



**INSTRUCTIONAL
SYSTEM DEVELOPMENT
FINAL REPORT
AND
COURSE CONTROL DOCUMENT**

**JOINT AIRCRAFT LOAD PLANNING
COURSE**

**USAF EXPEDITIONARY OPERATIONS SCHOOL
5656 TEXAS AVENUE
JOINT BASE MCGUIRE-DIX-LAKEHURST, NJ 08640-5403**

PART 1

COURSE CONTROL DOCUMENT (CCD)

Stop Date of Superseded Course 27-Sep-24
CCAF Course Number 335AMCUSA FEC 063
Course Title JOINT AIRCRAFT LOAD PLANNING COURSE
Course PDS Code O1C
EOS (OTA) Course Number JALP
Approval Date 27-Nov-23
Course Start / Effective Date 30-Sep-24

1.1. PREREQUISITES: No later than 10 days prior to class start date, students will receive email from instructor staff to register on the myLearning course page and be required to complete all prerequisite requirements in preparation for the classroom training; this is required preparation. All prerequisite preparation is a unit responsibility Time to complete pre-requisite requirements is approximately 6 hours. Students are also required to complete the online Equipment Preparation Introductory course (EPIC) located on AF myLearning. Students must also have Integrated Computerized Deployment System (ICODES) account, Air Transportability Test Loading Activity (ATTLA) account, government issued laptop, and DoD Common Access Card. Students outside of DoD agencies that do not possess CaC card will complete registration and prerequisite requirements on the first day of training. Waiver authority to attend is HQ AMC/A349.

1.2. TARGET AUDIENCE: Joint service members acting in an air load planning function with a grade of E5 and up/O1 – O3/Civilian Equivalent. This includes Unit Movement Officers (UMO) and Division Transportation Officers (DTO). This course is not for AFSC 2T2X1 personnel. Waiver authority to attend is HQ AMC/A349.

1.3. SUMMARY OF LESSONS:

1.3.1. New Theory: Includes instructor lecture, instructor-led guided discussion, and instructor demonstration.

1.3.2. Review Theory: Includes Instructor and student-led discussion and scenarios.

PCK	LP#	Title/Objective/SOBs/Main Points (L) = Lecture (R) = Review (D/P) = Demonstration/Performance/Lab (T) = Test/Evaluation/Progress Check (DL) = Distance Learning	Delivery Method/Time				
			NT	RT	PE	WT	DL
B	DL1	<p>Title: Deploying Unit Responsibilities (DL)</p> <p>Lesson Objective: The objective of this lesson is for each student to know the deploying unit's role and responsibilities.</p> <p>Samples of Behavior:</p>	0.0	0.0	0.0	0.0	0.5

		<ol style="list-style-type: none"> 1. Identify the responsibilities of Mobility Forces and Deploying Forces. 2. State the benefits of reduced reliance on AMC assets. 3. Describe the tasks accomplished during planning and preparation. 4. List personal items that are prohibited in deploying cargo/baggage. <p>Main Points:</p> <ol style="list-style-type: none"> 1. Mobility Forces 2. Movement/Deploying Unit Responsibilities 3. Planning and Preparation 4. Prohibited Items-Applicability <p>Ref: Defense Transportation Regulation Mobility 4500.9-R-Part III</p>					
B	DL2	<p>Title: Palletization (DL)</p> <p>Lesson Objective: The objective of this lesson is for each student to know characteristics of the 463L Pallet, proper handling, and build-up.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Describe the various systems used to facilitate movement of cargo. 2. Describe the characteristics of the 463L pallets and nets. 3. Describe the proper procedures for storing and handling 463L pallets and nets. 4. Identify proper pallet build-up procedures. <p>Main Points:</p> <ol style="list-style-type: none"> 1. 463L Cargo Pallets-Characteristics 2. 463L Cargo Pallets-Storage and Handling 3. Pallet Build-up Procedures 4. Effect of Dynamic Forces on Cargo <p>Ref: Defense Transportation Regulation Mobility 4500.9-R-Part III</p>	0.0	0.0	0.0	0.0	0.5
B	DL3	<p>Title: Shoring (DL)</p> <p>Lesson Objective: The objective of this lesson is for each student to know the different types of shoring categories and their application.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Describe the four categories of shoring. 2. Distinguish between the different categories of shoring. 	0.0	0.0	0.0	0.0	0.5

		<p>3. Explain the reason for selecting the appropriate shoring type for any cargo offered for shipping.</p> <p>Main Points:</p> <ol style="list-style-type: none"> 1. Purpose of Shoring 2. Load Spreading 3. Shoring Categories <p>Ref: Defense Transportation Regulation Mobility 4500.9-R-Part III</p>					
B	DL4	<p>Title: Material Handling Equipment (DL)</p> <p>Lesson Objective: The objective of this lesson is for each student to know the types of material handling equipment (MHE) available for loading cargo, the characteristics of each piece of MHE in the AMC inventory, and state who is responsible for providing MHE.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Identify the various types of material handling equipment (MHE) available for loading cargo. 2. Match appropriate loaders with aircraft presented. 3. Identify the characteristics of each piece of material handling equipment in the AMC inventory. 4. State who is responsible for providing MHE. <p>Main Points:</p> <ol style="list-style-type: none"> 1. Airlift User Responsibilities 2. Forklifts 3. K-Loaders 4. General MHE Characteristics <p>Ref: Defense Transportation Regulation Mobility 4500.9-R-Part III</p>	0.0	0.0	0.0	0.0	0.5
N/A	DL5	<p>Title: Module 1 Final Assessment (DL)</p> <p>Activity Statement: This activity is designed to assess student mastery of objectives at the conclusion of the module.</p> <p>Purpose of Activity: This activity is designed to further reinforce learning by requiring the students to successfully complete and pass (with a minimum score of 85%) an assessment of the material covered in the course.</p>	0.0	0.0	0.0	0.0	1.0
B	DL6	<p>Title: Safety (DL)</p> <p>Lesson Objective: The objective of this lesson is for each student to know safety aspects of loading aircraft and</p>	0.0	0.0	0.0	0.0	0.5

