

**1 AUGUST 2001**



**Maintenance**

**AIRCRAFT FLYING AND MAINTENANCE  
SCHEDULING PROCEDURES**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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OPR: HQ PACAF/LGMM  
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Supersedes PACAFI 21-108, 2 February 1998

Certified by: HQ PACAF/LGM  
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Pages: 43  
Distribution: F

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This instruction implements the aircraft scheduling policies in AFD 21-1, Managing Aerospace Equipment Maintenance. It establishes responsibility for operations and maintenance commanders to develop and execute aircraft flying and maintenance programs. It establishes criteria to be applied when evaluating flying and maintenance scheduling effectiveness.

**SUMMARY OF REVISIONS**

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

This document supersedes PACAFI 21-108, *Aircraft Flying and Maintenance Scheduling Procedures*. This instruction reflects changes too numerous to list. It is for all intents and purposes a new instruction and **must be completely reviewed**. Personnel are urged to carefully review the entire text to familiarize themselves with all changes.

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## Chapter 1

### GENERAL RESPONSIBILITIES AND POLICIES

**1.1. Responsibilities.** Commanders at all levels are responsible for compliance with this instruction.

**1.2. Policy.** This instruction provides procedures and audit methods for units to develop their flying and maintenance scheduling programs and analyze their effectiveness. It is intended to be a local tool for operations and maintenance activities to use in support of their programs. Reviewing reasons for deviating from the flying and maintenance schedule will allow commanders and staff to evaluate the flying program and scheduling procedures of the unit. Higher Headquarters (HHQ) management attention is directed to those areas beyond a unit's control.

**1.3. Objectives.** This instruction allows units the flexibility to meet their mission requirement through effective flying and maintenance scheduling. Scheduling evaluation procedures provide an audit trail for identifying problems in flying and maintenance schedules. The long and short-term effectiveness of the unit's flying program in support of combat capability is the primary purpose of unit performance assessment.

**1.4. Applicability.** This publication is applicable to all units assigned, possessing, or supporting aircraft.

**1.5. Reporting Requirements.** Units will use CAMS for reporting flying and maintenance schedule deviations and effectiveness for all aircraft assigned including aircraft maintained by contractors. In the event that the contractor is not obligated to use CAMS, the Deputy Commander for Maintenance (OG/CM) is responsible for ensuring all reporting procedures are complied with (C-21 units are exempt from this requirement).

**1.6. Standards.** Standards and goals assist commanders in assessing the effectiveness of unit performance. Aircraft maintenance scheduling effectiveness is 95 percent. Aircraft flying scheduling effectiveness standards are developed by members of the Combat Air Forces (CAF) and are provided to the user each September. When applied, HQ AFRC will determine scheduling effectiveness standards for AFRC gained units.

**1.7. Waivers.** Waiver authority for this publication rests with HQ PACAF/LGM. Waiver requests are to be submitted by the wing commander (WG/CC) for resolution.

**1.8. Standardization.** Wings will develop a supplement to this instruction to standardize scheduling practices across like MDS. Examples: standardized flying hour windows, specific surge rules, quiet hour policies; cross country takeoffs and returns, minimum turn times, crew ready times, etc.

**1.9. Attrition Reserve.** Reference AFI 16-402, *Aerospace Vehicle Programming, Assignment, Distribution, Accounting, and Termination*. Attrition reserve aircraft are those aircraft required to replace primary aircraft inventory losses in a given year projected over the life span of the weapons system. These aircraft are distributed to operational and training units to evenly spread life cycle fatigue and ensure all aircraft receive periodic systems upgrades and modifications. Assigned attrition reserves are occasionally

realigned to maintain fleet balance. To ensure the additional aircraft on the ramp does not falsely project our operational capabilities or adversely impact our maintenance force, the following procedures apply:

1.9.1. Units will compute all aircraft capability requirements using only the number of aircraft assigned for PAI. All operational and training schedules will be based on the capability of the PAI to execute the schedule. At no time will the operational tasking exceed the capability of the authorized number of PAI aircraft. The OG/LG/CCs will ensure attrition reserve aircraft are not computed as primary aircraft when building the flying program.

**1.10. Alert Aircraft.** Aircraft selected for alert will fly one day prior to being placed on alert. Aircraft coming off alert will fly at least one operational check flight (OCF) sortie before being utilized for any other purpose.

## Chapter 2

### FLYING AND MAINTENANCE SCHEDULING PROCEDURES

**2.1. Operational Planning Cycle.** The objective of the operational planning cycle is to enable the orderly execution of the wing flying hour program consistent with operational requirements and maintenance capabilities. These procedures enhance the operations and maintenance interface. The operational planning cycle begins with the annual allocation of flying hours and utilization (UTE) rates. For additional information on flying hour allocation and planning procedures, see PACAFI 11-101, *Flying Hour Program (FHP) Management*. Maintenance schedulers require knowledge of operational needs to determine supportability. Given operational requirements and logistics considerations, determined by conducting comprehensive aircraft, personnel and facility capability studies, operational squadron (OS) schedulers (operations and maintenance) develop a proposed annual flying plan. Scheduling teams must work closely together to keep each other informed of taskings that will affect the use of aircrews and aircraft. The flying plan is further refined into a rolling 3 month quarterly operations plan and then into monthly/weekly schedules using the guidelines contained in the following sub-paragraphs.

2.1.1. The number and length of sorties are prime considerations in planning to meet programmed UTE rate standards/goals.

2.1.2. Principal areas of concern are in overall flying schedules. For mission accomplishment and improved efficiency, the following must be considered: maximize crew training on all flights, plan alternate missions when possible, ensure configurations and fuel loads are accurate, establish launch and recovery patterns and utilize historical attrition data.

**2.2. Maintenance Planning Cycle.** The maintenance planning cycle ensures proper and effective use of maintenance resources. Long-range planning is needed to support future needs such as quarterly flying hour programs, Periodic Depot Maintenance (PDM) schedules, Time Compliance Technical Order (TCTO) programs, inspections and scheduled exercises. OS maintenance plans, scheduling and documentation (OS PS&D) performs the long-range planning functions. OS PS&D uses CAMS products such as Time Distribution Index (TDI), Planning Requirements (PRA), and Workable TCTO Report (WRT) products to determine long-range maintenance requirements. OS PS&D forecasts and monitors requirements for the current and next two months. Maintenance planning includes all predictable maintenance factors based on historical data and other staff inputs, such as flow times for maintenance, turnaround times and parts replacement schedules. Additionally, include all known operational events (e.g., exercises, deployments, and surges) during the planning cycle to aid in determining maintenance capabilities necessary to support operational needs. The OS operations (Ops) officer, squadron maintenance officer (SMO) and maintenance supervisor (MS) will review applicable monthly maintenance plans and weekly schedules prior to submission to current operations flight (OSS) PS&D.

### 2.3. First Look Requirements.

2.3.1. Every year, on or about 1March, HQ PACAF/DOT tasks units to provide their “first look” requirements for the upcoming Fiscal Year (FY) IAW PACAF 11-101. OSS PS&D will task Maintenance Data Analysis (MDSA) to accomplish airframe, personnel, and facility capabilities for each OS PS&D NLT the last workday of March.

2.3.2. Additionally, OSS PS&D will task operational squadrons to provide first look maintenance capability projections in a monthly format. Projections include operational requirements, an assessment of maintenance's ability to support the monthly requirement, and an overall assessment of the unit's maintenance capability to meet the annual flying hour program.

2.3.3. Responses are sent to OSS Scheduling (operations) and are consolidated into a comprehensive package, coordinated through the OG/LG/CCs before being presented to the WG/CC. Final assessments of maintenance capabilities to support the operations "first look" projections are then sent to HQ PACAF/DOTT/LGMM.

**2.4. Flying Hour Allocation.** Upon HQ PACAF/CC approval, units will be provided with their final allocation for next fiscal year in the "Baseline Allocation" message. Using the "Baseline Allocation" message:

2.4.1. OSS PS&D provides the affected work centers the following requirements NLT 20 August before the next fiscal year:

2.4.1.1. An updated projection of airframe capability, maintenance capability, personnel capability and facility capabilities as provided by the MDSA.

2.4.1.2. Required flying hours and sorties/missions in monthly increments.

2.4.1.3. Flying days in each month.

2.4.1.4. Aircraft/aircrew alert requirements.

2.4.1.5. Known and projected TDY and special mission requirements.

2.4.1.6. Configuration/munitions requirements.

2.4.1.7. PDM Schedule.

2.4.1.8. Estimated monthly attrition and spare factors as computed by MDSA. Deviations from using provided factors will be justified in writing with final approval resting with the OG/CC. Attrition sorties are not assigned to a specific aircrew. Only -51 and -11 series flying requirements are planned.

2.4.2. No later than 1 September, the MS and the SMO, provides the following planning factors to OS PS&D:

2.4.2.1. Forecasted personnel capability and number of sorties that can be supported.

2.4.2.2. Capability of the maintenance workforce. Request personnel, airframe, and facilities capabilities computations from the maintenance data system analysis section.

2.4.2.3. The number of sorties that can be supported for each month.

2.4.2.4. Recommended block scheduling patterns to meet operational requirements.

2.4.2.5. Statement of limitations in meeting the operational requirements.

2.4.2.6. Estimated number of aircraft available by month.

2.4.2.7. Projected airframe capability statement.

2.4.3. The Current Operations Flight Commander consolidates OS and MS inputs into a final package and coordinates it through the OG/LG/CCs before final approval from the WG/CC.

