

479th Flying Training Group
Naval Air Station Pensacola
Welcome Guide



U.S. AIR FORCE

860 San Carlos Road, Bldg 3610, Pensacola, FL 32508
Telephone: 850-452-0971
479oss.stucon@us.af.mil

Personal Checklist:

Before you arrive:

- Contact Gateway Inn for a room, if necessary (850-452-3625)
- Contact STUCON DURING DUTY HOURS to report in and schedule in-processing brief
(Duty Hours M-F 0800-1630, Phone: 850-452-0971)

Initial Reporting in UOD

- If during the duty day, come in that day.
- If after the duty day, come in NTL 0900 the next duty day.

Training Dates:

Initial Flight Screening: _____

SV-86 (Water Survival): _____

UCT Start (Primary T-6): _____

Table of Contents

<u>Section</u>	<u>Page</u>
479 FTG Commander Welcome Letter	3
479 OSS Commander Welcome Letter	4
479 OSS Spouses Welcome	5
479 OSS Flight Commander Welcome Letter	6
Initial Reporting Instructions	7-9
CSS/STUCON In-processing Information	10-12
Housing - Unaccompanied	13-14
Housing - Accompanied / UOQ Not Available	15
Accountability	16
Casual Status	17-19
Leave Information	20-21
Temporary Duty (TDY)	22-24
UCSO Training (UCT)	25-27
Dress and Appearance	28-30
Motorcycles	31-32
Last Note on Officership	33
Notes	34
Base Contacts	35
USAF Organizational Structure	36



10 October 2013

MEMORANDUM FOR INCOMING CSO STUDENTS

FROM: 479 FTG/CC

SUBJECT: Welcome Letter

1. On behalf of the 12th Flying Training Wing Commander, Col Gerald Goodfellow, it is my pleasure to welcome you to NAS Pensacola and to active duty as an Air Force Officer. You will find that Pensacola has a rich military training history and provides good support as we work to produce the Air Force's newest Combat System Officers.
2. You have made a commitment to serve your country and in doing so have joined an elite band of warriors; those who have volunteered to uphold the Air Force core values—integrity, service before self, excellence in all we do. You will have an opportunity to meet many senior officers who will share their philosophies, but there are three things that must be understood:
 - a. You are now an officer in the Air Force. The expectations and standards are high and you will act accordingly. You will not be coddled, cajoled, or begged to try harder or do better. Inappropriate use of alcohol, sexual misconduct or discrimination of any kind simply will not be tolerated. If you cannot act professionally and maintain the standards, we will expedite your return to civilian life.
 - b. You have training requirements to accomplish prior to beginning the UCSO training program. While awaiting training or when those requirements are completed, you will be employed in any number of jobs within the group or across the base, in most cases you are overqualified for these assigned duties. Regardless, I expect you to do your assigned work to the best of your ability and earn your paycheck.
 - c. This is not about you. Our nation is at war and good men and women are fighting and dying to protect the freedoms available in this country. If you are unwilling to carry out your duties for your country, please let someone know ASAP.
3. This training will be one of the biggest challenges you have faced to date. The hours will be long and the process will be grueling. I congratulate you on earning a spot here in UCSO training. With hard work and perseverance, you can earn your wings and take your place in combat, mobility, and special operations units carrying out the Air Force mission every day. Aim High – Fly, Fight, Win!

A handwritten signature in black ink, appearing to read "T. Shank", is written over a horizontal line.

THOMAS B. SHANK, Col, USAF
Commander, 479th Flying Training Group



1 Jun 13

MEMORANDUM FOR INCOMING CSO STUDENTS

FROM: 479 OSS/CC

SUBJECT: Welcome Letter

1. Welcome to Undergraduate Combat Systems Officer Training (UCT)! As you embark on your quest for Combat Systems Officer wings, your journey will take you from flight screening in Pueblo, Colorado, to advanced training right here at Naval Air Station Pensacola. Throughout it all you will remain a member of the 479th Operations Support Squadron. Your chain of command will provide leadership and support to ensure the squadron meets its mission of producing competent and professional officers and aviators for the U.S. Air Force.
2. During flight training you will be assigned to a flight commander in the 455th Flying Training Squadron (Primary phase) and later in the 451st Flying Training Squadron (Advanced phase). They will guide you through training and have day-to-day control of your schedule. Outside of the training syllabi, my Student Control flight commanders will provide supervision, guidance, and help with any problems that may arise. Do not hesitate to talk to them and keep them informed of significant work, family, and life events.
3. UCT is a marathon, not a sprint. This is a difficult training program and you will spend a lot of time studying and preparing for your simulator and flight events. However, it is important to keep balance in your life in order to maintain Air Force standards. You are an officer first and you will be expected to meet fitness, security clearance, and job proficiency requirements. Dress and personal appearance and the rendering of proper customs and courtesies are also an integral part of your training here.
4. For those of you with spouses or significant others, your family is a part of this squadron and the UCT program as well. We will do everything in our power to ensure that their needs are met while you undergo training. My wife, Becca and the 479th Operations Support Squadron Spouses, along with the 479th Flying Training Group Student Spouses, are here to provide fellowship and support.
5. Once again, welcome to the mighty Blade family. I look forward to serving with you!



FRANCISCO RIVERA, Lt Col, USAF
Commander

Dear CSO student,

On behalf of the 479th OSS Spouses, I'd like to start off by offering a big welcome to NAS Pensacola! I'm so excited to be able to share in this special phase of your life. Pensacola is a wonderful place to live and has many things to offer. The spouses group and I support the needs of our Air Force families. Whether you are single or married, we are here for you. It's our hope that you enjoy your time with us and that you make some lasting memories!

We have a unique group of folks here at CSO training that tailors its activities to meet the needs of our student spouses or significant others—the 479th Student Spouses Group. I add the term significant others because you don't have to be a spouse to join the group, many girlfriends, boyfriends and fiancés participate in their monthly events. So all are definitely welcomed! The activities include coffees, Bunco (a dice game), running clubs, book clubs, play groups for the kiddos, just to name a few. I strongly encourage spouses and significant others to get involved; this is a great way to meet friends and support one another during this time while you undergo the challenges of CSO training.

I'm always here to answer questions or concerns of any kind. Please tell your spouse or significant other to feel free to contact me anytime day or night; I'm here to help! I can be reached at my cellular number (325)-829-1478, home phone (850)-361-4880, or email becca.rivera35@yahoo.com. I very much hope I get the chance to meet each and every one of you. Welcome to the Air Force CSO family!

