BY ORDER OF THE COMMANDER
AIR EDUCATION AND TRAINING COMMAND

AETC INSTRUCTION 21-104

7 DECEMBER 2000

Maintenance

AIRCRAFT PLANNING AND SCHEDULING

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction establishes AETC policy and procedures for planning and scheduling of flying training mission requirements. It implements AFPD 21-1, *Managing Aerospace Equipment Maintenance*, and applies to all flying training activities. Contractors must comply with this instruction; however, their contract takes precedence. The applicable contracting officer resolves conflicts through the Maintenance Division (HQ AETC/LGM). Use this instruction in conjunction with AETCI 21-101, Volume 2, *Maintenance Management of Aircraft* (projected to be AETCI 21-101), and applicable 21-series publications. For the 80 FTW, the title operations group (OG) commander is synonymous with the wing commander. The term operations squadron is used in place of flying squadron, fighter squadron, training squadron, or airlift squadron. See attachment 1 for a glossary of references and supporting information. This instruction does not apply to AETC-gained Air Force Reserve Command (AFRC) units or Air National Guard (ANG) units.

Recommendations for change, improvement, or waivers to this instruction should be annotated on AETC Form 1236, **Request for Improving/Changing AETC Maintenance Regulations/Instructions**. Requests must be approved by the appropriate group commander (or squadron commander, if not assigned to a group) prior to forwarding to HQ AETC/LGMMP, 555 E Street East, Randolph AFB TX 78150-4440 for action by HQ AETC/LGM.

Maintain and dispose of records created as a result of processes prescribed in this publication in accordance with AFMAN 37-139, *Records Disposition Schedul*e.

SUMMARY OF REVISIONS

Clarifies yearly flying hour program terminology by defining the terms adjustment and reflow. Clarifies the assignment of flying hours and utilization requirements (paragraph 1). Adds procedures for command coordination for the Flying Hour Program Allocation (PA) (paragraph 2). Clarifies the objective of the yearly flying hour program (paragraph 3). Establishes new directions for performing flying hour adjustments (paragraph 15.3). Adds the acronym student time line (STL). Adds STL goals

into the procedure for determining goal days. Clarifies the definition of a sortie. Identifies Operations Support Squadron (OSS), Plans, Scheduling and Documentation (PS&D), or civilian equivalent as the utilization-reporting monitor. Defines responsibilities in computing attrition factors. Changes the requirement for the AF Form 2407, **Weekly/Daily Flying Schedule Coordination,** when interchanging aircraft. Deletes the abort, minor maintenance required option from this instruction. Adds a sortie continuation definition for a specific training mission for the 314th at Little Rock AFB. Gives further details about deviation reporting during planned sortie surges. Clarifies the definition of a supply nondelivery. Deletes the maintenance add category of deviation. Moves the definition of additions to Attachment 1. Adds the authorization to use locally developed products in place of AETC Form 206, **Monthly Flying Contract,** AETC Form 206A, **Weekly Flying Schedule**, and AETC Form 206C, **Aircraft Deviation Record**. A ★ indicates revision from the previous edition.

★1. Assignment of Flying Hours and Utilization Requirements. HQ AETC allocates flying hours and assigns annual utilization (UTE) rates based on primary aircraft inventory (PAI) and average sortie/mission duration (ASD/AMD). Flying wings develop and execute monthly plans to accomplish the yearly requirement. UTE planning factors for each mission design series (MDS) are command averages and are provided to assist in the development of yearly and monthly plans as well as weekly

schedules. The annual plan is a contract between the AETC commander and the wing commander. Except for emergencies such as hurricane evacuations, annual flying hour allocations will not be overflown without prior approval by the AETC commander.

★**2. Command Coordination.** HQ AETC/DOR is the OPR for the AETC Flying Hour Program Allocation (PA). On the basis of the annual student production goals published in the Program Guidance Letter (PGL), HQ AETC/DOR and LGM jointly determine the annual UTE planning factors of hours, PAI, total active inventory (TAI), ASD/AMD, and programmed number of sorties.

★**3. Objectives.** The mission is to conduct high quality student training and maintain high aircraft mission capability; however, staying as close to the UTE factors as possible is a necessary part of fleet management. While it is a planning goal to zero out the annual flying hour program by meeting the programmed UTE, it is not the mission. This instruction provides the flexibility to meet mission objectives through effective flying and maintenance planning.

3.1. Deviation reporting (AETCI 21-105, *Logistics Quality Performance Measures Reporting Procedures*) provides an audit trail to identify variations to the printed schedule for analysis and scheduling.

3.2. Operational requirements are met by developing and executing plans that ensure annual UTE rates are met as matched against student production requirements. Each wing is provided with all known factors needed to meet the required UTE rate as portrayed in the AETC Flying Hour PA.

3.3. The development of a wing annual flying plan, in monthly increments, to carry out the annual PA sortie or hourly requirement (annual UTE rate) is the first step in the planning process. Each monthly plan is executed by weekly plans designed to meet the programmed monthly UTE rate.

4. Contracted Monthly Utilization Rate. A monthly UTE rate is a unit's sortie or hourly requirement for a given month. This requirement has a two-fold purpose. First, the UTE rate supports and matches the event calendar required to maintain the student timeline. Second, it aids in keeping a unit within its projected operational and maintenance capability. The monthly UTE does not include attrition. The contracted monthly UTE rate is derived from the monthly portion of the wing's annual flying plan and incorporates the wing's programmed flying training, continuation training, mission, and maintenance support.

4.1. The monthly plan is a contract between the wing commander and wing personnel ensuring the annual flying hour allocation and UTE rate are met. Because there is wide latitude for managing attrition, commanders should minimize deviations from the monthly flying contract.

4.2. Units may reprogram the monthly UTE rate during the active month to accommodate for an increase or decrease in requirements levied by higher headquarters or to account for emergencies like weather evacuations. The adjusted UTE rate will be the basis for goal day computations.

4.3. Monthly planning and execution goals are defined as “plan what to fly and fly what you plan." There may be instances where local training or mission requirements dictate deviating from the monthly programmed utilization after the monthly plan is complete. In those instances, explain in end-of-month reports (AETCI 21-105) any underfly or overfly of more than one day of flying when compared to the wing's current PA. One day's flying equates to total sorties/hours planned for the month divided by

operation and maintenance (O&M) days. ***NOTE:*** Do not misconstrue this to mean there is a set window by which it is allowable to deviate from the UTE plan.

5. Scheduled Spare Concept. Under this concept, a percentage of prime flyers are provided to avoid nondeliveries. The spare rate is based on historical losses from previous or similar flying months or weeks and is applied to future schedules. This methodology provides the minimum spare requirement. Actual spare aircraft allocated may vary based on maintenance capability. Like attrition, the spare rate is a guide for planners to use in the execution of the flying schedule with minimum disruption. Prioritize spare configurations since a spare cannot substitute every line on the schedule. Calculate spare requirements as follows:

5.1. Total logistics nondelivery and ground abort percentage factors for the planning period is the spare *factor*. Contact maintenance analysis for the logistics nondelivery and ground abort rates.

5.2. Multiply the spare *factor* by total average first-go launches. This is the spare aircraft required to support the schedule. Round decimals up to the next whole number.

★6. Goal Day. When a unit's monthly programmed UTE rate and student time line (STL) goal have been, or will be achieved before the last O&M day of the month, wing commanders are encouraged to reward the people whose efforts contributed to the early achievement by awarding them a "UTE down day" or goal day. The wing commander cancels sorties for UTE/STL management. Record those cancellations as "other cancel." UTE/STL management cancellations will not be included in future attrition computations. The wing commander may execute the goal day in the earned or following month. Unit commanders can authorize the performance of ground training requirements during a goal day.

★7. Year-End Closeout. The goal is to complete the annual flying hour program by flying allocated hours prior to the end of the fiscal year. Stay as close to programmed UTE as possible without degrading mission accomplishment or mismanaging resources. Wing commanders may selectively cancel scheduled sorties to manage the end-of-the-year flying hour closeout (last 15 O&M days of the fiscal year). This provision assists wings in gradually closing out flying without creating Hangar Queens, unintentionally exceeding the UTE rate, or accumulating unwarranted chargeable scheduling deviations. Record canceled sorties as "other cancel," and do not include these sorties in attrition computations. In no case will a unit over fly allocated hours without prior approval from HQ AETC/DOR.

8. Responsibilities:

8.1. HQ AETC. HQ AETC/LG computer models the maximum sustainable UTE rate and allocates available aircraft within AETC to meet annual flying hour requirements. However, the determination of the UTE rate is a collaborative effort between HQ AETC, 19 AF and each wing. HQ AETC/DOR uses this rate as a guide to develop the AETC PA using the maximum sustainable UTE rate as an upper control limit. HQ AETC/DORA publishes the PA that reflects each wing's annual UTE rate, flying hours and sorties. The PA also reflects the PAI needed to fly the UTE rate and the ASD for each MDS. For wings with the same MDS and mission, UTE rates, PAI, student load, and funding are allocated based on the wing's proportional capacity.

8.2. Wing Commander. The wing commander is responsible for UTE rate management, including the canceling of sorties. This authority may be delegated. The commander approves and forwards the wing's

annual UTE plan and/or any monthly reprograms of the approved annual flying plan to HQ AETC/DO, Allocation and Assessment Branch (DORA), LG, Maintenance Analysis Section (LGMMA) and 19 AF/DO and LG. The commander also approves monthly flying contracts and weekly flying schedules.

8.3. Logistics Group (LG) Commander. The LG commander supports the primary mission with materiel, maintenance, and management functions.

8.4. Operations Group (OG) Commander. The OG commander ensures the wing's primary mission equipment is maintained and operated for meeting planned objectives. The OG commander approves squadron flying plans and schedules for presentation to the wing commander. (***NOTE:*** For contract or civil service maintenance units, the maintenance authority (MA) supports the primary mission with materiel, on- and off-equipment maintenance management, and will perform the maintenance functions in the following paragraphs.)

8.4.1. Operations Support Squadron (OSS) Current Operations Flight:

8.4.1.1. OSS Operations Scheduling (OS):

8.4.1.1.1. Obtains range, airspace, tanker support and (or) flying commitments.

8.4.1.1.2. Coordinates (to include confirmation) on all military training routes (a locally designated representative may be outside this function).

8.4.1.1.3. Manages responsible air refueling tracks and finalizes air refueling requirements per AFI 11-221, *Air Refueling Management (KC-10 and KC-135).*

8.4.1.1.4. Receives intercommand and intracommand tasking (airlift channel missions) and disseminates to the operations squadrons.

8.4.1.1.5. Monitors, by MDS, the wing's progress toward planned monthly and annual UTE rates and flying hour program attainment.

8.4.1.1.6. Ensures the wing's annual flying hour plan is developed.

8.4.1.2. OSS Maintenance Plans Scheduling & Documentation (PS&D):

8.4.1.2.1. Coordinates the integration of operations squadron plans and schedules into a wing plan according to AETCI 21-101, Volume 2.