		<p>operating vehicles on the flightline and identify the hazards associated with working on the flightline.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Explain the safety aspects associated with loading aircraft and operating vehicles on the flightline. 2. Identify the different types of hazards associated with working on the flightline. 3. State all applicable rules/procedures for parking vehicles on the flightline. 4. List the equipment and requirements of load team members. <p>Main Points:</p> <ol style="list-style-type: none"> 1. Flightline Safety-General 2. Aircraft Danger Areas 3. Vehicle Operating Rules 4. Loading Safety-Equipment/Vehicles <p>Ref: Defense Transportation Regulation Mobility 4500.9-R-Part III</p>					
B	DL7	<p>Title: Cargo and Joint Inspection (DL)</p> <p>Lesson Objective: The objective of this lesson is for each student to know the Internal Air Transport Certification criteria for cargo, and how to properly use the DD Form 2133 when inspecting cargo.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Explain how to properly prepare equipment for joint inspection. 2. State the requirements for Internal Air Transport Certification. 3. Identify each section of the DD Form 2133. 4. Recognize information applicable to each section of the DD Form 2133. 5. Identify discrepancies on a DD Form 2133 and corrective actions required. <p>Main Points:</p> <ol style="list-style-type: none"> 1. Cargo Preparation 2. Internal Air Transport Certification 3. Joint Inspection Procedures 4. Mobility Force Inspector Requirements 5. DD 2133 Joint Aircraft Inspection Record/Checklist <p>Ref: Defense Transportation Regulation Mobility 4500.9-R-Part III</p>	0.0	0.0	0.0	0.0	0.5

B	DL8	<p>Title: Weighing and Marking (DL)</p> <p>Lesson Objective: The objective of this lesson is for each student to comprehend the center of balance calculation terms, and marking criteria, and practice computing wheeled cargo center of balance.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Describe how to weigh cargo offered for air shipment. 2. Explain how to properly mark containers and 463L pallets. 3. Describe center of balance calculation terms. 4. Identify center of balance marking criteria for cargo offered for air shipment. 5. Compute wheeled cargo center of balance. <p>Main Points:</p> <ol style="list-style-type: none"> 1. Weighing Scales/Vehicles/Axles 2. Weighing & Marking 463L Pallets and Container 3. Center of Balance Calculation Terms & Criteria 4. Marking Procedures 5. CB Computations & Activity <p>Ref: Defense Transportation Regulation Mobility 4500.9-R-Part III</p>	0.0	0.0	0.0	0.0	0.5
B	DL9	<p>Title: Departure Airfield Operations (DL)</p> <p>Lesson Objective: The objective of this lesson is for each student to know the different stages of the departure airfield operations, describe the marshaling process, and explain the actions taken during each stage of the process.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Identify the different stages of the departure airfield operations. 2. Describe the marshaling process. 3. Recognize appropriate actions taken during each stage of the marshaling process. <p>Main Points:</p> <ol style="list-style-type: none"> 1. Departure Airfield Operation Model-Process 2. Unit Areas activities 3. Deploying Unit Responsibilities <p>Ref: Defense Transportation Regulation Mobility 4500.9-R-Part III</p>	0.0	0.0	0.0	0.0	0.5
N/A	DL10	<p>Title: Module 2 Final Assessment (T)</p>	0.0	0.0	0.0	0.0	1.0

		<p>Activity Statement: This activity is designed to assess student mastery of objectives at the conclusion of the module.</p> <p>Purpose of Activity: This activity is designed to further reinforce learning by requiring the students to successfully complete and pass (with a minimum score of 85%) an assessment of the material covered in the course.</p>					
N/A	1	<p>Title: Pretest (T) Activity Statement: Each student will participate in a pretest.</p> <p>Purpose of Activity: This test is designed to help instructors assess student level of understanding of course subject matter at the beginning of the course.</p>	0.25	0.0	0.0	1.0	0.0
3c	2	<p>Title: Aircraft Load Planning Introduction (L)</p> <p>Lesson Objective: The objective of this lesson is for each student to know how ALP acts as a USTRANSCOM velocity initiative.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Identify roles and responsibilities within the DoD structure 2. Describe the organizational structure of JALP <p>Main Points:</p> <ol style="list-style-type: none"> 1. Intro to JALP 2. Organizational Structure 3. Roles and Responsibilities <p>Refs:</p> <ol style="list-style-type: none"> 1. AFI 10-202 Contingency Response Forces 2. DTR 4500.9-R Part III App B- Unit Airlift 	1.0	0.0	0.0	0.0	0.0
3c	3	<p>Title: Deploying Unit Responsibilities (L)</p> <p>Lesson Objective: The objective of this lesson is for each student to comprehend the deploying unit roles and responsibilities for air movements.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Explain UMO load planner's responsibilities 2. Describe which regulations govern airlift procedures 3. Summarize the responsibilities of Mobility Forces and Deploying Forces 4. Describe departure airfield operations <p>Main Points:</p> <ol style="list-style-type: none"> 1. Applications 2. Air Force guidance 	1.5	0.0	0.0	0.0	0.0

		<p>3. Air Transportation Plan (ATP) 4. Departure airfield operations</p> <p>Refs: 1. DTR 4500.9-R Part III App- A Unit Movement Officer 2. AFI 10-401 Air Force Operations Planning and Execution 3. AFI 10-202 Contingency Response Forces 4. Air Transportation Plan</p>					
3c	4a	<p>Title: Unit Documentation (L)</p> <p>Lesson Objective: The objective of this lesson is for each student to comprehend unit move documentation.</p> <p>Samples of Behavior: 1. Explain the different forms required for unit movement/ 2. Explain hazardous diplomatic clearance requirements. 3. Summarize TCN.</p> <p>Main Points: 1. Marking and labeling of shipping units 2. Mobility Teams 3. Transportation Control Number (TCN) 4. Clearance data and advanced data submission 5. Hazardous materials special permits</p> <p>Ref: 1. DTR 4500.9-R Part III App- H Unit Move Docs 2. DOD 4500.9-R Part II, 'Cargo' – Defense Transportation Regulation (DTR)</p>	1.0	0.0	0.0	0.0	0.0
	4b	<p>Title: Airlift Integrated Interface (A2I)</p> <p>Lesson Objective: The objective of this lesson is for each student to comprehend A2I operating procedures.</p> <p>Samples of Behavior: 1. Define A2I 2. Input load plan information into A2I per established ROEs</p> <p>Main Points: 1. A2I Overview 2. A2I ROEs 3. A2I submission procedures</p> <p>Ref: 1. 618 AOC A2I Guidance</p>	0.5	0.0	0.0	0.0	0.0
3c	5	<p>Title: Air Transportability and Test Loading Activity (ATTLA) (L)</p>	2.0	1.0	0.0	0.0	0.0

Lesson Objective: The objective of this lesson is for each student to comprehend ATTILA certification criteria.

Samples of Behavior:

1. Identify cargo that requires ATTILA certification.
2. Interpret the content of an ATTILA letter.
3. Explain how to request an ATTILA certification.

Main Points:

1. ATTILA responsibilities
2. ATTILA letter overview
3. ATTILA Requirements
4. Shipper's Responsibilities
5. Student Activity

CRITERION OBJECTIVE: Activity to Support Learning		
PERFORMANCE BEHAVIOR	CONDITIONS	STANDARDS
Demonstrate: 1. Identify the different sections within a ATTILA letter	Given: 1. ATTILA letters 2. Power Point Slides	1. Identify the different sections in a ATTILA letter with instructor assistance. 2. 1-hour time limit
TASK STEPS: Will be created during MLP development		

Ref:

1. DODI 4500.9-R Part II, Cargo, Defense Transportation Regulation (DTR)
2. AFI 24-602 vol. 2, Cargo Movement
3. MIL-STD-1366, Transportability Criteria

3c

6

Title: Shoring (L)

Lesson Objective: The objective of this lesson is for each student to comprehend the concept of shoring.