## 2.5. Quarterly Scheduling.

2.5.1. Quarterly scheduling starts with the refinement of the annual FHP. It must be further refined quarterly to ensure operational/maintenance requirements for flying time, UTE rates, airframe availability, alert, PDM, and other related scheduling data can be supported. Not later than 25 days prior to the beginning of the next quarter (**Table 2.1.**), the Ops officer provides these requirements for the scheduling cycle to the SMO and MS. Prior to the quarter scheduled, the Ops officer, SMO and MS must agree on the operational requirements. If no agreement can be reached, it is presented to the OG/LG/CCs for resolution. If no resolution can be met, the WG/CC will make the final decision. It is at this time that launch/recovery blocks, sortie flow timing, sortie turn plan etc., are established based upon training ranges (TR), air refueling (AR), allocations.

2.5.2. Adjusted monthly and weekly schedules are used to ensure that quarterly plan objectives are met. Planners should make each of these plans as detailed and accurate as possible at the time of preparation. Include known special mission requirements, depot maintenance schedules, HHQ commitments, and other command support training requirements. When deviations from the quarterly plan are required to achieve the unit objectives, make necessary adjustments to the monthly and weekly plans while keeping within unit capabilities. If a lack of resources prevents meeting these requirements, then resources are applied in the following sequence: alert, HHQ directed missions, and training.

2.5.3. The OG/LG/CCs chair a quarterly meeting no later than 21 days before the next quarter. The quarterly plan is briefed to include operational requirements, support capabilities, and difficulties expected. This meeting may be held in conjunction with the weekly scheduling meeting.

## 2.6. Monthly Scheduling .

2.6.1. Refines quarterly requirements. Operational needs, maintenance requirements and the attrition factors as computed by MDSA are the basis for developing the monthly flying and maintenance plans. Weekly scheduling meetings will be conducted at the group and wing level (**Table 2.1.**). The OG/LG/CCs will chair a joint group meeting to consolidate and review proposed squadron flying and maintenance plans. The WG/CC will chair a weekly scheduling meeting at which the OG/LG/CCs will present the flying and maintenance plan for approval. Use the following sequence of actions to make sure monthly scheduling results in a contracted flying schedule:

2.6.2. Prior to the first weekly OG/LG scheduling meeting of the month, the Ops officer provides the SMO and MS with the estimated operational needs for the following month, in as much detail as possible. Include known takeoff and landing times.

2.6.3. Prior to the second weekly OG/LG scheduling meeting of the month, the SMO and MS tells the Ops officer that requirements can either be met, adjustments to the proposed schedules are required, or limitations exist which may prevent successful fulfillment of requirements.

2.6.4. At the third weekly OG/LG scheduling meeting of the month, operations and maintenance finalize next month's plan in preparation for WG/CC approval.

2.6.5. At the third weekly WG/CC scheduling meeting of the month, formalize next month's plan. At the meeting:

2.6.5.1. Operations outlines past accomplishments, the degree to which mission goals are being met, problems encountered, and detailed needs for the next month.

2.6.5.2. Maintenance presents projected maintenance capability, aircraft, and equipment availability.

2.6.5.3. Alternatives and limitations are given to the WG/CC by both operations and maintenance. If the WG/CC is unable to achieve the needed capability, the commander decides what portion of the mission is supported, and to what degree.

2.6.5.4. When the proposed monthly flying schedule contract is agreed upon and approved by the WG/CC, it is included as a portion of the monthly maintenance schedule.

2.6.5.5. All agencies will submit their monthly inputs to OSS PS&D before presentation to the WG/CC. The monthly flying and maintenance plan is published and distributed NLT 5 duty days prior to the beginning of the effective month. Plans may be published using the base intranet.

**NOTE:** The calendar in **Table 2.1.** is an example month and represents when group and wing level quarterly, monthly, and weekly scheduling meetings will be held. The calendar also illustrates when maintenance and operations requirements must be met. Each unit may hold scheduling meetings at times during the week/month convenient to the organization, as long as the timelines in this instruction are met.

2.6.6. Included in the monthly flying and maintenance plan are:

2.6.6.1. Aircraft flying hours, total sorties/missions, alert and sortie or mission requirements for each mission design series (MDS) by squadron, group or wing.

2.6.6.2. Work load requirements.

2.6.6.2.1. Transient work schedule, if applicable.

2.6.6.2.2. Aircraft projected maintenance and utilization/flying schedules, including scheduled inspections, deployments, aircraft transfer/acceptance inspections, TCTOs, engine changes, time changes, contract or depot maintenance, washes, corrosion control, training aircraft, cannibalization aircraft, aircraft paints, weight and balance inspections, training aircraft, alert commitments, and any other maintenance event prohibiting an aircraft from flying. Requirements will be printed on the AF Form 2401, Equipment Utilization and Maintenance Schedule. The letter "F" may be used to reflect the number of sorties each aircraft is scheduled to fly (Automated products must reflect all required entries, as a minimum). Monthly schedule formats will be standardized by like MDS.

2.6.6.2.3. Support Equipment (SE) scheduled inspections, contract or depot maintenance, TCTOs, time changes, washes, and corrosion control.

2.6.6.2.4. Avionics and other off-equipment maintenance to include scheduled inspections, TCTOs, assembly or repair operations.

2.6.6.2.5. Engine in-shop inspections and maintenance needs.

2.6.6.2.6. Munitions, photo, ECM and other mission loading or configuration requirements, including ammunition changes.

2.6.6.2.7. Total ordinance requirements for aircraft support.

2.6.6.2.8. Tanks, racks, adapters, and pylons, (TRAP) and Wartime ready Material (WRM) scheduled inspections, TCTOs, assembly or repair operations.

2.6.6.2.9. QA scheduled inspections listed by type and quantity unless published separately by QA.

2.6.6.2.10. Special activities such as commanders call, group TDYs, and unit formations.

2.6.6.2.11. A flying window calendar, by day, for the affected month.

2.6.7. In addition to the overall maintenance plan, detailed support requirements are identified. The following support requirements, as applicable, will be included in the plan:

2.6.7.1. Petroleum, oil, lubricants (POL) servicing.

2.6.7.2. Supply.

2.6.7.3. Food service.

2.6.7.4. Security.

2.6.7.5. Civil engineer.

2.6.7.6. Airfield operations.

2.6.7.7. Fire Department.

**Table 2.1. Operational Planning Cycle Calendar.**

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
					Ops provides 2nd week's requirement to maint (2 duty days before OG/LG meeting).	<b>1</b>
<b>2</b>	<b>3</b>	<b>4</b> OG/LG Weekly Scheduling Meeting.  Ops provides requirements for next month.	<b>5</b>	<b>6</b> WG/CC approves next week's plan.	<b>7</b> Distribute next week's plan.  Ops provides SMO/MS with next qtr/3rd week's requirements.	<b>8</b>
Week 1						

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>
Week 2		OG/LG Weekly Scheduling Meeting.  Qtr plan briefed.  SMO/MS tells ops if next month's rqmts can be met.		WG/CC approves next week's plan.	Distribute next week's plan.  Ops provides 4th week's requirements to mainte- nance.	
<b>16</b>	<b>17</b>	<b>18</b>	19	20	21	22
Week 3		OG/LG Weekly Scheduling Meeting.  Monthly plan briefed.  SMO/MS agree on next qtr require- ments.		WG/CC approves next week's/ Monthly plan.	Distribute next week's plan.  Ops provides 1st week's requirements to mainte- nance.	

<i>Sun</i>	<i>Mon</i>	<i>Tue</i>	<i>Wed</i>	<i>Thu</i>	<i>Fri</i>	<i>Sat</i>
23  Week 4	24	25 OG/LG Weekly Scheduling Meeting.  Distribute next month's plan.	26	27 WG/CC approves next week's plan.	28 Distribute next week's plan.  Ops provides 2nd week's requirements to mainte- nance.	29
30	31					

**NOTE:** The calendar above is an **example** month and represents when group and wing level quarterly, monthly, and weekly scheduling meets and when maintenance and operations requirements must be met. Each unit may hold scheduling meetings at times during the week/month convenient to the organization, as long as the timelines in this instruction are met.

**2.7. Weekly Scheduling.**

2.7.1. Weekly scheduling is the final refinement to the monthly plan and results in the weekly flying and maintenance schedule. Its execution is measured by the procedures outlined in this instruction and PACAFI 21-102. The Ops officer, SMO, and MS review their portion of the proposed weekly flying and maintenance schedules prior to the weekly scheduling meeting. OSS PS&D ensures distribution of the schedule to each appropriate activity and work center no later than 1200 hours on Friday preceding the effective week. Automated methods (such as posting on the base intranet) are acceptable providing security requirements are met. Once printed in the weekly flying and maintenance schedule, the aircraft or equipment is made available to meet that schedule. OSS PS&D records maintenance scheduling deviations and forwards computations to OSS analysis weekly for publication in the monthly maintenance summary as outlined in **Chapter 4** of this instruction. The maintenance operations center (MOC) and OS debriefing sections report flying scheduling deviations IAW this instruction via CAMS.

2.7.2. The OG/LG/CCs conduct a joint scheduling meeting to look at the past week's accomplishments and to approve refinements for the coming week's schedule.

2.7.2.1. The Ops officer gives the SMO and MS the following information not later than 2 duty days before this meeting:

- 2.7.2.1.1. Aircraft takeoff and landing times.
- 2.7.2.1.2. Configuration requirements.
- 2.7.2.1.3. Munitions requirements.
- 2.7.2.1.4. Fuel loads.
- 2.7.2.1.5. Special or peculiar mission support requirements.
- 2.7.2.1.6. Alert requirements.
- 2.7.2.1.7. Exercise vulnerability.
- 2.7.2.1.8. Deployments.
- 2.7.2.1.9. Off base sorties.
- 2.7.2.1.10. Other special requirements.

2.7.2.2. Operations and maintenance schedulers discuss weekly needs and arrive at an acceptable, coordinated schedule for the group commander's review.

