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SECRETARY OF THE AIR FORCE

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Operations

PRIME BASE ENGINEER EMERGENCY FORCE (BEEF) PROGRAM

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(Col Donald L. Gleason)

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This instruction implements Air Force Policy Directive (AFPD) 10-2, Readiness, and provides the directive requirements for the Air Force Prime Base Engineer Emergency Force (BEEF) Program. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) AFMAN 37-123 (will convert to 33-363), Management of Records, and disposed of IAW the Air Force Records Disposition Schedule (RDS) located at **https://afrims.amc.af.mil/rds/index.cfm**. This instruction applies to all Air Force active, reserve, and guard Civil Engineer units. Submit any recommended changes, clarification requests, or command supplements to this instruction to Headquarters Air Force Civil Engineer Support Agency (HQ AFCESA/CEXX), 139 Barnes Dr, Suite 1, Tyndall AFB FL, 32403-5319.

SUMMARY OF CHANGES

This document is substantially revised and must be completely reviewed. The new civil engineer unit type codes (UTC) were identified throughout. Manpower and Equipment Force Packaging (MEFPAK) responsibilities were transferred to HQ AFCESA. All training tables and all attachments pertaining to training have been relocated to the Air Force Portal. This revision outlines the location of all mandatory Prime BEEF training requirements.

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Chapter 1

FUNCTIONAL RESPONSIBILITIES

1.1. Headquarters, United States Air Force (HQ USAF):

1.1.1. The Air Force Civil Engineer (HQ USAF/A7C) is responsible for policy and oversight of the Air Force Prime Base Engineer Emergency Force (BEEF) program, and as the chair of the Air Force Civil Engineer Readiness Council (CERC), acts on recommendations of the Civil Engineer Readiness Board (CERB) and monitors progress toward readiness goals and objectives.

1.1.2. The Chief, Readiness and Emergency Management Division (HQ USAF/A7CX) is the office of primary responsibility for the Air Force Prime BEEF program. HQ USAF/A7CX develops policy; advocates policies, programs, and resources; reviews long-range civil engineer requirements; and serves as the primary interface with Department of Defense (DOD) agencies, Congress, and other legislative offices on matters pertaining to Prime BEEF activities.

1.2. Headquarters Air Force Civil Engineer Support Agency (HQ AFCESA):

1.2.1. The Commander (HQ AFCESA/CC) establishes standards, procedures, guidelines, and curriculum related to the execution of the Air Force Prime BEEF program.

1.2.2. The Directorate of Readiness Support (HQ AFCESA/CEX) serves as the Functional Area Manager (FAM) for development of Civil Engineer planning guidance, unit type codes (UTC), equipment requirements and annexes.

1.2.3. HQ AFCESA/CEX oversees the Silver Flag curriculum to ensure currency, relevancy and consistency between Silver Flag Exercise Sites. A HQ AFCESA/CEXX representative chairs an annual curriculum review with the commanders of the Silver Flag sites serving as voting members. This group reviews and updates the curriculum for each Civil Engineer specialty. Major curriculum changes are presented to the Civil Engineer corporate readiness structure (discussed in paragraph **1.3.**) for approval.

1.2.4. HQ AFCESA/CEX also provides curriculum oversight of Civil Engineer contingency training at the Regional Equipment Operator Training Site (REOTS), Regional Training Sites (RTS), the Expeditionary Combat Support-Training and Certification Center (ECS-TCC), and the Army's Power Projection Platforms (PPP), where "in lieu of" tasked engineers undergo combat skills training (CST). It also provides oversight of the Civil Engineer curriculum at sites such as the USAF Expeditionary Center's Eagle Flag program. HQ AFCESA will ensure the Civil Engineer curriculum at these locations is consistent with current guidance and doctrine and meets the total force training needs for Civil Engineers.

1.2.5. HQ AFCESA/CEX operates the Civil Engineer Reach-Back Center in support of civil engineers worldwide and the Air Force Crisis Action Team.

1.2.6. HQ AFCESA/CEX serves as the FAM for the Automated Civil Engineer System, Personnel and Readiness (ACES PR) module. HQ AFCESA/CEX will ensure ACES PR is in compliance with all applicable source documents such as this instruction, allowance standards (AS), and the equipment and supply listings (ESL).

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1.2.7. HQ AFCESA/CEXX serves as the manpower and equipment force packaging (MEFPAK) responsible command and pilot unit for all Prime BEEF UTCs. Prime BEEF UTCs include traditional Engineer, Fire Emergency Services (FES), Explosive Ordnance Disposal (EOD), and Emergency Management (EM) UTCs.

1.2.8. HQ AFCESA/CEK manages the Air Force Contract Augmentation Program (AFCAP). AFCAP is designed to provide commanders a responsive, force multiplier option to augment or relieve expeditionary combat support functions. AFCAP is a civilian contract resource option that provides extensive worldwide support capabilities and is able to respond in minimal time. Capabilities focus on temporary contingency skills and/or resources to sustain military forces participating in a wide spectrum of activities from disaster response to contingency operations.

1.3. Civil Engineer Corporate Readiness Structure (IAW The Air Force Civil Engineer Readiness Council, Board and Panels Charter):

1.3.1. CERC. The Air Force CERC provides strategic direction to the Prime BEEF program. The council is chaired by The Air Force Civil Engineer. Council members are the Air Force Civil Engineers from each major command (MAJCOM), the Air National Guard (ANG), and the Commander, HQ AFCESA.

1.3.2. CERB. The Air Force CERB introduces, reviews, validates, and prioritizes corporate civil engineer readiness programs and requirements. HQ USAF/A7CX and HQ AFCESA/CEX co-chair the Readiness Board, which is composed of the senior Civil Engineer officers directly responsible for readiness at each MAJCOM and ANG/A7CX.

1.3.3. Readiness Panels. The Air Force Civil Engineer Readiness Panels are subordinate bodies to the CERB. HQ USAF/A7CXX and HQ AFCESA/CEXX co-chair the Prime BEEF and Contingency Training Panel. HQ USAF/A7CXR and HQ AFCESA/CEXR co-chair the CE Readiness Panel. HQ USAF/A7CXR and HQ AFCESA/CEXD co-chair the EOD Panel. HQ USAF/A7CXR and HQ AFCESA/CEXF co-chair the Fire Panel. HQ ACC/CEX and HQ USAF/A7CXX co-chair the Rapid Engineer Deployable Heavy Operational Repair Squadron Engineer (RED HORSE) panel. These five standing panels are composed of representatives (3 and 4-digit organizational levels) from each MAJCOM, ANG, and HQ AFCESA/CEX. They serve as the principal forums to propose, coordinate, and resolve CE readiness issues.

1.4. MAJCOMs and the ANG:

1.4.1. Each MAJCOM and the ANG will establish a command Prime BEEF program and ensure personnel are organized, trained, and equipped to execute assigned wartime, man-made and natural disaster, and other contingency-related missions. The Prime BEEF program will comply with this instruction and implementing guidance.

