

TRAINER GUIDANCE

Line Item 1.4 *Locate and reference transportation forms, publications, and technical orders*

Prerequisites:	<ol style="list-style-type: none"> 1. Trainee has no prerequisites. 2. Trainer will establish a timeline for completing the required training with the trainee.
Training References:	<ol style="list-style-type: none"> 1. ePublications (https://www.e-publishing.af.mil/) 2. ETIMS – Enhanced Technical Information Management System (https://etims.cce.af.mil/ETIMS/index) 3. Defense Travel Regulation (https://www.ustranscom.mil/dtr/)
Additional Supporting References:	Not applicable.
Training Support Material:	Not applicable.
Specific Techniques:	Not applicable.
Criterion Objective:	<ol style="list-style-type: none"> 1. Upon completion of training, the trainee will: <ol style="list-style-type: none"> a. Know the different publications and forms associated with the air transportation career field. b. Locate information within publications. c. Locate forms used. 2. Trainee will: <ol style="list-style-type: none"> a. Review the training objectives. b. Review the training references. c. Perform the training with assistance from the trainer. d. Perform an unassisted evaluation under the observation of the trainer. 3. Trainer will: <ol style="list-style-type: none"> a. Review the training objectives. b. Review the training references. c. Conduct the training using the attached lesson plan and the Task Evaluation Checklist (TEC). d. Perform remedial training if necessary. e. Comply with the duties outlined in AFI 24-605, Vol. 5, Chapter 2, Air Transportation Operations.
NOTES to Trainer:	<p>This lesson plan is designed for hands-on training (demonstration-performance). Aerial port missions are inherently different from station to station; training sessions may or may not easily lend themselves to hands-on training. Therefore, it is imperative that trainers demonstrate, document, and verify training using a variety of hands-on and scenario-based techniques to achieve the desired proficiency prior to signing the Task Evaluation Checklist (TEC).</p> <p>For the purpose of this TTG, the term “publication” refers to any written document such as and AFI, pamphlet, manual, or technical order. This TTG supports CFETP task 1.4.</p>

TASK STEPS

Line Item 1.4 *Locate and reference transportation forms, publications, and technical orders*

Learning Objective 1: Upon completion of training, the trainee will know how to identify the most common publications and forms in the 2T2X1 career field.

1.. AF 24 series

a. Serves as the Transportation guidance. Supersedes AMCI 24-101 and AMCI 24-114

2.. DOD 4500 Series

a. Defense Transportation Regulation 3.

Technical orders for equipment or aircraft

a. ETIMS – Enhanced Technical Information Management System

Learning Objective 2: Upon completion of training, the trainee will know how to find publications and forms utilized in the 2T2X1 career field.

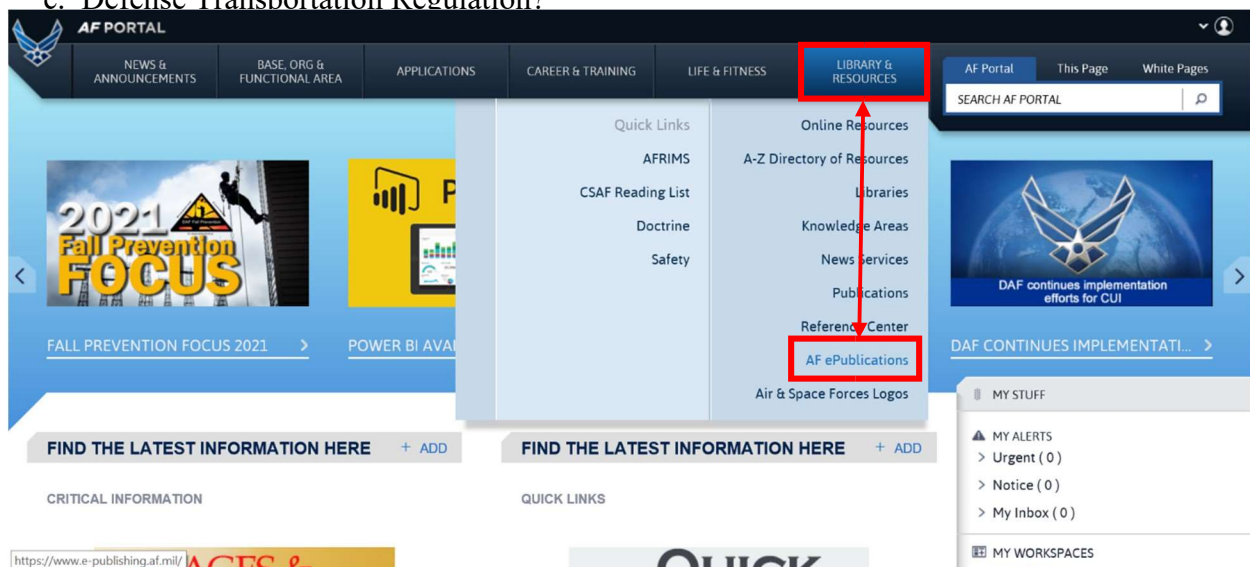
1. Copies that are printed out in your office