8.4.1.2.2. Performs the aerospace vehicle distribution officer (AVDO) function, verifies utilization program data reports for accuracy according to AFI 21-103, *Equipment Inventory, Status, and Utilization Reporting*, and AETCI 21-101, Volume 2.

★8.4.1.2.3. Is the wing's single point of contact for aircraft UTE reporting and must coordinate with operations scheduling to ensure data entered into CAMS/GO81 matches between operations and maintenance scheduling. Any corrections or changes to data must be coordinated with all applicable agencies.

8.4.1.3. **Maintenance operations center (MOC) (or comparable work center designated by the MA):** Records deviations, interchanges and spare usage from the weekly flying schedule as they occur (AETCI 21-101, Volume 2).

8.4.1.4. Maintenance Analysis:

8.4.1.4.1. Reviews sortie scheduling effectiveness and flying deviations for trends.

8.4.1.4.2. Analyzes and identifies the cause of trends; e.g., equipment performance or scheduling problems.

8.4.1.4.3. Informs the operations squadron scheduling or maintenance squadron PS&D (MS PS&D) of schedule deviations and causes and makes recommendations based on the data extracted from the automated maintenance management system, AETC Form 206C, **Aircraft Deviation Record** or AF Form 2407, **Weekly/Daily Flying Schedule Coordination.**

8.4.1.4.4. Provides annual attrition factors by month for the year to OSS operations scheduling and MS PS&D prior to the start of the annual planning process (when analysis personnel are assigned directly to the operations squadron, they may perform these duties).

8.4.1.4.5. Computes and develops logistics attrition factors and forwards this data monthly to each MS PS&D. Historical attrition encompasses a minimum of 5 years of previous data for the month being planned. For example, attrition factors for January 1996 include actual attrition experienced in January of 1991, 1992, 1993, 1994 and 1995. Historical attrition is divided by a percent in each of the following categories: weather, maintenance, supply, operations, other, and a total.

8.5. Operations Squadron:

8.5.1. Commander. Operations squadron commanders (or civilian equivalent) are responsible for student training and the health of their fleet. The commander will ensure realistic schedules are developed and executed while maintaining fleet health and meeting training objectives.

8.5.2. Flying Squadron Operations Officer:

8.5.2.1. Consolidates OSS OS, student and instructor flying requirements into flying plans and schedules to include annual projections, monthly plans, and weekly schedules. Negotiates and coordinates flying requirements with MS PS&D.

8.5.2.2. Monitors the flying schedule and identifies sorties that did not meet operational objectives (e.g., incomplete check rides).

8.5.2.3. Computes operations attrition factors to be used in developing the programmed flying training (PFT) plan that is essential in determining sortie requirements.

8.5.2.4. Assesses suitability of a partial mission capable (PMC) or restricted aircraft to complete sortie objectives.

8.5.3. MS PS&D:

8.5.3.1. Determines aircraft capability and availability factors to support operational requirements for their squadron's annual, quarterly, monthly, and weekly plans.

8.5.3.2. Integrates operational and maintenance requirements into realistic plans and schedules and maintains a balance of UTE rate accomplishment, fleet time standards, and scheduled maintenance requirements. These plans include the annual projection capability, quarterly maintenance plans and monthly and weekly schedules. Maintains a file copy of fiscal year annual projections for one year.

8.5.3.3. Loads weekly operational schedules into the automated maintenance management system when approved. If an automated maintenance management system is not used, or during system failure, completes the first five blocks on AETC Form 206C and distributes it to the MOC.

8.5.4. Flight Line Production Superintendent:

8.5.4.1. Directs the maintenance effort in implementing the schedule. Coordinates with squadron operations scheduling (through MS PS&D) on PMC or restricted aircraft as defined in AFI 21-103.

8.5.4.2. Coordinates with MS PS&D on not mission capable (NMC) aircraft scheduled to fly on the following day's schedule so a replacement aircraft may be selected prior to the daily scheduling meeting.

8.5.4.3. Updates the MOC on any aircraft discrepancy added or cleared that affects NMC or PMC status.

8.5.4.4. In coordination with squadron OS and MS PS&D, makes tail number changes (interchanges and spares) to scheduled sortie lines.

8.5.4.5. Assesses suitability of aircraft with repeat, recur and cannot duplicate (CND) discrepancies for continued flight.

8.5.4.6. Keeps the MOC informed of any schedule changes for deviation recording.

NOTE: For civil service or contract activities, the organizational arrangement is in accordance with their applicable statement of work.

9. Capability Calculations. The PA allocates a wing’s flying hour program for the following fiscal year. With a known annual requirement, the next step is to communicate the wing's capability to accomplish the tasking. As a minimum, capability calculations are repeated during the development of monthly plans (see Attachment 2 for instructions on completing an electronic air frame capability spreadsheet). Capability calculations determine the approximate maximum daily sustained sortie load a unit should normally support to achieve a reasonable balance between training and maintenance requirements. Commanders must recognize that these calculations are only approximations--judgment must be relied upon to determine if operations or maintenance capabilities will be exceeded. As the person responsible for the health of the fleet, the OS commander (utilizing the squadron operations scheduling and MS PS&D) must develop schedules that allow sufficient time to provide for maintenance training and the performance of scheduled and unscheduled maintenance tasks.

10. Operations Capability. Operations capability may be a limiting factor when computing scheduling requirements. Simply stated, operations capability is the maximum number of sorties that could be

generated with the available aircrew instructors (AI), students, and other qualified crew members in the number of hours for a given daily flying window, consistent with syllabus constraints.

10.1. Responsibilities. Individual flights and operations squadrons determine their maximum capabilities, which are then compared to current and desired event line positions and converted into a UTE rate. If limitations exist in achieving sorties, UTE rates, or hourly requirements, and a resolution is not possible at the squadron level, consult the OG commander for resolution. When operational limitations exist, consider management actions such as increasing the number of daily sorties for each aircrew member, flying on weekends, delaying support flying and/or increasing the number of prime flyers.

10.2. Student Capability. The daily syllabus of instruction places restrictions on each student. When computing a realistic student capability limitation, carefully consider factors such as phase of training, simulator training, duty not involving flying (DNIF) periods, and duration of maximum effort.

10.3. Aircrew Instructor (AI) Capability. Individual operations squadrons determine their maximum AI capability by considering simulator missions, flight duties, DNIF periods, leaves, required meetings, training, training review boards, student continuity, etc. Consider attached AIs when estimating maximum AI capability.

11. Maintenance Capability. Usually, aircraft availability is the main element in determining maintenance capability. However, there may be times when limiting factors override aircraft availability. For example, crew chief or technician availability or training shortfalls may limit sortie production below aircraft capability. Maintenance supervisors must inform MS PS&D when personnel availability or capability will affect future sortie production. Similarly, the capability of the aerospace ground equipment (AGE) activity, the amount of AGE available, or a shortage of spare parts may limit maintenance capability.

★12. Airframe Capability. The purpose of computing airframe capability is to determine how many flying hours and sorties are supportable while maintaining both scheduled and unscheduled maintenance. Inspection dock capabilities must also support annual and monthly flying programs. MS PS&D will determine the unit's airframe capability. This instruction provides a spreadsheet that can be used to determine airframe capability (see Attachment 2); however, locally developed spreadsheets are authorized to be used. Locally developed capability spreadsheets must provide supervision with an accurate account of the unit's maintenance capability to meet the unit's operational requirement. (***NOTE:*** The wing AVDO will notify HQ AETC/LGM, by MDS, when the total number of possessed aircraft in purpose identifier TF or ZB is less or is expected to be less than the authorized number of PAI aircraft.)

> ★***CAUTION:*** In order to maintain a healthy fleet, as well as developing sound flying schedules which meet the needs of operations and maintenance, care must be taken to ensure the correct percentage of mission capable (MC) primary aircraft inventory (PAI) are committed to the flying schedule. Over committal can be detrimental to the overall health of the fleet, causing a proportional decreased MC rate and a decrease in average fleet time. Operations and maintenance must agree to limit the percent of MC PAI committed to the schedule. This number should be sufficient to meet the needs of the wing's annual UTE plan without jeopardizing its maintenance capability.

13. Coordination Process. Coordination takes place at multiple levels of the organization through the annual, monthly and weekly planning and scheduling process. Through these processes, commanders, schedulers, and supervisors will ensure the distribution of sorties and hours to meet training and support flying requirements while flying assigned aircraft at programmed UTE rates. Commanders, schedulers, and supervisors coordinate to ensure resources are available to support flying requirements and adjust their plans accordingly.

14. Annual Planning. The AETC PA is the basis for executing the annual plan and is distributed to flying units by 1 August. The OG commander and operations squadron commanders develop a plan to accomplish the annual UTE rate, annual flying hour program, and student production requirements.

14.1. MS PS&D will identify any limiting factors in support of the annual flying hour plan to the wing commander through maintenance supervision and ensure the annual projection is coordinated with all affected activities; e.g., engine management. In addition to the information listed in the PA, consider the following factors when developing the annual plan: (***NOTE:*** This data is maintained on file for a minimum of one year by both operations and maintenance.)

14.1.1. Number of O&M days. Identify holidays, exercises, and other "no-fly" days.

14.1.2. Monthly historical attrition.

14.1.3. Annual scheduled sorties to include projected known functional check flights (FCF), operational check flights (OCF), and ferry sorties.

14.1.4. Sorties and hours required for deployments.

14.1.5. Average scheduled sorties required per O&M day.

14.1.6. Daily flying schedule block patterns.

14.1.7. Available daylight hours.

14.1.8. Anticipated aircraft gains and transfers.

14.1.9. Projected number of students.

14.1.10. Estimated munitions usage.

14.1.11. Support sorties.

14.1.12. Operations and maintenance manning levels.

14.1.13. Monthly inspection dock requirements as a result of monthly flying projections.

14.2. When completed, forward a copy of the annual plan to HQ AETC/DO/DORA/LG/LGMMA, and 19 AF/DO/LG by the tenth calendar day of October. Use the format at Attachment 3 when forwarding annual flying plans and reflows of flying programs. The annual plan must reflect the PAI (expressed in

whole numbers), monthly sortie or hourly requirement, UTE rate, ASD, and hours for each month of the fiscal year by MDS.

14.3. When HQ AETC changes planned requirements, as reflected in the PA, reflow the unflown portion of the annual plan for the remaining months (Attachment 3). Changes in the PA may change the PAI, ASD, or UTE rate for the remainder of the fiscal year.

14.4. The OSS OS tracks the execution of the annual flying plan. A method for tracking the annual plan is a simple bar or line chart showing monthly cumulative projected UTE rates versus the actual monthly cumulative UTE rates achieved. When the delta is below or above the annual plan, consider flowing any changes over several months. (***NOTE:*** Management decides whether or not to reflow annual plans based on the UTE delta. The ability to affect the cumulative UTE rate diminishes as the number of months remaining in a fiscal year decreases.)