1.4.2. MAJCOMs and the ANG can supplement this instruction or provide MAJCOM guidance to their units to authorize the MAJCOM-unique waivers, deviations, or variations allowed in this instruction. These supplements must be coordinated with HQ USAF/A7CX and HQ AFCESA/CEX for final approval.

1.4.3. MAJCOMs and the ANG will ensure Prime BEEF operational and training activities comply with the applicable environmental laws and standards as described in AFPD 32-70, Environmental Quality. If a MAJCOM originates or proposes a deployment, training project, or training exercise, it

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will ensure the proposed activity is evaluated IAW 32 CFR 989, The Environmental Impact Analysis Process. HQ USAF/A7CV must approve any deviations to the environmental impact analysis process.

1.4.4. MAJCOMs and the ANG will develop the Designed Operational Capability (DOC) statement for all units under their control IAW AFI 10-201, Status of Resources and Training System (SORTS).

1.5. Base Civil Engineer (BCE)/Civil Engineer Unit Commander. Units will posture Prime BEEF UTCs as directed by their MAJCOM and the ANG. This direction is usually provided in the unit's DOC statement. The commander will appoint a unit Prime BEEF Manager. The Prime BEEF Manager can be any one of the following Air Force Specialty Codes (AFSC): 3E0X1, 3E1X1, 3E2X1, 3E3X1, 3E4X1, 3E5X1, or 3E6X1. The Prime BEEF Manager will ensure all Prime BEEF team members are organized, trained, and equipped to perform their contingency roles and all equipment is on-hand and ready to deploy. Units will budget for equipment, supplies and temporary duty training assignments.

1.5.1. To improve management of unit activities and provide continuous control during deployment processing, the commander will appoint a primary and alternate unit deployment manager (UDM) IAW AFI 10-403, Deployment Planning and Execution, (for active duty units recommend assigning the UDM to an augmentation or 4FZZZ UTC). The primary UDM can also serve as the Prime BEEF Manager. The UDM can be any Officer, Senior Non-Commissioned Officer, or civilian. Recommend assigning an alternate UDM to each deployable UTC so a trained individual is available at the deployed location to assist with redeployment management. Alternate UDMs will work in concert with the Prime BEEF Manager to ensure all UTCs are correctly postured and ready to deploy.

1.5.2. Civil Engineer unit commanders will report status of their DOC listed Prime BEEF UTCs IAW AFI 10-201, applicable command supplements, and Civil Engineer-specific SORTS guidance (the approved Civil Engineer-specific SORTS guidance is available on the Air Force Portal at **https://www.my.af.mil/gcss-af/USAF/AFP40/d/1074111407/Files/editorial/SORTS_Data_Elements.doc**. Unit commanders will also report the status of UTCs in the Air and Space Expeditionary Force (AEF) UTC Availability module of the Deliberate and Crisis Action Planning and Execution System following guidance in AFI 10-244, Reporting Status of Aerospace Expeditionary Forces, and applicable command supplements. SORTS and the AEF Reporting Tool (ART) will be updated monthly except when a change in status occurs, which would necessitate an update within 24 hours of the change.

1.5.3. Non-pilot units will respond to requests for coordination on proposed changes to UTC logistics details (LOGDET) within 30 calendar days or one Unit Training Assembly for ANG or Air Force Reserve Command (AFRC) units. If a response is not received within the allotted time, concurrence will be assumed.

1.6. Prime BEEF Management. The Prime BEEF Manager resides in the Expeditionary Engineering Section of the Readiness and EM Flight and manages the Prime BEEF program, plus serves as the single focal point for UTC management and squadron UDM requirements. The Prime BEEF Manager is responsible for preparing the unit SORTS and the ART reports with assistance from the functional Subject Matter Experts (SMEs). Prime BEEF Managers should display Air Force Visual Aid (AFVA) 10-242, Prime BEEF Decal, in work and rest areas to promote the importance of the Prime BEEF Program. Commanders will comply with requirements and guidance outlined in AFPAM 10-219, Volume 8, Prime BEEF Management, for management of their Prime BEEF program.

1.6.1. The unit commander will assign personnel from each CE UTC series they are responsible for to the following positions: SME; weapons courier; pallet build-up team; increment monitor; hazard-

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ous material documentation and other positions as required and identified in AFPAM 10-219, Volume 8.

1.6.2. In accordance with the new CE flight structure, a Prime BEEF liaison will be identified within the Operations Flight, usually the Operations Flight Superintendent. The liason will be responsible for:

1.6.2.1. Posturing Operations Flight personnel against a UTC with the UDM.

1.6.2.2. Ensuring contingency training is a top priority within the Operations Flight.

1.6.2.3. Coordinating a training schedule with the Readiness and EM Flight.

1.6.2.4. Ensuring a team of SMEs is established to assist the Readiness and EM Flight in maintaining contingency materials and equipment in a "ready state" at all times.

1.6.2.5. Coordinating any other manpower or equipment issues with the Readiness and EM Flight.

1.6.3. In accordance with Air Staff directives, the Prime BEEF Manager will manage and document (as applicable) all Prime BEEF related requirements (training, equipment, etc.) utilizing the ACES PR module. As a critical component of a unit's contingency program, actions must be taken to ensure recorded data in ACES PR is timely and relevant. The Prime BEEF Manager has primary responsibility, while each UTC UDM SME provides inputs for their specific AFSC requirements, to update ACES PR.

1.6.4. To ensure Prime BEEF program effectiveness, commanders, with support from their MAJCOMs, must program for and implement recurring training opportunities for key personnel. This training should include ACES PR, ART, and UTC management.

1.6.5. UTC management guidelines have been established for implementation of the UTC Management program. These guidelines can be found in The Air Force Civil Engineer Readiness Council, Board and Panels Charter, Appendix 7, and AFPAM 10-219, Volume 8.

1.7. Lessons Learned. All deployed squadron commanders must submit an after action report (AAR) no later than 30 days prior to departure from the deployed location, per A7C directives. Commanders will submit their AARs through the Air Force Lessons Learned (AFLL) web-based reporting tool using the AEF X/X Unit Commander's Summary Report and the AEF X/X Individual Observation page. The Unit Commander's Summary Report is used to provide an executive summary of a unit's total operation during the AEF cycle. This report should be used in conjunction with Individual Observations which capture specific lessons learned.

1.7.1. Team chiefs will submit Lessons Learned via the "AEF X/X Individual Observation" link on the AFLL website.

1.7.2. All deployed squadron commanders, Facility Engineer Team OICs/NCOICs, Utility Detachment OICs/NCOICs and Individual Augmentees are encouraged to submit individual lessons learned as they are implemented during their deployment rather than waiting to consolidate all lessons learned in AARs. AFCESA will immediately act upon and disseminate these submitted lessons learned. Individual lessons learned are submitted on the AF/A9L website using the "Civil Engineer Inputs" page under the "Events Inputs" section.

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1.7.3. All civil engineers are also encouraged to submit in-garrison Lessons Learned. These are submitted on the AF/A9L website using the “Civil Engineer Inputs” page under the “Events Inputs” section.