2.7.2.3. The OG/LG/CCs present the proposed flying schedule to the WG/CC for approval. If an agreement cannot be reached before the weekly scheduling meeting, the problem is referred to the WG/CC for resolution. Once approved by the WG/CC, the flying schedule is the final planning guide for both operations and maintenance.

2.7.3. The WG/OG/LG/CCs, sign the flying schedule.

**NOTE:** All agencies will submit their weekly schedule inputs to OSS PS&D before presentation to the WG/CC.

2.7.4. Wings print a weekly schedule for normal home base operations, deployments, (to include a printed schedule at the deployed location, weapons training or detached site), and planned sortie surges.

Included in the weekly flying and maintenance plan are:

2.7.4.1. Sortie sequence numbers, aircraft tail numbers (primary and spares), scheduled takeoff and landing times, aircraft or equipment scheduled use times, configurations, fuel loads and special equipment requirements.

2.7.4.1.1. Airlift schedules will include sortie sequence numbers for known contract missions, mission numbers, scheduled takeoff times for each destination, scheduled landing times at home station, known configurations (to include fuel requirements) and special equipment requirements. Airlift and tanker squadrons are not required to print aircraft tail numbers in the weekly schedule.

2.7.4.2. Spare aircraft requirements are found in **Attachment 2** of this instruction.

2.7.4.3. Scheduled maintenance actions by aircraft and equipment serial number to include inspections, TCTOs, time changes, contract and depot inputs, engine changes, washes or corrosion control, documents review, deferred discrepancies and hours remaining to phase.

2.7.4.4. Required pre-inspection and other maintenance meeting schedules to include minimum attendees.

2.7.4.5. Wash rack use.

2.7.4.6. Training requirements plus aircraft and equipment in support of these requirements.

2.7.4.7. SE inspection/maintenance schedule by type, serial number or identification.

2.7.4.8. Include the following statement in the schedule: "The types and quantities of munitions listed in this schedule, plus previous expenditures, do not exceed AFI 36-2217, *Munitions Requirements for Aircrew Training*, authorized allowances." This statement eliminates the need for submitting certificates of authorization when ordering munitions to support the flying schedule.

2.7.4.9. A list of new or revised publications, TO indexes, inspection work cards, checklists and code books; include date of change.

**NOTE:** The AF Form 2402, Weekly Equipment Utilization and Maintenance Schedule, is used as a summary of the week. The AF Form 2403, Weekly Aircraft Utilization/Maintenance Schedule; and AF Form 2436, Weekly/Daily Aircraft Utilization Schedule; are more finite in the depiction of aircraft utilization and maintenance. The AF Form 2403 and AF Form 2436 may be used together or individually. Whatever forms are used, all requirements are entered. Weekly schedule formats will be standardized by like MDS.

## **2.8. Changes to the Weekly Schedule:**

### 2.8.1. Types:

2.8.1.1. Pen-and-Ink. Pen-and-ink changes made to next week's schedule prior to 1500 hours Friday or at the daily maintenance scheduling/production meeting, whichever occurs first (two hours after the squadrons last landing during printed wing night weeks) are authorized. They are non-reportable and become part of the printed weekly flying schedule. An AF Form 2407, Weekly/Daily Flying Schedule Coordination, is required stating the changes are pen-and-ink.

2.8.1.2. Interchanges. Interchanges should be used to prevent reconfigurations and unnecessary expenditures of work hours when the prime aircraft is not mission-capable by its scheduled takeoff time. Every effort is made to make the aircraft interchanges at the daily maintenance scheduling/production meeting the day prior to the aircraft's scheduled flight and entered on the AF Form 2407. Interchanges made after the daily maintenance scheduling/production meeting and prior to the unit's first crew ready time the next day, require an AF Form 2407 be coordinated through the required agencies. All interchanges made at the daily maintenance scheduling/production meeting are entered on an AF Form 2407 for audit and analysis purposes.

2.8.1.3. Airlift and Air Refueling Squadrons. Formalize the daily schedule at the daily maintenance scheduling/production meeting on the previous day. Include all variations to the weekly schedule as well as aircraft tail numbers assigned to sorties, spare aircraft identified, all configuration requirements and special equipment needed. The daily schedule will be printed and distributed by 1600 on the previous day to allow maintenance and support agencies the lead-time necessary to support the mission. Once the schedule is final, OS PS&D will load the schedule to CAMS and forward a copy to MOC and all affected agencies. Interchanges may be made up to the first crew ready of the day. After that, normal deviation recording applies.

2.8.1.4. Configurations. Configurations requiring support from units other than the OS will be finalized at the daily maintenance scheduling/production meeting and changes documented on an AF Form 2407. To prevent excessive expenditures of work hours, configuration changes made after daily maintenance scheduling/production meeting and prior to the first crew ready time the next day, require an AF Form 2407 be coordinated through the required agencies.

2.8.2. Procedures. Changes made during the daily maintenance scheduling/production meeting require an AF Form 2407. Changes made after the daily maintenance scheduling/production meeting and prior to the units first crew ready time the next day also require an AF Form 2407. The work center requesting the change initiates and coordinates the AF Form 2407 through the affected OS production supervisor or SMO and Ops officer, as well as affected OG/LG and wing staff agencies. However, changes arising during the remainder of the flying day (those after the first crew ready time) do not require an AF Form 2407. After coordination, the original, or a copy of the original AF Form 2407, is filed in the MOC. Disposition is IAW AFMAN 37-139, *Records Disposition Schedule*. After the Friday daily maintenance schedule/production meeting, MOC inputs all schedule changes including AF Form 2407 coordinated schedule changes, into the CAMS operational events subsystem using procedures in AFCSM 21-565V2, *Operational Event Subsystem*. Pen and ink changes are made by OS PS&D.

2.8.3. AF Form 2407 Coordination. All aircraft, scheduled aircraft maintenance and/or sorties added to the Weekly Flying and Maintenance Schedule will require OG/CC approval.

**NOTE:** Airlift and tanker units authorized to daily schedule will require OG/CC approval for any aircraft/sorties added to the schedule after the daily maintenance scheduling/production meeting.

## Chapter 3

### FLYING SCHEDULING EFFECTIVENESS (FSE)

**3.1. Purpose.** This chapter defines flying schedule deviations and provides formulas for computing FSE.

**3.2. Requirements.** FSE computation and deviation recording are required for all assigned aircraft. Reporting procedures are contained in **Chapter 6** of this publication. Computational formulas are in PACAFI 21-102, *Monthly Maintenance Summary Reporting*.

**3.3. Flying Schedule Deviations.** Deviations will be recorded for one of the following reasons: maintenance (MT), operations (OP), supply (SU), higher headquarters (HHQ), weather (WX), sympathy (SY), air traffic control (AT), or other (OT). The OS/CC and the OG/CM will resolve questions concerning the recording of deviations between maintenance and operations. The OS/CC and the Supply Squadron/CC will resolve deviations involving supply and POL.

3.3.1. MT. Deviations resulting from aircraft discrepancies, unscheduled maintenance, or for actions taken for maintenance consideration.

3.3.2. OP. Deviations resulting from operations/aircrew actions including substitution, crew illness, and mission changes causing an early/late takeoff or cancellation.

3.3.3. SU. Deviations resulting from a Partially Mission Capable Supply (PMCS), Not Mission Capable Supply (NMCS) condition, or for late Supply or Petroleum Oil Lubricant (POL) delivery.

3.3.4. HHQ. Deviations resulting from an HHQ tasking (outside of the wing). When an aircraft scheduled for a higher headquarters directed alert or off-base mission is replaced by a spare, one of the following options may be taken for those sorties, which were printed, in the weekly schedule for that aircraft.

3.3.4.1. Option 1. The originally scheduled prime aircraft, which remained on base, may fly the sorties of the departed aircraft for the remainder of the week.

3.3.4.2. Option 2. The sorties may be interchanged with a printed spare aircraft on each day's schedule.

3.3.5. WX. Deviations for aircraft which takeoff early, late, abort, or are added or canceled due to weather conditions.

3.3.6. SY. Deviations occurring when a flight of two or more aircraft, under the command of a flight leader or instructor pilot are canceled, aborted, or late due to a cancellation, abort, or delay of one of the aircraft in the flight or a supporting flight. Flights engaged in Dissimilar Air Combat Tactics (DACT) training that are delayed by the other flight will record the delay as sympathy. Sorties to replace sympathy aborts or sympathy cancellations on the same day, will be recorded as sympathy additions. Sorties lost caused by an aircraft's scheduled tanker/receiver/mission event will be recorded as sympathy. Examples of mission events are: loss of release times, Airborne Warning and Control System (AWACS) support, Minimum Interval Take Off (MITO) causing takeoff delay or cancellation, or for another unit's or command's support should be coded as sympathy deviations.

3.3.7. Air Traffic Control (AT). Deviations resulting from air traffic control problems (for example, flight clearance delays, tower communication failure, conflicting air traffic, runway change, or runway closure).

3.3.8. Other (OT). Deviations resulting from the following:

3.3.8.1. Malfunctions, failures, or necessary adjustments to equipment undergoing tests or evaluations associated with Operational Testing and Evaluation (OT&E), Development Testing and Evaluation (DT&E), or Initial Operational Testing and Evaluation (IOT&E).

3.3.8.2. OS/CC and WG/CC authorized UTE management deletions IAW paragraph 3.6.4. of this instruction.

3.3.8.3. Unusual circumstances not covered by the above definitions may use this code (e.g., bird strikes, damage during air refueling, unscheduled alert swap out).

3.3.8.4. Equipment. Deviations caused by National Airborne Operations Center (NAOC) or Air Intelligence Agency (AIA) or Air Force Material Command (AFMC) equipment, and other support and equipment.

