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**SECURITY FORCES TRAINING AND
STANDARDIZATION EVALUATION
PROGRAMS**

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Use this instruction with Air Force Policy Directive (AFPD) 36-22, Air Force Military Training. It establishes requirements and provides guidelines for the Security Forces Training (SFT) and Standardization and Evaluation (Stan/Eval) programs. "Security Forces (SF)" includes Security Forces persons (Officer and Enlisted), Department of the Air Force civilians, civilian contractors, and foreign nationals who perform police or guard duties. This instruction applies to the Air National Guard (ANG) and the entire Air Force Reserve Command (AFRC). Records Management: Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AF Manual 33-363, Management of Records, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-af61a/afrims/afrims/>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF IMT 847, Recommendation for Change of Publication; route AF IMT 847s from the field through the appropriate functional's chain of command. This AFI may be supplemented at any level, but all supplements must be routed to HQ AFSFC/SFXT for coordination prior to certification and approval. This publication requires the collection and or maintenance of information protected

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(ANG) This supplement modifies Air Force (AF) policies and procedures found in Air Force Instruction, (AFI) 36-2225, Security Forces Training and Standardization Evaluation Programs. It identifies specific responsibilities for managing the Security Forces training and evaluation programs affecting both officer and enlisted (ANG) personnel. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 37-123 (will convert to AFMAN 33-363), *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS) located at <https://www.my.af.mil/gcss-af6a/afirms/afirms>. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF IMT 847, *Recommendation for Change of Publication*; route AF IMT 847s from the field through the appropriate functional’s chain of command.

SUMMARY OF CHANGES

This document has been substantially revised and must be completely reviewed. Major changes include the introduction of the SF Mission Essential Task Lists (METL’s) the Mission Essential tasks (METs) and the introduction of the SF training cycle.

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Chapter 1

CORE COMPETENCIES AND MISSION ESSENTIAL TASKS (MET)

1.1. Security Forces (SF) Mission. Secure, protect and defend Air Force weapons systems, air base assets, personnel and resources.

1.2. SF Vision. Protect, defend and fight to enable Air Force global vigilance, reach and power.

1.3. SF Core Competencies. In the current security environment with limited resources, the SF mission competencies must be capabilities-based and combat-ready focused. These core competencies consist of Security Operations and Air Provost Services. SF must be able to apply these core competencies anytime (while performing in-garrison or expeditionary duties) and anywhere (CONUS and OCONUS locations).

1.4. SF METs. The SF career field is responsible for bringing three major competencies to enable the US Air Force to accomplish its missions. The SF METs are strategic in nature and derived from the Universal Joint Task List (UJTL) CJCSM 3500.04D and the Air Force Unified Task List (AFUTL). The three SF METs are Tactical Command, Control, Communication and Computer Intelligence, Surveillance and Reconnaissance (C4ISR); Threat Intercept; and Force Application. These three large-scale tasks are best understood as essential; due to their nature, if the SF career field neglects or fails to bring these three capabilities to the US Air Force, the Air Force may not be able to meet its missions.

1.4.1. C4ISR. SF must plan, direct forces, collect and fuse information and maintain situational awareness. This involves operations planning, directing forces, investigating and collecting, collating, assessing, analyzing, fusing and disseminating tactical information, in order to detect security threats and support air operations.

1.4.2. Threat Intercept. SF must deploy and maneuver forces and equipment to isolate and contain security threats. This involves individual and team tactical maneuver and information and terrain domination in order to achieve a position of advantage to intercept, control and exploit security threats.

1.4.3. Force Application. SF employ tactics and appropriate force to prevent, disrupt, and neutralize security threats. This includes conducting public order, search and seizure, precision engagement, incident resolution and recovery operations across the spectrum of conflict in order to ensure unimpeded mission operations.

1.5. Mission Essential Task List (METL). The METL is a collection of 35 tasks (at publication date) that have been identified as tasks an SF Element can complete, which support the three SF METs. The METL can be found on the AFSFC (secured) website. Squadron-sized elements select their METL tasks based on operational wartime plans, enduring combat capabilities, operational environment, directed missions and external guidance. Squadron Commanders will select 6-10 METL tasks to use as their organizations primary focus for training and resources. METL tasks should be tasks that will receive the highest priority for training and resources, and are those tasks, that if not accomplished, will result in severe mission accomplishment degradation. Each MAJCOM/A7s may direct additional METL(s) based on their specific missions.

1.5.1. Types of Tasks. Tasks are divided into two categories, supporting tasks and enabling tasks. Unlike METLs, which are comprised of task sets, supporting and enabling tasks are single tasks.

1.5.1.1. Supporting Tasks. A supporting task is a specific activity that directly contributes to the accomplishment of a unit's MET. Each MET is supported by several tasks that provide the synergy required for its successful accomplishment. For example, Secure Major Accident, Disaster and Incident Scenes would contribute to the unit MET of Conduct Crisis and Incident Intervention. While supporting tasks are "essential" to the accomplishment of the MET, they are not descriptors of the MET of a unit.

1.5.1.2. Enabling Tasks. Enabling tasks indirectly contribute to the accomplishment of a unit's MET. The enabling task concept shows the relationship of the tasks as a "house of cards." Failure to accomplish many of the enabling tasks will result in the failure of one or more of the METs. For example, failure to Qualify with Assigned Weapon would prevent the acceptable accomplishment of the Conduct Law and Order Operations MET.

1.5.1.3. SF Combat Readiness (CR) Tasks. SF CR tasks are enabling tasks. They provide every SF member with the capability to shoot, move and communicate. SF CR tasks provide the basis upon which every SF member's mission preparation should begin. SF CR tasks directly contribute to combat readiness and are prescribed by the Director of Security Forces. SF Airmen will train on the SF CR tasks annually. SF CR tasks are found in Attachment 1, Table A1, Security Forces Combat Readiness Tasks.

Chapter 2

SF TRAINING PROGRAM

2.1. SF Training Program Objective. The objective of the SF Training program is to build and sustain a capabilities-based, combat-ready security force. This will ensure SF remain agile, lethal and able to perform the SF core competencies across the full spectrum of operations.

2.2. SF Training Program Description. The SF Training program encompasses all SF training and exercises conducted by SF units. It is comprised of individual and collective skills training. Training exercises and battle drill rehearsals reinforce and sustain proficiency in individual and collective skills. Additionally, exercises provide training on collective tasks and integrate all elements of a SF unit's capabilities.

2.2.1. Individual Skills Training. Training that sustains existing knowledge and skills and teaches tasks for specific duty positions.

2.2.2. Collective Skills Training. Training that builds on individual skills in a team effort, such as a fire team, flight, emergency services team, response force element or unit type code teams.

2.2.3. Battle Drills. Battle drills are collective actions rapidly executed without applying a deliberate decision-making process. Battle drills are limited to actions requiring instantaneous response. Characteristics of battle drills are listed below.

2.2.3.1. Require minimal orders from the leader to accomplish and are standard throughout SF.

2.2.3.2. They normally apply to flights or smaller units. While SF normally act as flights or smaller units, battle drills may involve multiple teams (such as fire teams) acting independently to achieve a common objective. Therefore, SF must regularly train collectively in order to understand and apply battle drills.

2.3. Responsibilities. SF leaders at every level have an inherent responsibility to ensure personnel under their command/supervision are adequately trained to fulfill their assigned duties. Additionally, specific duties include:

2.3.1. Director of Security Forces:

2.3.1.1. Approves policy for SF training and appoints the enlisted, officer and civilian Career Field Managers (CFMs) for SF.

2.3.1.2. Chairs the Board of Visitors to provide oversight and guidance to AETC SF formal training courses.

2.3.2. Enlisted, Officer and Civilian CFMs:

2.3.2.1. Chair Utilization and Training Workshops to determine education and training requirements. Ensure development, implementation and maintenance of the Career Field Education and Training Plan (CFETP) and related programs.

2.3.2.2. Approve waivers and exceptions for training, qualification, classification and certification in accordance with AFI 36-2201, Vol 3, Air Force Training Program On-The-Job-Training Administration.

2.3.2.3. Communicate directly with Headquarters Air Force Security Forces Center (HQ AFSFC)/Security Forces Manager (SFM), Security Forces Center Education, Training and Force Development (SFXT), Headquarters, Air Education and Training Command (HQ AETC/A3T) and MAJCOM functional managers to disseminate Air Force and career field policies and program requirements.

2.3.3. HQ AFSFC/SFXT(SFXT):

2.3.3.1. Standardizes and validates SF enlisted, officer and collective training.

2.3.3.2. Serves as liaison for enlisted, officer and civilian CFMs; provides professional career field management, utilization and training for all SF enlisted, officers and civilians.

2.3.3.3. Develops, reviews, updates and interprets SF, Air and Space Expeditionary Force (AEF), Combat Readiness Training (CRT) and Integrated Base Defense (IBD) training doctrine, policies and procedures.

2.3.3.4. Represents SF career field at Interservice Training Review Organization (ITRO) and defense advisory group meetings; provides SF input to HQ AETC/A3J for revisions to all ITRO courses.

2.3.3.5. Provides guidance and training products to all MAJCOMs to assist in implementing the SFT program.

2.3.3.6. Monitors SF training programs and coordinates/resolves issues with MAJCOMs and the CFMs.

2.3.3.7. Develops, implements and manages SF Center of Training Excellence (CTE) and Air Force Training Record (AFTR).

2.3.3.8. Solicits nominations from MAJCOMS; conducts boards, and selects candidates for the Law Enforcement Executive Development Seminar (LEEDS) and the Federal Bureau of Investigations National Academy (FBINA).

2.3.3.9. Serves as SF career field representative to AF Advanced Distance Learning Working Group.

2.3.3.10. Authors, revises and coordinates SF Enlisted CFETP for publication.

2.3.3.11. Manages the SF Professional Continuing Education (PCE) and Advanced Academic Degree (AAD) programs.

2.3.3.11.1. Receives MAJCOM inputs to validate PCE and AAD requirements.

2.3.3.11.2. Represents the SF functional community at the Air Force Education Review Board (AFERB).

2.3.3.11.3. Negotiates with the AFERB and HAF/A1 to ensure SF PCE requirements are funded.

2.3.3.11.4. Coordinates PCE class schedules with the learning institution and MAJCOMS to ensure maximum attendance in contracted courses.