Warmest Regards,

Rebecca Rivera



DEPARTMENT OF THE AIR FORCE
AIR EDUCATION AND TRAINING COMMAND

3 Feb 14

MEMORANDUM FOR INCOMING UCSO STUDENTS

FROM: 479 OSS/OSH ADO

SUBJECT: Welcome Letter

1. Congratulations on your assignment to NAS Pensacola and Undergraduate Combat Systems Officer Training (UCT).
2. You are now assigned to the 479th Operations Support Squadron, Student Control Flight (STUCON) which is located in building 3610. STUCON can be reached at DSN 922-0971 or Comm (850) 452-0971. Your chain of command, in order, will be the STUCON Flight Commander(s), 479 OSS Assistant Director of Operations, 479 OSS Director of Operations, 479 OSS Commander, 479 FTG Commander, and 12 FTW Commander. It is imperative that you properly follow your chain of command.
3. In-processing is the first requirement upon your arrival. During in-processing you will provide up-to-date contact information for you and your family as accountability is one of the priorities in Student Control. Completing all appointments on the checklist prior to the start of UCT is required. Upon completion of in-processing you will be employed throughout the 479 FTG. Become a productive member of the 479 FTG team and remember that you are a professional Officer in the USAF and are expected to conduct yourself accordingly. You are expected to use good judgment and think critically at all times.
4. Student Control is responsible for you and your training prior to starting UCT. Be proactive at all times and bring all questions to your immediate chain of command. You will take the Air Force Fitness Assessment before UCT. If you do not pass, your UCT start date may be delayed until you can pass. You are afforded the opportunity for PT three times a week so take advantage of it.
5. UCT is extremely challenging. This year you can expect some of the toughest training you have encountered in your Air Force career. Come prepared, study hard, and give it your all and you will be successful. Good Luck!

A handwritten signature in black ink, appearing to read "Jm", is located below the list.

JAMIE H. WILEY, Major, USAF
ADO, Director of Student Affairs

Initial Reporting Instructions

Reserve a room at the Gateway Inn (Billing)
If you have made other accommodations, please inform STUCON.
Navy Gateway Inn - (850) 452-2756



DIRECTIONS TO THE GATEWAY INN 600 Moffett Rd

- Main Gate to Moffett Road
- 1. After coming through the gate, stay left to go on Murray Rd.
- 2. Take a right at the 2nd traffic light onto Moffett Rd.
- 3. The Gateway Inn is the large brick building with a white balcony on the right side of the road.
 - There are signs along the way that will lead you to the Gateway Inn.

INITIAL REPORTING: REPORT IN UOD TO 479th OSS STUCON
(directions on p. 8)

- When you arrive at the Gateway Inn/other accommodations, contact STUCON (850-452-0971) and inform them of your arrival. If you will arrive after duty hours, contact STUCON during duty hours (0730-1630) before arriving. In case of emergency, call the FLT/CC After Hours Duty Cell Phone (850) 503-3225.
- Bring a copy of orders to STUCON and CSS ASAP (in UOD).

STUCON IN-PROCESSING BRIEFING: **0845 T/TH in Blues**
(directions on p. 8)

What to Bring to CSS & STUCON In-Processing

1. 5 copies of orders (front and back).
2. Identification cards (drivers license and military ID, if applicable).
3. Proof of car registration, insurance, and title.
4. Traffic Management Office papers and receipts, if applicable.
5. All personal records: Sealed envelope and marriage certificate.

Initial Reporting Instructions

STUCON

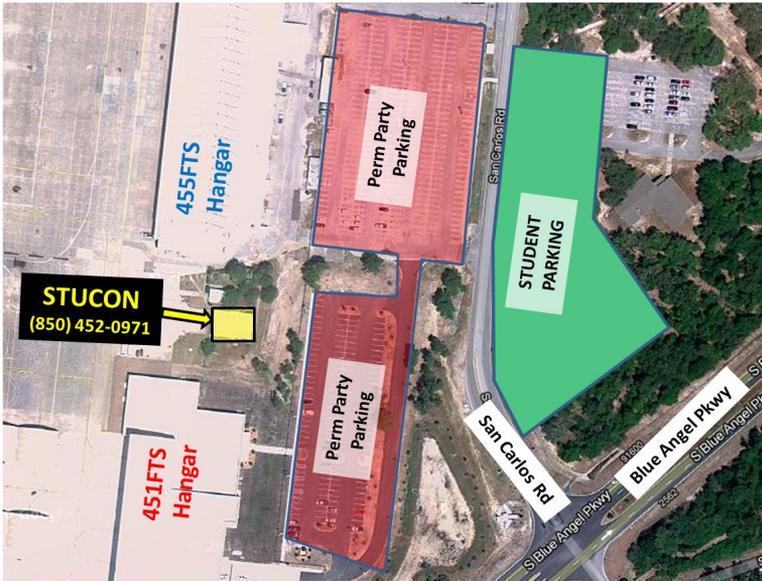
860 San Carlos Rd, Bldg 3610

DIRECTIONS TO STUCON FROM NAVY GATEWAY INN:

1. FROM THE NAVY GATEWAY INN: TURN LEFT (WEST) ON TAYLOR.
FROM THE MAIN GATE: FOLLOW THE ROAD TO THE RIGHT ONTO DUNCAN.
2. WHEN ROAD T's, TURN RIGHT ON RADFORD BLVD (AKA BLUE ANGEL PARKWAY).
3. DRIVE PAST NAVAL AVIATION MUSEUM ON YOUR RIGHT.
4. MAKE 2D RIGHT AFTER MUSEUM ON THE 2D SAN CARLOS ROAD.
5. MAKE 1ST RIGHT INTO PARKING LOT LABELED IN GREEN (NEXT PAGE). WALK ACROSS THE STREET TO STUCON BUILDING (LABELED IN YELLOW NEXT PAGE)
6. THE STUCON OFFICE IS THE TIN SHACK ON THE LEFT OF THE AIMD BLDG. (THERE ARE PICNIC TABLES ADJACENT TO STUCON)

Initial Reporting Instructions

Students are only allowed to park in the overflow parking area across the street from the flight-line side of San Carlos road while attending UCT.



When working in or attending training at the Applied Instructional Facility



CSS/STUCON

In-processing Information

Responsibilities

Until you begin the Undergraduate Combat Systems Officer training (UCT), you are a casual lieutenant. You in-process with both STUCON and the 479th FTG Command Support Staff (CSS). To do this, you must complete both the 479 OSS STUDENT INPROCESSING checklist for STUCON and the 479 FTG INPROCESSING checklist from CSS. Once in-processing is completed, you will be assigned to an element and given either a long term “stash” job within the group or utilized for recurring/random jobs on occasion such as security, escort, and graduation support.