3.3.8.5. Closing of low-level route or external customer directed mission change.

3.3.8.6. When an aircraft is off station and cannot return for its scheduled sortie/mission, an OT deviation will be recorded for the reasons the aircraft was unable to return. The reasons will be specific (maintenance, operations, weather, etc.). A printed spare aircraft may be used for any sorties scheduled for the aircraft that did not return.

**3.4. Recording Deviations.** The MOC is responsible for documenting deviations to the weekly flying schedule and for determining the cause for each deviation. Deviations must be coordinated with the appropriate agency before being assigned to a specific category. The OG/CM and the OS/CC monitor deviations to make sure they meet the criteria in this publication. Conflicts will be resolved by the OG/CM. Schedule deviations resulting from a sequence of events will be assigned a primary cause. A determination of the primary cause will be made by the parties involved to arrive at a unit position. All deviations will be recorded as described in this publication.

**NOTE:** Deviations apply to the weekly flying schedule even though a coordinated change is accomplished using an AF Form 2407. When a unit coordinates a change using an AF Form 2407, the unit is informing everyone of the changed information. Multiple deviations will not be recorded against a single line entry except for additions that air abort or cancel, spares that air or ground abort and late takeoffs that air abort. For deviation reporting purposes, the AFTO Form 781, AFORMS Aircrew/Mission Flight Data Document, will be the official source document for takeoff and landing data. For all deviations, the person recording the deviations in CAMS will provide a detailed explanation in the remarks section. This allows managers at all levels to identify specific trends. Personnel coordinating changes via the AF Form 2407 are not authorized to use e-mail to notify a person/agency of an AF Form 2407 schedule change. Telephone coordination is acceptable, provided the name of the person notified and the date/time is entered on the AF Form 2407.

3.4.1. The following paragraph provides specific examples of deviations:

3.4.1.1. Additions. An aircraft/sortie added to the schedule that was not printed on the weekly schedule will be recorded against the agency that requested the additional sortie or aircraft. Functional Check Flights (FCF) and Operational Check Flights (OCF) whose primary purpose is to

perform maintenance checks are not additions. FCF and OCF sorties will be recorded as "flown as scheduled."

**NOTE:** All additions to the weekly/daily schedule after the cut-off for pen-and-ink changes (to include FCFs and OCFs) will be approved by the OG/CC using the AF Form 2407.

3.4.1.2. Late/early takeoffs. A late takeoff occurs when a scheduled sortie becomes airborne more than 15 minutes after the scheduled takeoff time. An early takeoff is a scheduled sortie that launches more than 30 minutes prior to published takeoff. If the printed tail number is a ground abort and is replaced with a spare that takes off late, only the ground abort is recorded, not the late take-off.

3.4.1.3. Sortie cancellation. For training sorties, if the sortie can launch and recover during the OS's flying window and perform its original mission with the original crew, a cancellation is not recorded. For hard line sorties (sorties that support other defense customers), cancellation occurs when it is determined that the originally scheduled mission cannot be met. However, if any sortie does not launch within the late takeoff criteria, a late takeoff is recorded.

3.4.1.4. Supply. Deviations for which the supply delivery time exceeded the allowable standard in AFMAN 23-110, *USAF Supply Manual*, and was not replaced by a spare aircraft.

**NOTE:** Actual time required for installation of the part or component is to be considered.

3.4.1.4.1. Deletes resulting from a verified NMCS or PMCS condition will be charged to supply.

3.4.1.4.2. Late/deletes due to late delivery of POL will be charged to supply.

3.4.1.5. Deviations from the weekly schedule, which result from over stressing the aircraft and short notice aircrew physical/mental disqualification, will be charged to operations.

3.4.1.6. Ground aborts will be recorded to the responsible agency or condition that caused the aborted mission. Ground aborts on FCFs or OCFs will be recorded in CAMS but not used when computing FSE.

3.4.1.6.1. If the aborted aircraft is replaced by a spare, and the spare can meet the mission requirements, the original aircraft will be coded as a ground abort provided the line has not already been spared.

3.4.1.6.2. If the original aborted aircraft is launched on the original scheduled mission but exceeds the 15-minute late takeoff criteria, the sortie will be recorded as a late takeoff.

3.4.1.7. Air aborts. An air abort is considered as a sortie flown when reporting total sorties flown.

Air aborts will be coded to the agency or condition that caused the aborted mission. An air abort will not be recorded when malfunctions occur during the "Before Takeoff Checklist" portion of helicopter sorties.

**NOTE:** The decision that an effective mission is attained will be made by operations. A non-effective mission does not necessarily mean an air abort occurred. For example, a sortie in which all planned mission tasks were completed, but yet the mission was non effective because of student failure would not be coded as an air abort. Do not count air aborts as deviations when computing FSE.

3.4.1.8. Deviations resulting from no-notice taskings from agencies external to the wing will be charged to HHQ.

3.4.1.9. Deviations for any weather adversely impacting missions will be charged to weather.

3.4.1.10. If an aircraft lands Code 2 or 3 and bypasses the hot pits to take a spare aircraft, no deviation is recorded. However, if the aircraft lands, takes fuel via the hot pits, incurs an NMC condition after completion of hot pit refueling, and can no longer continue, a ground abort is recorded.

**NOTE:** Definition of hot pit refueling is defined as the refueling receptacle being disconnected from the aircraft after hot pit refueling.

3.4.1.11. A spare is a designated aircraft on the printed schedule to be used in case a scheduled aircraft cannot fly its sortie. Spares can include aircraft that have been canceled, aborted, flown an earlier sortie, or an aircraft that has been released after FCF/OCF. Do not count printed spares used as deviations when computing FSE.

3.4.1.12. Do not count Tail Number Swaps as deviations when computing FSE.

### 3.5. Interchanges.

3.5.1. Interchanges are changes to the printed flying schedule involving aircraft tail numbers printed on that day's schedule. Interchanges may be made up to crew ready time. Once crew ready time has passed, normal deviation recording will apply. Interchanges made after the daily maintenance scheduling/production meeting and prior to the first crew ready time the next day require AF Form 2407 coordination. The MOC must be notified of all interchanges. Record all interchanges in CAMS. Below are specific examples of interchanges:

3.5.1.1. Changing aircraft in printed line numbers with printed spare aircraft.

3.5.1.2. Changing aircraft in printed line numbers to different printed line numbers (tail number swap).

3.5.1.3. Changing aircraft not on the printed schedule that have flown that day, with aircraft on the printed schedule.

### 3.6. Scheduling Exceptions.

3.6.1. Airlift and Air Refueling Squadrons. Due to short notice variations in airlift and refueling taskings that are outside units control, airlift and tanker squadrons will finalize daily flying schedules at the previous day's daily maintenance scheduling/production meeting. Flying schedule deviation reporting will be calculated against the final daily schedule. Scheduled maintenance deviations are recorded against the weekly maintenance schedule.

3.6.2. Adverse Weather. OSs may add sorties to the flying schedule to make up for weather losses. Sorties will only be added to the schedule when the planned weather attrition for the month, prorated daily, has been exceeded for that month. The number of sorties added will not exceed the difference between the prorated weather attrition and actual weather losses (**EXAMPLE:** Prorated weather attrition for the month equals 30 sorties. On the 20th of the month, 40 sorties are lost. Ten sorties may be added.). The maintenance schedule and the ability of maintenance to support the additional requirements must be carefully considered before adding sorties. Weather adds, even within planned attrition limits, are recorded as schedule deviations. Under no circumstances will the number of sorties added for weather exceed the number planned for the month (See [Attachment 2](#) for example of computing weather attrition for the flying schedule.).

3.6.3. Achievement of UTE rate. Utilization management is accomplished throughout the month. Attrition should be closely monitored and a determination to adjust the number of sorties required should be made before each weekly schedule is developed. This practice ensures an even sortie flow, eliminates excessive maintenance actions and limits the number of sorties canceled. The OS/CC is responsible for the flying program and has the authority to add, cancel, or re-cut sorties anytime during the month. However, flying scheduling effectiveness will be recorded. When the OS/CC is reasonably assured that the UTE rate goal will be met, they are encouraged to modify or cancel all or part of the schedule to meet unit needs. Sorties that are canceled for UTE management during the last five Operations and Maintenance (O&M) days of the month will be recorded as OT. For large aircraft, the UTE rate is based on hours.

3.6.4. Cope Thunder Exceptions. During 3rd Wing and 354th FW participation in Cope Thunder, the units involved are allowed to daily tail number schedule both the local and the Cope Thunder sorties for participating OSs. The sorties will be printed in the Weekly Flying Schedule without tail numbers. This allows the wings to adjust tail numbers to their local schedule to compensate for changes or completion of the Cope Thunder Schedule.

3.6.5. Year End Closeout. During the last 15 O&M days of the fiscal year, units are permitted to selectively add/cancel scheduled sorties to manage the end-of-year flying hour closeout. These additions/cancellations will be recorded as OT. This provision is intended to help units gradually close out end-of-year flying without creating hangar queens and unintentionally exceeding the UTE rate.

**3.7. Planned Sortie Surge.** A unit, OS, or a portion of an OS may plan to produce sorties at a higher than normal rate. A portion of an OS may also use a planned sortie surge when the rest of the OS is deployed to a different location. A planned sortie surge is not considered a combat sortie generation or an unscheduled tasking. It should be conducted in a manner that takes full advantage of training opportunities inherent in a period of increased operations and maintenance activity. The number of sorties will be determined by training objectives and established by the OS/CC. Sortie surge rates will exceed the normal home station daily sortie rate (by month) of the OS by at least 50 percent.

3.7.1. Surge scheduling scenarios should task maintenance and flying organizations realistically. Units should plan to get the maximum number of sorties possible from each airframe committed to the schedule.