2.3.3.12. Provides core curriculum oversight of Regional Training Centers (RTCs).

2.3.3.12.1. Reviews, updates and maintains RTC lesson plans of standardized curriculum.

2.3.3.12.2. Jointly validates RTCs' curriculum every 15-18 months with respective MAJCOM, according to current CRT standards.

2.3.3.12.3. Facilitates RTC conferences and reviews curriculum for standardization and training methodologies.

2.3.3.12.4. Serves as OPR for SF CRT requirements listed in Table A1 of this instruction.

2.3.4. MAJCOM/A7S:

2.3.4.1. Validates Squadron/Unit Commanders' selection of METLs.

2.3.4.2. Provides oversight for the successful implementation of subordinate units' METLs. Oversight includes ensuring units have the resources and the MAJCOM support needed to carry out training on the METLs.

2.3.4.3. Provides training guidance to subordinate units.

2.3.4.4. Identifies and analyzes MAJCOM training requirements.

2.3.4.5. Compiles and sends information to HQ AFSFC/SFXT from subordinate units to update training materials.

2.3.4.6. Provides data in response to training data call requests from HQ AFSFC within the requested timeframes.

2.3.4.7. Participates in RTC curriculum validation process.

2.3.5. CSF/SF Unit Commander:

2.3.5.1. Selects METLs appropriate to mission (home station and deployed).

2.3.5.2. Establishes the unit's S3/Training and On-the-Job Training (OJT) programs.

2.3.5.3. Ensures all S3/Training functions are executed. **Note:** CSFs/Commanders may execute training in a variety of ways (e.g., classroom, field training, flight training, unit mobile training teams, supervisor/fire team leader led training, electronic audio/video devices).

2.3.5.4. Approves the unit Master Training Plan (MTP).

2.3.5.5. Ensures the unit SFT program complies with Air Force Training directives.

2.3.5.6. Determines training requirements to meet anticipated contingencies that will affect the unit.

2.3.5.7. Appoints a Unit Augmentation Duty Program Coordinator when required.

2.3.5.8. Establishes a Unit Learning Center (ULC) per paragraph 3.2.5 of this instruction.

2.3.5.9. Encourages other units on the installation to develop joint training sessions and exercises. Focus on combat skills training in realistic scenarios to apply the IBD concepts and provide SF personnel an opportunity to interact with personnel from other disciplines.

2.3.5.10. Provides written justification to parent MAJCOM/A7S for any SF mandated training not conducted by their unit(s). This serves two purposes. It makes the parent MAJCOM aware of the situation and provides the unit with documentation in the event of a higher headquarters inspection.

2.3.6. Security Forces Manager (SFM):

2.3.6.1. Reviews the unit manning document and ensures positions are properly coded with appropriate AFSC shred as required.

2.3.6.2. Oversees the unit Standardization Evaluation Program. (The Security Forces Commander oversees the Standardization Evaluation Program in the AFRC.)

2.3.7. Work Center Supervisor:

2.3.7.1. Identifies specific training items for each duty position within their work center.

2.3.7.2. Develops and maintains work center master task list (MTL) in accordance with AFI 36-2201 V3, Air Force Training Program On The Job Training Administration. **Note:** S-3/Operations will develop and maintain the MTLs for flight/shift duty positions.

2.3.8. Unit Training Manager (UTM). The UTM will carry out the duties and responsibilities outlined in AFI 36-2201 V3 Air Force Training Program On The Job Training Administration.

2.3.9. Supervisor/Trainer:

2.3.9.1. Executes Supervisor/Trainer responsibilities outlined in AFI 36-2201 V3, Chapter 6.

2.3.9.2. Reviews assigned personnel's AF Form 623, OJT Record, or computerized AFTR record to determine training requirements and ensure all necessary training is accomplished.

2.3.9.3. Works with the UTM to ensure personnel complete all skill-level upgrade requirements.

2.3.9.4. Conducts Phase II/Duty Position Qualification Training. Ensures personnel under their supervision and on active duty (may include AFRC and ANG) complete Phase II qualification training for each duty position within 30 duty days of entering position qualification training. The date entered duty position qualification training is determined by the supervisor. An individual may receive qualification training for more than one duty position at a time. ANG may take up to 150 calendar days to complete qualification training when not on active duty. **Note:** 30-day rule also applies to personnel training for multiple positions.

2.3.9.4. (**ANG**) ANG personnel will have up to six Unit Training Assemblies (UTAs) to complete Phase II training when not in active status by a gaining MAJCOM.

2.3.9.4.1. Notifies the S3/Training and Stan/Eval sections of completion of Phase II training no later than the next duty day after completion.

2.3.9.4.1. (**ANG**) Notify the S-3/Training and Stan/Eval sections of the date the individual is placed in Phase II training. Stan/Eval sections will schedule the initial Duty Position Evaluation (DPE) seven UTAs from the date entered into Phase II

training. Supervisors may notify the S-3/Training and Stan/Eval section if Phase II training is completed prior to the six UTA timetable and request an earlier scheduled DPE.

2.3.9.4.2. Notifies the S-3/Training and Stan/Eval sections, in writing, if the trainee will be unable to complete qualification training within 30 duty days, prior to the end of the Phase II training period. Document the circumstances, dates and the reasons for the delay in the individual's training record. ANG personnel will follow the same guidelines, but have 150 calendar days to complete the training.

2.3.9.4.2. (ANG) Notify the S-3/Training and Stan/Eval section, in writing, if the trainee will be unable to complete qualification training within one UTA prior to completion of Phase II training period. Document the circumstances, dates and the reasons for delay in the trainees Individual Training Record (ITR) on AF Form 623a, On-The-Job Training Record Continuation Sheet.

2.3.9.5. Maintains individual training records for personnel under their supervision. Use a paper copy in cases where AFTR is not available.

2.3.9.5.1. During initial work center orientation, ensures trainees understand the entire CFETP and have access to the work center's copy of the MTL when needed.

2.3.9.5.2. As a minimum, each individual will have the STS posted in their OJT records with the required tasks identified.

2.3.9.6. Documents all training conducted, to include attendance of formal courses and RTC(s).

2.3.9.7. Completes surveys (Graduate Assessment Surveys and Field Evaluation Questionnaires) within 30 days of receipt; AFRC within 90 days of receipt; ANG within 120 days of receipt.

2.3.10. Trainees:

2.3.10.1. Comply with the Trainee Responsibilities IAW AFI 36-2201 V3, Air Force Training Program On The Job Training Administration.

2.3.10.2. Actively participate in unit training activities.

2.4. Qualifications for S-3/Training Section Personnel. As a minimum, personnel assigned to the S-3/Training section not having previously attended a "T" prefix awarding course, or a Principles of Instruction course must complete the Principles of Instructional Systems Development course within 90 days of assignment. This computer-based training course teaches the systematic process used to analyze, design, develop and implement training in the most cost effective manner. UTMs can access the Education and Training Course Announcement website for more information about the course. MAJCOMS (to include the Air National Guard Bureau [ANG]) can grant exceptions for small/unique units (e.g., non-nuclear munitions storage areas and Geographically Separated Units [GSUs]). Traditional ANG and Air Force Reserve Command (AFRC) personnel in the NCOIC, Training position have two years to complete the training.

2.4. (ANG)Qualifications for S-3/Training Section Personnel. ANG Unit Training Manager (UTM) NCOIC will have two years to complete the Principle of Instruction Systems

Development (POI) course, either by in-residence or computer-based. Additional SF members assigned to SF training do not require the POI course.

2.5. S-3/Training Functions.

2.5.1. In addition to the requirements listed below, ensure the requirements outlined in AFI 36-2201 V3, Air Force Training Program On The Job Training Administration are met.

2.5.2. Assess and determine, with the aid of the UTM and Section Superintendents, the unit's training requirements and prepare a MTP per AFI 36-2201, V3, Air Force Training Program On The Job Training Administration, Atch 8.

2.5.3. Assist unit commander in selecting appropriate unit METL(s) to support the current unit mission.

2.5.4. Ensure work center supervisors, assisted by the UTM, develop a MTP for each work center to ensure 100 percent task coverage. Additionally, identify duty position, home station and skill level upgrade training requirements for the work center. Guidance for developing a MTP is found in AFI 36-2201V3, Attachment 8. **Note:** For SF training program documentation purposes, the following are designated as the lowest level work centers for traditional SF squadrons: SF, SFM, S-1, S-2, S-3, S-4 and S-5. Subordinate elements will not be considered work centers and all duty positions within each subordinate element will be listed under each work center. For example, Patrolman and Training Instructor would be duty positions under S-3 and Pass and ID Clerk would be a duty position under S-5. AFRC, ANG and non-traditional SF units not using the organizational S-structure, will use the three-letter branch designator (SFA, SFT, SFO) as the lowest level work center. All duty positions within subordinate elements will be listed as duty positions under these work centers. For example, Patrolman would be a duty position under SFO, Training Instructor would be a duty position under SFT, and Pass and ID Clerk would be a position under SFA.

2.5.5. Assist work center supervisors in developing MTLs for their respective work centers.

2.5.6. Publish an annual master training schedule and adapt it to coincide with the unit's scheduled rotation(s) as much as possible (see Attachment 2, SF Training Cycle). Review the schedule monthly and update as necessary. **Note:** The frequency of several ancillary training topics mandated by Air Force or DoD directives (e.g. Arming, Use of Force, DoDD 5210.56) may not match the unit's scheduled rotation(s).

2.5.6.1. Schedule, track and monitor SF recurring and ancillary training.

2.5.6.2. Coordinate and schedule ancillary training with base agencies.

2.5.6.3. Coordinate the master training schedule with unit sections and base agencies.

2.5.6.4. Coordinate training schedules with work center supervisors, to include leave and temporary duty (TDY) times.

2.5.7. Administers Arming and Use of Force training and test annually. Training will be in accordance with AFI 31-207, Arming and Use of Force by Air Force Personnel. (Previously administered by Stan/Eval).