1.7.4. Unclassified after action reports and individual observations are submitted via the AFLL NIPRNET weblink at: **https://lessonslearned.langley.af.mil/** and classified reports and observations are submitted via the SIPRNET weblink: **https://lessonslearned.langley.af.smil.mil**.

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Chapter 2

PROGRAM OBJECTIVES AND REQUIREMENTS

2.1. Objectives. The objectives of the Prime BEEF program are to:

2.1.1. Develop and maintain a highly skilled, agile military combat support Civil Engineer force capable of rapid response in support of the AEF and other worldwide contingency operations.

2.1.2. Develop and maintain highly skilled, in-place Civil Engineer forces to support Continental United States (CONUS) and theater forces.

2.1.3. Provide an adequate force structure to support wartime mobility and CONUS/theater sustaining mission requirements.

2.2. Requirements.

2.2.1. Units will design their Prime BEEF program to ensure Civil Engineer personnel can meet operations plan (OPLAN) taskings, impromptu contingency taskings within unit capabilities, and other unit-specific deployment requirements. Taskings may include support to Combatant Commands, Joint or Combined Task Forces, and AEFs.

2.2.2. Basic Civil Engineer contingency missions include force beddown of Air Force units and weapons systems; operation and maintenance of Air Force facilities, infrastructure, and installations; FES; command and control of civil engineer forces; emergency repair of air bases to include airfield damage and utility repairs; construction management of emergency repair and force beddown activities; rendering safe and disposal of explosive ordnance; and monitoring and protecting resources subject to the full spectrum of threats from natural disasters, major accidents, terrorist/enemy use of chemical, biological, radiological, nuclear and high-yield explosives (CBRNE). Staff augmentation teams provide engineering design as well as staff augmentation to war fighting HQs. Civil engineers execute these missions with in-place forces or by deploying the proper types and quantities of Prime BEEF UTCs designed for these missions. Specific capabilities for each Prime BEEF UTC are described in its Mission Capability (MISCAP) statement.

2.2.3. MAJCOMs and the ANG posture (posturing is the act of converting the unit manpower document [UMD] into UTCs) Prime BEEF forces at their bases for worldwide deployment via mobility UTCs that primarily concentrate on supporting aircraft and combat operations. Unit response times will be equal to or less than the response times for the aircraft units or missions they are designated to support or the response times in OPLAN taskings, whichever is more stringent. If this information is unavailable, MAJCOMs and the ANG will use 24 hours for active duty units, and 52 hours (24 for mobilization and 28 for activation) for AFRC and ANG units. MAJCOMs and the ANG will specify their specific response times in unit DOC statements.

2.2.4. MAJCOMs will use civilian civil engineer forces for in-place employment to support operations at home station. In the event military forces are deployed, civilian forces must be able to support the remaining mission-essential requirements. Depending on the extent and duration of the contingency, in-place forces must be prepared to employ contract support, augment with any assigned Individual Mobilization Augmentees (IMAs), employ AFCAP, or use military or civilian resources from other Air Force locations to meet the in-place mission. Also see AFI 10-211, Civil Engineer Contingency Response Planning.

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2.2.5. The HQ USAF War and Mobilization Plan (WMP-1), Civil Engineer Supplement, provides general wartime operating and planning policy and guidance. OPLANs delineate specific theater concepts and requirements.

2.2.6. To support crisis/contingency operations and AEF deployments, MAJCOMs will posture all funded authorized military positions in UTCs as described in the paragraphs below. The Air Force goal is for every unit and installation to create the maximum number of deployable teams their UMDs can support and then to make those UTCs available for AEF deployments. All military personnel in a Civil Engineer unit can be selected for both steady state and OPLAN taskings.

2.2.6.1. When posturing UTCs, the parent MAJCOM will determine the best use of unit authorizations to meet the most stringent OPLAN demands and maintain flexibility to support AEF steady state requirements. MAJCOMs are authorized to change a Prime BEEF UTC commitment to a different unit, but must obtain approval through HQ USAF/A7CX.

2.2.6.2. MAJCOMs will posture UTCs at each unit using the building block approach outlined in AFI 10-401, Air Force Operations Planning and Execution, and the HQ USAF WMP-1, Civil Engineer Supplement.

2.2.6.2.1. Step 1: Posture UTCs listed in **Table 2.1.** Posture the number of each type UTC required to support OPLAN taskings.

Table 2.1. Building Block Unit Type Codes.

UTC Series	UTC
Beddown	4FPET, 4FPES, 4FPAL, 4FPAN, 4FPAM, 4FPAP, 4FPAR, 4FPAX, 4FPSA, 4FPSB
FES	4FPFA, 4FPFJ, 4FPFN, 4FPFP
EM	4FPWA, 4FPWB, 4FPWC, 4FPWD, 4FPWE
EOD	4FPXA, 4FPXB, 4FPXC, 4FPXD, 4FPXE
NOTE: For additional information pertaining to the description and composition of each UTC, please refer to the CE UTC Management community of practice (CoP) at: **https://wwwd.my.af.mil/afknprod/ASPs/CoP/EntryCoP.asp?Filter=OO-EN-CE-23**	

2.2.6.2.2. Step 2: AFCESA will consider the creation, registering, and posturing of specialized and MAJCOM-unique UTCs required to support OPLAN taskings. To the maximum extent possible CE UTCs should be applicable to the AF CE community as a whole with very few MAJCOM/ANG specific UTC exceptions.

2.2.6.2.3. Step 3: When resources are available, build additional numbers of the UTCs in **Table 2.1.**

2.2.6.2.4. Step 4: Use the following UTCs to cover authorizations that do not fit into teams in Step 3: 4FPAK, 4FPAQ, 4FPAS, 4FPAT, 4FPAU, 4FPAV, 4FPAW, and 4FPSC.

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2.2.6.2.5. Step 5: Posture all remaining military positions (those residual positions that cannot fit in one of the UTCs in Steps 1, 2, 3, and 4) into 4FZZZ UTCs that match current AEF alignment.

2.2.6.2.6. Step 6: Assign posturing codes IAW AFI 10-401 and HQ USAF/A7C Civil Engineer Posturing and Sourcing Guidance to each UTC to establish the availability of the UTC teams.

2.2.7. The MEFPAK system (as described in AFI 10-401) contains Prime BEEF UTCs under the alphanumeric series "4F***." The Manpower Force Packaging System (MANFOR) component of the MEFPAK contains MISCAP statements and manpower force element listings for each UTC, while the Logistics Force Packaging System (LOGFOR) component of MEFPAK contains the UTC LOGDET for equipment and supplies. HQ AFCESA/CEXX will use the ESL as the source document for the LOGFOR database when building the LOGDET IAW AFI 10-401.

2.2.8. Prime BEEF personnel must maintain security clearances IAW AFI 36-2101, Classifying Military Personnel (Officer and Enlisted).

2.3. Project Approval. Prime BEEF construction, maintenance and repair activities will meet appropriate project programming requirements and approval levels, as identified in AFI 32-1032, Planning and Programming Appropriated Funded Maintenance, Repair, and Construction Projects. These restrictions apply to active, guard, and reserve Prime BEEF forces. See Joint Publication 3-34, Joint Engineer Operations, for project approval procedures while deployed on a joint or combined contingency operation. Civil Engineer commanders should coordinate with higher headquarters (e.g. Commander, Air Force Forces or Component Command staffs) for Area of Responsibility (AOR) project approval procedures.