3.7.2. Extreme care must be exercised to avoid creating a backlog of unscheduled maintenance actions when scheduling sortie surges.

3.7.3. Aircraft tail numbers, takeoff times, line numbers, and configurations will be printed in the weekly schedule for the first sorties of each day. Include the statement "sortie surge" in the remarks section for each affected day.

3.7.4. Only line numbers are required on the weekly schedule for subsequent sorties (i.e., the total number of sorties/line numbers the unit plans to fly). Other data such as takeoff times, configurations, and missions may be printed as required by the unit. This data will be confirmed at the daily scheduling meeting.

3.7.5. If more sorties are flown than what was planned (i.e., line numbers printed), these sorties will be considered flown as scheduled, and loaded into CAMS by the MOC.

3.7.6. Early and late takeoffs are not recorded on second and subsequent sorties. However, for all other deviations, normal deviation reporting applies. Units should, however, track late takeoffs and their causes to prevent recurrence.

**3.8. Combat Sortie Generation.** Combat sortie generations are conducted as outlined in applicable command instructions.

3.8.1. For scheduled combat sortie generations, publish the weekly flying schedule as a normal schedule. On the days the unit plans to exercise, annotate scheduled exercise. If an unannounced exercise is initiated, the affected day's printed schedule will be canceled without deviation recording.

3.8.2. The Air Tasking Order (ATO) will contain mission numbers, on-status time/time on target (TOT), and configurations. A daily flying schedule, including aircraft tail numbers for the first lines and spares, will be finalized and confirmed to operations not later than 2 hours prior to the first on-status/ takeoff time. Normal deviations will be assessed against all sorties.

3.8.3. When a scramble launch scenario is used, a launch "window" will be established for each line number or block of line numbers. Normal deviations will be assessed against all sorties.

3.8.4. Sorties lost due to required scenario responses such as chemical warfare condition black, air-field attacks, etc., will be recorded as "OT."

3.8.5. If more sorties are flown than line numbers printed, these sorties will be considered flown as scheduled.

3.8.6. Once the objectives established by HHQ or the WG/CC have been met, the remainder of that day's schedule may be canceled without recording deviations.

3.8.7. At the termination of the exercise which caused a unit to conduct a combat sortie generation, the unit's originally printed weekly flying schedule may be revised, canceled, or replaced with a new, weekly schedule without recording deviations. Once finalized, normal deviation procedures apply.

**3.9. Unscheduled Tasking.** When a unit is tasked with an unscheduled HHQ tasking or self-initiated tasking (mobility exercises or weather evacuations), or other services tasking which significantly impacts the printed weekly flying schedule, the printed schedule may be revised or canceled and replaced with a new weekly schedule without recording deviations.

**NOTE:** Unscheduled tasking will not be used solely to recoup sortie losses.

3.9.1. If the schedule is revised or canceled and reprinted, the following procedures will be used:

3.9.1.1. Normal deviation reporting procedures will be followed once the revised/reprinted schedule has been finalized. The revised schedule will be finalized a minimum of 2 hours before the first scheduled launch.

3.9.1.2. Once the tasking terminates, the original schedule may be used or it may be revised or reprinted for the tasking period, as required. Normal deviation reporting is to be used once the revised or reprinted schedule is finalized.

3.9.1.3. Normal deviation reporting procedures will be followed after a takeoff time is established to a tasking by HHQ or other services.

3.9.2. If the unscheduled tasking has an adverse impact on the monthly UTE rate goal, the OS/CC has the option to adjust the monthly sortie UTE rate goal.

**3.10. Flying Scheduling Effectiveness Computations.** Compute monthly flying scheduling effectiveness rate by aircraft mission and design using the formulas below:

3.10.1. Total Sorties Scheduled = Home Base Scheduled plus Deployed Scheduled plus Off Base Scheduled.

3.10.2. Scheduling Effectiveness = Total Sorties Scheduled minus total Deviations divided by total Sorties Scheduled times 100.

## Chapter 4

### MAINTENANCE SCHEDULING EFFECTIVENESS (MSE)

**4.1. Purpose.** This chapter provides a means to measure MSE, reflected by how well the maintenance schedule is carried out. Maintenance efforts should be directed toward the timely accomplishment of all scheduled maintenance actions. PACAF goal for MSE is 95%.

#### 4.2. Computations.

4.2.1. Scheduled maintenance events and respective weighted factor points in **Table 4.1.** are used in computing the aircraft MSE rate. Credit is received for actions started on or prior to the scheduled date as printed in the weekly flying schedule. The CAMS database will be used to determine whether or not the maintenance actions were started on time.

4.2.2. The OG/LG/CCs may select additional areas (such as AGE, AIS, AME, etc.) for local scheduling effectiveness tracking. The unit will establish standards for these programs and develop a computation table in the format of **Table 4.1.** This data will not be included in aircraft MSE when reported to higher headquarters.

4.2.3. OSS PS&D will implement procedures for reviewing and recording scheduled maintenance actions daily, forward this data to maintenance analysis weekly for computation and publication. Daily review will be accomplished by OSS PS&D and will not be delegated to OS PS&Ds.

4.2.4. When a unit is tasked with a combat sortie generation, unscheduled tasking, unannounced exercise/real world contingency, or HHQ exercise that significantly impacts the printed weekly maintenance schedule, the plan may be revised or reprinted without incurring deviations. Normal deviation reporting procedures will be followed once the revised or reprinted plan is finalized. The unaccomplished portion of the maintenance schedule that was revised will not be included in the scheduling effectiveness formula.

4.2.5. Units may revise or reprint the following day's or remainder of that week's maintenance schedule to compensate for adverse weather. This adjustment should be used only in extreme cases and recorded on an AF Form 2407. Once changed, normal deviation reporting procedures will apply.

4.2.6. The OS/CC may cancel and reschedule maintenance actions to coincide with the portion of the flying schedule that was canceled after the unit or OS has achieved the UTE rate goal for the month. These canceled maintenance actions will not be included in MSE computations.

4.2.7. Maintenance Scheduling Deviation Categories:

4.2.7.1. MT actions canceled to add aircraft to the flying schedule.

4.2.7.2. MT actions canceled due to lack of manpower or equipment.

4.2.7.3. MT actions not started as a result of mismanagement.

4.2.7.4. HHQ.

4.2.7.5. WX.

4.2.7.6. Deviations that result from a verified parts back order condition.

4.2.7.7. Aircraft that are impounded after publication of the weekly schedule.

4.2.7.8. Deviations resulting from unscheduled major maintenance where the scheduled maintenance action cannot be accomplished because of tech data restrictions.

4.2.7.9. Aircraft off base and unable to return.

4.2.7.10. Actions canceled as a result of Productivity day.

**Table 4.1. Maintenance Scheduling Effectiveness Computation.**

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
SCHEDULED EVENT	WEIGHTED POINTS	NUMBER OF EVENTS	POSSIBLE POINTS (A x B)	STARTED AS SCHEDULED	POINTS EARNED (A x D)
Alert Prep	6				
Transfer/Acceptance Inspections	6				
Engine Changes	5				
Periodic (PE) Inspections	5				
Isochronal Inspections	5				
Phase/Home Station Checks	5				
Hourly Post Flights	5				
Training/FTD Aircraft	4				
Weapons Load Training Aircraft	4				
Integrated Combat Turn Aircraft	4				
Radar Calibrations	4				
Time Changes	4				
Special Inspections	4				
TCTOs	4				
Washes/Corrosion Control	3				
Aircraft Paints	3				
Boresights	3				
Delayed Discrepancies	3				

	<b>A</b>	<b>B</b>	<b>C</b>	<b>D</b>	<b>E</b>
Document Reviews	2				
Acft Weight and Balance	1				
Other Events as Printed on the Weekly Maint Page	1				

Total Points Possible:

Total Points Earned:

Formula: Total Points Earned Divide By Total Points Possible x 100 = Maintenance Scheduling Effectiveness Rate.

## Chapter 5

### DEPLOYED OPERATIONS AND OFF-BASE SORTIES

**5.1. Purpose.** This chapter establishes rules and procedures used in planning, executing, evaluating, and reporting of unit flying and maintenance schedules at deployed locations where unit maintenance is provided. Sorties flown at locations where no parent unit maintenance is provided are considered off-base sorties. If parent unit support is provided, this is considered the same as home station support and normal deviation reporting applies. Data from deployed operations will be transmitted or forwarded back to home station and reported in a separate column and included in unit totals IAW PACAF 21-102.

**5.2. Scheduling.** In addition to the procedures for home station scheduling and reporting, deployed units will use the following procedures when developing a weekly flying schedule and reporting deviations:

5.2.1. Separate block(s) of sortie sequence numbers will be assigned for deployment location(s).

5.2.2. When a spare aircraft is launched for a scheduled deployment to a Forward Operating Location (FOL), the options in paragraph **3.3.5. of this instruction**, apply to the home station and deployment location flying and maintenance schedules.

5.2.3. Additions and cancellations at deployed locations, required to accomplish specific aircrew training requirements and make optimum use of available range time, are considered flown as scheduled. This does not relieve operations and maintenance from developing a viable and realistic flying schedule at the deployed location. The primary purpose of this flexibility is to allow the unit to make up non-effective sorties to ensure accomplishment of the deployment training plan. Procedures for changing the weekly schedule in **Chapter 2** of this instruction, apply to deployment location flying and maintenance schedules. Additions and cancellations caused by ineffective planning are recorded.

**5.3. Deployed Daily Activity Report (Attachment 2).** Required information for deployed units will be transmitted to home station IAW applicable unit deployment plans.