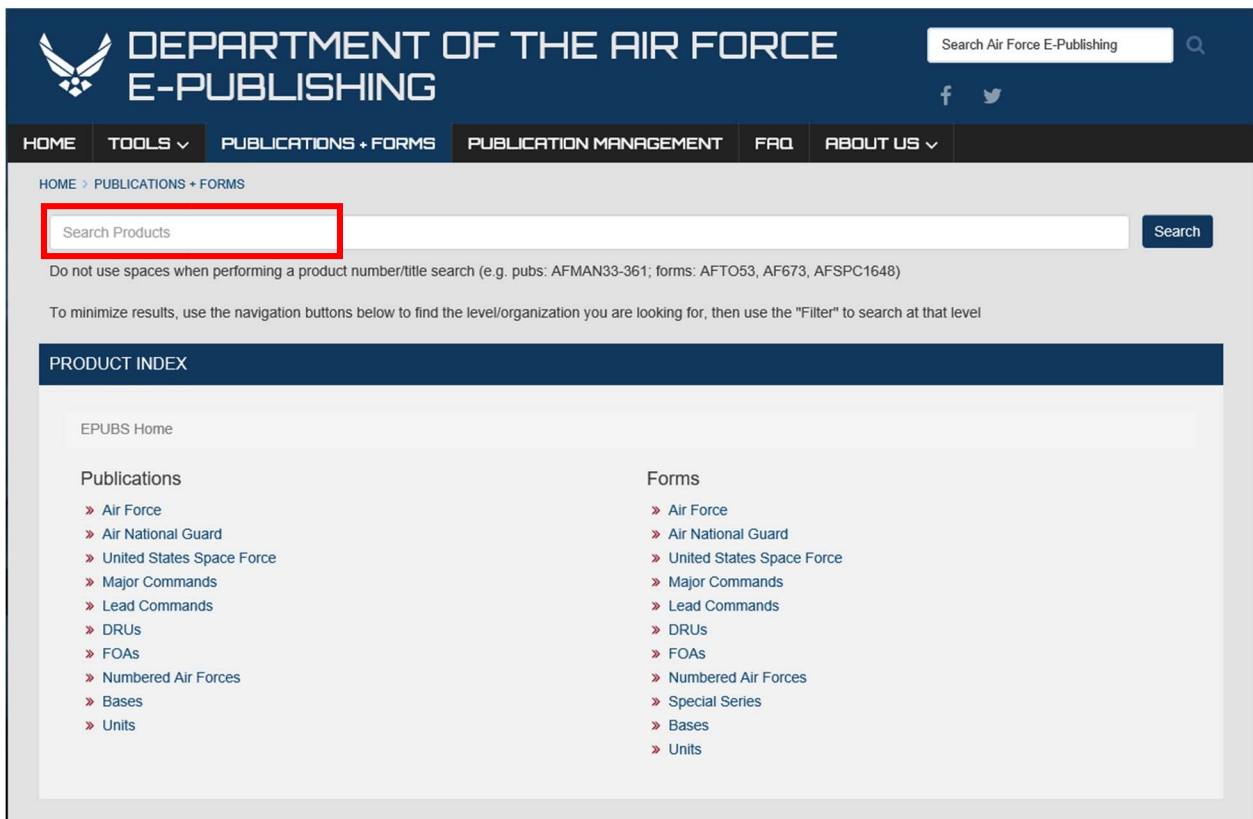
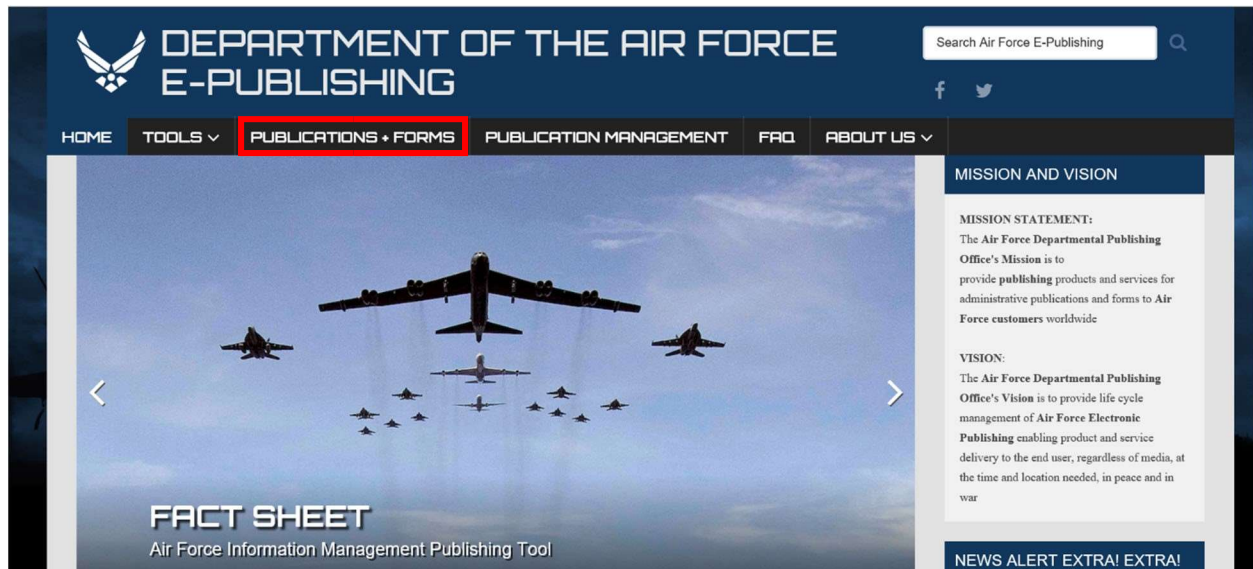
a. For regulations and forms: <https://www.e-publishing.af.mil/>


