

**BY ORDER OF THE COMMANDER,  
PACIFIC AIR FORCES**



**AIR FORCE INSTRUCTION 13-102**

**PACIFIC AIR FORCES COMMAND  
Supplement 1**

**16 APRIL 1997**

**Space, Missile, Command and Control**

**AIR SUPPORT OPERATIONS CENTER (ASOC)  
AND TACTICAL AIR CONTROL PARTY (TACP)  
TRAINING AND EVALUATION PROCEDURES**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This publication is intended to further delineate guidance found in AFI 13-102 for all ASOC and TACP units within PACAF. This does not apply to Air National Guard (ANG) or US Air Force Reserve (USAFR) units and members. NAF and Wing supplements to this or the basic directive requires MAJ-COM approval and must be forwarded to HQ PACAF/DOCF.

**AFI 13-102, 1 September 1996, is supplemented as follows:**

1.3.4.1. Familiarization (FAM) Training. FAM training is unit developed training provided to personnel that have an increased likelihood of performing emergency CAS operations (i.e., US-ROK Army Special Forces and US Navy SEALs). Training will be performed by AFI 13-102 certified terminal attack controllers and conducted with no intent to qualify or certify trainees. Assisted vectoring or control of CAS aircraft is authorized only during dry CAS operations. FAM trainees will only observe (not control) CAS operations involving live (actual or inert) munitions expenditures.

1.3.4.2. Familiarization (FAM) training provided by Special Operations Terminal Attack Controllers (SOTACs) to non-Combat Control Team (CCT) personnel will be conducted IAW PACAF TACP FAM training restrictions. Training will only be conducted by AFSOCR 50-1 certified SOTAC(s). FAM trainees will only control dry CAS, no ordinance will be expended.

1.3.10.1. Errors noted in standardized training materials to include MQF questions will be brought to the attention of HQ PACAF/DOCF. HQ PACAF/DOCF will disseminate training materials/MQF corrections and updates to all ASOC and TACP units within PACAF.

1.4.1. Applicable personnel include all BALOs and 1C4X1s assigned to Fighter Squadrons(FS).

1.5.4. All SOTAC/CCT CAS training events will be conducted IAW AFSOCR 50-1. Prior to utilizing range areas, AFSOC personnel will coordinate with the local ASOS TACP operations section. Telephonic coordination between requesting AFSOC and supporting PACAF units is encouraged as far in

advance as possible. Formal coordination should be accomplished by message 15 to 30 days prior to anticipated training dates and will include the following information: TDY travel dates, specific ranges scheduled, range periods, names and qualifications of SOTAC operators, broad intent of training (Night CAS, LASER ops, lives, etc.) requested support or equipment and AFSOC/PACAF POCs. The Special Tactics Squadron message will list the appropriate PACAF NAF-DO as action addressee with information copies to SOCPAC, PACAF DOCF and the appropriate ASOS (TACP) commander.

1.5.4.1. SOTAC operators will handcarry training documentation indicating their qualifications and currencies. SOTAC training documentation will be made available at the request of the local ASOS or TACP commander. The ASOS commander will possess a current copy of AFSOCR 50-1. Prior to CAS operations, SOTAC personnel will receive a local area procedures and safety briefing from local range or TACP stan/eval personnel.

1.6.3. Newly assigned 3 level TACCS will complete Areas 1, 16 and 17 of Table 2.1 or 3.1. within 60 days of date assigned station. At the completion of this training, unit commanders can consider the trainee to be mission ready for Status of Resources and Training System (SORTS) reporting purposes only. The trainee will have the remainder of the allotted one year period to satisfy the requirements of Table 3-1 and complete a formal field evaluation.

1.7. All units will use AF Form 1098 or MAJCOM approved computer documentation program to document initial and recurring training requirements listed in the basic instruction.

1.14.1. When a trainee does not receive recurring training as stipulated in the applicable tables (Tables 2.1, 2.2, 3.1 and 4.1) within the specified time period, i.e., one year from the date the item was last trained, then the individual is non-current. Individuals may remain in a noncurrent status (excluding air-strike control) for a period not to exceed 30 days. If required training as listed in the applicable training tables is not accomplished within 30 days of becoming noncurrent, the item(s) will be decertified. When a trainee is decertified on an item(s), the member's supervisor in conjunction with the unit training manager and commander's guidance will determine what restrictions if any will be imposed on the trainee's duty position qualifications.