Samples of Behavior:

1. Distinguish between the different categories of shoring
2. Describe each of the four categories of shoring
3. Interpret ATTILA certification by selecting appropriate shoring for equipment offered for shipment.

Main Points:

1. General
2. Load Spreading
3. Shoring Categories
4. Student Activity

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		CRITERION OBJECTIVE: Activity to Support Learning							
		PERFORMANCE BEHAVIOR	CONDITIONS	STANDARDS					
		Demonstrate: 1. Identify the different types of shoring	Given: 1. ATTLA letters 2. Power Point Slides	1. Identify the different types of shoring found in a ATTLA letter with instructor assistance. 2. 30-minute time limit					
		TASK STEPS: Will be created during MLP development							
		Ref: DOD 4500.9-R Part III, 'Mobility' -- Defense Transportation Regulation (DTR)							
3c	7	<p>Title: Palletization, weighing and marking, MHE (L)</p> <p>Lesson Objective: The objective of this lesson is for each student to comprehend Palletization, Weighing and marking, and Material handling equipment functions and procedures.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Explain how to properly store, build pallets, and restrain 2. Understand the differences in MHE and their purposes 3. Explain how to find the center of balance on cargo <p>Main Points:</p> <ol style="list-style-type: none"> 1. Palletization <ol style="list-style-type: none"> A. 463L B. Pallets C. Pallets Build-Up D. Married Pallets E. Cargo Restraint Criteria 2. Material Handling Equipment <ol style="list-style-type: none"> A. Availability B. Forklifts C. K-Loaders D. Additional Loading Aids E. Unapproved MHE 3. Weighing and marking <ol style="list-style-type: none"> A. Weighing Cargo B. Pallet Identifier C. Center of balance calculation and terms D. CB calculation practice <p>Ref:</p> <ol style="list-style-type: none"> 1. DOD 4500.9-R Part III 'Mobility' -- Defense Transportation Regulation (DTR) Appendix O 2. AFMAN 24-604 Preparing Hazardous Materials for Military Air Shipments 			2.0	0.0	0.0	0.0	0.0

3c	8	<p>Title: Cargo Preparation and Joint Inspection (L)</p> <p>Lesson Objective: The objective of this lesson is for each student to comprehend cargo preparation for Joint Inspection.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Explain how to properly prepare cargo for joint Inspection 2. Give examples how to properly use the DD form 2133 when inspecting cargo <p>Main Points:</p> <ol style="list-style-type: none"> 1. Cargo preparation <ol style="list-style-type: none"> a) General guidelines b) Hazardous Material c) Documentation 2. Joint Inspection Procedures <ol style="list-style-type: none"> a) Form 2133 3. Student Activity <table border="1" data-bbox="219 865 1068 1241"> <thead> <tr> <th colspan="3">CRITERION OBJECTIVE: Activity to Support Learning</th> </tr> <tr> <th>PERFORMANCE BEHAVIOR</th> <th>CONDITIONS</th> <th>STANDARDS</th> </tr> </thead> <tbody> <tr> <td>Demonstrate: 1. Comprehend how to fill out an AF Form 2133</td> <td>Given: 1. Joint Inspection AF Form 2133</td> <td>1. Identify what goes in each block of the AF Form 2133 with instructor assistance. 2. 1-hour time limit</td> </tr> <tr> <td colspan="3">TASK STEPS: Will be created during MLP development</td> </tr> </tbody> </table> <p>Ref:</p> <ol style="list-style-type: none"> 1. DOD 4500.9-R Part III 'Mobility' -- Defense Transportation Regulation (DTR) Appendix O 2. AFMAN 24-604 Preparing Hazardous Materials for Military Air Shipments 	CRITERION OBJECTIVE: Activity to Support Learning			PERFORMANCE BEHAVIOR	CONDITIONS	STANDARDS	Demonstrate: 1. Comprehend how to fill out an AF Form 2133	Given: 1. Joint Inspection AF Form 2133	1. Identify what goes in each block of the AF Form 2133 with instructor assistance. 2. 1-hour time limit	TASK STEPS: Will be created during MLP development			2.0	1.0	0.0	0.0	0.0
CRITERION OBJECTIVE: Activity to Support Learning																			
PERFORMANCE BEHAVIOR	CONDITIONS	STANDARDS																	
Demonstrate: 1. Comprehend how to fill out an AF Form 2133	Given: 1. Joint Inspection AF Form 2133	1. Identify what goes in each block of the AF Form 2133 with instructor assistance. 2. 1-hour time limit																	
TASK STEPS: Will be created during MLP development																			
3c	9	<p>Title: Cargo Build Up Activity</p> <p>Lesson Objective: The objective of this lesson is for students to apply classroom knowledge to real world application in building pallets, weighing and marking vehicles and trailers, and finding the C/B for vehicles and trailers.</p> <p>Samples of behavior:</p> <ol style="list-style-type: none"> 1. Understand how to build low to high profile pallets. 2. Understand the steps necessary to find the C/B of a vehicle. 3. Identify different pieces of equipment necessary to correctly build a pallet and find the C/B of a vehicle and trailer. 	2.0	2.0	0.0	0.0	0.0												

Main Points:

1. Pallet build-up
2. Vehicle and trailer weighing and marking, vehicle and trailer C/B

CRITERION OBJECTIVE: Activity to Support Learning		
PERFORMANCE BEHAVIOR	CONDITIONS	STANDARDS
Demonstrate: 1. Comprehend how to build low-, medium-, high-profile pallets 2. Comprehend how to use cargo tiedown devices, straps and chains 3. Weigh and mark vehicle and trailer 4. Compute C/B for vehicle and trailer	Given: 1. Form 2133 2. Duct tape 3. Measuring tape	1. Complete pallet buildup and weighing and marking with instructor help 2. 4-hour time limit
TASK STEPS: Will be created during MLP development		

Ref:

1. DOD 4500.9-R Part III 'Mobility' – Defense Transportation Regulation (DTR) Appendix O
2. DOD 4500.9-R Part III 'Mobility' – Defense Transportation Regulation (DTR) Appendix P

3c

10

Title: Aircraft Load Planning Weight and Balance (L)

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Lesson Objective: The objective of this lesson is for each student to comprehend how to accomplish weight and balance computations.

