to initial joint inspection IAW DSOE timelines. |
| M9 | EMP | 100 | Percent | Provide aircrews and passengers with serviceable protective, emergency, survival, and rescue equipment. |
| M10 | EMP | 100 | Percent | Possess deployment packages supporting 60 days of surge flying operations. |
| M11 | EMP | 100 | Percent | Aircrews possess the proper knowledge and ability to effectively locate and use protective, emergency survival and rescue equipment. Brief passengers on the proper use of passenger emergency equipment. |
| M12 | IR | 100 | Percent | Maintain proficient aircrew life support technicians who are tasked to deploy. |
| M13 | IR | 100 | Percent | Aircrew life support technicians qualified to fit, maintain, and issue protective helmets. |
| M14 | IR | 80 | Percent | Aircrew life support technicians qualified to fit, maintain, and issue oxygen masks. |
| M15 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain quick-don oxygen masks. |
| M16 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain AWACS oxygen masks. |
| M17 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain emergency escape breathing equipment. |
| M18 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain survival vests. |
| M19 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain survival kits. |
| M20 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain personnel parachutes. |
| M21 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain flotation equipment. |
| M22 | IR | 80 | Percent | Aircrew life support technicians qualified to fit, maintain, and issue Aircrew Chemical Defense Equipment. |
| M23 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain and issue restraint harnesses. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M24 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain emergency signaling devices. |
| M25 | IR | 80 | Percent | Aircrew life support technicians qualified to maintain passenger oxygen masks. |
| M26 | IR | 100 | Percent | Of DOC statement tasked aircrews qualified to adjust and use night vision devices. |
| M27 | EMP | 80 | Percent | Life support personnel trained in aircraft configuration. |
| M28 | EMP | 100 | Percent | Scheduled life support equipment inspections accomplished. |
| M29 | IR | Yes | Yes/No | Configure Unit Type Code (UTC) tasked aircraft with mandatory ALS equipment in support of contingency operations. |

**2.76. 6.27.02 Provide Pre-Deployment Aircrew Life Support Training.**

2.76.1. Provide timely, theater tailored, pre-deployment aircrew life support and survival just in time training to all deploying aircrews (//HQ AMC-DOTL).

**Table 2.76. Pre-Deployment Aircrew Life Support Training.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 6 | Hours | Of deployment tasking, identify aircrews deploying and ready their personal ALS equipment for deployment. |
| M2 | IR | 12 | Hours | Review aircrew ACDE and ALS Continuation Training status. |
| M3 | IR | 12 | Hours | After notification to deploy, formulate theater specific ALS and survival training requirements. |
| M4 | IR | 72 | Hours | Of tasking, conduct just in time training tailored to theater threats and aircrew needs. |
| M5 | IR | 100 | Percent | Aircrew current in Combat Survival and Aircrew Chemical Defense techniques/events. |
| M6 | NI | 100 | Percent | Aircrew current in Aircrew Chemical Defense techniques/events. |
| M7 | IR | 100 | Percent | Aircrew current in Aircraft Egress techniques/ events. |

**2.77. 6.29 Aircraft Generation.**

2.77.1. Prepare, generate, configure, launch and recover aircraft to include applicable inspections, servicing, and maintenance actions to meet mission taskings. Accomplishing scheduled, non-scheduled, periodic, and special maintenance inspections on aircraft, to include Isochronal (ISO), Home Station Checks (HSC), Preflight, Thru-flight, Basic Post Flight (BPO), One Time Inspection (OTI), Pre Launch Inspections (PLI), Panel integrity. (//HQ AMC-LGQ)

**Table 2.77. Aircraft Generation.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 100 | Percent | Of tasked aircraft generated as per HHQ tasking order.<br>1. Aircraft crew ready prior to scheduled crew show.<br>2. Tools and test equipment used are serviceable, safe and accountable.<br>3. Practice sound DOPP/FOD prevention. |
| M2 | EMP | Yes | Yes/No | Is aircraft status accurately reported and kept up to date with the MACC?<br>1. Aircraft forms are properly documented and reflect current status.<br>2. Effective debrief function established.<br>3. Production Superintendent/MACC status sheets match.<br>4. Information channeled to other controlling agencies in a timely manner.<br>5. Appropriate status reflected IAW AFI 21-103 and applicable aircraft MESL |
| M3 | NI | Yes | Yes/No | Ensure safe working practices, adherence to directives, and quality maintenance practices are not compromised by aircraft generation efforts.<br>1. Maintenance supervision. |
| M4 | EMP | Yes | Yes/No | Implement emergency action procedures including disaster control and severe weather IAW applicable directives and local policies.<br>1. Effectively use Quick Response checklists. |
| M5 | EMP | Yes | Yes/No | Aircraft depart deployed location as per Air Tasking Order. |
| M6 | EMP | Yes | Yes/No | All mission essential aircraft discrepancies are repaired (dependent upon parts reparability/availability.<br>1. Accurately identify and process supply requests.<br>2. Efficiently use maintenance resources and coordinate timely support of other functions. |
| M7 | NI | Yes | Yes/No | All required aircraft are properly serviced and configured IAW tasked mission requirements. |
| M8 | NI | Yes | Yes/No | All required aircraft have the appropriate inspection accomplished. |
| M9 | EMP | Yes | Yes/No | Work schedules are aligned with qualified personnel to meet mission requirements. |
| M10 | EMP | 100 | Percent | Ensure proper accountability and management of reparable assets (Due in from Maintenance (DIFM)). |
| M11 | EMP | Yes | Yes/No | Personnel are trained to accomplish tasks associated with generating aircraft. |
| M12 | EMP | Yes | Yes/No | Personnel properly use technical data and personal protective equipment, and comply with safety directives while performing maintenance. |
| M13 | EMP | 100 | Percent | Provide on-equipment maintenance of aircraft systems and components. |

**2.78. 6.29.01 Provide for Backshop Aircraft Maintenance and Support Equipment in Theater of Operations.**

2.78.1. Perform preventative maintenance to include inspecting, removing, repairing, re-installing and replacing aircraft/equipment IAW T.O. and higher headquarters directives (AFPD 21-1, AFI 21-101). (// HQ AMC-LGQ)

**Table 2.78. Backshop Aircraft Maintenance and Support Equipment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 100 | Percent | Of line replaceable units repaired to FMC/PMC status, or processed for shipment to depot repair facility within command directed timeframe. |
| M2 | EMP | 100 | Percent | Of damaged off /AGE equipment salvaged or NRTS (IAW T.O.s or AFM 23-110). |
| M3 | EMP | 100 | Percent | Of mission essential discrepancies repaired (dependent upon parts reparability/ availability). |
| M4 | EMP | Yes | Yes/No | Off/AGE equipment failures successfully repaired to meet mission requirements. |
| M5 | EMP | 100 | Percent | Provide off-equipment maintenance of aircraft system and components. |
| M6 | EMP | Yes | Yes/No | Provide non-destructive inspections of on- and off-equipment aircraft components with suspected damage. |
| M7 | EMP | 90 | Percent | Monitor and maintain Aerospace Ground Equipment (AGE) according to War Time Readiness Minimum (WRM), and base level minimum. |
| M8 | EMP | 100 | Percent | Prepare unserviceable engines for shipment to engine management depot. |
| M9 | EMP | 100 | Percent | Update Engine History Records for assigned engines. |
| M10 | EMP | 48 | Hours | Coordinate with Engine Shop to prepare engines and provide transportation of engines to depot. |
| M11 | EMP | Yes | Yes/No | Ensure compliance of engine Time Compliance Technical Orders (TCTO) within specified time. |
| M12 | EMP | 48 | Hours | Fix and return line repair unit (LRU) to supply. |
| M13 | EMP | Yes | Yes/No | Provide safe storage areas for deployed munitions. |
| M14 | EMP | Yes | Yes/No | All mission essential aircraft discrepancies are repaired IAW Air Force Standards (dependent upon parts reparability/availability. |

**2.79. 6.29.01.02 Provide flight line Sortie Support.**

2.79.1. Maintain all squadron CTKs/special tools, test equipment, TO's, bench stock, Dash 21 equipment, alternate mission equipment, and vehicles. (//HQ AMC-LGQ)

**Table 2.79. Flight Line Sortie Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 100 | Percent | Of tools, equipment, TO's, and vehicles are accounted for. |
| M2 | EMP | 90 | Percent | Of tools, equipment, TO's and vehicles are serviceable. |

**2.80. 6.30.01 Stock, Store, Issue Supplies.**

2.80.1. Provide supply support during deployments. Ensure readiness spares package replenishment, MICAP, and retrograde shipment procedures are in place to support unit activities. (HQ AMC/LGS)

**Table 2.80. Stock, Store, Issue Supplies.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 95 | Percent | Accountability of all transactions involving the readiness spares packages (MSI, TINs, SHPs, etc.).<br>1. Record all RSP transactions on a spreadsheet or automated system.<br>2. Deploy appropriate accountability listing with each spares package.<br>3. Update R43 with correct asset balance. |
| M2 | MS | 100 | Percent | Serviceability of readiness spares parts with condition code 'A' on them.<br>1. Functional check required items are bench checked.<br>2. Shelf-life items are serviceable and expiration dates have not expired.<br>3. TCTO items are properly labeled.<br>4. Assets are in correct packaging and reusable containers are properly tracked, if applicable.<br>5. Electrostatic discharge sensitive items are labeled correctly.<br>6. Magnetic items are stored and labeled correctly.<br>7. Calibration accomplished for all required items.<br>8. Hazardous items are properly identified and segregated from non-hazardous items.<br>9. All non CIC-U items are stored using the correct level of security.<br>10. Assets are stored correctly (i.e.- tires are not stored on top of each other). |
| M3 | MS | 95 | Percent | Accountability of DIFM assets and shipment of retrograde material to the appropriate repair facility within command timeline standards.<br>1. Segregate unserviceable DIFM items from serviceable RSP items and affix appropriate condition tags and AFTO Form 350 tag, if required. |
| M4 | MS | Yes | Yes/No | Meet command standard of 3.1 days for NMCS conditions for applicable aircraft.<br>1. Perform thorough research prior to backordering MICAP requests to ensure spare asset is not available on station prior to backorder.<br>2. Aggressively track all MICAP requests until receipt of serviceable asset.<br>3. Validate MICAP due-outs and aircraft status with MOCC daily. |
| M5 | MS | 5 | Days | Establish connectivity with the supporting regional supply squadron (or designated transfer agency) for supply support, if applicable.<br>1. Process transactions on-line. |
| M6 | MS | Yes | Yes/No | When applicable, DMAS assessments meet command standards.<br>1. Update DMAS daily.<br>2. Provide assessment to LG as directed.<br>3. Request spares replenishment.<br>4. Submit LOGSTAT inputs. |

**2.81. 6.30.03 Provide Fuel/Cryogenics.**

2.81.1. Receive, store, and issue fuel/cryogenic products to meet mission requirements. Maintain fixed and mobile refueling assets to ensure mission accomplishments. Ensure proficiency and availability of personnel to meet mission tasking. (HQ AMC/LGS)