2.5.7.1. The Arming and Use of Force test will consist of 25 multiple-choice questions and will follow the standards below. Local procedures will be established to secure all versions of the test.

2.5.7.1.1. Personnel scoring 80%, but less than 100% will receive review training and correctly answer any missed items to achieve a score of 100%.

2.5.7.1.2. Personnel scoring less than 80% will retest using a different version of the test covering the same concepts. Retested members achieving a score of 80%, but less than 100% will meet the same requirements of paragraph 2.5.7.1.1. above. **Note:** Members may be retested on the spot once after on-the-spot review training. Members failing to achieve a passing score on any retest will report back to their supervisor for remedial training. Supervisors will annotate the member's OJT records indicating the remedial training each time prior to allowing the member to retake the test.

2.5.8. Conduct Phase I/Orientation Training. Phase I training should include unit and installation orientation, current military intelligence briefings on the local threat(s), local driving conditions and requirements, ancillary training topics, weapons safety, arming and use of force, MAJCOM specific topics, initial duty position familiarization and any local requirements directed by the CSF. Upon completion of Phase I training, personnel may perform some tasks/duties alone based on the criticality of the job/task as approved by the CSF.

2.5.8. (ANG) ANG S-3/Training sections will have three UTAs to complete Phase I/Orientation Training.

2.5.8.1. Newly assigned personnel will be trained and tested on Use of Force during Phase I training following the guidance in paragraph 2.5.7.

2.5.8.2. Inform the Stan/Eval section when individuals complete Phase I training by the next duty day after completion of training.

2.5.9. Monitor delays in Phase II training and progress of skill-level upgrade training in accordance with AFI 36-2201, Volume 3.

2.5.10. Verify completion of Phase II training by reviewing the OJT records and comparing the completed tasks to the tasks listed on the MTL for the position trained.

2.5.11. With the assistance of the senior Individual Mobility Augmentee (IMA), maintain training records of permanently assigned IMAs.

2.5.12. Coordinate training for/train unit personnel to meet mission requirements.

2.5.13. Coordinate training for/train SF augmentees as outlined in paragraph 2.11 of this instruction when such requirement exists.

2.5.14. Coordinate training for/train contracted security guard personnel for Air Force specific training as identified in the statement of work or Performance Work Statement (PWS).

2.5.15. Provide training support to supervisors/trainers. This support may consist of, but is not limited to, the use of lesson plans, training aids, and other equipment needed by supervisors/trainers to conduct training.

2.5.16. Report the status of the unit's training program to the CSF on a monthly basis. This report may be combined with the UTM's OJT monthly briefing to the commander. As a minimum, the briefing will include the following:

2.5.16.1. Weapons training requirements and status of qualified/unqualified personnel.

2.5.16.2. Scheduled training missed/not conducted during previous month to include circumstances and make up plan.

2.5.16.3. Training required/scheduled for upcoming month.

2.5.16.4. Formal course(s) scheduled, attendance, cancellations, reschedules and no-shows.

2.5.17. Develop Training Aids:

2.5.17.1. Collaborate with the Stan/Eval section in the development of Training, Exercise Evaluation Outlines (TEEOs) and task performance checklists for local training and evaluation. TEEOs will be validated by S3/Operations.

2.5.17.2. Coordinate task performance checklists with S-3/Operations. S-3/Operations will identify critical tasks and validate the checklists.

2.5.17.3. Make training aids accessible to supervisors/trainers to use for qualification training.

2.5.18. Develop and maintain a question bank for the purpose of evaluating individuals' job knowledge. Questions should cover DoD, AF, MAJCOM and any local requirements.

2.5.19. Establish liaison with training points of contact from other units on the installation to maximize the units' training potential.

2.5.20. Provide a hard copy of the OJT records to departing members reassigned to geographically separated units where AFTR is not accessible. Brief members on their responsibilities in the training program (IAW this instruction and other references listed herein), in the event there is no AF training support network readily available at their new duty station.

2.6. Upgrade Training (UGT).

2.6.1. Refer to current CFETP 3P0X1/X1A/X1B for upgrade training requirements. **Note:** SF 5 and 7 Skill-Level Core Tasks. SF 5 and 7 skill-level core tasks can be found in the 3P0X1, SF Specialty Training Standard (STS) within CFETP 3P0X1/X1A/X1B. Personnel in upgrade training must be trained on these tasks in order to be upgraded to the 5 and 7 skill levels. Part 1 of the CFETP outlines the education and training requirements for skill level upgrade.

2.6.2. Air Force Specialty Code (AFSC) Shreds. Personnel completing the Military Working Dog (MWD) Handler Course or the Combat Arms Apprentice Course must have the appropriate shred added to their AFSC. This should occur during the member's initial training records review by the UTM.

2.6.2.1. The UTM will verify AFSC data and update the appropriate shred/skill level (Military Working Dog 3P031A or Combat Arms 3P031B) in MilPDS as part of the

member's control AFSC. The UTM will enter the member into 5 skill-level upgrade training.

2.6.2.2. The UTM must wait for one full duty day to verify the information is accepted by MilPDS.

2.7. Combat Arms Specialist Training. In addition to training requirements set forth in this instruction and in the CFETP, Combat Arms personnel will also meet training requirements in AFI 36-2226, Combat Arms Program.

2.8. Military Working Dog Handlers/Kennel masters Training. In addition to training requirements set forth in this instruction and in the CFETP, MWD personnel will also meet training requirements in AFI 31-202, Military Working Dog Program.

2.9. Career Enhancement/Professional Certification. American Society for Industrial Security Certification provides military members an understanding, cooperation and synergy among uniform and civilian personnel. Currently there are three professional certifications. Although these certifications are not mandatory, obtaining any of the designations is highly encouraged.

2.9.1. Certified Protection Professional (CPP). Designates individuals have demonstrated competency in all areas constituting security management.

2.9.2. Professional Certified Investigator (PCI). Designates individuals have demonstrated education and/or experience in the fields of case management, evidence collection and case presentation.

2.9.3. Physical Security Professional (PSP). Designates individuals who have demonstrated competency in all areas constituting security management. **Note:** Military members may use Veteran's Administration benefits for certification funding.

2.10. Prior Service Personnel. Prior sister service members entering the SF career field who are graduates of a Military Police Academy or equivalent course may arrive for direct duty without attending the SF apprentice course. They will be awarded a 3 skill-level and entered into 5 skill-level UGT training. Former SF personnel, re-entering the SF career field will assume the last skill level awarded. All prior service personnel will undergo Phase I and Phase II Training as prescribed. Coordinate training arrangements with supervisors to identify individual training needs.

2.10. (ANG)Prior Service Personnel. Former SF personnel re-entering the SF career field will be subject to the requirements listed in AFI 36-2101, Classifying Military Personnel (Officer and Enlisted), and will resume their last skill level IAW Table 4.1.

2.11. Regional Training Center (RTC) Training. Training at RTCs will build on the SF CR tasks. It is designed to supplement and not replace training on basic skills. Training received at an RTC is additional team-oriented, mission-specific training and is not the same as the CR individual skills training performed at home station.

2.11.1. Pre-deployment Training at a SF RTC or Other Training Site. Every SF member identified for deployment will attend a RTC or other pre-deployment training site to receive training tailored to that specific deployment. Other training sites may include, but are not limited to MAJCOM training sites or Army Power Projection Platforms (PPPs). **Note:** Unit requests for waivers/exceptions to RTC/other training site training requirements will be

submitted to the parent MAJCOM/A7S for approval or disapproval. MAJCOM/A7S will inform HQ AFSFC/CC, by memorandum, on any approved waivers/exceptions to RTC/PPP training.

2.11.1. **(ANG)** ANG SF members that have attended a pre-deployment Regional Training Center (RTC) will have the training annotated in their training records and remain current in the CR tasks listed in Attachment 2, Table A2.1 for 12 months.

2.11.1.1. **(Added-ANG)** Unit requesting waiver/exception.

2.11.1.2. **(Added-ANG)** Name, Rank, SSN and Tasked ULN.

2.11.1.3. **(Added-ANG)** Rationale for request.

2.11.1.4. **(Added-ANG)** Documentation of prior training.

2.11.1.5. **(Added-ANG)** SF/CC, MSG/CC, Wing CC concurrence.

2.11.2. Sustainment training at a RTC. During steady-state operations, SF members who have not deployed to a combat zone and have not attended training at a RTC within the last three years must attend a RTC to receive training on the standardized tasks. When SF members attend RTC training, it does not negate the annual home station requirement for individual and CR training. **Note:** Attendance of a Joint RTC or Joint Chiefs of Staff (JCS) exercise satisfies this requirement. AFRC and ANG units completing Air Expeditionary Forces Sustainment Training (AEFST) are also exempt from this requirement. ANG AEFST must comply with NGB/A7S criteria. Training will be recorded in members' training records.

2.11.3. Members scheduled to attend a RTC or other training site will be current (trained within 12 months) in the CR tasks listed in Table A1. Combat Readiness Tasks, prior to arrival at the RTC or other training site. When mission allows, schedule and conduct this training as close to the deployment date as possible. CSF/Commanders will validate training of the CR tasks for personnel selected for deployment.

2.11.3. **(ANG)** ANG SF members scheduled to attend a RTC or other training site must be current within 12 months on the CR tasks listed in Attachment 2, Table A2.1.

2.11.3.1. Validation may be documented/recorded through a memorandum or a class roster endorsed by the Commander. The document will include, as a minimum, the names of personnel trained, the tasks trained and the date(s) training was conducted.

2.11.3.1. **(ANG)** ANG units will use the NGB/A7S approved validation document, located on the ANG SF CoP. The document will be computer generated and contains all home station CR tasks with additional pre-deployment required tasks. The validation document will be completed in its entirety and subject to requirements of paragraph 2.11.3.2.

2.11.3.2. Members will report to the RTC or other training site with endorsed documents. The senior team member will present the document(s) to the RTC staff NLT first training day. For other training sites, the senior team member will collect the documentation and make it available to the AF training liaison or the site's training staff.