5.3.1. Report Preparation. The senior OS maintenance person assumes responsibility for preparing and transmitting the report. The method of coordination between operations and maintenance will be determined locally and will include both deployed unit personnel and personnel assigned to the site as applicable. The report will cover all flying activities at the deployment site for that day and will be transmitted by priority message (minimize considered) or by electronic mail (E-Mail), to include CAMS or other defense data network (DDN) E-Mail systems, not later than 2400 local. If host nation message center operational hours do not allow for transmission by 2400, the message will be transmitted immediately on the following day. If more than one unit is deployed to the same site, separate message reports will be prepared. The report is sent to parent unit LG/OG staff agencies for inclusion in home station statistical data analysis and internally to deployment site agencies.

5.3.1.1. **Attachment 2** provides detailed procedures for report preparation. The subject of the report is self-explanatory, and must cite the Julian date of the data reported. Daily messages will contain 12 data elements. An entry for each data element is mandatory. If no data were generated for a particular element, enter the word "none." If corrections to previous reports are required, they will be transmitted by separate message. The subject of a correction message will be "Daily Activity Report Correction for Julian Date \_\_\_\_\_." The correction message need only contain a reference to the incorrect data and the corrections required.

**5.4. Off-Station Sorties.** Those sorties flown from other than home station and parent unit maintenance is not provided (e.g., cross-country sorties). The following paragraphs outline the rules that apply to off-station sorties:

5.4.1. When a spare is launched to the off-station/cross country location in place of the originally intended aircraft, the options in paragraph **3.3.5.** of this instruction apply.

5.4.2. When an aircraft is off-station and cannot return to home station for its scheduled sortie, a deviation will be recorded for the reason the aircraft was unable to return. The reasons will be specific, i.e., maintenance, operations, weather, etc.

**NOTE:** If the off-station aircraft can fly its scheduled mission from its location, no deviation is recorded.

## Chapter 6

### FLYING SCHEDULING REPORTING PROCEDURES (CAMS)

**6.1. Purpose.** This chapter provides instructions on flying scheduling reporting procedures. The flying schedule must be loaded in CAMS to track scheduling and deviation data. Once loaded, the CAMS daily mission schedule or proposed maintenance plan background programs will provide base-level retrieval of flying and maintenance schedule information, and CAMS will complete HHQ reporting of aircraft utilization. CAMS eliminates the need for manual tracking of flying schedule deviations.

#### 6.2. Responsibilities.

6.2.1. The OSS/CC will ensure procedures are established to verify the accuracy of all scheduling and deviation data.

6.2.2. OSS PS&D section will publish the weekly flying schedule IAW **Chapter 2** of this publication on AF Forms 2400 series or computer generated forms. The OS PS&D will load the weekly flying schedule into CAMS NLT Friday before the affected week, using the procedures in AFCS M 21-565V2.

6.2.3. The MOC will review the on-line CAMS debriefed sortie recap and the CAMS daily background product Accomplishment Utilization Report (AUR), deviation detail listing and deviation summary reports each day to ensure accuracy of deviation reporting. The MOC will record cancellations, late and early takeoffs and landings, interchanges, and the use of spare aircraft in CAMS as deviations occur. The OS debriefer will record additions, aborts, and in-flight emergency incidents in CAMS during the CAMS automated debriefing process. The MOC will coordinate with the OS on all changes and deviations to the daily flying schedule to assist in determining correct debriefing status codes. The MOC will provide sortie sequence numbers and sortie numbers to the OS for all additions and cross-country sorties. Sortie numbers assigned to a specific tail number must be in sequential order (for example sortie number 101 must be used on a specific tail number before sortie number 102). Unique sortie sequence numbers will be developed for deployed sorties.

6.2.4. The following instructions apply to CAMS screen 474, Cause Code Table; 342, Operational Event Cancellation; 343, Operational Event Tail Number Swap/Tail Number Spare; and 350, Deviation, Start/Stop/Correction Abort/Delete. The Ground Deviation Code block cannot be blank. Enter one of the following codes or one of the ground deviation codes in AFCSM 21-565V2:

#### CODE FUNCTION

**AD**.....Addition

**CX**.....Cancellation

**ET** .....Early Takeoff

**GA** .....Ground Abort

**LT** .....Late Takeoff

**SP**.....Spare

**TS**.....Tail number Swap or Interchange - Not to be used when a spare aircraft is used before crew show.

6.2.5. Indicator. Enter one of the following codes to indicate the category of each deviation:

**CODE FUNCTION**

C.....Recorded Deviation

N.....Not used (All deviations are recorded)

**NOTE:** There is no code for spare interchanges in CAMS. The action required to indicate an interchange in CAMS is a tail number swap, which is the only way to move a sortie number from one tail number to another. Code it as a deviation and list in the remarks block that the tail number swap is an interchange. Flying scheduling effectiveness must be calculated manually to exclude spares and interchanges under CAMS.

6.2.6. Cause Code. Enter one of the following codes to indicate the reason for a deviation or the agency, which caused a deviation. These codes must be entered into the CAMS Cause Code table as outlined in AFCSM 21-565V2. The maintenance indicator block is left blank when loading the following Cause Codes.

**CODE FUNCTION**

**ATx** .....Air Traffic

**EXH**.....HHQ Exercise

**EXL**.....Locally Generated Exercise

**GAA**.....Ground Abort, before engine start, maintenance

**GAB**.....Ground Abort, after engine start, before taxi, maintenance

**GAC**.....Ground Abort, after taxi, maintenance

**HQT**.....HHQ, MAJCOM

**HQN** .....HHQ, NAF

**HQP**.....HHQ, other

**MTx** .....Maintenance

**OPx** .....Operations

**SUx** .....Supply

**SYx** .....Sympathy

**WXx** .....Weather

**OXx** .....Other

**xxx** .....Local Option

**NOTE:** Use x for any character for local use. EXH and EXL will only be used when sorties are canceled for an exercise.

6.2.7. Air Deviation Code. Enter one of the following codes or one of the air deviation codes in AFCSM 21-565V2 for each deviation that occurs after aircraft takeoff:

**CODE FUNCTION**

**AA** .....Air Abort (includes operations, weather, sympathy, ATC, Non-IFE, and other)

**AI** .....Air Abort, IFE

**EL** .....Early Landing

**FE** .....IFE

**FI** .....In-flight Incident

**LL** .....Late Landing

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Director of Logistics

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 16-402, *Aerospace Vehicle Programming, Assignment, Distribution, Accounting, and Termination*  
AFPD 21-1, *Managing Aerospace Equipment Maintenance*  
AFI 21-101, *Maintenance Management of Aircraft*  
AFMAN 23-110, *USAF Supply Manual*  
AFI 36-2217, *Munitions Requirements for Aircrew Tracking*  
AFMAN 37-139, *Records Disposition Schedule*  
AFCSM 21-565V2, *CAMS Operational Event Subsystem*  
PACAFI 11-101, *Flying Hour Program Management*  
PACAFI 21-101, *Objective Wing Aircraft Maintenance*  
PACAFI 21-102, *Monthly Maintenance Summary Reporting Procedures (RCS: PAF-LGM(M) 7211)*

***Abbreviations and Acronyms***

**AA**—Air abort  
**AD**—Addition (see definition of terms in this attachment)  
**AF**—Air Force  
**AFCSM**—Air Force Computer Systems Manual  
**AFI**—Air Force Instruction  
**AFMAN**—Air Force Manual  
**AFMC**—Air Force Material Command  
**AFPD**—Air Force Policy Directive  
**AFRC**—Air Force Reserve Command  
**AFTO**—Air Force Technical Order  
**AGE**—Aerospace Ground Equipment  
**AI**—Air abort, IFE  
**AIA**—Air Intelligence Agency  
**AIS**—Avionics Intermediate Shop  
**AME**—Alternate Mission Equipment  
**ANG**—Air National Guard  
**AR**—Allocations

**AT or ATC**—Air Traffic Control

**ATO**—Air Tasking Order

**Atx**—Air Traffic

**AUR**—Accomplishment Utilization Report (see definition of terms in this attachment)

**AWACS**—Airborne Warning and Control System

**C**—Recorded deviation

**CAMS**—Core Automated Maintenance System

**CC**—Commander

**CX**—Cancellation (see definition of terms in this attachment)

**DACT**—Dissimilar Air Combat Tactics

**DD**—Delayed Discrepancy

**DT&E**—Development Testing and Evaluation

**ECM**—Electronic Counter Measures

**EL**—Early Landing

**ET**—Early Takeoff (see definition of terms in this attachment)

**FAA**—Federal Aviation Administration

**FCF**—Functional Check Flight (see definition of terms in this attachment)

**FE**—IFE

**FHP**—Flying Hour Program

**FI**—In-flight Incident

**FOL**—Forward Operating Location

**FSE**—Flying Scheduling Effectiveness

**FTD**—Field Training Detachment

**FTU**—Flying Training Unit

**GA**—Ground Abort

**GAA**—Ground abort, before engine start, maintenance

**GAB**—Ground abort, after engine start, before taxi, maintenance

**GAC**—Ground abort, after taxi, maintenance

**HHQ**—Higher Headquarters (see definition of terms in this attachment)

**HPO**—Hourly Post-flight

**HQ**—Headquarters

**HQN**—Higher Headquarters, NAF

**HQP**—Higher Headquarters, other  
**HQT**—Higher Headquarters, MAJCOM  
**IAW**—In Accordance With  
**ICT**—Integrated Combat Turn  
**IFE**—In-flight Emergency (see definition of terms in this attachment)  
**IND**—Index  
**IOT&E**—Initial Operational Testing and Evaluation  
**ISO**—Isochronal  
**JA/ATT**—Joint Airborne Air Transportability Training  
**LG**—Logistics Group  
**LL**—Late Landing  
**LSS**—Logistics Support Squadron  
**LT**—Late Takeoff (see definition of terms in this attachment)  
**MAJCOM**—Major Command  
**MDS**—Mission Design Series  
**MITO**—Minimum Interval Take-off  
**MOC**—Maintenance Operations Center  
**MS**—Maintenance Supervisor  
**MT**—Maintenance  
**Mtx**—Maintenance  
**MXS MS**—Maintenance Squadron Maintenance Supervisor  
**NAOC**—National Airborne Operations Center  
**N**—Not Used (all deviations are recorded)  
**NLT**—Not Later Than  
**NMCS**—Not Mission Capable Supply  
**OCF**—Operational Check Flight (see definition of terms in this attachment)  
**OG**—Operations Group  
**O&M**—Operations and Maintenance (see definition of terms in this attachment)  
**OP or Ops**—Operations  
**OS**—Operations Squadron  
**OSS**—Operations Support Squadron  
**OT**—Other