15. Monthly Planning:

15.1. Conduct initial planning for the month's flying plan during the first work week of the preceding month. The tentative sortie plan must provide as much detail as possible and is designed (based on student availability) to ensure annual UTE, monthly UTE, and STL requirements are met. As a minimum, the plan includes both the required and scheduled number of daily sorties and launch blocks along with munitions and configuration requirements. Other impacting events such as safety briefings, commander's calls, scheduled exercises, TDYs, etc., are also included. The OSS OS forwards off-station taskings (airlift, tanker support, deployments, or static displays) to the appropriate squadron operations scheduling. These taskings, along with required student and support sorties, form the basis of the monthly plan. Squadron operations scheduling develops a tentative monthly flying contract before the first weekly scheduling meeting of the preceding month and briefs the operations squadron commander (see Attachment 4 for instructions on completing AETC Form 206, **Monthly Flying Contract**). If AETC Form 206 is not used, units will include the following information in their monthly plan:

15.1.1. Annual UTE position data compared to the wing's current annual plan (Attachment 3).

15.1.2. Student timeline position, current and projected.

15.1.3. Percentage of attrition by category listing sorties added daily for weather.

15.1.4. Total sorties and hours required listed in wing's annual plan (Attachment 3).

15.1.5. Total sorties and hours scheduled.

15.1.6. Number of aircraft required to support the schedule.

15.1.7. Anticipated configurations in accordance with syllabus requirements.

15.2. The foundation of the monthly plan is total required sorties (or hours) defined as the sorties or hours needed to meet training requirements that support student event timeline progression, continuation training, and mission and maintenance support. Required sorties are further refined by using the various training management systems to distribute student and support sorties. Adjust required sorties to achieve

the best use of resources. When using hourly plans, required hours are divided into a specific number of sorties, but adjustments are made to achieve the hourly requirement.

★15.3. Monthly attrition sorties or hours are added to the monthly sortie or hourly requirement. Attrition sorties or hours are expected losses to the weekly schedule. Apply attrition factors to required local sorties. Units may apply attrition to deployed launched sorties. Do not apply attrition to off-station sorties and ferry sorties, and FCFs and OCFs cannot be substituted by another aircraft. Squadron operations scheduling and MS PS&D may apply monthly attrition factors to student or instructor sorties based on the expected environment for the coming month (Attachment 4). The formula for determining monthly sorties and/or hours to schedule is: number of sorties (or hours) required divided by 1 minus the attrition factor. Example: 1000/(1-.15)=1177 sorties to schedule. For sorties remember to round off any part to the next whole sortie.

15.3.1. Maintenance analysis provides MS PS&D with the following month's historical maintenance, supply, weather, and other attrition factors each month, as required, before the end of the first week. These are the deviations recorded from the printed weekly flying schedules.

15.3.2. Squadron operations scheduling applies the attrition factors, supplied by maintenance analysis, and computes the total number of sorties and hours that must be scheduled to meet the sortie contract, along with the following information on the AETC Form 206, and forwards a copy of the completed form to MS PS&D:

15.3.2.1. Type of sorties.

15.3.2.2. Number of sorties and hours.

15.3.2.3. Anticipated munitions, photo, electronic countermeasure configurations, and estimated munitions expenditures or ammunition changes. (***NOTE:*** Squadron operations scheduling, in coordination with MS PS&D, distributes attrition sorties to best meet operations and maintenance capabilities.)

15.4. Operations squadron commanders, after coordinating any necessary adjustments, document training requirements and maintenance capability, then forward requests to OSS OS.

15.5. The OSS OS coordinates and deconflicts squadron requests and forwards any recommended changes to the operations squadrons for review not later than two workdays before the next scheduling meeting.

15.6. The monthly flying and maintenance plan will be finalized during the third weekly scheduling meeting of the preceding month. At this meeting, the LG and OG commanders outline past accomplishments, the degree to which mission goals are being met, problems being encountered, projected number of prime flyers along with spare availability, current and projected fleet times, and review the request for the coming month. When planned students do not show or when a lack of projected capability or resource funding prevents meeting monthly UTE rates, the wing commander decides what portions of the plan will be supported and to what degree. In this case reflow the annual plan and identify flying hours for possible turn-in or additional hours required.

15.7. If the projected number of available aircraft is less than required to accomplish the mission, the OG commander provides alternatives and limitations to the wing commander. If logistics support is limited, the LG commander provides alternatives. The wing commander validates these requirements and decides to what degree support will be rendered. The wing commander approves the monthly contract.

15.8. When the proposed monthly flying contract has been signed by the wing commander, each MS PS&D forwards their plan to OSS PS&D where it is published as a part of the consolidated monthly maintenance and flying plan and distributed according to AETCI 21-101, Volume 2.

★15.9. If the monthly contract's programmed UTE is different from the annual plan by more than five percent, a flying hour reflow is required. The wing commander forwards a copy of the change (Attachment 3) to HQ AETC/DO/DORA/LG/LGMMA and 19 AF/DO/LG by the tenth calendar day of the affected month. (***NOTE:*** This is administration processing time only and does not imply that a unit delays formulating a plan until the 10th of the month.) Some reflows artificially conceal accumulating deviations; therefore, reflows that do not change the annual allocation (adjustments) may or may not be applied to the flying hour execution model. For tracking purposes, execution deviations are based on the annual program as it is executed and tracked monthly.

15.10. Adjustments to the Periodic Flying Hour Program (FHP):

★15.10.1. As the PA is executed during the fiscal year, units may find their requirement no longer matches their allocated program. Should this occur, wings will submit FHP adjustments to HQ AETC/DORA. DORA will coordinate adjustment requests with HQ AETC/LGM/LGP/FM and 19 AF/DO. There are three scheduled adjustments.

15.10.1.1. Submit requests for adjustments by the 10th calendar day of March, May and August. Requests are due on the preceding Friday if the tenth falls on a weekend. Late requests will not be processed until the next scheduled adjustment.

15.10.1.2. Provide a detailed explanation for the request including numbers that support the request (attrition, quota cancellations, ineffective sorties, etc) and a proposed program reflow (Attachment 3).

15.10.1.3. Units can expect notification by message of approval/disapproval within three weeks of the request suspense. The approval authority is HQ AETC/DOR.

★15.10.2. Unscheduled Special Adjustments: In some circumstances units may request an unscheduled special adjustment. These requests should be rare and limited to situations that are beyond a unit's control. Submit requests as necessary per paragraph 15.10.1.

16. Weekly Planning. Weekly planning verifies progression towards the monthly contract. Use monthly plans as a guide for building weekly schedules. Make adjustments, as required, to accommodate unforeseen operational or maintenance problems and higher or lower than forecast attrition. The planning week is 0001 local time Monday through 2400 local time Sunday. Once signed by the wing commander (may be delegated), the weekly schedule executes the monthly contract and becomes the basis for deviation reporting. (***NOTE:*** Weekly planning and deviation accounting also applies to deployed units if they are flying hours from the AETC PA.)

16.1. The first duty day of the week, MS PS&D verifies and forwards to their squadron operations scheduling any known special maintenance requirements for the following week, such as flight compass swings or FCFs required by the aircraft Dash 6 technical order.

16.2. Squadron operations scheduling refines the weekly portion of the monthly plan for the week being developed and forwards the following to MS PS&D no later than noon each Tuesday. Extract requirements listed in paragraph 15.3.2 and each day's flying schedule by sortie for the week being planned to include:

16.2.1. Date.

16.2.2. Type mission.

16.2.3. Required and attrition sorties.

16.2.4. Takeoff and land times for all sorties, to include attrition. Units that fly a published and constant ASD may refrain from publishing land times.

16.2.5. Configuration and munitions requirements.

NOTE: Squadron operations scheduling may use AETC Form 206A in developing sortie requirements. The daily operational portion of the weekly flying schedule will be printed and contain, as a minimum, the above information. Format will be locally developed. Schedulers may use AETC Form 208, **Weekly Scheduling Request,** to consolidate flight requests.

16.3. In the weekly schedule, MS PS&D identifies and assigns aircraft tail numbers to each sortie line based on aircraft capability, status, and configuration.

★16.4. UPT, SUPT, ENJJPT and PIT units (organizations that have T-38, T-37, T-43 and T-1 aircraft assigned) may abstain from assigning aircraft tail numbers to specific sortie lines on the daily operational portion of the weekly schedule. Develop a locally approved form or spreadsheet, which depicts at a glance the operational and maintenance utilization of all aircraft for the week scheduled. This form or spreadsheet will contain all aircraft tail numbers assigned and identify prime flyers (including number of sorties planned, for example F4 equals four sorties scheduled) and spare aircraft. Maintenance and training requirements will also be identified on this sheet. Match tail numbers from the weekly utilization schedule to sortie lines prior to the daily scheduling meeting. These programmed prime flyers, along with spare aircraft, are the available pool to fly the daily schedule.

16.5. When monthly actual attrition is greater or less than programmed, prudently adjust weekly flying schedules to stay on track with the monthly and annual UTE rate. A prorated system for weather cancellation is implemented during weekly process and recording deviations (see Attachments 5 and 6 for instructions on completing AETC Form 206A, **Weekly Flying Schedule**, and AETC Form 206C, **Aircraft Deviation Record,** respectively). Distribute the adjustments over future weekly flying plans to avoid significant disruptions to scheduled maintenance plans and student syllabus requirements. Examples for adjusting attrition:

16.5.1. Low Attrition Application. If sortie losses do not occur as anticipated, adjust weekly schedules to prevent exceeding the monthly contract. For example, if the monthly contract is 2,102 sorties with an

attrition factor of 25 percent, a total of 2,803 sorties would be scheduled at 127.4 sorties per day for a 22-workday month of June. During 1 through 16 June (12 workdays), 1,400 of 1,402 sorties scheduled flew. Therefore, the third weekly sortie request should be adjusted to prevent an overfly. Subtract the 1,400 sorties flown from the 2,102 monthly requirement. This leaves a commitment of 702 required sorties. Using the same 25 percent attrition factor, only 936 sorties must be scheduled for the remaining 2 weeks. Depending on actual losses during the third week, a further increase or decrease for the fourth week may be required.

16.5.2. High Attrition Application. During the same 12-day period, 1,000 of 1,402 sorties scheduled flew due to higher than planned weather losses. Therefore, the third weekly sortie request should be adjusted to prevent an underfly of the monthly contract. Subtract the 1,000 sorties flown from the 2,102 monthly requirement, leaving a commitment of 1,102 sorties required by the monthly contract. Reapply the 25 percent factor to the remaining sortie commitment for 1,469 sorties for the remaining two weeks. This leaves 147 sorties per day compared to the original of 128 sorties per day. Since this is greater than the agreed sortie count in the monthly plan, review operation and maintenance support capabilities for the inflated sortie request. Again, depending on actual losses during the third week, a further decrease or increase may be required for the fourth week.

16.6. Operations squadron commanders, after coordinating any necessary adjustments, document training requirements and maintenance capability and forward requests to the OSS OS.

16.7. The OSS OS coordinates and deconflicts squadron requests before the weekly scheduling meeting and forwards any recommended changes to the operations squadrons for review not later than 2 workdays before the meeting.