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Chapter 3

PERSONNEL

3.1. Assigning People to UTCs. AFI 10-403, provides the general rules for assigning individuals to fill UTC requirements for deployment/employment purposes. Prime BEEF specific rules are as follows:

3.1.1. Fire emergency services substitutions must be tied to DOD fire certified skills.

3.1.2. In accordance with AFI 10-403, Colonel (O-6) and 3E000, 3E700, 3E800, and 3E900 positions cannot be filled by a person with a lower grade or skill level, unless allowed by the MISCAP.

3.1.3. Officer positions may be filled by individuals holding any educational suffix. Exception: 32E3H (EOD) requirements must be filled by a qualified officer (e.g. possessing the correct duty AFSC and grade).

3.1.4. Authorized substitutions outside of the Air Force Specialty (AFS) are listed in **Table 3.1.**

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Table 3.1. Authorized Substitutions Outside of the AFS.

Air Force Specialty	AFSC	Authorized Substitutions for 5-skill level and above	Authorized Substitutions for 3-skill level
Electrical	3E0X1	None	3E0X2, 3E1X1
Electrical Power Production	3E0X2	None	3E0X1, 3E1X1
*HVAC & Refrigeration	3E1X1	None	3E0X1, 3E0X2
Pavements & Construction Equipment	3E2X1	None	3E3X1
Structural	3E3X1	None	3E2X1
Utilities Systems	3E4X1	None	3E4X2, 3E1X1
Liquid Fuels Maintenance	3E4X2	None	3E4X1, 3E1X1
Pest Management	3E4X3	None	None
Engineering	3E5X1	None	None
Operations (Note 1)	3E6X1	3E0X1/2, 3E1X1, 3E2X1, 3E3X1, 3E4X1/2/3, 3E5X1	None
FES	3E7X1	None	None
EOD	3E8X1	None	None
EM	3E9X1	None	None
Material Management	2S0X1	None	3EXXX (except 3E7X1, 3E8X1, and 3E9X1)
First Sergeant	8F000	3EX9X, 3EX7X	N/A
Note 1: Only individuals holding a 5- or 7-skill level in the listed AFSs can substitute for a 3E6X1 requirement. *Heating, Ventilation, and Air Conditioning			

3.2. Assignment Priority. Fill required UTC positions according to notes in the MISCAP statements. When there are no notes, fill each UTC position using the following sequence:

3.2.1. An individual holding the Control Air Force Specialty Code (CAFSC) at the required skill level. Assign officers by Duty AFSC.

3.2.2. An individual holding a CAFSC one or two skill levels higher than required. Commanders may substitute one grade up for officers.

3.2.3. An individual holding a CAFSC one skill level lower than required. Commanders may substitute one grade down for officers. Note: Second and First Lieutenants are considered a single grade and can substitute in a captain grade requirement providing they are capable to complete the assigned mission. For additional guidance refer to AFI 10-403.

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3.3. Critical Personnel Substitution in SORTS. Do not confuse the substitution rules used for assigning people to UTC positions with the rules used to measure critical personnel for SORTS. For SORTS measurement only, you may NOT count a critical position as filled when the individual assigned to the position holds a control or primary AFSC/skill level lower than the required AFSC/skill level. See AFI 10-201 for a complete explanation.

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Chapter 4

TRAINING

4.1. Philosophy. Prime BEEF forces will train to meet the full range of tasks expected in the contingency environment. These tasks are contained in each Career Field Education and Training Plan (CFETP) and this instruction. This instruction is the source document for Prime BEEF training.

4.2. Applicability. Military personnel assigned to active, reserve, and guard CE units will train to standards identified in paragraph **4.5.** Headquarters and Field Operating Agency (FOA) personnel will train to these standards before deploying. Civilian personnel assigned to deployable UTCs and civilians identified to provide wartime home station support will meet training requirements as defined by the parent MAJCOM or FOA.

4.3. Documentation. The Prime BEEF Manager will document Prime BEEF training using ACES PR. Where ACES PR capability does not exist, document training using ACES Fire Department (FD), ACES Explosive Ordnance (EO) or the Air Force Training Record (AFTR) program, Special Task Certification and Recurring Training section. Document High Threat Category (CAT) IV training and Army provided CST in ACES PR (see paragraph **4.4.7.**). Note: Unit level certification of CAT IV training tasks is not required. Deploying personnel will hand-carry an electronic copy of their AFTR training record. When a Prime BEEF member separates from the Air Force or relocates to another unit, print out a copy of the automated training record for the member and archive the record or transfer the record to the gaining unit. Sign-in rosters used to document training administered through the Prime BEEF Manager must be kept on file IAW guidelines established in AFMAN 37-123. Data will be used to periodically verify the currency of information in ACES PR.

4.4. Special Training Sites/Locations. There are a number of locations where individuals can receive in-depth training on many specialized contingency equipment items as well as high threat individual combat skills. Locations such as the 49th Materiel Maintenance Group at Holloman AFB NM, offer JIT training on various pieces of basic expeditionary airfield resources (BEAR) equipment. PPPs offer extensive hands-on training on combat skills.

4.4.1. Silver Flag Exercise Sites. CAT III training is conducted at Silver Flag Exercise Sites located at Tyndall Air Force Base, Ramstein Air Base and Kadena Air Base. These sites focus on training students to perform critical contingency tasks as a team. The training focuses on bare base beddown and sustainment operations using BEAR assets in a realistic environment. Where possible, CST is added to the curriculum to ensure realism and help fortify a warrior mentality throughout the training.

4.4.2. ECS-TCC. The ECS-TCC at Dobbins ARB GA has a certified cadre that administers contingency training to strengthen CE core competencies. Task certification/re-certification, refresher, upgrade and JIT (in support of contingency requirements) training is this site's primary focus. Students receive individual hands-on contingency skills training. The cadre instructs core and diamond task items from the CFETPs on equipment and procedures not available at home station for 3-, 5-, and 7-level personnel, and provides CAT III preparation for UTCs and individuals. The site has mission essential equipment including Mobile Aircraft Arresting System (MAAS), Emergency Airfield Lighting System (EALS), Reverse Osmosis Water Purification Unit (ROWPU) and mission support equipment including the Contingency Airfield Marking System (paint striper) and Field Deployable

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Environmental Control Units (FDECUs). Beddown and sustainment equipment training includes bare base facilities setup and reconstitution, data collection and surveying using equipment and components from the Engineering Geographic Information System package, and mobile hydraulic crane certification and training up to a 50-ton capacity. The ECS-TCC also partners with local fire departments and offers proficiency training in live fire applications, drivers training, and MAAS rewind operations. (EOD and heavy training is not administered at this site). For more information go to the ECS-TCC website at: **https://wwwmil.afrc.af.mil**.