Samples of Behavior:

1. Explain terms associated with aircraft weight and balance
2. Describe the two theories associated with weight and balance
3. Describe the Five Steps of Load Planning

Main Points:

1. Terminology
2. Weight and Balance Theories
3. Load Planning

Ref:

1. DOD 4500.9-R Part III, 'Mobility' -- Defense Transportation Regulation (DTR)
2. T.O. 1C-130J-9 Cargo Loading Manual

		3. T.O. 1C-5M-9 Loading Instructions 4. T.O. 1C-17A-9 Loading Instructions 5. T.O. 1C-10(K)A-9 Cargo Loading Manual														
	11	<p>Title: Test Preparation (R)</p> <p>Activity Statement: Each student will participate in the test preparation review.</p> <p>Purpose of Activity: This review time with the instructors is intended for the students to review all lesson material providing an opportunity for clarification of any material not mastered prior to taking the end-of-course exam and capstone summative.</p>	.25	6.0	0.0	0.0	0.0									
	12	<p>Title: Week 1 Closed book test (T)</p> <p>Activity Statement: Each student will participate in an end of course test after completion of the testable lessons. Immediately following the grading of the test instructors will go through a test review with all students to clarify and discuss questions on the test. First failure results in remediation, second failure results in removal from the course.</p> <p>Purpose of Activity: This activity will assess student mastery of objectives (80% or higher) at the conclusion of the testable lessons. The test review will provide another opportunity for students to learn any course material they may not have been understood.</p>	.25	0.0	0.0	1.0	0.0									
3c	13 a	<p>Title: Manual Load Planning (L)</p> <p>Lesson Objective: The objective of this lesson is for each student to comprehend the procedures for generating a load plan manually (without ICODES) in an emergency situation.</p> <p>Samples of Behavior: 1. Explain procedures for completing a DD Form 2130-13, C-17 Load Plan</p> <p>Main Points: 1. DD Form 2130-13</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="3" style="text-align: center;">CRITERION OBJECTIVE: Activity to Support Learning</th> </tr> <tr> <th style="width: 33%;">PERFORMANCE BEHAVIOR</th> <th style="width: 33%;">CONDITIONS</th> <th style="width: 33%;">STANDARDS</th> </tr> </thead> <tbody> <tr> <td>Demonstrate: 1. Understand the basics of a manual load plan</td> <td>Given: 1. Student Workstation</td> <td>1. Create load plan with instructor assistance.</td> </tr> </tbody> </table>	CRITERION OBJECTIVE: Activity to Support Learning			PERFORMANCE BEHAVIOR	CONDITIONS	STANDARDS	Demonstrate: 1. Understand the basics of a manual load plan	Given: 1. Student Workstation	1. Create load plan with instructor assistance.	0.5	0.5			
CRITERION OBJECTIVE: Activity to Support Learning																
PERFORMANCE BEHAVIOR	CONDITIONS	STANDARDS														
Demonstrate: 1. Understand the basics of a manual load plan	Given: 1. Student Workstation	1. Create load plan with instructor assistance.														

		<table border="1"> <tr> <td></td> <td>2. Sample load plan</td> <td>2.30-minute time limit</td> </tr> <tr> <td colspan="3">TASK STEPS: Will be created during MLP development</td> </tr> </table> <p>Ref: 1. DOD 4500.9-R Part III, 'Mobility' -- Defense Transportation Regulation (DTR) Appendix V</p>		2. Sample load plan	2.30-minute time limit	TASK STEPS: Will be created during MLP development													
	2. Sample load plan	2.30-minute time limit																	
TASK STEPS: Will be created during MLP development																			
3c	13 b	<p>Title: Integrated Computerized Deployment System (ICODES) (L)</p> <p>Lesson Objective: The objective of this lesson is for each student to comprehend Integrated Computerized Deployment System (ICODES).</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Explain Basic ICODES controls and settings 2. Describe how to identify and correct errors in ICODES 3. Describe how to create a load plan <p>Main Points:</p> <ol style="list-style-type: none"> 1. ICODES Instructor guide 2. ICODES Resources 3. Student Activity <table border="1"> <tr> <td colspan="3">CRITERION OBJECTIVE: Activity to Support Learning</td> </tr> <tr> <td>PERFORMANCE BEHAVIOR</td> <td>CONDITIONS</td> <td>STANDARDS</td> </tr> <tr> <td>Demonstrate: 2. Understand the basics of ICODES</td> <td>Given: 3. Student Workstation 4. ICODES program 5. Progress Worksheet</td> <td>3. Complete student progress check with instructor assistance. 4. 2-hour time limit</td> </tr> <tr> <td colspan="3">TASK STEPS: Will be created during MLP development</td> </tr> </table> <p>Ref: 1. ICODES Instructor Guide 2. Surface Deployment and Distribution Command Published User Guides</p>	CRITERION OBJECTIVE: Activity to Support Learning			PERFORMANCE BEHAVIOR	CONDITIONS	STANDARDS	Demonstrate: 2. Understand the basics of ICODES	Given: 3. Student Workstation 4. ICODES program 5. Progress Worksheet	3. Complete student progress check with instructor assistance. 4. 2-hour time limit	TASK STEPS: Will be created during MLP development			7.0	2.0	0.0	0.0	0.0
CRITERION OBJECTIVE: Activity to Support Learning																			
PERFORMANCE BEHAVIOR	CONDITIONS	STANDARDS																	
Demonstrate: 2. Understand the basics of ICODES	Given: 3. Student Workstation 4. ICODES program 5. Progress Worksheet	3. Complete student progress check with instructor assistance. 4. 2-hour time limit																	
TASK STEPS: Will be created during MLP development																			
3c	14	<p>Title: C-130 (L)</p> <p>Lesson Objective: The objective of this lesson is for each student to comprehend C-130 load planning characteristics.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Explain aircraft specific limits 2. Describe aircraft loading procedures 	2.0	0.0	0.0	0.0	0.0												

3. Identify ATTLA loading procedures

Main Points:

1. Cargo compartment limitations
2. Pallet considerations
3. Passenger considerations
4. C-130H Differences
5. Load planning Factors
6. C-130 Chalk 1 walk-through

Ref:

1. DOD 4500.9-R Part III, "Mobility" – Defense Transportation Regulation (DTR)
2. T.O. 1C-130H/J-9 Cargo Loading Manual
3. AFI 11-2C-130 Volume 3, Addenda A, C-130 Operations Configurations Mission Planning
4. AFI 24-605 V2 Operations

3c

15

Title: C-130 Load Planning (D/P)

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CRITERION OBJECTIVE:

PERFORMANCE BEHAVIORS	CONDITIONS	STANDARDS
Demonstrate: 1. Each student will load plan a C-130 and C-130J	Given: 1. Computer 2. ICODES enterprise or standalone 3. Command guidance handouts 4. Load Scenario 5. HAZ scenario	1. Produce aircraft load plan IAW grading criteria 2. Time limit of 4 hrs.
TASK STEPS: Will be created during MLP development		