TDYs / Training RIPs (see TDY section p. 22-24 for more details)

There are 2 TDYs that must be completed prior to starting UCT: Initial Flight Screening (IFS) in Pueblo, CO, and USAF Water Survival Training (SV-86) here at NAS Pensacola, FL. If you have a Private Pilot’s License (PPL), you will be waived from attending IFS. Bring your PPL to the Registrar’s office. You will receive a training notification referred to as a “RIP” (report on individual person). STUCON will notify you if you have any RIPs and you must sign them immediately.

Hurricane Evacuation

Upon arrival to NASP, students will fill out their evacuation location on Air Force Personnel Accountability and Assessment System (AFPAAS). AFPAAS can be accessed via the AF Portal. Any students living on base should acquire hurricane stickers from the Community Center off of Wagner Ave.

Vehicle Registration

NAS Pensacola issues windshield stickers to track vehicle registration. The vehicle registration building is located immediately on the left as students enter the base through the main gate on Duncan Road. You will need to bring driver’s license, proof of car registration, and proof of insurance.

Security Manager

The Security Manager has in-processing every Tuesday at 1300. Make sure you bring your SAAR form. After your meeting, you will be issued your Applied Instructional Facility (AIF) access badge. Before receiving an AIF access badge, students will be escorted at all times while in the AIF. **Electronic devices such as cell phones, laptops, flash drives and music players are not allowed in the AIF AT ANY TIME.** Having an electronic device in the AIF could result in elimination from UCT, *NO EXCEPTIONS*.

CSS/STUCON

In-processing Information

CAC/ID CARD:

FROM GATEWAY INN TO CAC/ID CARD

OFFICE:

421 Sauffley St, Suite B (Building 680)

1. HEAD EAST ON MOFFETT ROAD TOWARDS THE NEX
2. 2ND RIGHT AT CHAMBERS AVE
3. 1ST LEFT ONTO SAUFFLEY STREET
4. BUILDING: PERSONAL SUPPORT DETACHMENT (PSD) Phone: (850) 452-3617 (ACROSS THE STREET FROM THE NEX GAS STATION)



Newcomers Brief: Students must attend a one-day monthly newcomer's brief prior to beginning class. The newcomer's briefing is typically scheduled on a Friday at the AIF bldg from 0700-1500. Uniform is short sleeve blues. Announcements will be made at muster.

CSS/STUCON

In-processing Information

Base In-processing: Personnel/Finance

In addition to in-processing for STUCON, on the next available Wednesday, students will go to Building 746 off of Turner Street at 0930 for base in-processing. Students must bring their sealed envelope at this time. At this briefing, you will receive another in-processing checklist from the Command Support Staff (CSS) to be completed. Uniform is short sleeve blues.

Medical

During base in-processing, the Air Force medical technician will collect your records and enter you into the NAS medical system. If the technician does not come, take your medical records over to the Clinic and ask for the Air Force medical technician. Students are responsible for maintaining currency of all health requirements (immunizations, dental, and flight physical). You can check your status at this website (<https://imr.afms.mil/imr/MyIMR.aspx>).

You will need to complete a flight physical at the Naval Medical Clinic within a month, but NTL 10 days prior to your class start date. All sick call, doctors appointments, or any medical issues will be coordinated through the central appointment line at 850-505-7171.

In the case of an emergency situation, students need to go to the Naval Hospital off of Highway 98 and contact your Element Leader & Flight Commander immediately (at least within 24 hours). After any off-base medical care has been administered, students need to be seen by an Air Force flight doctor.

Computer Access

1. You need a military CAC/ID Card before you can get computer access.
2. Complete the two forms (DD Form 2875 and Team Genesis Forms) given to you during STUCON inprocessing and take to Team Genesis. Make sure they are signed by the FLT/CC and Security Manager as needed.
3. Complete Information Assurance Training. If training is complete, bring your Information Assurance certificate. You can complete this without having your CAC activated. Team Genesis is located on Skyhawk Dr. between the AIF and STUCON

**STUDENTS ARE EXPECTED TO CHECK THEIR .MIL E-MAIL
ONCE A DAY. NO EXCEPTIONS.**

Students are highly encouraged to purchase a home CAC reader to check their military email. Refer to: <http://www.militarycac.com/> to set up the certificates/drivers for your home computer. Once set up, you may access your email through the AF portal (recommended) or through “<https://webmail.tyndall.af.mil/exchange/>”

Housing - Unaccompanied

Per Air Force Regulations, Unaccompanied Officer Quarters (UOQ) are mandatory when available

UOQ quarters are for unaccompanied students. Students with dependents may procure off-base housing or apply for on-base housing (see page 15).

Students will stay at the NAS Pensacola Gateway Inn until assigned a room at the UOQ. **You will only be reimbursed for 10 days at the Gateway Inn!**

Amenities: Rooms are *fully furnished* with queen bed, dresser, night stand, lamp, sofa, recliner, TV stand, bookcase, bar stools, bathroom, full kitchen with refrigerator, microwave, cook top, dishwasher and a washer/dryer combo.

Phone, internet and television services will not be provided but may be purchased through local providers. Some recommended items to bring or purchase include TV, kitchenware (pots/pans, dishes, glassware, utensils, etc.), towels, linens. Temporary bed linens will be available until you purchase your own.

Guest & Visitor Policy: Cohabitation of any kind will not be allowed. Guests must be at least 18 years old and may not stay overnight. Overnight visitor accommodations can be made through Gateway Inn or Navy Lodge.

Household Goods & TMO/PPO: Students are highly encouraged to coordinate any required transportation of household goods (HHG) through their commissioning source or losing base. NAS Pensacola Traffic Management Office (TMO) can help with setting up and completing HHG actions and processing. If students initiate HHG actions through TMO after arriving on station and want to travel home or perform a DITY move, standard chargeable leave rules apply. TMO can be contacted at 850-452-4727 and is located in the PSD building behind the gas station off of Moffett Road (see page 11).

NOTE: UOQ residents have limited storage (see layout on p. 14). Household goods not stored in the UOQ (ex. furniture) will go into non-temporary storage and you will not be able to access the items until PCSing from NAS Pensacola. Therefore, partial DITY moves are recommended to bring necessities only and have movers take the rest. Again, students will not have access to items in non-temporary storage and should ensure personal and required items are brought with them. Additionally, off-base arrangements will be required for any extra vehicles.