2.11.4. MAJCOM training centers are listed below.

2.11.4.1. Air Combat Command (ACC), 99th Ground Combat Training Squadron (GCTS), Creech AFB NV. Program name is Expeditionary Readiness Training (ExpeRT).

2.11.4.2. Air Force Material Command (AFMC), 96th GCTS, Eglin AFB FL. Program name is Brave Defender.

2.11.4.3. Air Force Space Command (AFSPC), 90th GCTS, Camp Guernsey, WY. No program name at this time.

2.11.4.4. Air Mobility Command (AMC), 421 Combat Training Squadron, Fort Dix, NJ. Program name is Phoenix Warrior.

2.11.4.5. Pacific Air Forces (PACAF), 736th Security Forces Squadron (SFS), Andersen AFB, Guam. Program name is Commando Warrior.

2.11.4.6. United States Air Forces in Europe (USAFE), 786th SFS, Sembach Annex, Germany. Program name is Creek Defender.

2.12. Augmentee Training. AFP 10-243, Augmentation Duty, replaced the Resource Augmentation Duty (READY) Program with a more flexible, commander-directed program. The contents of AFP 10-243 are recommendations only and may be used entirely or in part. The Wing Commander or equivalent GSU Commander should determine if an installation augmentation program is required. If the Wing Commander determines a program is needed, it will be implemented and managed locally. The Wing Commander will assign an office of primary responsibility if a program is implemented.

2.12.1. S-3/Training Support. S-3/Training will coordinate augmentee training with tasked units/agencies.

2.12.2. The SF augmentee coordinator will maintain training records for each SF augmentee.

2.12.3. If an augmentee program is implemented, SF augmentees will be trained on the training tasks listed at Attachment 3, SF Augmentee Training Tasks, as a minimum. The CSF may direct additional training requirements to support the local mission.

2.13. Security-Related Contracts. Training section/branch personnel at the contract acquisition level (Unit, MAJCOM or HQ AFSFC) will participate in the development of the contract PWS for security-related contracts. The appropriate S-3/Training Section will assist/support quality assurance personnel in accordance with the contractor's training plan.

Chapter 3

TRAINING EQUIPMENT, RESOURCES AND SUPPORT

3.1. Training Equipment

3.1.1. Training Equipment. Obtaining training equipment is a unit responsibility. Training equipment should be standardized and consistent with duty equipment.

3.1.2. Allowance Standard 538 lists requirements for issuing training equipment.

3.2. Training Resources

3.2.1. TEEOs. TEEOs contain an exercise overview, give a suggested approach to conducting exercises, and specify the conditions and standards for task performance. Trainers and exercise directors should use TEEOs for collective training exercises and evaluations. While used mainly for collective training, some TEEOs are appropriate for individual training. A TEEO preparation guide is in Attachment 4.

3.2.2. Lesson Plans. To ensure maximum effectiveness of training, standardized lesson plans should be used. HQ AFSEFC approved lesson plans are available on the SF CTE website.

3.2.3. TTP Guides. TTPGs are electronic training guides accessible through the SF website. TTPGs should be used for training and evaluation of training to the maximum extent possible.

3.2.4. Forms Prescribed. MAJCOMs, wings, or units may overprint forms to standardize common entries and reduce administrative workload. Refer to and comply with implementing directives when using forms. The following forms or electronic equivalent may be used in the SFT program; local computer-generated products may be substituted, but must meet the same criteria as the forms.

3.2.4.1. AF Form 55, Employee Safety and Health Record, to document safety training.

3.2.4.2. AF Form 522, USAF Ground Weapons Training Data, to document individual weapons training. ANG units may use a computer-generated product.

3.2.4.3. AF Form 623, Individual Training Record Folder, to record individual training.

3.2.4.4. AF Form 623a, On-The-Job Training Record-Continuation Sheet, to record supplementary information in individual training records.

3.2.4.5. AF Form 689, Task Performance Checklist. This form may be used for training and evaluation of certain tasks. (NOTE: Most TTPGs contain a pre-filled AF FM 689 which list the subtasks associated with specific tasks.)

3.2.4.6. AF Form 797, Job Qualification Standard Continuation/Command JQS, to document qualification training.

3.2.4.7. AF Form 1098, Special Task Certification and Recurring Training, to document SF recurring/sustainment training. Document tasks requiring recurring training or evaluation on the AF Form 1098, Special Task Certification and Recurring Training or locally developed computer-generated product. AF and MAJCOM directives may

identify tasks contained in the CFETP requiring special certification, recurring training or evaluation.

3.2.4.7. (ANG) AF Form 1098, Special Task Certification and Recurring Training will be used to document recurring CR tasks listed in Attachment 2, Table 2.1 after the initial training has been documented in the members CFETP.

3.2.4.8. All electronic forms generated by AFTR.

3.2.5. Unit Learning Center (ULC). A ULC is an area that contains individual study materials. Follow these parameters when establishing a ULC:

3.2.5.1. Adapt the ULC to suit the unit's mission, size and available space.

3.2.5.2. Provide a separate area containing individual study materials and equipment and computer systems. Computer systems assigned to the ULC should parallel the latest technology afforded to other sections within the unit, but no more than one generation behind.

3.2.5.3. ULCs should be accessible to unit personnel 24 hours a day, 7 days a week.

3.2.5.4. The S-3/Training section will maintain a complete copy (paper or electronic) of the CFETP in the ULC.

3.3. Training Support

3.3.1. SF CTE website. The SF CTE website provides SF members a single portal for access to various training programs.

3.3.2. Education and Training Course Announcements (ETCA). The ETCA is a website operated by AETC which contains a list of formal courses conducted or managed by MAJCOMs or field operating agencies (FOAs). It also lists courses conducted or administered by the Air Force and reserve forces and serves as a reference for the Air Force, DoD, other military services, government agencies and security assistance programs. Information such as reporting instructions, course prerequisites, uniform and security requirements can be found in the ETCA. Certain types of courses, especially those that are unique or conducted on a one time-basis, are not listed in the ETCA. The ETCA is found at <https://etca.randolph.af.mil>. Refer to the ETCA for a listing of courses SF personnel are authorized to attend.

3.3.3. (Added-ANG) ANG SF CoP. The NGB/A7S Community of Practice (CoP) website provides ANG SF units with training support, forms, training aides and ANG specific guidance and memos.

Chapter 4

STANDARDIZATION AND EVALUATION (STAN/EVAL) PROGRAM

4.1. Stan/Eval Program Concept. The Stan/Eval program allows CSFs/commanders to monitor all unit functions by providing them feedback on the status of unit operations, mission performance, personnel functions and programs. The Stan/Eval program requires annual inspections of all unit functional areas, as well as initial and subsequent evaluations of personnel in each duty position. **Note:** For AFRC the Security Forces Commander oversees the Standardization Evaluation Program.

4.2. Responsibilities.

4.2.1. HQ USAF/A7S develops policy for the Stan/Eval program.

4.2.2. HQ AFSFC guides MAJCOMs on Stan/Eval program requirements.

4.2.3. MAJCOM/A7S provide guidance to subordinate units.

4.2.4. Installation CSF/SF Unit Commander

4.2.4.1. Establishes a Stan/Eval section as outlined by this instruction.

4.2.4.2. Monitors and evaluates the overall effectiveness of SF functions and personnel using inspections and evaluations.

4.2.4.3. Coordinates and staffs inspection items identified by outside agencies.

4.2.5. SFM:

4.2.5.1. Oversees the Stan-Eval section.

4.2.5.2. Provides feedback to the CSF/commander.

4.3. Stan/Eval Section. The Stan/Eval section is a separate work center and reports directly to the SFM. ANG units without Stan/Eval manpower authorizations may consolidate training and Stan/Eval functions under S3T. The Stan/Eval Section's main objective is to provide feedback to the CSF/SF Commander through the SFM on the status of unit programs and to measure the effectiveness of the unit's training program.

4.4. Qualifications for Stan/Eval Section Personnel. Personnel selected for Stan/Eval should possess excellent communicative skills and be knowledgeable of the unit's functions. They must be of the highest caliber and should have demonstrated a high sense of self-motivation in previous duty positions.

4.5. Stan/Eval Functions.

4.5.1. Functional Area Inspections.

4.5.1.1. The Stan/Eval section will coordinate with the SFM and appropriate unit leadership to develop inspection criteria and performance standards.

4.5.1.2. The Stan/Eval section will inspect each unit functional area or work center every 12 months. This inspection will occur within a three-month window starting at the eleventh month and ending at the thirteenth month. AFRC and ANG tenant and associate units will conduct functional area inspections at least every two years.

4.5.1.3. The Stan/Eval section should organize an inspection team, or use subject matter experts (SMEs) when inspecting specialized functions such as Plans and Programs, MWD and Combat Arms, to ensure technical compliance with governing directives.

4.5.1.4. Use MAJCOM provided checklists for each activity to be inspected. Locally developed checklists may be used to supplement MAJCOM checklists for inspection purposes. Schedule inspections for times when key personnel are present.

4.5.1.4. (ANG) In cases where ANG checklists are not available, gaining MAJCOM checklist may be used (MAJCOM supplement referenced entries are not applicable). In cases where ANG or MAJCOM checklists are out dated, the latest version of the applicable publication (AFI/AFMAN/DoDI) will take precedence.

4.5.1.5. Units may substitute a higher headquarters Inspector General or functional inspection for annual inspections. Units may also substitute a higher headquarters staff assistance visit (SAV) when the visit encompasses the required scope to effectively evaluate the functional area or work center.

4.5.1.5. (ANG) ANG units may substitute the inspections listed in 4.5.1.5 for their functional area inspection requirement of every two years.

4.5.2. Stan/Eval Inspection Report Preparation and Processing.

4.5.2.1. The Stan/Eval Inspection Team Chief signs inspection reports and provides a copy of the report to the SFM for review within three duty days of the inspection. The Stan/Eval section will maintain a copy of the two most recent inspection reports for each activity inspected.

4.5.2.1. (ANG) ANG units Stan/Eval Inspection Chief signs inspection reports and provides a copy of the report to the SFM for review by the end of the next UTA after completion of the inspection. The Stan/Eval section will maintain a copy of the two most recent reports for each activity inspected.