Main Points:

1. Explain and Demonstrate
2. Supervised Practice
3. Evaluation

Ref:

1. DOD 4500.9-R Part III, "Mobility" – Defense Transportation Regulation (DTR)
2. T.O. 1C-130H/J-9 Cargo Loading Manual
3. AFI 11-2C-130 Volume 3, Addenda A, C-130 Operations Configurations Mission Planning

		4. AFI 24-605 V2 Operations											
3c	16	<p>Title: C-17 (L)</p> <p>Lesson Objective: The objective of this lesson is for each student to comprehend C-17 load planning characteristics.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Explain aircraft specific limits 2. Describe aircraft loading procedures 3. Identify ATTILA loading procedures <p>Main Points:</p> <ol style="list-style-type: none"> 1. Cargo Compartment Limitations 2. Pallet Considerations 3. Passenger Considerations 4. Load Planning Factors <p>Ref:</p> <ol style="list-style-type: none"> 1. DOD 4500.9-R Part III, "Mobility" -- Defense Transportation Regulation (DTR) 2. T.O. 1C-17A-9 Loading Instructions 3. AFI 11-2C-17, Volume 3, Addenda A 4. AFI 24-605 V2 Operations 	1.0	0.0	0.0	0.0	0.0						
3c	17	<p>Title: C-17 Load Planning Graded Activity (D/P)</p> <p>CRITERION OBJECTIVE:</p> <table border="1"> <thead> <tr> <th>PERFORMANCE BEHAVIORS</th> <th>CONDITIONS</th> <th>STANDARDS</th> </tr> </thead> <tbody> <tr> <td>Demonstrate: 1. Each student will load plan a C130, C-130J, C17A</td> <td>Given: 1. Computer 2. ICODES enterprise or standalone 3. Command guidance handouts 4. Load scenario for: a. 4 Chalks 2x C-17, 1x 130H and 1x C-130J. 5. HAZ scenario</td> <td>1. Produce aircraft load plans IAW grading criteria. 2. Time limit of 4 hrs.</td> </tr> </tbody> </table> <p>TASK STEPS: Will be created during MLP development</p> <p>Main Points:</p> <ol style="list-style-type: none"> 1. Explain and Demonstrate 2. Supervised Practice 3. Evaluation <p>Ref:</p>	PERFORMANCE BEHAVIORS	CONDITIONS	STANDARDS	Demonstrate: 1. Each student will load plan a C130, C-130J, C17A	Given: 1. Computer 2. ICODES enterprise or standalone 3. Command guidance handouts 4. Load scenario for: a. 4 Chalks 2x C-17, 1x 130H and 1x C-130J. 5. HAZ scenario	1. Produce aircraft load plans IAW grading criteria. 2. Time limit of 4 hrs.	0.5	0.0	4.0	0.0	0.0
PERFORMANCE BEHAVIORS	CONDITIONS	STANDARDS											
Demonstrate: 1. Each student will load plan a C130, C-130J, C17A	Given: 1. Computer 2. ICODES enterprise or standalone 3. Command guidance handouts 4. Load scenario for: a. 4 Chalks 2x C-17, 1x 130H and 1x C-130J. 5. HAZ scenario	1. Produce aircraft load plans IAW grading criteria. 2. Time limit of 4 hrs.											

		1. DOD 4500.9-R Part III, "Mobility" -- Defense Transportation Regulation (DTR) 2. T.O. 1C-17A-9 Loading Instructions 3. AFI 11-2C-17, Volume 3, Addenda A 4. AFI 24-605 V2 Operations											
3c	18	<p>Title: C-5 (L)</p> <p>Lesson Objective: The objective of this lesson is for each student to comprehend C-5 load planning characteristics.</p> <p>Samples of Behavior:</p> <ol style="list-style-type: none"> 1. Explain aircraft specific limits 2. Describe aircraft loading procedures 3. Identify ATTLA loading procedures <p>Main Points:</p> <ol style="list-style-type: none"> 1. Cargo Compartment Limitations 2. Pallet Considerations 3. Passenger Considerations 4. Load Planning Factors <p>Ref:</p> <ol style="list-style-type: none"> 1. DOD 4500.9-R Part III, 'Mobility' -- Defense Transportation Regulation (DTR) 2. T.O. 1C-5M-9 Loading Instructions 3. AFI 11-2C-5Volume 3, Addenda A, Configurations/Mission Planning 4. 4. AFI 24-605 V2 Operations 	1.0	0.0	0.0	0.0	0.0						
3c	19	<p>Title: C-5 Load Planning Graded Activity (D/P)</p> <p>CRITERION OBJECTIVE:</p> <table border="1"> <thead> <tr> <th>PERFORMANCE BEHAVIORS</th> <th>CONDITIONS</th> <th>STANDARDS</th> </tr> </thead> <tbody> <tr> <td>Demonstrate: Each student will load plan a C130, C-130J, C17A and C-5M aircraft.</td> <td>Given: 1. Computer 2. ICODES enterprise or standalone 3. Command guidance handouts 4. Load scenarios 5. HAZ scenario</td> <td>1. Produce aircraft load plans IAW grading criteria 2. Time limit of 4 hrs.</td> </tr> </tbody> </table> <p>TASK STEPS: Will be created during MLP development</p> <p>Main Points:</p> <ol style="list-style-type: none"> 1. Explain and Demonstrate 2. Supervised Practice 3. Evaluation 	PERFORMANCE BEHAVIORS	CONDITIONS	STANDARDS	Demonstrate: Each student will load plan a C130, C-130J, C17A and C-5M aircraft.	Given: 1. Computer 2. ICODES enterprise or standalone 3. Command guidance handouts 4. Load scenarios 5. HAZ scenario	1. Produce aircraft load plans IAW grading criteria 2. Time limit of 4 hrs.	0.5	0.0	4.0	0.0	0.0
PERFORMANCE BEHAVIORS	CONDITIONS	STANDARDS											
Demonstrate: Each student will load plan a C130, C-130J, C17A and C-5M aircraft.	Given: 1. Computer 2. ICODES enterprise or standalone 3. Command guidance handouts 4. Load scenarios 5. HAZ scenario	1. Produce aircraft load plans IAW grading criteria 2. Time limit of 4 hrs.											