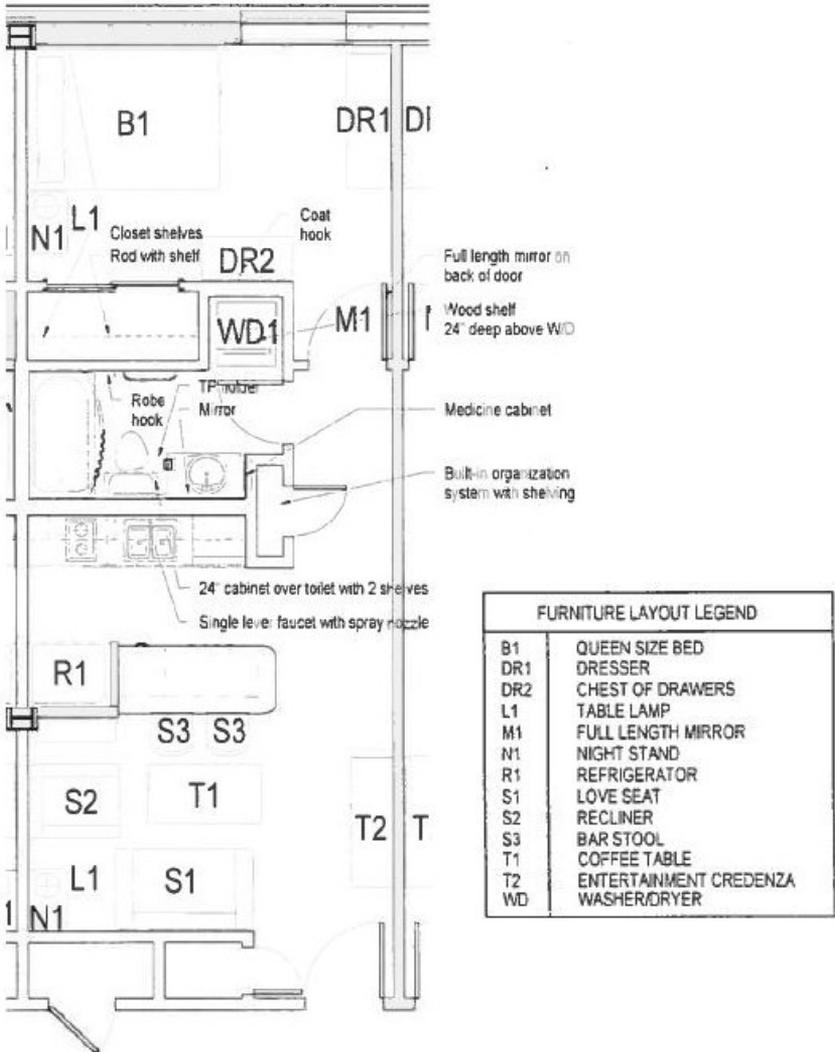
POSTAL BOXES & KEYS: P.O. Boxes are provided at the UOQ.

Pets: No pets of any kind will be allowed in the UOQ building at any time.

Housing - Unaccompanied

Firearms & Weapons: Weapons including mace, pepper spray, and any type of firearm is not allowed. They must be registered with the local armory on base.

Inspections/Liability/Pricing: The officer assigned to the UOQ unit is responsible for preventing damage to the room, furnishings, fixtures, and appliances. It is recommend the individual acquires rental insurance for their personal belongings. **You will not get BAH while assigned to UOQ.**



Housing - Accompanied / UOQ Exemption

All accompanied students have the option to live in on-base housing or to find appropriate housing off base. This also applies to unaccompanied students if the UOQ is at capacity or not available. Students will stay at the NAS Pensacola Gateway Inn until they find housing. Once acquiring housing, please notify STU-CON of your address. Reminder: You will only be reimbursed for 10 days at the Gateway Inn while searching for housing, so begin early!

UNLESS ASSIGNED TO THE UOQ:

- ◆ Students are recommended to live on base, but not required
- ◆ Students residing on base will receive full BAH allowance and rent will be deducted from their paycheck.

On Base - Unaccompanied (IF NOT ASSIGNED TO UOQ)

Balfour Housing is a privatized housing company that currently provides unaccompanied housing in their Lighthouse Terrace Townhomes. They have 2, 3, or 4 bedroom accommodations for students. Students can choose their roommates depending on availability; otherwise, they are placed within homes occupied by other students. Students living in unaccompanied housing can expect to have multiple roommates in townhouses. The townhouses being used for CSO students come with full kitchens, living and dining rooms, washer/dryer hookups, backyard with lawn care service, and indoor and outdoor storage.

Amenities may include:

- ◆ Rental furniture (available through the housing office).
- ◆ One master bedroom with attached half bathroom and walk-in closet.
- ◆ One to three additional bedrooms.
- ◆ Half bathroom on the ground floor.
- ◆ One full bathroom upstairs in a central location to the bedrooms.

On Base - Accompanied

Balfour also provides housing arrangements for accompanied CSO students. All neighborhoods offer included utilities, water and sewage services. Accompanied CSO students are also able to pursue housing outside of Pensacola NAS. Balfour communities can refer new students to various locations in the Pensacola area.

Off Base

The base housing office is a great source to find information on houses for rent, apartments or condominiums which are relatively close to base in suitable living conditions. You can also ask other casual students on recommended realtors. Some places will come furnished if you don't have any furniture.

Accountability

Recall Roster/Recalls

Students are assigned to elements while on casual status and must attend morning muster daily. *Medical appointments always take precedence over muster provided that the element lead and/or Flight CC has been notified in advance.* Unless approved to miss muster by a Flt/CC or for medical reasons, muster attendance is MANDATORY.

DOs:

- ◆ Obtain contact information for your specific element leader
- ◆ Use your element leader as the 1st stop in your chain of command!
- ◆ Inform your element leader if you ever miss muster (for ANY reason).
- ◆ Ensure that STUCON has your most accurate and up-to-date contact information at all times. It is your responsibility.
- ◆ Always call STUCON back within 30 minutes.

DON'Ts:

- ◆ Do not miss muster. You will have to meet with a Flt/CC to explain your actions; expect to receive a LOC (Letter of Counseling).
- ◆ Do not show up late to muster, EVER. See above.
- ◆ Do not lie about your stash job or its hours. We will find out.
- ◆ Do not be “that guy” that cannot return a recall in time.

Recalls are used for casual accountability as well as to pass important information such as a change to duty hours or reporting location. During the duty week, students should always have their uniforms available to be worn on short notice in case of a recall. Students have 30 MINUTES to respond to the recall message.

Chain of Command

Student (You)

Element Leader

STUCON

479 OSS/OSH Flt/CCs (Capts Izarra, Stigler, Thalsofer & Wheeler)

479 OSS/DSA (Director of Student Affairs) (Maj Kendall)

479 OSS/DO (Director of Operations) (Lt Col Marquez)

479 OSS/CC (Lt Col Rivera)

479 FTG/CC (Col Allen)

12 FTW/CC Randolph AFB (Col Goodfellow)

Casual Status

Student “Stash” Jobs

Prior to and after UCT, students may be assigned a “stash” job while on casual status. Students may volunteer for these jobs as well. Once you get assigned a job, you must inform STUCON of your hours and description of your “stash” job or you will be assigned additional duties.