4.5.2.2. SFM will review, validate and endorse inspection reports. The SFM will forward the report to the CSF for his/her review. After the CSF review the SFM will provide the report to the inspected activity to correct any deficient areas discovered during the inspection.

4.5.2.3. In cases where discrepancies cannot be corrected immediately, the inspected activity will provide monthly updates to the Stan/Eval section until the discrepancy is permanently fixed.

4.5.3. Duty Position Evaluation (DPE). A DPE measures an individual's qualification to perform duties within a given position and validates the trainer's/supervisor's certification of training completion for specific duty positions. A DPE consists of the evaluations listed below.

4.5.3.1. Weapons Knowledge Test. The Weapons Knowledge test will consist of 25 multiple-choice questions developed to measure a member's knowledge of the SF's primary weapons. The tests will be developed from a test bank of questions provided by HQ AFSFC/SFXW. MAJCOMs and units may supplement the basic test(s) with additional weapons testing based on operational needs, duty position(s), or qualification

on other weapons. Questions should focus on weapons safety, operation of the weapons, operator maintenance of weapons, and the capabilities of weapons.

4.5.3.2. Written Evaluation. The written evaluation will consist of multiple-choice questions and will measure the knowledge required for the specific duty position under consideration. This examination may be computer generated. Each unit will establish local procedures to secure all forms of testing media used for the written, weapons knowledge and verbal tests.

4.5.3.3. Verbal Evaluation. The verbal evaluation will consist of a question-and-answer period. It should cover critical aspects of the position under consideration. Avoid developing questions that elicit a one-word response. The test will be at least 25-questions.

4.5.3.4. Performance Evaluation. Performance evaluations will be conducted during the individual's normal duty schedule. Team positions will be evaluated while member is performing duties as part of the team. Use the TTP guide Task Performance Checklists to administer performance evaluations where one is available for the task. **Note:** Inert firearms/weapons must be approved by CSF prior to their use and strictly controlled by the Stan-Eval section. As a minimum, control measures will include assigning a serial number to each inert weapon and signing in/out procedures. Inert weapons will be of a color that is immediately distinguishable from a real weapon. Weapons will never be brandished/used in a threatening manner when used in exercises involving personnel armed with live ammunition!

4.5.4. Duty Position Categories. Security Forces duty positions are categorized as either critical or non-critical.

4.5.4.1. Critical Position. A critical position is one that requires precise accomplishment of assigned duties crucial to mission accomplishment. Individuals cannot work critical positions directly supporting nuclear resources without direct supervision until successfully completing the DPE for that position. As a minimum the duty positions listed below will be considered critical.

4.5.4.1.1. Positions in direct support of nuclear resources. These include, but are not limited to the following duty positions:

4.5.4.1.1.1. Convoy Commanders.

4.5.4.1.1.2. Area Supervisors.

4.5.4.1.1.3. Close-in/Boundary Sentries.

4.5.4.1.1.4. Master Surveillance Control Facility Operators.

4.5.4.1.1.5. Entry Controllers.

4.5.4.1.1.6. Alarm monitors when working in a facility designated as the alternate Central Security Control (CSC).

4.5.4.1.1.7. Security Controller, Desk Sergeant or Control Center Operator.

4.5.4.1.2. Flight Chief.

4.5.4.1.3. Corrections positions.

4.5.4.1.4. Other duty positions as designated by MAJCOMs and CSF.

4.5.4.2. Non-critical positions. Non-critical positions are those positions whose exacting accomplishment of assigned duties is not crucial to the accomplishment of the mission. The CSF will identify non-critical positions requiring a DPE.

4.5.4.2.1. Trainees may work non-critical positions independently prior to completing their DPE when Phase II Training is completed.

4.5.4.2.2. Duty positions requiring teams of two or more personnel must have at least one certified person per team.

4.5.4.3. DPE Cycle. Conduct an initial DPE within 30 duty days of completion of Phase II training for critical and non-critical positions on personnel assigned to active duty units (includes AFRC and ANG personnel when mobilized or on extended orders of 180 or more days). Conduct an initial DPE for IMAs within three Inactive Duty Training (IDT) periods of completion of Phase II training. Subsequent evaluations are accomplished as described in the following paragraphs. **Note:** AFRC and ANG will determine DPE cycles for their tenant and associate units.

4.5.4.3. (ANG) ANG Stan/Eval sections will conduct an initial DPE seven UTAs from being notified of an individual being placed in Phase II training. DPEs may be conducted prior to the scheduled evaluation date if notified of completion of Phase II training ahead of schedule and requested by the trainees' supervisor. ANG SF members on active status by a gaining MAJCOM for more than 180 days will be subject to active duty DPE requirements and applicable MAJCOM supplements.

4.5.4.3.1. Critical positions are evaluated 12 months after previous evaluation date. MAJCOMS and CSF may direct additional no-notice evaluations. Deployed members whose DPE expires during deployment will be re-evaluated within 30 duty days of returning to duty after deployment if returning to a critical position.

4.5.4.3.1. (ANG) For ANG units, critical positions will be evaluated every two years after previous evaluation date. Deployed members whose DPE expires during deployment will be re-evaluated within three UTAs of returning.

4.5.4.3.2. Non-critical positions are evaluated 18 months after previous evaluation date. The individual's deployment cycle must be taken into account when scheduling subsequent DPEs. Evaluate deploying members prior to departure if their DPE will expire during the deployment period. If a short notice deployment prevents this, annotate the individual's OJT Records and re-evaluate at home station within 30 duty days of their return from deployment. MAJCOMS and CSF may direct additional no-notice evaluations.

4.5.4.3.2. (ANG) For ANG units, non-critical positions requiring a DPE (as determined by the CSF) will be evaluated every three years after previous evaluation date. Deployed members whose DPE expires during deployment will be re-evaluated within three UTAs of returning.

4.5.4.3.3. Supervisors will document any delay in the DPE cycle and the cause of the delay in the individual's training records. They will notify the commander and Stan/Eval section of the delay and its cause.

4.5.4.3.3. **(ANG)** ANG unit supervisors will document any delay in the DPE cycle and cause of the delay in the trainee's record on AF Form 623a, On-The-Job Training Record Continuation Sheet. They will notify the commander and Stan/Eval section of the delay and its cause.

4.5.4.3.4. Contracted Personnel. Evaluate contracted guards as identified in the statement of work or PWS. **Note:** Evaluation results should be made available to Quality Assurance Evaluators (QAE).

4.5.4.3.5. Civilian Police/Guard Employees. Evaluate Civilian Police/Guard Employees as identified in the civilian position description.

4.5.4.3.6. Support Personnel. Personnel assigned to support duties within the unit are not exempt from the DPE Cycle and will maintain certification in the last S-3 Operations Flight duty position held.

4.5.4.3.6.1. **(Added-ANG)** ANG support personnel identified by the CSF as requiring a DPE will follow the ANG DPE Cycle. (IAW the time requirements in paragraph 4.5.4.3.1 & 4.5.4.3.2).

4.5.4.4. Use SMEs to help conduct DPEs for special duties such as MWD Handlers, Combat Arms and alarm monitors.

4.5.4.5. If an individual requires evaluation for multiple duty positions with similar tasks, they may be evaluated all at once during one DPE (e.g., Internal Security Response Team [ISRT]/External Security Response Team [ESRT] members). NCOIC Stan/Eval must ensure combined evaluations adequately encompass the duties of each duty position.

4.5.4.6. After the individual passes the initial DPE, establish a date for subsequent evaluations according to paragraph 4.5.3. above. The supervisor will document any delays and the reasons for delays in performing the DPE in both the individual's training records and Stan/Eval section files.

4.5.4.7. Monitor the dates on which individuals require DPE. Establish procedures with the unit scheduler to notify the Stan/Eval section of all newly assigned personnel and moves within the unit.

4.5.4.8. Persons having fewer than 90 days remaining until discharge, retirement, retraining or are within 90 days of permanent change of station do not require an evaluation. ANG personnel with less than four UTAs remaining do not require an evaluation.

4.5.5. Documenting DPEs.

4.5.5.1. Use AF Form 689, Task Performance Checklist, or similar computer generated product approved by the parent MAJCOM, to conduct and document the DPE performance. MAJCOM specific and local requirements may be added to the AF Form 689.

4.5.5.1. **(ANG)** ANG units will use AF Form 689, Task Performance Checklist, to document DPE performance. A suggested example of the AF Form 689 can be found on the ANG SF CoP.

4.5.5.2. Include evaluator notes on the AF Form 689. The annotated AF Form 689 will be maintained in the individual's file (hard or electronic) in the Stan/Eval section.

4.5.5.3. When an individual fails a DPE, the S-3/Operations Officer and S-3/Operations Superintendent will determine remedial training requirements based on the recommendations from the individual's immediate chain of command. The CSF will be briefed on the failure and the recommended courses of action.

4.6. Evaluation and Rating System.

4.6.1. Determine and assign point values in advance to questions on the written and verbal tests using a scale of 1 to 100. The passing score for written and verbal tests of critical positions is 80 percent and 70 percent for non-critical positions. Individuals must also earn a "Go" on their practical performance. "Go" means the individual can perform the task without assistance and meets established standards. Average the three numeric scores to obtain an individual's overall score.

Table 4.1. Rating System (Example)

Critical Pass	Score	Non-Critical Failure	Score
Written Exam	80	Written Exam	90
Weapons Knowledge	85	Weapons Knowledge	85
Verbal Exam	90	Verbal Exam	55
Performance Evaluation	Go	Performance Evaluation	Go
Overall Score	85	Overall Score	77

4.6.2. DPE failures.

4.6.2.1. If any portion of the evaluation is failed, (verbal, written, weapons knowledge test or practical) the evaluation should continue unless the evaluator determines the individual is not adequately prepared. The trainee will be re-evaluated on the failed portion of the evaluation after no more than 15 calendar days of supervisor-administered review training. ANG personnel have up to two UTAs to complete review training.