16.8. Convene the weekly meeting by Thursday. Squadron commanders brief status and situation information with emphasis on trends and existing limitations hindering the monthly sortie or hourly attainment. The wing commander signs the weekly plan.

16.9. After the weekly is briefed and approved, OSS PS&D will consolidate, publish and distribute per AETCI 21-101, Volume 2. (***NOTE:*** Units are authorized to electronically publish monthly plans and weekly maintenance and utilization schedules. Ensure access to these operational and maintenance plans/schedules is allowed only to those areas that have a need for the information.)

★16.10. Changes to printed weekly flying schedules require coordination and approval by a group commander. Group commanders may delegate this authority to the squadron. The total number of sorties and aircraft serial numbers (except when using the replacement rule in paragraph 20.2.3) will remain the same without incurring a deviation.

16.10.1. Use AF Form 2407 to document changes prior to the start of the flying period and record these changes in the automated maintenance management system (AETC Form 206C will be used as a manual backup in the event of automated maintenance management system nonavailability).

16.10.1.1. A change to the original printed takeoff or landing time of 15 minutes or less does not require an AF Form 2407 to be initiated. The activity requesting the change initiates AF Form 2407 and ensures coordination with all affected activities. Include a detailed reason for the schedule change on AF Form 2407 (deviations apply to the weekly flying schedule even though a coordinated change is accomplished using the AF Form 2407.

16.10.1.2. The AF Form 2407 is used to document the receipt of the changed information by all affected agencies).

16.10.2. Update the automated maintenance management system (i.e., CAMS, GO81) after coordination.

16.10.2.1. PS&D updates the automated maintenance management system for changes made prior to the daily scheduling meeting.

16.10.2.2. The MOC will update the system with changes made following the daily scheduling meeting. Additionally, MOC will annotate all changes in red on the weekly schedule maintained in MOC.

16.10.2.3. Munitions configuration changes require an AF Form 2407 regardless of when the action is initiated. For units that utilize an automated maintenance management system, maintenance analysis will use this system to review for trends and include the results in monthly summary reports.

16.10.2.4. Commanders and schedulers use trend results to identify and correct problems and to assist in building and executing future plans. Maintenance analysis returns the annotated schedules with AF Forms 2407 to OSS PS&D or the MOC (established locally) for filing.

★16.10.3. For units that do not have an automated maintenance management system; MOC forwards the weekly schedule, with all AF Forms 2407 for the affected week, to maintenance analysis at the end of each flying week. Maintenance analysis will review for trends identified in the changes and will include the results in monthly summary reports. Commanders and schedulers use trend results to identify and correct problem trends, and to assist in building and executing future plans. Maintenance analysis returns the annotated schedules with AF Forms 2407 to OSS PS&D or the MOC (established locally) for filing.

17. Flying the Schedule:

17.1. The Weekly Schedule. This schedule is the final planning guide for both maintenance and operations. Changes to the weekly schedule should be kept to a minimum; however, changes are inevitable. Squadron operations scheduling and MS PS&D maintain constant coordination to minimize the impact changes have on achieving long-range objectives and maximizing reaction time. Squadron operations scheduling and MS PS&D verbally coordinate changes to the weekly schedule not later than prior to the daily scheduling meeting or 1600. Follow up verbal coordination on an AF Form 2407 per paragraph 16.10.

17.2. Alternate Schedule. If weather is questionable for night flying, squadron operations scheduling may provide an alternate schedule for the following day (depending on the flying window, maintenance, and instructor capabilities) based on the successful completion of night flying and the rescheduling of night flying. Squadron operations scheduling will notify the MOC and flight line production superintendent by 2200, which schedule to use.

17.3. Delayed Launch. If a launch is delayed, the squadron operations scheduling decides, after coordinating with the flight line production superintendent, whether the sortie is canceled (nondelivery)

to prevent hindering future aircrew or aircraft commitments. A delayed launch is initiated before an aircraft's crew ready time. Units may locally establish a delay period.

17.4. Early Launch. In the interest of fuel economy, early launches are authorized if the launch is consistent with mission control times and the flight line production superintendent acknowledges supportability.

★17.5. Interchanges. MS PS&D and (or) the flight line Prod Super may interchange printed prime, spare, FCF or OCF released or cross-country (XC) return aircraft without incurring deviations. The MS PS&D updates the automated maintenance management system for changes made prior to the daily scheduling meeting. The MOC updates the automated maintenance management system on any tail number swaps after the meeting and will be notified of all interchanges. AF Form 2407 will be initiated for interchanges made after the daily scheduling meeting and prior to the first crew ready time on the next day's flying requirements for support agencies' coordination.

17.6. Out & Back (O&B) or XC Sorties. When aircraft off-station on an O&B or XC mission cannot return to home station as scheduled, MOC immediately notifies MS PS&D, flight line Prod Super, and squadron operations scheduling. Weather conditions and student progress may require the conversion of O&B and XC sorties to locals. Similarly, locals may be converted to O&B or XC. Only launches, by parent organization, of O&B and XC are accountable in sortie scheduling effectiveness computations. Changes of this type are a joint coordination effort between squadron operations scheduling, MS PS&D, flight line Prod Super, and MOC to ensure affected aircraft meet the revised mission and tracking requirements.

17.7. Engine Running Crew Change (ERCC) Sortie. Tanker, airlift, tanker transport trainer or rotary wing aircraft may implement ERCC procedures when it is not economical to generate a new aircraft for partially missed operational training objectives or when an aircraft aborts and minor repair could return the aircraft to flight. During an ERCC, the aircrew maintains control of the aircraft. Should an aircrew member not remain during the crew swap, maintenance assumes responsibility for the aircraft and maintenance inspections are performed in accordance with the aircraft-specific technical guidance before the aircraft may relaunch.

17.7.1. Incomplete Training. As an example, if a student or crew has three training objectives scheduled for a sortie and one of the requirements was not met, but is required for syllabus progression, identify a later sortie line within that weekly schedule to ERCC (engines running or shut down) for the student to complete previously missed training events. Ground time should be limited to 45 minutes.

★17.7.2. Sortie Continuation (C-130 aircraft at 314th Little Rock AFB only). A C-130 aircraft landing early for the sole purpose of fuel load reconfiguration to meet a specific requirement of the training syllabus will be considered a non-chargeable sortie continuation within the following parameters:

★17.7.2.1. The reason for the early landing must not involve an equipment malfunction or crewmember change.

★17.7.2.2. The fuel load reconfiguration must be accomplished within 45 minutes of shutting down engines.

★17.7.2.3. Should the fuel load reconfiguration exceed 45 minutes the original sortie will be terminated. If the crew elects to continue the training mission, chargeable operations add will be accrued. If the crew elects not to continue the training mission, record it as incomplete training and follow the guidance in paragraph 17.7.1.

★17.7.2.4. If a maintenance requirement is discovered during the fuel load reconfiguration and can be repaired within the original 45-minute threshold, no deviation will be recorded. Should the maintenance action prevent the aircraft from resuming the sortie within the original 45-minute threshold, the original sortie will be terminated. If the aircraft can be made airworthy and the crew elects to continue the training mission, record an operations add otherwise, record a ground abort and follow the guidance in paragraph 20.1.2.

18. Planned Sortie Surge. Sortie surging is a management technique employed by the wing commander, designed to temporarily produce sorties at a higher-than-normal rate. Being a planned event, units will ensure coordination during the planning processes with the support activities affected by the period of increased flying according to AFI 21-101, *Maintenance Management of Aircraft*, and AETCI 21-101, Volume 2. The quantity of the sortie increase is determined by the training objective. Schedule surges to recover lost sorties or to purposely exceed or "get ahead" for known events that will cause a decrease in sortie production. Units should plan to get the maximum number of sorties possible from each airframe committed to the schedule. Surges can also be employed when part of a squadron is deployed. When planning a sortie surge, take full advantage of the available flying and maintenance training period by performing concurrent aircraft inspection and servicing procedures.

★18.1. As a minimum, assign line numbers, aircraft tail numbers, takeoff and land times, configurations, type missions, and priority in the weekly flying and maintenance schedule for the first sortie launch. Only line numbers (i.e., the total number of sorties the unit intends to fly), configurations, and type missions are required for subsequent launch lines. Returning MC aircraft may be inserted into the next open line as determined by aircraft land status. If more sorties are flown than what was intended, they will be considered flown as scheduled. For all other deviations, normal deviation reporting applies. Manage spare aircraft according to paragraph 5.

18.2. Surging significantly increases the tempo of all activities involved in flying and producing sorties. A surge can decrease aircraft mission capable rates by creating a backlog of unscheduled maintenance affecting future airframe capability and (or) availability. Ineffective sorties, an adverse effect on student and instructor capability, syllabus constraints, and overextending scarce resources also need to be considered when scheduling surges.

18.3. For civil service and contract activities there are limitations on the frequency and duration of a surge. Specifically, surging will not be employed more than four times in a monthly flying period and will not exceed two consecutive calendar days. Waivers must be submitted to 19 AF/LG for approval.

19. Combat Sortie Generation. These generations are conducted as outlined in applicable Air Force guidance and unit plans. Scheduling procedures are:

19.1. Publish a weekly schedule, but once the exercise is initiated, cancel that day's printed schedule without recording deviations. Hold the remainder of the weekly schedule in abeyance until the exercise terminates.

19.2. Determine the total number of aircraft maintenance can support versus operational requirements for combat sortie generations prior to publishing the air tasking order (ATO).

19.3. Ensure the ATO contains mission number, on-status time or time on target, and configurations. Prepare and finalize a daily flying schedule that identifies aircraft tail numbers including spares for the first launch period no later than 2 hours prior to the first on-status or takeoff time. When using a scramble scenario, establish a launch window timeframe instead of takeoff times. Only report nondeliveries as deviations.

19.4. When the exercise is terminated, units may revise their original weekly schedule, replace it without reporting deviations, or even cancel the unflown portion. After approval of a new weekly schedule, normal deviation reporting procedures will resume.

20. Deviations. Deviation recording is a management tool for identifying and correcting trends. The MOC will record all chargeable and nonchargeable deviations from the weekly schedule using either the automated maintenance management system or AETC Form 206C (see Attachment 6 for instructions on completing AETC Form 206C). All deviations to the schedule are considered either chargeable or nonchargeable for the purpose of computing sortie scheduling effectiveness. When using an automated system, the MOC reviews online sortie recaps at the completion of each flying period, ensuring deviation reporting accuracy. If using the AETC Form 206C, deliver the previous day's completed form to maintenance analysis each morning. Multiple deviations will only be recorded against a single scheduled line when an aircraft ground aborts and is associated with a nondelivery (AETC Form 206C only). Deviation reporting is applicable to all AETC possessed aircraft. When assessing deviations always ask, "What caused the event?"

