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OF THE AIR FORCE**

AIR FORCE MANUAL 10-3500V2

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Operations

**AIR FORCE SPECIAL WARFARE
STANDARDIZATION AND EVALUATION**

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This manual implements Department of the Air Force Policy Directive (DAFPD) 10-35, *Air Force Special Warfare*. It establishes the Air Force Special Warfare (AFSPEWAR) standardization and evaluation (Stan/Eval) program. This publication applies to individuals at all levels with a 19ZXX or 1ZXXX Air Force Specialty Code (AFSC), including the Air Force Reserve and Air National Guard, except where noted otherwise. This publication does not apply to the United States Space Force. It consolidates Air Force Specialties (AFS) 1Z1 - Pararescue (PJ), 1Z2 - Combat Control (CCT), 1Z3 - Tactical Air Control Party (TACP), 1Z4 - Special Reconnaissance (SR), 19ZXA - Special Tactics Officer (STO), 19ZXB - TACP Officer (TACPO) and 19ZXC - Combat Rescue Officer (CRO) evaluation and qualification programs into a single document. It fulfills the role of an Air Force Manual (AFMAN) 11-2MDS Volume 2 for Air Force Special Warfare (AFSPEWAR) non-rated aircrew as directed by AFMAN 11-202V2, *Aircrew Standardization and Evaluation Program*. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. Refer recommended changes and questions about this publication using Air Force (AF) Form 847, *Recommendation for Change of Publication*, routed through Stan/Eval channels to AF/A3S. This publication may be supplemented at any level, but all supplements that directly implement this publications will be routed to AF/A3S prior to certification and approval. Send supplements to Headquarters Air Force Special Warfare Directorate (AF/A3S) at AF.A3S.Workflow@us.af.mil or to AF/A3S, 1480 Air Force Pentagon, Washington, DC 20330-1480. The authorities to waive

wing/unit level requirements in this publication are identified with a Tier (“T-0, T-1, T-2, T-3”) number following the compliance statement. See Department of the Air Force Manual (DAFMAN) 90-161, *Publishing Processes and Procedures*, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority, or alternately, to AF/A3S for non-tiered compliance items. Send approved T-2 and T-3 waivers to AF/A3S within three duty days for tracking and process improvement. Compliance with the attachments in this publication is mandatory.

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Chapter 1

PURPOSE

1.1. Overview. This instruction establishes the Stan/Eval program for all AFSPECWAR Airmen. It establishes requirements for evaluations and outlines grading criteria. **Chapter 7** also provides specific and amplifying guidance to AFMAN 11-202V2 when AFSPECWAR operators function as aircrew.

1.1.1. The purpose of the AFSPECWAR Stan/Eval program is to provide commanders a tool to ensure members possess the knowledge and skill consistent with the requirements of their assigned duties and the ability to manage the risks of AFSPECWAR operations, thus functioning as an effective operator within their skill level and qualifications.

1.1.2. The AFSPECWAR Stan/Eval program provides commanders the means to document individual member qualifications, feedback on the effectiveness of unit training programs and mission execution, and ensure a quality control function with clearly defined roles and responsibilities that is objective and effective.

1.1.3. This program supports the Air Force's On-the-Job Training (OJT) program under DAFI 36-2670, *Total Force Development*, with an evaluation model successfully employed by the aircrew enterprise under AFMAN 11-202V2 with modifications to fit the air/ground integration evaluation requirements for AFSPECWAR.

1.2. Objectives.

1.2.1. Provide a system to assess and document members' capability to accomplish assigned AFSPECWAR duties.

1.2.2. Develop and ensure standardization of operational procedures for weapon system employment via recommendations of improvements to training programs, lesson plans, standard operating procedures, and directives based on performance and evaluation results.

1.2.3. Ensure compliance with appropriate operational, training, and administrative directives.

1.2.4. Evaluate and revise operational directives, procedures, and techniques as required.

1.2.5. Recognize and analyze trends and recommend/initiate changes to training programs and directives.

1.2.6. Provide procedures, standards, and programmatic guidance across AFSPECWAR.

1.2.7. Ensure continuity and mission capability by establishing inter-command standards.

1.3. Key Terms and Definitions. For the purposes of this manual:

1.3.1. **AFSPECWAR Operator.** The term AFSPECWAR operator is restricted to members who hold a 1ZXXX or 19ZXX Air Force Specialty Code (AFSC), not the overarching AFSPECWAR enterprise.

1.3.2. **Operations Group (OG).** OG is used as a generic term additionally including Air Support Operations Groups (ASOG), Rescue Groups (RQG), Special Operations Groups (SOG), Special Tactics Groups (STG), and the Special Warfare Training Group (SWTG).

1.3.3. **Unit.** The term unit includes levels of organization under Higher Headquarters (HHQ) required to establish a Stan/Eval function. Most units are composed of an OG, AFSPECWAR squadron or detachment. Where there is no parent Group, squadrons/detachments assume duties listed for Groups.

1.3.4. **Formal Training Units (FTU).** FTUs are the Guardian Angel (GA) FTU (68th Rescue Squadron (RQS)), the Special Tactics Training Squadron (STTS), and the TACP FTU (6th Combat Training Squadron (CTS), Det 2).

1.3.5. **Tactical Enlisted Leader.** Tactical Enlisted Leader - An enlisted AFSPECWAR Operator who has completed the Tactical Enlisted Leader Upgrade in accordance with the respective AFS Career Field Education and Training Plan (CFETP) or FTU syllabus.

1.3.6. **Certification.** Procedure used to document competency in a particular task. Not interchangeable with qualification, which requires AF Form 1035, *AFSPECWAR Evaluation Form*, documentation.

1.3.7. **Qualification.** Designation arising from graduating an approved course or a successful evaluation, documented on an AF Form 1035 that allows a member to perform specified duties.

Chapter 2

ROLES AND RESPONSIBILITIES

2.1. The Deputy Chief of Staff, Operations, through the Director for Special Warfare (AF/A3S). AF/A3S will:

- 2.1.1. Develop guidance and oversee the execution of the AFSPECWAR Stan/Eval program.
- 2.1.2. Review Major Command (MAJCOM) supplements to this manual to ensure MAJCOMs adhere to basic guidance in this manual.
- 2.1.3. Maintain liaison with Headquarters Air Force (HAF) organizations, MAJCOMs, and aircrew career-field functional managers.
- 2.1.4. Coordinate with HAF organizations and MAJCOM Stan/Eval functions to ensure guidance in separate publications conforms to and complies with basic Air Force guidance.
- 2.1.5. Coordinate with MAJCOM Stan/Eval functions to develop the Air Force-level AFSPECWAR Stan/Eval Self-Assessment Communicator (SAC) and uploads the SAC to the Management Internal Control Toolset (MICT) as specified in AFI 90-201, *The Air Force Inspection System*.
- 2.1.6. Resolve Stan/Eval issues that arise between MAJCOMs.
- 2.1.7. Function as the Office of Primary Responsibility (OPR) for AFSPECWAR aircrew requisites at the Air Force level.

2.2. The Deputy Chief of Staff, Operations, Director for Training and Readiness (AF/A3T). AF/A3T will develop guidance and oversee the conduct and execution of the aircrew Stan/Eval program.

2.3. The Director, Aircrew Task Force (ACTF). ACTF will:

- 2.3.1. Coordinate with AF/A3S to ensure AFSPECWAR Aircrew evaluations comply with basic guidance in AFMAN 11-202V2, Chapter 8.
- 2.3.2. Ensure AFSPECWAR Aircrew guidance in this manual fulfill the requirements of AFMAN 11-2MDS Volume 2 guidance contained in AFMAN 11-202V2.

2.4. MAJCOM/A3. MAJCOM/A3s will:

- 2.4.1. Assign an AFSPECWAR member for each of the represented AFSs to the Stan/Eval staff if a Lead MAJCOM, all other MAJCOMs will assign or designate an AFSPECWAR member for each represented AFS. **(T-2)**.
- 2.4.2. See AFMAN 10-3500V1, *Air Force Special Warfare Training*, for guidance on key staff member evaluations.
- 2.4.3. Approve subordinate FTU developed 24 month reoccurring instructor (INSTR) evaluation standards for any FTU instructors designated as “key staff.” (See [paragraph 4.4.3.2](#)).

2.5. MAJCOM/A3 Stan/Eval. MAJCOM/A3 Stan/Eval will:

- 2.5.1. Designate and certify staff-assigned AFSPECWAR evaluators in writing. **Note:** These evaluators will maintain instructor qualification and will operate at a rate in accordance with AFMAN 10-3500V1, Attachment 2 to maintain required currencies necessary to fulfill the responsibilities of an evaluator.
- 2.5.2. Assign an AFSPECWAR member for each of the represented AFSs to the Stan/Eval staff if a Lead MAJCOM, all other MAJCOMs will assign or designate an AFSPECWAR member for each represented AFS.
- 2.5.3. Use augmentees from other MAJCOMs to support or conduct staff assistance visits, Inspector General (IG) inspections, and evaluations with concurrence of all the MAJCOM Stan/Eval organizations involved if necessary. Augmentees will use the criteria of the MAJCOM they are augmenting.
- 2.5.4. Assist in the development and management of this manual in coordination with AF/A3S.
- 2.5.5. Provide MAJCOM decision makers with AFS Stan/Eval subject matter expertise on all issues related to AFSPECWAR operations.
- 2.5.6. Maintain oversight of Stan/Eval functions in lower echelon units.
- 2.5.7. Establish a HHQ pyramid evaluation program, and provide subordinate unit Stan/Eval support through staff assistance visits.
- 2.5.8. Convene or attend joint and service conferences and working groups related to AFSPECWAR guidance, architecture, and to review and improve Stan/Eval policies and procedures.
- 2.5.9. Provide staff coordination and control of all Flight Crew Information File (FCIF) items applicable to AFSPECWAR using the FCIF infrastructure for dissemination in accordance with **Chapter 8**. **Note:** MAJCOM AFSPECWAR Stan/Eval staffs should closely scrutinize FCIFs and ensure that the information communicated is pertinent to AFSPECWAR operators' operations involving the affected Mission Design Series (MDS) prior to assigning FCIF applicability to AFSPECWAR weapon systems.
- 2.5.10. Establish and maintain an electronic library of all publications applicable to the command's AFSPECWAR members.
- 2.5.11. Establish the command's Electronic Publications Program (EPP) (e.g., electronic flight bag), guidance for utilization, and publication management tools as required.
- 2.5.12. Coordinate on and process applicable AF Forms 847 through Stan/Eval channels.
- 2.5.13. Annually review, update and distribute closed book, open book and upgrade Master Question Files (MQF) to using agencies in accordance with **paragraph 5.2.2**.
- 2.5.14. Coordinate on operational procedures, evaluation criteria and guidance in conjunction with the lead MAJCOMs and other user MAJCOMs.
- 2.5.15. Assist safety offices and agencies in evaluation of mishaps when requested.

2.5.16. Provide Stan/Eval Subject Matter Experts to MAJCOM/IG in support of Unit Effectiveness Inspections.

2.5.17. Consolidate unit trend analysis semi-annually and provide feedback to senior, lateral, and subordinate headquarters as required.

2.5.18. Consult MAJCOM Functional Managers (MFMs) to adjudicate conflicting guidance and/or procedures and determine precedence for AFSPECWAR operators and weapon systems, in coordination with the other publication OPRs.

2.6. Operations Group/CC (OG/CC). The conduct of the unit level Stan/Eval program is directed by the OG/CC. The OG/CC will:

2.6.1. Designate and certify OG Stan/Eval (OGV) evaluators (see [paragraph 3.2](#)).

2.6.2. Provide the means to procure the necessary materials for mission planning and pre-mission briefings.

2.6.3. Provide a suitable Stan/Eval testing area.

2.6.4. Chair the Standardization and Evaluation Board (SEB).

2.6.5. Establish procedures to implement MAJCOM-mandated Stan/Eval software.

2.7. OGV. The OGV will:

2.7.1. Ensure standardization of unit-assigned evaluators and unit Stan/Eval (CCV) functions. **Note:** If there is only one AFSPECWAR unit in an OG, the OG/CC may delegate the responsibilities below, in writing, to that CCV office.

2.7.2. Establish procedures for review and quality control of AF Form 1035, and any accompanying AF Form 623A, *On-The-Job Training Record -Continuation Sheet*.

2.7.3. Establish procedures to maintain and review the evaluation documentation in the members' training records. Maintain the evaluation documentation for units that do not have a CCV.

2.7.4. Develop and manage standardized open and closed book exams for subordinate organizations as required (see [Chapter 5](#)).

2.7.5. Establish and maintain a trend program to identify areas requiring attention, monitoring, or correction.

2.7.6. Conduct supplementary evaluations as directed by the OG/CC (see [paragraph 5.6](#)).

2.7.7. Conduct SEBs and document in accordance with [paragraph 8.6](#).

2.7.8. Establish and maintain the unit Information File program.

2.7.9. Maintain, control, and disseminate all applicable Information Files issued from HHQs.

2.7.10. Review and coordinate on MAJCOM publications electronic library to ensure information is accurate.

2.7.11. Advise MAJCOM Stan/Eval on unit-level FCIFs to identify potential, cross-MAJCOM applicability.

2.7.12. Coordinate on and process applicable AF Forms 847 through Stan/Eval channels.

2.7.13. Provide and coordinate support as requested by MAJCOMs to conduct program staff assistance visits and formal inspections.

2.7.14. Attend joint, service, and MAJCOM conferences and working groups related to AFSPECWAR guidance, architecture, training, and mission employment.

2.7.15. Serve on mishap review panels.

2.7.16. Organize their AFSPECWAR evaluators to best meet mission needs.

2.7.16.1. OGV staff should include at least one AFSPECWAR evaluator from each of the represented AFSs.

2.7.16.2. Enlisted evaluators will be fully qualified 7-levels. Officer evaluators will have experience as either an enlisted 7-level AFSPECWAR evaluator or operations flight commander.

2.7.16.3. The OG/CC may designate Stan/Eval Liaison Officers (SELOs), Department of the Air Force (DAF) civilians, or contractors to assist OGV.

2.8. Unit Commander. Any or all of the following responsibilities may be assumed at a higher level in situations where a CCV function does not exist. The Unit/CC will:

2.8.1. Appoint a unit Chief of Stan/Eval in writing to oversee all CCV functions.

2.8.2. Review and sign all AF Forms 1035 with an overall grade of Q2 or Q3. **Note:** Evaluation and documentation signature authority may be delegated to Chief of Stan/Eval or Operations Officer.

2.8.3. Designate and certify unit evaluators (see [paragraph 3.2](#)).

2.8.4. Establish annual proportion of evaluations that will be no-notice (N/N).

2.8.5. Approve unit evaluation scenarios.

2.8.6. Direct and control the SEB and trends analysis program, in accordance with [Chapter 8](#).

2.8.7. Use the SEB review process to identify trends, deficiencies, and implement corrective actions.

2.8.8. Designate an OPR for the unit Go/No-Go program (see [paragraph 8.4](#)).

2.8.9. If desired, designate SELOs, DAF civilians, or contractors to assist CCV.

2.9. Unit Stan/Eval (CCV). CCV will:

2.9.1. Manage and conduct evaluations in accordance with this manual.

2.9.2. Conduct supplementary evaluations as directed by the commander (see [Chapter 5](#)).

2.9.3. As able, utilize other unit-assigned evaluators to perform the majority of evaluations.

2.9.4. Administer Stan/Eval open and closed book examination (exam) procedures in accordance with [Chapter 5](#).

2.9.5. Implement OGV maintenance and review guidance for the evaluation section of assigned members' training records.

- 2.9.6. Assist OGV in managing the trend program (see [paragraph 2.7.5](#)).
- 2.9.7. Manage and submit unit AF Form 847 for coordination through Stan/Eval channels. Educate members on the form's utility to change publications.
- 2.9.8. Ensure compliance with the OGV Information File program, review MAJCOM publications electronic library, and maintain unit Read File.
- 2.9.9. Ensure proper completion, routing, and filing of AF Forms 1035.
- 2.9.10. Review and validate unit evaluation scenarios periodically (e.g., annually or aligned to deployment cycles).
- 2.9.11. Validates qualifications and certifications and updates the commander signed qualification and certification summary (e.g., Letter of Xs).
- 2.9.12. Directs the evaluation of tasks and qualifications through the use of optional (SPOT) evaluations (see [paragraph 4.5](#)).
- 2.9.13. Conduct Review Boards when required.
- 2.9.14. Augment OGV to joint, service, and MAJCOM conferences and working groups related to AFSPECWAR guidance, architecture, training, and mission employment as required.
- 2.9.15. Create and maintain electronic or physical files for record keeping and trend analysis as directed in this manual.
- 2.9.16. Consist of a Chief of Stan/Eval who is a certified evaluator and reports directly to, and is rated by, the unit commander.
- 2.9.17. Have designated at least one evaluator from each of the remaining represented AFSs.
- 2.9.18. Ensure designated AFSPECWAR enlisted members are fully qualified 7-level evaluators and officers are fully qualified evaluators.

Chapter 3

AFSPECWAR EVALUATORS

3.1. General. AFSPECWAR members with assigned Stan/Eval duties will have a clear understanding of their respective training and evaluation system. (T-3). These individuals should be trained and proficient in both the career progression and the role of their specific AFS.

3.2. AFSPECWAR Evaluator Selection and Qualification. A qualified evaluator is an AFSPECWAR Instructor who has been designated to conduct AFSPECWAR evaluations. To be designated as an evaluator, an individual must:

- 3.2.1. Have at least one-year's experience as a qualified AFSPECWAR Instructor. (T-3). Enlisted evaluators must be at least a 7-level. (T-3).
- 3.2.2. Complete a unit commander-approved evaluator upgrade program in accordance with [Table A6.1](#) (T-2). Evaluator upgrade programs train evaluators to accurately assess all AFSPECWAR operator, AFSPECWAR Instructor, and evaluator Evaluation Criteria.
- 3.2.3. Be designated an evaluator in writing by the unit commander. (T-3).
- 3.2.4. Evaluators are authorized to evaluate skills on which they are current and qualified.
- 3.2.5. Previously certified evaluators will receive an objectivity evaluation (documented as a SPOT) prior to being designated as an evaluator at a new unit of assignment. (T-3).

3.3. Evaluators will:

- 3.3.1. Conduct evaluations in accordance with [Chapter 4](#) and document in accordance with [Chapter 5](#). (T-1).
- 3.3.2. Only evaluate those missions, skill sets, or tasks on which they are qualified and current. (T-2).
- 3.3.3. Not evaluate examinees for whom they were the primary instructor for the syllabus of instruction (SOI)/qualification being evaluated. (T-3). **Note:** Evaluators will not administer a requalification (RQ) evaluation to a member to whom they administered the failed evaluation. (T-3). **EXCEPTION:** Closed Book (CB) evaluation re-tests may be administered by the same evaluator.
- 3.3.4. Conduct a mission brief and debrief for the examinee and applicable team members on all aspects of the evaluation. (T-2). The mission brief will cover specific evaluation areas, purpose, and conduct of the evaluation. (T-3). The debrief will include the overall rating, specific deviations, and required additional training, if applicable. (T-3).
- 3.3.5. Immediately correct breaches of safety or discipline (during an evaluation, this applies to both the examinee and any accompanying team members). (T-1). Disqualify or decertify the individual as appropriate. See [paragraph 4.7.8.2.4](#) and [paragraph 4.11](#) for guidance on corrective action.
- 3.3.6. During an actual emergency, the evaluator determines when to terminate an evaluation and/or when to assume control of the event.
- 3.3.7. Notify the examinee's commander, within one week, whenever substandard performance not correctible through debrief is observed. (T-3).

3.3.8. Use the evaluation criteria, defined in **Chapter 4**, to ensure evaluations are standardized and objective. **(T-2)**.

3.3.9. Assist and notify CCV with trend data and observed deficiencies in training. **(T-3)**.

3.4. DAF Civilians AFSPECWAR Evaluators. DAF civilians are restricted to operations in a training environment only. **(T-2)**. To be designated as an evaluator, an individual must:

3.4.1. Be previously qualified as an AFSPECWAR Instructor in accordance with AFMAN 10-3500V1. **(T-2)**.

3.4.2. Complete upgrade training in accordance with **Table A4.2**. **EXCEPTION:** If qualified as an AFSPECWAR Evaluator within the last five years, an objectivity evaluation may be substituted for upgrade. These members will maintain qualification requirements in accordance with AFMAN 10-3500V1 and this manual. **(T-1)**.