**OT&E**—Operational Testing and Evaluation  
**PACAF**—Pacific Air Forces  
**PAI**—Primary Aircraft Assigned for Inventory  
**PDM**—Periodic Depot Maintenance  
**PE**—Periodic  
**PMCS**—Partially Mission Capable Supply  
**POL**—Petroleum, Oil, and Lubricants  
**PRA**—Planning Requirements  
**PS&D**—Plans, Scheduling, and Documentation  
**QA**—Quality Assurance  
**SAAM**—Special Assignment Airlift Mission  
**SE**—Support Equipment  
**SG**—Support Group  
**SMO**—Squadron Maintenance Officer  
**SP**—Spare (see definition of terms in this attachment)  
**SU**—Supply  
**SY**—Sympathy  
**TCTO**—Time Compliance Technical Order  
**TDI**—Time Distribution Index  
**TDY**—Temporary Duty  
**TF**—Aircraft Possessed for Training  
**TO**—Technical Order  
**TOT**—Time on Target  
**TR**—Training Range  
**TRAP**—Tanks, Racks, Adapters, and Pylons  
**TS**—Tail Number Swap or Exchange  
**USAFE**—United States Air Forces in Europe  
**UTE**—Utilization  
**WLT**—Weapons Load Training  
**WRM**—War Reserve Materiel  
**WTR**—Workable TCTO Report  
**WX**—Weather

Wxx—Weather

xxx—Local Option

### *Terms*

**Accomplishment Utilization Report (AUR)**—A CAMS background report showing flying schedule accomplishment on a daily, weekly or monthly basis (AFCS M 21-565V2).

**Addition**—An increase in sorties or aircraft added to the printed weekly flying schedule.

**Air Abort**—An airborne aircraft that can not complete its primary or alternate mission because of an aircraft system(s) malfunction.

**Air Deviation Code**—A deviation from the scheduled sortie flight plan occurring after aircraft takeoff.

**Aircraft Sortie**—An operational flight by one aircraft. A sortie begins when the aircraft starts to move forward or takeoff vertically from rest at any point of support. It ends after airborne flight when the aircraft returns for final landing. Aircraft with hourly UTEs and helicopter missions with multiple landings and takeoffs may be documented as one sortie. Multiple helicopter takeoffs and landings involving FCF missions may be documented as one sortie for each day. Except for a continuation sortie, a sortie ends after airborne flight when the aircraft returns to the surface and whichever occurs first: (a) All engines are stopped. (b) The aircraft is on the surface for fifteen minutes.

**Alert Sorties**—Sorties flown from alert because of a higher headquarters exercise, active air or practice scramble, or committed to fly from alert on the printed weekly schedule will be considered sorties scheduled and flown as scheduled.

**Attrition**—Losses expected based on historical data. Sorties added by maintenance scheduling to a unit's sortie contract to allow for actual losses due to air traffic control deletes, sympathy deletes, HHQ deletes, other deletes, and weather deletes as computed IAW PACAFI 21-102. For large aircraft, the monthly schedule may, for management purposes, clearly identify attrition sorties. If attrition is less or more than planned, adjustments to the schedule should be made to prevent overextending maintenance and staying within the unit's sortie flying hour program. Attrition sorties are not substitutes for capability shortfalls, they are additive to the contract to ensure mission goals are met. A sortie lost will normally be flown in the week/month the loss occurred. If at the end of a quarter, losses exceed attrition figures, the OG/LG/CCs will come to an agreement on how the shortfall will be corrected.

**Attrition Reserve**—Those aircraft required to replace primary aircraft inventory losses in a given year projected over the life of the weapon system.

**Cancellation**—An aircraft or sortie that is removed from the printed schedule for any reason.

**Continuation Sortie**—A scheduled sortie containing scheduled operation stops. When a crew completes their training/mission and performs an operation stop, the engines remain running and no servicing or maintenance is performed. The prime purpose is to on/off load crew members. This sortie will accommodate lost training events and optimize aircraft use. **EXCEPTIONS:** C-130 aircraft, engine may be shut down to upload/download paratroopers or passengers.

**Crew Ready**—An aircraft that has been properly inspected, fueled, required weapons loaded, necessary maintenance actions completed, the exceptional release signed off (for the first flight of the day) and the tail number passed to operations. Units will develop and publish specific crew ready times for each assigned MDS as agreed upon by the OG/LG/CCs.

**Crew Show**—The time that the aircrew arrives at the aircraft. Units will develop and publish specific crew show times for each assigned MDS as agreed upon by the OG/LG/CCs.

**Deployed Sorties**—Sorties launched away from home base or isolated areas at home base, with parent-unit maintenance provided. For the purpose of this regulation deployed sorties are considered home station sorties.

**Deviation**—A departure from the printed weekly flying schedule.

**Early Takeoff**—Scheduled sorties launched more than 30 minutes prior to scheduled takeoff.

**Exercise**—A unit or higher headquarters event designed to test or evaluate an organization's plans, procedures, and operational/maintenance capabilities. Exercises are a combat sortie generation, or an unscheduled local or higher headquarters tasking. Operational readiness inspections and wing directed operational readiness evaluations are combat sortie generations.

**Extended Sortie**—Scheduled sorties that land more than 15 minutes past the scheduled landing time. If the extended sortie originated on time, record the subsequent late takeoff or deletion against the agency that caused the late landing. If the extended sortie did not originate on time, record the subsequent sortie deviation against the agency that caused the original delay.

**External Customer**—Outside the control of the operational wing, a user of aircraft sorties that dictates, either partially or wholly, flying schedule execution (e.g., Joint Airborne Air Transportability Training (JA/ATT) users, Special Assignment Airlift Mission (SAAM) users or channel mission users.

**Ferry Sortie**—Those sorties flown to transfer an aircraft to or from a maintenance facility or to a new assignment, including inter-command, inter-unit transfers.

**Flown as Scheduled Sortie**—A sortie flown by a specific aircraft on the date and time indicated on the printed weekly schedule, and those aircraft that are defined as "flown as scheduled" elsewhere in this regulation.

**Flying Scheduling Effectiveness (FSE)**—Rate used to determine how well the flying schedule was executed.

**Functional Check Flight (FCF)**—The flight of an aircraft, in accordance with the applicable dash -6 manual, to verify air worthiness of the aircraft.

**Ground Abort**—Event after crew show time that prevents a "crew ready" aircraft from becoming airborne.

**Higher Headquarters (HHQ)**—A controlling agency normally above wing level.

**Home Station Sortie**—Sorties launched from the home base or deployed locations where parent unit maintenance is provided.

**In-flight Emergency (IFE)**—An airborne aircraft that encounters a situation or emergency that results in an IFE being declared by the aircrew. (Not a deviation, but will be recorded IAW [Chapter 6](#))

**Interchange**—Tail number swaps made to the daily flying schedule IAW paragraph [3.5](#).

**Late Takeoff**—Scheduled sortie launched more than 15 minutes after scheduled takeoff time.

**Late Landing**—Aircraft landing 15 minutes past its scheduled landing time. This does not apply towards continuation sorties.

**Maintenance Scheduling Effectiveness (MSE)**—A measurement used to determine what percent of the scheduled maintenance actions were actually started on the dates published in the weekly flying schedule.

**Mission Re-cut**—When an external customer, for a scheduled sortie, cancels and the OS wishes to optimize the available airframe, the mission may be re-cut to complete training requirements. The crew compliment must remain the same and the takeoff and landing times cannot be changed without incurring a deviation.

**Off-Station Sorties**—Sorties flown away from home base (cross-country) and parent unit maintenance is not provided. This includes aircraft that divert or break off-station and parent unit maintenance is sent to repair and launch the aircraft. **NOTE:** Off-station sorties are considered flown as scheduled. Deviations incurred are not used in scheduling effectiveness or abort rate computations.

**Operational Check Flight (OCF)**—The first flight of an aircraft that has had extended downtime or extensive maintenance which does not require an FCF.

**Operations and Maintenance Day (O&M)**—Monday through Friday, not including federal holidays.

**Pen-and-Ink Changes**—Changes made to next week's flying schedule after the wing commander has signed the schedule and prior to 1700 hours local Friday.

**Prorated Weather Attrition** —Prorated weather attrition sorties will only be used when sorties are lost because of weather. Weather attrition sorties will not be carried over into another month.

**Scheduled Sortie**—An aircraft scheduled for flight by tail number on the weekly flying schedule and confirmed on the daily flying schedule. Functional Check Flights (FCF) and Operational Check Flights (OCF) are excluded.

**Scheduled Maintenance Action**—A maintenance requirement printed in the flying schedule.

**Sortie Contract**—A written agreement between operations and maintenance and approved by the WG/CC. It specifies the number of sorties and hours to be flown. The contract is the final resolved product between operational requirements and maintenance capabilities. The total forecasted attrition factor will be considered in achieving a contract agreement and added by maintenance to ensure fulfillment of the contract. The contract figure plus attrition factor provides the basis for fulfillment of the contract. The contract figure plus attrition factor provides the basis for the development of the monthly maintenance plan and operational schedules. The contract is based on the operational schedules. Attrition sorties are not substitutes for capability shortfalls; they are figured against the contract.

