

DEPARTMENT OF THE AIR FORCE  
Headquarters, United States Air Force  
Washington, DC 20330-1700

Air Force Job Qualification Standard  
3F1X1 ICBM Food Service Specialist  
18 December 2020

Air Force Job Qualification Standard (AFJQS)  
Intercontinental Ballistic Missile (ICBM) Food Service Specialist  
(3F1X1)

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1. **PURPOSE.** This AFJQS identifies task and duties required to perform and maintain qualifications as an ICBM Food Service Specialist in a Missile Alert Facility (MAF). It provides the minimum training requirements and standardized on-the-job training (OJT). Use this document to plan and record all duty-position related training, and as a basis for preparing a Master Training Plan (MTP). The AFJQS will remain in effect until superseded or rescinded.

2. **TASK QUALIFICATION.** Personnel will be qualified to the GO/NO GO standards on this AFJQS. Go means the individual can perform the task without assistance, utilizing appropriate instructions or other procedural guidance. Go also means that the individual meets local requirements for accuracy, timeliness, and correct use of procedures. This AFJQS pertains to all organizations that support ICBM Food Service positions.

3. **TRAINING DOCUMENTATION AND TRAINER/CERTIFIER IDENTIFICATION.** Document training required by this AFJQS in accordance with AFI 36-2651, *Air Force Training Program*. Documentation will be maintained in the member's OJT record in the Air Force Training Record (AFTR). Trainer and trainees will use this AFJQS in conjunction with the 3F1X1 Career Field Education and Training Plan (CFETP). Use the AF Form 797, Job Qualification Standard Continuation for additional/locally required tasks. Missile Alert Facility Feeding Operations (MAFFO) personnel training guidance and position descriptions are outlined in the MAFFO Handbook that can be retrieved from the AFSVC Portal. <https://cs2.eis.af.mil/sites/10042/Pages/FoodandBev/APFOps.aspx>

4. This AFJQS has been coordinated with all applicable CFMs. Overall POC for this AFJQS is HAF/A1S, DSN 260-1266, [usaf.pentagon.af-a1.mbx.af-a1s-workflow@mail.mil](mailto:usaf.pentagon.af-a1.mbx.af-a1s-workflow@mail.mil).

BY ORDER OF THE SECRETARY OF THE AIR FORCE

OFFICIAL

MESHELLE I. DYER, CMSgt, USAF  
Services Career Field Manager

Attachment:  
Air Force Job Qualification Standard

PART II. AFJQS ICBM FOOD SERVICE SPECIALIST TASK LIST					
		CERTIFICATION			
Task Number	Tasks, Knowledge and Technical References	Start Date	Complete Date	Trainee Initials	Trainer Initials
<b>1</b>	<b>MISSILE ALERT FACILITY SPECIFIC RESPONSIBILITIES</b> <b>TR: AFI 34-202; MAFFO Handbook</b>				
1.1	Dispatch requirements				
1.2	Perform entry procedures				
1.3	Identify duress procedures				
1.4	Identify bomb threat procedures				
1.5	Operate below ground jack box/VHF radios (if applicable)				
1.6	Identify escort requirements				
1.7	Operate Launch Control Center (LCC) elevator				
1.8	Operate tunnel junction/LCC blast door				
1.9	Perform Post Brief				
1.10	MAF Equipment Orientation				
1.11	Personnel Reliability Assurance Program (PRAP) Familiarization TR: AFMAN 13-501				
1.12	Cardiopulmonary Resuscitation (CPR) Procedures				
1.13	Code Familiarization TR: AFGSCI 13-5301 V5				
1.14	Nuclear Surety Familiarization TR: AFGSCI 31-101				
1.15	Controlled Area Training				
<b>2</b>	<b>MISSILE ALERT FACILITY EMERGENCY RESPONSIBILITIES</b> <b>TR: MAFFO Handbook, AFI 32-2001, 91-203; AFMAN 32-4004; AFD 10-8;</b>				
2.1	Perform Emergency Response Support Actions				
2.2	Use safety equipment applicable to emergency response actions				
2.3	Perform Fire Prevention Procedures				
2.4	MAF Specific Vehicle training (skid, gravel, human fatigue, route familiarization, vehicle familiarization, basic driver's safety.) TR: AFGSCI 91-210				
<b>3</b>	<b>MISSILE ALERT FEEDING FACILITY OPERATION (MAFFO)</b> <b>TR: AFMAN 34-240, 48-147; MAFFO Handbook</b>				
3.1	Menus				
3.2	Display menu items/prices for guests				
3.3	Customer eligibility				
3.4	Thaw meats				
3.5	Date/Time Labeling Guidelines				
3.6	Report hazards using USAF Hazard Reporting on AF form 457				