4.4.3. RTSs. RTSs are a valuable asset to Prime BEEF HST since they can tailor to almost any unit's training needs. These sites offer a training environment free from the normal distractions associated with base activities. Training is available on CAT I and II tasks, Operational Readiness Inspection (ORI) preparation, CST and MEET. Units can also use the RTSs to conduct an FTX and hold conferences. These sites provide the rations, quarters and equipment for all types of training. The following training opportunities are available; EALS, MAAS, ROWPU, Runway Paint Striper, Folded Fiberglass Mat, Field Shower Unit, MEP-Series Generators, M-80 Boiler, FDECUs, Airfield Marking Kit, Mobile Emergency Operations Center, Shelter Systems, airfield damage repair, heavy equipment operations and GeoBASE. These sites are managed and operated by ANG/A7CX in partnership with local Civil Engineer units. Please check for a location near your unit (119th Civil Engineer Squadron (CES) RTS, Fargo, ND; 145th Air Wing RTS, New London, NC; 163 CES RTS, March AFB CA; and 201st RED HORSE Flight, Fort Indiantown Gap, PA). For more information on the RTSs go to the ANG website at: **https://wwwd.my.af.mil/afknprod/ASPs/CoP/EntryCoP.asp?Filter=OO-EN-AN-G3**.

4.4.4. REOTS. REOTS is located at the 201st RED HORSE Flight, Fort Indiantown Gap, PA. Its purpose is to elevate equipment operator proficiency to wartime standards. Active force 3E2X1 personnel should attend the REOTS course shortly after attaining the 5-skill level. Reserve component personnel must attend the REOTS course every 3 years. For more information go to the REOTS website at: **http://sites.state.pa.us/PA_Exec/Military_Affairs/air_national/REOTS/reots%2006%20index.htm**.

4.4.5. Air Education and Training Command (AETC) Courses. AETC conducts formal contingency training courses on subjects such as bare base equipment, air base combat engineering, and readiness management. For course descriptions, refer to the Educational and Training Course Announcements (ETCA) website: **https://etca.randolph.af.mil/**.

4.4.6. MAJCOM Courses. Some MAJCOMs offer a variety of courses tailored to meet supplemental or special civil engineer requirements within that command.

4.4.7. PPPs. Developed by the Army as a means to train combat skills to DOD forces supporting joint AOR taskers, PPPs provide CST to Air Force personnel in high threat areas. In addition personnel are trained on the latest tactics, techniques, and procedures being employed in the AOR. PPP (CAT IV) tasks can be found on the Air Force Portal (link located in paragraph **4.5.1.**).

4.5. Requirements. All military personnel and emergency-essential civilians assigned to base level Civil Engineer units will receive Prime BEEF Orientation according to this instruction, Base Emergency Preparedness Orientation according to AFI 10-2501, Air Force Emergency Management (EM) Program Planning and Operations, and quarterly informational updates to support the Air Force EM Information Program at the installation. The quarterly informational updates keep the base populace informed of seasonal hazards and protective actions; security and awareness measures specific to the installation; and

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types of attacks, major accidents, hazardous material incidents, and natural disasters most likely to occur at the installation. They also provide commanders an opportunity to update personnel on CBRNE related tasks and other procedures identified as needing improvement during exercises and inspections.

4.5.1. CAT I Home Station Training (HST) Requirements. Personnel assigned to base level Civil Engineer units will receive mandatory initial and refresher HST in all CAT I topics IAW requirements listed on the Air Force Portal at: **https://www.my.af.mil/gcss-af/afp40/USAF/ep/contentView.do?contentType=EDITORIAL&contentId=1248234&programId=1241885&channelPageId=-336217&parentCategoryId=-1900283**. A synopsis of the CAT I HST program is included on the Air Force Portal. (Exception: MAJCOMs and the ANG may waive CAT I non specific 3E8X1 [EOD] training requirements with official notification from the unit Prime BEEF Manager. EOD personnel will receive "just-in-time" [JIT] training upon deployment notification.) Initial or recurring CAT I training can be satisfied by completing any one of the following:

4.5.1.1. Unit Classroom Training. Units will use Demonstration Performance Packages, Qualification Training Packages, other multimedia training packages, and Air Force CE standardized lesson plans to present the material. MAJCOMs and the ANG may develop and require other training materials to accomplish knowledge-based training.

4.5.1.2. Web-based products are available on the CE Virtual Learning Center (VLC) website at: **https://afcesa.csd.disa.mil/kc/login/login.asp**. Personnel completing these courses can receive credit for CAT I training. Computer based training products can be used in a classroom setting to train as many personnel as possible. Attendance must be documented on a sign-in roster. The sign-in roster must be maintained IAW paragraph **4.3.**

4.5.1.3. The mandatory training requirements listed on the Air Force Portal (link located in paragraph **4.5.1.**) identifies which CAT I requirements are SORTS reportable.

4.5.2. CAT II HST Requirements. CAT II HST training is hands-on training. This includes training primarily accomplished during Prime BEEF training days and field training exercises (FTX). Units must make every effort to incorporate realism into their respective CAT II training programs. Field gear (to include primary weapons) must be used as the "norm" rather than the exception whenever training requirements such as personal/work party security, convoy operations, defensive fighting positions, etc. are accomplished. All military personnel assigned to deployable DWS, DWX, DXS (posturing codes are explained in AFI 10-401) and in-place contingency DPX coded Prime BEEF UTCs will receive mandatory CAT II HST training IAW requirements listed on the Air Force Portal (link located in paragraph **4.5.1.**). A synopsis of the CAT II HST program is included on the Air Force Portal. (Exception: MAJCOMs and the ANG may waive CAT II non specific 3E8X1 [EOD] training requirements with official notification from the unit Prime BEEF Manager. EOD personnel will receive JIT training upon deployment notification.) CE personnel on DWS, DWX, and DXS coded UTCs assigned to the Air Staff, MAJCOM Staffs, or FOAs will receive JIT mobility training upon deployment notification. Personnel stationed in low threat areas assigned to DXX, AXX and AXS coded UTCs will receive recurring deployment training IAW AFI 10-403, and upon deployment notification, will receive JIT mobility training to meet MISCAP requirements.

4.5.2.1. Military personnel not assigned to Prime BEEF UTCs will receive the following required, recurring deployment training IAW AFIs 10-403 and 10-2501: CAT II CBRNE Defense Survival Skills, small arms weapons qualification training, force protection familiarization, self-aid and buddy-care, law of armed conflict, and government vehicle/equipment operations training to

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maintain readiness and mission effectiveness. To improve unit capabilities, commanders may elect to train these people in all other CAT II tasks. (Exceptions: (1) Personnel in low threat areas in DXX, AXX, and AXS coded UTCs will receive JIT training. (2) MAJCOM Civil Engineers may waive CAT II training for Civil Engineers at remote and isolated locations where training is not available or feasible).

4.5.2.2. MAJCOMs and the ANG may direct additional command-required training to maintain optimum readiness levels.

4.5.2.3. CST. CST must be institutionalized as an integral part of any CAT II home station training (HST) program. Lessons learned from operations such as Operation Iraqi Freedom and ENDURING FREEDOM have taught us the importance of maintaining a higher level of combat readiness. Although the inclusion of combat skills-focused training into HST does not fully prepare CE personnel to work in a high threat combat environment, the steps taken to enhance CAT II training will help elevate units to a readiness level capable of supporting safe and effective operations in low to medium threat combat environments.