4.6.2.1. (ANG) The required time for review training is two UTAs. Supervisors will notify the Stan/Eval section if the review training is completed prior to the two UTA timetable.

4.6.2.2. The individual's supervisor ensures the OJT records are properly documented and notifies the Stan/Eval section when review training is completed. The Stan/Eval section will schedule the individual for a reevaluation no later than 15 duty days after review training is completed. ANG personnel should schedule the individual for re-evaluation no later than two UTAs after completing review training.

4.6.2.2. (ANG) ANG Stan/Eval sections will schedule re-evaluation three UTAs from the initial DPE failure. The Stan/Eval section will reschedule within one UTA of being notified by the trainee's supervisor of completion of review training prior to the scheduled re-evaluation. The individuals recurring DPE cycle will be based on the initial date of evaluation, regardless of failure. Entry into a new duty position will reset the DPE Cycle, IAW Chapter 2, paragraph 2.3.9.4.1. and Chapter 4, paragraph 4.5.4.3.

4.6.2.3. The CSF and SFM, in coordination with the S-3 Operations Officer and Superintendent, will approve remedial supervisor-administered training requirements for subsequent DPE failures.

4.6.2.4. Critical Position DPE Failure. Members will not be allowed to work in that position without direct supervision until completing a successful re-evaluation.

4.6.2.5. Non-Critical Positions DPE Failure. The CSF may authorize members to work in that position after they complete review training and supervisor certification while awaiting their re-evaluation by Stan/Eval.

4.7. DPE Records Disposition.

4.7.1. Keep complete records of all DPEs and review the results with each individual evaluated. Distribute copies of DPE documents to the individual's supervisor, S-3/Operations Superintendent, S-3/Training, SFM, CSF and the member evaluated. **Note:** This requirement may be accomplished using electronic records.

4.7.2. The Stan/Eval section maintains the original evaluation documents (Identified in paragraph 4.5.5. above) until the next DPE. Files of individuals who have moved to positions not requiring an evaluation should be maintained in an inactive file for contingency purposes. Do not keep files for individuals who have transferred out of the unit, refer to the Air Force Records Disposition Schedule, Air Force Records Information Management System (AFRIMS) for disposition guidance.

4.8. Trend Analysis Report. The Stan/Eval section will present a quarterly trend analysis report to the CSF, and provide a copy to S3/Training. The trend analysis will be based on the previous quarter's DPE results. This analysis is designed to provide the commander feedback on the status of the unit's training program and the validity and reliability of the DPE program. Once the root cause of the trend is discovered, adjustments will be made in the appropriate area to correct any deficiencies. Trends may be favorable or unfavorable.

4.9. Prescribed and Adopted Forms.

4.9.1. Forms Prescribed.

This publication does not prescribe any forms.

4.9.2. Forms Adopted.

AF Form 52, Evidence Tag,

AF Form 55, Employee Safety and Health Record,

AF Form 75, Visitor/Vehicle Pass
AF Form 522, USAF Ground Weapons Training Data
AF Form 623, Individual Training Record Folder
AF Form 623a, On-The-Job Training Record Continuation Sheet
AF Form 689, Task Performance Checklist
AF Form 797, Job Qualification Standard Continuation/Command JQS
AF Form 1098, Special Task Certification and Recurring Training
AF Form 1109, Visitor Register Log
AF Form 1168, Statement of Suspect/Witness Complainant
AF Form 1176, Authority to Search and Seize
AF Form 1364, Consent to Search and Seize
AF Form 3545, Incident Report
DD Form 1408, Armed Forces Traffic Ticket
DD Form 1920, Alcohol Incident Report
DD Form 2701, Initial Information for Victim and Witness
DD Form 2708, Receipt for Inmate or Detained Person

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(ANG)

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

- AFI 31-202, Military Working Dog Program, 1 January 1996
- AFI 31-207, Arming and Use of Force by Air Force Personnel, 1 September 1999
- AFI 36-2201 Volume 3, Air Force Training Program On-The-Job-Training Administration, 4 February 2005
- AFPAM 10-243, Augmentation Duty, 1 August 2002
- AFI 10-2501, Air Force Emergency Management (EM) Program Planning and Operations, 28 September 2007
- AFI 36-2201 Volume 1, Training Development, Delivery and Evaluation, 1 October 2001
- AFI 36-2201 Volume 2, Air Force Training Program Training Management, 13 January 2004
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Abbreviations and Acronyms

AAD— Advanced Academic Degree
ACE— Ammunition, Casualty, and Equipment
AEF— Air and Space Expeditionary Force
AFCFM— Air Force Career Field Manager
AFERB— Air Force Education Review Board
AFH— Air Force Handbook
AFI— Air Force Instruction
AFMAN— Air Force Manual
AFPD— Air Force Policy Directive
AFRC— Air Force Reserve Command
AFRIMS— Air Force Records Information Management System
AFSC— Air Force Specialty Code
AFTR— Air Force Training Record
ANG— Air National Guard
ATP— Ancillary Training Program
CFETP— Career Field Education and Training Plan
CRT— Combat Readiness Training
CSC— Central Security Control
CSF— Chief, Security Forces
CTE—Center of Training Excellence
ESRT— External Security Response Team
TTPG— electronic Tactics, Techniques and Procedures Guide
DoDD— Department of Defense Directive
DPE— Duty Position Evaluation
GSU— Geographically Separated Unit
HAZMAT— Hazardous Material
HQ AFSFC— Headquarters Air Force Security Forces Center
IAW— In Accordance With

IBD— Integrated Base Defense
ISRT— Internal Security Response Team
ITRO— Inter-service Training Review Organization
JQS— Job Qualification Standard
MAJCOM— Major Command
MET— Mission Essential Task
METL— Mission Essential Task List
MILES— Multiple Integrated Laser Engagement System
MTL— Master Task List
MTP— Master Training Plan
MWD— Military Working Dog
NCOIC— Noncommissioned Officer in Charge
OJT— On-the-Job Training
PCE— Professional Continuing Education
PWS— Performance Work Statement
RF— Response Force
RTC— Regional Training Center
RTO— Radio Telephone Operator
SITREP— Situation Report
SF— Security Forces
SFM— Security Forces Manager
SFT— Security Forces Training
SRT— Security Response Team (Internal SRT and External SRT)
Stan/Eval— Standardization Evaluation
STS— Specialty Training Standard
TCS— Tasks, Conditions and Standards
TDY— Temporary Duty
TEEO— Training, Exercise Evaluation Outline
TTP— Tactics, Techniques and Procedures
TTPG— Tactics, Techniques and Procedures Guide
UTM— Unit Training Manager
ULC— Unit Learning Center

UGT— Upgrade Training

UTA— Unit Training Assembly

Attachment 2

COMBAT READINESS (CR) TASKS

Table A2.1. Combat Readiness (CR) Tasks

	Task	Average Training Time (Hours)
	SHOOT	
1	Qualify with Assigned Weapon(s)	See notes 1 and 2
	Zero Weapon	
	Perform Operator Maintenance of Assigned Weapon	
	Perform a function check of Assigned Weapon	
	Correct Malfunctions with Assigned Weapon	
	Use Limited Visibility Firing Techniques	
2	Engage Targets with Weapon Using a Night Vision Sight	See notes 1 and 2
	Operate a Night Vision Device	
	Perform Operator Maintenance of Night vision Device	
	Zero a Night Vision Sight to Assigned Weapon	
	Engage Targets with Assigned Weapon Using a Night Vision Sight	
3	Engage Targets With Weapon Using an Aiming Light	See notes 1 and 2
	Zero an Aiming Light on Assigned Weapon	
	Engage Targets with Aiming Light on Assigned Weapon	
	Perform Operator Maintenance of Aiming Light on Assigned Weapon	
	MOVE	30

	Task	Average Training Time (Hours)
4	Move as member of a Fire Team	1
5	Move As member of Tactical Squad	2
6	Operate a Tactical Vehicle	8
	Operate a Tactical Vehicle	(4)
	Operate a Tactical Vehicle Using Night Vision Goggles	(4)
7	Determine Location on Ground (Terrain Association, Map & Global Positioning System - GPS)	12
	Identify Topographical Symbols on a Military Map	(.5)
	Identify Terrain Features on a Map	(.5)
	Determine Grid Coordinates of a Point on a Map	(.5)
	Determine a Magnetic Azimuth Using a Lensatic Compass	(.5)
	Determine the Elevation of a Point on the Ground Using a Map	(.5)
	Determine a Location in the Ground by Terrain Association	(.5)
	Measure Distance on a Map	(.5)
	Convert Azimuths	(1)
	Orient a Map Using a Lensatic Compass	(.5)
	Orient a Map to the Ground by Map-Terrain Association	(.5)
	Locate an Unknown Point on a Map and on the Ground by Intersection	(1)
	Locate an Unknown Point on a Map and on the Ground by Resection	(1)
	Prepare a Global Positioning System for Operation	(1)
	Determine Azimuths Using a Protractor	(1)
	Compute Back Azimuths	(.5)

	Task	Average Training Time (Hours)
	Enter Waypoints into a Global Positioning System	(1)
	Navigate Using a Global Positioning System	(1)
8	Navigate From One Point to Another (Dismounted/Mounted)	4
	Select Movement Route Using a Map	(1)
	Navigate from One Point on the Ground to Another Point - Dismounted	(2)
	Navigate from One Point on the Ground to Another Point - Mounted	(1)
9	Move Over, Through or Around Obstacles (Except minefields)	3
	COMMUNICATE	3
10	Perform Voice Communications	2
	Perform Voice Communications via Radio	(.5)
	Report Intelligence Information using SALUTE report	(.5)
	9 Line Reports (Report IED/UXO, Request Medical Evacuation)	(1)
11	Use Visual Signaling Techniques	1
	FIGHT	8.5
12	React to Direct Fire	2
	React to Direct Fire (Mounted)	(1)
	React to Direct Fire (Dismounted)	(1)
13	Move under Direct Fire	1.5
	Move as a Member of a Fire Team	(1)
	Move Under Direct Fire	(.5)
14	React to Indirect Fire (Dismounted & Mounted)	1