		Ref: 1. DOD 4500.9-R Part III, 'Mobility' -- Defense Transportation Regulation (DTR) 2. T.O. 1C-5M-9 Loading Instructions 3. AFI 11-2C-5Volume 3, Addenda A, Configurations/Mission Planning 4. 4. AFI 24-605 V2 Operations											
N/A	20	Title: Load Planning Capstone Graded Activity (T) Activity Statement: Each student will participate in an end of course ICODES test. First failure results in remediation, second failure results in removal from the course. Purpose of Activity: This activity will assess student mastery of ICODES program (80% or higher) at the conclusion of the testable lessons. CRITERION OBJECTIVE: <table border="1"> <thead> <tr> <th>PERFORMANCE BEHAVIORS</th> <th>CONDITIONS</th> <th>STANDARDS</th> </tr> </thead> <tbody> <tr> <td>Demonstrate: Each student will load plan a C130, C-130J, C17A and C-5M aircraft.</td> <td>Given: 1. Computer 2. ICODES 3. Command guidance handouts</td> <td>1. Produce aircraft load plans IAW grading criteria 2. Within 240 minutes 3. Without instructor assistance 4. Minimum passing score 80% 5. One retest after remedial training only for students who have at least a 80% cumulative average on the C-130, C-17, and C-5 formative activities.</td> </tr> </tbody> </table> TASK STEPS: Will be created during MLP development	PERFORMANCE BEHAVIORS	CONDITIONS	STANDARDS	Demonstrate: Each student will load plan a C130, C-130J, C17A and C-5M aircraft.	Given: 1. Computer 2. ICODES 3. Command guidance handouts	1. Produce aircraft load plans IAW grading criteria 2. Within 240 minutes 3. Without instructor assistance 4. Minimum passing score 80% 5. One retest after remedial training only for students who have at least a 80% cumulative average on the C-130, C-17, and C-5 formative activities.	0.0	0.0	4.0	0.0	0.0
PERFORMANCE BEHAVIORS	CONDITIONS	STANDARDS											
Demonstrate: Each student will load plan a C130, C-130J, C17A and C-5M aircraft.	Given: 1. Computer 2. ICODES 3. Command guidance handouts	1. Produce aircraft load plans IAW grading criteria 2. Within 240 minutes 3. Without instructor assistance 4. Minimum passing score 80% 5. One retest after remedial training only for students who have at least a 80% cumulative average on the C-130, C-17, and C-5 formative activities.											
		Sub Total Hours	27.75	13.0	16.0	2.0	6.0						
		Total Hours	64.75										

*** Note ***

The hours above represent the amount of time a student receives, and is used to determine course credit, it does not represent length of a course

PART 2

COURSE CONTROL DOCUMENT (CCD)

Stop Date of Superseded Course 27-Sep-24
CCAF Course Number 335AMCUSAFEC 063
Course Title JOINT AIRCRAFT LOAD PLANNING
COURSE
Course PDS Code O1C
EOS (OTA) Course Number JALP
Approval Date 27-Nov-23
Course Start / Effective Date 30-Sep-24

2.1 COURSE POC/COURSE DIRECTOR: TSgt Javier Hernandez /DSN 650-7485/423 TRS 5656 Texas Ave JBMDL 08640.

2.2 COURSE LENGTH IN ACADEMIC DAYS: 9 days.

2.3 COURSE INSTRUCTIONAL DESIGN: Group-paced.

2.4 COURSE GRADUATION REQUIREMENT: Achieve 80% or higher on end-of-course test, successful accomplishment all course objectives identified in Part I and complete all graded events listed below.

Graded Event	Requirement
End of Course Test	Minimum Score of 80%
Final Activity	Criterion Objective

2.5 LENGTH OF LESSONS/ INSTRUCTOR RATIOS/ADDITIONAL STUDENT LEARNING ACTIVITIES:

2.5.1 Lesson Hour Type

- **New Theory:** Includes Teaching lecture, guided discussion, case study, teaching interview
- **Review Theory:** Includes hands-on demonstration-performance/laboratory, student demonstration, student-led discussion/exercises/scenarios.

2.5.2 Additional Student Learning Activities

PDS CODE: 01C
CCAF #: 335AMCUSAFEC 063

3	Deploying Unit Responsibilities (L)	1.5	1.5	0.0	0.0	0.0	0.0	1:30	N/A	0.0	0.0	0.0	0.0	0.0	4.0	0.0	0.0	0.0
4a	Unit Documentation (L)	1.0	1.0	0.0	0.0	0.0	0.0	1:30	N/A	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
4b	Airlift Integrated Interface (A2I)	0.5	0.5	0.0	0.0	0.0	0.0	1:30	N/A	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
5	Air Transportability and Test Loading (L)	3.0	2.0	1.0	0.0	0.0	0.0	1:30	N/A	0.0	0.0	0.0	0.0	0.0	1.0	0.0	0.0	0.0
6	Shoring(L)	1.0	0.5	0.5	0.0	0.0	0.0	1:30	N/A	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
7	Palletization, weighing and marking, MHE	2.0	2.0	0.0	0.0	0.0	0.0	1:30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
8	Cargo Preparation and Joint Inspection (L)	3.0	2.0	1.0	0.0	0.0	0.0	1:30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
9	Cargo Build Up Activity	4.0	2.0	2.0	0.0	0.0	0.0	1:15	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
10	Aircraft Load Planning Weight and Balance (L)	1.0	1.0	0.0	0.0	0.0	0.0	1:30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
11	Test Preparation (R)	6.25	0.25	6.0	0.0	0.0	0.0	N/A	1:15	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
12	Week 1 closed book test (T)	1.25	0.25	0.0	0.0	1.0	0.0	N/A	1:15	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
13a	Manual Load Planning	1.0	0.5	0.5	0.0	0.0	0.0	N/A	1:15	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
13b	Integrated Computerized Deployment (L)	9.0	7.0	2.0	0.0	0.0	0.0	1:30	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
14	C-130 (L/R)	2.0	2.0	0.0	0.0	0.0	0.0	1:30	N/A	N/A	N/A	N/A	N/A	N/A	1.0	N/A	N/A	N/A
15	C-130 Load Planning (D/P)	5.0	1.0	0.0	4.0	0.0	0.0	N/A	1:15	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
16	C-17 (L)	1.0	1.0	0.0	0.0	0.0	0.0	1:30	N/A	N/A	N/A	N/A	N/A	N/A	1.0	N/A	N/A	N/A
17	C-17 Load Planning (D/P)	4.5	0.5	0.0	4.0	0.0	0.0	N/A	1:15	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
18	C-5 (L)	1.0	1.0	0.0	0.0	0.0	0.0	1:30	N/A	N/A	N/A	N/A	N/A	N/A	1.0	N/A	N/A	N/A
19	C-5 Load Planning (D/P)	4.5	0.5	0.0	4.0	0.0	0.0	N/A	1:15	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
20	Load Planning Capstone (T)	4.0	0.0	0.0	4.0	0.0	0.0	N/A	1:15	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Total Classroom Hours		64.75	27.75	13.0	16.0	2.0	6.0											
Total Additional Student Learning Activities Hours		8.0												8.0				

PART 3

ISD WORKSHOP INFORMATION

3.1 PURPOSE: To provide an "audit trail" of decisions made affecting course development and a record of required actions for personnel involved in planning, developing or managing courseware. The original coordinated report is filed in the course hotwash page. This course review is conducted IAW AMCI 36-2607, *Course Ownership Process* and EOSI 36-100, *Education and Training*. The process brought together course functional manager, course director and subject matter experts across the spectrum of USAF customers. The goal of the ISD review was to assess the adequacy of existing courseware with respect to the knowledge, skills and abilities graduates need to be proficient on the job. The team worked together to identify lesson objectives at the appropriate level of learning, samples of behavior, references to aid in writing lesson plans and potential test questions. They also identified constraints to the course development process and resources required to teach the material.