3.7	Manager-level Food Handlers training TR: AFMAN 48-147; Tri-Service Food Code				
<b>4</b>	<b>ACCOUNTING, MISSILE ALERT FACILITY</b> <b>TR: AFMAN 34-240; Food Service Accountant's</b> <b>Guide; MAFFO Handbook; Services Installation</b> <b>Support Portal; ICBM Food Service Automated</b> <b>Inventory System (CrunchTime) Handbook; AF</b> <b>Food Service 1119, Missile Feeding Summary</b>				
4.1	Manual Forms & Reports				
4.1.1	AF Form 27, Food Service Customer Survey (or equivalent)				
4.1.2	AF Form 79, Head Count Record				
4.1.3	AF Form 1305, Receipt for Transfer of Cash and Vouchers				
4.1.4	AFGSC Form 1650a, Ala Carte System Daily Dining Facility Summary				
4.2	Conduct self-inspection				
4.3	Complete change over checklist				
<b>5</b>	<b>NCOIC, ICBM FEEDING OPERATIONS</b> <b>TR: MAFFO Handbook</b>				
5.1	Staff orientation				
5.2	Attend Public Health Food Supervisors Safety Course				
5.3	Conduct monthly Missile Alert Facility visit				
5.4	Prepare Missile Alert Facility visit report for MAFFO Section Chief				
5.5	Validate ICBM Food Service financials IAW current Automated Inventory System (CrunchTime) and paperwork;				
5.6	Verify & process MAF inventories IAW current Automated Inventory System Handbook (CrunchTime) and (SAIT)				
5.7	Validate AF Food Service 1119, Missile Feeding Summary				
5.8	AF Form 1254, Register of Cash Collection Sheets				
5.9	Conduct No-Notice Inspections				
5.10	Certify Food Service Specialists				
5.11	Identify Dispatch Requirements				
5.12	Complete AFGSC Form 245, Authenticator Assignment/Entry Authorization				
5.13	Complete AFGSC Form 246, Multiple Dispatch/Pre-Dispatch/Approved Dispatch				
<b>6</b>	<b>TRAINER, MISSILE ALERT FEEDING</b> <b>TR: AFMAN 34-240, 48-147; MAFFO</b> <b>Handbook</b>				
6.1	Conduct MAFFO qualification training				
6.2	Conduct proficiency training				
6.3	Conduct ancillary training				
6.4	Conduct recurring training				
6.5	Maintain AFTR				

6.6	Develop and update training objectives/lesson plans for MAFFO tasks				
6.7	Develop AF Form 797s in Air Training Record (AFTR) for localized requirements				
6.8	Conduct Controlled Area training				
6.9	Oversee Food Safety Protection and Manager's Food Safety Protection training program TR: AFMAN 48-147				
<b>7</b>	<b>PROTECTION OF ASSETS</b> <b>TR: AFIs 34-202, 34-209, 34-246, 65-106;</b> <b>AFMANs 23-110, 34-201, 34-204, 34-214; 34-240; AFPD 34-2; MAFFO Handbook</b>				
7.1	Perform Change Fund Procedures				
7.2	Perform Anti-Robbery Procedures				
7.3	Complete & enter inventories IAW instruction in current MAFFO Inventory				
7.4	AF Form 3516, Food Service Inventory Transfer Receipt				