If the student does a great job at his/her “stash” job, a letter of evaluation (LOE) may be written on what you have accomplished while stationed at NASP on casual status. At the end of UCT, a Training Report will be written by your FLT/CC. The Training Report should be thought of as the student’s preliminary Officer Performance Report (OPR) and provide useful accomplishments. Students should keep track of additional duties and notable activities that can be used to generate “action-impact-result” bullet points.

Duty Hours and Reporting In

Duty hours are Monday through Friday, 0730-1630. Students will be able to report for duty in uniform within 30 minutes during duty hours.

Muster (Roll call/Accountability) and Uniform of the Day (UOD)

Muster is every weekday morning at the Radford Gym at 0745

◆ Monday, Wednesday, and Friday

Required Uniform for Muster: PTUs

After muster, students are *required* to physically train at the Radford Gym for unit PT.

Do **NOT** report anywhere in the Group (STUCON, AIF, CSS) in PTUs. You must go home and change into the UOD.

◆ Tuesday and Thursday Muster

Requirement Uniform: UOD (ABUs for casuals and Flight suits for “winged” UCT graduates)

UOD Monday - Friday: ABUs for casuals and flight suit for “winged” UCT graduates.

Casual Status

High-Risk Activities

- ◆ All Terrain Vehicles, Auto Racing, Bungee Jumping, Civil Helicopter Flying
- ◆ Civil Light Aircraft Flight, Dirt biking/MX Racing, Hang Gliding, Hunting
- ◆ Motorcycles, Mountain Climbing/Rappelling, Parasailing,
- ◆ Rodeo/Bull-Riding, Scuba Diving, Skydiving, Soaring,
- ◆ White Water Rafting, Kayaking

Students **must** coordinate this activity with STUCON and will fill out required paperwork during in-processing. Failure to notify STUCON and fill out the appropriate paperwork can lead to administrative action and impact a line of duty determination. Unfavorable LOD may potentially result in forfeiture of medical and/or SGLI benefits.



Officially Designated Off-Limit Areas to Air Force:

- ◆ Psychedelic Shacks, All locations
- ◆ F. Groovy Gifts
- ◆ Shell K at 2849 W. Michigan Ave.
- ◆ Exxon at 2800 West Fairfield Dr.
- ◆ Trisha's One Stop at 3637 Mobile Hwy
- ◆ Lucky Penny at 2900 W. Jackson St.
- ◆ Skunk Smoke Shop at 1097 Navy Blvd.
- ◆ Entertainment PC, Inc. at 5100 N 9th Avenue in Cordova Mall

Recommend avoiding:

- ◆ Dixon Appliances: 44 Angel Street, Santa Rosa Beach, FL (Racist)
- ◆ Rod Dog or Lime Cab taxi services (Don't like AF)

Physical Fitness Assessment (PFA)

Physical fitness assessments (PFAs) will be administered by physical training leaders every Friday of the month. You can expect to take multiple PFAs and will be required to pass them prior to starting UCT and before Graduation.

Casual Status

Student Parking

Students shall park in designated parking areas only (see page 9). Casual students **shall not park in the main parking lot** in front of the hangers. Casual student parking is located across San Carlos Road from the 455FTS and 451FTS hanger buildings. Students parking at the AIF building shall not park in the first three rows closest to the building. Motorcycles are encouraged to share parking spaces.

Vehicle Operation

- ◆ **Observe the posted speed limit at all times.**
- ◆ Radar detectors are not to be used while driving on base (DOD regulation).
- ◆ All military formations have the right of way.
- ◆ Off-base speeding fines begin at \$83 and can go in excess of \$550.
- ◆ Florida state law also requires that all children under the age of five must be in an approved child restraint.
- ◆ Using a cell phone on base while driving without a hands-free device is prohibited. Texting while driving is prohibited for all federal employees.

Any students involved in any civil suits, including speeding tickets on or off base, must immediately report the incident to the STUCON flight commanders and will be reporting to the 479 OSS/CC in service dress.

NAS Pensacola Amenities

All Navy amenities are open to Air Force personnel. Many activities can be referenced by contacting the Morale, Welfare, and Recreation (MWR) office at (850) 452-3806. Some amenities that the base offers are:

- ◆ On-base marina to rent and store boats
- ◆ Golf and Fishing
- ◆ National Museum of Naval Aviation
- ◆ Pensacola Lighthouse
- ◆ Fort Barrancas and Advanced Redoubt fortifications
- ◆ Aviation Plaza NEX: Clothing sales, Movie Theatre, and Electronics Store
- ◆ The Commissary and main NEX are at Corry Station on Hwy 98.



Spouses Club

The 479 OSS has an active spouses club. Student spouses are encouraged to participate. The Spouses Club provides support and information to military spouses as well as many social events. Please provide us with their contact info upon check-in. There is a 479 Spouses Club page on Facebook.

Leave Information

To take Leave, students first fill out a STUCON Leave Request Form and an AETC Form 29B, located at STUCON, no later than seven (7) days prior to departure date.

Leave requests are reviewed by a STUCON flight commander. If a student is requesting Advance Leave, Overseas Leave, Convalescent Leave, Permissive TDY, Paternity Leave, RAP (Recruiters Assistance Program), or is going to New Orleans or Las Vegas, he/she must be available if the flight commanders have questions prior to the leave request being approved.

Note: Students should not purchase non-refundable airline tickets before leave has been approved.

AFTER the STUCON Leave Request is approved by a FLT/CC, the student must access Leave Web via the AF Portal, no earlier than 30 days from the start of their requested leave. After the FLT/CCs have approved the leave request through Leave Web, the Command Support Staff (CSS) will assign an authorization number. Once you have a leave authorization number, print off the Form 988 Part II and carry it with you while on leave. The Part II is your authorization to be on leave.

YOU ARE NOT AUTHORIZED TO LEAVE THE LOCAL AREA UNTIL THE CSS ASSIGNS AN AUTHORIZATION NUMBER. DO NOT LEAVE THE LOCAL AREA UNLESS YOU ARE CERTAIN YOU ARE APPROVED TO TAKE LEAVE. OTHERWISE YOU MAY BE CLASSIFIED AS ABSENT WITHOUT LEAVE (AWOL)

If you do not have a leave authorization number 2-3 days prior to the start of your leave, you are responsible for working with the CSS to get an authorization number. If you still do not have an authorization number the day prior to the start of your leave, see the FLT/CCs. CSS business hours are 0900-1500 M-F (they often close early on Fridays).

Upon returning from leave, students will log into Leave Web via AF Portal to complete Part III of the leave request to return from leave. Leave begins & ends in the local area.