4.5.2.4. The mandatory training requirements listed on the Air Force Portal (link located in paragraph **4.5.1.**) identifies which CAT II requirements are SORTS reportable. Note: The SORTS-reportable requirements are neither the minimum nor the total training requirements for a unit. Units must conduct training frequently enough to be able to perform all tasks associated with its UTC MISCAPs. Those tasks are listed in this instruction.

4.5.3. AFI 36-2201, Volume 1, Training, Development, Delivery, and Evaluation, describes ancillary training (AT) as guidance or instruction that contributes to mission accomplishment. For a full list of mandatory AT requirements go to the ETCA website (see paragraph **4.4.5.**). AFI 10-403 describes deployment support training requirements. Deployment support training is mandatory training that will aid a unit in preparing to deploy/redeploy.

4.5.4. Mission Essential Equipment Training (MEET) Requirements. Wartime or contingency environments often involve the use of specialized and unique mission-essential equipment civil engineers do not use in their day-to-day operations. Due to cost and complexity, mission-essential contingency equipment and trainer expertise are not commonly found at CONUS installations. However, inadequate training on these key equipment items can negatively impact Air Force contingency operations. The MEET table on the Air Force Portal (link located in paragraph **4.5.1.**) identifies the mandatory minimum number of personnel in critical UTC positions by specialty that each UTC must have trained on each of the different mission essential equipment items. The table also specifies the minimum training frequencies. Personnel must be hands-on certified and the certification documented in their CFETP and ACES PR. In order to achieve hands-on certification, individuals must complete appropriate hands-on training (i.e., MEET, RTS, ECS-TCC, mobile training teams or using home station equipment), must meet the minimum “go/no go” standards identified in the MEET curriculum, and must have their training records signed off by their trainer and/or certifier. MEET is SORTS reportable under CAT II training. Individuals will be trained to the proficiency level prescribed in the approved MEET curriculum to set up, operate, trouble shoot, maintain and reconstitute equipment IAW Prime BEEF/Contingency Training Panel approved objectives. Where local training capabilities do not exist, specialty training sites may be utilized. A list of training sites can be found in paragraph **4.4.** Although the MEET table identifies the minimum number of personnel to be trained, units should make every effort to train and certify personnel who could be tasked as alternates to fill a critical position.

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4.5.5. CAT III Training Requirements. Silver Flag training is mandatory for all UTCs listed on the Air Force Portal (link located in paragraph **4.5.1.**). Note: Only those individuals who complete specific AFSC Silver Flag training can receive CAT III training credit. (Exception: Paragraphs **4.5.7.3.**, **4.5.7.4.**, and **6.3.** provide criteria for MAJCOM Civil Engineers to grant CAT III training to units under specific circumstances). Prior to a deployment, some personnel may need JIT training at a Specialty Training Site/Location or a Silver Flag Exercise Site. The requesting unit must identify any JIT training requirements and coordinate requirements through their MAJCOMs.

4.5.6. CAT IV Training Requirements. Personnel identified to deploy in support of high threat joint taskings require completion of CAT IV training. Although some elements of CAT IV training are possible at home station, the overwhelming majority of tasks (convoy operations with live fire, combat lifesaver training, etc.) require special resources, provisions, and other environmental considerations to administer. CAT IV requirements are typically identified through the Time-Phased Force and Deployment Data and subsequently trained at a Combat Skills Specialty Training Site such as Army PPPs. CAT IV training will be scheduled through HQ AFCESA/CEXX or 2AF.

4.5.7. SORTS Reporting Exceptions/Waivers. The following exceptions and waivers can be used when calculating training status for SORTS:

4.5.7.1. For SORTS measurement, a unit commander may temporarily waive overdue training for deployed personnel and up to 60 days after they return to home station.

4.5.7.2. Unit commanders may give credit for applicable CAT I and II training to individuals who performed the required tasks during contingency or exercise deployments with proper documentation of training IAW in paragraph **4.3.** Use the return date from the deployment as the training completion date.

4.5.7.3. A MAJCOM Civil Engineer can allow a unit to take credit for CAT III training for individuals who deploy as a team in support of contingency beddown operations (not sustainment/steady-state operations) with proper documentation of training IAW paragraph **4.3.** EOD personnel can get credit for CAT III training if they conduct a beddown operation which includes large area/airfield clearance in a combat environment and conduct 75 percent of the current curriculum. Use the return date from the deployment as the training completion date.

4.5.7.4. If the MAJCOM Civil Engineer determines that individuals who competed in Readiness Challenge met CAT III training requirements, a unit may take CAT III training credit for those personnel. Use the final day of competition as the training completion date.

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Chapter 5

EQUIPMENT AND SUPPLIES

5.1. Mobility Equipment and Supplies. Unit commanders will equip their Prime BEEF UTCs as designated in the MAJCOM-issued DOC statement with all required individual and team resources contained in the ESL. The parent MAJCOM will develop ESLs for MAJCOM-unique Prime BEEF UTCs using the standard ESL format.

5.1.1. Requirements, Documents and Databases. The Civil Engineer community uses three documents/databases to manage UTC equipment and supplies; ESL, AS and the LOGFOR packaging system. These documents and databases define equipment and supply requirements, provide authorization for accountable equipment items, and information for building the LOGDET.

5.1.1.1. The ESL is a CE unique database. It is the authoritative source document for all CE UTC equipment requirements. It is the only source for details on how to report equipment items in SORTS. The ESL is also the source for equipment/supply in ACES PR. This document enables the CE community to standardize requirements between UTCs and is the primary document used to conduct annual inventories and forecast funding for those UTCs. Inventories will be conducted annually and/or after deployments/exercises comparing the on-hand assets to the ESLs. When shortages in wartime equipment are noted, units should take immediate action to budget for and acquire missing items. The approved ESL is reviewed every two years and can be found on the CE UTC Management CoP at: **https://wwwd.my.af.mil/afknprod/ASPs/CoP/EntryCoP.asp?Filter=OO-EN-CE-23**. To request changes to ESLs follow the "ESL Instructions" document located on the above website.

5.1.1.2. Allowance standards provide authorizations for units to acquire accountable equipment items listed in the ESL.

5.1.1.3. The LOGFOR packaging system contains the pallet load and packing list information for each UTC. HQ AFCESA/CEXX will ensure the LOGFOR/LOGDET includes all items as listed in the latest approved ESL.

5.1.2. Personal Clothing. Each military member assigned to a deployable UTC will maintain the clothing and accessories listed in the applicable mobility bag ESL. Each military member assigned to an associated UTC and each civilian member assigned to a deployable UTC should be encouraged to maintain an equivalent personal bag. Until activation, ANG and AFRC personnel require only those uniform items prescribed in AFI 36-3014, Clothing Allowances for Air Force Personnel.