b. For Technical Orders: <https://etims.cce.af.mil/ETIMS/index>

NOTE: To access TOs in the ETIMS site, you will need to gain access from your unit's Technical Order Distribution Office (TODO).

c. Defense Transportation Regulation?







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PRODUCT INDEX

EPUBS Home / Search: 24-605

Show 1 entries

Product Number	Product Title	Published	Certified Current	Last Action	GM Date
AFI24-605V1	AIR TRANSPORTATION ORGANIZATION AND STRUCTURE	01 Jul 2020	01 Jul 2020	Rewrite	
AFI24-605V2	AIR TRANSPORTATION OPERATIONS	01 Jul 2020	01 Jul 2020	UpdateContact	
AFI24-605V3	AIR TRANSPORTATION FUNCTIONS AND UNILATERAL AIR-CREW TRAINING	01 Jul 2020	01 Jul 2020		
AFI24-605V4	AIR TRANSPORTATION RESERVE COMPONENT	01 Jul 2020	01 Jul 2020	Correction	
AFI24-605V5	AIR TRANSPORTATION STANDARDIZATION AND RESOURCES	01 Jul 2020	01 Jul 2020		

**USTRANSCOM**
United States Transportation Command

Doing Business with
USTRANSCOM

Moving Passengers
and Cargo

**Defense Transportation
Regulations**

Defense Personal
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Passenger

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Human Remains

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Human Remains
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DTR Volume

Passenger Movement (Part I)

Cargo Movement (Part II)

Mobility (Part III)

Personal Property (Part IV)

Customs (Part V)

Intermodal (Part VI)

Human Remains (Part VII)