****See STUCON with any questions****

Leave Information

Leave Request

Type	(A) Ordinary	Chargeable Leave Rules
Member	Second Lieutenant Randall Garner	
Entered	1 Mar 2013	
Leave Area	<input checked="" type="radio"/> CONUS	Balance: 4.0
	<input type="radio"/> OS	ETS: 0.5
	<input type="radio"/> OS to CONUS	Use/Lose: 0.0
Leave Status	8 Mar 2013	
	1230	
First Day	8 Mar 2013	<i>A leave number MUST be assigned before you start leave. Leave begins and ends in local area- (where member lives & commutes to PDS). If you start leave on non-duty day, then leave is chargeable. If you return on a non-duty day then that day is NOT chargeable.</i>
Last Day	15 Mar 2013	
Return Date	15 Mar 2013	
The amount of leave you are requesting may require your commander's approval.		
Address	Your mom's house Nowhereville, TX 910-867-5309	
Emergency Phone	910-123-4567	
Supervisor	Thalhofer, Alicia M (Capt)	<input type="checkbox"/> ?
Backup Approver	Stigler, Matthew E (Capt)	<input type="checkbox"/> ?
<input checked="" type="checkbox"/> I have read and complied with the Anti-Terrorism Awareness Agreement .		
<input checked="" type="checkbox"/> I have read and consent to the terms and requirements .		

Leave in conjunction with a TDY

Any student that is looking to take leave immediately before or following a TDY MUST have the leave annotated on their RIP prior to processing the orders. Please see STUCON for assistance if you plan to take leave following or preceding a TDY.

Local Weekend Pass (vehicle traveling within 3 hours drive of Pensacola)

On normal weekends and outside of duty hours, students may travel within a 3-hour POV radius of the Local Area *without taking charged leave*, provided they have submitted a 29B and it has been approved by a FLT/CC. Students will attach a driving plan from Google Maps or MapQuest.

Temporary Duty (TDY)

Temporary Duty Assignments (TDY)

Before you begin UCSO training, two TDYs will be completed, IFS and Water Survival. Students must complete the STUCON TDY specific checklists prior to and after the TDY.

ALL CHECKLISTS ARE LOCATED IN STUCON

Students must ensure they keep all itemized receipts from their TDY to be used as substantiating documents when completing travel vouchers.

Government Travel Card (GTC)

A GTC is required to pay for TDY travel expenses such as airline transportation and lodging. STUCON will provide instructions for obtaining a GTC during in-processing. Except for Initial Flight Screening, all official travel while at NASP requires an active GTC. Students are responsible for ensuring their account is current and properly linked to their DTS accounts. Any further questions can be directed to STUCON.

Defense Travel System (DTS)

DTS is the method for generating travel orders and the subsequent reimbursement vouchers for mandatory training and TDYs. STUCON will provide instructions during in-processing to ensure DTS accounts are created ASAP after arrival. Students will be responsible for following any instructions provided by STUCON and/or “TDY-TO-SCHOOL” email notifications to create travel authorizations.

Prior active duty and USAFA cadets must ensure that their current/losing unit releases their DTS accounts ASAP to prevent delays in generating TDY orders.

Training Notification and Processing

The STUCON Training Tech will notify you when you have a training notification or “RIP”. You must come in to STUCON to sign and process the RIP as soon as you are notified to start the process for orders/authorizations. For travel that requires DTS, you will receive a separate email containing “TDY to school” in the subject line. This contains detailed information and web links to instructions for how you must setup your authorization in DTS. STUCON will help you create your orders in DTS. Once your authorization request is approved, you will print your own orders and depart for training.

If you do not receive an email directing DTS travel and are within 10 days of your required departure date for training, you must immediately notify STUCON.

You must maintain awareness of your training and be proactive to ensure that required processing is completed in a timely manner.

TDY (continued)

Flight Gear

CSO students will be issued their flight gear before departing for Initial Flight Screening at Pueblo, Colorado. Once issued gear, students will turn in their gear issue form to STUCON to be filed in their PIFs. Students will go to Wings and Things to have everything sewn on their flight suit at the members expense.

The NEX store has an extremely limited supply of any Air Force uniform items and no female-specific uniform items. It is highly suggested that students procure those items prior to arriving at NAS Pensacola. Eglin AFB and Hurlburt Field are approximately one hour east of NAS Pensacola.

Students should contact STUCON for any questions regarding flight gear issue, collecting missing flight equipment, or to hand in their gear issue sheets.

Initial Flight Screening (IFS)

Before formal CSO training begins, all students must complete IFS at Doss Aviation in Pueblo, Colorado. This TDY can last anywhere between 3 to 5 weeks of academics and flight training, depending on the weather and daily flying schedule. If you have a PPL, you will be exempted from IFS. Bring in your PPL to the Registrar to be exempted. Go to www.dossifs.com to complete the pre-training paperwork and find more information on the course.

Note: You only need one flight suit and one pair of boots to attend IFS.

OPS LIMITS BOLDFACE

You will complete an OPS LIMITS BOLDFACE test before your TDY to IFS. Students must score 100%. **ALL ITEMS INCLUDING THE RED AND BLACK OPS LIMITS ARE REQUIRED TO BE MEMORIZED.** Any student who fails to meet this standard will meet with a STUCON FLT/CC. Study material is available at www.dossifs.com.

The basic schedule of events given to CSO students is as follows:

- ◆ Travel Day: In-processing and check-in.
- ◆ Week 1: Academics, flight ground school, and mandatory PT sessions, which include an unofficial Air Force PT test.
- ◆ Weeks 2 - 4: CSO students will have to complete nine flights and a check ride. The first four flights for all students (pilot, CSO, RPA) are contact flights to become familiar with the aircraft, local flying procedures and basic aircraft maneuvers. The next five flights for CSO students will follow the visual navigation syllabus. A CSO check ride is a separate visual navigation route and general knowledge evaluation.

TDY (continued)

USAF Parachuting Water Survival (SV-86)

The final TDY students must complete before formal CSO training begins is Parachuting Water Survival, due to the numerous navigation routes over water.

This three-day survival school is located on NAS Pensacola along the sea wall off of Radford Blvd. Normally conducted on a Tuesday through Thursday; students will receive academic briefings Tuesday and Wednesday morning starting at 0645, and will be in the water after lunch on Tuesday, Wednesday, and all day Thursday. Be sure to file the Water Survival In- and Out-processing checklists.



UCT



About the Program

The Air Force CSO program combines all aspects of previous navigator, electronic warfare, and weapon system officer responsibilities from all operational fields and aircraft. Training will start with Aerospace Physiology. Next is the T-6 portion of training covering basic airmanship and navigation. Students will “graduate” the T-6 and begin the advanced syllabus. They will learn advanced navigation and electronic warfare. Training in this phase will be accomplished in both the T-25 simulator and the T-1A aircraft. Combat System Officer Training is 220 training days or approximately 11 months. Upon successful completion of training, students will receive their aeronautical rating and their basic Combat System Officer wings. After earning their wings, students will have follow-on training at several different locations.