5.1.3. Mobility Bags. Each person assigned to a DWS, DWX, AWS, or AWX coded UTC requires one general purpose bag (A-bag), one extreme cold weather bag (B-bag), and one CBRNE individual protective equipment (IPE) bag (C-1 bag for non-fire fighters, C-1 JFIRE bag for fire fighters). The ESL lists mobility bag requirements. The Prime BEEF A-bag contains more items than the standard A-bag listed in AFMAN 23-110, Volume 2, USAF Supply Manual. Civil Engineer units must pay for, store, and maintain the additional items. The unit commander may store and maintain mobility bags with the approval of Chief of Supply. Otherwise, base supply will maintain the standard bags. Exceptions: (1) Each person assigned to an EOD UTC will be issued and maintain the mobility bags except for the C-1 bag listed in the ESL. Each unit will provide the EOD individual equipment/unit retention items. (2) Mobility bags are not required for personnel in DXS, DXX, AXS, and AXX coded UTCs

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IAW AFI 10-403. (3) For Civil Engineer units that store and maintain their own mobility bags it is essential to coordinate with base supply to determine who will maintain the ten percent backup stocks of mobility bag and IPE requirements. These backup stocks allow for tariff sizing where equipment sharing is not possible.

5.1.4. Special Protective Clothing. For each Pest Management specialist (AFSC 3E4X3) and Fire Protection specialist (AFSC 3E7X1 except 4FPS4 teams) assigned to a standard Prime BEEF deployable UTC, units will maintain properly sized protective clothing as listed in the ESL. Individuals holding these specialties who are assigned to UTCs will deploy with properly sized special protective clothing.

5.1.5. Team and Tool Kits. Prime BEEF UTCs will include the full complement of team and Consolidated Tool Kits IAW the ESL. Allowance Standards 429, 456, 459, 490, 538, and 660 contain equipment authorizations for Prime BEEF UTCs.

5.1.6. Weapons and Ammunition. The primary duty weapon for civil engineers is the M-4. Each person assigned to a DWS, DWX, DPX, AWS, or AWX coded UTC requires one M-4 rifle (or one M16 A-2 or GUU-5 until replaced by the M-4) and 210 rounds of ammunition. Each rifle requires seven 30-round magazines. Headquarters staff augmentation, Civil Engineer Maintenance, Inspection, and Repair Teams, and airfield pavements evaluation UTCs may optionally equip using pistols only. Exception: Weapons and ammunition are not required for people in DXS, DXX, AXS, and AXX coded UTCs. As with mobility bags, individuals in these positions will share weapons and ammunition with the DWS, DWX, AWS and AWX authorized positions.

5.1.6.1. Additionally, some Prime BEEF UTCs are authorized pistols and accompanying ammunition for cargo courier, armory guard, or other such duties where the M16 A-2, GUU-5, or M-4 would hinder operations.

5.1.6.2. **Table 5.1.** list the maximum number of rifles and pistols authorized per UTC. Refer to AS 538, and Air Force Catalog (AFCAT) 21-209 Volume 1, Ground Munitions, for authorizations. Prime BEEF Managers and/or MAJCOMs when applicable, will forecast annually (see AFCAT 21-209, Volume 1) for mobility ground ammunition (5.56 mm and 9 mm) for all Prime BEEF requirements (including EOD). AFCAT 21-209 Volume 2, Demolition Munitions, contains demolition munitions authorizations for EOD.

5.1.7. Tactical Communications Systems. Prime BEEF UTCs are authorized tactical communications systems IAW AS 660.

5.2. Prime BEEF Home Station Field Training Sets. Allowance standard 429LOOJ authorizes field training sets which allow Prime BEEF teams to participate in field training exercises and local base exercises. Field training sets consist of items such as tents, generators, various BEAR electrical equipment items, and environmental control units.

5.3. CONUS-Sustaining and Theater In-Place Equipment Requirements. CONUS-sustaining and theater in-place civil engineer forces will meet equipment requirements as determined by their parent MAJCOM.

5.4. Equipment Status Reporting.

5.4.1. Units will report equipment status according to AFI 10-201 and CE-specific guidance on measuring UTC equipment bundles in the CE Equipment Measurement and Reporting Instructions. Those

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instructions are found on the Air Force Portal at **https://www.my.af.mil/gcss-af/afp40/USAF/ep/contentView.do?contentType=EDITORIAL&contentId=1315785&programId=1241885&pageId=681742&channelPageId=-336217&parentCategoryId=-1900283**.

5.4.2. A MAJCOM can direct command-unique SORTS reporting requirements for equipment. To do this, the command must use Rule 16a in AFI 10-201, Table 4.1. A MAJCOM must develop the unique instructions for each reporting sub-area to be used and coordinate those instructions with HQ USAF/A7CX and HQ AFCESA/CEX. This coordination ensures HQ USAF and HQ AFCESA are aware of the special requirements and ensures standardization of like requirements. MAJCOMs will then include those instructions in a unit's SORTS DOC statement or other command guidance document or publication.

Table 5.1. Arming Requirements by UTC.

UTC	Rifles Required and Authorized	Pistols Required and Authorized (Note 1)
A	B	C
4F9AC	7 (Note 2)	
4F9AD	3 (Note 2)	
4FPAK	2	
4FPAL	2	
4FPAM	2	
4FPAN	1 (Note 3)	
4FPAP	2	
4FPAQ	3	
4FPAR	3	
4FPAS	4	
4FPAT	3	
4FPAU	3	
4FPAV	3	
4FPAW	1 (Note 3)	
4FPAX	2	
4FPSA	1 (Note 3)	
4FPSB	1 (Note 3)	
4FPSC	1 (Note 3)	
4FPWA	1	
4FPWB	1	

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UTC	Rifles Required and Authorized	Pistols Required and Authorized (Note 1)
4FPWC	1	
4FPWD	2	
4FPWE	2	
4F9DT	10	
4FPES	6 (Note 3)	
4FPET	26 (Note 3)	
4FPFA	1	
4FPFN	1	
4FPFJ	2	
4FPFP	6	
4FPS4	3 (Note 2)	
4FPS6	12 (Note 2)	
4FPXA	1	1
4FPXB	1	1
4FPXC	2	2
4FPXD	2	2
4FPXE	2	2

NOTES:

1. Both required by the ESL and authorized by AS 538.
2. At the commander's option, units may equip this UTC with pistols only.
3. At the commander's option or deployed commander's request (in the form of a line remark) and IAW deployed location reporting instructions, units may additionally equip officers and SNCOs on these UTCs with pistols. This will not replace the M4/M16 force protection requirement.

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Chapter 6

AIR NATIONAL GUARD (ANG) AND AIR FORCE RESERVE COMMAND (AFRC)

6.1. Applicability. ANG and AFRC Civil Engineer units and their Prime BEEF teams will operate according to **Chapter 1** through **Chapter 5**, with the exception that all references to the BCE will be interpreted as ANG or AFRC Civil Engineer unit commander.

6.2. Training Deployments. HQ AFCESA/CEX will be the functional manager for HQ USAF/A7CX for scheduling and coordinating ANG and AFRC training deployments in support of active MAJCOM requirements and Joint Chiefs of Staff exercises.