Chapter 4

EVALUATIONS

4.1. General. An AFSPECWAR evaluation is an assessment of individual operator's capability to accomplish the assigned duties being evaluated. All evaluations will be documented in accordance with **Chapter 5. (T-2).**

4.1.1. Cross AFS evaluations are authorized provided the requirements of **paragraph 3.3.2** are met. **EXCEPTION:** The evaluator of record may use additional evaluators to cover limited gaps in qualification, but retains overall responsibility of the evaluation. All additional evaluators will be documented on AF Form 1035. **(T-2).**

4.1.2. AFSPECWAR operators, defined by the Air Force Enlisted and Officer Classification Directories as Aircrew, are designated by AFMAN 11-202V2, paragraph 8.5.3 as Universally Qualified in all United States Air Force (USAF) aircraft. These operators will maintain Aircrew status in accordance with AFMAN 11-202V2, paragraph 8.5 and **Chapter 7** of this manual. **(T-2).**

4.2. Closed Book (CB) Evaluation. The CB evaluation is developed and maintained in accordance with **Chapter 5.**

4.2.1. Purpose. To assess an operator's knowledge on key elements of critical tasks related to basic duties of their AFS or core infiltration/exfiltration duties and to obtain and maintain Basic Qualification in their weapon system.

4.2.2. Execution. AFSPECWAR operators must complete initial and 24-month periodic CB evaluations. **(T-2).**

4.2.2.1. The CB evaluation will consist of at least 20 questions consisting of:

4.2.2.1.1. A minimum of 15 general knowledge questions from the MAJCOM approved AFS specific MQF (see **Chapter 5**). **(T-1).**

4.2.2.1.2. Five questions may come from a local procedure MQF (increase general knowledge MQF questions to 20 if no local procedures MQF is developed). **EXCEPTION:** Units with Joint Terminal Attack Controller (JTAC) qualified operators may add the 15 general knowledge questions to those in AFMAN 13-112V2, *Joint Terminal Attack Controller (JTAC) Standardization/Evaluation Program*, paragraph 2.3, or United States Special Operations Command (USSOCOM) Manual (M) 350-5, *Special Operations Forces Baseline Interoperability Standards for Special Operations Forces Joint Terminal Attack Controller Training* paragraph 8-4 to form a single exam for those operators. **Note:** AFMAN 13-112V2 will be superseded by AFMAN 10-3505V2 upon publication.

4.2.2.2. CB evaluations will be completed within a set time-limit. **(T-3).** The time limit will be calculated by multiplying the total number of questions by three minutes (e.g., 20 question CB evaluation has a 60-minute time limit). **(T-3).**

4.2.2.3. Any evaluator may proctor the CB evaluation. Electronic delivery is preferred. **NOTE:** This includes non-AFSPECWAR evaluators.

4.2.3. Grading. Grade written or computer based exams as a percentage of correct answers. The minimum passing grade is 85 percent. All questions missed should be reviewed immediately following the examination.

4.3. Mission (MSN) Evaluation. The MSN evaluation is a full mission profile scenario encompassing all fundamental aspects of preparation, infiltration, actions on, exfiltration, and mission debriefing.

4.3.1. Purpose. The MSN evaluation provides an employment based evaluation to ensure an operator's ability to employ in their assigned weapon system role, accomplish the unit's operational or Designed Operational Capability (DOC) statement mission(s), and maintain mission standards. Successful completion of a MSN Evaluation results in Mission Qualification.

4.3.2. Execution. AFSPECWAR operators must complete initial and 24-month periodic MSN evaluations. **(T-2).**

4.3.2.1. MSN evaluations may be conducted during non-contingency deployments or scheduled exercises. Scheduled exercises require prior coordination and/or deconfliction with exercise planners.

4.3.2.2. Evaluation profiles will be based on DOC taskings, training scenarios, and operational missions normally conducted by the unit. **(T-3).**

4.3.2.3. Evaluations should be conducted in geographic areas representative of the unit's area of responsibility and areas not used during routine unit training.

4.3.2.4. Individuals should be evaluated to their highest leadership qualification level (e.g., Team Member, Tactical Enlisted Leader, Jumpmaster). If a member has not been evaluated to their highest level after two consecutive MSN evaluations, the next evaluation must be to their highest leadership qualification level. **(T-3).** Document lower level of evaluation on AF Form 1035 as "Not to highest qual."

4.3.2.5. Evaluators performing the evaluation should not be incorporated into the evaluation scenario and will not receive MSN evaluation credit. **(T-2).**

4.3.3. Minimum Requirements. See [Attachment 4](#) for all required tasks and criteria for a MSN evaluation to be valid.

4.3.4. AFS specific requirements.

4.3.4.1. PJ. Tactical profiles will include recovery tactics and procedures, which are common to, and directly associated with the planning, preparation, insertion, execution, and extraction phases of a strike, access, or recovery operation. **(T-2).** **Note:** There should be a minimum of two team members, at least one of which is another PJ during the MSN evaluation.

4.3.4.2. CCT. Tactical profiles will include precision strike or global access tactics and procedures, which are common to, and directly associated with the planning, preparation, insertion, execution, and extraction phases of a strike, access, or recovery operation. **(T-2).** Successful completion of a JTAC evaluation, in accordance with USSOCOM M 350-5, may be dual credited as a MSN evaluation, provided it meets all [Attachment 4](#) criteria and has been transcribed to an AF Form 1035.

4.3.4.3. TACP. Tactical profiles will include precision strike tactics and procedures, which are common to, and directly associated with the planning, preparation, insertion, execution, and extraction phases of a strike, access, or recovery operation. **(T-2)**. Successful completion of a JTAC evaluation in accordance with AFMAN 13-112V2 or USSOCOM M 350-5 may be dual credited as a MSN evaluation, provided it meets all [Attachment 4](#) criteria and has been transcribed to an AF Form 1035.

4.3.4.4. SR. Tactical profiles will include special reconnaissance and surveillance operations, which are common to, and directly associated with the planning, preparation, insertion, execution, and extraction phases of a strike, access, or recovery operation. **(T-2)**. Successful completion of a SR evaluation which incorporates items from the Critical Task List within USSOCOM M 350-18, *Special Operations Force Baseline Interoperability for Special Reconnaissance* may be dual-credited as a MSN evaluation, provided it meets all conditions and standards therein, meets all [Attachment 4](#) criteria, and has been transcribed to an AF Form 1035.

4.3.4.5. Tactical Enlisted Leaders. In addition to the AFS specific MSN evaluation requirements, enlisted members placed in a tactical leadership position are evaluated against the Tactical Enlisted Leader column of [Table A4.1](#) (see [paragraph 1.3.5](#)).

4.3.4.6. STO/TACPO/CRO (19ZXX). The MSN evaluation will reflect the type and difficulty of tasks required in the performance of normal operational and training events from mission planning through risk assessment, leadership actions on the objective, debrief, all the way to follow up actions. **(T-2)**. These evaluations ensure 19Zs have the skills and capability to safely and effectively accomplish their core mission. It evaluates the 19Z's ability to perform as a tactical commander with the knowledge required to make quick, decisive, safe, and actionable decisions concerning the utilization and employment of personnel and equipment necessary to prosecute a full spectrum AFSPECWAR mission.

4.4. Instructor (INSTR) Evaluations.

4.4.1. Purpose. To assess an operator's instructional ability and provide the unit commander with a validated instructor cadre.

4.4.2. Execution. AFSPECWAR Instructors must complete an initial INSTR evaluation. **(T-2)**. A periodic INSTR evaluation will be conducted upon a previously qualified instructor's assignment to a new unit. **(T-3)**. **NOTE:** Air Education and Training Command (AETC) formal instructor and AFMAN 13-112v2 or USSOCOM M 350-5 JTAC-I evaluations meets this requirement.

4.4.2.1. Prior to evaluation, instructor candidates must complete an instructor upgrade in accordance with AFMAN 10-3500V1. **(T-1)**. Units should prioritize 7-level upgrade training prior to Instructor upgrade for the individual.

4.4.2.2. Instructors and candidates must be qualified in all areas they will instruct during their INSTR evaluation. **(T-2)**.

4.4.2.3. Instructors and candidates will be evaluated on instructional ability, subject and guidance knowledge, briefings/debriefings, and demonstration of tasks. **(T-3)**. Instructors must demonstrate an understanding of systems, procedures, guidance and techniques, and the ability to convey these to a student in a clear and effective manner. **(T-2)**. They must also have the judgment to immediately recognize and control unsafe situations. **(T-1)**.

4.4.2.4. Whenever possible, instructor evaluations should be conducted with a "student" occupying the applicable role. The "student" performs those duties prescribed by the instructor for the task being accomplished. The instructor examinee monitors all phases of training from an advantageous position and is prepared to demonstrate, terminate, or explain any procedure. **Note:** When mission requirements, team composition requirements, or "students" are not available for INSTR evaluations, the evaluator may serve as the student for the purpose of evaluating the examinee's instructional ability.

4.4.2.5. See [Attachment 5](#) for all required INSTR evaluation tasks and criteria.

4.4.2.6. JTAC Instructors previously qualified in accordance with AFMAN 13-112V2 or USSOCOM M 350-5, must be authorized by their unit commander as AFSPECWAR Instructors (documented on the unit Letter of Xs) prior to providing unsupervised instruction beyond the scope of JTAC Instructor duties. **(T-3)**.

4.4.2.7. If INSTR qualification is lost, it must be regained by a RQ INSTR evaluation. **(T-2)**.

4.4.3. Frequency.

4.4.3.1. After initial qualification, members will complete an INSTR evaluation upon each assignment to a new unit prior to the gaining commanders appointing them as unit instructors. **(T-3)**.

4.4.3.2. Instructors assigned to an FTU and designated as "key staff" in accordance with AFMAN 10-3500V1 will complete a 24-month reoccurring INSTR evaluation. These evaluations will be developed and tracked by the FTU and approved by the parent MAJCOM. **(T-2)**.

4.5. SPOT Evaluation. Examination or the evaluation of a specific task or event that does not intend to satisfy the requirements of an initial, periodic or requalification evaluation.

4.5.1. Purpose. SPOT evaluations are used to provide the commander with feedback on individual skills or specific team mission capabilities. As SPOT evaluations target specific skill and not overall employment capability, they do not fulfill the periodic MSN evaluation requirement.

4.5.2. Execution. A SPOT evaluation may be conducted at any time.

4.5.2.1. SPOT evaluations may be No-Notice (N/N). However, Personnel receiving an N/N SPOT evaluation must be notified that they are being evaluated prior to the start of the evaluated task(s) or event(s). **(T-2)**.

4.5.2.2. Areas found to be substandard will be documented in accordance with [Chapter 5](#). **(T-3)**. Additional training in the substandard task(s) will be given and an RQ SPOT evaluation is required to re-qualify/certify the member on the failed task(s). **(T-3)**.

4.5.2.3. Any task requiring an evaluation, other than QUAL, MSN, and INSTR, will be documented as a SPOT evaluation. **(T-1)**.

4.6. Evaluation Prefixes. The following prefixes are used, when applicable, to further describe the evaluations listed in this chapter:

4.6.1. Initial (INIT). The first evaluation of any type, except SPOT, (e.g., INIT QUAL, INIT MSN, INIT INSTR).

4.6.1.1. INIT CB Eval. INIT CB evaluations will be accomplished in accordance with AFMAN 10-3500V1 upon completion of Initial Qualification Training (IQT), arrival at the first operational duty station, and additional requirements in accordance with MAJCOM approved lesson plans or SOIs. **(T-2)**.

4.6.1.2. INIT MSN Evaluation. INIT MSN evaluations will be accomplished within 90 days of Mission Qualification Training (MQT) completion in accordance with AFMAN 10-3500V1 (if required) and additional requirements from MAJCOM/unit Standard Operating Procedures. **(T-2)**. If MQT requires a culminating evaluation, the INIT MSN may be used for both completion of MQT and Combat Mission Ready (CMR) certification provided all task requirements are met.

4.6.2. Requalification (RQ). An evaluation administered to remedy a loss of qualification due to one or more of the following reasons:

4.6.2.1. Expiration of a required periodic evaluation. The RQ evaluation will be in accordance with the guidance for that periodic evaluation. **(T-2)**.

4.6.2.2. In the event of a failed evaluation (including commander-directed downgrades) administer the RQ evaluation in accordance with the provisions of [paragraph 4.8](#).

4.6.2.3. When regaining a qualification due to loss of currency as defined in AFMAN 10-3500V1.

4.6.2.4. The RQ prefix does not apply if it is the evaluation following a failed INIT evaluation.

4.6.3. No-Notice (N/N).

4.6.3.1. N/N evaluations provide commanders a sampling of operator performance in situations where the standard rehearsal or review period is not required prior to the event.

4.6.3.2. Examinee is notified of the evaluation at or after the beginning of normal preparation for the mission. The beginning of normal preparation will be determined by the evaluator. The intent is to preclude advances preparation for the mission or task. However, the examinee must be notified of the N/N evaluation prior to initiation of the evaluated task. **Note:** Informing the examinee after the fact is not allowed. **(T-2)**.

4.6.4. Simulator (SIM). Used when the evaluation is conducted in a simulator or suitable virtual training device approved by the MAJCOM.

4.6.5. Multiple Prefixes. More than one prefix may be used to describe an evaluation (e.g., N/N SIM SPOT). The applicability of any prefixes to portions of an evaluation and the purpose for any prefixes (if not obvious by the context of the evaluation) will be explained on the AF Form 1035 in accordance with [Attachment 3, Part VII](#). **(T-2)**.

4.7. Evaluation Criteria and Grading. A two-tiered grading system is used to evaluate and document overall performance. Individual scores are recorded for CB exams and areas/subareas are graded for the MSN evaluation. An overall qualification or certification is determined from the compilation of the individual scores or areas/subareas graded (i.e., qualified/unqualified).

4.7.1. Area/Subarea Grades. The required tasks tables in [Attachment 4](#) establish areas and subareas to be evaluated during MSN or SPOT evaluations to include the appropriate grading criteria for those areas/subareas. Areas/subareas will have either a two-level or three-level grading system. **(T-3).**

4.7.1.1. Qualified (Q). The desired level of performance. The examinee demonstrated a satisfactory knowledge of all required information, performed duties within the prescribed tolerances, and accomplished the assigned mission.

4.7.1.2. Qualified with Comments (Q-). Indicates the examinee is qualified to perform the assigned area/subarea tasks, but requires debriefing or additional training as determined by the evaluator. Deviations from established standards must not exceed the prescribed Q-tolerances or jeopardize safety. **(T-2).** The Q- grade is not used in two-level grading.

4.7.1.3. Unqualified (U). Indicates a breach of discipline, performance outside allowable parameters or deviations from prescribed procedures/tolerances that adversely affected mission accomplishment or compromised mission safety. An examinee receiving an area/subarea grade of U requires additional training and an overall grade of Q3. **(T-2).**

4.7.2. Essential Areas. Essential grading areas have been established for all evaluations. Essential areas are defined as those critical core areas, which if not performed to the “Q” level, could adversely affect the qualification of a member and result in loss of life or damage to property (e.g., safety). Grade all essential areas as either (Q) or (U).

4.7.3. Qualification Grades. Overall evaluation performance is graded as follows:

4.7.4. Qualification Level 1 (Q1). The examinee demonstrated desired performance and knowledge of procedures, equipment and directives within tolerances specified in the criteria. The evaluator assigns this qualification level when no discrepancies were noted, but may be awarded when discrepancies are noted if:

4.7.4.1. No U grades were awarded for any graded area/subarea.

4.7.4.2. In the judgment of the evaluator, none of the Q- grades precluded awarding of a Q1.

4.7.4.3. No remedial actions required additional training, only debriefed discrepancies.

4.7.5. Qualification Level 2 (Q2). The examinee demonstrated the ability to perform duties safely, but there were one or more graded area(s)/subarea(s) where additional training was assigned. The evaluator assigns this qualification level if:

4.7.5.1. Any area is graded Q- and requires additional training.

4.7.5.2. In the judgment of the evaluator, a Q2 may be given if there is justification based on Q- performance in one or several graded areas/subareas regardless of additional training requirements.

4.7.6. Qualification Level 3 (Q3). The examinee demonstrated an unacceptable level of safety, performance, or knowledge and is considered a failed evaluation. The evaluator assigns this qualification level if:

4.7.6.1. Any area graded U requires a qualification level of Q3.

4.7.6.2. In the judgment of the evaluator, a Q3 may be given if there is justification based on Q- performance in one or several non-critical graded areas/subareas.

4.7.7. Grading Instructions.

4.7.7.1. Evaluations will not be terminated or negated to avoid an unsatisfactory grade. **(T-2)**.

4.7.7.2. Once an evaluation has begun, the evaluator documents the final results in accordance with [Attachment 3](#). All areas/subareas performed will be graded. **(T-3)**.

4.7.7.3. The evaluator will compare examinee performance for each required area accomplished during the evaluation with the evaluation criteria provided in each of the corresponding sections and assign an appropriate grade. **(T-2)**. Derive the overall evaluation grade from the area grades based on observed events and tasks in accordance with this manual.

4.7.7.4. Evaluator judgment is exercised when the wording of areas is subjective and when specific situations are not covered.

4.7.7.5. Evaluator judgment will be the determining factor in assigning the overall grade. **(T-3)**.

4.7.7.6. Verbal Evaluation of subareas.

4.7.7.6.1. For INIT and RQ evaluations, all required items must be performed by actual demonstration. **(T-3)**.

4.7.7.6.2. For periodic evaluations, when it is impossible or impractical to evaluate a required area, the evaluator may elect to evaluate the area(s) by an alternate method (procedural trainer, or verbal exam). Document why required area(s) were not evaluated as part of the evaluation and the alternate method of evaluation used in the additional comments paragraph of the AF Form 1035. If additional room is needed, continue comments on AF Form 623A.

4.7.7.6.3. The unit Chief of Stan/Eval decides if the evaluation is complete.

4.7.8. Remedial Action. All grades of Q- or less require action to remedy the discrepancy and/or deficiency in performance. Remedial action includes debriefing the discrepancy and/or assignment of additional training.

4.7.8.1. Debriefed Discrepancy. Remedial action accomplished during debrief of the evaluation when the evaluator provides instruction concerning the discrepancy and determines that the examinee has gained the necessary knowledge or proficiency to remedy the discrepancy.

4.7.8.2. Additional Training. Any training recommended by an evaluator to remedy deficiencies identified during an evaluation.

4.7.8.2.1. Document assignment and completion of additional training on the affected AF Form 1035. If additional space is required, use AF Form 623A.

4.7.8.2.2. May include self-study, ground instruction, or live scenario. To complete additional training, the examinee must demonstrate attainment of satisfactory knowledge or proficiency. **(T-3)**.

4.7.8.2.3. Must include demonstration of satisfactory knowledge or proficiency to an evaluator, supervisor or instructor (as stipulated in the Additional Training description) to qualify as completed. **(T-1)**. The evaluator will indicate the allotted time to complete the additional training. **(T-1)**.

4.7.8.2.4. If an operator receives a U in specific area that originally required an event/task certification from the unit commander, the evaluator must recommend that the commander decertify the operator on that specific event/task along with corrective retraining and recertification action. **(T-3)**.

4.7.8.2.5. If an operator exceeds the allotted time or fails satisfactory completion of additional training, the commander reviews the situation and directs appropriate action. Document the circumstances with a memorandum for the record to be included with the AF Form 1035 in accordance with [Attachment 3](#).

4.8. Evaluation Failures and Restrictions.

4.8.1. The member will have 60 days to re-accomplish the evaluation (two Unit Training Assemblies (UTA), whichever is longer, for Air Reserve Component units). **(T-3)**. The member will be placed on supervised status for the specific task that caused the failure, documented on the AF Form 1035. **(T-3)**.

4.8.2. Restrictions. As deemed necessary in the judgment of the evaluator, additional restrictions may be imposed on the examinee until the successful completion of assigned additional training and/or a requalification evaluation. Restrictions address the specific tasks and/or operation that requires supervision and the criteria for removal of the restrictions.

4.8.3. Supervised Status. If unsatisfactory performance or restrictions require an examinee be placed on supervised status, the type of supervisor (i.e., instructor, trainer, or designated supervisor) required to provide oversight is determined by the commander. **(T-3)**. The member will not perform the specified task(s) without supervision until Part V of the affected AF Form 1035 is signed by the certifying official. **(T-2)**.