What to do before you start UCT training

- Fill out the 479 OSS classing-up checklist.
- Make sure you have ALL of your flight gear.
- Get your flight physical updated the same month you class-up
- Get fitted for your G-suit.
- Make sure you have your Active Duty Service Commitment (ADSC).
- Make sure all of the pre-requisite TDYs are complete and certificates are in your Personal Information File (PIF).
- Make sure your PIF is up to date and organized.

****You are not allowed to take leave within 10 days of starting UCT****

UCT

FY14	
Class	Start Date
14-01	1-Nov-12
14-02	27-Nov-12
14-03	3-Jan-13
14-04	30-Jan-13
14-05	26-Feb-13
14-06	20-Mar-13
14-07	12-Apr-13
14-08	3-May-13
14-09	28-May-13
14-10	18-Jun-13
14-11	11-Jul-13
14-12	1-Aug-13
14-13	23-Aug-13
14-14	16-Sep-13
14-15	8-Oct-13

Flight Pay

Military flight pay will commence once the student has accomplished the necessary aerospace physiology training. Students will not receive flight pay while TDY at Initial Flight Screening.

Base Contact Information (see p. 36)

All commercial phone numbers with the prefix 850-452-** are an on-base telephone. When dialing a DSN phone number, dial 94 before dialing the DSN phone number. DSN for NAS Pensacola is 459-**** If dialing a local/long distance phone number from an on base phone, enter 98 and then 1, followed by the area code and desired phone number.**

UCT

Potential Airframes and Locations

Below is the potential airframes and possible locations for a winged CSO.

- ◆ Note the different models for each airframe.
- ◆ FTU = Flying Training Unit. This will be a location where you will receive additional training with your specific airframe

AC-130 U/H

Hurlburt AFB FL (FTU, AC-130U)
Cannon AFB, NM (AC-130H)

F-15E

Seymour Johnson AFB, NC (FTU)
Mountain Home AFB, ID
Lakenheath RAF, UK

B-1

Dyess AFB, TX (FTU)

HC-130

Moody AFB, GA (Little Rock FTU)
Davis-Monthan AFB, AZ
Eglin AFB, FL
Kadena AB, Japan

B-52

Barkesdale AFB, LA (FTU)
Minot AFB, ND

KC-135

McConnell AFB, KS

C-130 E/H*

Little Rock AFB, AR (FTU)
Pope AFB, NC
Dyess AFB, TX
Cheyenne ANG MPF, WY
Peterson AFB, CO
Yakota AB, Japan
Elmendorf AFB, AK
Ramstein AB, Germany

MC-130 E/H/P/W

Hurlburt Field, FL (Little Rock FTU)
Kadena AB, Japan
Mildenhall AFB, UK
Cannon AFB, NM (MC-130 W ONLY)

E-3 AWACS

Tinker AFB, OK (FTU)
Elmendorf AFB, AK
Kadena AB, Japan

RC-135 U Combat Sent,

RC-135 V/W Rivet Joint,

RC-135 S Cobra Ball,

WC-135 Constant Phoenix,

OC-135 Open Skies

Offutt AFB, NE (FTU)
Kadena AB, Japan (follow-on)
Mildenhall AB, UK (follow-on)
Souda Bay, Greece (remote, follow-on)

E-8 JSTARS

Robins ARB, GA

EC-130

Davis-Monthan AFB, AZ (Little Rock FTU)

U-28

Hurlburt Field, FL

*C-130E/H models are being replaced with C-130Js, the status of this pipeline is TBD

Dress and Appearance

NOW THAT YOU ARE ON A JOINT BASE, YOUR ACTIONS WILL BE HEAVILY SCRUTINIZED, AND EVERYTHING YOU DO WILL REPRESENT THE AIR FORCE, SO REPRESENT US WELL!

Uniform Standards

If there is any confusion with dress and appearance standards, refer to AFI 36-2903. Keep your uniform, hair, and face in standards AT ALL TIMES. You must also have all of your uniforms available (including mess dress).

Air Force Customs and Courtesies

- ◆ Stand and salute when raising or lowering the flag (in uniform)
- ◆ Stand and salute when they play “To the Colors” (in uniform)
- ◆ Stand and salute when they play “Reveille” (in uniform)
- ◆ Stand and salute when they play “Retreat” (in uniform)
- ◆ While in civilian clothes, stand at attention for all military traditions.
- ◆ While doing PT, you must stop and salute the flag if visible. Otherwise, you must stop and stand at attention (unless doing a certified PFA)
- ◆ Civilian clothes and National Anthem: stand at attention with hand at your heart (optional to render salute)
- ◆ Stop your vehicle until the Reveille, Retreat, or National Anthem is complete.

Officer Greeting

- ◆ Always greet any officer of higher rank.
- ◆ Always stand for an O-5 and verbally greet the officer(s).
- ◆ Stand, greet, and call the room to attention for the 479 FTG/CC & 479 OS-S/CC or when an O-6 or above enters the room.
- ◆ Notify the nearest command section and call the area to attention if an O-6 or above enters the building.

Dress and Appearance

Navy Officer Rank

Pay Grade	Rank	Abbreviation	Collar	Shoulder	Sleeve
O-1	Ensign	ENS			
O-2	Lieutenant Junior Grade	LTJG			
O-3	Lieutenant	LT			
O-4	Lieutenant Commander	LCDR			
O-5	Commander	CDR			
O-6	Captain	CAPT			
O-7	Rear Admiral (lower half)	RDML			

Dress and Appearance

Students are now on a Navy Base, so you must acclimate yourself to the Navy and Marine ranks. There are multiple Navy and Marine technical schools here, and you are guaranteed to run into enlisted personnel. Please note that with each naval uniform, the rank is located in different parts of the uniform.