20.1. Chargeable Deviations. Variations to the flying schedule within the control of the local authority are as follows:

20.1.1. Engine Running Crew Change (ERCC). The ERCC sorties printed in the weekly schedule not flown (paragraph 17.7).

20.1.2. Ground Abort (GA). Discovery of a discrepancy after aircrew arrival which prevents that crew and aircraft from becoming airborne in time to complete the scheduled mission. A GA will also qualify as a maintenance nondelivery if a spare or interchange is unavailable. If an aircrew accepts a spare or interchange, the original aircraft is charged with a GA. GAs are only chargeable against the prime aircraft; i.e., only one GA is chargeable per sortie line. Additional GAs (spare or interchange) against the same sortie are documented as nonchargeable. GAs on FCFs are nonchargeable.

20.1.3. Maintenance Nondelivery (MND). A scheduled sortie canceled due to maintenance. Examples include spare or interchange to another aircraft preventing operations from meeting launch windows (time-on-target, tanker, or range), repairs, inspections, or servicing not completed, non availability of launch personnel, GA’s; if not spared.

20.1.4. Operations Nondelivery (OND). A scheduled sortie canceled for operational reasons. Examples include late crew show (as defined by the squadron operations scheduling to meet sortie requirements and the aircraft retains the original land time), scheduling conflict for instructor or student, late return from previous sortie (exception paragraph 20.2.6.2.4), aircraft over “G,” gear/flap overspeed, hard landings, foreign object in the cockpit dropped by the aircrew (pilot’s pencil, helmet screws, etc.). When

subsequent scheduled sorties cannot be met due to an operational event on a prior sortie, an OND applies to those subsequent sorties, if not spared.

★20.1.5. Supply Nondelivery (SND). A scheduled sortie canceled due to lack of repair parts, fuel availability or parts not available within prescribed pickup/delivery times, and another aircraft scheduled to fly that day on the printed schedule was not available to meet the scheduled takeoff time. Pickup/delivery times are established in AFMAN 23-110, Volume 2, *USAF Supply Manual*, AETCI 21-102, *Instruction for Forward Assets Support Training (FAST) Operations*, or the COMBS contract. Record the deviation as a SND if:

20.1.5.1. A serviceable item was not available and the removed reparable item could not be repaired off-equipment due to nonavailability of parts prior to the scheduled takeoff time.

20.1.5.2. Late delivery of petroleum, oil, or lubrication directly results in missed operational training. (***NOTE:*** Do not record an SND for aircraft restricted to "solo only" if the restriction will not hinder training objectives.)

20.1.6. Additions. Aircraft added to the weekly schedule outside the nonchargeable replacement windows; sorties added to the daily portion of the weekly schedule or additions exceeding the cumulative daily (O&M) prorated weather attrition up to that date. Additions are recorded against operations, but will only be chargeable against the aircraft's first takeoff. All aircraft adds will require a new sortie line number when flown. (***NOTE:*** Off-station-weather-canceled sorties may be added back on a one-for-one basis at the off-station location.)

20.1.7. Deletions. Sorties scheduled, without an attempt to launch, which were deleted and not flown. Aircraft scheduled, but removed from the flying schedule.

20.1.7.1. Maintenance Delete. Aircraft removed from the daily portion of the weekly schedule and replaced by an unscheduled aircraft excluding NMC aircraft replacement (paragraph 20.2.3).

20.1.7.2. Operations Delete. Sorties scheduled, but not attempted excluding other deletions (paragraph 20.2.6.2).

20.2. Nonchargeable Deviations. Variations to the flying schedule attributable to, or resulting from events or factors not within the control of the local authority.

20.2.1. Weather Additions. Adds to the daily portion of the schedule may be required to compensate for higher than prorated weather attrition. Whenever weather losses exceed the cumulative programmed weather attrition, sorties may be added--not to exceed the difference. Multiply the prorated daily weather attrition (loss) figure listed in the monthly flying contract (AETC Form 206, block 2a) by the number of O&M days to date and subtract the number of weather cancellations to date to determine the number of allowable weather additions. For example, weather losses by the seventh O&M day of the month are 78 sorties and expected weather attrition was 70 sorties (10 x 7 O&M days)--the unit may weather add eight sorties that day; if they wait until the eighth O&M day (10 x 8 O&M days), with no additional weather losses--the unit would be unable to weather add any sorties. Local nondeployed sorties added above the prorated weather attrition will be recorded by the MOC as chargeable adds. Deployed off-station sorties lost to weather may be added on a one-for-one basis at the deployed location only.

20.2.2. Weather Deletions. Scheduled sorties canceled due to adverse weather impacting mission accomplishment at local, destination, enroute, or alternate locations. This includes sorties canceled due to exceeding the thermal heat index or allowable wind chill index. If a prime aircraft ground aborts, and the crew cannot launch in a spare aircraft due to the thermal heat index, then record the abort and cancel the sortie for weather.

20.2.3. Not Mission Capable (NMC) Aircraft Replacement. When changes to the weekly schedule are required to compensate for unscheduled maintenance, an NMC aircraft may be replaced, nonchargeable, if the NMC aircraft will not meet the next day's launch and the replacement aircraft is chosen, at least 12 hours prior to the first scheduled takeoff or up to one hour after the last scheduled landing of the current day's flying. (***NOTE:*** Record a maintenance delete against the removed aircraft if replaced outside the nonchargeable replacement window.)

20.2.4. Air Abort. A sortie/mission terminated due to an operations, maintenance, or materiel deficiency which prevents the completion of minimum sortie requirements.

20.2.5. Ground Abort. Only the first ground abort is chargeable against any single sortie line. All other ground aborts against that sortie will continue to be recorded, but as non-chargeable against the sortie scheduling effectiveness rate (all ground aborts count toward the abort rate computation identified in AETCI 21-105).

20.2.6. Other Category. Deviations to the flying schedule that are normally not ascribed against either local maintenance or operations are as follows:

20.2.6.1. Sorties added to the daily schedule for reasons that are beyond the control of the local authority, for example, higher headquarters and distinguished visitors (DV) sorties (exclude incentive and familiarization flights). FCF, OCF, ferry sorties, and training sorties that were sympathy deletions per paragraph 20.2.6.2.5 are considered flown as scheduled.

20.2.6.2. Sorties canceled due to:

20.2.6.2.1. Lost air traffic control capability, unprogrammed runway closure, total loss of required communications or equipment, or evacuation due to bomb threat. Also, random natural acts such as bird and lightning strikes.

20.2.6.2.2. Higher headquarters or DV sorties (excluding incentive and familiarization flights). This does not include higher headquarters or DV sorties canceled due to chargeable deviations within the control of local authority (paragraph 20.1).

20.2.6.2.3. Aircraft grounded or restricted from a scheduled mission because of an immediate action time compliance technical order or one-time inspection.

20.2.6.2.4. Inability of an aircrew instructor or student to return to the home station from a XC or O&B mission due solely to aircraft servicing delays at the transient location.

20.2.6.2.5. Another required aircraft's abort or nondelivery sympathy.

20.2.6.2.6. The first day a student or instructor scheduled to fly is identified for duty not involving flying. Do not include disqualification in operations attrition factor development.

20.2.6.2.7. UTE management any day of the month when less than programmed weather attrition occurs and all training requirements are met for the week, or for an unscheduled safety briefing when approved by the wing commander. Includes sorties canceled when profile objectives are met, but the monthly UTE has not. For example, Monday and Tuesday are required night missions with Wednesday as an attrition day for the night sorties. Zero night sorties are lost on Monday and Tuesday so Wednesday's night sorties could be canceled as other. (***NOTE:*** Notify maintenance functions of canceled sorties as soon as the requirement is known. This will prevent any unnecessary expenditure of resources.) For year end management, refer to paragraph 7.

20.2.7. Engine Running Crew Change. Sorties added for incomplete training or after an abort with minor maintenance required (paragraph 17.7). Nonchargeable if added during the same week a training event was lost or repairs were completed within time parameters.

20.2.8. Off-Station Sorties. The sorties, not supported by the parent maintenance activity, are considered flown as scheduled and are not used in scheduling effectiveness computations. When an aircraft is off station, cannot return to home station for its scheduled sortie, and a home station spare is not available to fly the sortie, record the deviation as nonchargeable other. If the aircraft can meet the home station sortie requirement from the off-station location, no deviation is incurred.

21. Forms Prescribed. AETC Forms 206, 206A, 206C, and 208.

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Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

AFI 11-221, *Air Refueling Management (KC-10 and KC-135)*
AFI 21-103, *Equipment Inventory, Status and Utilization Reporting*
AFMAN 23-110, Volume 2, *USAF Supply Manual*
AFMAN 37-123, *Management of Records*
AETCI 21-105, *Logistic Quality Performance Measures Reporting Procedures*

Abbreviations and Acronyms

AGE—aerospace ground equipment
AI—aircrew instructor (that is instructor pilot, navigator, load master, boom operator, etc.)
ASD—average sortie duration
AMD—average mission duration
AETC—Air Education and Training Command
ATO—air tasking order
AVDO—aerospace vehicle distribution officer
BAI—backup aircraft inventory
CAMS—Core Automated Maintenance System
CFT—contract field team
CLS—contractor logistics support
CND—cannot duplicate
COMBS—contractor operated and maintained base supply
D-L—day-local
DO—Directorate of Operations
DNIF—duty not involving flying
DV—distinguished visitor
ERCC—engine running crew change
FAST—forward assets support training
FCF—functional check flight
FHP—flying hour program
FMC—fully mission capable
IFE—in-flight emergency
LG—directorate of logistics or logistics group
LGND—logistics nondelivery
MA—maintenance authority
MC—mission capable
MDS—mission design series
MND—maintenance nondelivery
MOC—maintenance operations center
MS PS&D—maintenance squadron plans, scheduling and documentation
N-L—night-local
NMC—not mission capable
O&B—out and back

O&M—operation and maintenance
OCF—operational check flight
OND—operations nondelivery
OG—operations group
OS—operations squadron
OSS—operations support squadron
OSS OS—operations support squadron operations scheduling
OSS PS&D—operations support squadron plans, scheduling and documentation
PA—program allocation
★PAI—primary aircraft inventory
PMC—partial mission capable
SND—supply nondelivery
★STL—student time line
SUP—squadron supervisor
SUPT—specialized undergraduate pilot training
TAI—total active inventory
TDY—temporary duty
TO—technical order
UPT—undergraduate pilot training
UTE—utilization
WUC—work unit code
XC—cross country

Terms

★Additions—Sorties or aircraft flown, but not printed, on the weekly utilization and maintenance schedule for a given day.

★Adjustment—A formally coordinated change to a unit's annual flying hour program. An adjustment changes the total annual allocation and usually results in a reflow.

Attrition (aircraft)—Excess to PAI requirements procured to ensure aircraft fleet size remains the same, both at the beginning and end of the life cycle. No operating resources are allocated for these aircraft in the defense budget.

Average Sortie Duration (ASD)—The average time flown per sortie by type of aircraft. HQ AETC/DO establishes the annual planning ASD. The ASD is not used as a flying objective.

Backup Aircraft Inventory (BAI)—Aircraft over and above the PAI to permit scheduled and unscheduled maintenance, modifications, inspections, and repair without a reduction of aircraft for the operation tasking. No operating resources are allocated for these aircraft in the defense budget.