	Task	Average Training Time (Hours)
	React to Indirect Fire (Dismounted)	(.5)
	React to Indirect Fire (Mounted)	(.5)
15	React to Unexploded Ordnance (UXO) Hazards	1
16	Select Temporary Fighting Positions	1
	Select Hasty Firing Positions	(.5)
	Select Hasty Firing Positions During Urban Operations	(.5)
17	Detect and Defeat Improvised Explosive Device (IED)	2
	BATTLE DRILLS	12
1	React to Contact	2
	React to Visual Contact	(1)
	React to Direct Fire	(1)
	React to IED	(1)
2	React to Ambush	2
	React to Ambush Near	(1)
	React to Ambush Far	(1)
3	React to Indirect Fire	2
	React to indirect Fire (Dismounted)	(1)
	React to indirect Fire (Mounted)	(1)
4	Break Contact	1
5	Deploy from a Tactical Vehicle	2
6	Establish Security At Halt	1

	Task	Average Training Time (Hours)
7	Evacuate a Casualty	2
	Evacuate a Casualty (Dismounted)	(1)
	Evacuate a Casualty (Mounted)	(1)
	Total (See notes 3 and 4)	53.5

Notes:

1. Refer to AFMAN 36-2227, Volume 1, Combat Arms Training Programs Individual Use Weapons for training times on individual use weapons.
2. Refer to AFI 36-2226, Volume 2, Combat Arms Training Programs Crew Served Weapons for training times on crew served weapons
3. Total does not include weapons training times which vary by weapon.
4. Total does not include training needed to support unit METLs.

Attachment 3

SECURITY FORCES TRAINING CYCLE

A3.1. Training And Time Management.

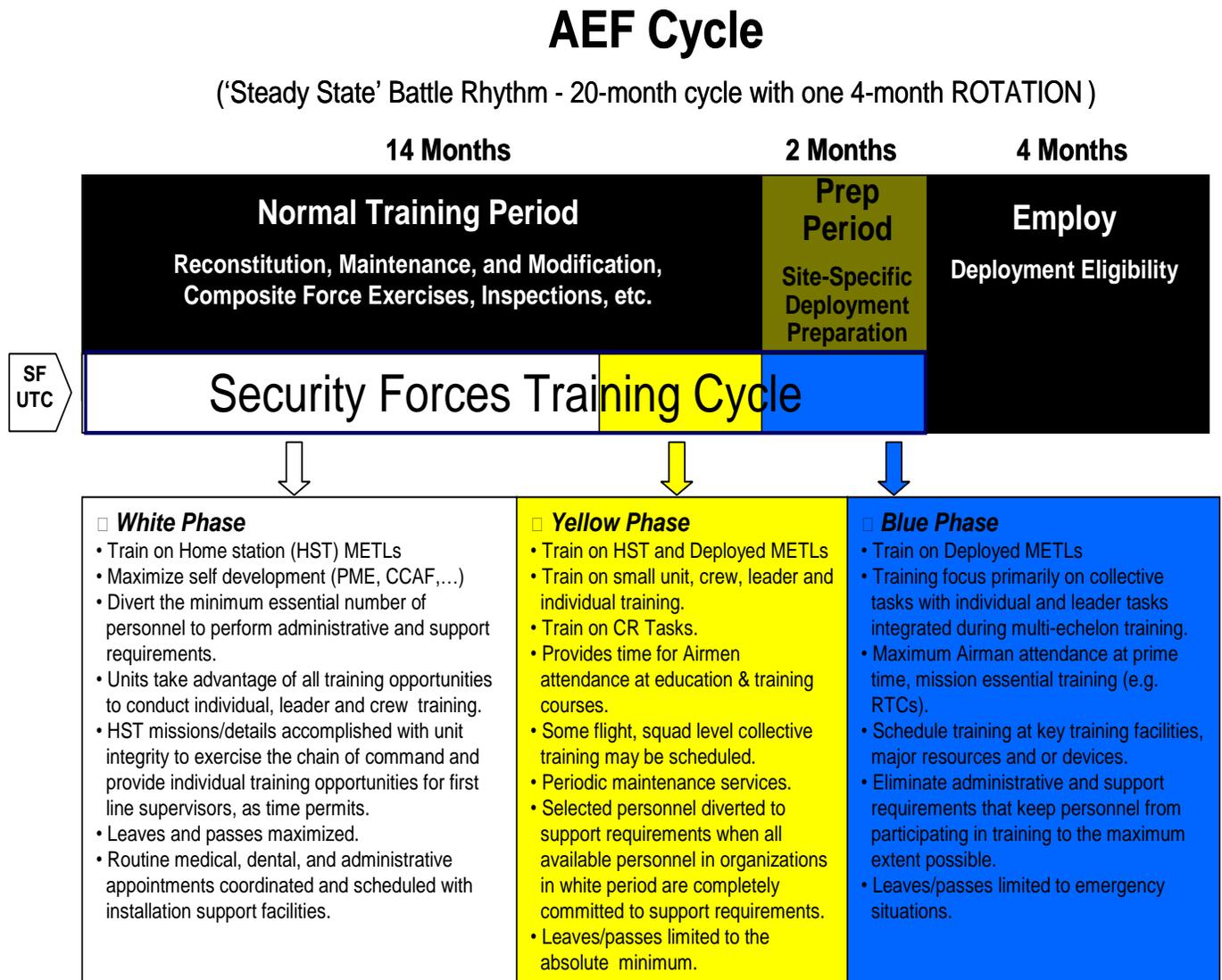
A3.1.1. Time management is critical to the SF training program. The purpose of time management in training is to achieve and sustain technical and tactical competence and maintain training proficiency. Time management systems identify, focus, and protect prime time training periods and the resources to support the training so organizations are able to concentrate on mission essential training. Figure A3.1. describes the SF training cycle and depicts the cycle in relation to the AEF cycle. It consists of a White-Yellow-Blue time management system. As depicted, the training cycle lists some of the training and support concepts that generally characterize each of the three periods. Specific activities will vary between installations according to the local situation and requirements.

A3.1.1.1. White Phase. The training focus of units in the White phase is on maximizing self-development opportunities to improve leader and individual task proficiency. Training on home station METLs should also be maximized. Units in White periods execute details and other administrative requirements and allow the maximum number of airmen to take leave. Commanders maintain unit integrity when executing administrative and support requirements. This exercises the chain of command and provides individual training opportunities for first-line leaders.

A3.1.1.2. Yellow Phase. The focus of units in the Yellow phase is on training proficiency at the flight, squad, and crew level. Training on home station METLs continues, but begins to shift to deployment METLs. Individual self-development is maximized through the use of installation education centers and through distributed learning. Training on the CR tasks is maximized. Organizations in Yellow periods are assigned support taskings beyond the capability of those units in the White period, but commanders strive for minimal disruption to Yellow organizations' training programs.

A3.1.1.3. Blue Phase. The training focus of units in the Blue phase is multi-echelon, collective training that leads to METL proficiency. Training on deployment METLs is maximized in the Blue phase. This period should coincide with the availability of major training resources and key training facilities and devices, such as RTCs. Organizations in Blue periods conduct planned training without distraction and external taskings.

Figure A3.1. SF UTC Training Cycle.



Note: During surge operations, the SF deployment cycle may not align with the AEF Cycle as illustrated above and the training cycle will have to be tailored accordingly.

Attachment 4

SECURITY FORCES AUGMENTEE TRAINING TASKS

A4.1. SF Augmentee Tasks. As a minimum, active duty, ANG and AFRC units will train SF Augmentees on the following tasks:

Table A4.1. SF Augmentee Tasks.

Tasks¹	Average Training Time (in Hours)
1 Explain SF concepts and operations	.5
2 Counter Bloodborne pathogens	1
3 Qualify with Assigned Weapon(s) (M-9/M-4/M-16A2) ²	See note 4
4 Use/Enforce Weapons Safety	.5
5 Apply Use of Force IAW Current Use of Force Model	2
6 Explain CJCS Standing Rules of Engagement	.5
7 Employ Communications Device(s) ³	1
8 Submit Reports (SITREP, SALUTE)	1.5
9 Perform Individual and Small Team Tactics	4
10 Apply Handcuffs on Individual	1
11 Conduct Search of Individual	2
12 Conduct Search of Area	1
13 Conduct Search of a Vehicle	1
14 Challenge a Suspect (on foot/in vehicle)	1

Notes:

1. CSF may direct additional training to meet local mission requirements.
2. Do not re-qualify augmentees holding current qualification(s) IAW AFI 31-207, Arming and Use of Force by Air Force Personnel.
3. Communications Device(s) determined by local unit.
4. Refer to AFI 36-2226, Volume 1, Combat Arms Training Programs Individual Use Weapons for training times on individual use weapons.

Attachment 5**TRAINING, EXERCISE AND EVALUATION OUTLINE (TEEO) GUIDE****Figure A5.1. Training, Exercise and Evaluation Outline (TEEO) Guide.**

UNIT: (Type of unit engaged in exercise/evaluation, i.e., Response Force, Fire Team.)

MISSION: (Provide a brief description of the mission; i.e., Convoy Operations.)

TASK(S): (List the task(s) to be evaluated.)

CONDITION: (The condition associated with the evaluated task.)

STANDARD: (The standard associated with the evaluated task.)

Evaluator/Unit: (Self-explanatory)

Date: (Self-Explanatory)

1. GENERAL CONDITIONS: (Provide a brief description of the scenario.)

2. PRIMARY EXERCISE TRAINING AND EVALUATION STANDARDS: (Provide an explanation of the standards to be met in order to achieve a passing grade/rating and how the standards are to be measured. TEEO developers may also provide an explanation of intangible items that may contribute to successful accomplishment of the task or tasks, i.e., command and control, communication, tactics, etc.)

3. TRAINING EXERCISE AND EVALUATION RESULTS: (Provide instructions for trainers/evaluators/controllers on how to document evaluation results, i.e., Check "G" [Go] or "N" [No-Go] in the space provided on the following pages of this outline to indicate the unit's performance on each task. Trainers/evaluators/exercise controllers should record other important information on the back of the outline.)