6.2.1. HQ AFCESA/CEX will issue a call letter to MAJCOMs in January of each year. The letter will include requirements, procedures, and any other instructions for requesting ANG and AFRC Prime BEEF support.

6.2.2. MAJCOMs will validate and consolidate their requirements into a prioritized list and submit the list to HQ AFCESA/CEX by 1 April of each year. This list will include requirements for a 1-year period.

6.3. AFRC CAT III Training. For AFRC units, the MAJCOM Civil Engineer can allow a unit to take credit for CAT III training for individuals who deploy as a team in support of contingency beddown operations (not sustainment/steady-state operations except EOD). A second option for AFRC CAT III accreditation is receiving a rating of "excellent" on a MAJCOM ORI and participation at the ECS-TCC within a 12 month period with training documented IAW paragraph **4.3.** The training completion date will be the date of completion of the ORI or ECS-TCC training completion date, which ever is later.

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Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

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AFMAN 23-110, Volume 2, Part 2, USAF Supply Manual, 1 July 2007

AFMAN 37-123, Management of Records, 31 August 1994

AFPAM 10-219, Volume 8, Prime BEEF Management, 30 August 2007

The Air Force Civil Engineer Readiness Council, Board and Panels Charter

HQ USAF WMP-1, Civil Engineer Supplement

CE Equipment Measurement and Reporting Instructions

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Abbreviations and Acronyms

AAR—After Action Report

ACES PR—Automated Civil Engineer System, Personnel and Readiness

AEF—Air and Space Expeditionary Force

AETC—Air Education and Training Command

AFB—Air Force Base

AFCAP—Air Force Contract Augmentation Program

AFCAT—Air Force Catalog

AFI—Air Force Instruction

AFLL—Air Force Lessons Learned

AFMAN—Air Force Manual

AFPAM—Air Force Pamphlet

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AFS—Air Force Specialty

AFSC—Air Force Specialty Code

AFTR—Air Force Training Record

AFVA—Air Force Visual Aid

ANG—Air National Guard

AOR—Area of Responsibility

ART—AEF Reporting Tool

AS—Allowance Standard

AT—Ancillary Training

BCE—Base Civil Engineer

BEAR—Basic Expeditionary Airfield Resources

CAFSC—Control Air Force Specialty Code

CAT I—Category I

CAT II—Category II

CAT III—Category III

CAT IV—Category IV

CBRNE—Chemical, Biological, Radiological, Nuclear and High-Yield Explosive

CE—Civil Engineer

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CERB—Civil Engineer Readiness Board

CERC—Civil Engineer Readiness Council

CES—Civil Engineer Squadron

CFETP—Career Field Education and Training Plan

CONUS—Continental United States

CoP—Community of Practice

CST—Combat Skills Training

DAFSC—Duty Air Force Specialty Code

DOC—Designed Operational Capability

DOD—Department of Defense

EALS—Emergency Airfield Lighting System

ECS-TCC—Expeditionary Combat Support-Training and Certification Center

EM—Emergency Management

EOD—Explosive Ordnance Disposal

ESL—Equipment and Supplies Listing

ETCA—Educational and Training Course Announcements

FAM—Functional Area Manager

FDECU—Field Deployable Environmental Control Unit

FES—Fire Emergency Services

FOA—Field Operating Agency

FTX—Field Training Exercise

HQ AFCESA—Headquarters, Air Force Civil Engineer Support Agency

HQ USAF—Headquarters, United States Air Force

HST—Home Station Training

IAW—In Accordance With

IMA—Individual Mobilization Augmentee

IMT—Information Management Tool

IPE—Individual Protective Equipment

JIT—Just-in-Time

LOGDET—Logistics Detail

LOGFOR—Logistics Force Packaging System

MAAS—Mobile Aircraft Arresting System

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MAJCOM—Major Command

MANFOR—Manpower Force Packaging System

MEET—Mission Essential Equipment Training

MEFPAK—Manpower and Equipment Force Packaging

MISCAP—Mission Capability

OPLAN—Operations Plan

ORI—Operational Readiness Inspection

Prime BEEF—Prime Base Engineer Emergency Force

PPP—Power Projection Platform

RDS—Records Disposition Schedule

RED HORSE—Rapid Engineers Deployable Heavy Operational Repair Squadron Engineers

REOTS—Regional Equipment Operator Training Site

ROWPU—Reverse Osmosis Water Purification Unit

RTS—Regional Training Site

SME—Subject Matter Expert

SORTS—Status of Resources and Training System

UDM—Unit Deployment Manager

UMD—Unit Manning Document

USAF—United States Air Force

UTC—Unit Type Code

VLC—Virtual Learning Center

WMP—War and Mobilization Plan

Terms

Contingency—An emergency involving military forces caused by natural disasters, terrorists, subversives, or by required military operations. Due to the uncertainty of the situation, contingencies require plans, rapid response, and special procedures to ensure the safety and the readiness of personnel, installations, and equipment. (Joint Pub 1-02)

Individual Mobilization Augmentee (IMA)—An individual reservist attending drills who receives training and is preassigned to an Active Component organization, a Selective Service System, or a Federal Emergency Management Agency billet that must be filled on, or shortly after, mobilization. Individual mobilization augmentees train on a part-time basis with these organizations to prepare for mobilization. Inactive duty training for IMAs is decided by component policy and can vary from 0 to 48 drills a year. (Joint Pub 1-02)

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Lesser Contingencies—Operations that encompass the use of military capabilities across the range of military operations short of war. These military actions can be applied to complement any combination of the other instruments of national power and occur before, during, and after war.

Logistics Force Packaging System (LOGFOR)—A subsystem of MEFPAK that provides equipment and materiel requirements and summarizes transportation characteristics.

Manpower Force Packaging System (MANFOR)—Subsystem of MEFPAK. For each unit type code it provides: (1) The title of the unit or force element, and its unique Joint Chiefs of Staff UTC. (2) The mission capability statement that contains the definition of unit capability. (3) The manpower detail by function, grade (officers only), and AFSC required to meet the defined capability.

Manpower and Equipment Force Packaging System (MEFPAK)—A data system designed to support contingency and general war planning with pre-defined and standardized manpower and equipment force packages. MEFPAK operates in the command and control environment and is composed of two subsystems: the MANFOR and the LOGFOR.

Parent MAJCOM or FOA—A major command or field operating agency to which a particular unit is assigned in peacetime (same as owning MAJCOM or FOA).

Unit Type Code (UTC)—A Joint Chiefs of Staff developed and assigned code, consisting of five characters that uniquely identify a “type unit.” (Joint Pub 1-02)

USAF War and Mobilization Plan (WMP)—The Air Force supporting plan to the Joint Strategic Capabilities Plan. The five volumes of the WMP extend through the Future Years’ Defense Program to provide continuity in short- and mid-range war and mobilization planning. It provides current planning cycle policies and planning factors for the conduct and support of wartime operations. The WMP encompasses all functions necessary to match facilities, manpower, and materiel with planned wartime activity.