Cross-Country (XC) Mission—A scheduled mission planned to remain overnight at other than home station or auxiliary field.

★Deviation—A departure from the printed weekly utilization and maintenance schedule.

Engine Running Crew Change (ERCC)—A procedure used to relaunch a tanker, airlift, tanker transport trainer, or rotary wing aircraft with minimum ground and maintenance time to make up for partially missed operational training events. Do not use in sortie effectiveness computations if the ERCC sortie is added during the same week an objective is lost. An ERCC is used in sortie effectiveness computations when printed in future weekly schedules.

★**Ferry Sorties**—Sorties used to support unscheduled depot input and return, transfer, etc. When sortie requirements are known prior to printing the flying schedule, include these sorties in the weekly schedule, identifying the type sortie in the applicable remarks column. Any deviations that occur are nonchargeable and not used in scheduling effectiveness computations. Use the "other" category to record sortie cancellations. Ferry sortie requirements generated too late for inclusion in the flying schedule are documented as a new line and considered flown as scheduled.

Historical Attrition—Average historical sortie losses for operations, maintenance, weather, other, and supply. Schedulers use historical attrition when completing AETC Forms 206 and 206A. Attrition is always expressed as additions to the sortie or hourly requirement.

Ineffective Sortie—A sortie that did not complete minimum training requirements so another unplanned sortie is required to complete the original training objective. Commanders establish ineffective sortie guidelines in the form of a local operating instruction (OI) to ensure consistency in determining refly factors.

Interchange—Printed aircraft tail number swaps made to the daily portion of the weekly schedule.

Local Sortie—Sorties launched at the home station or a deployed location launched and recovered by the parent activity. Includes deployed sorties flown geographically away from home base or simulated isolated areas on home base.

Maintenance—Average percentage of scheduled sorties not flown due to maintenance non-deliveries.

Mission—The objective for which an aircraft is operated. It consists of at least one or more sorties to complete the objective. Each increment to accomplish the objective is expressed as sorties on the schedule.

Monthly Flying and Maintenance Plan—The combination of planned monthly sorties and maintenance events planned in support of those sorties that will be performed during the effective month. A systematic approach of matching operational requirements to maintenance capabilities (AETCI 21-101, Volume 2).

★**Monthly Sortie Contract**—A written agreement approved by the wing commander, which specifies the number of sorties and hours to be flown during the monthly period designated. The contract does not include attrition sorties nor are attrition sorties substitutes for capability shortfalls. The contract is based on student production, UTE rates, and instructor and maintenance capabilities.

Off-Station Sortie—All sorties launched from other than the home station and (or) auxiliary field not supported by the parent activity.

Operation and Maintenance (O&M) Days—The number of calendar days in a year, month, or week minus Saturdays, Sundays, and federal holidays.

Operations Adds—Sorties added by operations to the weekly schedule.

Operations Deletion—Sorties deleted by operations from the weekly schedule.

Operations Squadron—This term is synonymous with flying squadron, fighter squadron, training squadron, or airlift squadron.

Operations—Average percentage of scheduled sorties not flown for operational reasons (for example, aircrew nonavailability).

Other—Average percentage of scheduled sorties not flown due to factors beyond the control of the unit (for example, air traffic control or higher headquarters).

Out and Back (O&B) Mission—A mission scheduled to depart and return on the same day, consisting of at least one off-station launch.

Primary Aircraft Inventory (PAI)—Aircraft assigned to meet the primary aircraft authorization for performance of the operational and support mission to include wing-level maintenance requirements. Forms the basis of the allocation of operating resources to include manpower, support equipment, and flying hour funds. Calculated as annual sorties or hours required divided by annual UTE rate divided by 12 months.

Prime Flyers—Number of aircraft committed to the daily schedule excluding spare aircraft, aircraft required for FCFs, and aircraft required for ferry sorties.

Reconstitution Reserve—Aircraft currently stored but planned to return to operation. Commonly referred to as flyable storage aircraft.

★**Reflow—**A reallocation of program elements (hours, sorties, ASD/AMD, UTE) carried out across the remainder of the month or year that does not change the total annual allocation. Reflows will always accompany a flying hour adjustment. Reflows of execution deviations may or may not be applied to execution models.

Required Sorties—Number of sorties to be flown to meet wing objectives. These are the numbers of sorties that ensure training and proficiency requirements are met as reflected in the AETC PA. For an hourly UTE rate, required sorties are the number of sorties that ensure training and proficiency requirements are met by achieving the annual goal reflected in the AETC PA.

Scheduled Sorties—Sum of required and attrition sorties.

★**Sortie—**An operational flight by one aircraft (AFI 11-401, *Flight Management*). A sortie begins when an aircraft begins to move forward on takeoff or takes off vertically from rest at any point of support. A sortie ends after airborne flight when the aircraft returns to the surface and the engines are stopped or the aircraft is on the surface for 5 minutes, whichever occurs first. A change is made in the crew, which adds

a crew member. On missions where some crew members deplane and the remaining crew from the original takeoff relaunches, this is considered a continuation of the original sortie.

Spare Aircraft—Aircraft committed to the schedule in addition to the prime flyers. Spares are used at the discretion of the Prod Super to replace NMC or PMC aircraft that cannot meet scheduled takeoff times or operational launch windows.

Student Sorties—Sorties necessary to accomplish the current syllabus of instruction.

Supply—Average percentage of scheduled sorties not flown due to nonavailability of mission essential parts (to include CLS-provided support equipment) or fuel.

Support Sorties—Nonstudent sorties required in support of the mission by AFI 11-401, AFI 11-202, Volume 2, *Aircrew Standardization/Evaluation Program,* and the applicable AETC 51-series directives.

Sympathy Aborts or Delays—Deviations that occur when a flight of two or more aircraft under the command of a flight leader or instructor pilot are deleted, aborted, or late due to a deletion, abort, or delay of one or more of the aircraft in the flight or a supporting flight. Dissimilar air combat tactics delayed by the other aircraft. Cancellations caused by an aircraft's scheduled tanker, receiver, or mission event.

Total Active Inventory (TAI)—Aircraft assigned to operating forces for mission accomplishment. Includes PAI, attrition, BAI, and reconstitution reserve.

Turnaround Time—Time from takeoff to takeoff for the same aircraft.

★UTE Rate—The average number of required sorties or hours flown (planned or actual) per PAI aircraft for a specific timeframe. HQ AETC/LG establishes the annual maximum sustainable UTE rate. The monthly UTE rate is calculated as monthly sorties or hours flown divided by PAI. The annual UTE rate is calculated as annual sorties or hours flown divided by PAI divided by 12 months.

Weather—Average percentage of scheduled sorties not flown due to weather.

Attachment 2

INSTRUCTIONS FOR COMPLETING AN ELECTRONIC AIRFRAME CAPABILITY SPREADSHEET

★**A2.1. Electronic Airframe Capability Spreadsheet.** This attachment provides instructions to complete the airframe capability spreadsheet. To receive a copy of the airframe capability spreadsheet contact HQ AETC/LGMMP, DSN 487-5952. The purpose of this program is to provide maintenance managers the ability to project airframe support capability, based on experience and the projected planning environment, compared to the operational request. To ensure that a valid projection process is used to compute airframe capability, maintenance schedulers must harness the understanding of the aircraft generation, recovery efforts, and how capabilities are developed, interpreted, and presented to leadership. The misdirection regarding the use of this data, its improper arrangement, or an unclear presentation of the results can obscure actual support capability and lead to serious managerial errors. The capability spreadsheet will be processed and briefed during the monthly planning process, but it can be used to validate capability for any given time period.

A2.2. Part One, Capability Spreadsheet. Input source is the monthly plan developed per AFI 21-101 and AETCI 21-101, Volume 2.

A2.2.1. Operational and Maintenance (O&M) Days. Enter the number of normal duty days for the month. These are days when maintenance shifts are available for duty for the entire period identified in the sortie generation/maintenance coverage block.

A2.2.2. Flying Hours. Total hours as requested by operations. As an example, the monthly sortie UTE multiplied by the PAI multiplied by the ASD.

A2.2.3. Sorties/Missions. Separate sorties by type (**Initial, Thruflight, ERCC, Other**) as requested by operations to support and achieve the flying hour request.

A2.2.4. Not Mission Capable Maintenance - Unscheduled. Average rate for an aircraft that is restricted from its assigned mission because of unfinished, unscheduled maintenance. This rate is provided by maintenance analysis.

A2.2.5. Not Mission Capable Both Maintenance and Supply - Unscheduled. Average rate for an aircraft that is restricted from its assigned mission because of maintenance and supply. This rate is provided by maintenance analysis.

A2.2.6. Not Mission Capable Rate Supply. Average rate for an aircraft that is restricted from its assigned mission because of supply. Weigh past and projected mission capable rates for the PAI; then enter the projected NMCS rate for the planning period.

A2.2.7. Unavailable Partial Mission Capable Hours. Enter any historically documented or known PMC hours that an aircraft was unable to meet the flying training syllabus objective.

A2.2.8. Maintenance Coverage Period. Enter the number of hours in the workday for which normal maintenance coverage is provided; i.e., if normal duty hours are from 0700-2300, then the workday is 16 hours.

A2.2.9. Assigned Aircraft. Type in the number of TAI aircraft available for the planning period.

A2.2.10. Number of Depot/CFT/Storage Days. Enter the number of O&M days that depot or a contract possesses each assigned aircraft field team. For example, in a 20 workday month two aircraft are at depot for the entire month. Also, during this month a CFT arrives and takes possession of one aircraft for 5 days to perform a modification. In this example, 45 days are lost. For storage aircraft, multiply the number of aircraft in storage by the number of O&M days and add storage aircraft to depot or CFT lost days.

A2.2.11. Depot/CFT/Storage Preparation and Acceptance Time. Enter the required number of clock hours to prepare an aircraft for input to, or acceptance from, depot/CFT/storage.

A2.2.12. Depot/CFT/Storage Inputs/Returns. Enter the planned number of times aircraft will require preparation or acceptance. Count each action, i.e., if there are two depot inputs, one returning from storage, and one CFT input during the planning period, then your input is four.

A2.2.13. Days Lost for Deployed/XC/Channel Missions. Enter the number of O&M days aircraft will be unavailable to fly at home station, but is still possessed by the parent wing. If the sorties flown off-station qualify as a 'local' sortie, then do not include them in this block. Account for each aircraft off-station separately since aircraft off-station are lost sortie production. Do not count aircraft lost for non O&M days.

A2.2.14. Deployment/XC/Channel Preparation and Return Time. Enter the required number of clock hours to prepare an aircraft for departure for, or acceptance from, an off-station mission.

A2.2.15. Projected Number of Deployed/XC/Channel Missions. Enter the planned number of times aircraft will require preparation or acceptance. Count each action, i.e., if there are two XC departures and one returning from a channel mission then your input is three.

A2.2.16. Projected Number of Aircraft Washes. Enter the number of planned washes (include PH, PE, and ISO washes).