**Table 2.81. Fuel/Cryogenics.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of the time maintain positive control over all assets.<br>1. Ensure UTC JFDES kit is deployment ready.<br>2. Maintain accurate record of all fuel and cryogenic movement.<br>3. Utilize personnel and equipment effectively to ensure mission accomplishment.<br>4. Establish an effective alternate working location, vehicle dispersal plan, and operational workarounds to maintain mission support.<br>5. Demonstrate an understanding of current Operational Plans and their requirements.<br>6. Ensure a Fuel Support Plan (FSP) been developed and is current to meet fuels support objectives.<br>7. Maintain accurate records of facilities, equipment, and vehicle status.<br>8. Establish an effective Lockout/Tagout program and ensure a manager has been designated to maintain the Danger Tag program.<br>9. Ensure checklists/operating instructions are current and provided for the required equipment/operations.<br>10. Maintain the required backup copies of automated and paper products. |
| M2 | MS | 100 | Percent | Of fuels operations are completed in a safe and effective manner.<br>1. Properly train, qualify, and document personnel to perform required operations.<br>2. Adhere to all required directives during fueling and cryogenic operations.<br>3. Meet all safety distance criteria for fuel and cryogenic operations.<br>4. Perform all equipment, facility, and vehicle inspections prior to use and within the required time.<br>5. Utilize checklists and operating procedures when required.<br>6. Ensure safety gear is serviceable and utilized as required.<br>7. Establish an effective Weather Notification System as required.<br>8. Utilize two-person policy when required.<br>9. Establish and effectively utilize the Operations Expediter. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | MS | 100 | Percent | Of the time establish accurate and complete accountability of all fuel/cryogenic products.<br>1. Assign the required SEI (Special Experience Identifier) qualified personnel to the RCC.<br>2. Document and maintain all fuel and cryogenic transactions as required.<br>3. Establish a clear audit trail of all fuel and cryogenic transactions.<br>4. Process all fuel and cryogenic transactions correctly and timely.<br>5. Designate an accountable Fuels Officer.<br>6. Conduct daily, weekly, and monthly reconciliation. Research discrepancies and properly document all findings and variances.<br>7. Maintain accurate inventory requirements and report deviations to the appropriate agencies. |
| M4 | MS | 100 | Percent | Of the time ensure fuel quality is maintained and an accurate record of laboratory analysis are established.<br>1. Assign the required SEI qualified person to the laboratory.<br>2. Ensure an effective sampling program is established.<br>3. Document and perform all required samples.<br>4. Effectively maintain a Caution Tag program.<br>5. Establish and maintain an aircraft crash sampling kit.<br>6. Effectively manage contaminated and off-specification fuel/cryogenic products.<br>7. Perform the required daily, monthly, and annual safety inspections. |
| M5 | MS | 100 | Percent | Of the time provide accurate and timely reports to higher headquarters.<br>1. Establish adequate procedures for ensuring vital information flows up, down, and laterally throughout the Chain of Command.<br>2. Report personnel and resource status to the appropriate office and/or agency.<br>3. Report limiting factors timely and accurately to the appropriate agencies.<br>4. Prepare REPOL reports at the required time.<br>5. Safeguard and report classified information under the required guidelines for its classification. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | MS | 100 | Percent | Of the fixed fuel/cryogenic facilities deemed minimum essential are available to meet mission requirements.<br>1. Establish coordination between the Base Civil Engineers (BCE) and Fuels Management Team to identify minimum facility requirements and workarounds.<br>2. Ensure the Resource Control Center (RCC) and Laboratory functions meet minimum facility standards and requirements. If not, obtain an approved waiver.<br>3. Report limiting factors through the Chain of Command and establish adequate workarounds to maintain mission requirements.<br>4. Establish effective communication between BCE personnel when facilities are removed/returned to service.<br>5. Maintain accurate status of all facilities to include generator backup, In/Out of Service, Estimated Time In Commission (ETIC)'s, and Quality Control (QC) Dates.<br>6. Report all maintenance actions to the fuels laboratory function that may affect fuel quality.<br>7. Establish an effective Emergency Generator program.<br>8. Establish an alternate re-supply/receipt capability and ensure it has been tested/utilized at least semi-annually.<br>9. Properly mark all facilities and equipment. |
| M7 | MS | 100 | Percent | Of the fuels/cryogenic equipment and vehicles deemed minimum essential are available to meet mission requirements.<br>1. Ensure minimum vehicle requirements and workarounds for lost assets have been coordinated with the appropriate agencies.<br>2. Report all limiting factors through the Chain of Command.<br>3. Establish effective workarounds to sustain mission requirements.<br>4. Ensure Transportation personnel notify fuels when equipment/vehicles are removed and/or returned to service.<br>5. Maintain accurate status of all equipment/vehicles to include In/Out of Service, ETICs, and QC Dates.<br>6. Notify the Fuels Laboratory function when performing maintenance that may affect fuel quality.<br>7. Maintain cryogenic tanks/equipment according to applicable procedures and instructions.<br>8. Mark vehicles and equipment in accordance with applicable procedures and instructions. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M8 | MS | 100 | Percent | Of the time establish the capability to deploy, set-up, and use Fuels Mobility Support Equipment.<br>1. Formally train the required number of personnel to meet tasking.<br>2. Properly outfit personnel with the required safety gear.<br>3. Ensure all tasked personnel have completed required refresher training.<br>4. Perform equipment inspections at required intervals and properly tag as serviceable or unserviceable.<br>5. Properly store, mark, and maintain equipment for its intended use.<br>6. Effectively manage and mark WRM equipment.<br>7. Perform and position operations safely and correctly.<br>8. Maintain applicable Technical Orders and Instructions for operation, upkeep, and maintenance. |
| M9 | MS | 100 | Percent | Of the time establish the capability to deploy, set-up, and perform Forward Area Refueling Point operations.<br>1. Formally train the required number of personnel to meet taskings.<br>2. Provide team personnel with the required safety and flight gear.<br>3. Complete all required refresher training for assigned team personnel.<br>4. Perform required equipment inspections and maintenance at the designated intervals.<br>5. Ensure equipment is properly stored and marked for its intended use.<br>6. Perform all refueling operations correctly and follow all safety requirements.<br>7. Maintain a qualified certifier appointed by the FMT in writing.<br>8. Maintain the minimum of 20 serviceable hoses on hand at all times.<br>9. Ensure qualified operators have performed a mission within the past 12 months.<br>10. Forward all mission, monthly, semi-annual, and annual reports to HQ AFSOC/LGSF as required.<br>11. When tasked to deploy for more than 24 continuous hours from home station, notify HQ AFSOC/LGSF within 24 hours of receipt of tasking. |
| M10 | MS | Yes | Yes/No | Identified all aviation and ground fuel requirements by product code. |
| M11 | MS | Yes | Yes/No | Are into-plane and into-truck contracts utilized to meet mission requirements? |

**2.82. 6.30.04 Ensure WRM (Consumables and Equipment) is Ready.**

2.82.1. Maintain/Track serviceable WRM. Provide lists of shortfalls as required. (//HQ AMC-LGS)

**Table 2.82. WRM (Consumables and Equipment).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Of WRM authorizations (per applicable tasking documents) are on-hand or on-order. |

**2.83. 6.30.05 Maintain Munitions.**

2.83.1. This includes bombs, mines, and demolition munitions. It also includes stockpiling and operation of weapons storage areas and depot port teams. Receive, inspect, store, maintain, issue, assemble, deliver, deploy, turn-in, account for, transport and dispose of non-nuclear and nuclear munitions. Maintain and store nuclear munitions, shapes, and storage capacity for Safe-haven or PNAF air divert operations. (//HQ AMC-LGB)

**Table 2.83. Munitions.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 100 | Percent | Accountability of all stored munitions and accountables including M-9 and M-16. |
| M2 | NI | 100 | Percent | On time delivery of aircraft flares to the flightline. |
| M3 | MS | Yes | Yes/No | Identify whenever all categories of munitions, including stored and custody, fall below acceptable standards IAW AFI 21-201. |
| M4 | MS | Yes | Yes/No | Perform quarterly reviews of munitions account. |
| M5 | NI | Yes | Yes/No | Provide safe on-base storage areas for munitions. |
| M6 | NI | 100 | Percent | Provide aircraft time change items. |
| M7 | NI | Yes | Yes/No | Supply munitions to all forward supply accounts. |

**2.84. 6.30.06 Provide Ground Transportation.**

2.84.1. Provide the support vehicles and equipment to facilitate deployment as well as establish and execute capability to support ground forces at deployed locations. Maintain accountability of resources while providing the capability to support movement of personnel and cargo at forward operating locations. Provide unit leadership, direction, and coordination to support deployed forces during contingency/wartime operations. (//HQ AMC-LGT)

**Table 2.84. Ground Transportation.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | Establish sub-motor pool to manage and respond to deployed tasking.<br>1. Obtain facility(s) to accommodate mission requirements. Are they adequate?<br>2. Have secure storage areas been established for tools, equipment and supplies?<br>3. Management assigns sufficient number and mix of personnel to support deployed operations (Deployed).<br>4. Establish reporting channels to pass information to MAJCOM. Unit complying with MAJCOM minimum reporting requirements. Shortfalls identified and upchannelled.<br>5. Unit meets objectives IAW AFIs contingency checklist item(s). |
| M2 | MS | 100 | Percent | Provide maintenance repair actions on deployed vehicles/equipment.<br>1. Deploy with skilled personnel and resources to satisfy deployed mission requirements.<br>2. Unit personnel familiar with MAJCOM guidance on requisitioning parts, materials, and vehicles/equipment.<br>3. Identify and up-channel critical information immediately to MAJCOM on issues that cannot be resolve locally.<br>4. Ensure required publications, forms, and OLVIMS are available and utilized. Repair actions being documented IAW established AFIs.<br>5. RSK, TMSK, and tools on hand to meet mission requirements. Is a material control function established?<br>6. Inventory control of tools, equipment and supplies. Accountability procedures established. |
| M3 | MS | 100 | Percent | Support and provide ground transportation movement of deployed personnel, and plan, develop, and implement shuttle routes for troop movement.<br>1. Plan, develop, and implement shuttle routes to support troop movement. Post and disseminate information on pick-up and departure times.<br>2. Units collecting passenger utilization data to support route changes pick-up and departure times, and manpower requirements.<br>3. Aircrew transportation requirements being supported IAW AFI 24-301. Develop plan of action to support Air Base Operability taskings which may include mass personnel movements, material movements, and convoy movement. |
| M4 | NI | Yes | Yes/No | Establish, maintain, and demonstrate vehicle/equipment decontamination capability at deployed locations.<br>1. Unit checklists and procedural guidance in-place to support the decontamination process at the operational level. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | MS | 100 | Percent | Maintain accountability of deployed vehicles and equipment.<br>1. Accountability, to include all assets being processed in and out of the deployed location(s).<br>2. Unit VCOs identified, briefed on their responsibilities and receipted for assigned assets. |
| M6 | NI | Yes | Yes/No | Plan, develop, and implement vehicle and equipment dispersal and concealment actions.<br>1. Unit post information within the workcenter of dispersed assets and locations.<br>2. Transportation assets dispersed IAW wing plans.<br>3. Assets been reasonably dispersed based on operating location limitations.<br>4. Unit plan approved prior to implementation. |
| M7 | MS | Yes | Yes/No | Plan, develop, and establish infrastructure to support deployment operations.<br>1. Personnel are trained and proficient in providing support to the deployed wing.<br>2. Managers are familiar with DOC statement, OPLANS, MISCAP, and base support requirements.<br>3. Transportation managers are collecting information/data and forwarding it to LGTR to substantiate and identify needed changes, requirements, and shortfalls. |
| M8 | MS | Yes | Yes/No | Obtain and assign a sufficient number of resources to support the base mobility process.<br>1. Managers have identified sufficient personnel to support its mobility process.<br>2. Augmentees are qualified on flightline driving procedures (if applicable) and have the proper licensing credentials required for the types of equipment they are operating.<br>3. All personnel and cargo movements being met IAW SOEs.<br>4. Personnel have the necessary safety equipment required to perform their duties. |
| M9 | MS | 2 | Hours | For unit to execute vehicle/equipment recall actions to support wing requirements and deployment objectives.<br>1. Transportation managers have an approved vehicle/equipment recall plan.<br>2. Does recall plan provide for sufficient resources to cover deployments/ redeployments. Alternate plans on hand to acquire additional vehicles and equipment to support shortfalls.<br>3. Once executed, units respond according to transportation recall notification procedures and meet recall response times as established in recall plan. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M10 | MS | 100 | Percent | Up-channel all cargo/passenger-related problems/delays to TCC/DCC/DCG.<br>1. Operators are meeting response time requirements IAW DSOEs. Notify appropriate control center of delays or events that would impact DSOEs.<br>2. Unit is assigned the appropriate communications equipment to effectively communicate with their respective control center. |
| M11 | NI | 2 | Hours | Required to activate temporary control centers.<br>1. Upon notification of wing recall, transportation managers have their respective control centers up and running within two hours.<br>2. The unit identifies personnel to attend the initial concept briefing.<br>3. Unit personnel recall actions accomplished immediately.<br>4. Temporary control centers at deployed locations are activated within two hours upon arrival at location(s). |
| M12 | MS | 2 | Days | Required to activate permanent control centers.<br>1. The PCC up and running within 2 days of intial activation of the TCC.<br>2. Alternate operating location(s) is/are identified in case relocation is required.<br>3. Wing leadership and other functions assigned are notified of operating location(s).<br>4. Assigned transportation personnel are aware of their primary and alternate control center.<br>5. All required support equipment, tools, and materials available and on hand to support mission requirements. |
| M13 | NI | 75 | Percent | Of required personnel on hand.<br>1. At least 75% of squadron personnel are available on hand to meet deployment requirements. Augmentees/backfill(s) if utilized, do they meet training/safety requirements. |
| M14 | IR | 100 | Percent | Initiate plan and prepare vehicles and equipment for deployment IAW established guidance.<br>1. Comply with all guidance and provisions of TO 36-1-191 and AFMAN 24-307.<br>2. Determine which vehicles are best suited for deployment based on parts availability, age, and ease of maintenance.<br>3. Units prepared to provide immediate maintenance capability at deployed location(s). LTIs accomplished. Applicable TO's, and TMSK accompanying deploying/redeploying assets. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M15 | IR | Yes | Yes/No | Establish maintenance priorities to support contingency operations.<br>1. Have alternate procedures for communicating PAVO been identified? Are vehicle maintainers familiar with PAVO assessments and conduct triage priorities?<br>2. Recall, minimum essential, and maintenance priority listing being developed. Critical assets identified.<br>3. Deployed maintainers prepared to provide expanded mobile maintenance capability. TMSK and tools available to meet mission requirements. |