4.8.4. If a CB or MSN evaluation is failed, the member will be placed in Non-Combat Mission Ready (N-CMR) status in accordance with AFMAN 10-3500V1 and will not perform any instruction or evaluation until a successful RQ evaluation is accomplished. **(T-2)**. The member will be placed on supervised status for the specific task or tasks that caused the failure as well as any other areas deemed necessary by the evaluator. **(T-2)**.

4.8.5. If a member receives two Q3 ratings in a row on the same evaluation type, they will be placed in supervised status for all AFSPECWAR training events and their status will meet a review board in accordance with [paragraph 8.5](#) **(T-2)**.

4.9. Evaluation Timing.

4.9.1. Expiration Date. Periodic evaluations expire on the last day of the 24th month from the previous CB or MSN evaluation (e.g., a MSN evaluation completed on 9 Oct 20 expires on 31 Oct 22). **(T-2)**. Shorter frequencies to standardized core evaluations within the unit's readiness and training cycle are encouraged.

4.9.2. If an operator fails to complete a periodic evaluation within the required 24-month window, they will lose the qualification covered by the evaluation and regress to N-CMR in accordance with AFMAN 10-3500V1. **(T-2)**.

4.9.3. Unit commanders may extend an evaluation expiration date up to three months.

4.9.4. MAJCOM/A3s may extend an evaluation expiration date up to six months. Provide notification to AF/A3S when extensions are approved.

4.9.5. AF/A3S may authorize blanket or group extensions to evaluation expiration dates on an as-required basis. Requests for extensions at MAJCOM or subordinate levels will be submitted in accordance with standard waiver procedures. **(T-1)**. **NOTE:** For blanket aircrew waivers see AFMAN 11-202V2; for JTAC waivers see AFMAN 13-112V2 or USSOCOM M 350-5.

4.10. Evaluation Ratios (evaluator: examinee).

4.10.1. MSN evaluations.

4.10.1.1. Non-leadership AFS evaluations will not exceed a 1:3 ratio. **(T-3)**. Evaluators must ensure that they can effectively monitor all aspects of the examinees' performance throughout the entire scenario. **(T-1)**.

4.10.1.2. Leadership evaluations (enlisted and 19Z) require a dedicated evaluator and will not exceed a 1:1 ratio. **(T-3)**.

4.10.1.3. Multiple evaluations are authorized within the same event. However, evaluators will not exceed the number of examinees directed by the most restrictive administered evaluation ratio. **(T-3)**.

4.10.2. SPOT evaluation ratios are determined by the evaluator, ensuring that they do not exceed the evaluator's ability to effectively monitor all aspects of the examinees' performance of the task.

4.10.3. INSTR evaluations require a dedicated evaluator and will not exceed a 1:1 ratio. **(T-3)**.

4.11. Commander-Directed Downgrade.

4.11.1. The operator's unit commander (or the commander of the unit to which the operator is attached) or any commander in the chain of command above that unit commander, may direct a Commander-Directed Downgrade.

4.11.2. A Commander-Directed Downgrade may be a downgrade (Q-/U) in a specific area/subarea without disqualifying an individual.

4.11.3. A Commander-Directed Downgrade may direct a downgrade anywhere from removing a qualification (e.g., Instructor) to completely disqualifying an operator.

4.11.4. Downgrades may be directed without administering an evaluation using the following guidance:

4.11.4.1. Examples of mission employment include breach of discipline, safety, etc. Incidents do not have to be directly observed by an evaluator during an evaluation, but may be recommended by an evaluator from any AFS.

4.11.4.2. For non-employment-related cases, do not use these downgrades as a substitution for, or in lieu of, administrative or judicial actions (e.g., Letter of Counseling, Article 15). (Consult with the supporting Staff Judge Advocate office for legal advice in these cases.) Use in cases where such incidences directly affect the commander's confidence in the operator's ability to safely execute their assigned duties (e.g., lapse in judgment significant enough to cast doubt on the operator's tactical decision-making abilities).

4.11.4.3. For downgrades that either disqualify or decertify an operator, the affected operator will cease acting in the qualification(s)/certifications(s) from which they have been downgraded effective with the date the commander initiated the downgrade. **(T-3)**.

4.11.5. Commander Directed Downgrades will be documented in accordance with [Attachment 3](#). **(T-1)**.

4.12. Cross-unit Evaluations. When administering cross-unit evaluations (including cross-MAJCOM) AFSPECWAR evaluators will:

4.12.1. Receive prior concurrence from both the evaluator's and examinee's commander. **(T-2)**. **EXCEPTION:** Evaluations administered in accordance with formal training course syllabi (including periodic evaluations) do not require concurrence when the syllabus evaluation requirements completely cover all owning MAJCOM periodic evaluation requirements.

4.12.2. Adhere to any unique evaluation criteria of the examinee's unit/MAJCOM. **(T-2)**.

4.12.3. Upon completion of the evaluation, the examinee's commander will endorse the AF Form 1035 and forward a copy the first Stan/Eval function with oversight of both evaluator and examinee and to both affected MAJCOM Stan/Evals for cross MAJCOM evaluations. **(T-2)**.

Chapter 5

AFSPEWAR EXAM PROGRAM

5.1. Purpose. The AFSPEWAR exam program measures an operator's knowledge or ability to locate information of normal/emergency procedures required during the performance of their individual AFS duties as well as planning, infiltration, actions on, and exfiltration duties through the administration of written or computer-based exams. The program can be expanded to provide additional exams on advanced skills.

5.2. Question Sources.

5.2.1. Exam questions will be drawn from an MQF. **(T-2).**

5.2.1.1. Closed book MQF questions will consist of knowledge items considered essential for the performance of core AFS duties (e.g., parachuting emergency procedures, Anaphylaxis protocols, Danger Close procedures, minimum helicopter landing zone dimensions) and include detailed references (references may be omitted when the question is placed on an exam). **(T-1).** Examination databases should contain at least twice the number of questions required for each examination (e.g., if a 50-question examination is generated, there must be at least 100 questions in the examination database).

5.2.1.2. Open book MQF questions are designed to test the operator's ability to quickly locate information pertinent to their duties but not required or discouraged from committing to memory and include detailed references (references should be omitted or limited to publication number/title when the question is placed on an exam).

5.2.2. Lead MAJCOMs' AFSPEWAR Stan/Eval component is the OPR for development and maintenance of the MQF(s) for their weapon system(s). Lead MAJCOMs will review MQFs annually and ensure they are available for using MAJCOMs' use. **(T-1).** Using MAJCOMs assist lead MAJCOMs with the annual review, update and distribution of closed book, open book and upgrade Master Question Files (MQF) to using agencies. **(T-2).**

5.2.2.1. MAJCOMs are only required to maintain open book MQFs if they have operators with an open book testing requirement.

5.2.2.2. Cross command coordination is strongly encouraged.

5.2.2.3. The lead MAJCOM for Guardian Angel will ensure the approved PJ and CRO MQF(s) questions include topics covering airmanship, duties on-board the aircraft, safety, and equipment procedures for general flight to meet [Chapter 7](#) requirements. **(T-1).**

5.2.2.4. Air Force Special Operations Command will ensure approved MQF(s) questions align with special operations forces baseline interoperability standards, as established by USSOCOM manuals or directives. **(T-2).**

5.2.2.5. Units may suggest MQF edits to accommodate local testing procedures, administrative errors and reflect recent changes to systems and/or operational procedures; however, subject matter will not be changed. **(T-2).** All changes requests will be routed to their respective OGV, or equivalent level for approval. **(T-2).** If the change is applicable to other units, OGV will forward the edits to the OPR through Stan/Eval channels. **(T-2).**

5.2.2.6. Units submit recommended MQF questions for inclusion in the next MQF re-write through Stan/Eval channels to the OPR for approval and inclusion.

5.3. Exam Study.

5.3.1. MQFs will be certified current by the respective AFS MAJCOM Stan/Eval representative or MFM and maintained on the MAJCOM publications electronic library. (T-2).

5.3.2. When questions are added or updated, they will be highlighted as such until the next MQF review. (T-2).

5.4. Exam Management. When randomized electronic testing is not available, the test administering organization will maintain two versions (i.e., A & B) of each AFSs exam and re-write these non-random exams annually. (T-3).

5.5. Retention of Exam Records. The Stan/Eval function will retain graded exam answer sheets or computer records until the AF Form 1035 is completed and placed in the evaluation section of the OJT records. (T-2). Retain failed exams until a passing exam is accomplished or review board completed.

5.6. Exam Security. Stan/Eval personnel will maintain positive control of all examinations, answer sheets in any stage of completion, and associated computer-based media. (T-2).

Chapter 6

DOCUMENTATION

6.1. Scope. Administration of the evaluation program requires accurate documentation. **Note:** This chapter does not apply to JTAC Training and Evaluation folders prescribed by AFMAN 13-112V2 or USSOCOM M 350-5.

6.2. Qualifications versus Certifications. Qualifications are attained through graduating an approved course or successful evaluations and documented on an AF Form 1035. Certifications are attained through methods other than evaluation and documented in accordance with AFMAN 10-3500V1.

6.3. Procedures. Each AFSPECWAR member will maintain an evaluation documentation section within their OJT records. **(T-1).**

6.3.1. All evaluations will be documented on an AF Form 1035 and the assigned/attached CCV office will maintain the source document in paper or electronic format. **(T-1).** If maintained in electronic format, Stan/Eval Offices must employ a backup method. **(T-1).** Examples include stand-alone electronic systems, separate servers or paper copies and should be specified in a unit Operation Instruction.

6.3.2. Units define local procedures for evaluation section storage, but storage procedures must ensure Stan/Eval accessibility. **(T-2).**

6.3.3. If copies of evaluation documentation are not stored within the OJT records, a Memorandum for Record (MFR) will be placed in the appropriate tab indicating storage location. **(T-2).**

6.3.4. A signed source document (i.e., AF Form 1035) is submitted to Squadron Aviation Resource Management (SARM) and maintained in the Aviation Resource Management System (ARMS) database creating a tracking record of each CB and MSN evaluation's completion date. **Note:** Units without ARMS access use the appropriate system of record.

6.4. Contents of the Evaluation Section. AF Forms 1035 will be in chronological order with the most recent on top. Maintain all AF Forms 1035 for the entire duration of the member's service effective with the publication of this manual. **(T-1).** **NOTE:** Any AF Forms 8, *Certificate of Aircrew Qualification*, AF Forms 8A, *Certificate of Universal Aircrew Qualification*, and AF Forms 803, *Report of Task Evaluations*, are retained as historical documents. Place AF Forms 8, 8A, and 803 in chronological order behind all AF Forms 1035.

6.4.1. MFRs documenting waivers, extensions, and/or unusual circumstances to potentially be included in an AF Form 1035 are filed on top of the affected AF Form 1035. Once the action is complete, incorporate the information contained in the MFR onto the applicable AF Form 1035 under Remarks.

6.5. Review of the Evaluation Section.

6.5.1. The evaluation section will be reviewed by a Stan/Eval functional office, normally in the organization to which the individual is assigned or attached for duty. **(T-2).**

6.5.2. HHQ personnel on active flying, jump, or dive status will have their evaluation section reviewed by the Stan/Eval function at the unit of attachment. **(T-2).**

6.5.3. Outdated certification letters, ARMS products, medical recommendations and miscellaneous documentation identified during reviews will be returned to the member for disposal. (T-3).

6.6. Initial Review. Prior to a newly assigned or attached member's first training event, unit CCV will review the evaluation section and document the review on an AF Form 623A. (T-2).

6.6.1. At a minimum, the review will identify:

6.6.1.1. Major discrepancies in documentation or evaluations performed in previous organizations not already annotated by previous reviews. (T-2).

6.6.1.2. Qualifications and verification of parity with the unit's currency tracking system of record. (T-2).

6.6.2. Place the completed AF Form 623A chronologically in line with the AF Forms 1035. (T-1).

6.6.3. From then on, the reviewing organization is only responsible for subsequent documentation placed in the evaluation section.

6.7. Posting Review. The Stan/Eval function will review each AF Form 1035 before they are placed in the evaluation section to ensure accuracy and completeness. (T-3).

6.7.1. This review will confirm that the qualification/certification as documented is correct, all required evaluation events were accomplished, and that the AF Form 1035 is signed by the evaluator and examinee. (T-3). **NOTE:** Q2 and Q3 evaluations require commander's, or designated signatory, review and signature. (T-3).

6.7.2. Upon completion of review and correction of any identified deficiencies, the reviewer signs the AF Form 1035. (T-3).

6.7.3. The Stan/Eval function will retain copies of all reviewed AF Form 1035 either electronically or in paper format for each member. (T-2).

6.8. Evaluation Section Discrepancies. Discrepancies include those on the AF Form 1035 and any MAJCOM-directed documentation.

6.8.1. Major Discrepancies Disposition. Major discrepancies are those that affect the qualification of the affected member. They will be documented on a permanent MFR filed in evaluation section immediately above the affected AF Form 1035. (T-1). An MFR created to document late evaluations, OG/CC waivers, etc. is removed from the evaluation section once the information is incorporated onto the completed, affected AF Form 1035 under Remarks.

6.8.2. Minor Discrepancies Disposition. Minor discrepancies are those that do not affect the qualification of the affected member and are corrected in accordance with [paragraph 6.9](#) If a minor discrepancy cannot be corrected on the affected form, they are documented on an AF Form 623A and placed on top of the affected form. (T-2). Typos, formatting and misspellings that do not affect the overall clarity of the document are not considered minor discrepancies.

6.9. Corrections. As the AF Form 1035 is a source document, only minor discrepancies may be corrected by use of white-out/over-print or pen and ink alterations of the original document. The original evaluator must initial the correction. **(T-3)**. When the original evaluator is not available, OGV members are authorized to correct minor discrepancies (OGV Chief for minor discrepancies in OGV member's records).

6.10. Transfer of the Evaluation Section. If the operator has a hard copy evaluation section, they hand-carry the records to the gaining organization. If any evaluation section information is maintained electronically, transfer by secured electronic transmission to the gaining unit.

6.10.1. When circumstances prevent this, the losing organization mails the hard copy evaluation section to the gaining unit via registered mail.

6.10.2. When mailing an evaluation section or any of its contents, retain a copy (paper or electronic) until the gaining organization has confirmed receipt.

6.11. Disposition of the Evaluation Section.

6.11.1. Dispose of the evaluation section according to the Air Force Records Disposition Schedule.

6.11.2. Outdated certification letters, ARMS products, medical recommendations and miscellaneous documentation identified during reviews are returned to the member for disposal.

6.12. AF Form 1035. See [Attachment 3](#) for form guidance.

6.13. Expiration Date of Qualification. Expiration dates will be tracked in ARMS, Patriot Excalibur (PEX), or other MAJCOM-authorized electronic means. **(T-2)**.

6.14. Commander-Directed Downgrade. Upon observation of sub-standard performance or review of trend analysis, commanders may direct a down-grade in accordance with [Attachment 3](#).

Chapter 7

UNIVERSAL QUALIFICATION OF AFSPECWAR AIRCREW

7.1. General.

7.1.1. Universal Qualification is an AFMAN 11-202V2 designation that allows AFSPECWAR Aircrew (as defined in the Air Force Enlisted and Officer Classification Directories) to attain/maintain qualification in multiple aircraft.

7.1.2. In accordance with AFMAN 11-202V2, upon achieving Universal Qualification, AFSPECWAR Aircrew are qualified in all USAF aircraft.

7.2. Evaluations.

7.2.1. In accordance with AFMAN 11-202V2, AFSPECWAR Aircrew' initial and periodic Universal Qualification evaluation consist of a closed book exam.

7.2.1.1. The closed book exams will be developed and maintained in accordance with [Chapter 5](#), and contain a minimum of 15 general knowledge questions from the Guardian Angel Lead MAJCOM developed AFS specific MQF. (T-1).

7.2.1.2. Any evaluator may administer the closed book exam. Electronic delivery is preferred.

7.2.1.3. The minimum passing score is 85%. An operator's failure of to pass the requisite evaluation will result in loss of Universal Qualification. (T-2).

7.2.2. CB evaluations based on the Guardian Angel Lead MAJCOM developed MQFs are dual credited as the AFSPECWAR Aircrew closed book evaluation.

7.3. Documentation. In accordance with AFMAN 11-202V2 and [paragraph 6.3.4](#) of this manual, AFSPECWAR Aircrew will document successful requisite exam completion on an AF Form 1035. The Stan/Eval function of the unit to which Universal Qualified Aircrew are assigned/attached for flying will verify that ARMS information is logged appropriately. (T-1).

7.4. Aviation Qualification Codes. In accordance with AFI 11-412, *Aircrew Management*, the following Aircrew Qualification Code (First Characters) are assigned to AFSPECWAR Aircrew when:

7.4.1. "F": Upon successful completion of the requirement in [paragraph 7.2](#), AFMAN 10-3500V1 Initial Qualification Training (IQT), and local unit inprocessing requirements, operators will be considered a Basic Qualified AFSPECWAR Aircrew. (T-2). **Note:** This qualification qualifies AFSPECWAR Aircrew to fly without an instructor, provided that the operator is trained/certified to perform all tasks included in the training profile. For example, a team performing helicopter operations to accomplish a Fast Rope Master evaluation. In this instance, the evaluator may fly on lead with the examinee, while a basic qualified AFSPECWAR aircrew member flies on trail without an instructor, provided that no new tasks or training are introduced on trail during the flight.

7.4.2. "M": Upon successful completion of the requirement in [paragraph 7.4.1](#) and AFMAN 10-3500V1 MQT, operators will be considered a Mission Qualified AFSPECWAR Aircrew. (T-2).

7.4.3. “I”: Upon successful completion of the requirement in paragraph 4.4 and 7.4.2, operators will be considered an Instructor Qualified AFSPECWAR Aircrew. (T-2).

7.4.4. “E”: Upon successful completion of the requirement in paragraph 4.2 and 7.4.3, operators will be considered an Evaluator Certified AFSPECWAR Aircrew. (T-2).

7.4.5. “U”: Upon a failed requisite closed book, lapse exam currency, or other complete disqualification, operators will be considered an Unqualified AFSPECWAR Aircrew. (T-2).

7.4.6. Should an AFSPECWAR Aircrew be downgraded or have a certification removed, their Aircrew Qualification Code (First Character) will revert to the highest level that they remain qualified. (T-2).

Chapter 8

ADDITIONAL PROGRAMS

8.1. Information Files. Units will establish and maintain ease of access for operators to a physical or electronic library consisting of publications directed by their MAJCOMs in accordance [paragraph 2.5.10](#), Information Files in accordance [paragraph 2.7.9](#), and current read files. (T-2).

8.1.1. At a minimum, units will maintain the required index and location of electronic files in a hard-copy binder in a location easily accessible to all unit operators. (T-3).

8.1.2. Documents in the Information Files will be made available for deployments via either electronic or hardcopy means. (T-1).

8.1.3. Use the AF Form 50, *Flight Crew Information File* (see [paragraph 8.3](#)), to generate Information File messages in which pertinent information is published to units. MAJCOMs may tailor the form to reflect weapon system information as necessary.

8.1.4. Required Volumes. If units choose hardcopy format and the contents of any volume exceed the capacity of its binder, use an additional binder and identify the first and subsequent binders by a letter of sequence (e.g., IIIA, IIIB). Label binders on the spine indicating volume and title in accordance with [Table 8.1](#).

8.1.4.1. Volume I: Current Read File. Consists of a minimum of two parts to include an Index (Part A) and Current Read Files (Parts B and C). MAJCOMs may add additional components to Volume I as appropriate.

8.1.4.1.1. Part A is a table of contents listing all material contained in Information Files Volumes I through V.

8.1.4.1.2. Part B is the Current Read File of FCIF messages. Messages contain information temporary in nature, directly pertinent to the safe conduct of flight aboard USAF aircraft and must be read before an operator conducts any event requiring flight aboard a USAF aircraft. (T-2). **Note:** MAJCOM and OGV AFSPECWAR Stan/Eval staffs should closely scrutinize FCIFs and ensure that the information communicated is pertinent to AFSPECWAR operators' operations aboard the affected MDS prior to assigning FCIF applicability to AFSPECWAR.