A2.2.17. Number of Ground Trainer Days. Enter the total number of O&M days that are lost for an aircraft dedicated to any ground training. This also includes events like fire department and static display. If more than one aircraft is utilized as a ground trainer, include an O&M day for each.

A2.2.18. Number of Aircraft CANN Days. Enter the number of O&M days lost while aircraft are in CANN or heavy maintenance status.

A2.2.19. Number of Phase/Periodic/Isochronal O&M Days. Enter the projected number of days lost per airframe for this inspection. Include planned pre- and post-dock activities. Do not include wash time.

A2.2.20. Number of HPO/HSC O&M Days. Enter the projected number of days lost per airframe for this inspection. Include planned pre- and post-dock activities. Do not include wash time.

A2.2.21. Preventative Maintenance Factors. Review the monthly maintenance plan and combine the average clock hours to accomplish the following scheduled tasks: time change items, special inspections, time compliance technical orders, deferred discrepancies, paint and other.

A2.2.22. Preflight Validity Period. Enter the timeframe the preflight inspection is valid for your MDS. Refer to T.O. 00-20-5.

A2.2.23. Specified Flying Period. Enter the specified flying period for your MDS. Refer to T.O. 00-20-5.

A2.2.24. Work hours to Accomplish a Preflight. Enter the average time required by maintenance personnel to accomplish a preflight inspection. (***NOTE:*** If it is common practice to perform a preflight inspection each day regardless of the validity or flying periods, then disregard paragraphs A2.2.22 and A2.2.23. In this case, enter the hours to perform a preflight in part two, block 43 under the initial sortie for the maintenance dash 6 planning factor.)

A2.3. Part Two, Airframe Capability:

A2.3.1. Gross Available Hours. Calculation is possessed aircraft (block 7) multiplied by maintenance coverage period (block 6) multiplied by the number of duty days (block 5). Product is the maximum available production hours for the planning period.

A2.3.2. Flying Hours. Provided by block 2 from part one.

A2.3.3. Total Sorties/Missions. Provided by block 3 from part one. This is the sum of the sortie request.

A2.3.4. Not Mission Capable for Unscheduled Maintenance and Supply Rate. Formula is the number of aircraft multiplied by the O&M days divided by the number of CANN days multiplied by 100. From this product we subtract NMCS rate from block 6 of part one. Next we add in the NMCBU rate, block 5 and the NMCMU rate, block 4 of part one.

A2.3.5. Number of Duty Days. Provided by block 1 from part one. This is total O&M days.

A2.3.6. Maintenance Coverage Period. Provided by block 8 of part one.

A2.3.7. Assigned Aircraft. Provided by block 9 of part one.

A2.3.8. Days Lost for XC/Deployed/Channel Missions. Provided by block 13 of part one.

A2.3.9. Preparation/Acceptance Time for Deploy/XC/Channels Missions. Provided by block 14 of part one.

A2.3.10. Projected Number of XC/Deployed/Channel Missions. Provided by block 15 of part one.

A2.3.11. Total Preparation/Acceptance Time for Deployment/XC/Channel. The product of preparation/acceptance time, block nine multiplied by projected number of deploy/XC/channel missions, block 10.

A2.3.12. Total Hours Lost Deployment/XC/Channel. The product of days lost deployed, block 8 multiplied by maintenance coverage period, block 6 added to total preparation/acceptance time, block 11.

A2.3.13. Number of Depot/CFT/Storage Days. Provided by block 10 of part one.

A2.3.14. Preparation/Acceptance Time for Depot/CFT/Storage. Provided by block 11 of part one.

A2.3.15. Projected Number of Depot/CFT/Storage Inputs/Returns. Provided by block 12 of part one.

A2.3.16. Total Prep/Accept Time Depot/CFT/Storage. The product of preparation and acceptance time, block 14 and the projected number of inputs and returns, block 15 of part two.

A2.3.17. Total Hours Lost Depot/CFT/Storage. The product of number of depot/CFT/Storage days, block 13, and maintenance coverage period, block 6 added to total preparation/acceptance time, block 16 of part two.

A2.3.18. Number of Phase/Periodic/Isochronal Duty Days. Provided by block 19 of part one.

A2.3.19. Number of HPO/HSC Duty Days. Provided by block 20 of part one.

A2.3.20. Number of Ground Training Days. Provided by block 17 of part one.

A2.3.21. Number of Aircraft Cann Days. Provided by block 18 of part one.

A2.3.22. Projected Number of Aircraft Washes. Provided by block 16 of part one.

A2.3.23. Preventative Maintenance Factors: The sum of block 21 from part one.

A2.3.24. Hours Lost for Depot/CFT/Storage. Provided by block 17 of part two. These hours are subtracted from the gross hours available.

A2.3.25. Hours Lost for Deployed/XC/Channel Missions. Provided by block 12 of part two. These hours are subtracted from the gross hours available.

A2.3.26. Hours Lost for HPO/HSC. Maintenance coverage period, block 6 multiplied by total number of HPO/HSC days, block 19 of part two. These hours are subtracted from the gross hours available.

A2.3.27. Hours Lost for PH/PE/ISO. Multiply block 6, maintenance coverage, by block 18, total number of PH/PE/ISO. These hours are subtracted from the gross hours available.

A2.3.28. Cannibalization Hours. Multiply block 6, maintenance coverage, by block 21, number of CANN aircraft days. These hours are subtracted from the gross hours available.

A2.3.29. Hours Lost for Aircraft Wash. Multiply block 6, maintenance coverage, by block 22, number of washes. These hours are subtracted from the gross hours available.

A2.3.30. Unavailable Partial Mission Capable Hours. If block 7 of part one, unavailable PMC hours, is zero, then "NONE" is automatically entered. Should block 7 of part one contain a number value, that value will be input to this block from part one. These hours are subtracted from the gross hours available.

A2.3.31. Ground Training Hours. Formula is total ground training days, block 20 of part two multiplied by 6, maintenance coverage period of part two. These hours are added to the gross hours available.

A2.3.32. Not Mission Capable Hours. Block 4, unscheduled not mission capable rate for supply and maintenance, divided by 100 and then multiplied by block 5, number of duty days, multiplied by block 6, sortie generation period, multiplied by block 7, assigned aircraft of part two. These hours are subtracted from the gross hours available.

A2.3.33. Total Preventative Maintenance Hours. Provided by block 23 of part two. These hours are subtracted from the gross hours available.

A2.3.34. Net Available Hours. Formula is block 1, gross available hours subtract block 31, ground training hours, subtract block 24, hours lost for depot/CFT/storage, subtract block 25, hours lost for deploy/XC/channel missions, subtract block 26, hours lost for HPO/HSC, subtract block 27, hours lost for phase/periodic/ISO, subtract block 28, hours lost for CANN, subtract block 29, hours lost for wash, subtract block 30, PMC unavailable hours, subtract block 32, NMC hours, subtract block 33, total preventative maintenance hours. All blocks are from part two.

A2.3.35. Number of Initial Sorties. Provided by block 3 of part one. Percent of Total Sorties. Number of initial sorties divided block 3, total sorties, multiplied by 100.

A2.3.36. Number of Thruflight Sorties. Provided by block 3 of part one. **Percent of Total Sorties.** Number of thruflight sorties divided by block 3, total sorties, multiplied by 100.

A2.3.37. Number of ERCC Sorties. Provided by block 3 of part one. **Percent of ERCC Sorties.** Number of ERCC sorties divided by block 3, total sorties, multiplied by 100.

A2.3.38. Number of Other. Provided by block 3 of part one. **Percent of Other Sorties.** Number of other sorties divided by block 3, total sorties, multiplied by 100.

A2.3.39. Recovery-to-Recovery Planning Factors. Enter the applicable time required to generate or regenerate each type of sortie being planned. **PK & REC.** Park and receive. The total time required to safe the aircraft for other actions. **REF.** Refuel. The average time required to refuel after flight to include hook-up and disconnect. **Fix.** Enter the average code-3 or -2 fix time per sortie. Provided by maintenance analysis. **Service Time.** Sum of PK & REC, REF and fix. **CONFIG.** Enter any time required to upload cargo, any weapons, photo, ECM or change the configuration of the aircraft. **MX Dash-6.** Enter the -6 inspection time. **OPS Dash-1.** Enter the -1 inspection time. **GRD Time.** Sum of service time, maintenance and operations inspection time. **ASD.** Block two, flying hours divided by block three, total sorties of part two. **Total Time.** The total of all factors (from one landing to the next). **Recovery-to-Recovery Hours.** Formula is each sortie category multiplied by the product of percent of total sorties divided by 100, e.g., initial sortie total time multiplied by (percent initial sorties divided by

100) add to thruflight sortie total time multiplied by (percent thruflight sorties divided by 10), etc. This is repeated for each sortie category.

A2.3.40. Aircraft Sortie Capability. Formula is block 34, net available hours, divided by block 39s, recovery-to-recovery hours.

A2.3.41. Sortie Shortfall. If block three, total sorties/missions, is less than block 40, aircraft sortie capability, then you have a sortie shortfall of the difference of block three from block 40. **Sortie Excess.** If block three, total sorties, is greater than block 40, aircraft capability, then you have a sortie excess of the difference block 40 from block 3.

A2.3.42. Flying Hour Shortfall. If block two, flying hours, is less than block 44, supportable flying hours, based on the requested ASD, then you have a flying hour shortfall of the difference of block two from block 44. **Flying Hour Excess.** If block two, flying hours, is greater than block 44, supportable flying hours, based on the requested ASD, then you have a flying hour excess of the difference of block 44 from block two.

A2.3.43. ASD Based on Flying Request. Block 2, flying hours divided by block 3, total sorties.

A2.3.44. Supportable Flying Hours Based Requested ASD. Block 40, aircraft sortie capability, multiplied by block 43, ASD based on flying request.

A2.3.45. ASD Required to Support Operations Requested Flying Hours. Block 2, flying hours, divided by block 40, aircraft sortie capability.

Attachment 3

NEW PROGRAM SUBMISSION AND PROGRAM CHANGE OR UPDATE FORMAT

FROM: WING//CC//

TO: HQ AETC RANDOLPH AFB TX/DO/DORA/LG/LGMMA/

INFO: 19 AF RANDOLPH AFB TX//DO//LG//

UNCLAS

SUBJECT: FY(XX) UTE AND FLYING HOUR PROGRAM (UNIT) (MDS)

1. THE FOLLOWING PROGRAM SUBMISSION/UPDATE IS FORWARDED FOR REVIEW/APPROVAL:

MONTH	**PAI**	**UTE**	**SORTIES**	**ASD**	**HRS**
OCT	XX	XX.X	XXXX	X.XX	XXXXX
NOV	XX	XX.X	XXXX	X.XX	XXXXX
DEC	XX	XX.X	XXXX	X.XX	XXXXX
JAN	XX	XX.X	XXXX	X.XX	XXXXX
FEB	XX	XX.X	XXXX	X.XX	XXXXX
MAR	XX	XX.X	XXXX	X.XX	XXXXX
APR	XX	XX.X	XXXX	X.XX	XXXXX
MAY	XX	XX.X	XXXX	X.XX	XXXXX
JUN	XX	XX.X	XXXX	X.XX	XXXXX
JUL	XX	XX.X	XXXX	X.XX	XXXXX
AUG	XX	XX.X	XXXX	X.XX	XXXXX
SEP	XX	XX.X	XXXX	X.XX	XXXXX
TOTAL	XX	XX.X	XXXX	X.XX	XXXXX

2. SPECIFIC JUSTIFICATIONS FOR CHANGES IN TOTAL ANNUAL HOURS OR CUMULATIVE UTE ARE REQUIRED. IDENTIFY HOURS/SORTIES REMOVED FROM THE FISCAL YEAR TOTAL THAT ARE AWAITING SUBMITTAL FOR FHP ADJUSTMENTS PER PARAGRAPHS 14.2, 15.9, AND 15.10.1 THIS SUPPLEMENT.