**Spare**—An aircraft designated as a spare on the printed schedule. Also includes scheduled aircraft that have been canceled, aborted, have flown an earlier sortie, or an aircraft that has been released after FCF/OCF.

**Unscheduled Tasking**—Tasking in which initial notification occurs after publication of the weekly schedule.

**Weekly Flying and Maintenance Schedule**—The schedule, agreed to by operations and maintenance, and signed by the WG/CC, to support the unit's flying and maintenance requirements. In this publication it is referred to as the "flying schedule."

## Attachment 2

### ATTRITION AND SPARE FACTOR EXAMPLES

**A2.1. General.** The factors used to compute attrition will be limited to WX, AT, SY, OT, and HHQ deletes. **NOTE:** OT other for this computation must not include those sorties deleted due to completion of the monthly flying program. When developing these factors, units are to use normal statistical applications. Attrition factors are used to compensate for non-unit controlled factors. Spares are used to compensate for unit controlled factors. Attrition and spare factors will be computed for and applied to each flying squadron. Use at least five years of historical data (if available) to ensure seasonal variations are considered as basis for attrition and spare factors. Attrition will be computed monthly and a copy of the result will be provided to OSS PS&D for dissemination to the OS PS&Ds.

#### **A2.2. Attrition Factor.**

A2.2.1. Computation. Based on unit historical data from previous similar flying months. When computing attrition, use the total sorties lost in a particular category. Do not use the difference between the sorties lost and those sorties added to make up for the losses. The attrition will be computed by the MDSA section, by month for the entire fiscal year. Sorties cancelled due to local exercises will not be considered when computing attrition factors.

#### **Attrition Computation Example.**

Deletes:

OT	.04
AT:	.01
SY:	.01
HHQ:	<u>.01</u>
Deletes attrition factor:	.07
WX:	<u>.03</u>
Total attrition factor:	.10

Overall attrition factor is .10 or 10 %

#### A2.2.2. Sample Application of Total Attrition Factor:

Sorties Required = 1000

Subtract attrition factor from 1:  $(1-.10)=.90$

Divide 1000 by .90

Required sorties to schedule is 1,111

**A2.3. Prorated Weather Attrition Factor.**

**A2.3.1. Computation.** Using the weather attrition factor, compute the number of anticipated sortie losses for weather. Divide the number of weather losses by the O&M days. This will determine the prorated weather attrition.

**A2.3.1.1. Sample Application of Prorated Weather Attrition Factor:**

Sorties Required	1000
Subtract the weather attrition factor from 1	$(1-.03)=.97$
Divide 1000 by .97	
Equals Required Sorties to Schedule	1031
Minus Sortie Required	<u>1000</u>
Expected Weather Losses	31
Divide 31 by O&M Days (20 for this exercise)	$31/20$
Expected Sortie Losses per O&M Day	1.55

A unit would expect 1.5 sorties lost each O&M day in the month. Thus, a total of 30 sortie losses (1.5 sorties x 20 O&M days) would be expected for that month. Whenever weather losses exceed the total projected weather losses (number of O&M days to date x 1.5, round up to the next whole number), a unit may add sorties not to exceed the difference between the sorties lost due to weather and the total projected weather losses.

**A2.4. Spare Factor.**

A2.4.1. Spare factors are based on projected first sortie logistics losses.

A2.4.2. Spare requirements are computed and printed by day for each OS in the weekly flying schedule. The following factors are used to determine spares:

A2.4.2.1. MDSA computes spare aircraft requirements annually, using historical first sortie logistics losses and provides this information to OS PS&D for use in computing spare aircraft requirements. Normal spare requirements (to include scheduled surges) will not exceed 20 percent (30 percent for training units owning TF coded aircraft) of aircraft committed to the flying schedule, rounded up to the next whole aircraft.

A2.4.2.2. The computed spare requirement may be adjusted to compensate for multiple configurations and syllabus constraints.

A2.4.2.3. Additional spares are authorized to support HHQ taskings and special missions (if required by the tasking).

A2.4.2.4. At least one spare aircraft is authorized per MDS for each flying day.

**A2.4.3. Computation.** Based on historical data of the unit from previous similar flying months. Spare aircraft requirements will be calculated for first sorties only and may be adjusted for unusual configurations such as dart tow, flare pods, and so forth.

A2.4.3.1. Sample Application of Spare Factors:

1st Sortie Maintenance Deletions	.10
1st Sortie Supply Deletions	.03
1st Sortie Logistics Ground Aborts	<u>.05</u>
Spare factor	.18 or 18%

A sample figure of 12 first sorties is used in the following computation):

Spare Aircraft Required equals 1st sorties scheduled times spare factor rounded to next whole number.

$$12 \times .18 = 2.16$$

**Spares required is 3**

**Attachment 3****DEPLOYED DAILY ACTIVITY REPORT INSTRUCTIONS**

**NOTE:** The following instructions for developing a deployed daily activity report are provided as a guide. Each unit will develop their own procedures for reporting deployed activities using their own local requirements.

**A3.1. Data Element A, First/Total Sorties Scheduled.** Data Source is the MAJCOM Deviation Summary.

**A3.2. Data Element B, Total Sorties Scheduled/Flown by Type.** Report sorties scheduled/flown in the following categories: air to ground gunnery (AGG), TOW, DART, aerial combat tactics (ACT), and other. Only report those categories in which sorties were scheduled/flown. List the category, sorties scheduled, and sorties flown in the following manner: AGG 8/7, TOW 2/2, etc. Explain all "other" sorties scheduled/flown.

**A3.3. Data Element C, Daily Flight Schedule Deviation Summary.** List all information from MAJ-COM Deviation Summary block-by-block. Separate each data element with a slash. List each line entry separately as shown on the sample message format.

**A3.4. Data Element D, AFI 21-103, Utilization Data.** Data elements conform to requirement as stated in AFCSM 21-564, Vol. 2. Separate each data element with a slash and enter in the following order: air-craft tail number/takeoff date and time/landing date and time/full stop landing/total landings/mission symbol. Use a separate line to list each sortie/mission that flew.

**A3.5. Data Element E, AFI 21-103, Status Data.** Data elements conform to requirements as stated in, AFCSM 21-564, Vol. 2. Separate each data element with a slash and enter in the following order: aircraft tail number/maintenance condition status/status reason code/ordinal date (local)/time (local)/work unit code. List each NMC condition on a separate line. For FMC status reporting, the work unit code will be left blank. When an NMC aircraft will revert to PMC status after repair, show the aircraft serial number/PMC/WUC in the remarks section.

**A3.6. Data Element F, Sorties/Hours Flown.** List the first and total sorties flown that were both launched and recovered at the deployment site plus the total flying hours they generated. Separate each data element with a slash and enter in the following order: first sorties flown/total sorties flown/flying hours flown.

**A3.7. Data Element G, Aircraft Rotation (IN).** List the aircraft by tail number that rotated in during the period of the report and their associated flying hours. Separate each data element by a slash.

**A3.8. Data Element H, Aircraft Rotation (OUT).** List the aircraft by tail number that rotated out during the period of the report. Separate each tail number by a slash.

**A3.9. Data Element I, Aircraft on Station.** List the total aircraft assigned to the unit on station as of the time of the report.

**A3.10. Data Element J, Aircrew Scheduling Deviations.** List the number of cockpits not flown as scheduled.

**A3.11. Data Element K, Fuel Consumption.** Each Monday, report the fuel consumed during the previous week (Monday - Sunday). Separate each data element with a slash and report in the following order: gallons of fuel consumed/aircraft MDS/type fuel/total hours flown.

**A3.12. Data Element L, Engine Data.** Units will use this element to report engine data as required by unit engine management branch based on MDS.

**A3.13. Data Element M, Remarks.** Enter free text remarks for any item (a-k) which may require further explanation.

**A3.14. SAMPLE DAILY ACTIVITY REPORT**

UNCLASSIFIED 01 02 172330Z JUL 89 PP

UUUU

353 FTS EIELSON AFB AK//MAM//

35 OSS MISAWA AB JA//CC/OSC//

INFO 5AF YOKOTA AB JA//DO/LG//

UNCLAS

QQQQ

MSGID/SYS.RRI/35 OSS-OSCD//

AMPN/SUBJ: DAILY ACTIVITY REPORT FOR JULIAN DATE 95298//

a.25/40

b.AGG 10/8; TOW 5/4; DART 2/2; ACT 22/20; OTHER 1/1 (RANGE FAMILIARIZATION)

c.CARD COLUMN (PACAF FORM 297A) 14-16/17-21/22/25-29/31-34/35-37/38/39/40-41/42/

43-45/46/47/48-50

001 /A1001/ 1/DACT/ 0800 /015 / D/ C/MT/ Y/ 23H/

002 /A1002/ 1/DACT/ 0800 /015/ S/ /B/235

003 /A1003/ 1/DACT/ 0800 /015/ S/

NO 1 ENG WILL NOT START

O 1 ENG STALL

NONE

(COLUMNS 54-80 - PACAF FORM 297A CONT'D)

D. A7751/891981505/891981620/1/2/T3

A7333/891981515/891981630/2/2/T3

E. A1004/NMCM/B/17JUL/1300/1334C

A1004/FMC/17JUL/1445

F. 21/35/52.5

G. A7443/2.3;A6748/2.3

H. A7486/A7487

I. 25

J. 8

K. 97216/F-4G/JP8/63.7

L. LINE 002, ACFT 1002, COULD NOT DUPLICATE MALFUNCTION.

M. FREE FORM REMARKS.