**2.85. 6.31.01 Prepare Units for Deployment (Installation).**

2.85.1. To assemble, inspect, and load personnel, equipment, and supplies in preparation for a deployment. It includes staging/marshaling forces, estimating throughput, and time-phasing force movement. (// HQ AMC-LGX)

**Table 2.85. Deployment (Installation).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Of personnel and equipment identified to deploy in support of all AFWUS identified UTC's maintained for deployment.<br>1. All units with a deployment commitment are using and maintaining LOGMOD for assigning personnel to positions and preparing cargo.<br>2. All installation OPlan tasked UTCs are identified in the LOGMOD and MANPER-B modules of the base-level Contingency Operations/Mobility Planning and Execution System (COMPES). |
| M2 | IR | 100 | Percent | Of deployment information (warning order, execute order, AMT, airflow messages, etc.) received, validated and distributed. This validation includes all wing level actions to include ensuring sufficient airlift (through coordination with TACC), tailoring, prioritization, etc., required to accurately assess and manage the deployment tasking.<br>1. The DCC serves as the installation focal point for identifying, validating and distributing tasking and information at execution.<br>2. All information essential to deployment operations passed through the DCC.<br>3. All available automated systems used to identify additional deployment data at execution (to include LOGBOOK for AMTs).<br>4. The wing IDO, XP, XPL, or equivalent office as the wing/unit commander's representative is the central receiving and focal point for all of the wing's deployment tasking.<br>5. Identify resources available for use at the forward operating location(s).<br>6. Pare and tailor tasked UTCs based on available planning information.<br>7. Review aircraft load plans to ensure maximum usage of aircraft allowable cabin load (ACL). |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | IR | Yes | Yes/No | Establish a deployment organization and deployment training program that is capable of managing the installations worst case deployment tasking.<br>1. Establish a Deployment Control Center (DCC) to serve as the installation focal point for deployment operations and all command and control requirements.<br>2. Establish a Cargo Deployment Function (CDF) to serve as the installation focal point for monitoring all cargo processing activities.<br>3. Establish a Deployment Processing Unit (DPU) to serve as the installation focal point for monitoring all personnel processing activities.<br>4. Establish deployment workcenter augmenation requirements IAW the installation READY Program. ***EXCEPTION***: This requirement does not apply to ANG/AFRC units.<br>5. Training program ensures all military or civilian personnel subject to or identified to deploy receive appropriate deployment training.<br>6. Training program ensures unit personnel and deployment operations augmentees meet locally pertinent training requirements (i.e. cargo prep/pallet buildup, MHE operations, hazardous cargo certification, etc.). |
| M4 | IR | 90 | Percent | Of tasked equipment is properly prepared (i.e., packed, marked with all appropriate documentation to include hazardous cargo forms, placards, etc.) prior to established DSOE timelines.<br>1. Comply with deployment schedule of events.<br>2. Marshal deployment cargo IAW AFI 10-403 and all other appropriate Defense Transportation System directives.<br>3. All LOGDET items available and packed.<br>4. Deployment package inventoried and inspected IAW applicable AMCIs.<br>5. Bins/pallets properly packed and configured.<br>6. All hazardous materials are properly packaged, placed in a readily accessible location on the pallet, compatible with other items and shipper's declarations completed.<br>7. Deployable items properly supply coded and reported to appropriate supply agencies.<br>8. MEDLOG critical readiness items mission ready.<br>9. Demonstrate proper management of equipment and supplies to avoid waste (accountability, storage, and security). (MED GRP)<br>10. Allowed transportation assets mission ready. (MED GRP) |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | IR | 85 | Percent | Of tasked personnel properly prepared (i.e., trained, medically, legally prepared, equipped, briefed and provided appropriate documentation) prior to initial processing at the PDF.<br>1. Personnel preparedness is tracked using AF Form 4005, Individual Deployment Requirements, or LOGMOD/UDM module.<br>2. Personnel selected for deployment meet eligibility requirements.<br>3. Personnel selected for deployment meet requirements identified in the tasking.<br>4. Member prepared for deployment IAW with AFI 10-403, AFMAN 10-401 and AFI 36-507.<br>5. Immunizations (AFJI 48-110) and unique immunization/disease prevention Requirements as identified by the Medical Group.<br>6. ID tags and ID card.<br>7. Current DD Form 93, Record of Emergency Data.<br>8. Two pair of prescription eye glasses, back up eye glasses and gas mask inserts issued for individuals requiring these items.<br>9. Properly filed wills, power of attorney, family care plan, and family readiness matters, as determined by the deploying member and applicable instructions.<br>10. Up to 60 days supply of prescription medicines.<br>11. Supply of personnel items to cover the duration of the deployment.<br>12. AF Form 623, On-the-Job Training Record, taken, as required.<br>13. Training requirements met IAW AFI 10-403.<br>14. All substitutions must be IAW WMP Vol 1 Annex F and MISCAP. (MED GRP) |
| M6 | IR | 95 | Percent | Of equipment/personnel processed and loaded IAW DSOE timelines to support airlift departure timing. |
| M7 | IR | Yes | Yes/No | Identify all deployment shortfalls and LIMFACs to HQ AMC/XOP and the appropriate functional manager. (IAW AMC Sup 1 to AFI 10-403, shortfalls must be reported within 6 hours of receipt of tasking.) |

**2.86. 6.31.01.01 Prepare Units for Deployment (Unit).**

2.86.1. To assemble, inspect, and load personnel, equipment, and supplies in preparation for a deployment. (//HQ AMC-LGX)

**Table 2.86. Unit Deployments.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Of personnel and equipment identified to deploy in support of all AFWUS identified UTC's maintained for deployment.<br>1. All units with a deployment commitment are using and maintaining LOGMOD for assigning personnel to positions and preparing cargo. |
| M2 | IR | 100 | Percent | Of deployment information (warning order, execute order, AMT, airflow messages, etc.) received, validated and distributed. This validation includes all Group/Unit level actions to include, paring & tailoring, prioritization, etc., required to accurately assess and manage the deployment tasking.<br>1. All available automated systems used to identify additional deployment data at execution.<br>2. Pare and tailor tasked UTCs based on available planning information. |
| M3 | IR | 100 | Percent | Of tasked equipment properly prepared (i.e., packed, marked with all appropriate documentation to include hazardous cargo forms, placards, etc.) prior to initial joint inspection IAW DSOE timelines.<br>1. Comply with deployment schedule of events.<br>2. Prepare and marshal deployment cargo IAW AFI 10-403 and all other appropriate Defense Transportation System directives.<br>3. All LOGDET items available and packed.<br>4. Deployment package inventoried and inspected IAW applicable AMCIs.<br>5. Bins/pallets properly packed and configured.<br>6. All hazardous materials are properly packaged, placed in a readily accessible location on the pallet, compatible with other items and shipper's declarations completed.<br>7. Deployable items properly supply coded and reported to appropriate supply agencies. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | IR | 100 | Percent | Of tasked personnel properly prepared (i.e., trained, medically, legally prepared, equipped, briefed and provided appropriate documentation) prior to initial processing at the PDF.<br>1. Personnel preparedness is tracked using AF Form 4005, **Individual Deployment Requirements,** or LOGMOD/UDM module.<br>2. Personnel selected for deployment meet eligibility requirements.<br>3. Personnel selected for deployment meet requirements identified in the tasking.<br>4. Member prepared for deployment IAW with AFI 10-403, AFMAN 10-401 and AFI 36-507.<br>5. Immunizations (AFJI 48-110) and unique immunization/disease prevention Requirements as identified by the Medical Group.<br>6. ID tags and ID card.<br>7. Current DD Form 93, Record of Emergency Data.<br>8. Two pair of prescription eye glasses, back up eye glasses and gas mask inserts issued for individuals requiring these items.<br>9. Properly filed wills, power of attorney, family care plan, and family readiness matters, as determined by the deploying member.<br>10. Up to 60 days supply of prescription medicines.<br>11. Supply of personnel items to cover the duration of the deployment.<br>12. AF Form 623, On-the-Job Training Record, taken, as required.<br>13. Training requirements met IAW AFI 10-403. |
| M5 | IR | 100 | Percent | Of equipment/personnel processed and loaded IAW DSOE timelines to support airlift departure timing. |
| M6 | IR | Yes | Yes/No | Identify all deployment shortfalls and LIMFACs to Wing XP for forwarding to the appropriate HQ functional manager (IAW AMC Sup 1 to AFI 10-403, shortfalls must be reported within 6 hours of receipt of tasking). |