8.1.4.1.3. Part C is the Current Read File that contains information temporary in nature related to jump, dive, ground, equipment and other safety messages not related to the safe conduct of flight aboard USAF Aircraft and must be read before an operator conducts any event requiring a Go/No-Go review (see [paragraph 8.4](#)). (T-2).

8.1.4.1.4. Parts B and C may be combined and filed in chronological order with the most recent issuance on top.

8.1.4.2. Volumes II-IV Publications Library. These volumes consist of the Functional Publications Library maintained in accordance with [paragraph 2.5.10](#) and at a minimum, meet [Table 8.1](#) requirements.

8.1.4.3. All publications in the library will be current and complete. (T-2). MAJCOMs may authorize units to withhold posting of publication library information that does not apply based on unit mission.

Table 8.1. Mandatory Publications by Volume.

Volume II - Air Force Directives MAJCOM Supplements	
PUBLICATION	TITLE
AFDD 3-50	Personnel Recovery Operations
AFPD 10-30	Personnel Recovery
DAFPD 10-35	Air Force Special Warfare
DAFI 10-3001	Reintegration
AFMAN 11-202V1	Aircrew Training
AFMAN 11-202V2	Aircrew Standardization Evaluation Program
AFMAN 11-202V3	Flight Operations
AFMAN 10-3500 V1	Air Force Special Warfare Training Program
AFMAN 10-3500 V2	Air Force Special Warfare Standardization and Evaluation Program
AFI 10-3503	Personnel Parachute Program
AFI 10-3504	Dive Program
AFI 13-112V1	Joint Terminal Attack Controller (JTAC) Training Program
AFMAN 13-112V2	Joint Terminal Attack Controller (JTAC) Standardization/Evaluation Program
AFMAN 10-3509	Air Force Special Warfare Medical Operations
AFMAN 10-3511	Pararescue and Combat Rescue Officer Operations
AFI 10-706	Electronic Warfare
AFMAN 11-231	Computed Air Release Point Procedures
AFMAN 11-402	Aviation and Parachutist Service
AFI 13-210	Airdrop Inspection Records, Malfunction/Incident Investigations, and Activity Reporting
DAFMAN 13-217	Drop Zone, Landing Zone, and Helicopter Landing Zone Operations
AFI 16-1301	Survival, Evasion, Resistance and Escape (SERE) Program
AFTTP 3-1.GA	Guardian Angel (Secret)
AFTTP 3-3.GA	Guardian Angel
AFTTP 3-2.6	JFIRE: Multi-Service Tactics, Techniques, and Procedures for Joint Application of Firepower
Volume III - MAJCOM/NAF/Local Directives (Prescribed by MAJCOM)	
Volume IV – Joint & Sister Service Publications/Aids/Technical Orders	
JO 7110.65Y (FAA)	Air Traffic Control
JP 3-0	Joint Operations
JP 3-01	Countering Air and Missile Threats
JP 3-05	Special Operations

JP 3-09.3	Close Air Support
JP 3-13.1	Electronic Warfare
JP 3-18	Joint Forcible Entry Operations
JP 3-30	Command and Control of Joint Air Operations
JP 3-50	Personnel Recovery
JDN 2-16	Identity Activities
USSOCOM D 350-29	Special Operations Forces Baseline Interoperable Standards for Medical Training
USSOCOM M 350-3	Special Operations Forces Baseline Interoperable Airborne Operations (Parachuting) Training Standards
USSOCOM M 350-4V1	Special Operations Forces Baseline Interoperable Combat Dive Training Standards
USSOCOM M 350-4V2	Maritime Training and Operations Manual, Volume 2, CRRC Operations
USSOCOM M 350-5	Special Operations Forces Baseline Interoperable Joint Terminal Attack Controller Training Standards
USSOCOM M 350-6	Rotary Wing & Tilt Rotor Infil/Exfil Training
USSOCOM M 350-18	Special Reconnaissance
USSOCOM M 350-34	Special Operations Forces Baseline Interoperable Standards – Mountaineering Operations
USSOCOM 525-5	Advanced Special Operations Techniques (S//NF)
USSOCOM 525-16	Preparation of the Environment (S//NF)
USSOCOM 525-89	Unconventional Warfare (S//NF)
ATP 3-75	Ranger Operations
ATP 3-18.11	Special Forces Military Free-Fall Operations
TC 18-11	Special Forces Double-Bag Static Line Operations
AFMAN 11-420	Static Line Parachuting Techniques and Tactics
TC 3-21.76	Ranger Handbook
TC 3-25.26	Map Reading and Land Navigation
current edition	Pararescue Medical Operations Handbook
N/A	Pararescue Briefing Guide
Vol 1, current revision	USN Diving Manual
T.O. 00-5-1	Air Force Technical Order System
T.O. 00-20F-2	Inspection and Preventative Maintenance of Classified Storage Containers
T.O. 1C-130A-9	Cargo Loading Manual
T.O. 1C-130A-9CL-1	Loadmaster On/Off Loading Procedures
T.O. 11A-1-66	General Instructions-Demolitions
T.O. 11A10-26-7	Storage and Maintenance Procedures for Pyrotechnic Signals
T.O. 13C7-1-5	General Information for Rigging Airdrop Platforms
T.O. 13C7-1-11	Airdrop of Supplies and Equipment
T.O. 13C7-51-21	Rigging Loads for Special Operations
T.O. 13C7-55-1	Rigging Motorcycles and Quad Runners

8.2. Special Interest Items (SII).

8.2.1. SIIs are items of emphasis relating to existing procedure(s) designed to mitigate or eliminate specific risks or trends.

8.2.2. SIIs are generated on AF Forms 50 (see [paragraph 8.3](#)).

8.2.2.1. SIIs do not add to or amend established procedures (reference guidance on issuing FCIF messages in [paragraph 8.1.4.1.2](#)).

8.2.2.2. SIIs are based on analysis of risks and trends from a variety of sources to include Safety Investigation Board findings/recommendations, safety related incidences, trend analysis, deployed area of operations and potential problems with equipment/procedures.

8.2.3. SII(s) are issued through the same process used to release FCIF messages with the following elements:

8.2.3.1. Specific MDS or type of AFSPECWAR operation applicability (e.g., CV-22 or Military Freefall parachuting).

8.2.3.2. References

8.2.3.3. Risk factors and trend details

8.2.3.4. Specific emphasis actions to reduce/eliminate the risk or trend that generated the SII.

8.2.3.5. Effective date of rescission

8.2.3.6. Point of Contact/Subject Matter Expert for further information

8.2.4. SII(s) will be of limited duration (generally not to exceed 90 days). **(T-2)**.

8.2.5. SII(s) may be issued/rescinded from the HAF, MAJCOM, Numbered Air Force (NAF) or unit level. If issued from agencies outside the MAJCOMs (e.g., HAF, HQ, but not subordinate NAFs or units), the lead MAJCOM Stan/Eval function will coordinate the intent and verbiage of the SII with other MAJCOM Stan/Eval functions to determine the level of applicability within the individual MAJCOMs prior to release. **(T-1)**.

8.2.6. Information File owners will place SIIs into the Volume I, Part B for SIIs on USAF aircraft concerning AFSPECWAR and Part C for all other SIIs, for dissemination to operators. **(T-2)**.

8.2.7. All Risk Management related SIIs will be briefed during mission/team briefs for the duration of the SII(s). **(T-1)**. Mission-specific SIIs will only be briefed on those missions for which the SII is relevant. **(T-1)**.

8.3. AF Form 50, *Flight Crew Information File*.

8.3.1. The AF Form 50, is used to generate FCIF messages in which pertinent information is published to units. MAJCOMs may tailor the form to reflect weapon system information as necessary.

8.3.2. MAJCOMs establish guidance for issuing messages to subordinate units.

8.4. Go/No-Go Procedures. Units will establish a control system that ensures operators are current and qualified for the anticipated event. **(T-1)**. Units will provide guidance on this system in the unit supplement. **(T-1)**. At a minimum, the Go/No Go system will monitor:

8.4.1. AF Form 1035 qualification or appropriate ARMS products. **(T-2)**.

8.4.2. Restricting currency items required in accordance with AFMAN 10-3500V1, AFMAN 11-202V1, and AFMAN 11-421, *Aviation Resource Management* (as applicable). **(T-2)**.

8.4.3. Any restrictions listed on operators' current DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*. **(T-2)**.

8.4.4. Currency on all Information File (Volume 1, Part B) messages. **(T-2)**.

8.5. Review Board. Review boards are designed to look at the overall evaluation or training process to deliver an impartial judgment. Review boards look at the trainee and the training process to see if the failure is individual, institutional, or procedural.

8.5.1. Convene a Review Board when:

8.5.1.1. Directed by the commander.

8.5.1.2. A member fails a re-evaluation/re-certification. **(T-3)**. **EXCEPTION:** JTAC evaluation failures are handled in accordance with AFMAN 13-112V2 or USSOCOM M 350-5.

8.5.1.3. After any incident that compromised safety or resulted in injury to personnel or damage to equipment through negligence or violation of directives. **(T-3)**.

8.5.1.4. A review board is not required in situations where personnel do not yet hold a 3-level AFSPECWAR AFSC.

8.5.2. Composition of Review Boards. CCV conducts the review board for their specific AFSs. **EXCEPTION:** For SQ/CC, OGV personnel, or personnel attached to the unit (i.e., HHQ) the OG/CC will conduct and determine the composition of the review board. **(T-2)**. If a primary board member cannot be present, the presiding commander designates an alternate. The alternate is typically the next senior ranking member of the AFS involved. The reviewer's direct supervisor may observe the board proceeding; however, the supervisor will not be a voting member. **(T-2)**. The commander may observe the proceedings as a non-voting member since the board recommends action to the commander.

8.5.2.1. A 19Z Review Board will consist of the 19Z assigned to CCV, the operations officer, and the 19Z assigned to OGV (or other member designated by the OG/CC). **(T-2)**.

8.5.2.2. An enlisted Review Board will consist of the like AFS assigned to CCV, the operations officer, the senior like AFS assigned to the unit, and the like AFS assigned to OGV (or other member designated by the OG/CC). **(T-2)**.

8.5.3. Review Board Actions. The board evaluates and analyzes all factors bearing on a situation and provide the commander with recommendations.

8.5.3.1. Recommendations may include removal of an advanced skill qualification, additional supervised training, or recommendation for downgrade or removal of AFSC. Board findings of personnel retained in the AFS will be maintained on file for 18 months. (T-2). If an AFSC downgrade/removal is recommended, the unit training manager coordinates with the base training office for guidance and documentation management procedures.

8.5.3.2. Actions resulting in the recommendation for removal of an AFS will be forwarded to the next higher headquarters or MAJCOM level as appropriate. (T-1).

8.6. Stan/Eval Board (SEB). The unit commander, or their designated representative, will chair a semi-annual SEB. (T-3). The following are the recommended minimum attendees: Commander, Senior Enlisted Leader, Director of Operations, Operations Superintendent, Chief of Stan/Eval, and training program managers. (T-3).

8.6.1. The Chief of Stan/Eval or commander designated representative will coordinate the schedule, agenda, and attendees for the semi-annual SEB. (T-3). The SEB minutes will be sent to the next higher headquarters no later than 30 days after the conclusion of the SEB. (T-3). See [Attachment 2](#).

8.6.2. Groups will consolidate unit SEB minutes to determine any group-wide trends. (T-3).

8.6.3. Wings should review group minutes and provide cross-tell to their parent MAJCOM.

8.7. Trend Analysis Program. The Trend Analysis Program will include an objective analysis of all AFSPECWAR evaluations, closed book examinations, and any deficiencies/items of interest observed during exercises and contingencies. (T-3).

8.7.1. Stan/Eval organizations at the unit level will establish a Trends Analysis Program. (T-3). Group and squadron commanders are the final authority for establishing their unit's trends. (T-3).

8.7.1.1. The unit will establish specific trend analysis threshold percentages and procedures. (T-3).

8.7.1.2. OGV and CCV will report any negative trend data, recommend corrective actions, assign an OPR, and report trend status to the SEB. (T-3).

8.7.1.3. For FTUs, maintain separate trend data for students and instructors. (T-3).

8.7.2. The trend program is the commander's program, and the commander will determine which trends to effectively track, evaluate, correct and close, and for how long. (T-3).

8.7.3. Trend data will be included in the SEB minutes and follow-up actions will be addressed at the subsequent SEBs until the discrepancies are corrected/closed. (T-3). CCV must maintain the trend analysis data collected from the date of the last unit inspection. (T-3).

8.7.4. For closed book examination trends, consider the validity of the question, and the need for and/or appropriateness of increased emphasis in the question's subject area.

8.7.5. For MSN qualification trends, calculate the percentage of "Q", "Q-" and "U" grades against the total number of evaluations given in the subarea. Trends are not always identified by a threshold percentage, but may be determined by the commander's assessment as a potential weakness area.

8.8. Unit Supplemental Exams. Each OGV or CCV function may conduct supplemental testing for all AFSPECWAR members. The intent of this testing is to evaluate additional knowledge beyond the scope of required periodic exams, such as a cross-section of general knowledge, tactical/threat knowledge, and/or operational procedures, etc., to determine if knowledge deficiencies exist within the unit (e.g., USSOCOM 350-series). This exam may be open or closed book, but does not count as a required periodic exam, nor does a periodic exam satisfy the requirement for a supplemental exam. Units will describe this program in the unit supplement to this manual, to include procedures for failed exams. **(T-3).**

8.9. Unit Supplemental Evaluations.

8.9.1. Purpose. Supplementary evaluations are optional administrative tools used by a commander to ensure standardization of operations and to identify and evaluate implemented solutions to operational problems, such as negative evaluation trends. The form and content of a supplementary evaluation is at the discretion of the commander.

8.9.2. Supplementary evaluations may be administered in conjunction with any other evaluation. Supplementary evaluations are not periodic evaluations and will not affect grading or the Qualification Level and will not be documented on an AF Form 1035. **(T-1).**

8.9.3. The commander directing the supplementary evaluation determines the areas to be evaluated. The Stan/Eval function directly under the commander will determine the method of evaluation and provide administrative management of data collection. Once complete, the Stan/Eval function reports results to the commander. **(T-3).**

8.9.4. Commanders may appoint anyone to conduct supplementary evaluations.

8.9.5. At a minimum, supplementary evaluations results are documented in Standardization and Evaluation Board minutes (see [Attachment 2](#)). **(T-3).**

JOSEPH T. GUASTELLA JR,
Lt General, USAF
Deputy Chief of Staff, Operations

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

JP 3-05, *Joint Doctrine for Special Operations*, 22 September 2020

DAFPD 10-35, *Air Force Special Warfare*, 5 January 2021

DAFI 36-2670, *Total Force Development*, 30 June 2020

AFI 11-235, *Specialized Fueling*, 31 May 2019

AFI 11-412, *Aircrew Management*, 15 January 2019

AFI 33-322, *Records Management and Information Governance Program*, 28 July 2021

AFI 90-201, *The Air Force Inspection System*, 20 November 2018

DAFMAN 13-217, *Drop Zone, Landing Zone, and Helicopter Landing Zone Operations*, 21 April 2021

DAFMAN 90-161, *Publishing Processes and Procedures*, 15 April 2022

AFMAN 10-3500V1, *Air Force Special Warfare Training Program*, 1 June 2022

AFMAN 11-202V2, *Aircrew Standardization and Evaluation Program*, 30 August 2021

AFMAN 11-421, *Aviation Resource Management*, 23 March 2020

AFMAN 11-502, *Small Unmanned Aircraft Systems*, 28 July 2019

AFMAN 13-112V2, *Joint Terminal Attack Controller (JTAC) Standardization/Evaluation Program*, 06 June 2018 (**Note:** Will be superseded by AFMAN 10-3505v2 upon publication)

USSOCOM M 350-5, *Special Operations Forces Baseline Interoperability Standards for Special Operations Forces Joint Terminal Attack Controller Training*, 13 November 2018

USSOCOM M 350-18, *Special Operations Force Baseline Interoperability for Special Reconnaissance*, 30 June 2020

FAA Order JO 7110.65Z, *Air Traffic Control*, 17 June 2021

Pararescue Medical Operations Handbook, current edition

RAND Study ISBN: 978-1-9774-0232-5, *Distributed Operations in a Contested Environment, Implications for USAF Force Presentation*, 2019

Prescribed Forms

AF Form 1035, *AFSPECCWAR Evaluation Form*

Adopted Forms

AF Form 8, *Certificate of Aircrew Qualification*

AF Form 8A, *Certificate of Universal Aircrew Qualification*

AF Form 50, *Flight Crew Information File*

AF Form 623A, *On-The-Job Training Record – Continuation Sheet*

AF Form 803, *Report of Task Evaluations*

AF Form 847, *Recommendation for Change of Publication*

DD Form 2992, *Medical Recommendation for Flying or Special Operational Duty*

Abbreviations and Acronyms

ACTF—Aircrew Task Force

AF—Air Force

AFDD—Air Force Doctrine Document

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFPD—Air Force Policy Document

AFS—Air Force Specialty

AFSC—Air Force Specialty Code

AFSPECWAR—Air Force Special Warfare

AIE—Alternate Insertion and Extraction

ARMS—Aviation Resource Management System

ASOG—Air Support Operations Group

ASOS—Air Support Operations Squadron

C2—Command & Control

CB—Closed Book

CC—Commander

CCDR—Combatant Commander

CCIR—Commander's Critical Information Request

CCP—Casualty Collection Point

CCT—Combat Control

CCV—Unit-level (excluding OGs) Standardization and Evaluation

CDO—Contested/Degraded Operations

CFETP—Career Field Education and Training Plan

CMR—Combat Mission Ready

COA—Course of Action

CONEMP—Concept of Employment

CONOP—Concept of Operations

CRO—Combat Rescue Officer
CRRC—Combat Rubber Raiding Craft
CTL—Critical Task List
CTS—Combat Training Squadron
DAF—Department of the Air Force
DAFI—Department of the Air Force Instruction
DAFMAN—Department of the Air Force Manual
DAFPD—Department of the Air Force Policy Directive
DOC—Designed Operational Capability
DSPI—Dive Supervisor Personal Inspection
DZ—Drop Zone
EMSO—Electromagnetic Spectrum Operations
EPA—Evasion Plan of Action
EPP—Electronic Publications Program
EW—Electronic Warfare
Exam—Examination
FAA—Federal Aviation Administration
FARP—Forward Arming and Refueling Point
FCIF—Flight Crew Information File
FID—Foreign Internal Defense
FTU—Formal Training Unit
GA—Guardian Angel
HAF—Headquarters Air Force
HHQ—Higher Headquarters
HLZ—Helicopter Landing Zone
HQ—Headquarters
IG—Inspector General
INIT—Initial
INSTR—Instructor
IQT—Initial Qualification Training
JEMSOC—Joint Electromagnetic Spectrum Operations Cell
JP—Joint Publication

JPRC—Joint Personnel Recovery Center

JTAC—Joint Terminal Attack Controller

LZ—Landing Zone

MAJCOM—Major Command

MDS—Mission Design Series

METT-TC—Mission, Enemy, Terrain/Weather, Troops, Time and Civil Considerations

MFM—MAJCOM Functional Manager

MFR—Memorandum for Record

MICT—Management Internal Control Toolset

MQF—Master Question File

MQT—Mission Qualification Training

MSN—Mission

MSS—Mission Support Site

NAF—Numbered Air Force

N-CMR—Non-Combat Mission Ready

N/N—No-Notice

OG—Operations Group

OGV—Operations Group Standardization and Evaluation

OJT—On-the-Job Training

OP/LP—Observation Post and Listening Post

OPE—Operational Preparation of the Environment

OPR—Office of Primary Responsibility

PEX—Patriot Excalibur

PJ—Pararescue Specialist

PRCC—Personnel Recovery Coordination Cell

Q—Qualified

Q-—Qualified with comments

Q1—Qualification Level 1

Q2—Qualification Level 2

Q3—Qualification Level 3

QUAL—Qualification Evaluation

RQ—Requalification

RQG—Rescue Group
RQS—Rescue Squadron
RV—Recovery Vehicle
SAC—Self-Assessment Communicator
SARM—Squadron Aviation Resource Management
SEB—Standardization and Evaluation Board
SELO—Stan/Eval Liaison Officer
SERE—Survival, Evasion, Resistance, and Escape
SII—Special Interest Item
SIM—Simulator
SOI—Syllabus of Instruction
SOG—Special Operations Group
SPOT—Optional Evaluation
SQ—Squadron
SR—Special Reconnaissance
SSE—Sensitive Site Exploitation
Stan/Eval—Standardization and Evaluation
STG—Special Tactics Group
STO—Special Tactics Officer
STTS—Special Tactics Training Squadron
SUAS—Small Unmanned Aircraft Systems
SWTG—Special Warfare Training Group
TACP—Tactical Air Control Party
TACPO—Tactical Air Control Party Officer
TCCC—Tactical Combat Casualty Care
TCS—Task, Condition, Standards
TLPs—Troop Leading Procedures
USAF—United States Air Force
USN—United States Navy
USSOCOM—United States Special Operations Command
U—Unqualified
UTA—Unit Training Assembly

Terms

AFSPECWAR Operator—The term AFSPECWAR operator is restricted to members who hold a 1ZXXX or 19ZXX Air Force Specialty Code (AFSC), not the overarching AFSPECWAR enterprise.