1.17.3.8. MAJCOM will conduct staff assistance visits to units (groups and squadrons) on a periodic basis but not to exceed 18 months between visits (12 months in the Korean theater). MAJCOM will also conduct assistance visits when requested by unit commanders.

1.17.5. In the Korean theater of operations, TROKA ALO will perform group level staff functions. In Alaska, 611 AOG will perform group level staff functions. In Hawaii, 25 ASOS will perform group level staff functions. This paragraph does not establish any directive authority for organizations providing group level staff functions towards other units not in their chain of command.

1.17.5.3. Serve as the POC on the MQF and training and evaluation procedures described in this instruction.

1.17.5.7. Designated group level standardization evaluation personnel will conduct terminal attack control evaluations on SELOs, and SELNCOs. HQ PACAF/DOCF will observe the annual evaluation of the 25 ASOS SELO and SELNCO. The 25 ASOS SELO will coordinate with HQ PACAF/DOCF on the timing and location of the evaluation.

1.17.5.8.1. Serve as the functional expert for validating the accuracy and appropriateness of questions found in the MQF. Corrections to the MQF will be sent to HQ PACAF/DOCF for forwarding to HQ USAF/XOCE.

1.17.5.9. The 25 and 355 Fighter Squadrons will coordinate with TROKA ALO and the 611 AOG respectively for an annual TAC evaluation of the fighter squadron SELO and SELNCO.

1.17.5.10. Establish follow-up procedures to ensure deficiency corrective actions are sufficient and implemented.

1.17.5.12. Review and consolidate unit or group level recommendations for changes to this instruction and forward to HQ PACAF/DOCF annually (based on publication date).

1.17.6.2.1. TROKA ALO, 611 AOG and the 25 ASOS will administer a trend analysis program and publish a semiannual Trend Analysis Report and forward through channels to HQ PACAF/DOCF.

1.17.8.4.1. Written examinations will be constructed using the MQF provided by HQ PACAF/DOCF.

1.17.8.7.1. Unit SELO and SELNCO will forward completed TAC evaluation forms (AF Forms 3827) to their respective group, i.e., TROKA ALO or 611 AOG within 15 days of form completion. TROKA ALO, 611 AOG and the 25 ASOS, will forward through channels to HQ PACAF/DOCF signed copies of SELO and SELNCO TAC evaluations. Forward completed AF Forms 3827 on SELOs and SELNCOs with the semiannual trend analysis report.

1.19.3. PACAF units will submit recommended changes to the basic instruction and the supplement through channels to HQ PACAF/DOCF.

2.2.1.1. Mission Ready (MR) personnel arriving at their new unit of assignment will receive a local area checkout and training history review. The local area check out, as a minimum, will consist of all facets of the training tables that are unique to the specific unit and projected duty position. The training history review is for the purpose of MR status continuation by the commander or designated representative. Complete the review within 30 days of station arrival and prior to operating in a duty position unsupervised. Personnel previously certified as MR who fail to meet the minimum requirements as stated in AFI 13-102, Table 2.1, will be decertified and carried as non-MR. Affected individuals must complete refresher training emphasizing weak areas and successfully complete a formal evaluation to regain MR status. A MAJCOM waiver is required to continue previously MR certified unit personnel in refresher training past a 60 day window that starts the first day after decertification.

2.3.1. Mission Qualified (MQ) candidates must be entered into training within 30 days of duty station arrival. MQ training should normally be completed within 60 days of station arrival with a MAJCOM waiver required to continue past 90 days. Failure to attain MQ status may result in local Commander determination of unsuitability for duty position assignment.

**Table 2.1. ASOC Operations Personnel Training Requirements.**

TRAINING ITEM	TYPE TRAINING	FREQUENCY	MEASUREMENT
7. Vehicle Operations a. Convoy(Day/Night) b. NVG (Note 5)	Subject/Task Knowledge	Annual	Unit or group approved task performance measurement device.
<i>NOTES:</i> 5. Units that are not authorized Night Vision Goggles will not train on item 7b. of Table 2.1.			