**2.87. 6.31.02 Establish an Effective Deployment Control Center.**

2.87.1. Center provides overall control, direction, and supervision of deployment operations. (//HQ AMC-LGX)

**Table 2.87. Deployment Control Center.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Of deployment information (warning order, execute order, AMT, airflow messages, etc.) received, validated and distributed. This validation includes all wing level actions to include ensuring sufficient airlift (through coordination with TACC), tailoring, prioritization, etc. required to accurately assess and manage the deployment tasking.<br>1. The DCC serves as the installation focal point for identifying, validating and distributing tasking and information at execution.<br>2. All information essential to deployment operations passes through the DCC.<br>3. All available automated systems are used to identify additional deployment data at execution (to include LOGBOOK for AMTs).<br>4. The wing IDO, XP, XPL, or equivalent office as the wing/unit commander's representative is the central receiving and focal point for all of the wing's deployment taskings.<br>5. Review aircraft load plans to ensure maximum usage of aircraft allowable cabin load (ACL). |
| M2 | IR | Yes | Yes/No | Deployment Schedule of Events published, to include changes, in sufficient time to allow for all required processing actions to be completed in order to meet airlift departure timing. |
| M3 | IR | 100 | Percent | Of all deployment work-centers (PDF, CDF, unit deployment work-centers, HHQ, etc.) have established communication lines with the DCC. |
| M4 | IR | Yes | Yes/No | All appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities.<br>1. Establish communication with all workcenters and the DCC.<br>2. Use all components of IDS to automate sharing of time sensitive data between deployment work centers and provide visibility over tasked personnel and equipment. |
| M5 | IR | 98 | Percent | Of all appropriate documentation including: passenger manifests, equipment listings, hazardous cargo waivers, load plans, cargo manifests, LOGMOD or DeMS load and packing lists, shippers declarations for dangerous goods, DD Forms 2133 and Joint Airlift Inspections Records are IAW respective directives and are collected and maintained. |
| M6 | NI | Yes | Yes/No | Identify all deployment shortfalls and LIMFACs to HQ AMC TACC/XOP and the appropriate functional manager (IAW AMC Sup 1 to AFI 10-403, shortfalls must be reported within 6 hours of receipt of tasking). |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M7 | IR | 100 | Percent | Of equipment and personnel departure messages sent (IAW AMC Sup 1 to AFI 10-403 and AFI 10-215).<br>1. Equipment departure messages transmitted within 6 hours of departure.<br>2. If any deviations from the tasking occurred, the equipment departure message identifies additions and deletions by transportation control number (TCN), unit type code, deployment echelon code and item name.<br>3. Personnel messages must contain the correct address of the gaining PERSCO, supporting and supported command, and other offices as required by the tasking. |
| M8 | NI | Yes | Yes/No | Classified material handled and protected IAW current directives. |

**2.88. 6.31.02.01 Establish an Effective Unit Deployment Control Center (UCC).**

2.88.1. Center provides control, direction, and supervision of unit personnel deployment operations. (HQ AMC/LGX)

**Table 2.88. Unit Deployment Control Center (UCC).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | Deployment information (AMT, SOEs, etc.) is received, validated, and distributed. This validation includes all squadron level actions to include ensuring the tailoring, prioritization, etc., required to accurately assess and execute the deployment tasking.<br>1. The UCC serves as the unit focal point for identifying, validating and distributing tasking and information at execution.<br>2. All information essential to deployment operations passed through the UCC.<br>3. Battlestaff directives passed through UCC. |
| M2 | NI | 100 | Percent | Of deployment information (warning order, execute order, AMT, airflow messages, etc.) received, validated and distributed. This validation includes all Group/Unit level actions to include personnel/equipment paring & tailoring, prioritization, etc. required to accurately assess and manage the deployment tasking. |
| M3 | IR | Yes | Yes/No | Deployment Schedule of Events received, to include changes, in sufficient time to allow for all required processing actions to be completed in order to meet airlift departure timing.<br>1. DSOE portion of IDS is operational.<br>2. System in place to receive information from DCC if automated systems fail. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | IR | Yes | Yes/No | All appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities. |
| M5 | IR | 100 | Percent | Of all appropriate documentation including: equipment listings, hazardous cargo waivers, LOGMOD or DeMS load and packing lists, shippers declarations for dangerous goods, DD Forms 2133 and Joint Airlift Inspections Records are IAW respective directives and are accomplished and submitted.<br>1. Comply with deployment schedule of events. |
| M6 | IR | Yes | Yes/No | All appropriate documentation including: personnel and equipment listings, hazardous cargo waivers, LOGMOD or DeMS load and packing lists, shippers declarations for dangerous goods, DD Forms 2133 and Joint Airlift Inspections Records are prepared and maintained IAW respective directives. |
| M7 | IR | Yes | Yes/No | Identify all deployment shortfalls and LIMFACs to the DCC in a timely manner. (IAW AMC Sup 1 to AFI 10-403, shortfalls must be reported to Wing XPL within 6 hours of receipt of tasking). |
| M8 | NI | Yes | Yes/No | Classified material handled and protected IAW current directives. |

**2.89. 6.31.03 Personnel Deployment.**

2.89.1. Ensure deploying personnel are identified and processed to meet deployment requirements IAW the Installation Deployment Plan (IDP) and AFIs 10-403 and 10-215. (HQ AMC/LGX)

**Table 2.89. Personnel Deployment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | Yes | Yes/No | Unit identifies replacement personnel and PRF flows mini record upon identification IAW required timelines (Contingency Planning).<br>1 Replacements must be updated on the deployment plan. |
| M2 | IR | 14 | Days | Unit identifies replacement personnel and PRF flows mini record upon identification (Deliberate Planning).<br>1 Replacements must be updated on the deployment plan. |
| M3 | IR | 100 | Percent | MANPER-B requirements managed IAW published guidance. |
| M4 | IR | 100 | Percent | Personnel strengths accounted for and reported as required.<br>1 All personnel should be accounted for by units including personnel TDY, leave, or hospitalized. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M5 | IR | 100 | Percent | Of MANPER-B equipment accounts, risk analysis, current release, system inventory and supplies, outage/virus reporting and other training is current IAW JQS/STS.<br>1. Latest MANPER release is available on the AFPC web site.<br>2. Training records should reflect completion of deployment tasks. |
| M6 | IR | 2 | Hours | From time levy is received from AMC to process the levy, ensure appropriate units are tasked (vice the wing PAS code) and distribute deployment requirements to Installation Deployment Officer (IDO).<br>1. PRF must compare levy to the AMT.<br>2. Conflicts between the levy and the AMT should be resolved before distributing requirements to the IDO.<br>3. Changes to the deployment levy may not be made without MAJCOM approval. |
| M7 | IR | 2 | Hours | From receipt of AMT to build (when authorized in AMT) deployment requirements based on the AMT, ensuring appropriate units are tasked and distributed to the IDO.<br>1. PRF must compare levy to the AMT once plan is built.<br>2. Changes to the deployment plan may not be made without MAJCOM approval. |
| M8 | NI | 6 | Hours | After receipt of tasking to report personnel shortfalls to HQ AMC/XOP and the appropriate functional managers.<br>1. All shortfalls must be reported IAW AFIs 10-215 and 10-403, and AMC guidance. |
| M9 | NI | 85 | Percent | Of tasked personnel properly prepared (i.e., trained, medically, legally prepared, equipped trained and briefed, provided appropriate documentation) prior to initial processing at the PDF.<br>1. Deploying members will receive a medical threat briefing.<br>2. Deploying members will carry a current AF Form 1480A, **Summary of Care**, a copy of DD Form 2766, a copy of SF 88, **Report of Medical Examination,** and a copy of AF Form 1042**, Medical Recommendation for Flying or Special Operational Duty** if on flying status.<br>***NOTE:*** Only personnel selected as replacements on very short notice should need some just-in-time training. |
| M10 | IR | 98 | Percent | Deployment orders (and amendments) have been completed.<br>1. Orders must be completed prior to personnel deployment.<br>2. Deployments by verbal order of the commander should be the exception, and an order must be produced and provided to the deploying member(s) as quickly as possible.<br>3. No orders should be produced without tasking from the MAJCOM.<br>4. When possible, orders should reflect the designation of the troop commander. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M11 | IR | 100 | Percent | Personnel accountability kits and medical records have been completed and provided to the troop commander.<br>1. Must be provided before that chalk processing is complete. |
| M12 | IR | 100 | Percent | Of personnel properly processed for deployment prior to departure.<br>1. Processing by exception is authorized; however, personnel must be prepared to provide any item requested by an inspector (i.e., identification tags, shot records, training records). |
| M13 | IR | Yes | Yes/No | Appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities. |

**2.90. 6.31.04 Provide Equipment.**

2.90.1. Provide required individual mobility equipment (A, B, C, and E mobility bags) to deploying personnel. Ensure accountability, serviceability, and transfer of deployed equipment, readiness spares packages, weapons, and ammunition. (//HQ AMC-LGX).

**Table 2.90. Equipment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Of required mobility bags on hand or on order (10 % additive authorized in AMCI 10-403).<br>1. Mobility bag authorizations are equal to DOC tasking.<br>2. Life Support will maintain aircrew D-bags IAW AMCI 10-403.<br>3. Excesses/shortages are properly reported to MAJCOM on a monthly basis. |
| M2 | IR | 95 | Percent | Inventory accuracy and serviceability of mobility bag assets.<br>1. Mobility bag contents match inventory lists.<br>2. Assets are serviceable and shelf-life items have not expired. |
| M3 | IR | 100 | Percent | Inventory accuracy and serviceability of weapons.<br>1. Pre-embarkation inspection is performed on all deployed weapons.<br>2. Weapons are correctly coded as deployed in SBSS.<br>3. Weapons custodians conduct inventory of deployed weapons. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M4 | IR | 95 | Percent | Inventory accuracy and serviceability of readiness spares packages.<br>1. Functional check required items are bench checked.<br>2. Shelf-life items are serviceable and expiration dates have not expired.<br>3. TCTO items are properly labeled.<br>4. Assets are in correct packaging and reusable containers are properly tracked, if applicable.<br>5. Electrostatic discharge sensitive items are labeled correctly.<br>6. Magnetic items are stored and labeled correctly.<br>7. Calibration accomplished for all required items.<br>8. Hazardous items are properly identified and segregated from non-hazardous items.<br>9. All non CIC-U items are stored using the correct level of security.<br>10. Assets are stored correctly (i.e.- tires are not stored on top of each other) |
| M5 | IR | 95 | Percent | Inventory accuracy and serviceability of equipment.<br>1. Only Use Code 'A' assets are deployed. |
| M6 | IR | 100 | Percent | Deployable equipment custodians trained. |
| M7 | IR | 100 | Percent | Accountability of mobility bags assets in command approved inventory tracking program. |
| M8 | IR | 100 | Percent | Deployed equipment reported and deployed in SBSS. |
| M9 | IR | 100 | Percent | Of required flak vests are on hand or on order. |
| M10 | IR | 100 | Percent | Of required weapons are on hand or on order. |
| M11 | IR | 100 | Percent | Of required ammunition is on hand or on order. |

**2.91. 6.31.05 Equipment Deployment.**

2.91. Ensure deploying equipment is identified and processed to meet deployment requirements IAW the base deployment plan, AFI 10-403, DoD 4500.32R, DoD 4500.9R, AFI 24-201, AFJMAN 24-204 and 49 Code of federal regulation. (//HQ AMC-LGX)