Certification—Procedure used to document competency in a particular task. Not interchangeable with qualification, which requires AF Form 1035, *AFSPECWAR Evaluation Form*, documentation.

Closed Book Evaluation (CB)—An evaluation consisting of the closed book exam in accordance with [paragraph 5.2](#). Individuals who fail the exam are considered unqualified.

Combat Mission Ready (CMR)—The status of an individual who has successfully completed IQT, MQT, requisite evaluations, and complies with Continuation Training requirements and frequencies in accordance with AFMAN 10-3500V1.

Evaluator—Evaluators are qualified instructors certified by the commander to conduct evaluations.

Flight Crew Information File—A collection of publications and material determined by the MAJCOM and unit as necessary for day-to-day operations.

Formal Training Units (FTU)—FTUs are the Guardian Angel (GA) FTU (68th Rescue Squadron (RQS)), the Special Tactics Training Squadron (STTS), and the TACP FTU (6th Combat Training Squadron (CTS), Det 2).

Instructor (INSTR)—Highly experienced AFSPECWAR Operator who successfully accomplishes an Instructor Evaluation.

Master Question File (MQF)—The question bank used to construct closed book exams. Operators have access to MQFs.

Mission Evaluation (MSN)—A periodic evaluation reflecting the type and difficulty of tasks required in the performance of normal operational and training events.

No-Notice Evaluation (N/N)—An evaluation where the examinee is notified of the evaluation at or after the beginning of normal preparation for the mission.

Office of Primary Responsibility (OPR)—Any headquarters, agency, or activity having the primary functional interest in, and responsibility for, a specific action, project, plan, program or problem.

Optional Evaluation (SPOT)—An evaluation of varied scope based on commander's intent and can range from plotting 10 digit grid to executing an entire precision jumpmaster deployment.

Operations Group (OG)—OG is used as a generic term additionally including Air Support Operations Groups (ASOG), Rescue Groups (RQG), Special Operations Groups (SOG), Special Tactics Groups (STG), and the Special Warfare Training Group (SWTG).

Qualification—Designation arising from graduating an approved course or a successful evaluation, documented on an AF Form 1035 that allows a member to perform specified duties.

Qualification Expiration—The date qualification expires, normally, the last day of the 24th month from the last successful evaluation (e.g., an evaluation completed on 9 Oct 20 expires on 31 Oct 22).

Requalification Exam (RQ) —An evaluation administered to remedy a loss of qualification due to expiration of a required periodic evaluation, loss of currency, following a failed periodic evaluation, or loss of qualification due to a commander-directed downgrade.

Special Reconnaissance Operations—Reconnaissance and surveillance actions conducted as a special operation in hostile, denied, or diplomatically and/or politically sensitive environments to collect or verify information of strategic or operational significance, employing military capabilities not normally found in conventional forces. Reference: JP 3-05.

Specialized Aircrew—Flight Surgeons, Combat Camera, and Non-Rated aircrew, to include K-, Q- and X- prefix specialty codes (does not include X-prefix Aeromedical Evacuation Crewmembers).

Stan/Eval Function—An organization at appropriate echelons of command that accomplishes the objectives of this manual.

Supervised Status—The status of an individual who must operate under the supervision of an instructor qualified in the tasks being performed.

Supplementary Evaluation Program—Administrative tools used by a commander to ensure standardization of operations and to identify and evaluate implemented solutions to operational problems.

Tactical Enlisted Leader—Tactical Enlisted Leader - An enlisted AFSPECWAR Operator who has completed the Tactical Enlisted Leader Upgrade in accordance with the respective AFS CFETP or FTU syllabus.

Trend Program—Analysis designed to identify areas requiring attention, monitoring or correction.

Unit—The term unit includes levels of organization under Higher Headquarters (HHQ) required to establish a Stan/Eval function. Most units are composed of an OG, AFSPECWAR squadron or detachment. Where there is no parent Group, squadrons/detachments assume duties listed for Groups.

Universal Qualification—Process where Specialized Aircrew attain/maintain qualification in two or more MDS aircraft where qualification is attained/maintained via a minimum of a ground phase examination.

Attachment 2

STAN/EVAL BOARD MINUTES

Figure A2.1. Stan/Eval Board Minutes Example. Note: The information below is the minimum information a board should address.

MEMORANDUM FOR (SEE DISTRIBUTION)

FROM: (UNIT'S COMPLETE ADDRESS)

SUBJECT: Stan/Eval Board Minutes

1. Personnel Attending: (name and organization)

2. Overview:

a. Manning. (Enter any Stan/Eval manning problems discussed or deviations from authorized manning. Record all current evaluators including attached HHQ and/or attached unit evaluators.) Include any OG/CC designated additional OGV evaluators.

b. Summary.

(1) Evaluations. Report periodic evaluations by AFS and type of evaluation (QUAL/MSN). Include SPOT, N/N, and INIT INSTR evaluations, when applicable. Show qualification levels, sub-levels and rates (Rate = # given divided by total given).

(a) Q1,

(b) Q2,

(c) Q3,

(d) Total evaluations for each AFS.

(2) Examinations. Report examination results by AFS and type of examination (open book / closed book).

(3) Waivers and Extensions. Identify all waivers and extensions as identified in this AFMAN.

(4) Trends. Identify new, continuing and resolved trends. Where necessary, report corrective action as OPEN/CLOSED, the OPR(s) and any suspense date.

(5) Report progress toward achievement of no-notice requirements, if applicable.

(6) Report the number of cross-unit evaluations conducted and identify if unit evaluator manning was a contributing factor.

c. Stan/Eval Program Inspections and Reviews (if applicable).

d. Publications. Review open AF Forms 847.

e. Supplementary Evaluations. Report results of evaluations conducted at both the OGV and subordinate levels.

3. Old Business. Enter the disposition of any items left open at the last Board meeting. If final action was taken on an item during the quarter, state the action taken and then close the item if closure is approved by the Board Chairman. If an item remains open, list the action taken since the last Board. Findings from formal Stan/Eval inspections are addressed and covered until they are closed out.

4. New Business. Enter all new business discussed during the Board. The new business items are those included on the published agenda along with any unplanned items discussed.

5. Other: This is an optional paragraph that can be used as necessary.

6. Problems Requiring HHQ Assistance: Enter problems that, based on Board resolution, require HHQ assistance. The assistance may be in any form (for example, staff assistance visit requests, clarification of directives, change of directives, and so forth).

Attachments:

1. Board Agenda
2. Evaluator Roster Reviewed
3. As Required

Attachment 3

AF FORM 1035 INSTRUCTIONS AND EXAMPLE

A3.1. General Guidelines. The following directions clarify how to properly fill out and complete the AF Form 1035. Note: The date format for this form is DD MMM YY (e.g., 20 JUN 21). If additional space is required, use AF Form 623A and attach it to the back of this form.

A3.2. Part I – Personal Data.

A3.2.1. **Name/Rank:** Last, First MI, Rank (e.g., Doe, John A, SSgt).

A3.2.2. **Qualified Date:** Date of completion for evaluation and all additional training. This block indicates the day that your qualification period begins.

A3.2.3. **DoD ID:** Personal identification number of the individual being evaluated.

A3.2.4. **Unit:** Examinee's unit of assignment (e.g., 118th Air Support Operations Squadron (ASOS)).

A3.2.5. **AFSC:** 5 digit AFSC of examinee (6 digits if member has a prefix, e.g., J, K, Q, T, W, X).

A3.2.6. **Overall Qualification:** This is the final grade for the evaluation. The overall qualification box is checked at the completion of the evaluation prior to the accomplishment of additional training if directed.

A3.2.7. **Expiration Date:** Date that the qualification achieved through this evaluation will expire. For commander-directed downgrades, and evaluation failures enter "N/A" into the Expr. Date block.

A3.3. Part II – Evaluation Data.

A3.3.1. **Evaluation Location:** The location where the evaluation was conducted (e.g., McPherson Impact Area, Fort Bragg, NC).

A3.3.2.

A3.3.3. **Evaluation Date:** Date that the evaluation was conducted.

A3.3.4. **Evaluation Prefix:** Check the applicable box for this evaluation in accordance with [paragraph 4.6](#).

A3.3.5. **Evaluation Type:** Check all applicable boxes for this evaluation in accordance with paragraphs [4.2](#), [4.3](#), [4.4](#), [4.5](#).

A3.3.6. **Evaluated Skillset:** The skill or qualification that is being evaluated (e.g., JTAC, CCT - Initial MSN, procedural controller, jumpmaster).

A3.4. Part III – CB Evaluation/JTAC Ground MQF.

A3.4.1. **Date given:** Date the test was administered.

A3.4.2. **Test Version:** Version number of the closed book test that was administered.

A3.4.3. **Score:** Enter in the score the individual received on the test in this block.

A3.4.4. **Re-test Date:** Date the re-test was administered.

A3.4.5. **Retest Version:** Version number of the closed book test that was administered. Use this when the examinee fails their first attempt at the CB evaluation.

A3.4.6. **Score:** Enter in the score the individual received on the test in this block.

A3.5. Part IV – Evaluation Details.

A3.5.1. **Event Description:** Enter the scenario, assets involved, and any other relevant amplifying data, to include if the evaluation was not performed to the highest level.

A3.5.2. **Tasks and grades:** Fill out tasks evaluated in the task column as prescribed in [Table A4.1](#), check the respective grade for that item in accordance with [paragraph 4.8](#).

A3.6. Part V – Additional Training and Restrictions.

A3.6.1. **Restrictions:** If the examinee does not require any additional training, the evaluator checks no and the rest of this section is not required. If the evaluator checks yes, the rest of the section must be filled out. (T-3). The yes box will be checked if there is additional training assigned to the member based on evaluator observation or commander directed downgrade. (T-3).

A3.6.2. **Additional Training Items:** List all item numbers from the evaluation that require additional training. Define each required training item in Part VII Remarks.

A3.6.3. **Training Due Date:** Enter the date by which all additional training must be completed. (T-3).

A3.6.4. **Training Completed Date:** Enter the date by which all additional training was completed.

A3.6.5. **Certifying Official Signature:** Digital signature for the certification that additional training was accomplished. Note: If wet signed, certifier must write and sign their name. (T-3).

A3.6.6. **Date:** Date that additional training was certified.

A3.7. Part VI – Endorsement.

A3.7.1. **Evaluator: Type name and rank of the evaluator for this evaluation.**

A3.7.2. **Reviewer:** Type name and rank of designated reviewing official for this evaluation. Complete after conducting posting review in accordance with [paragraph 6.7](#).

A3.7.3. **Commander:** For Q2 and Q3 evaluations, type name and rank of unit commander or designated signatory.

A3.7.4. **Office Symbol:** The office symbol code for the respective signatory.

A3.7.5. **Concur:** Reviewer or commander concur with the evaluator's assessment. Note: This option not available to the evaluator.

A3.7.6. **Non-Concur:** Reviewer or commander does not agree with the evaluator's assessment. A Non-Concur from the commander that results in a failure of the evaluation or downgrade of specific evaluation items is considered a commander directed downgrade.

A3.7.7. **Remarks:** Available to evaluator, commander, and reviewer. This block indicates that there are remarks from the respective signatory in Part VII of the AF Form 1035.

A3.7.8. **Signature:** Self-explanatory

A3.7.9. **Date:** Date that each signatory signs this AF Form 1035

A3.7.10. **Name and Rank of Examinee:** Last, First MI, Rank (e.g., Doe, John A, SSgt).

A3.7.11. **Signature:** Self-explanatory.

A3.7.12. **Date:** Self-explanatory.

A3.8. Part VII- Remarks. In the remarks block enter in any amplifying relevant to performance during evaluation, discrepancies, and/or downgrades during the evaluation. Example remark headers and contents:

A3.8.1. CB evaluation: List any questions missed or challenged in the written evaluation and state whether they were debriefed or not with the individual.

A3.8.2. MSN evaluation: List any discrepancies or commendations that occurred during the MSN evaluation. If discrepancies are listed, state whether or not they were debriefed with the individual.

A3.8.3. Additional Training: Define how additional training requirements will be met before the evaluation is complete.

A3.8.4. Additional Comments: This is where the evaluator may add any additional comments necessary. Use this space to clarify prefixes or multiple prefixes (if not obvious by the context of the evaluation).

A3.8.5. Reviewing Official Remarks: If the Reviewing Official has any remarks, they will place them here.

A3.8.6. Commander's Remarks: If the Commander has any remarks, they will place them here.

A3.8.7. Additional Training: Specify, in detail, the additional training required by the examinee before the evaluation is complete. For a Commander-Directed Downgrade, write "Commander-Directed Downgrade in accordance with AFI 10-3500V2" and document cause of downgrade, additional training required, review board actions, and re-qualification requirements.

A3.8.8. Restrictions: Outline all restrictions imposed upon the examinee resulting from evaluation performance.

Attachment 4

MSN EVALUATION, TASKS, AND CRITERIA

A4.1. Instructions.

A4.1.1. Members will be evaluated in accordance with AFS column. Enlisted member qualified/designated as tactical leaders (PJ Element Leaders and Team Leaders/Element or Flight Chiefs) will additionally be evaluated in accordance with Enlisted Leader Column. (T-3).

A4.1.2. “R” Tasks are REQUIRED evaluation items for the designated Examinee and must be completed. (T-2).

A4.1.3. “E” Tasks are ESSENTIAL and the examinee must be evaluated and receive a “Q” grade in the task to pass the evaluation). (T-2).

A4.1.4. If an item is marked “R” or “E” in the 19Z column it is applicable to all three shreds. Otherwise, the affected shred(s) are identified by their 5th AFSC character (STO=A, TACPO=B, CRO=C) along with the requirement.

A4.2. NOTES:

A4.2.1. Note 1: At least one (1) of the subareas must be graded on every evaluation. (T-3).

A4.2.2. Note 2: Insertion/infiltration and Extraction/Exfiltration will be planned for all missions. (T-3). Execution from an aircraft is not required

A4.2.3. Note 3: Will be evaluated on qualified members if task is part of the mission scenario. (T-3).

A4.2.4. Note 4: A MSN evaluation may be used to update a JTAC evaluation expiration date provided all evaluation requirements are completed.

Table A4.1. AFSPECWAR MSN Evaluation Task Menu.

ID	TASK	Enl Ldr	1Z1	1Z2	1Z3	1Z4	19Z
100	MISSION PREPARATION						
101	Battlespace Geometry C2	R		R	R		E
102	Briefing	E			R		E
103	CDO Considerations						
104	Command Responsibilities						R
105	Discipline		E	E	E	E	E
106	Equipment Preparation		E	E	E	E	E
107	Equipment Requirements	R	R				R
108	Judgment	R					R
109	Knowledge of Directives		R	R	R	R	R
110	Leadership	E					E
111	Mission Planning	R					R
112	Personnel Accountability	E					E

ID	TASK	Enl Ldr	1Z1	1Z2	1Z3	1Z4	19Z
113	Pre-mission Inspections		R	R	R	R	R
114	Publications		R	R	R	R	R
115	Risk Management/Decision Making	E					E
116	Safety		E	E	E	E	E
117	Situational Awareness		E	E	E	E	E
118	Tasking/Updates	R					R
119	Team Coordination						
120	Troop Leading	R					R
200	INSERTION/INFILTRATION (See NOTES 1 & 2)		R	R	R	R	R
201	Aerial Cargo Delivery (See Note 3)						
202	AIE Master Operations (See Note 3)						
203	Authentication		R				C=R
204	Communications		R	R	R	R	R
205	Fast Rope						
206	Helo-cast						
207	Hoist						
208	Insertion Procedures		R	R	R	R	R
209	Jumpmaster Operations (See Note 3)						
210	Maritime – Sub-Surface						
211	Maritime – Surface						
212	Medical Coordination	R	R				R
213	Military Tandem Master Operations						
214	Precision Jumpmaster Operations						
215	Rappel						
216	Ram Air Parachute						
217	Search Procedures						
218	Site Evaluation	R		R	R	R	R
219	Static Line Parachute						
220	Supporting Vehicle Preflight/Inspection						
221	Tactical Vehicle Operations						
300	BASIC TACTICS						
301	Navigation (Mounted or Dismounted)						
302	Security		R	R	R	R	R
303	Survivor Contact and Handling						
304	Tactics		R	R	R	R	R
305	Weapons/Munitions Employment						

ID	TASK	Enl Ldr	1Z1	1Z2	1Z3	1Z4	19Z
400	OPERATIONAL EVENT (See Note 1)						
401	Air Traffic Control						
402	Austere Airfield Operations						
403	Dive Supervisor						
404	Electromagnetic Spectrum Operations (EMSO)					E	
405	Evasion Plan Of Action (EPA)						
406	Extraction						
407	Fire Control Operations				R		B=R
408	Foreign Internal Defense (FID)						
409	Forward Arming and Refueling Point (FARP)						
410	Identity Activities, Sensitive Site Exploitation (SSE)						
411	Land Search Team Member						
412	Long Range Precision Engagement Operations						
413	LZ/DZ/HLZ Surveys						
414	Mass Casualty Incident						
415	Mission Support Site (MSS) Operations						
416	Mountaineering Operations						
417	Observation Post and Listening Post (OP, LP) Operations						
418	Operational Preparation of the Environment (OPE)						
419	Small Unmanned Aircraft Systems Operations (SUAS)					R	
420	Special Reconnaissance (SR) Operations					R	A=R
421	Surveillance Operations					R	
422	Swiftwater Operations						
423	TCCC		R				
424	Technical Rescue/Rigger Operations						
425	Underwater Search Team Member						
426	Water Surface Search Team Member						
427	Survivor Contact and Handling						
428	Medical Assessment/Treatment/Packaging						
500	EXTRACTION/EXFILTRATION (See Note 1&2)						
501	Enroute – Exfiltration						
502	Fast Rope Insertions/Extraction System						
503	(H)LZ Operations						R
504	Hoist						
505	Maritime – Boat Raise to Large Vessel						
506	Maritime – Small Boat Underway to Helicopter						
507	Medical Transportation						
508	Recovery Vehicle Integration						C=R

ID	TASK	Enl Ldr	1Z1	1Z2	1Z3	1Z4	19Z
509	Reintegration Phase 1						C=E
510	Rope Ladder						
511	Short Haul						
512	Stokes with Barrelman						
513	Supporting Vehicle						
514	Tactical Vehicle Operations						
515	Transload Operations						
600	POST OPERATION						
601	Debrief	R	R	R	R	R	R
602	After Action Procedures and Reporting	R	R	R	R	R	R
603	Reconstitution	E	E	E	E	E	E
604	Reintegration (Phase 2)						

Table A4.2. Mission Evaluation Criteria.