**Table 2.2. ASOC/TACP Support Personnel Training Requirements.**

TRAINING ITEM	TYPE TRAINING	FREQUENCY	MEASUREMENT
7. Vehicle Operations a. Convoy(Day/Night) b. NVG (Note 5)	Subject/Task Knowledge	Annual	Unit or group approved task performance measurement device.
<i>NOTES:</i> 5. Units that are not authorized Night Vision Goggles will not train on item 7b. of Table 2.2.			

3.2.1.1. Mission ready (MR) personnel arriving at their new unit of assignment will receive a local area checkout and training history review. The local area check out, as a minimum, will consist of all facets of the training tables that are unique to the specific unit and projected duty position. The training history review is for the purpose of MR status continuation by the commander or designated representative. Complete the review within 30 days of station arrival and prior to operating in a duty position unsupervised. Personnel previously certified as MR who fail to meet minimum requirements as stated in AFI 13-102, Table 3.1 will be decertified and carried as non-MR. Affected individuals must complete refresher training emphasizing weak areas and successfully complete a formal evaluation to regain MR status. A MAJCOM waiver is required to continue previously MR certified unit personnel in refresher training past a 60 day window that starts the first day after decertification.

**Table 3.1. TACP Operations Training Requirements.**

TRAINING ITEM	TYPE TRAINING	FREQUENCY	MEASUREMENT
5. Operate Auxiliary Power Generator Set (Note 4)	Subject/Task Knowledge	Annual	Unit or group approved task performance measurement device.

4.2.4.1. BALOs will receive initial and subsequent evaluations from (in order) : 1) Squadron SELO/SELNCO 2) Group level staff as defined in paragraph 1.17.5. 3) ASOS SELO. On the back of a BALO's AF Form 3827 the aligned ASOS commander or director of operations will sign and indicate concurrence or non concurrence with the evaluation. The document is then sent to the BALO's squadron commander who certifies the individual's MR and TAC status by signing in Part V of AF Form 3827.

4.4.1.2.1. Written examinations used for certification of Terminal Attack Control (TAC) qualifications will be separate from that normally used for MR evaluations. Tests developed to assess TAC knowledge will be developed using the MAJCOM provided MQF and local supplements.

4.4.3.1. Commanders will certify ETAC candidates entering Tier 3 of TAC training by signing off a statement in the trainees AF Form 623 reflecting the change in status.

4.5.1.1. Individuals must have attained the rank of E-4 and have over four years time-in-service before ETAC certification.

4.5.2.1. Mission Ready (MR) TAC personnel arriving at their new unit of assignment will receive a local area checkout and training history review. The local area checkout will consist of all facets of the training tables which are unique to the specific unit. The training history review is for the purpose of MR/TAC status continuation by the commander or designated representative. Complete the review within 30 days of station arrival and prior to controlling aircraft or functioning in a duty position unsupervised. Personnel who fail to meet minimum requirements for MR carry over must comply with the requirements of paragraph 3.2.1.1. of this supplement and be decertified in both MR and TAC areas. Previously certified MR personnel who meet MR standards but fail to meet minimum TAC requirements as stated in AFI 13-102, Table 4.1 will maintain MR status but be decertified for TAC operations. Affected individuals must complete refresher training emphasizing weak areas and successfully complete a formal evaluation to regain TAC certification. A MAJCOM waiver is required to continue previously MR certified unit personnel in refresher training past a 60 day window that starts the first day after decertification. No waiver is required for TAC recertification training extensions.

4.7.6.1. PACAF Familiarization training with the trainee on the radio will be dry only.

**Table 4.1. TAC Training Requirements**

TRAINING ITEM	TYPE TRAINING	FREQUENCY	MEASUREMENT
10. Terminal Attack Control (Note 4, 5) (a) Live (b) Night (c) Dry	Task Performance	Note 5  01 control (Note 6) 01 control (Note 7) (Note 8) (Note 9)	Unit or group approved task performance measurement device or AF Form 3827.
Notes: 7. Battalion ETACs and night qualified TAC trainers will control one air strike at night using NVDs and IR pointers every six months. A night qualified TAC trainer will act as a safety observer during a TAC's first nighttime airstrike control. The safety observer will physically collocate with the TAC and be capable of assuming positive mission control if necessary. Failure to control night missions will result only in decertification in night controls. 9. TACs will exploit every airstrike control for maximum training benefit by putting into place procedures to ensure all event participants receive feedback on the timeliness and effectiveness of the mission. Several processes can be used to insure maximum training return, i.e., telephone/fax; pre and post mission briefs with the aircrew; recording the mission for later analysis and critiquing; or time permitting, requesting immediate feedback from the flight lead.			