**Table 2.91. Equipment Deployment.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 6 | Hours | After receipt of tasking to report equipment shortfalls to HQ AMC/XOP and the appropriate functional managers. |
| M2 | IR | 90 | Percent | Of tasked equipment properly prepared (i.e. packed, marked with all appropriate documentation to include hazardous cargo forms, placards, etc) prior to initial joint inspection IAW DSOE timelines.<br>1. Comply with deployment schedule of events.<br>2. Prepare and marshal deployment cargo IAW AFI 10-403 and all other appropriate DEFENSE TRANSPORTATION SYSTEM directives.<br>3. All LOGDET items available and packed.<br>4. Deployment package inventoried and inspected IAW applicable AMCIs.<br>5. Bins/pallets properly packed and configured.<br>6. All hazardous materials properly packaged, placed in a readily accessible locations on the pallet, are compatible with other items and shipper's declarations completed.<br>7. Deployable items properly supply coded and reported to appropriate supply agencies. |
| M3 | NI | 100 | Percent | Classified material handled and protected IAW current directives. |
| M4 | IR | Yes | Yes/No | All appropriate management tools, to include IDS components, used to automate sharing of time sensitive data and monitor status of critical deployment related activities. |

**2.92. 6.31.06 Deploy Meteorological/Navigational Aid/Flight Facility Systems (MET/NAV).**

2.92.1. Provide Engineering and Installation personnel qualified to install, relocate, remove, reconstitute/ restore, and operate in-place meteorological/navigational aid/flight facility systems.
(//HQ AMC-DOW)

**Table 2.92. Meteorological/Navigational Aid/Flight Facility Systems (MET/NAV).**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 3 | Days | To deploy assets into theater of operations from time of initial notification by squadron Unit Deployment Manager (UDM). |
| M2 | EMP | 6 | Hours | For assets, including meteorological, to become operationally ready after arrival at destination. |
| M3 | EMP | 24 | Hours | To establish operational systems. |
| M4 | EMP | 100 | Percent | Of deployed personnel will be fully qualified to deploy and operate equipment |

**2.93. 6.31.07 Personnel Accountability at Deployed Location.**

2.93.1. Ensure deployed commander accomplishes 100% accountability on deployed troops, and ensure all personnel actions, to include casualty reporting, are accomplished IAW AFIs 10-215, 10-403, and 36-3002. (//HQ AMC-DPX)

**Table 2.93. Personnel Accountability at Deployed Location.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 1 | Hours | Conduct site survey to determine best location. |
| M2 | EMP | 2 | Hours | Establish in-processing/out-processing/redeployment procedures/locations.<br>1. Set up PERSCO operations center and establish procedures/methods to in-process ALL arriving personnel.<br>2. Coordinate in-processing procedures with other support agencies (services and/or finance) to ensure 100% accountability.<br>3. Identify where personnel will be in-processed upon arrival at deployed location.<br>4. Establish arrangements with support agencies to account for any personnel arriving via commercial aircraft. |
| M3 | EMP | 2 | Hours | Collect Personnel Accountability Kit (PAK) from troop commanders, and an AF Form 245, and CED Order with SSAN on arriving military and civilian persons. |
| M4 | EMP | 2 | Hours | Establish daily events log to aid in preparing the PERSCO after action report. |
| M5 | EMP | 2 | Hours | Set-up MANPER-B system. |
| M6 | EMP | 2 | Hours | Establish computer and manual files (CED orders and AF Forms 245) on all personnel, deployment plan, and projected arrival.<br>1. Import personnel records into MANPER-B.<br>2. Conduct name verifications against CED orders. Establish filing system to include: 1) CED orders (by ULN by POSN), 2) AF Form 245 (by alpha), 3) 31 day suspense system, and 4) Manual files to account for transient personnel.<br>3. PT supplies and MANPER-B equipment per AFI 10-215. |
| M7 | EMP | 2 | Hours | Establish Personnel Arrival/Departure Briefings with appropriates agencies who will brief on current/local conditions to include medical and safety information.<br>1. Ensure newly arriving personnel receive briefings on: current threatcons, duress words, sign counter sign, MOPP levels, threats, safety, medical etc., and any local procedures deemed appropriate by deployed commander.<br>2. Brief newly arriving personnel on location of key personnel and functions. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M8 | EMP | 4 | Hours | For deployed commander to transmit required casualty report.<br>1. Report casualties as hostile or non-hostile, deceased, DUSTWUN, VSI, SI, III, or NSI.<br>2. Reports must include an accurate, explicit account of the circumstances surrounding the casualty.<br>3. Immediately telephone AFPC upon learning of a casualty.<br>4. Transmits or delivers the appropriate casualty message to the telecommunications center within five hours of learning of a casualty. |
| M9 | EMP | 4 | Hours | Establish liaison with both Medical (CCP) and Services (Mortuary) personnel, the primary source of casualty information.<br>1. Establish POC with the MTF and mortuary affairs.<br>2. Establish reporting procedures for casualties.<br>3. Set up a casualty reporting program according to AFI 36-3002. |
| M10 | EMP | 12 | Hours | Locate communications center and set-up requirements to include Red Mini connection, telephones (to include STU-III), and a PT message address element.<br>1. Establish communication requirements for Red-Mini access.<br>2. Obtain message address element and narrative route for PT.<br>3. Submit MANPER login request sheet for access to the Red-Mini system, if not done prior to departure from home station.<br>4. Follow criteria outlined in AFI 10-215 for password establishment for Red-Mini system.<br>5. Establish Red-Mini connectivity and successfully receive/transmit data.<br>6. If Red-Mini connectivity cannot be established, use alternate means for data transfer/retrieval. |
| M11 | EMP | 12 | Hours | To produce first status report on deploying forces.<br>1. Submit PT status report.<br>2. Submit MANPER-B initial report if not included with the PT status report.<br>3. If DPT not available, submit duty status change reports. |
| M12 | EMP | 12 | Hours | Obtain DSN, commercial, datafax phone numbers, and mailing address. |
| M13 | EMP | 12 | Hours | Establish procedures to process incoming/outgoing DPT, run daily tape back-ups, conduct periodic manning studies and track personnel filler/ replacement requests. |
| M14 | EMP | 24 | Hours | For deployed commander to establish 100% accountability of deployed forces, to include geographically separated units.<br>1. Set up procedures to account for deployed personnel until arrival of a PT.<br>2. Ensure a smooth transition of personnel strength information and reporting upon arrival of a PT.<br>3. In the absence of a PT, oversee all personnel accountability and reporting requirements.<br>4. Report duty status and casualty information as required by AFI 10-215. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M15 | EMP | 24 | Hours | Complete duty status change messages upon arrival /departure of all forces. |
| M16 | EMP | 24 | Hours | Brief deployed commander and staff on PERSCO capabilities and responsibilities and identify support requirements.<br>1. Personnel in and out processing.<br>2. Accountability of ALL personnel within a defined area.<br>3. Casualty reporting actions.<br>4. Limited personnel actions.<br>5. Maintain key personnel (POC) book.<br>6. Determine support requirements for deployed commander (computer products/reports). |
| M17 | EMP | 24 | Hours | Provide memorandum to deployed commander and key personnel outlining PERSCO Team responsibilities and capabilities. |
| M18 | EMP | 24 | Hours | Conduct daily virus checks.<br>1. Follow MANPER-B outage and virus reporting requirements. |
| M19 | EMP | 24 | Hours | Submit follow-up casualty reports to AFPC on casualties and supplement "unconfirmed" information provided on initial casualty message. |

**2.94. 6.33 Provide for Safe Operations.**

2.94.1. Maintain mission effectiveness by assisting commanders at all levels in areas of flight, ground, and weapons safety requirements. Provide support to Air Force personnel to ensure a safe and healthful work environment in which recognized hazards have been eliminated or controlled. Recommend implementation of controls to reduce loss of Air Force resources due to injuries and/or damage as a result of mishaps. (//HQ AMC-SEO)

**Table 2.94. Safe Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | ALL | 100 | Percent | Of units maintain an effective Flight, Ground and Weapons Safety program at home base and when deployed.<br>1. Dress appropriately, including hearing protection, personal protective equipment, and seasonal outer garments.<br>2. Follow normal regulations and safety precautions, such as seat belt usage, adhering to speed limits, using chocks and spotters when required, and adhering to proper marshaling procedures.<br>3. Monitor personnel for signs of carelessness and inattentiveness.<br>4. Institute procedures to prevent dehydration.<br>5. Institute a work/rest cycle which allows adequate rest (including supervisors).<br>6. Weapons issue, turn-in and use are IAW with Air Force and MAJCOM guidance.<br>7. Flightline and flying safety practices, IAW AFOSH and 91 series directives, are in use.<br>8. Explosives operations comply with AFMAN 91-201 standards. |
| M2 | ALL | 100 | Percent | Of units use the Operational Risk Management process to enhance mission effectiveness by minimizing risks in order to reduce mishaps, preserve assets, and safeguard the health and welfare of people. |
| | | | | 1. GENERAL<br>a. Place proper emphasis on safety and risk management versus mission accomplishment.<br>b. Elevate decision-making for known, unpreventable risks to appropriate level.<br>c. Safety briefings presented to personnel for deployment and employment operations.<br>2. AIRCREWS<br>a. Emphasize situational awareness and proper Crew Resource Management (CRM) procedures.<br>b. Plan flight routes, departures, and destinations to avoid bird hazards. Take appropriate actions to reduce bird hazards when necessary. |
| M3 | ALL | Yes | Yes/No | A Safety compliance assessment, for management, is accomplished at home base and within five workdays after arriving at the deployed location. |
| M4 | ALL | Yes | Yes/No | Mishaps are investigated and reported according to Air Force and command standards.<br>AFRC NOTE: This data will be provided by HQ AFRC/IG/SE through the AFRC UCI process. |
| M5 | ALL | Yes | Yes/No | Base resources can respond effectively to a major mishap at home base. Deployed locations can provide the same support to wing aircraft. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | ALL | 95 | Percent | Of the planning processes for operational plans, including mobility operations, address safety requirements.<br>AFRC NOTE: This data will be provided by HQ AFRC/IG/SE through the AFRC UCI process. |
| M7 | ALL | 100 | Percent | Of base explosives requirements for supporting contingencies, peacetime deployments, or exercises simulating contingencies, are included in explosives safety site plans.<br>AFRC NOTE: This data will be provided by HQ AFRC/IG/SE through the AFRC UCI process. |
| M8 | ALL | 100 | Percent | Of explosives safety quantity-distance exceptions are submitted for strategic and compelling reasons.<br>AFRC NOTE: This data will be provided by HQ AFRC/IG/SE through the AFRC UCI process. |
| M9 | ALL | 95 | Percent | Of deployment tasking for the wing Safety function are supported.<br>AFRC NOTE: This data will be provided by HQ AFRC/IG/SE through the AFRC UCI process. |
| M10 | ALL | 95 | Percent | Of people comply with flight, ground, and weapons safety standards, as appropriate, when accomplishing their job. |
| M11 | NI | 100 | Percent | Of people are qualified to perform assigned task. |
| M12 | ALL | Yes | Yes/No | Functional area safety considerations are addressed when a site survey is completed at a deployed location. |
| M13 | ALL | 100 | Percent | Of units have written procedures for all phases of munitions operations at a deployed location. |
| M14 | ALL | Yes | Yes/No | Airfield conditions (ramp, runway, lighting system, obstructions, clear zones, FOD, markings, signs, vehicle traffic control and parking, wildlife hazards, etc.) are monitored continuously for situations impacting aircraft flight and ground operations. |

**2.95. 6.35 Provide Medical Services.**

2.95.1. At any tasked location, perform, provide, or arrange services, designed to, assess, promote, improve, conserve, or restore the mental or physical well being of individuals or groups. This task includes providing medical treatment, advising commanders on health issues, preparing personnel to protect themselves from injury or disease, evacuating casualties, practicing preventive medicine, and reviewing environmental health issues. Provide occupational and community health surveillance to ensure healthful and safe working and living conditions. Includes sampling, analysis, monitoring, and training to ensure survivability. Recommend engineering controls, procedural controls, or personal protection equipment if warranted by exposure levels. In accomplishing these tasks, medical groups are typically tasked with the following responsibilities:

2.95.1.1. Providing personnel, equipment, and supplies to support assigned UTCs as described in the Designed Operational Capability (DOC statement.