ID	Q	Q-	U
100	MISSION PREPARATION		
101	Battle Space Geometry C2		
	Controls mission efforts in the objective area. Exercised thorough situational awareness and control of assets and personnel throughout mission. Utilization of assets/personnel performed in a positive and timely manner.		Did not control mission efforts in the objective area. Control of assets/personnel instructions were not timely, clear, and accurate or were unsafe. Actions resulted in either degraded or ineffective mission.
102	Briefing		
	Ensured briefing contained all applicable information. Prepared at briefing time. Briefings effectively organized and professionally presented in a logical sequence. Presented all objectives, training tasks and special interest items. Effectively used available briefing aids. Well organized and professionally presented in a logical sequence. Presented required tasks and effective discussion for accomplishing the mission.	Omitted items pertinent but not critical to the mission. Some difficulty communicating clearly. Did not make effective use of available briefing aids. Limited discussion of training tasks or special interest items. Dwelled on non-essential items. Not fully prepared for briefing. Tasks out of sequence, hard to follow, some redundancy, dwelled on nonessential items, and/or omitted some minor tasks.	Failed to conduct/attend required briefings. Failed to use appropriate briefing aids. Omitted essential items or did not correct erroneous information that could affect mission accomplishment. Demonstrated lack of knowledge of subject. Briefing poorly organized and not presented in a logical sequence. Presented erroneous information that would affect safe/effective mission accomplishment. Presentation created doubts or confusion. Failed to discuss training tasks or special interest items. Delays due to excessively long briefing. Sequence disorganized and illogical. Presentation created doubts or confusion and omitted major tasks.
103	CDO Considerations		
	Effectively planned for contested and degraded operations environment factors. Understood mission command responsibilities in a distributed operations environment, where higher echelon reach back may not be possible. Effectively built a redundant multi-spectral communications plan that included user procedures in the event of jamming. Understood how to detect an RF jamming environment. Effectively planned for request and use of redundant kinetic/non-kinetic weapon system platforms and their specific weapon employment weaknesses/strengths specific to a domain (GPS, laser, inertial, electronic, surface fires, etc.). Ref. RAND Study ISBN: 978-1-9774-0232-5.	Missioning planning demonstrated understanding of CDO considerations with minor points of omission to communications plan, fires, or navigation redundancy that would not detract from mission success or safety.	Failed to factor CDO considerations into mission plan. Did not demonstrate understanding of mission command responsibilities. Failed to build a redundant, survivable comm plan. Failed to identify jamming environment or conduct comm plan procedure when jamming detected. Failed to consider, request, or plan for domain-redundant weapon/eering solutions.

ID	Q	Q-	U
104 Command Responsibilities			
Demonstrated C2 fundamentals and understanding of CONOPS, TLPs, 5-point contingency plans, and types of orders. Provided comprehensive incident site/actions-on management. Successfully functioned as an air-ground interface to enhance mission effectiveness. If in a supporting role, demonstrated timely coordination with ground commander or designated representative. Accurately explained data and dangers to friendly forces to the ground commander. Understood ground commander's scheme of maneuver. Requested timely ground commander clearance as necessary. *CRO Only: Concentrated on coordination that takes place internally within the JPRC/PRCC/Operations Center and externally with all the various units, offices, assets, and agencies that assist in and/or conduct mission type operations.	Shown average understanding of CONOPS, TLPs, 5-point contingency plans, and types of orders. Minor errors in incident site/actions-on management/air-ground interface that did not affect overall mission success. If in a supporting role, demonstrated coordination with ground commander or designated representative. Explained only minimal data and dangers to friendly forces. Mission impacted but still successful.	Lacked understanding of CONOPS, TLPs, 5-point contingency plans, and types of orders. Errors in incident site/actions-on management/air-ground interface that negatively affected mission success. If in a supporting role, insufficiently coordinate with ground commander/designated representative. Omitted or provided inaccurate mission data or dangers to friendly forces. Impacted mission effectiveness or exposed friendly forces to hazards. Hampered mission effectiveness by lack of understanding of roles/responsibilities. *CRO ONLY: Did not concentrate on coordination that takes place internally within the PRCC and externally with all various units, offices, assets, and agencies that assist in or conduct PR.	
105 Discipline			
Executed the mission in an efficient manner. Demonstrated an understanding of mission roles. Ensured mission was accomplished with constant regard to team members, supported and supporting forces and assets.		Major discrepancies in knowledge and/or employment with significant impact on mission effectiveness. Did not understand risk-estimate distances, and exposed friendly forces to unacceptable risk. Failed to achieve desired results (due to operator's action/inaction). Mission resulted in unwanted outcomes lacking situational awareness and improper execution.	
106 Equipment Preparation			
Adhered to and knowledgeable of all checks.	Minor deviations. Made timely and positive corrections. Did not jeopardize operation.	Gross errors, incorrect procedures, and minor violations deviating from established procedures.	

ID	Q	Q-	U
107 Equipment Requirements			
	Had all required personal and professional equipment, displayed satisfactory knowledge of the care and use of such equipment and the contents of required publications. Required equipment inspections were current.	Had only some of required personal/professional equipment or had limited knowledge of the use or the content of required publications.	Did not have required personal/professional equipment essential for the mission. Unsatisfactory knowledge of the care and use of equipment or the content of required publications. Equipment inspections were overdue or equipment was unserviceable.
108 Judgment			
	Actively engage in the mission planning and/or military decision-making processes. Common sense and sound judgment based on actual factors encountered in a given situation. Decisions concerning employment feasibility and duration must consider the worst probable circumstances and be mutually understood by both the commander and the deploying SEL. Made decisions based on solid information rather than personal opinion. Decision-making processes. Actively engaged in the decision making process to accomplish the mission. Anticipated contingencies and reacted to unplanned events in a manner that ensured mission accomplishment.	Team executed the mission in an untimely or inefficient manner. Questionable decisions which did not compromise safety. Inability to control team members without mission/safety compromise. Directives unintentionally violated but did not result in mission compromise/safety violation.	Did not include other COA before implementing plan. Directives intentionally violated. Did not anticipate contingencies or reacted to an unplanned event in a manner which prevented mission accomplishment.
109 Knowledge of Directives			
	Knowledgeable of all applicable publications – (e.g., AFMANs, AFTTPs, USSOCOM Manuals)	Marginal knowledge of capabilities, approved operation procedures and rules.	Inadequate knowledge of operating capabilities and procedures. Major Omissions that would preclude safe/effective mission accomplishment. Has inadequate knowledge of operational capabilities and procedures in publications and directives.
110 Leadership			
	Operator's leadership ensured team executed the assigned mission in a timely and efficient manner. Conducted the operations with a sense of understanding and comprehension. Ensured all aspects of the mission were accomplished with regard to the safety of the team members, supported and supporting forces and assets (and the proper field medical care patient if applicable).	Team executed the mission in an untimely or inefficient manner. Questionable decisions which did not compromise safety. Inability to control team members without mission/safety compromise. Directives unintentionally violated but did not result in mission compromise/safety violation.	Decisions or lack of them, resulted in failure to accomplish the assigned mission. Demonstrated poor judgment to the extent that safety could have been compromised. Regulations/directives were intentionally violated. Compromised safety and allowed a dangerous situation to develop. No adequate field medical care.

ID	Q	Q-	U
111 Mission Planning			
	Clearly defined the mission overview and mission goals. Provided specific information on required tasks. Thoroughly critiqued plans to identify potential problem areas and ensured all had understanding of possible contingencies. When required, extracted necessary information from mission type orders/air tasking order/fragos. Aware of the available alternatives if unable to complete the mission as planned. Developed a sound plan to accomplish the mission from several COA's. Adequately planned work assignments and priorities. Accurately anticipated equipment requirements. 19Z only: Established component Go/No Go criteria.	Did not adequately define the mission overview and mission goals. Potential problem areas partially addressed or not at all. Did not adequately solicit feedback or critique the plans to ensure understanding of possible contingencies. Minor errors or omissions detracted from mission effectiveness, but did not affect mission accomplishment. Limited knowledge of performance capabilities or approved operating procedures/rules. Same as Q, except minor errors or omissions could degrade mission effectiveness.	Did not define the mission overview and goals. Lack of specific information on required tasks. Did not solicit feedback from other team members to ensure understanding. Did not critique plans to identify potential problem areas. Major errors or omissions would have prevented a safe or effective mission. Unsatisfactory knowledge of operating data or procedures. Failed to adequately prepare for the mission or ensure team members were aware Of special requirements. Mission plan hampered mission effectiveness. Defunct COA.
112 Personnel Accountability			
	Established procedures for accountability, assigned responsibility along team lines. Identified critical tasks and the personnel responsible for accomplishing these tasks.	Established some procedures for accountability but did not assign all responsibility along team lines. Committed errors or omissions when liaison(ing) with supporting units. Only identifying some of the critical tasks and the personnel responsible for accomplishing these tasks.	Did not establish procedures for accountability. Did not prepare details of the plan to include identifying personnel responsible for accomplishing tasked designated to personnel.
113 Pre-Mission Inspection			
	Accomplished all required inspections in accordance with applicable directives in a timely manner. Correctly configured for the assigned mission. Adhered to all timelines and used all appropriate checklists correctly.	Same as Q except for minor procedural deviations which did not degrade mission effectiveness.	Did not use the checklist or omitted major item(s). Major deviations in procedure which would preclude safe mission accomplishment. Failed to accurately determine proper configuration to perform the mission.
114 Publications			
	Publications, manuals, handbooks are current and properly posted. Read and initialed items in FCIF.	Most information is current and properly posted. Read and initialed items in FCIF.	Publications, manuals, handbooks are not current. FCIF not reviewed or signed.

ID	Q	Q-	U
115 Risk Management/Decision Making			
	Identified contingencies and alternatives. Gathered and cross checked relevant data before deciding. Clearly stated problems and proposed solutions. Investigated doubts and concerns of operators. Used facts to come up with solution. Involved and informed necessary supporting personnel when appropriate. Coordinated team activities to establish proper balance between command authority and team participation, and acted decisively when the situation required. Clearly stated decisions, received acknowledgement, and provided rationale for decisions. Completed and assessed risk analysis/mitigation.	Partially identified contingencies and alternatives. Made little effort to gather and cross check relevant data before deciding. Did not clearly state problems and propose solutions. Did not consistently use facts to come up with solutions. Did not effectively inform supporting personnel when appropriate. Did not effectively coordinate team activities to establish a proper balance between command authority and team participation, and acted indecisively at times. Completed risk analysis/mitigation but did not factor in adequate risks of COA's.	Failed to identify contingencies and alternatives. Made no effort to gather and cross check relevant data before deciding. Did not inform necessary supporting personnel when appropriate. Did not use facts to come up with solution. Avoided or delayed necessary decisions which jeopardized mission effectiveness. Did not coordinate team activities to establish proper balance between command authority and team participation; acted indecisively. Did not complete risk analysis/mitigation.
116 Safety			
	Aware of and complied with all safety factors required for safety of mission accomplishment regarding the safety or danger to the operator(s), supporting vehicles, and supporting personnel. Employed all available methods to ensure safety of personnel. Analyzed emergency situations and implemented emergency procedures. Used equipment and employed personnel in a safe manner.		Was not aware of or did not comply with all safety factors required for safe operations and mission accomplishment. Any dangerous act. Disregarded safety procedures. Did not use equipment or employ personnel in a safe manner. Did not comply with safety requirements. Disregarded safety or danger to operators, supporting vehicle(s), and supporting personnel.
117 Situational Awareness			
	Anticipated situations that would have adversely affected the mission, and corrected them. Made appropriate decisions based on available information. Recognized the need for action. Aware of performance of self and other team members. Aware of on-going mission status. Recognized, verbalized and acted on unexpected events. Exercised thorough situational awareness and control of assigned operators throughout mission. Personnel recovery events issued in a positive and timely manner. Executed the mission in an efficient manner. Demonstrated an understanding of mission roles in applicable aircraft, vehicle, boat or dismount operations. Ensured mission was accomplished with constant regard to team members, supported and supporting forces and assets.		Decisions, or lack of them, caused failure to accomplish assigned mission. Did not recognize the need for action. Not aware of performance of self and other team members. Not aware of on-going mission status. Failed to recognize, verbalize and act on unexpected events. Control instructions were not timely, clear, and accurate or were unsafe. Actions resulted in either degraded or ineffective mission.

ID	Q	Q-	U
118 Tasking/Updates			
Correctly identified, prioritized and managed tasks based on existing and new information that assured mission success. Used available resources to manage workload, communicated task priorities to other team members. Asked for assistance when required. Effectively identified contingencies and alternatives. Gathered and crosschecked available data before acting. Clearly stated decisions and ensured they were understood. Investigated doubts and concerns of other team members when necessary.	Made minor errors in prioritization, management of tasks, system knowledge which did not affect safe or effective mission accomplishment. Did not completely communicate task priorities to other team members. Made minor errors in identifying contingencies, gathering data, or communicating a decision which did not affect safe or effective mission accomplishment.	Incorrectly prioritized or managed tasks. Displayed lack of knowledge causing task overload that seriously degraded mission accomplishment or safety. Failed to communicate task priorities to other team members. Failed to ask for assistance when overloaded. Improperly or ineffectively identified contingencies, gathered data, or communicated a decision that seriously degraded mission accomplishment or safety.	
119 Team Coordination			
Effectively based team complement off of mission profile as dictated by tactical situation. Effectively assigned team duties and responsibilities to maximize effectiveness. Provided direction/information when needed. Adapted to meet new situational demands and focused attention on the task. Knew assigned task of other supporting personnel. Asked for inputs, and made positive statements to motivate team members.	Minor coordination errors, but did not adversely affect mission accomplishment. Team coordination was limited though adequate to accomplish the mission. Provided limited direction/information when needed. Slow to adapt to meet new situational demands due to limited focus on task. Did not consistently seek inputs from other team members. Limited effort to motivate team members.	Delays caused by untimely coordination or team duty assignments precluded successful mission accomplishment. Did not provide direction/information when needed. Did not adapt to meet new situational demands and focus attention on the task. Did not seek inputs or made no effort to motivate team members. Lack of team coordination resulted in significant degradation of mission accomplishment.	
120 Troop Leading			
Demonstrated timely coordination procedures with appropriate ground force staff agencies and team. Team executed the assigned mission in a timely and efficient manner. Conducted the operations with a sense of understanding and comprehension. Ensured all aspects of the mission were accomplished.	Demonstrated coordination with all appropriate agencies. Delays caused by untimely coordination did not affect mission accomplishment. Minor deviations to functioning as air-ground interface.	Coordination with appropriate agencies was not completed prior to commencing attack. Delays caused by untimely coordination degraded or prevented successful mission accomplishment. Did not lead, allowing other agencies or factors influence the leadership decision process creating confusion and ineffective mission accomplishment.	

ID	Q	Q-	U
200	INSERTION/INFILTRATION		
201	Aerial Cargo Delivery		
	All bundles prepared, inspected and deployed accurately.	Bundles prepared with minor discrepancies and were corrected prior to deployment.	Bundles improperly rigged critical items in preparation missed.
202	AIE Master Operations		
	Thorough understanding of all AIE master responsibilities and safety requirements. Understands the capability of aircraft used. Demonstrated proper inspection of equipment. Conducts proper ground training. Demonstrates use of required knots, connecting hardware, and properly rigs helicopter. Properly inspects AIE equipment, effectively monitors technique, and properly conducts AIE operations.	Marginal understanding of AIE Master responsibilities and safety requirements. Made errors that did not adversely affect mission accomplishment in areas of proper inspection, effective instructional/deployment techniques, and/or rigging of helicopter.	Poor understanding of AIE master responsibilities and safety requirements. Does not understand the capability of aircraft used. Demonstrated improper inspection of equipment. Fails to conduct proper ground training. Inability to demonstrate use of required knots, connecting hardware, and improperly rigs helicopter. Improperly inspects equipment, ineffective instructional technique, fails to properly conduct AIE operations.
203	Authentication		
	Ensured proper survivor authentication to determine identity and possible threats. Performed authentication with no errors.	Minor deviations which did not interfere with safe mission accomplishment. Required numerous attempts to complete authentication	No authentication completed or authenticated incorrectly
204	Communications		
	Radio communications were concise, accurate and effectively used to direct maneuvers or describe the tactical situation. Understands capabilities, limitations, proper use of radio. Logically and efficiently troubleshoots technical problems	Minor terminology errors or omissions occurred, but did not significantly detract from situational awareness, mutual support or mission accomplishment. Extraneous comments over primary or secondary radios presented minor distractions. Limited understanding of radio results in avoidable technical problems. Illogically or inefficiently troubleshoots.	Radio communications over primary/secondary radios were inadequate or excessive. Inaccurate or confusing terminology significantly detracted from mutual support, situational awareness or mission accomplishment. Cannot make complete basic user-solvable technical problems.
205	Fast Rope		
	Properly configures rope, takes appropriate actions at each time call, safely deploys.	Rope configured improperly; failed to take appropriate actions at specific time calls.	Rope configured unsafely; deployed in an unsafe manner.

ID	Q	Q-	U
206 Helo-cast			
	Takes appropriate actions at each time call, safely deploys.	Failed to take appropriate actions at specific time calls. Deployed at wrong alt / airspeed / location.	Deployed at unsafe alt / airspeed / location.
207 Hoist			
	Correctly uses insertion device; safely deploys.	Incorrectly uses insertion device.	Unsafely uses insertion device.
208 Insertion Procedures			
	Preliminary review of the team's health, equipment status, and overall capabilities. Decided/executed on agreed upon insertion plan based upon METT-TC. Had and considered up to three viable insert options. Considered command/control, method of insertion, primary/secondary routes, threats and actions in response to threats, mission essential tasks, time line, supporting forces, communications, go/no-go criteria, and contingencies.	Incorrectly reviewed team's health, equipment status and overall capabilities. Consider only one insertion options. Minor deviations to method of insertion, routes, threats and actions in response to threats. Only several mission essential tasks performed but did not negate mission accomplishment.	Did not make reviews of the team's health, equipment status, and overall capabilities. Did not decide or execute a coherent insertion plan based upon METT-TC. Did not consider other insertion options. Did not assess command/control, method of insertion, primary/secondary routes, threats and actions in response to threats, mission essential tasks, time line, supporting forces, communications, go/no-go criteria, and contingencies.
209 Jumpmaster Operations			
	Thoroughly aware of published jump related requirements, limitations, and emergency Procedures. Demonstrated proper use of checklists, inspection of personnel, equipment and Aircraft in accordance with published directives. Considered all factors relating to personnel deployment (e.g., winds, terrain, DZ size, Release Point and Jump Performance) Demonstrated the knowledge and ability to closely monitor jump team, correctly determined the exit point and safely deployed parachutist.	Aware of jump related requirements, limitations, and emergency procedures. Made non-critical errors in use of checklists, inspections (equipment/personnel). Monitored jumpers but made omission that did not adversely affect exit point and safety of deployed parachutists.	Lacked the knowledge of published jump related requirements, limitations, or emergency procedures. Failed to properly demonstrate the use of checklist, inspection of personnel, equipment, and aircraft in accordance with published directives. Did not consider all factors relating to deployment. Failed to monitor the jump team. Inadequately determined the exit point. Compromised the safe deployment of parachutists.
210 Maritime – Sub-Surface			
	Correctly dons equipment; demonstrates understanding of Eps; adheres to dive plan; identifies hazardous situations; uses equipment in accordance with applicable guidance; correctly uses specialized underwater equipment (if certified on the device).	Incorrectly dons equipment; incorrectly operates specialized underwater equipment (if certified on the device).	Unable to don equipment; selected unnecessary equipment (if certified on the device).

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211 Maritime – Surface			
Correctly de-rigs airdrop equipment (if required); correctly inflates boat (if required); correctly and safely operates vehicle, performs appropriate trouble shooting / field repair.	Incorrectly starts, operates vehicle causing avoidable delays. Lacks sufficient understanding to logically / efficiently troubleshoot problems.	Vehicle rendered inoperable by examinee; Does not know how to operate vehicle. Operates vehicle in a manner that causes avoidable swamping / overturning.	
212 Medical Coordination			
Coordinated for patient treatment and handoff to higher care.	Same as the above, except for minor deviations which did not interfere with safe mission accomplishment or unnecessarily aggravate the patient's condition.	Medical facility considerations not addressed or made unnecessary decisions adversely affecting patient's or mission assets.	
213 Military Tandem Master Operations			
Conducted passenger brief within 24 hours of the actual jump. Coordinated with the drop zone support personnel is necessary to insure all equipment and personnel have been identified to support the operation. Ensured equipment and passenger were inspected prior to boarding the aircraft (Note: Recommend two jumpmaster inspections). Ensured passenger safety in and around all aircraft operations; when boarding ensured passenger secured next to the Tandem Operator away from any open door. The Tandem Operator controlled passenger at all times ensuring passenger wore the seatbelt and helmet for taxi, take-off and if necessary, landing. (Students must be attached prior to takeoff for open door aircraft).	Made minor errors in use of briefings, checklists, inspections (equipment/personnel) that did not affect safety or mission success.	Operator performed incorrect hook-up procedures. Conducted in the vicinity of an open door when not necessary. Performed aircraft duties (Tandem Operator and passenger do not perform aircraft duties). No hook knife available. Off drop DZ due to Tandem Master error. Passenger brief not conducted within 24 hours of actual jump.	
214 Precision Jumpmaster Operations			
Execute all appropriate checklists. Effective crew coordination. Achieves accurate aircraft line-up. Correctly and accurately deploys wind drift indicator. Selects appropriate airdrop pattern. Deploys jumpers over correct spot.	Difficulty coordinating accurate aircraft line-up. Deploys wind drift indicator incorrectly or off target. Poor crew coordination resulting in avoidable go-arounds. Deploys jumpers over incorrect spot.	Omits a checklist. Ineffective crew coordination resulting in inability to accomplish briefed tasks. Off-DZ drop.	
215 Rappel			
Properly configures rope, takes appropriate actions at each time call, safely deploys.	Rope configured improperly; failed to take appropriate actions at specific time calls.	Rope configured unsafely; deployed in an unsafe manner.	
216 RAPs Parachute			
Correctly dons parachute / equipment load; takes appropriate actions at each time call; executes freefall and canopy actions as briefed; lands within 25m of target/team member (EXCEPTION: bad spot or malfunction); lands safely.	Incorrectly dons parachute / equipment load; fails to take appropriate actions at time calls; does not execute freefall/canopy actions as briefed; lands within 100m from target/team member (EXCEPTION: bad spot or malfunction).	Unsafely dons parachute / equipment load; lands >100m from target (EXCEPTION: bad spot or malfunction); incorrectly performs EPs (if required).	