Navy and Marine Enlisted Rank

ENLISTED INSIGNIA OF THE UNITED STATES ARMED FORCES

E-1	E-2	E-3	E-4	E-5	E-6	E-7	E-8	E-9	
NAVY									
									
SEAMAN RECRUIT	SEAMAN APPRENTICE	SEAMAN	PETTY OFFICER THIRD CLASS	PETTY OFFICER SECOND CLASS	PETTY OFFICER FIRST CLASS	CHIEF PETTY OFFICER	SENIOR CHIEF PETTY OFFICER	MASTER CHIEF PETTY OFFICER	MASTER CHIEF PETTY OFFICER OF THE NAVY

MARINES									
(no insignia)									
PRIVATE	PRIVATE FIRST CLASS	LANCE CORPORAL	CORPORAL	SERGEANT	STAFF SERGEANT	GUNNERY SERGEANT	FIRST SERGEANT	SERGEANT MAJOR	SERGEANT MAJOR OF THE MARINE CORPS
							MASTER SERGEANT	MASTER GUNNERY SERGEANT	

Motorcycles

Motorcycle Information

If you choose to ride a motorcycle on base, you must wear all required personal protective equipment (PPE) consisting of:

- ◆ Helmet
- ◆ Full-fingered gloves
- ◆ Full length pants/trousers
- ◆ Over-the-ankle protective footwear
- ◆ Long sleeve shirt or jacket
- ◆ Brightly colored upper garment/safety vest during the day
- ◆ Reflective upper garment/safety vest during the night
- ◆ A motorcycle jacket with sewn-in bright colored reflective material may be used in place of separate upper garment/vest.
- ◆ All PPE must be worn, whether a student is riding their motorcycle during the day or night, on or off duty.
- ◆ Backpacks are authorized while riding and must have brightly colored/reflective properties. To comply with AFI 36-2903 uniform guidance, backpacks may be wrapped with bright colored/reflective material (i.e. glow belt).

Motorcycle riders also must coordinate with the motorcycle safety representative. Students choosing this mode of transportation must complete a Motorcycle Safety Foundation (MSF) Basic Rider Course (BRC) before being able to register and ride their motorcycle on or off-base.

Additional Courses Required

Depending on the type of motorcycle the student has, he/she must complete an additional course within 60 days of completing the BRC course or after acquiring the motorcycle. Students with sport bikes will complete the Sport Bike Basic Rider Course and all others will complete the Experienced Rider Course.

At the completion of all of these courses, students will turn in copies of their completion cards to the motorcycle safety representative. In addition to those safety cards, students must also show their state's driver license with motorcycle endorsement.

Students will carry their BRC and additional safety course cards on them at all times while operating their motorcycle on and off base. All of these steps must be completed before the student can legally ride on or off-base.

POC: USAF SSgt Barrientos, 850-452-0641

Motorcycles

FULL GEAR VS FOOL'S GEAR

HELMET

Most important piece of protective gear a rider can use. Protects against head injury, windblast, cold and flying objects. Full faced helmet recommended.

FACE SHIELD

Saves face! Any rider who's been hit in the face by stones, insects or debris can tell you the benefits.

GLOVES

Keep hands comfortable, functional and protected. Come in infinite variety for all seasons.

JACKET & PANTS

Long sleeves and trousers resist abrasion and protect against sunburn, windburn, dehydration or hypothermia. Light colors or reflectives increase a rider's visibility.

BOOTS

Provide protection against foot and ankle injuries and give you a good grip on footpegs or road surfaces.

BOTTOM LINE

Proper riding gear protects in the event of an accident and minimized injuries, when allowing you to enjoy the sport in comfort.



HEAD

Considered precious by knowledgeable riders and never exposed by the pros. When fully in view, allows immediate identification of untrained person not using his. Hand out rider education info on site!

EYES, EARS & FACE

Known to experienced riders as "bug and garbage collectors." Common "bare-face" symptoms include windblast-deafening and deformed, narrow-slit, watery eyes.

HANDS

au naturelle (not for long). Known to seize into curled position when exposed to cold; not genetically evolved to withstand abrasion.

BARE LIMBS

A phenomenon seen only on riders deemed impervious to any unavoidable accident or inclement weather. Subject to ridicule in riding circles.

FLIP FLOPS

Terminology for what sandals, toes and feet do upon contact with road surfaces, shift lever, brake pedal, footpegs, or windblasts.

BOTTOM LINE

Fool's gear identifies an untrained rider. Learn how to avoid embarrassment, ridicule and injury, while gaining skills and knowledge by contacting the Rider Course nearest you.

THE MORE YOU KNOW. THE BETTER IT GETS.

Last Notes on USAF Officership

Core Values—The USAF Core Values must be present in every aspect of your lives including off duty time as you are an AF officer 24/7. Everyday you will experience situations in which your attitude and integrity will be tested. Your response to these situations will eventually turn into habits. Start becoming the officer that you have envisioned yourself to be.

Alcohol— If you consume alcohol, you must know when to stop. You know you have crossed the line with alcohol when you can no longer control your actions. Be aware that the repercussions for alcohol related incidents are extremely severe. Any alcohol related incident is grounds for removal from UCT, and possibly the USAF. A DUI will result in a LOR/UIF, removal from UCT, likely separation from the Air Force, and educational recoupment of all scholarships awarded. (For USAFA graduates, that number tops \$100,000) Don't ruin your career or your life by being careless.

The Wingman Policy—We take care of each other. This isn't just being a DD, although that is a part of it. Be the voice of reason in a sticky situation and never leave a buddy behind. **A good wingman will not only have a plan, but will carry out that plan or get the plan back on the right track when things go wrong.**

Regardless of the time or location, you are always an Air Force officer. Whether at work or elsewhere, there will always be consequences for the actions that you take.

- I. **Sanity/Safety Check**— Before you do that thing, use your last brain cell and ask yourself, “Is what I am about to do worth the risk?” There will be times when the answer is yes, but force yourself to ask the question. ID the risks/hazards and do not accept unmitigated risk.
- II. **Equipment Check**—Do you have the right tools/resources to carry out the task at hand? Is your equipment in good condition and are you prepared for contingencies? Are you up to the task at hand? Have you had the appropriate level of training and are you mentally, physically and spiritually prepared?
- III. **Integrity Check** – If you honestly reported your actions to the 479 OSS/CC, would he be able to spot integrity issues with your conduct as USAF officer?
- IV. **Dignity Check** – If you honestly reported your actions to your spouse, children or parents, would your conduct make them proud?

NOTES

Base Contacts

AIF Security Desk (Fishbowl): 850-452-0604

Base Quarterdeck (Base Operator): 850-452-3100

Communication Team: 850-452-0762

CSS (Command Support Staff): 850-452-0934

Command Religious Program (Bldg 634): 850-452-2341

Finance: 850-452-0938

Fleet & Family Support Center: 850-452-5990 ext. 3102/3103

Gateway Inn: 850-452-2756

Housing: 850-452-4412

Medical Technician: 850-452-5640

National Museum of Naval Aviation: 850-452-3604/3606

Naval Base Health Clinic Central Appointment Line (SICK CALL): 850-505-7171

Naval Hospital Quarterdeck/Information: 850-505-6601

PSD (ID/CAC Card Assistance): 850-452-3617

Personnel: 850-452-0937

RIPS/Training Tech: 850-452-0954

Security Manager: 850-452-0604

STUCON Office: 850-452-0971

STUCON Flight Commanders: 850-452-0955/0956/0957 – Cell: 850-503-3225

TMO/PPO Office: 850-452-4727

USAF Organization Structure



Team Pensacola