3. POC IS (NAME), (OFFICE SYMBOL), (DSN).

Attachment 4

INSTRUCTIONS FOR COMPLETING AETC FORM 206, MONTHLY FLYING CONTRACT

(***NOTE:*** A locally developed product may be used in lieu of the AETC form but must include all data listed below.)

A4.1. Header. Fill in the header information as appropriate.

A4.1.1. Block 1a. Planned cumulative data for hours, sorties, and UTE to date.

A4.1.2. Block 1b. Actual cumulative data for hours, sorties, and UTE flown to date.

A4.1.3. Block 1c. Variance cumulative data or delta for the fiscal year. Equals the difference between 1a and 1b.

A4.2. Student Event Time-Line Position: (***NOTE:*** For students not tracked by time-line position, this data is not required.)

A4.2.1. Block 2a. Current student event time-line position.

A4.2.2. Block 2b. Projected student event time-line position based on flying the planned month's UTE.

A4.3. Attrition Data:

A4.3.1. Block 3a. Planned cumulative attrition (sorties or hours).

A4.3.2. Block 3b. Actual cumulative attrition (sorties or hours) experienced.

A4.3.3. Block 3c. Variance cumulative attrition or delta (sorties or hours).

A4.4. Historical Attrition (Block 4). The percent of attrition forecast to be lost for weather, maintenance, supply, operations (do not include sorties lost to aircrew DNIF, ERCC, or ineffective sorties), other, and total.

A4.4.1. Block 4a. Top lists the weather percent factor and the bottom lists the prorated weather attrition sorties added each day for the month. Prorated weather attrition sorties are used for managing non-chargeable weather additions. Prorated sortie computation application, required sorties divided by one minus the weather factor equals weather sorties scheduled. Weather sorties scheduled subtracted from required sorties equals expected weather losses. Then divide expected weather losses by O&M days. These are your daily-prorated weather additions. For example, if block 5a is 2,102 and the top of 4a is 20%, 2,102 / (1-.20) equals 2,628 sorties. 2,628 minus 2,102 equals 526 weather attrition sorties/21 O&M days equals 25 sorties added each day for weather.

A4.4.2. Block 4b. Percentage factor used for maintenance additions to the monthly plan.

A4.4.3. Block 4c. Percentage factor used for supply additions to the monthly plan.

A4.4.4. Block 4d. Percentage factor used for operations additions to the monthly plan.

A4.4.5. Block 4e. Percentage factor used for other additions to the monthly plan.

A4.4.6. Block 4f. Total attrition factor used for additions to the monthly plan.

A4.5. Sortie Data. Squadron operations scheduling determines the required sortie variable to use for attrition application; i.e., student only or student and support. Compute scheduled sorties as required sorties divided by 1 minus the attrition factor. Example, if block 5a is 2,102 and block 4f is 25%, 2,102 divided (1-.25) equals 2,803 sorties. (***NOTE:*** For hourly UTE compute as hours planned divided by the ASD.)

A4.5.1. Block 5a. Number of sorties required to meet and/or maintain the cumulative and planned UTE rate for the month planned.

A4.5.2. Block 5b. Number of sorties that the attrition factor will be applied against (paragraph 15.3).

A4.5.3. Block 5c. Equals Block 5b / (1 - Block 4f).

A4.5.4. Block 5d. Sum of blocks 5a and 5c.

A4.6. Forecast UTE Data:

A4.6.1. Block 6a. Required UTE data. Total number of flying hours required to meet and (or) maintain the current annual plan and syllabus. Enter the required hours, sorties, UTE, and planned ASD.

A4.6.2. Block 6b. Scheduled UTE data (requirement plus attrition). Number of flying hours scheduled to be flown. Next enter scheduled hours, sorties, UTE, and ASD.

A4.7. Sortie Breakdown (Block 7). Monthly plan as follows:

A4.7.1. Block 7a. Local sorties separated by student, support, and total.

A4.7.2. Block 7b. Off-station sorties separated by student, support, and total.

A4.7.3. Block 7c. FCF/ferry sorties separated by student, support, and total.

A4.7.4. Block 7d. Total sorties scheduled separated by student, support and total.

A4.8. Remarks Section. Free areas to be used as appropriate.

Attachment 5

INSTRUCTIONS FOR COMPLETING AETC FORM 206A, WEEKLY FLYING SCHEDULE.

(***NOTE:*** A locally developed product may be used in lieu of the AETC form but must include all data listed below.)

A5.1. Monthly Utilization Progress Data. Fill in the header information as appropriate.

A5.1.1. Block 1a. Planned monthly cumulative hours, sorties, and UTE up to the as-of date.

A5.1.2. Block 1b. Actual monthly cumulative hours, sorties, and UTE up to the as-of date.

A5.1.3. Block 1c. Monthly comparison of any variance or delta experienced during the attainment of the monthly goal for hours, sorties, and UTE.

A5.2. Student Event Time-Line Position: (***NOTE:*** For students not tracked by time-line position, this data is not required.)

A5.2.1. Block 2a. Current event position.

A5.2.2. Block 2b. Projected event position based on the weekly flying schedule.

A5.3. Attrition Data:

A5.3.1. Block 3a. The planned or added attrition of the monthly plan.

A5.3.2. Block 3b. Actual attrition experienced.

A5.3.3. Block 3c. Any variance or delta of attrition planned and experienced.

A5.4. Sortie Data:

A5.4.1. Block 4a. Required sorties for each day of the week and total.

A5.4.2. Block 4b. Quantity of sorties the monthly total attrition variable will be applied to each day of the week and a total figure. Local decision as to what sortie categories may be used. For example, student time only or all including support.

A5.4.3. Block 4c. The quotient of block 4b, Attrition Applied Sorties, divided by the total attrition variable for the month for each day of the week and a total.

A5.4.4. Block 4d. The sum of blocks 4a and 4c equals total scheduled for each day of the week.

A5.5. Planning Data (operations and maintenance schedulers):

A5.5.1. Block 5a. Number of prime and spare aircraft required to support the flying schedule for each day of the week.

A5.5.2. Block 5b. Number of aircraft off-station (O&B, XC, or deployed) that are still possessed.

A5.5.3. Block 5c. The first take-off time of the first sorties for each day of the week.

A5.5.4. Block 5d. The last take-off time of the last sortie for each day of the week.

A5.5.5. Block 5e. The last land time for each day of the week.

A5.6. Sortie Breakdown. By student and support sorties for each day of the week as follows:

A5.6.1. Block 6a. Locals planned to include a total.

A5.6.2. Block 6b. Off-station scheduled to include a total figure.

A5.6.3. Block 6c. FCF, OCF, ferry, or any other maintenance or cost of business type sorties to include a total.

A5.6.4. Block 6d. Summarize the totals by day.

Attachment 6

INSTRUCTIONS FOR COMPLETING AETC FORM 206C, AIRCRAFT DEVIATION RECORD

(***NOTE:*** Locally developed products may be used in lieu of the AETC form but must include all data listed below.)

A6.1. The MOC function uses the AETC Form 206C to record information as events happen.

A6.2. The top of the form summarizes the day's flying. Enter the date, page numbers, and the following on the top line:

A6.2.1. MDS. Aircraft MDS.

A6.2.2. Squadron. Operations squadron number designation.

A6.2.3. Sorties Required. Number of required sorties (AETC Form 206A, line 4a).

A6.2.4. Local Sorties Scheduled. Number of total student and support local sorties scheduled (AETC Form 206A, line 6a). These are the sorties used for sortie effectiveness rates.

A6.2.5. Aircraft CAP. Number of prime flyers/number of spare aircraft (AETC Form 206A, line 5a).

A6.2.6. MX Delete. Total number of aircraft removed from the schedule and replaced by an unscheduled aircraft to fly.

A6.2.7. OPS Add. Total number of operational sorties added.

A6.2.8. OPS Delete. Total number of operational sorties deleted.

A6.2.9. Weather Add. Total number of weather adds.

A6.2.10. Weather Delete. Total number of weather cancels.

A6.2.11. Other Add. Total number of other adds.

A6.2.12. Other Delete. Total number of other delete sorties.

A6.2.13. FCF. Enter the total number of FCF or OCF flown for that date.

A6.2.14. Ferry Sorties. Enter the total number of ferry sorties flown for that date.

A6.2.15. Local Sorties. Total local sorties flown for deviation reporting.

A6.2.16. Total Sorties. All sorties flown.

A6.3. Enter the following in the lower part of the form:

A6.3.1. Aircraft Serial Number. Aircraft ID number.

A6.3.2. Spare. Yes or no.

A6.3.3. Launch Number. The launch period for that aircraft for the day on which the deviation happened. Example, the aircraft deviated on the first launch of the day, enter a "1."

A6.3.4. Work Unit Code (WUC). The WUC that best (most accurately) identifies the component that caused the deviation; for example, lowest possible WUC. Use system or subsystem WUCs (for example, 23000 or 23A00) only on CND actions with how malfunction code 799. Use general support WUCs only for actions such as no fuel, no oxygen, or deicing. The function responsible for the repair action provides the WUC to the MOC. If, by the end of the day, the aircraft is still in work and the precise WUC is not known, use the WUC of the component being worked at the time or WUC of the component on order.

A6.3.5. How Malfunction Code. The how malfunction code that best describes the nature of the defect. The function responsible for the repair action provides this code. Use how malfunction code 799 when the reported discrepancy is a CND. Enter three zeros if a support general WUC is used.

A6.3.6. Time Out. Time the aircraft deviated.

A6.3.7. Event Identification Number. The four-character sequence number.

A6.4. Mark the applicable blocks to record deviations. A ground abort may also qualify as a maintenance nondelivery. Identify deviations as "C" for chargeable and "N" for nonchargeable.

A6.4.1. Cause/Comments. Identify cause and a brief description of the deviation. Examples: MX - LANTIRN will not ID target or OPS - add in excess of cumulative prorated attrition.

A6.4.2. Corrective Action. Describe the corrective action.

A6.4.3. Subtotal. Number of chargeable and nonchargeable deviations per row.

A6.4.4. Total. Summarizes total chargeable and nonchargeable deviations.