

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

AIR FORCE INSTRUCTION 13-113, VOLUME 1



**PACIFIC AIR FORCES
Supplement 1**

10 MARCH 2004

Space, Missile, Command, and Control

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

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

NOTICE: This publication is available digitally on the AFDPO WWW site at:
<http://www.e-publishing.af.mil>

OPR: HQ PACAF/DOYF
(CMSgt Mitchell P. Quinn)
Supersedes AFI 13-102/PACAFSUP1,
16 April 1997

Certified by: HQ PACAF/DOY
(Col William A. Schaake)
Pages: 4
Distribution: F

This supplement provides further guidance to AFI 13-113V1. Authority is derived from Air Force Policy Directive (AFPD) 13-1, *Theater Air Control System*. It establishes the minimum Air Force standards for training and qualifying Air Force personnel to perform duties within a Tactical Air Control Party (TACP) and Air Support Operations Center (ASOC). It supplements ancillary and Air Force Specialty Code (AFSC) -based continuation and upgrade training programs. This publication does not apply to the Air National Guard (ANG) and the Air Force Reserve Command (AFRC) and their units. NAF and Wing supplements to this or the basic directive requires MAJCOM approval and must be forwarded to HQ PACAF/DOYF.

This instruction requires the collection and maintenance of information protected by the Privacy Act (PA) of 1974. The authority to collect and/or maintain the records prescribed in the instruction is 37 USC 301a. Privacy Act system notice F036 AF PC C, Military Personnel Records System, applies. All records created by this AFI are maintained and disposed in accordance with AFMAN 37-139, *Records Disposition Schedule*.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

This volume separates the TACP/ASOC Training Program from AFI 13-102, *Air Support Operations Center (ASOC) and Tactical Air Control Party (TACP) Training and Evaluation Procedures*. It incorporates the TACP/ASOC Training Program under one instruction. Units are responsible for developing local operating instructions (OIs).

AFI 13-113, Volume 1, 1 25 August 2003 is supplemented as follows:

1.1. "Unit" as referenced in AFI 13-113V1 applies to every organization, to include Operating Locations (OLs) within PACAF. Specific responsibilities that will be performed by the parent unit for its subordinate units will be reflected in that parent unit's operating instruction. EXAMPLE: paragraph 1.3.5.2. Require unit commanders to coordinate, direct, and control the unit's training events and processes. If the 604th ASOS, as the parent for Operating Location Alpha 604th ASOS, identifies in its unit OI that it will perform this function for its Operating Location, then the Operating Location is not responsible to accomplish this requirement.

1.2.3. Personnel not entered into or continued in training require an entry on AF form 623A explaining the reason for this action.

1.2.5. Units will use the Core Automated Maintenance System (CAMS) and/or the Theater Air Control Training Instruction Computer System (TACTICS) program to document and track training requirements of AFI 13-113V1 as these systems become fully operational.

1.3.2.5. (Added) Approve all automated training tracking products. A listing of all approved electronic training tracking products will be maintained at <https://www.ops.hickam.af.mil>.

1.3.4.5. Training folders for all deployable UTC-tasked personnel who do not have an AF Form 623, will consist of the following items and be configured as follows (use 6-part folder as available):

Section 1 – AF Form 3132 (CAS control log) (if applicable)

Section 2 – AF Form 1098 (or MAJCOM approved computer based documentation)

Section 3 – AF Form 797

Section 4 – AF Form 623a

Section 5 – Training certificates (e.g., TAC Course, ALOQC, AOC FTU, Air Force Training Course, Airborne, Jumpmaster, etc.)

Section 6 – Ancillary training

1.3.6.6. Training folders for all deployable UTC-tasked personnel who do not have an AF Form 623, will consist of the following items and be configured as follows (use 6-part folder as available):

Section 1 – AF Form 3132 (if applicable)

Section 2 – AF Form 1098 (or MAJCOM approved computer based documentation)

Section 3 – AF Form 797

Section 4 – AF Form 623a (not required for officers)

Section 5 – Training certificates (e.g., TAC Course, ALOQC, AOC FTU, Air Force Training Course, Airborne, Jumpmaster, etc.)

Section 6 – Ancillary training

1.3.7.5. Units will document quarterly training records reviews on AF form 623a.

2.1.4. Lesson plans and task condition standards for unique requirements will be approved by the 607th ASOG for Korea, the 611th or 354th Operations Groups (as applicable) for Alaska, and the 15th Operations Group or PACAF/DOYF (as applicable) for Hawaii.

2.2. Units will track IQT and MQT start and completion dates on AF form 1098.

2.2.6. Written tests contained in the TACTICS program will be used as available. PACAF/DOYF will task subordinate units to provide written tests for any training modules not yet complete in TACTICS.

2.2.7. Task evaluations contained in the TACTICS program will be used when available. PACAF/DOYF will task subordinate units to develop and maintain task evaluations for any training modules not yet complete in TACTICS.

2.3.1. Training adjustments will be annotated on AF Form 623A.

2.4. Individuals assigned a new duty position or arriving at a new duty station that have completed IQT training required for that duty position, will be considered BQ. PACAF personnel, who do not require an AF Form 623, will document this training on AF Form 797.

2.4.10. Use CAFSC to determine eligibility for 1C451 and 1C471, TACCS assigned to a Brigade through Battalion TACP to attend the ACC TAC course.

2.4.11. Use CAFSC to determine eligibility for 1C451 and 1C471, TACCS assigned to a Corps through Division TACP to attend the ACC TAC course.

2.5.2.3.2. Use AF form 797 or approved automated format to document all task evaluations on all Core Tasks and items identified in the MTL.

Table 2.2. Mission Qualification Training for TACP/ASOC Operations Personnel.

Item 5.a. Task Measurement Standard (TMS) 3c for all columns.

Item 5.b.1. through 5.b.4. TMS 3c for all columns.

Item 6.a. and 6.b. TMS 3c for all columns.

Item 7.a.1. through 7.a.6. TMS 3c for all columns.

Table 2.3. Mission Qualification Training for TACP/ASOC Support Personnel.

Item 1. TMS 3c for all levels.

Item 4.a.6. (Added) Operate Night Vision Devices. TMS is 3c.

2.5.5. The TACTICS program will be used in lieu of AF Form 1098 (when available). A TACTICS individual training report will be printed out quarterly and placed in the individual's AF Form 623 or training folder. Supervisors will sign the TACTICS print out indicating they have reviewed the individuals training requirements.

2.7.3. (Added) Continuation training items will at a minimum consist of:

Table 2.1., Items 4, 5, 7, 8, 10, and 11.

Table 2.2., All items, except items 5 and 7.a.1 through 7.a.4.

Table 2.3., Items 1, 2, and 3.

2.8.2. Individuals decertified on a task that results in N-CMR status, a tailored MQT program will be completed to regain CMR status unless the commander feels that a full MQT training program is necessary.

3.1.2. The APFT must be successfully accomplished on three consecutive days.

3.1.3. (Added) All requirements of paragraphs 3.1.1 and 3.1.2, AFI 13-113V1 and this supplement must be completed within four consecutive days.

4.4. Units will terminate members SDAP-5 upon PCS. The highest SDAP level for which the member is qualified will replace SDAP-5.

Abbreviations and Acronyms

CAFSC—Control Air Force Specialty Code

PACAF—Pacific Air Forces

TACTICS—Theater Air Control Training Integration Computer System

TMS—Task Measurement Standard

DAVID A. DEPTULA, Major General, USAF
Director of Air and Space Operations