2.95.1.2. Maintaining a robust physical exam, health promotions, and immunization program to ensure active duty personnel are medically qualified for deployment at all times.

2.95.1.3. Supporting the mobility processing line to ensure personnel are prepared for deployment.

2.95.1.4. Supporting the CONUS medical wartime/peacetime contingency mission requirements.

2.95.2. Different medical groups will accomplish these functions with respect to their DOC statement, size, and scope of service. (HQ AMC-SG)

**Table 2.95. Medical Services.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 90 | Percent | Individual positions within each UTC are manned with qualified personnel. |
| M2 | IR | 100 | Percent | Critical WRM assets are available<br>1. MEDLOG critical readiness items mission ready.<br>2. Demonstrate proper management of equipment and supplies to avoid waste (accountability, storage, and security).<br>3. Allowed transportation assets mission ready for deployment. |
| M3 | NI | 100 | Percent | Personnel are medically cleared prior to deployment. |
| M4 | IR | 100 | Percent | Personnel are provided an area-specific medical intelligence briefing prior to deployment. |
| M5 | NI | 100 | Percent | Medical records, OJT records, and appropriate antidote and prophylactic agents accompany deploying personnel. |
| M6 | NI | 100 | Percent | Worldwide qualification statement (IAW AFI 48-123 Atch 2) is posted in medical record. |
| M7 | NI | 88 | Percent | Periodic Dental Examination (PDE) is current and member is in dental readiness classification 1 or 2. |
| M8 | NI | Yes | Yes/No | Operate Blood Donor Center (BDC) in support of required contingency blood product requirements. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M9 | MS | Yes | Yes/No | Operate an Aeromedical Staging Facility (ASF) to support wartime mission requirements.<br>1. Accomplish casualty tracking and reporting.<br>2. Report operational status IAW theater guidance.<br>3. PRP reporting as required.<br>4. Maintain medical equipment and supplies.<br>5. Establish effective triage.<br>6. Provide medical care to stabilize patients.<br>7. Coordinate with host nation for medical support.<br>8. Establish procedures for casualty disposition.<br>9. Request AE as needed.<br>10. Safely load/offload casualties and transport to medical facility and or evacuation vehicles.<br>11. Proficient in use of equipment.<br>12. Accomplish objectives, prompt cross-functional coordination occurs among command leadership, resource management, and organizational control.<br>13. Select appropriate site for patient treatment.<br>14. Set up equipment and facilitator for effective/efficient patient flow.<br>15. Exercise effective infection control measures and body substance isolation.<br>16. Triage, prioritize, and reassess patients addressing ABCDs of trauma care.<br>17. Coordinate decontamination services as needed.<br>18. Effectively and safely conduct BLS and wound management.<br>19. Interface with receiving medical treatment facilities and/or AE elements. |
| M10 | NI | Yes | Yes/No | Coordinate with the National Disaster Medical System (NDMS) when activated. |
| M11 | NI | Yes | Yes/No | Initiate Casualty Receiving Hospital (CRH) expansion plan when tasked. |
| M12 | NI | Yes | Yes/No | Ensure continued local medical services for beneficiaries while supporting deployment taskings. |
| M13 | NI | Yes | Yes/No | Ensure pre-deployment Health Assessment, DD Form 2795 is completed. |
| M14 | MS | Yes | Yes/No | Deploy Bioenvironmental/Public Health to support deployed units IAW applicable AFI(s). |
| M15 | MS | 100 | Percent | Patients provided care IAW published standards/theater directives and coordinated with appropriate agencies. |

**2.96. 6.35.01 Perform Health Service Support and conduct Occupational and Community Health Programs.**

2.96.1. At any location, execute the tasks associated with performing, providing, or arranging services, designed to assess, promote, improve, conserve, or restore the mental or physical well being of individuals or groups. These activities include providing medical treatment, advising commanders on health issues, preparing personnel to protect themselves from injury or disease, evacuating casualties, practicing

preventive medicine, and reviewing environmental health issues. Perform occupational and community health surveillance to ensure healthful and safe working and living conditions, to include sampling, analysis, monitoring, training to ensure survivability, and recommend engineering controls, procedural controls, or personal protection equipment if warranted by exposure levels.

2.96.2. Personnel in medical squadrons, which comprise medical groups, execute medical tasks. There are at most 6 types of medical squadrons: aerospace medicine (AMDS); medical operations (MDOS); surgical operations (MSGS); Diagnostics and Therapeutics (MDTS); dental (DS); and medical support (MDSS). The squadrons have the following general responsibilities:

**Table 2.96. Health Service Support and Community Health Programs.**

| |
|---|
| AMDS Responsibilities (Aerospace Medicine tasks): |
| Assign qualified personnel to directed UTC positions. |
| Provide medical intelligence briefing to deploying personnel. |
| Conduct Preventive Health Assessment (PHA) and post results in medical record. |
| Administer AD immunizations on an ongoing basis IAW deployment requirements. |
| Operate an Aeromedical Staging Facility (ASF) to support wartime mission requirements. |
| Conduct Bioenvironmental/Public Health in theaters of operation IAW applicable AFI(s). |
| MDOS Responsibilities (Medical Operations Squadron): |
| Process medical records for personnel identified for deployment. |
| Package medical records for deploying personnel during deployment processing. |
| MDTS Responsibilities (Diagnostics and Therapeutics Squadron): |
| Operate Blood Donor Center (BDC) in support of required contingency blood product requirements. |
| DS Responsibilities (Dental Squadron): |
| Perform Periodic Dental Examination (PDE) and post results in dental record. |
| Screen dental records of personnel identified for deployment processing. For members in Dental Class 3 or 4, if time permits, take action to convert member to Dental Class 1 or 2. If rapid conversion not possible, notify OPR member not dentally qualified to deploy. |
| MDSS Responsibilities (Medical Support Squadron): |
| Account for required equipment and supplies (WRM) per UTC identification. |
| Provides logistical support to medical personnel manning the deployment processing line. |
| Supports/maintains local medical services mission for AD and non-active duty beneficiaries during wartime, and supports deployment processing line as needed |
| **In medium and small medical groups, two or more of these squadrons are combined into one squadron (for example, an Aeromedical-Dental Squadron, ADOS) which accomplishes all tasks associated with the components. (HQ AMC-SG)** |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | Yes | Yes/No | Screen database for vacant UTC positions monthly. |
| M2 | NI | 90 | Percent | Fill vacant UTC positions with qualified personnel. |
| M3 | NI | Yes | Yes/No | Update medical intelligence database semi-annually. |
| M4 | IR | 100 | Percent | Brief deploying personnel upon request using current location-specific information. |
| M5 | IR | 100 | Percent | Review/update Military Immunization Tracking System (MITS) data on deploying personnel.<br>1. Most current information system, such as CHCS II Immunization Tracking Application System (CITAS) |
| M6 | IR | 100 | Percent | Administer immunizations as needed/required on the deployment line. |
| M7 | NI | 90 | Percent | Mandatory annual PHA test results are posted in medical record. |
| M8 | IR | 90 | Percent | Current profile accurately reflects deployment status. |
| M9 | NI | Yes | Yes/No | Review monthly MITS report for immunization status. |
| M10 | NI | Yes | Yes/No | Initiate immunization notification process to applicable personnel. |
| M11 | NI | 4 | Hours | Initiate standup of UTC to support ASF mission. |
| M12 | MS | 24 | Hours | Designated alternate facility configured to ASF. |
| M13 | NI | Yes | Yes/No | Inventory ASF in-place assets annually. |
| M14 | NI | Yes | Yes/No | Review of ASF support agreements annually. |
| M15 | NI | Yes | Yes/No | Medical Control Center (MCC) makes NDMS activation notifications to participating NDMS treatment facilities IAW Medical Contingency Response Plan (MCRP). |
| M16 | NI | Yes | Yes/No | MCC obtains/forwards NDMS bed status report. |
| M17 | NI | 4 | Hours | Activate Casualty Receiving Hospital (CRH) expansion plan. |
| M18 | NI | Yes | Yes/No | Inventory of CRH supplies and equipment annually. |
| M19 | NI | Yes | Yes/No | Review and exercise expansion plan annually. |
| M20 | NI | 100 | Percent | Pull records on deploying personnel identified by Personnel Readiness Unit (PRU) for review and clearance. |
| M21 | IR | 100 | Percent | Provide a current AF Form 1480A/2766 and AF Form 1042 as applicable for all deploying personnel IAW AFI 10-403. |
| M22 | NI | 100 | Percent | Transport deploying personnel copy of AF Form 1480a/2766 taken from medical records to Personnel Readiness Unit (PRU). |
| M23 | NI | Yes | Yes/No | Staff Blood Donor Center BDC with trained team to support operations. |
| M24 | NI | Yes | Yes/No | Obtain donor blood and manufacture into components IAW DOC tasking |
| M25 | NI | Yes | Yes/No | Ship blood components to Armed Services Whole Blood Processing Laboratory. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M26 | NI | 100 | Percent | Pull records on deploying personnel identified by Personnel Readiness Unit (PRU) for review and clearance by Dental Clinic staff. |
| M27 | NI | 100 | Percent | PDE results are posted in dental record. |
| M28 | NI | Yes | Yes/No | Conduct annual inventory of specified WRM project codes and supported UTCs. |
| M29 | MS | 100 | Percent | Perform preventative maintenance and quality assurance inspections according to MEDLOG timetables and/or instructions/regulations.<br>1. Stickers/documentation indicate mission readiness. |
| M30 | NI | Yes | Yes/No | Annually review the WRM Medical Stock Status Report. |
| M31 | IR | 100 | Percent | Provide antidote kits according to instruction/regulation based on deployment destination to designated deploying personnel. |
| M32 | NI | 48 | Hours | Notify civilian network provider of military wartime/contingency status to allow service expansion per contract agreement. |
| M33 | NI | 4 | Days | Identify critically impacted work centers by specialty to civilian network provider with an unclassified time estimate on duration of support requirement. |
| M34 | MS | 1 | Days | Ensure food and water safety IAW applicable AFI(s).<br>1. Conduct field sanitation checks.<br>2. Establish inspection schedule for food service facilities including internal and external supply chains.<br>3. Establish inspection schedule for water supply source including internal and external supply.<br>4. Evaluate waste (biological, refuse, human) disposal effectiveness. |
| M35 | MS | 1 | Days | Assess health hazards, including NBC threat IAW applicable AFI(s).<br>1. Conduct environmental work impact evaluations and vector surveillance.<br>2. Correctly dispose of bio-hazardous waste.<br>3. Report casualty trends and disposition to PERSCO and wing leadership. |
| M36 | MS | 3 | Days | Coordinate preventive medicine procedures with allied forces and/or host nation.<br>1. Knowledge of specific health concerns within encampment (medications, allergies, gender specific needs, moral etc).<br>2. Knowledgeable of local medical capabilities and health hazards. |

**2.97. 6.42 Perform Chaplain Service Activities.**

2.97.1. As visible reminders of the Holy, provide religious support to service members and their dependents, and provide advice to commanders on religious, moral, and morale issues. (//HQ AMC-HC)