4. SUGGESTED SUPPORT REQUIREMENTS:

a. Administration. (Outline instructions for trainers/evaluators/controllers on any administrative functions needed to carry out the exercise/evaluation. Some things to consider are safety and coordination with affected units [such as providing exercise start cards and copies of TEEO to the Law Enforcement Desk/Operations Center/Central Security Control].)

b. Minimum evaluators. (Provide a description of the composition of the exercise/evaluation team. The size, makeup and positioning of the team should be adequate to cover all aspects of the exercise/evaluation.)

c. Opposing forces. (Provide the details for opposing forces. Among things to consider are team composition, equipment, position, and tactics, techniques and procedures to be used.)

d. Support personnel. (List any support personnel needed and the duties they will perform.)

e. Exercise area. (Provide a description of the area to be used. The area should be of sufficient size to allow the unit to carry out the task(s) and should also resemble the environment where the team will be performing its mission(s) as much as possible.)

f. Firing area. None.

g. Training aids, devices, and special equipment. (List any items needed to support the

exercise/evaluation. Some examples are listed below.)

- (1) If available, use MILES for both the RF and opposing forces.
- (2) If available, use light attenuating devices for training in limited visibility situations.
- (3) In actual night exercises, both RF and opposing forces personnel should wear night vision devices, if available.
- (4) Ammunition. Issue the following to both forces:
 - (a) 5.56mm, blank, 60 rounds per M16 series weapon(M16A2, GAU, M4).
 - (b) 7.62mm, blank, 200 rounds per M60 or M240B machine gun.
- (5) Smoke canister (if appropriate).
- (6) If you use MILES, follow the rules in the AFHs or in the MILES exercise booklet.
- (7) Marking cartridges.
- (8) Key references. AFHs, AFI 31-101 The Air Force Installation Security Program, and Marking Cartridge CONOPS.

5. CONSIDERATIONS: (List any considerations that will contribute to a safe but successful exercise/evaluation. Some examples are listed below.)

- a. If MILES is not available, one trainer or evaluator should be with the opposing forces to allow the trainer or evaluator to see how well the RF uses available cover and concealment, as well as proper fire and maneuver techniques.
- b. The use of marking cartridges is authorized but is not required. Marking cartridges can add a high degree of realism, but create a significant safety risk. If used, strict compliance with the guidance and safety procedures in the CONOPS provided on the HQ AFSFC website will be followed. Safety is critical and must be considered and built into every phase of training. Scenarios will be stopped immediately if any safety violation occurs.
- c. Trainers, evaluators and exercise directors must not interfere with the exercise or, by their position, alert either side of the regarding opponent's movements.
- d. In training, players will serve as controllers or evaluators. Being a player in one exercise and an evaluator in another reinforces tactical training principles.
- e. You must brief all persons on safety procedures before the exercise starts. The briefing must include:
 - (1) Weapons safety.
 - (a) Never play or perform any gestures with your weapon.
 - (b) The safe use of blanks, if used. (Briefing should include safe engagement distance, proper use/installation of blank firing adapters.)
 - (c) The safe use of marking cartridges when used. (Briefing should include safe engagement distances, any prohibited engagement areas, the use of protective equipment and dos and don'ts of using marking cartridges.)
 - (2) Use of Force.

- (3) Vehicle safety.
 - (a) Speed limits.
 - (b) Local driving hazards.
 - (c) Vehicle limitations and handling characteristics.
 - (d) Driving in/around the flightline and aircraft parking areas.
- (4) Ground Safety.
- (5) Any locally unique hazards, state or host nation restrictions.
- (6) Evaluators and controllers must be able to immediately stop exercises in progress for safety violations.**

Attachment 6
TRAINING TIMES

A6.1. The table below is provided as a reference for planning purposes only and is not intended as a compliance standard.

Table A6.1. Typical Training Times Per Topic.

Task Item	Hours
ABD Reports (SITREP, SPOT, ACE, SALUTE)	1.5
Adversary Threat (Adversary Groups)	0.5
Adversary Threat (Motivation and Objectives)	0.5
Adversary Threat (Recognition of Sabotage Related Devices and Equipment)	0.5
Adversary Threat (Tactics Including Standoff Attack)	0.5
AF Form 1109, Visitor Register Log	0.5
AF Form 1168, Statement of Suspect/Witness/Complainant	0.5
AF Form 1176, Authority to Search and Seize	0.5
AF Form 1364, Consent to Search and Seize	0.5
AF Form 3545, Incident Report	1
AF Form 52, Evidence Tag	0.5
AF Form 75, Visitor/Vehicle Pass	0.5
Airborne Threat Engagement	0.5
All Terrain Vehicles	0.6
Apply Deadly Force Techniques	1
Apply Personal Hygiene and Field Sanitation	1
Apprehend Individuals	1
Assign Personnel Duty Positions	1

Task Item	Hours
Assume Post	0.5
Bloodborne Pathogens	1
C3, Command and Control-S Functions	1
Camouflage Application (Self/Individual Equipment, Fighting Position/Team Equipment)	4
Challenge Individuals	1
Civil Disturbance	4
Clear a Building in a Built-Up Area	1.5
Concepts and Principles of Use of Force	1
Concepts and Principles/Threat Spectrum	1
Conduct a Hasty Defense In a Built-Up Area	1.5
Conduct Building Checks	0.5
Conduct Guardmount	1
Conduct Listening Post/Observation Post	1.5
Construct Individual Fighting Position	1.5
Crisis Intervention	4
DD Form 1408, Armed Forces Traffic Ticket	0.5
DD Form 1920, Alcohol Incident Report	0.5
DD Form 2701, Initial Information for Victim and Witnesses	0.5
DD Form 2708, Receipt for Inmate or Detained Person	0.5
Defend from Supplemental/Alternate Positions	1
Defend Against Standoff Attack	1
Demonstrate Weapons Retention	1

Task Item	Hours
Direct Traffic	0.5
Employ Early Warning Devices	2
Employ Obstacles and Barriers	1
Employ Physical Apprehension and Restraint Techniques	5
Employ Search Techniques/Areas	1
Employ Search Techniques/Buildings	1
Employ Search Techniques/Individuals	1
Employ Search Techniques/Search for Evidence	1
Employ Search Techniques/Vehicles	1
Enter a Building in a Built-Up Area	1.5
Establish and Enforce Priorities of Work	2
General Tactics for Responding to Threats	1
Handcuffing	1
Identify Rules of Engagement	1
Inspect Personnel and Equipment	1
Inspections (Individuals and packages for entry control)	0.5
Integrated Base Defense	1
Major Accident Response	1
Manage Assigned Personnel (Post Rotations, Duty Position Selection and Duty Rosters)	1
Methods of Range Determination	1
Military Authority and Jurisdiction	0.5
MWD Use and Application	1

Task Item	Hours
Overlays, Charts & Forms	1
Participate in Retrograde Operations	1
Patrolling	16
Perform Installation Entry Control Duties	1
Perform Movement in a Built-Up Area	1.5
Perform Surveillance W/O Electronic Device	1.5
Perform Troop Leading Procedures	6
Post Checks	0.5
Practice Noise/Light/Litter Discipline	1
Practice/Enforce Weapons Safety	1
Prepare a Weapons Range Card	1.5
Prepare, Operate, Preventive Maintenance (Communication systems)	3
Preventive Medicine	1
Process Enemy Personnel and Equipment	1
Secure Crime Scene	0.5
Secure Major Accident Disaster and Incident Scenes	1
Security Awareness/Vigilance	0.5
Security Reporting and Alerting System	0.5
Select Crew Served Weapons Positions	1
Setup Shelters	1
Sexual Assault Awareness (First responders)	1
Sign/Countersign	1
Sleep Deprivation	1

Task Item	Hours
Small Unit Combat Tactics (day and night)	4
Specialized Personal Equipment	0.5
Stand Guardmount	0.25
Tactical Convoy Techniques	4
Terrorism/Antiterrorism	1.5
Traffic Stops	1.5
Use Cover and Concealment	1
Use Fire Control Measures	1.5
Use Imagery Equipment	2
Use Offensive/Defensive Rifle Techniques	1.5
Use Phonetic Alphabet	0.5
Utilize Post Priority Charts	1
Vehicle Operations	2
When to Advise Persons of Their Rights	0.5
Write and Review Correspondence/Reports	1

Attachment 7 (Added-ANG)

RTC WAIVER REQUEST

Figure A7.1. (Added) Request to Waive Pre-Deployment Training for Name, Rank, SSN & Tasked ULN.

MEMORANDUM FOR NGB/A7S

3500 Fetchet Ave.

Andrews AFB, MD 20762

FROM: XXX UNIT/ STATE

SUBJECT: Request to Waive Pre-Deployment Training for Name, Rank, SSN & Tasked ULN

1. INTRODUCTION TO WAIVER REQUEST
2. RATIONAL (reasoning for waiver request, i.e. deployment(s) with last 6-12 months)
3. DOCUMENTATION (written explanation, plus attached physical documentation)
4. CLOSING / POC INFORMATION

Tab 1. Documentation

////////SIGNED////////

FIRST M. LAST, Rank, USAF

XXX Security Forces Squadron

Figure A7.2. (Added)

1st Ind to XXX Security Forces, Pre-Deployment Training Waiver

MEMORANDUM FOR: XXX SFS/CC

I approve/disapprove the request to waive the mandatory pre-deployment training for Name, Rank, SSN & Tasked ULN, XXX Security Forces squadron and forward this action to the XXX Wing/CC for approval.

////////SIGNED////////

FIRST M. LAST, Rank, USAF

XXX Mission Support Group Commander

Figure A7.3. (Added) 2nd Ind to XXX Security Forces, Pre-Deployment Training Waiver.

2nd Ind to XXX Security Forces, Pre-Deployment Training Waiver

MEMORANDUM FOR: XXX SFS/CC

I approve/disapprove the request to waive the mandatory pre-deployment training for Name, Rank, SSN & Tasked ULN, XXX Security Forces squadron and forward this action to NGB/A7S for approval.

////////SIGNED////////

FIRST M. LAST, Rank, USAF

XXX AW Commander