3.2 WORKSHOP INFORMATION:

DATE OF EOS REVIEW: 27 Nov 2023			
Changes incorporated into ISD FR included course owner approved changes from the 12 Jul 24 JAMS Summit			
ATTENDEES			
Name	Office Symbol/ Duty Location	E-mail address	
Mr. Jacob Roberts	EOS/EOAC	Jacob.roberts.10@us.af.mil	
Mr. Crawford, Michael	EOS/EOAC	Michael.crawford.2@us.af.mil	
Mr. Circello, Augustine	423 TRS/DOLA	Augustine.circello.2@us.af.mil	
TSgt Hernandez, Javier	423 TRS/DOLA	Javier.hernandez.7@us.af.mil	
DATE OF ISD WORKSHOP: 19-22 Apr 2021			
ATTENDEES			
Name	Office SymbolDuty Location	E-mail address	DSN #
Dr. Bassett, Steven	EOS/EOAC	Steven.bassett.1@us.af.mil	650-7823
MSgt Prewitt, Kyle	AMC/A34I	kyle.prewitt@us.af.mil	779-4373
MSgt Dumanhog, Angelo	423 MTS/MTOO	Angelo.dumanhog@us.af.mil	754-7373
MSgt Wilkening, Maria	423 MTS/MTLT	maria.wilkening@us.af.mil	754-7462
TSgt Doan, Brian	423 MTS/MTOO	brian.doane@us.af.mil	754-7373
TSgt Galich, Danielle	423 MTS/MTOO	danielle.galich@us.af.mil	754-7373
TSgt Decker, John	423 MTS/MTLT	john.decker.12@us.af.mil	754-7466
TSgt Pyatt, James	423 MTS/MTOO	james.pyatt@us.af.mil	754-7329
Mr. Galloway, Earl	423 MTS/MTOO	earl.galloway@us.af.mil	754-7326
Mr. Leonard, Chris	423 MTS/MTOO	christopher.leonard.21@us.af.mil	754-7326
CWO Ten, Xavier	USMC USN EWTGPAC SAN DIEGO CA	xavier.ten1@navy.mil	619-437-2606

PDS CODE: O1C
 CCAF #: 335AMCUSA FEC 063

Mr. Consolo, Anthony	USARMY TRANS SCHOOL, Ft Lee VA	anthony.consolo.civ@mail.mil	312-539-1899
Mr. Evans, Damion Shawn	USN NAVELSG, San Diego Ca	Damion.s.evans.vtr@cvr.mil	757-847-7909
Mr. Jimenez Perez, Victor	USARMY 25 ID, Wheeler AAF HI	victor.g.jimenezperez.civ@mail.mil	808-656-5136
Mr. Kirkpatrick, Pedro	USARMY 25 ID, Wheeler AAF HI	pedro.r.kirkpatrick.civ@mail.mil	808-656-5136
Mr. Roque, Steven A	USARMY 101 ABN DIV, Fort CampbellKY	steven.a.roque4.ctr@mail.mil	270-461-4896
Mr. Sanchez, Amador R.	USARMY 7ATC- CATC, Grafenwohr Germany	amador.r.sanchez.civ@mail.mil	312-476-2510
Mr. Corujo Figueroa, Cesar	USN NAVELSG, San Diego CA	cesar.g.corujofiguer@navy.mil	757-847-7909

PART 4

COURSE INFORMATION

- 4.1. COURSE REQUIREMENT:** IAW Defense Transportation Regulation (DTR), Part III Appendix B.
- 4.2. EOS COURSE NUMBER:** JALP.
- 4.3. OPERATIONAL ENVIRONMENT:** Students graduating this course will operate in any environment.
- 4.4. TRAINING DELIVERY METHOD:** Mobile Training Team (MTT).
- 4.5. COURSE DESCRIPTION:** The Aircraft Load Planning Course prepares selected Joint, Interagency, Intergovernmental, and Multinational (JIIM) partners to develop load plans in ICODES. To improve overall Joint Interoperability, reduce frustrated cargo, increase DOD's Rapid Global Mobility (RGM) capabilities, and agile combat employment (ACE) initiative. Graduates of the Aircraft Load Planning Course are certified to produce an aircraft load plan for C-130H/J, C-17 and C-5M aircraft
- 4.6. INSTRUCTOR(S) REQUIRED:** 2 Instructors.
- 4.7. STUDENTS PER CLASS:** Min - 10 / Max - 30.
- 4.8. FREQUENCY OF CLASS:** Up to 7 MTTs per year
- 4.8.1.** Course Owner must submit a waiver request NLT 45 days prior to the proposed course start date (CSD) to schedule an additional course offering above the annual course offering frequency identified in the ISD report.
- 4.9. COURSE DEVELOPMENT TIME REQUIREMENT:** 12 weeks after approval of ISD final report
- 4.10. COURSE EVALUATION:**

Level I Data Requirements	
Students	100% of Students will complete end-of-course feedback
Level II Data Requirements	
Pretest	Students will be given a multiple-choice question test
Week 1 test	Students will be given a multiple-choice question test
Capstone	Students will be given a final load plan to complete
Level III Data Requirements	
Students	100% of Graduates receive a follow-on assessment on the effectiveness of training in enhancing their post-course job performance.

Supervisors	100% of supervisors receive a follow-on assessment on the effectiveness of training in enhancing their post-course job performance.
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4.11 SECURITY CLASSIFICATION: CUI.

4.12 COURSE OWNER: HQ AMC/A34I.

PART 5

COURSE MANAGEMENT PLAN

5.1 SUMMARY OF COURSE CHANGES:

N - NEW C - CHANGED D - DELETED	Lesson	Description
C	4	A2I added as a main point
C	7	Moved palletization, weighing, and marking, MHE integrated lessons as main points into cargo preparation and joint inspection lesson
C	10	Guided activity added as a main point
C	16	Test preparation review
		Changed close book from end of week 2 to end of week 1
		Added Cargo build up activity into the ISD
		Split Cargo prep and Joint Inspection into separate lessons
		Updated formatives and capstones to reflect 4hrs from 3hrs

5.2 RESPONSIBILITIES/MILESTONES: This section contains information to manage the instructional development project. It is the roadmap to keep the instructional development process on track. Below are USAF EOS/EOAC responsibilities for completing design activities identified by the ISD workshop and estimated dates for completion.