5.3.2.1. ASOC and TACP units in Korea may not have officers with the experience levels required in AFI 13-102. Where minimum experience levels can not be met the most experienced and qualified individual will be appointed as SELO. Units will inform HQ PACAF/DOCF by letter when minimum experience levels can not be met.

5.8.2. When appropriate the supervisor will decertify the individual on a task or tasks and recertify the task(s) following successful completion of additional training. Individuals needing additional training on critical areas will not be MR until additional training is completed.

6.8. Area 7: Other. All field evaluations of TACCS assigned to TACPs will include SECURE voice operations of the SINCGARS radio in frequency hopping mode. TACCS using a SINCGARS radio and without assistance must be able to contact an Army net control station and successfully enter their net, i.e., link

up with displaced elements, coordinate target marks, SEAD, and COLT team LASER support. Units (ASOC and TACP) possessing digital communications devices will also evaluate TACCS ability to pass and receive airstrike requests using DCT/BCTs. TACCS assigned to an ASOC duty position and required to operate CTAPS will, as a minimum, demonstrate the ability to retrieve, sort and disseminate the air tasking order.

7.1.1. A current copy of the TAC Close Air Support (CAS) control log must accompany Terminal Attack Controllers (TACs) when deploying outside local range areas.

7.2.4.1. TROKA ALO, 611 AOG, 25 ASOS, 25 FS and 355 FS will forward a copy of AF Form 3827 to HQ PACAF/DOCF for all Stan/Eval evaluators.

8.3.2.1. TROKA ALO, 611 AOG, 25 ASOS, 25 FS and 355 FS will forward a copy of trend analysis data with coordinated recommendations to HQ PACAF/DOCF semiannually.

8.4.1. PACAF ASOC and TACP squadrons will share trend information as reflected in para 8.4. with similar organizations within the command.

9.1.1.3.1. Part 3. Parts 1 and 2 of the Flight Crew Information Files will be maintained at all unit locations. To support geographically separated units, more than one library may be necessary to insure availability of source material to all personnel. In addition to the mandatory publications listed in AFI 13-102, Part 3, the following additional publications will be maintained in the unit publications library:

AFI 11-408, Flight Crew Information File

AFM 2-1, Tactical Air Operations - Counter Air, Close Air Support

AFSOC Reg 50-1, Special Operations Terminal Attack Control Program

Joint Pub 3-55, JTTP for Unmanned Aerial Vehicles

FM100-26, Air to Ground Operations

AMCI 13-101, AMC Theater Airlift Liaison Officers

USARPAC/EUSA/PACAF MOA

Supported OPLAN(s)

***MULTI-SERVICE PUBLICATIONS:***

PACAFP 10-754, Multiservice Tactics, Techniques, and Procedures for Camouflage, Concealment, and Decoys (CCD)

PACAFP 33-154, Communications Procedures for SINCGARS

PACAFP 50-49, Rear Security Operations at Echelons Above Corps

PACAFP 50-52, Combat Search and Rescue

PACAFP 50-54, Theater Air Ground Systems PACAFP 10-754, Multi-service Tactics, Techniques, and Procedures for Camouflage, Concealment, and Decoys (CCD)

Internet access is the most efficient means for accessing current publications. Units without access should contract for Internet capability. The following URLs should provide access to the publications indicated

Joint doctrine publications, key Service publications and related research papers:

URL= <http://www.dtic.mil/doctrine/jel/>

Air Force Publishing Website, contains all Air Force publications:

URL = <http://afpubs.hq.af.mil>

PACAF Publishing Website, contains all PACAF publications:

URL = <http://www.hqpacaf.af.mil/publications>

Multi-Service Publications:

URL = <http://www.dtic.mil/alsa/pages/pubs.htm>

AFMC Publishing Website, a compilation of all MAJCOM publications, electronic forms and links to other DOD libraries.

URL= <http://www.afmc.wpafb.af.mil/pdl/>

Army Training Digital Library, Army field manuals (Registration Required):

URL= <http://www.atsc-army.org/atdls.html>.

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