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217 Search Procedures			
Accurately determine the area where the survivors are or will be located upon arrival at the scene. Good search planning significantly increase the probability of successfully locating and rescuing those in distress. Planned the search involves calculating search area and then outlining the boundaries of the search area.	Failed to take appropriate search procedures. Marginal search planning. Calculating the search area and boundaries was useable but better search procedures existed.	Ineffective search determination. Did not know where the survivor would be located based upon operator error. Poor search planning decreased the probability of locating and rescuing those in distress. No plan for search.	
218 Site Evaluation			
Site evaluation ensured mission accomplishment. A thorough site selection was accomplished.	Selected site was useable but better site was available. Valuable resource not utilized.	Selected unnecessarily hazardous site. Unable to accomplish mission from selected site.	
219 Static Line Parachute			
Correctly dons parachute / equipment load; takes appropriate actions at each time call; demonstrates competent canopy manipulation; correctly executes pre-landing actions; lands safely.	Incorrectly dons parachute / equipment load; slow to take appropriate actions at time calls; does not execute pre-landing actions appropriately.	Unsafely dons parachute / equipment load; fails to take appropriate actions at time calls; does not execute pre-landing actions appropriately.	
220 Supporting Vehicle Preflight/Inspection			
Inspect all vehicles in accordance with applicable guidance. Ensures all mission equipment is serviceable and properly installed.	Incomplete inspection skipping only non-critical areas.	Incomplete inspection skipping mission critical areas.	
221 Tactical Vehicle Operations			
Effectively cross-loaded equipment and personnel to allow redundant capabilities across the convoy. Successfully navigated route and passed accurate and timely execution checklist calls. Performed contingency maneuvers correctly. Maintained security during movement and at stops.	Minor deviances or discrepancies from standard operating procedures that did not result in mission failure or compromise of safety.	Actions resulted in mission failure or an avoidable compromise of safety.	
300 BASIC TACTICS			
301 Navigation (Mounted or Dismounted)			
Used applicable resources to account for survivor and team members' orientation showing expertise in all map reading and navigation skills to include the use of nonmilitary maps, aerial photographs, and terrain analysis with respect to both friendly and enemy force enhancing mission accomplishment. If CDO: Executed use of system-aided and unaided navigation techniques for both ownership and reference/target locations.	Made errors with respect to friendly and enemy force location to account for survivors and team member orientation that did not preclude mission accomplishment.	Failure to determine distance(s) to be traveled. Failure to travel the proper distance. Failure to properly plot or locate the objective. Failure to select easily recognized check point and landmarks. Failure to consider the ease of movement factor. Lacked basic skills of map reading, dead reckoning, and terrain association with respect to friendly and enemy forces location that precluded mission accomplishment. If CDO: Failed to identify or lacked positional awareness whether system-aided or unaided.	

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302 Security			
	Security was complete and appropriate for the mission, resources and threat.	Gaps in security. Did not use all available resources. Limited threat awareness.	No regard for security of team or supporting entities.
303 Survivor Contact and Handling			
	Team controlled survivor. Contact procedures were accurately followed. Appropriate use of force to control survivor.	Team had limited control of survivor. Some contact procedures followed. Too much or too little use of force to control survivor.	Team failed to control the situation. Contact procedures were not followed.
304 Tactics			
	Executed in accordance with current guidance and unit SOP's and procedures. Required areas if applicable: routes of travel, primary and alternate insertion points, initial rallying point, Delta points, fire suppression of pre-designated targets, primary and alternate objective rallying points, primary and alternate link-up points, primary and alternate extraction points, safe areas, designated areas for recovery, emergency recovery points, and known threat locations. Integrated team tactics with supporting vehicle tactics.	Used some unit Standard Operating Procedures. Made minor deviations that marginally impacted mission accomplishment but not mission success.	Did not use or follow units Standard Operating Procedures. Made major deviations that significantly impacted mission success.
305 Weapons/Munitions Employment			
	Demonstrated thorough knowledge of weapons characteristics, capabilities, and effects. Employed weapons in the correct manner. Considered aircraft and ground forces survivability. Understood risk-estimate distances.	Limited knowledge of weapons characteristics, capabilities and effects. Minor errors of omission or commission that did not preclude mission accomplishment. Did not impact mission or aircraft survivability.	Major discrepancies in knowledge and/or employment with significant impact on mission effectiveness. Did not understand risk-estimate distances, and exposed friendly forces to unacceptable risk. Failed to achieve desired results. Mission resulted in unwanted collateral damage.
400 OPERATIONAL EVENT			
401 Air Traffic Control			
	Safely and effectively provided ATC service to fixed or rotary wing aircraft during multi-ship air and air-land operations in a live (or simulator) air traffic environment in accordance with FAA Order JO 7110.65Z. Used proper phraseology, maintained situational awareness, maintained control and proper separation of all involved aircraft. Properly handled emergency situations (if applicable).	Safely provided ATC service to fixed or rotary wing aircraft during multi-ship air and air-land operations in a live (or simulator) air traffic environment in accordance with FAA Order JO 7110.65Z. Used few improper phraseology terms, temporary and minor loss of situational awareness, maintained control and proper separation of all involved aircraft. Properly handled emergency situations (if applicable).	Unsafely provided ATC service to fixed or rotary wing aircraft during multi-ship air and air-land operations in a live (or simulator) air traffic environment in accordance with FAA Order JO 7110.65Z. Used unsafe number of improper phraseology terms, lost situational awareness, did not maintain control and/or separation of all involved aircraft. Improperly/dangerously handled emergency situations (if applicable).

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402 Austere Airfield Operations			
	Safely and effectively conducted tactical airfield establishment, operations, and collapse in accordance with DAFMAN 13-217 and local operating procedures pertinent to austere airfield operations.	Conducted tactical airfield establishment, operations, and collapse in accordance with DAFMAN 13-217 and local operating procedures pertinent to austere airfield operations with only minor discrepancies.	Unsafely and/or ineffectively conducted tactical airfield establishment, operations, and collapse in accordance with DAFMAN 13-217 and local operating procedures pertinent to austere airfield operations with many and/or major discrepancies.
403 Dive Supervisor			
	Determined method and area to employ. Good communication to diver. Correct DSPIs.	Employment method had omissions or lacked efficiency. DSPIs had minor errors.	Did not determine viable dive plan. Poor comms with diver. No profile map considered. Poor, unsafe, or no DSPIs.
404 Electromagnetic Spectrum Operations (EMSO)			
	Integrates with joint EMSO cell (JEMSOC) and conducts mission planning to incorporate given tactical problem with successful execution of CCDR objective or intelligence requirement. Conducts EMSO activities to include Electronic Warfare (EW) and Offensive Cyber operations. Geo-locates, destroys, degrades, disrupts, deceives, detects, or exploits enemy personnel, facilities, or equipment. Conducts assessment, including BDA, and reports as required according to concept of the operation (CONOP).	Integrates with JEMSOC. Conducts EMSO planning, execution, or assessment with minor errors that did not impact mission success as defined by the CONOP.	Fails to integrate with JEMSOC, or otherwise conducts EMSO planning, execution, or assessment with major errors that precluded mission success as defined by the CONOP.
405 Evasion Plan Of Action (EPA)			
	Brief and Execute EPA appropriately per mission profile.	EPA deviated from, not well briefed.	EPA not executed as briefed or omitted.
406 Extrication			
	Operated tools correctly and effectively. Considered and prevented inadvertent release of stored energy (electrical, hydraulic, kinetic, or potential). Takes appropriate measures to prevent injury to self or others.	Operated tools with some errors but did not jeopardize mission accomplishment. Considered but did not prevent inadvertent release of stored energy (electrical, hydraulic, kinetic, or potential). Takes some action to prevent injury to self or others.	Unable to operate tools correctly. Damaged tools through misuse. Sudden, unplanned release of stored energy. Exposed self or others to potential injury.
407 Fire Control Operations			
	Coordinated timely fire support. Established effective airspace coordination and deconfliction measures for attack aircraft.	Followed some terminal area protocols. Slow to coordinate fire support. Incomplete deconfliction measures for attack aircraft that did not impact mission or aircraft survivability.	Did not follow terminal area protocols. Did not coordinate fire support. Did not recognize airspace congestion. Did not establish deconfliction measures for attack aircraft.

ID	Q	Q-	U
408 Foreign Internal Defense (FID)			
Member demonstrated ability to successfully train and prepare foreign partner force. Demonstrated understanding of Tactics, Techniques, and Procedures and Standard Operating Procedures and effectively communicated them. Gauged partner force proficiency and adjusted as necessary. All operations were safe.	Minor deviations or deficiencies that did not detract from mission success or degrade safety.	Major lapses in judgement or procedure that resulted in mission failure or safety issues.	
409 Forward Arming and Refueling Point (FARP)			
Safely and effectively surveyed, established, operated and retrograde a FARP in accordance with AFI 11-235.	Surveyed, established, operated and retrograded a FARP, with only minor discrepancies in accordance with in accordance with AFI 11-235.	Unsafely and/or ineffectively surveyed, established, operated and retrograded a FARP, with several discrepancies in in accordance with AFI 11-235.	
410 Identity Activities, Sensitive Site Exploitation (SSE)			
Understands and adheres to operational authorities per commander’s guidance. Conducts functions and actions that appropriately recognize and differentiate one entity from another, to support decision making with focus on Anti-Access/Area Denial threats. Given a tactical problem, collects, processes, and exploits identity attributes and physical materials. Actions support the identification, characterization, and tracking of threat actors, and/or access to critical infrastructure, key assets, and cultural properties.	Understands and adheres to operational authorities per commander’s guidance. Conducts identity activities with minor errors that did not impact mission success, or actions fail to support identification, characterization or tracking of threat.	Does not understand, or fails to adhere to operational authorities per commander’s guidance. Conducts identity activities with major errors that precluded mission success, actions notionally risk adjacent missions, operations, campaigns, or strategic initiatives.	
411 Land Search Team Member			
Carried appropriate food, water, clothing, and signaling gear. Understood assigned tasks, objectives, communication plan, and emergency plan. Searches assigned area efficiently.	Did not have some important items. Uncertainty regarding assigned tasks, objectives, communication plan, and emergency plan. Inefficient use of time, tools, resources. Searches outside assigned area. Any or all above degraded but did not prevent mission accomplishment.	Does not have essential items. Does not know assigned tasks, objectives, communication plan, and emergency plan. Fails to record and report area searched or evidence found. Becomes lost to the point of requiring assistance from another search team.	

ID	Q	Q-	U
412 Long Range Precision Engagement Operations			
Accomplished four phases of the operation with no deficiencies: (1) pre-checks, rehearsals, and back-briefs, (2) insertion/infiltration, (3), hide site selection, construction, occupation, and shot execution, and (4) exfiltration/extraction. All phases may be notional, pending evaluator feasibility determination, except phase 1 and shot execution. Demonstrated tactical engagement proficiency as a shooter and spotter. Overcame evaluator-injected weapons and equipment malfunctions (e.g., forced to manually range targets). Effectively grouped, conducted alternate weapon fire, and defeated minimum number of presented targets within an allotted time and for an assigned field of fire.	Accomplished four phases of the operation with minor deficiencies that did not hinder mission success. Demonstrated shooter and spotter proficiency, and overcame injected malfunctions with minor errors that did not hinder mission success. Effectively grouped, conducted alternate weapon fire, and defeated minimum number of presented targets within an allotted time and for an assigned field of fire.	Neglected or unsatisfactorily completed any of the four phases. Failed to demonstrate shooter and spotter proficiency, or failed to overcome injected malfunctions. Failed to group, conduct alternate weapon fire, or defeat minimum number of presented targets within the allotted time. Recklessly engaged targets outside field of fire.	
413 LZ/DZ/HLZ Surveys			
Effectively surveyed LZ, DZ, and/or HLZ in accordance with DAFMAN 13-217 with zero or very few errors, none of which were errors that did or would cause a safety issue.	Surveyed LZ, DZ, and/or HLZ in accordance with DAFMAN 13-217 with few errors, none of which were errors that did or would cause a safety issue(s).	Ineffectively surveyed LZ, DZ, and/or HLZ in accordance with DAFMAN 13-217 with many errors, of which were errors that did or would cause a safety issue(s).	
414 Mass Casualty Incident			
Knows unit Mass Casualty Incident standard operating procedures. Establishes CCP in appropriate location. Efficiently conducts search and triage. Accurately records location and priority of patients. Minimizes treatment outside of CCP. Treatment in CCP is rendered to do the greatest good for the greatest number. Patients evacuated in order that makes most efficient use of resources while maintaining highest possible standard of care.	Requires some explanation of unit Mass Casualty Incident standard operating procedures. Establishes CCP in problematic location. Slowly conducts search and triage. Inaccurately Records location and priority of patients. Renders more treatment than appropriate outside of CCP. Patient(s) in CCP receive inappropriate level of care based on available resources. Patient(s) evacuated in order that makes less than optimal use of resources or results in unnecessarily decreased standard of care.	Does not know unit Mass Casualty Incident Standard Operating Procedures. Does not establish CCP. Fails to conduct search and/or triage. Loses patient location or priority. Becomes inappropriately focused on a single patient outside CCP. Neglects or consumes excessive resources on patient in CCP. Patients evacuated in order that causes significant waste of resources or places patient in serious jeopardy unnecessarily.	

ID	Q	Q-	U
415 Mission Support Site (MSS) Operations			
Identifies potential MSS during mission planning. Appropriately establishes MSS at least one terrain feature away from objective (METT-TC dependent) in location that facilitates internal and external signal communications. Established security and supervises final preparation of operators, weapons, & equipment in the MSS. Facilitates transfer of intelligence to higher HQ, and controls reconnaissance and surveillance elements into and out of the MSS. Conducts MSS breakdown and undetected exfiltration/extraction with 100% accountability of operators, weapons, and equipment.	Identifies potential MSS during mission planning. Establishes MSS in a sub-optimal location despite availability of a more tactically sound option. Suboptimal MSS does not hinder communications or mission success. Established security and supervises final preparation of operators, weapons, & equipment in the MSS. Facilitates transfer of intelligence to higher HQ, and controls reconnaissance and surveillance elements into and out of the MSS. Conducts MSS breakdown. Is detected during exfiltration/extraction, but detection does not hinder mission success and maintains 100% accountability of operators, weapons, and equipment.	Fails to establish MSS, or establishes MSS in an insufficient location despite availability of a tactically sound option. Insufficient MSS hinders communications or mission success. Fails to establish security and/or supervise final preparation of operators, weapons, or equipment in the MSS. Fails to facilitate transfer of intelligence to higher HQ, and/or fails to control reconnaissance and surveillance elements into and out of the MSS. Fails to conduct MSS breakdown, and/or is detected upon exfiltration/extraction, or conducts MSS breakdown with less than 100% accountability of operators, weapons, and equipment.	
416 Mountaineering Operations			
Effectively assesses current/approaching weather systems, anchor placement, surface conditions, route selection, and rope travel.	Assessed current/approaching weather systems, anchor placement, surface conditions, route selection, rope travel, but made marginal errors.	Ineffectively assesses current/approaching weather systems, anchor placement, surface conditions, route selection, and rope travel.	

ID	Q	Q-	U
417 Observation Post and Listening Post (OP/LP) Operations			
Identifies potential OP/LP during mission planning. Conducts leader's recon during execution and briefs remainder of team. Selects proper patrolling technique and route for approach to OP/LP. Constructs appropriate camouflage, hide sites, security measures, defensive measures, equipment requirements, and hasty-site/blow-out procedures & mechanisms. Establishes and maintains communications with MSS. Executes OP/LP mission according to requirements. Conducts OP/LP breakdown and undetected exfiltration/extraction according to plan, or conducts hasty-site/blow-out procedures, with 100% accountability of operators, weapons, and equipment.	Identifies potential OP/LP during mission planning. Conducts leader's recon during execution and briefs remainder of team. Selects proper patrolling technique and route for approach to OP/LP. Constructs appropriate camouflage, hide sites, security measures, defensive measures, equipment requirements, and hasty-site/blow-out procedures & mechanisms. Establishes and maintains communications with MSS. Executes OP/LP mission according to requirements with minor deficiencies that do not hinder mission success. Conducts OP/LP breakdown. Is detected during exfiltration/ extraction, but detection does not hinder mission success and maintains 100% accountability of operators, weapons, and equipment.	Fails to establish OP/LP, or establishes OP/LP in an insufficient location despite availability of a tactically sound option. Insufficient OP/LP hinders communications or mission requirements. Fails to conduct leader's recon and/or fails to brief remainder of team. Does not construct appropriate camouflage, hide sites, security measures, defensive measures, equipment requirements, and hasty-site/blow-out procedures & mechanisms. Fails to establish or maintain communications with MSS. Fails to execute OP/LP mission, according to requirements. Fails to conduct OP/LP breakdown, and/or is detected upon exfiltration/extraction, or conducts OP/LP breakdown with less than 100% accountability of operators, weapons, and equipment.	
418 Operational Preparation of the Environment (OPE)			
Integrates with joint operational support activities or sensitive activities cells and conducts mission planning to incorporate given tactical problem with successful execution of CCDR objective or intelligence requirements/CCIRs. Conducts OPE activities to set conditions for mission execution. CCIR dependent: develops knowledge of the operational environment; establishes human, physical, or virtual infrastructure; conducts target development. METT-TC dependent: executes active and passive observation; area and network familiarization; site surveys; mapping the information environment. Selects appropriate techniques for mission and activity.	Integrates with joint operational support activities or sensitive activities cells. Applied improper or inappropriate OPE technique(s) for required mission & activity, or omitted an appropriate technique, which marginally impacted mission but did not inhibit mission success.	Fails to integrate with joint operational support activities or sensitive activities cells. Misunderstood CCIR or required OPE mission & activity. Applied improper or inappropriate OPE technique(s) for required mission & activity, or omitted an appropriate method, which precluded mission success. Actions notionally risk adjacent missions, operations, campaigns, or strategic initiatives.	

ID	Q	Q-	U
419 Small Unmanned Aircraft Systems Operations (SUAS)			
Incorporates flight planning into concept of operations (CONOP) and mission planning, and aligns with commander approved concept of employment (CONEMP). Conducts takeoff/launch, mission, and landing according to demonstrated systems knowledge, applicable airspace rules/procedures, and mission requirements. All phases may be notional, pending evaluator feasibility determination, except flight planning, mission planning, and demonstrated system knowledge, and demonstrated knowledge of applicable airspace rules/procedures. At minimum, adheres to all requirements within AFMAN 11-502	Incorporates flight planning into CONOP and mission planning with minor deficiencies that do not hinder mission success, and aligns with commander approved CONEMP. Conducts takeoff/launch, mission, and landing according to demonstrated systems knowledge, applicable airspace rules/procedures, and mission requirements with minor deficiencies that do not hinder mission success. Adhered to all requirements within AFMAN 11-502.	Fails to incorporate flight planning into CONOP and mission planning, and/or fails to align with CONEMP. Fails to conduct takeoff/launch, mission, and landing according to demonstrated systems knowledge, applicable airspace rules/procedures, and/or mission requirements. Failed to adhere to AFMAN 11-502.	
420 Special Reconnaissance (SR) Operations			
Accomplished all phases of an SR mission (planning, pre-checks /rehearsals, insertion/infiltration, mission execution, exfiltration /extraction). Insertion/infiltration and exfiltration/extraction phases may be notional, pending evaluator feasibility determination. Achieved target acquisition and/or specific data collection. At minimum, SR Operations will adhere to TCS, and periodicity per the SR CTL found in USSOCOM M 350-18.	Accomplished all phases of an SR mission (planning, pre-checks/rehearsals, insertion/infiltration, mission execution, and exfiltration/extraction) with minor deficiencies which did not hinder mission success (achieved target acquisition and/or specific data collection). Adhered to TCS per CTL of USSOCOM M 350-18 with minor deviations which did not hinder mission success.	Failed to accomplish all phases of an SR mission (feasible portions only). Committed deficiencies which hindered mission success (did not achieve target acquisition and/or specific data collection. Failed to adhere to TCS per CTL of USSOCOM M 350-18. Committed major deviations which hindered mission success.	