Activity	POC
Review/update course schedule and ETCA listing with Registrar	Course Director
Update/create lesson plans, slides, test questions and student workbook (Part I-IVs) IAW EOSI 36-100	Course Director
Develops posts and maintains course syllabus on EOS Student web site IAW EOSI 36-100	Course Director
Review of master course documents (Part I- IVs) IAW EOSI 36-100 (USAF EOS/EOA)	USAF EOS/EOA Course Manager

5.3 PERSONNEL REQUIRED TO CONDUCT INSTRUCTION:

Personnel Required AFSC/Series/Grade/Rank	Personnel Available Yes/No Position # Primary/Secondary Position	Unit Location
Instructor (AFSC K1A271 - 7 level / E7 or E7 select) With LM or Expeditionary Air/Ground Liaison Element (EAGLE) experience	Yes Position #: 009606801L Primary Instructor, API-B (actively fly)	USAF EOS 423 TRS/DOLA
Instructor (AFSC K1A271 - 7 level / E7 or E7 select) With LM or Expeditionary Air/Ground Liaison Element (EAGLE) experience	Yes Position #: 000357601L	USAF EOS 423 TRS/DOLA

	Secondary Instructor, API-C (aircrew exp, not actively fly)	
--	--	--

5.4 ADDITIONAL DIRECT PERSONNEL REQUIRED TO SUPPORT COURSE DELIVERY:

Personnel Required AFSC/Series/Grade/Rank	Personnel Available Yes/No Position # Primary/Secondary Position	Unit Location
Instructor (AFSC K1A271 - 7 level / E7 or E7 select) With LM or Expeditionary Air/Ground Liaison Element (EAGLE) experience	Yes Position #: 000357601L	USAF EOS 423 TRS/DOLA

5.5 SUMMARY OF CONSTRAINTS:

Constraint	Impact to Course
Classroom with video projection system and 30 available seats for students	Unable to conduct crs
30 computers on network or standalone computers with ICODES software	Unable to conduct crs
Equipment for Equipment Preparation Hands on (pallets, scales, vehicles, tape etc.)	Unable to conduct crs
Network Connection, updated browser	Unable to conduct crs
Government issued computer per student	Unable to conduct crs

5.6 PERSONNEL ACQUIREMENT MILESTONES: This section contains information to manage the personnel acquirement to deliver course as designed. It is the roadmap to keep the acquirement of personnel on track. Below are responsibilities for completing personnel acquirement for designed course identified in Section 5.3. **N/A**

5.7 PREVIOUSLY RESOURCED TO CONDUCT INSTRUCTION:

Previous Provided Resources	Lesson Reference	Quantity Required (based on Max Class size)	Resource Available Yes/No	Annual Funding Requirement
Study guides, activity workbooks, reference material, office supplies	All	210	Yes	\$6K
Instructor Professional Development (\$2.5K per instr/yr, as assigned to course)	All	2	Yes	\$5K
Current Course Funding				\$11K
REQUIRED RESOURCES BY UNIT FOR MTT				
Student exercise materials - on hand (if host unit has equipment)	All	30	Host Unit Provided	Host Unit Provided

Computer with projection screen and internet connection (host unit provided)	All	1	Host Unit Provided	Host Unit Provided
Classroom f/up to 30 students w/power outlets f/30 laptops	All	30	Host Unit Provided	Host Unit Provided
Wifi or internet to support 30	All	30	Host Unit Provided	Host Unit Provided
All travel expenses for 2 instructors (incl rental veh and trans of mobile kit)	All	1	Host Unit Funded	Host Unit Funded
Current Course Funding				\$0K

5.8. ADDITIONAL RESOURCES REQUIRED TO CONDUCT NEW INSTRUCTION: New required resources are to accommodate increased class size. This may allow for increased student throughput with deconfliction of courses. Resources are not available currently. **N/A**

5.9. COURSE FUNDING REQUIREMENT:

ITEM	Initial	Annually
Current Instruction Resources (identified in 5.7.)	\$0K	\$11K
New Instruction Resources (identified in 5.8)	\$0K	\$0K
MTT (identified in 5.7)	\$0K	\$0K
Total Funding Requirements to Implement Course	\$0K	\$11K

5.10. FUTURE TECHNOLOGY/EQUIPMENT ENHANCEMENT:

Technology/Equipment Required	Resource Required to Implement	Impact
Update MTT Kit Equipment	YES	Greater flexibility for MTT execution
Wi-Fi Hot-spots	YES	Ability to Connect to Wi-Fi on MTTs due to EOS MyLearning requirement
Refresh laptops/computers w/CAC readers (1/student)	YES	Typical tech refresh required to keep up with AFNET software demands
Simulation development and DL Module improvements (Technology & Equipment)	EOS sim/app MX contract	Enhance student application skills by allowing students to apply knowledge and skills acquired in the class through specific simulated scenarios

5.11 COURSE OWNER QUOTA MANAGEMENT:

- Course Owners or designated representative must provide an allocation plan to the EOS Registrar NLT 90 days prior to CSD
- Scheduler(s) will submit names to the appropriate MAJCOM Training Requester Quota Identifier (TRQI) NLT 45 days prior to CSD, and enrolled by TRQI or designate representative NLT 30 days prior to CSD
- All slots not filled by 15 calendar days prior to CSD will be reallocated on a first-come, first-serve, or request basis

- Provide approved coordination on waiver request that the EOS Cadre submits to deliver a scheduled course that has below the minimum or above the maximum student enrollment numbers identified in this ISD report NLT 10 calendar days prior to CSD

5.12. SEMI-ANNUAL REPORT REQUIREMENTS:

- Total students entered into training and graduated by service
- Level I – III performance data
- Consolidated level I and III course comments
- Concise narrative trend analysis
- Report Schedule
 - Jun report for previous Oct - Mar classes
 - Dec report for previous Apr - Sep classes

PART 6

COURSE AGREEMENT

Signing the ISD final report indicates agreement on course design to meet the training requirements. When identified resources are provided/funded, the new designed course will enter into development and the following actions apply.

USAF Expeditionary Operations School Actions:

- Manage the course evaluation process to ensure ongoing course effectiveness
- Provide semi-annual reports on course metrics performance collected
- Propose updates/changes for approval to improve course effectiveness
- Conduct annual course reviews with course owner

Course Owner Actions:

- Review semi-annual school collected course feedback and course statistics for validity
- Conduct annual course review with EOS course director
- Request/review/approve any changes to the signed ISD
- Provide required resources for current, or added course requirements
- Coordinate on annual course schedule and fill rates with assigned EOS course director and EOS registrar office
- Attend future ISD course reviews and advocate for funding and manpower adjustments as required

Approved by:

X

GREGORY M. STEENBERGE, Colonel, USAF
Chief, Mobility Support Operations Division AMC/A34

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