**Table 2.97. Chaplain Service Activities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | IR | 100 | Percent | Provide religious briefing guidance to deploying commanders and military personnel.<br>1. Coordinate with commander, concerning briefings on religious and cultural sensitivities, both before deploying, and at the deployed location. |
| M2 | IR | 100 | Percent | Provide pastoral care for deploying military members and their families.<br>1. Respond during pre-deployment phase to requested need within 12 hours.<br>2. Provide, when necessary, spiritual/fellowship opportunities and support groups to enhance unit and personal morale. |
| M3 | MS | 70 | Percent | Provide religious observances and pastoral care of all major faith groups in AOR.<br>1. Conduct or arrange for regularly scheduled liturgies, ceremonies, and major faith group services as required to assist deployed personnel in fulfilling their religious requirements.<br>2. Provide visible and acceptable location for worship services.<br>3. Provide for seasonal and other requested observances.<br>4. Provide, when necessary, spiritual/fellowship opportunities and support groups to enhance unit morale.<br>5. Assess the morale of the unit and prioritize those in need of pastoral care.<br>6. Provide for the pastoral care of non-military personal in AOR who have not been evacuated. |
| M4 | MS | 70 | Percent | Provide religious rites of major faith groups for deployed personnel within 48 hours in AOR.<br>1. Provide for rites, funerals, memorial services, baptisms, and sacramental needs. |
| M5 | MS | 100 | Percent | Provide chaplain counseling for deployed personnel available within 24 hours in AOR.<br>1. Secure a private location for counseling.<br>2. Respond within two (2) hours to requested crisis needs.<br>3. Provide grief, crisis, personal, spiritual, and other needed pastoral counseling. |
| M6 | MS | 100 | Percent | Provide trained, armed Chaplain Service Support Personnel to provide security for the unarmed, noncombatant chaplains in the AOR.<br>1. Survive and protect the life of the chaplain in order to provide ministry. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M7 | MS | 70 | Percent | Provide religious observances and pastoral care of all faith groups within enemy prisoners of war (EPWs).<br>1. Conduct or arrange for regularly scheduled major faith group worship services as possible.<br>2. Provide rites and sacramental needs.<br>3. Respond within 24 hours to requested need. |
| M8 | MS | 100 | Percent | Provide chaplain advice to commanders on religious, moral and ethical issues.<br>1. Advise on issues which effect unit morale or are detrimental to the morality and integrity of the unit.<br>2. Advise on religious accommodation issues. |
| M9 | MS | 100 | Percent | Provide chaplain counseling for dependents in AOR including support of Noncombatant Evacuation Operations (NEOs) involving more than just dependents. |
| M10 | MS | 70 | Percent | Provide religious rites of major faith groups for individuals injured or killed in the AOR.<br>1. Provide sacraments and ceremonies.<br>2. Provide comfort to sick and wounded and honor the dead. |
| M11 | MS | 100 | Percent | Provide religious observances, of all major faith groups, and pastoral care for dependents of military members injured or killed in the AOR within 48 hours. |
| M12 | MS | 100 | Percent | Provide funeral services for military members with grief ministry for their dependents. |
| M13 | MS | 100 | Percent | Provide bi-weekly, or as-needed, visits to wounded military members. |
| M14 | MS | 100 | Percent | Provide pastoral care and counseling for family members of deployed personnel. |
| M15 | MS | 100 | Percent | Provide around-the-clock ministry of presence during surge generations. |
| M16 | MS | 100 | Percent | Provide pastoral care ministry to non-deployed military personnel and their dependents. |
| M17 | MS | 100 | Percent | Provide crisis response ministry to wounded, caregivers, and family members of mass casualty or terrorism event. |
| M18 | MS | 100 | Percent | Provide ministry during humanitarian operations (HUMROs) including liaison with relief agencies and other Non-governmental organizations (NGOs).<br>1. Provided at direction of Commander to fulfill mission requirements. |
| M19 | MS | 100 | Percent | Provide ministry to evacuated and repatriated military members and dependents. |
| M20 | MS | 100 | Percent | Provide Chaplain Service Support Personnel available to provide support for the above.<br>1. To support successful ministry of chaplain. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M21 | MS | 100 | Percent | Provide transportation, communications, and supply acquired for chaplain service personnel in support of the chaplain's ministry.<br>1. Secure vehicle in a timely manner, to allow chaplain access to unit personnel as appropriate.<br>2. Arrange transportation for Chaplain Service team visit to geographically separated units as needed.<br>3. Secure within 24-hours, beeper/Land Mobile Radio (LMR)/ or cell phone to maintain contact between Chaplain Service Teams and Commander/SRC.<br>4. Ensure access to dedicated computer system as required.<br>5. Ensure connectivity to LAN system, as appropriate.<br>6. Obtain supplies from Unit Commander, MWR, AOR Command Chaplain, HQ AMC/HC, or home base as required. |

**2.98. 6.43 Provide Legal Support Capabilities.**

2.98.1. To provide, and plan for the use of legal forces to support Air Force forces with legal advice as required. (//HQ AMC-JA)

**Table 2.98. Legal Support Capabilities.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 90 | Percent | Of assigned mobility eligible personnel trained to perform legal support at the deployed location. |

**2.99. 6.43.01 Perform Legal Support.**

2.99.1. To render legal advice to Air Force forces as required. Provide command and staff legal guidance, advice, representation and services regarding discipline, claims, international law, fiscal and acquisitions law, operations law, environmental law, administrative law, labor law, personal legal assistance, and other legal matters as required. Deliver legal services by providing legal advice and assistance on all matters concerning military, domestic, and international law. (//HQ AMC-JA)

**Table 2.99. Legal Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | 1 | Day | To establish legal services at deployed location. |
| M2 | MS | 85 | Percent | Of deployed personnel briefed on ROE, host nation law, and general orders in the AOR within one week of arrival. |
| M3 | MS | 1 | Day | To establish liaison with deployed operations personnel to ensure consultation on operations and ROE. |
| M4 | MS | 1 | Week | To establish liaison with deployed CE personnel to ensure compliance with applicable US and host-nation environmental requirements. |
| M5 | MS | 1 | Week | To establish liaison with deployed contracting and finance personnel to ensure compliance with contingency contracting, claims, and fiscal laws. |
| M6 | MS | 3 | Days | To research and provide advice at deployed site regarding routine legal matters ranging from Status of Forces Agreements (SOFA), to Host Nation Support (HNS), fiscal and acquisition law matters, and miscellaneous legal issues. |
| M7 | MS | 3 | Days | To schedule and perform routine personal legal assistance at deployed location. |
| M8 | MS | 6 | Hours | To report suspected LOAC violations through the chain of command to higher headquarters. |
| M9 | MS | 90 | Percent | Of Article 15 actions initiated within 10 days of case ready date. |
| M10 | MS | 80 | Percent | Of Article 15 actions processed within 20 days from date of offer to completion of SJA review. |
| M11 | MS | 30 | Days | To process general courts-martial (GCM) from case ready date to date of preferral. |
| M12 | MS | 80 | Percent | Of GCMs completed within 160 days from preferral to convening authority action. |
| M13 | MS | 80 | Percent | Of Bad Conduct Discharge (BCD) Special Courts-Martial (SPCM) completed within 75 days from preferral to convening authority action. |
| M14 | MS | 80 | Percent | Of Non-BCD SPCMS completed within 55 days from preferral to convening authority action. |
| M15 | MS | 80 | Percent | Of personnel (“P”) claims processed within 10 days of receipt. |
| M16 | MS | 85 | Percent | Of unit deployment eligible personnel received mobility readiness training within the last full calendar year. |
| M17 | NI | 85 | Percent | Of unit personnel trained to comply with the Law of Armed Conflict (LOAC) within the last full calendar year. |
| M18 | MS | 14 | Days | To submit after action report with lessons learned to HQ USAF/JAO, with informational copy to HQ AMC/JAO, following end of deployment. |

**2.100. 6.44 Provide Comptroller Support.**

2.100.1. Provide financial and budgetary support for deployed commanders, and limited financial support for the active duty and Air Reserve personnel, civilians, and foreign nationals deployed to the site. Interfaces with local embassy personnel and local banking establishments. Obtain a foreign currency checking account, if needed, and provide pay support to the deployed contracting officer. (//HQ AMC-FM)

**Table 2.100. Comptroller Support.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 100 | Percent | Of eligible finance personnel assigned to mobility status are fully qualified and prepared to deploy. Authorized personnel will be issued red official passport. |
| M2 | NI | 4 | Hours | After receipt of initial deployment tasking, all finance personnel and equipment shortfalls identified and requests up-channeled to HQ AMC. |
| M3 | NI | 100 | Percent | Of equipment UTC checked and ready for marshaling area. |
| M4 | MS | 2 | Hours | To set up the finance station at the mobility processing line. |
| M5 | MS | 100 | Percent | Ensure adequate funding is taken to the deployment to support deployed commander (cash, checks, and funding document).<br>1. Safeguard funds.<br>a. Identify funds storage facilities<br>b. Prepare and store SF 700 in commander's safe<br>c. Coordinate anti-robbery procedures including duress alarm response, radio frequency, and authorization code procedures with force protection.<br>d. Establish procedures for escort and transport of funds both on and off site.<br>e. Demonstrate funds destruction plan and procedures<br>2. Provide deploying commander with necessary fund cite authorizations to meet mission requirements/contingencies.<br>3. Reconcile cashier accountability on a daily basis.<br>4. Determine cash requirements for anticipated next day's business activities.<br>5. Accurately prepare for funds and voucher turn-in at home station per disbursing office instructions.<br>6. Perform personal check cashing and foreign currency exchange. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | MS | 100 | Percent | Finance personnel are on the first plane or paying/disbursing agent with the ADVON team.<br>1. Respond to key information provided in the exercise/contingency tasking messages.<br>a. Determine ADVON and follow-up financial support requirements.<br>b. Assess the threat in the deployed location.<br>c. Establish immediate contact with MAJCOM contingency counterparts.<br>2. Apply resource protection methods IAW applicable AFIs.<br>a. Coordinate escort and transport of funds to and from disbursing sites with security forces personnel.<br>b. Ensure anti-robbery procedures are clearly communicated and understood by personnel working in close proximity to disbursing stations.<br>c. Understand and apply proper arming procedures. |
| M7 | MS | Yes | Yes/No | Ensure familiar with and comply with the Anti-Deficiency Act.<br>1. Deploy with all necessary forms and regulations to adequately provide financial services.<br>2. Brief appropriate personnel on the status of funding. |
| M8 | MS | Yes | Yes/No | Interpret funding guidance.<br>1. Deploy with all necessary forms and regulations to adequately provide financial services.<br>2. Brief appropriate personnel on the status of funding. |
| M9 | MS | Yes | Yes/No | Determine propriety of funding.<br>1. Establish an FM workcenter to respond to deployed commander comptroller issues.<br>a. Determine timing and frequency of fund status briefings, authorizations for purchases and payments, act as primary advisor on propriety of purchases, and obtain required signatures on correspondence. (1b)<br>b. Coordinate procedures for procurement and payment of goods and services with contracting officer. (1c) |
| M10 | MS | Yes | Yes/No | Know the stages of accounting.<br>1. Reconcile accounting records with procurement records daily (3c) |
| M11 | MS | Yes | Yes/No | Determine elements of accounting classification.<br>1. Use appropriate guidance to determine proper accounting classifications for goods and services. |
| M12 | MS | Yes | Yes/No | Able to determine proper funds certifications.<br>1. Use appropriate documents to determine fund availability prior to certifying document. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M13 | MS | Yes | Yes/No | Interpret Leave and Earning Statements (LES)<br>1. Using LES, analyze data, answer customer inquiry, and prepare appropriate documents, if necessary.<br>2. Deploy with all necessary forms and regulations to adequately provide financial.<br>3. Determine entitlements and process military payments.<br>4. Process military pay actions for deployed forces.<br>5. Prepare appropriate supporting documentation for all pay disbursing actions. |
| M14 | MS | Yes | Yes/No | Compute travel and transportation options and allowances.<br>1. Deploy with all necessary forms and regulations to adequately provide financial services.<br>2. Calculate and process travel payments to Air Force and other members as required.<br>3. Prepare appropriate supporting documentation for all travel disbursing actions. |
| M15 | MS | Yes | Yes/No | Able to compute per diem and brief on accruals.<br>1. Calculate and process travel payments to Air Force and other members as required.<br>2. Prepare appropriate supporting documentation for all travel disbursing actions. |
| M16 | MS | Yes | Yes/No | Completed computer based contingency training course prior to deploying. |