ID	Q	Q-	U
421 Surveillance Operations			
	Accomplished all phases of a surveillance mission (planning, pre-checks/rehearsals, insertion/infiltration, mission execution, and exfiltration/extraction). Insertion/infiltration and exfiltration/extraction phases may be notional, pending evaluator feasibility determination. Adequately organized surveillance sectors, and employed appropriate viewing techniques and fixed site equipment. Demonstrated superior knowledge of detection vulnerabilities, and mitigated appropriately. Conducted surveillance in accordance with mission parameters and target opportunities. Departed area undetected, leaving no sign of presence. Employed appropriate counter-tracking techniques upon departure.	Accomplished all phases of a surveillance mission (planning, pre-checks/rehearsals, insertion/infiltration, mission execution, exfiltration/ extraction) with minor deficiencies which did not hinder mission success. Organized surveillance sectors, and employed appropriate viewing techniques and fixed site equipment with minor errors that did not hinder mission success. Demonstrated adequate knowledge of detection vulnerabilities, and mitigated appropriately. Conducted surveillance in accordance with mission parameters and target opportunities. Departed area undetected, leaving small signs of presence which did were not identifiable. Employed appropriate counter-tracking techniques upon departure with minor deficiencies which did not hinder mission success.	Failed to accomplish all phases of a surveillance mission (planning, pre-checks/rehearsals, insertion/infiltration, mission execution, exfiltration/ extraction). Poorly organized surveillance sectors, and/or employed inappropriate viewing techniques and fixed site equipment with major errors which hindered mission success. Failed to demonstrate adequate knowledge of detection vulnerabilities, and/or failed to mitigate vulnerabilities. Failed to conduct surveillance in accordance with mission parameters and/or target opportunities. Detected upon departure, and/or left large and identifiable signs of presence. Failed to employ counter-tracking techniques, or employed with major deficiencies which hindered mission success.
422 Swiftwater Operations			
	Established safety zone, sets up spotters, supervises system setup, rope management, patient care.	Established safety zone, sets up spotters, supervises system setup, rope management, patient care. Committed errors or omissions that did not jeopardize mission accomplishment.	Failed to establish safety zone, set up spotters, and supervise system setup, rope management or patient care. Committed errors that jeopardized mission accomplishment.
423 Tactical Combat Casualty Care (TCCC)			
	Performed the correct intervention at the correct time in the continuum of field care by managing the three distinct casualty management phases during the combat mission: 1. Providing care under fire 2. Tactical field care 3. Combat casualty evacuation as needed.	Did not perform the correct intervention at the appropriate time but the intervention did not lead to further casualties.	Performed the wrong intervention at the incorrect time in the continuum of field care that reduced the standard of care of the survivor and led to further casualties.
424 Technical Rescue/Rigger Operations			
	Conduct a light/fast technical response, signals (voice/ whistle/hand) correctly, Establishes safe, roped rescue/access/traverse system for the intended operation. Demonstrated proper rope management. Correctly packaged patient. Passed three tests of a safe system (white board, critical points, and whistle).	Did not adequately conduct a light/fast technical response. Signals, rescue/access/ traverse system and rope management demonstrated with few errors. Packaged patient. Passed three tests of safe with minor deviations.	Did not pass three tests. Could not conduct light/fast technical response. Unfamiliar with rescue/access/traverse system and rope management. Rescue system inadequate for slope.

ID	Q	Q-	U
425 Underwater Search Team Member			
Clearly understands arc, walking shoreline, jack stand search patterns. Communicates effectively between diver and line tender. Maintains taught search lines. Accurately marks locations of found evidence. Executes search efficiently.	Requires explanation of patterns prior to search. Inaccurately marks locations of found evidence. Area searched not accurately recorded. Executes search inefficiently.	Cannot execute search patterns due to lack of understanding. Loses / cannot relocate found evidence. Does not record area searched. Area must be re-searched due to poor searcher skills.	
426 Water Surface Search Team Member			
Clear understanding of creeping line, sector, expanding square search patterns. Accurately records area searched using GPS. Executes search efficiently.	Requires explanation of patterns prior to search. Area searched not accurately recorded. Executes search inefficiently.	Cannot execute search patterns due to lack of understanding. Does not record area searched. Area must be re-searched due to poor searcher skills.	
427 Survivor Contact and Handling			
Team controlled survivor. Contact procedures were accurately followed. Considered stealth walking procedures. Appropriate use of force to control survivor.	Team had limited control of survivor. Some contact procedures followed. Too much or too little use of force to control survivor.	Survivor controlled the situation not team. Contact procedures were not followed.	
428 Medical Assessment/Treatment/Packaging			
Patient assessed, treated and packaged correctly and efficiently in accordance with <i>Pararescue Medical Operations Handbook</i> .	Patient assessed, treated and packaged with minor, non-detrimental deviations to procedures in <i>Pararescue Medical Operations Handbook</i> . Non-life, limb, or eyesight threats missed or address inefficiently. Patient packaging did not consider patient comfort (METT-TC) but patient was secure.	Life, limb, or eyesight threats missed or address inefficiently. Patient packaging did not adequately secure the patient or otherwise threatened patient survivability.	
500 EXFILTRATION/EXTRACTION			
501 Enroute – Exfiltration			
Coordinated follow-on actions with proper entity for higher care/reintegration /detainment/exploitation/ debrief	Same as “Q”, except for minor deviations which did not interfere with safe mission accomplishment or unnecessarily aggravate the survivor's condition.	Follow-on considerations not addressed or made unnecessary decisions adversely affecting patients or mission assets.	
502 Fast Rope Insertions/Extraction System			
Closely monitors aircraft path and position correctly rigging extraction loops in a smooth, controlled, safe manner. Rigged according to even or odd number of operators. Used hand/arm signals as needed.	Aware of aircraft and position but needed unusual amount of time to rig extraction loops. Hand/arm signals had minor errors.	Unable to recover to aircraft because improperly rigged to extraction loops in a careless, uncontrolled manner. Not rigged according to even or odd number of operators. No hand/arm signals used. Did not face in the direction of the traveling helicopter once rigged. Connection of ropes crossed and tangled.	

ID	Q	Q-	U
503 (H)LZ Operations			
Operator identified effective (H)LZ allowing smooth unobstructed operations in the terminal area by supporting vehicle.	Operator identified less than optimum (H)LZ. Terminal area operations by supporting vehicle hampered by (H)LZ selection or identification.	Operator did not identify the (H)LZ. Supporting vehicle unable to operate in terminal area of selected (H)LZ. Unable to demonstrate (H)LZ general knowledge.	
504 Hoist			
Successful hoist recovery. Understands and operates within the capabilities and limitations of the hoist. Correctly followed emergency procedures. Cable slack held to a minimum.	Successful hoist recovery with some deviations. Incomplete understanding of capabilities and limitation of the hoist.	Unsuccessful hoist recovery. Clearly lacked understanding of critical capabilities and limitations of hoist. Excessive cable slack. Exceeded maximum load, cable shear, limitations. Incorrect general control or function procedures.	
505 Maritime – Boat Raise to Large Vessel			
Operator coordinates clear recovery plan with vessel. Conducts lift from leeward side of recovery ship. Wears helmet, flotation, lighting (night). Utilizes bow painter. Avoids being directly under ship's shackle. Does not raise CRRC with personnel aboard.	Marginal coordination with vessel creating a plan with few errors. Confusion between vessel and CRRC creates some delays.	Does not coordinate with vessel. Attempts lift on windward side in rough seas. Does not wear helmet, flotation, lighting (night). Does not use bow painter. Does not attempt to avoid being directly under shackle. Raises CRRC with personnel aboard.	
506 Maritime – Small Boat Underway to Helicopter			
Operator coordinated clear recovery plan with helicopter. Maintains CRRC underway into the wind at appropriate speed. Prepares survivors / team members for hoist prior to arrival of rotor wash. Maintains stable CRRC to maximum extent possible during hoist. Hoisting executed efficiently without serious entanglement or excessive pendulum caused by CRRC occupants.	Incomplete recovery plan resulted in confusion and delays between helicopter and CRRC. CRRC varies direction and speed unnecessarily. Operator/survivor/team member not ready for rotor wash arrival.	Does not coordinate with helicopter prior to commencing hoist. Deliberately attempts hoist with CRRC dead in the water. Does not consider wind / wave direction. Serious entanglement caused by CRRC occupants.	
507 Medical Transportation			
Moved patients under medical supervision to and between medical treatment facilities by air transportation accurately and timely assessing all transportation options. Coordinated local air/ground transportation.	Moved patients under medical supervision to and between medical treatment facilities by air transportation assessing some transportation options. Coordinated local air/ground transportation. Committed errors of omissions that did may have hampered but did not prevent mission accomplishment.	Movement of patients was NOT under medical supervision nor to adequate level of care by air/ground transportation in an accurately and timely manner. Committed errors which prevented mission accomplishment.	

ID	Q	Q-	U
508 Recovery Vehicle (RV) Integration			
Coordinated RV Exfiltration/Extraction. Effectively communicated terminal area game plan, Threat/Location/Condition, and load plan to RV.	Coordinated RV Exfiltration/Extraction. Committed errors of omissions that degraded RVs understanding of terminal area plan, caused delays in the terminal area, or increased Risk to Force and Risk to Mission.	Did not coordinate RV for Exfiltration/Extraction. Terminal area coordination put RV in high threat area or at extreme Risk to Force.	
509 Reintegration Phase 1			
Cared for returnee’s immediate needs, followed proper reintegration checklist to ensure proper procedure, provided oversight for or accomplished SERE debrief. Addressed needs for further care or Phase 2+ considerations. Note: May be a table top discussion, particularly if the scenario did not have a returnee.		Did not care for returnee’s immediate needs. Did not follow checklist or guidance. SERE debrief not accomplished.	
510 Rope Ladder			
Thorough understanding of all rope ladder responsibilities and requirements. Understands the capability of aircraft used. Effectively climbed ladder in smooth, controlled, safe manner. Demonstrated hand and arm signals as needed.	Some understanding of rope ladder requirements. Marginal inspection, maintenance and rigging of equipment. Hand and arm signals had minor errors.	No understanding of rope ladder responsibilities or requirements. Does not understand the capability of aircraft used. Demonstrates improper inspection, maintenance, or rigging of equipment. Demonstrates poor aircraft inspection. Did not climb rope. Does not know hand and arm signals.	
511 Short Haul			
Operator efficiently and effectively managed rope utilizing optimum knots, correct orientation and correct hardware. Operator managed rope without excessive slack. Operator attached to rope correctly. Executed correct hand/arm signals.	Operator effectively managed rope but with less than optimum knots, orientation or hardware. Operator needed unusual amount of to manage rope. Marginal use of hand/arm signals.	Operator did not effectively manage rope. Operator did not use correct knots/orientation/hardware. Operator did not attach to rope correctly. Executed incorrect hand/arm signals.	
512 Stokes with Barrelman			
Operator positively controlled patient at all times. Operator established optimum height to control the patient. Correctly checked pins or carabineers. Correctly followed entry protocols and safety procedures. If the patient is incapacitated, maneuvered patient to enter the cabin first. Executed correct hand/arm signals.	Operator controlled patient with some deviations. Operator established marginal height to control patient. Marginal use of hand/arm signals.	Operator did not adequately control patient. Operator established incorrect height to control patient. Did not check pins or carabineers. Did not follow safety procedures. Unable to correctly maneuver patient into cabin. Executed incorrect hand/arm signals. Critical signal: “ready to be picked up”.	

ID	Q	Q-	U
513 Supporting Vehicle			
	Operator effectively interoperated with Supporting Vehicle. Operator understood the capabilities, limitations and procedures of fixed wing, rotary wing, maritime, or ground vehicles as applicable to the scenario. Properly boarded the vehicle. Operator communicated to vehicle extraction site location, ingress/egress routes, and pertinent situational information.	Operator degraded interoperation with vehicle due to limited understanding of vehicle's capabilities, limitations and procedures. Limited communication with vehicle.	Operator unable to interoperate with vehicle without significant degradation. Operator used incorrect supporting vehicle capabilities, limitations and procedures to plan or execute recovery. Operator did not communicate to vehicle.
514 Tactical Vehicle Operations			
	Effectively cross-loaded equipment and personnel to allow redundant capabilities across the convoy. Successfully navigated route and passed accurate and timely execution checklist calls. Performed contingency maneuvers correctly. Maintained security during movement and at stops.	Minor deviances or discrepancies from standard operating procedures that did not result in mission failure or compromise of safety.	Actions resulted in mission failure or an avoidable compromise of safety.
515 Transload Operations			
	Operator planned and executed effective, efficient transload operations. Plan specifically addressed: number of patients, passengers, cargo carried; any special requirements, aircraft configuration, medical conditions and ground security. Executed correct hand/arm signals.	Operator executed transload operations. Transload plan did not contain sufficient detail to prevent confusion. Marginal use of hand/arm signals.	Operator did not plan transload operations. Transload operations were significantly degraded. Operator did not relay number of casualties by triage category: immediate, delayed, minimal, and expectant. Neglected survivor's injuries, to include mechanism of injury, stable or unstable, and treatment performed while transloading. Ground security not assessed. Executed incorrect hand/arm signals.
600 POST OPERATION			
601 Debrief			
	Debriefed mission using specific, non-threatening positive and negative feedback of team and individual performance. Provided specific ways to correct errors. Asked for inputs from others. Re-capped key points and compared mission results with mission objectives.	Debriefed mission without specific, non-threatening positive and negative feedback on individual and team performance. Did not consistently seek input from others. Incomplete or inadequate re-cap of key points and comparison of mission results to mission objectives.	No team debrief. Sequence was disorganized and illogical. Did not use training aids. Presentation created doubts or confusion and omitted major events. Did not use approved debriefings. Did not provide non-threatening positive and negative feedback during debriefing. Did not seek input from others. Did not re-cap key mission points nor compare mission results to mission objectives.

ID	Q	Q-	U
602 After Action Procedures and Reporting			
All reports and paperwork competed; Consolidated Mission Report, After Action Repots, Patient Care Reports, and other mission essential documents. (Training documentation filed with ARMS, etc.).	Minor errors or omissions in reports and/or training documentation	Reports and paperwork not filed or filed with major errors or omissions.	
603 Reconstitution			
All Team and personal equipment is cleaned and returned to mission status. All water gear is rinsed and hung to dry.	Some personal or non-essential team equipment was overlooked. Water gear is stored in a manner that would impair follow on missions.	Any mission essential team gear is not returned to mission ready status.	
604 Reintegration (Phase 2)			
Ensured no more than 4 hours per day individual debriefings. Group decompression and personal prep time honored Continued medical care as needed. Continuation Phase II Debriefing/Decompression Begin Group debriefing. Continue group decompression and personal prep time. Continue medical care as needed.	Minor omissions or errors not affecting outcome of reintegration or well-being of returnee	Did not follow decompression protocol. Did not continue the reintegration process. Did not provide on scene management.	

Attachment 5

INSTRUCTOR EVALUATION CRITERIA

A5.1. Instructor Evaluations. INSTR evaluations will meet the minimum requirements in **Table A5.1 (T-2)**. **Note:** AETC formal instructor and AFMAN 13-112v2 JTAC-I evaluations may be used in place of these requirements.

Table A5.1. Instructor Evaluation Grading Areas.

ID	AREA	INSTR
900	Instructional Ability	R
901	Instructor Knowledge	R
902	Briefings / Debriefings	R
903	Demonstration of Tasks	R
904	Open Book Test	R

Table A5.2. Instructor Evaluation Criteria.

AREA	Q	Q-	U
900. Instructional Ability	Demonstrated excellent instructor/evaluator ability. Clearly defined all mission requirements and any required additional training/corrective action. Instruction was accurate, effective and timely. Was completely aware of task/mission situation at all times.	Problems in communication or analysis degraded effectiveness of instruction.	Demonstrated inadequate ability to instruct. Unable to perform, teach or assess techniques, procedures, systems use or tactics. Did not remain aware of task/mission situation at all times.
901. Instructor Knowledge	Demonstrated in-depth knowledge of procedures, requirements, equipment systems/performance characteristics, mission and tactics beyond that expected of non-instructors. Demonstrates thorough knowledge of governing guidance.	Deficiencies in depth of knowledge, comprehension of procedures, requirements, equipment systems/ performance characteristics, mission, tactics or governing guidance.	Unfamiliar with procedures, requirements, equipment systems/ performance characteristics, mission, tactics or governing guidance. Lack of knowledge in certain areas seriously detracted from instructor effectiveness.
902. Briefings / Debriefings	Presented a comprehensive, instructional briefing/debriefing which encompassed all mission tasks. Made excellent use of training aids. Excellent analysis of all tasks/maneuvers. Clearly defined objectives. Gave positive and negative performance feedback at appropriate times—feedback was specific, objective, based on observable behavior, and given constructively. Re-capped key points/compared mission's results with objectives. When appropriate, took the initiative and time to share operational knowledge and experience.	Minor errors or omissions in briefing/debriefing or mission critique. Occasionally unclear in analysis of tasks or maneuvers. Some feedback given, but was not always given at appropriate times and not always a positive learning experience for the entire formation. Debrief covered the mission highlights but was not specific enough.	Major errors or omissions in briefing/debriefing. Analysis of tasks or maneuvers was incomplete, inaccurate or confusing. Did not use training aids/reference material effectively. Briefing/debriefing below the caliber of that expected of instructors. Failed to define mission objectives. Feedback not given or given poorly. Attempted to hide mistakes. Elected not to conduct flight debrief.

903. Demonstration of Tasks	Performed required tasks within accepted norms in accordance with current guidance. Provided concise, meaningful in-event commentary. Demonstrated excellent instructor proficiency.	Performed required tasks with minor deviations from accepted norms. In-event commentary was sometimes unclear.	Was unable to properly perform required tasks. Made major procedural errors. Did not provide in-event commentary. Demonstrated below average instructor proficiency.
904. Open Book Test	Correctly and efficiently locate information in references that the instructor would not be expected to have memorized.	Struggles to locate information in references.	Fails to locate information in references.

Attachment 6

EVALUATOR UPGRADE

Table A6.1. Minimum Requirements for AFSPECWAR Evaluator Upgrade Training Plan.

Classroom Training
Complete an evaluator academic course that provides: Stan/Eval Upgrade Procedures, Stan/Eval Organization, Stan/Eval Duties and Responsibilities, Stan/Eval Governing Publications, AFSPECWAR MSN Evaluations Scenario Development, Go/No-Go Procedures Publications Test, Conduct of Ground Phase Evaluation, Conduct of Employment Phase AFSPECWAR Evaluation, Conduct of Employment Phase AFSPECWAR Instructor Evaluation, Conduct of Employment Phase evaluator SPOT Evaluation, Failure and Additional Training Procedures, Evaluation Documentation, and AFSPECWAR Training & Evaluation Record Review.
Understand AFSPECWAR and aircrew references per flight/ground safety standards and governing supplements/instructions.
Task Training
Develop two complete AFSPECWAR MSN evaluation scenarios to include an OPORD/CONOP.
Full Mission Profile Event #1: Observe a certified evaluator providing evaluation to an AFSPECWAR operator during an AFSPECWAR MSN evaluation from notification of evaluation through evaluation form debrief.
Full Mission Profile Event #2: Conduct a mock AFSPECWAR MSN evaluation, from tactical scenario development through evaluation debrief and evaluation form completion.