

AFSC 71S4, Staff
AFSC 71S3, Qualified
AFSC 71S1, Entry

SPECIAL INVESTIGATIONS
(Changed 31 Oct 15, Effective 26 Feb 15)

1. Specialty Summary. Manages and conducts special investigations, to include criminal, fraud, counterintelligence, internal security, and technical services investigations, and other related activities. Related DoD Occupational Group: 230300.

2. Duties and Responsibilities:

2.1. Formulates special investigations policy governing investigative and related programs in counterintelligence, cyber threats, counter threat, criminal, fraud, and technical services areas. Establishes investigative work loads based on complexity of cases and capability of units and assigned special agents. Determines requirements for facilities, material, and personnel, to include office space, communications, services, supplies, vehicles, budget requirements, and investigative equipment. Determines requirements for military and civilian agents and administrative support based on workload or unit investigative area. Establishes organization, location, and operational procedures, including budget, logistical, and technical support for Air Force Office of Special Investigations (AFOSI) units. Establishes procedures for operational control and dissemination of investigative reports and special studies. Develops standards to evaluate performance of investigative personnel and activities. Establishes training programs for AFOSI, DoD organizations, and foreign allied personnel.

2.2. Coordinates special investigation activities. Serves as representative on committees and boards. Conducts joint investigations and operations with agencies such as, protective services to the United States State Department and the Secret Service for the President, First Family, and other high-level United States and foreign dignitaries. Conducts operational coordination with counterintelligence, investigative, and law enforcement agencies. Provides information, formal studies, or reports to USAF commanders and Air Staff officials on trends and patterns of irregularities, weaknesses, and offenses in the counterintelligence, criminal, fraud, and technical services area.

2.3. Monitors and directs special investigations activities. Prepares instructions and procedures for use in investigations of complex or sensitive nature. Analyzes and disseminates information of counterintelligence, criminal, fraud, internal security, and technical services nature to USAF commanders and other federal, DoD, state, and local agencies. Provides counterintelligence support to Air Force participation in international arms control treaties. Manages counterintelligence, criminal, and fraud intelligence information collection systems. Prepares budget estimates based on workloads, special requirements for investigative functions, and forecasts of future needs. Inspects special investigative activities to determine management effectiveness and status of relations with USAF command officials and federal, DoD, state, and local agencies.

3. Specialty Qualifications:

3.1. Knowledge. Knowledge is mandatory of: special investigative policy, procedures, and techniques concerning criminal, fraud, counterintelligence, personnel background, and technical security services.

3.2. Education. For entry education requirements see [Appendix A, 71S CIP Education Matrix](#).

3.3. Training. For award of AFSC 71S3, completion of the special investigators' course at the Air Force Special Investigations Academy is mandatory.

3.4. Experience. For award of AFSC 71S3, experience is mandatory performing, supervising, or directing functions in criminal, fraud, counterintelligence, cyber investigations/forensics, technical services, policy formulation, or devising procedures to implement special investigations.

3.5. Other.

3.5.1. The following are mandatory for entry in these AFSCs:

3.5.1.1. Force officers (grades O-1 through O-3) with less than 12 years total active federal military service and no more than six years total commissioned service.

3.5.1.2. Favorable interview by an AFOSI detachment commander documented on an AFOSI IMT 151, *Report of Interview for AFOSI Assignment*.

3.5.2. The following are mandatory for entry, award, and retention of these AFSCs:

3.5.2.1. Certification by Commander of AFOSI.

3.5.2.2. Qualification to bear firearms according to AFI 31-117, *Arming and Use of Force by Air Force Personnel*. Applicants must also demonstrate, either via live or dry fire, the ability to meet the weapons handling standards for the Handgun Training Program in AF Manual 36-2227, Vol 1, *Combat Arms Training Programs Individual Weapons*, Chapter 2, and the Basic Arms Training Course in AFOSI Manual 71-113, *Firearms, Use of Force and Tactics*, Table A5.1.

3.5.2.3. Ability to speak and write English clearly and distinctly.

3.5.2.4. Must possess or be eligible for a valid state vehicle operator's permit.

3.5.2.5. Normal color vision as defined in AFI 48-123, *Medical Examinations and Standards*.

3.5.2.6. No record of emotional instability.

3.5.3. The following are mandatory for award and retention of these AFSCs:

3.5.3.1. Specialty requires routine access to Tier 5 (T5) information, systems or similar classified environments. For award and retention of AFSCs 71SX, completion of a current T5 Investigation IAW DoDM 5200.02_AFMAN 16-1405, *Air Force Personnel Security Program*.

NOTE: Award of the entry level without a completed T5 Investigation is authorized provided an interim Top Secret security clearance has been granted according to DoDM 5200.02_AFMAN 16 -1405.

3.5.3.2. Must maintain local network access IAW AFI 17-130, *Cybersecurity Program Management* and AFMAN 17-1301, *Computer Security*.