**2.101. 7.01 Conduct Command and Control Operations.**

2.101.1. Provide positive direction and coordination to all functional areas and control centers that affect the entire unit's ability to transition from peacetime to contingency/wartime, mitigate detrimental effects of hostile enemy actions, natural disasters and major accidents/incidents. The unit's decision-making, direction, coordination, and reporting are crucial for successful mission accomplishment. C2 encompasses fixed and mobile air mobility forces including fixed command posts, Air Mobility Control Centers, Tanker Airlift Control Elements, Wing Operations Centers, Air Mobility Elements, Mission Support Teams, Tanker Task Forces, Mobility Task Forces etc. (//HQ AMC-DOO)

**Table 2.101. Command and Control Operations.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | MS | Yes | Yes/No | Receive/understand tasking message. |
| M2 | MS | 100 | Percent | Disseminate mission support requirements to appropriate agencies.<br>1. Direct load sequences, maintenance activities, parking locations and tail swaps based on JCS priority codes, ground times and down-line station factors such as weather and airfield status.<br>Maintenance Aircraft Coordination Center (MACC).<br>2. Pass accurate, appropriate, and timely information to other controlling agencies and maintenance personnel. Production Superintendent/MACC status sheets match.<br>a. Maintain accurate status of aircraft and critical support equipment.<br>b. Maintain and manage MIS (CAMS, G081,C2IPS, etc.).<br>c. Coordinate requirements to meet generation taskings.<br>1) Coordinate and track aircraft parking location.<br>2) Compliance with all applicable TOs, instructions, and local OIs.<br>3) Implement emergency actions plans. |
| M3 | MS | 100 | Percent | Control air flow to meet mission tasking.<br>1. Maintain positive C2 of all inbound, outbound and on-station aircraft.<br>2. Monitor and manage mission arrival and departure Sequence of Events (SOEs).<br>3. Coordinate ground support activities to include aerial port services, maintenance and aircrew support.<br>4. Coordinate and report deviations. |
| M4 | NI | Yes | Yes/No | Establish organizational control with subordinate functional control centers-integrate them into overall C2 structure.<br>1. Establish line of communications and information coordination responsibilities with logistics, aerial port, weather, airfield management, current operations, transportation, squadron operations, communications and services. |
| M5 | MS | 8 | Hours | Establish redundant warning and notification systems ensuring all personnel receive timely notice of Threat changes.<br>1. Ensure warning devices such as GIANT VOICE, UHF radio, LMR, and base siren system are available and operational. |
| M6 | NI | Yes | Yes/No | Establish reporting channels with HHQ. |
| M7 | NI | Yes | Yes/No | Establish frequency and type reporting with HHQ. |
| M8 | MS | Yes | Yes/No | Establish information flow with lateral and subordinate agencies.<br>1. Ensure a process is implemented to consistently disseminate mission and other critical information to outside agencies such as transportation, logistics, aerial port, etc. |
| M9 | MS | Yes | Yes/No | Establish communication capability with HHQ. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M10 | MS | 100 | Percent | Input data into available C2 systems within time constraints IAW AMCI 10-202 Vol 6.<br>1. Voice reporting will be directed if automated C2 system is not available. |
| M11 | MS | Yes | Yes/No | Establish procedures for processing required EAM traffic. |
| M12 | MS | 100 | Percent | EA traffic disseminated and required actions accomplished. |
| M13 | MS | 100 | Percent | Compile information, prepare and transmit reports to HHQ IAW AFI 10-201, AFMAN 10-206 and HHQ Directives. |
| M14 | MS | Yes | Yes/No | Establish procedures to obtain and transmit Oprep-3 reports. |
| M15 | MS | Yes | Yes/No | Establish information flow with lateral and subordinate agencies for the Commander's Situational Report. |
| M16 | MS | 24 | Hours | Report change in C-Level or more frequently if directed during crisis. |
| M17 | MS | 100 | Percent | Training data current at execution.<br>1. Ensure all training and certification documentation is current. |
| M18 | MS | 4 | Hours | Establish command and control on arrival at FOB.<br>1. Establish positive C2 of all inbound, outbound and on-station aircraft.<br>2. Establish procedures to mission monitor aircraft IAW AMCIs 10-206 Volumes I, II and VI.<br>3. Establish mission arrival and departure Sequence of Events (SOEs).<br>4. Establish procedures to coordinate ground support activities to include aerial port services, maintenance and aircrew support.<br>5. Establish line of communications and information coordination responsibilities with logistics, aerial port, weather, airfield management, current operations, transportation, squadron operations, communications and services.<br>6. Establish procedures to compile information, prepare and transmit reports to HHQ IAW AFI 10-201, AFMAN 10-206 and HHQ Directives.<br>7. Establish mission monitoring and OPREP reporting channels with HHQ.<br>8. Establish procedures to disseminate changes in, Mission Oriented Protective Postures, Threat Conditions, Information Conditions and Readiness Conditions.<br>9. Establish procedures to track the status and location of key leadership. |
| M19 | MS | 100 | Percent | Disseminate changes in, Mission Oriented Protective Postures, Threat Conditions, Information Conditions and Readiness Conditions. |
| M20 | MS | 100 | Percent | Of status and location of key leadership tracked and available. |

**2.102. 7.01.03 Activate Unit Control Centers.**

2.102.1. Upon activation in a contingency situation, functional leadership must create a cohesive structure to protect personnel and resources from the effects of hostile enemy actions and ensure continuity of operations. (//HQ AMC-CEX)

**Table 2.102. Unit Control Centers.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | EMP | 2 | Hours | To establish a UCC to serve as the installation's focal point for deployment operations after all required equipment and personnel have arrived. |
| M2 | EMP | 1 | Hour | To disseminate and implement attack/disaster response procedures in accordance with installation plan upon UCC activation. |
| M3 | EMP | 4 | Hours | To obtain, coordinate, and implement security/defense plan responsibilities in accordance with installation plan upon UCC activation. |
| M4 | NI | 12 | Hours | To develop, coordinate, and implement contamination control/avoidance measures in accordance with installation plan upon UCC activation. |
| M5 | EMP | 12 | Hours | To develop, coordinate, and establish relocation responsibilities and procedures, including an operational alternate location upon UCC activation. |
| M6 | NI | 36 | Hours | To develop, coordinate, and implement personnel and equipment dispersal measures in accordance with installation plan upon UCC activation. |
| M7 | NI | 72 | Hours | To develop, coordinate, and implement critical unit resource expedient hardening measures in accordance with installation plan upon UCC activation. |

**2.103. 7.01.06 Survival Recovery Center.**

2.103.1. Develops pre, post, and trans contingency strategy for WOC approval. Implements and directs pre, post and trans attack/disaster activity. Monitors pre, post, and trans attack/disaster progress to ensure continuity of operations. (//HQ AMC-CEX)

**Table 2.103. Survival Recovery Center.**

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M1 | NI | 1 | Hour | To establish and disseminate attack/disaster warning procedures upon arrival at contingency location.<br>1. Determine threat and warning information sources.<br>2. Establish decision-making process.<br>3. Establish warning procedures.<br>4. Disseminate warning procedures. |
| M2 | EMP | 5 | Hours | To establish Survival Recovery Center (SRC) operations upon arrival at contingency location.<br>1. Obtain direction from installation commander.<br>2. Determine initial location of SRC.<br>3. Establish and disseminate procedures for field units to contact SRC.<br>4. Man SRC according to mission, threat, and as directed by the commander. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M3 | EMP | 2 | Hours | To develop, coordinate, and disseminate installation critical resource priority lists upon SRC activation. To include facilities, infrastructure, communications/computer systems, vehicles, and AGE.<br>1. Develop a list using input from across the entire unit.<br>2. Use list as base document to develop/modify all other applicable plans.<br>3. Update list as required and change plans as a result of any mission or condition changes as necessary.<br>4. Disseminate plans and follow-on changes to personnel for implementation in a timely manner. |
| M4 | EMP | 4 | Hours | To develop, coordinate, and complete installation base defense plan and initiate implementation upon SRC activation.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements. Plan should include, but not be limited to, base defense procedures, owner user/security procedures, deployed member responsibilities, integration of Security and Augmentee Forces.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |
| M5 | EMP | 4 | Hours | To develop, coordinate, and complete installation NBCC detection and control plan and initiate implementation upon SRC activation.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements.<br>a. Plan should include, but not be limited to, Contamination Control Area opeartions/locations, post-attack sweep routes and procedures, placement of M8 paper/M9 tape and detection equipment.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M6 | EMP | 12 | Hours | To develop, coordinate, and complete installation dispersal plan and initiate implementation upon SRC activation.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements.<br>Plan should include, but not be limited to, vehicle locations and identification of owners and users.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |
| M7 | EMP | 24 | Hours | To develop, coordinate, and complete installation hardening plan and initiate implementation upon SRC activation.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements.<br>Plan should include, but not be limited to, a prioritized listing, plans/ diagrams of hardening, resource and manpower requirements.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |
| M8 | EMP | 24 | Hours | To initiate development of Natural Disaster/Major Accident Response OPLAN 32-1 upon arrival at contingency location.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |

| STANDARDS<br>CRITERIA / MEASURES | | | | |
|---|---|---|---|---|
| M9 | EMP | 48 | Hours | To develop, coordinate, and complete installation camouflage, concealment, and deception (CCD) plan and initiate implementation upon SRC activation.<br>1. Develop a plan to meet specific immediate needs and provide outline for future requirements.<br>Plan should include, but not be limited to, definition of threat being countered and CCd methods to be implemented, a prioritized listing, plans/ diagrams of CCD, resource and manpower requirements.<br>2. Adjust plan to meet changes in priorities and procedures.<br>3. Control implementation of plan and application of resources (manpower, equipment, materials, vehicles, etc).<br>4. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |
| M10 | EMP | 100 | Percent | Of defense and recovery plans reviewed and updated daily to reflect changes in enemy capability, mission changes, changes in resource availability, and work completed upon completion of plan.<br>1. Plans analyzed based on changes to threat or response capability.<br>2. Adjust plan to meet changes in priorities or procedures.<br>3. Disseminate plan and follow-on changes to personnel for implementation in a timely manner. |
| M11 | EMP | 95 | Percent | Establish and maintain personnel accountability during pre, trans, and post attack/disaster operations upon activation of SRC.<br>1. Maintain and track numbers of Killed In Action and Wounded.<br>2. Establish procedures to replace lost personnel.<br>3. Keep Commander informed of personnel strength and status.<br>4. Track and account for all personnel on base and in geographically separated areas under the unit's control. |
| M12 | EMP | 2 | Hours | To develop, coordinate, and implement installation recovery strategy to mitigate hazards, save lives, and restore mission capability following a major accident or enemy action upon issue of Alarm Black/All Clear order. |