Quick Links

Acronyms/Abbreviations

Change Requests

Definitions

Missions, Roles, & Responsibilities

References

DTR Comment Resolution Matrix

ETIMS

Main Menu

User

anthony.m.anderson1

Account

None

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TO Change Requests

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ETIMS

User

anthony.m.anderson1

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My TOs/CPINs

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My Libraries

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Value

ASL

Show Direct Assignment Only ☒

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Libraries for : anthony.m.anderson1

Rows : 1

ASL Number	Direct Assignment	Inherited Assignment	Can View TOs?	TOs/CPINs	Actions
1 F*183B.eTO Library	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>		

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Jump

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Last Modified: 2021-04-03

ETIMS

User

anthony.m.anderson1

Home

My Libraries

My TOs/CPINs

Data Discrepancies

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Library's TO/CPIN List

Filter

Value

TO Number/CPIN

Title

Clear Filter

Apply Filter

TOs/CPINs for : F*183B.eTO Library

Rows : 442

TO Number/CPIN	Date	Status	Title	Proponent	MAJCOM	Base	Account	Action
1 00-5-1-ANG-WA-1	22 Mar 2021	A	AF TECHNICAL ORDER SYSTEM (ANG SUPPLEMENT MERGED)	MP TO SUPPS	*	*	*	View TO
2 00-5-1-WA-1	25 Jan 2021	A	AF TECHNICAL ORDER SYSTEM	OC-COMMON	*	*	*	View TO
3 00-5-15-WA-1	01 Jul 2020	A	AIR FORCE TIME COMPLIANCE TECHNICAL ORDER PROCESS	OC-COMMON	*	*	*	View TO
4 00-5-16-WA-1	16 Sep 2019	A	COMPUTER PROGRAM IDENTIFICATION NUMBER (CPIN) MANAGEMENT	EG-Programs	*	*	*	View TO
5 00-5-18-WA-1	15 Apr 2019	A	USAF TECHNICAL ORDER NUMBERING SYSTEM	OC-COMMON	*	*	*	View TO
6 00-5-19-WA-1	15 Feb 2019	A	SECURITY ASSISTANCE TECHNICAL ORDER PROGRAM	OC-COMMON	*	*	*	View TO
7 00-20-1-WA-1	06 Sep 2019	A	WEB ACCESS - AEROSPACE EQUIPMENT MAINTENANCE INSPECTION, DOCUMENTATION, POLICY AND PROCEDURES	OC-COMMON	*	*	*	View TO
8 00-20-3-WA-1	10 Jul 2017	A	MAINT PROCESSING OF REPARABLE PROPERTY AND REPAIR CYCLE ASSET CONTROL SYS	OC-COMMON	*	*	*	View TO
9 00-25-172-WA-1	06 Sep 2019	A	GROUND SERVICING OF AIRCRAFT AND STATIC GROUNDING BONDING	WR-COMMON	*	*	*	View TO
10 00-25-172CL-1-WA-1	01 Oct 2016	A	CHECKLIST -- CONCURRENT FUEL SERVICING OF COMMERCIAL CONTRACT CARGO AND PASSENGER AIRCRAFT	WR-COMMON	*	*	*	View TO

Learning Objective 3: Locate information within publications: There are many ways to locate information within a publication. Here are just a few ways for you to try.

1. Locate information in publications by utilizing the table of contents.
2. Locate information in publications by scanning the text.

3. Locate information in publications by utilizing the search function, “ctrl+f”.

Learning Objective 4: Complete the following exercises. The trainer will demonstrate how to find the information, and the trainee will then do the same.

1. Find “Denying Passenger Boarding” within the 24 series.

a. AFI24-605, Air Transportation Operations

b. Paragraph 2.10

2. Find this paragraph: “Airlift. The two sources for air transport assets are military and civil aircraft. Each has various transport restrictions based on the dimensions, weight, and shapes of the cargo to be moved. To mitigate lift constraints, USTRANSCOM will analyze all transportation resources to efficiently transport the shipper’s requirement.” a. DTR

Part III

b. Chapter 302, Pre-Deployment

c. Paragraph E, (a)

B. Find the Technical Order for “Manual Cargo Loading” for a C-130 aircraft.

a. 1C-130A-9-WA-1