



## 479th Flying Training Group Naval Air Station Pensacola



### Undergraduate Combat Systems Officer Training

## Welcome Guide

110 West Ave, Bldg 646  
Pensacola, FL 32508  
Commercial: 850-452-0971  
DSN: 459-0971

Email: [479oss.STUCON@us.af.mil](mailto:479oss.STUCON@us.af.mil)

*Updated 10 May 16*

# Table of Contents

<u>Section</u>	<u>Page</u>
Arrival and Base Lodging Instructions	3
479 FTG Commander Welcome Letter	4
479 STUS Commander Welcome Letter	5
479 STUS ADO Welcome Letter	6
479 STUS ADO Physical Fitness Letter	7
Initial Reporting Instructions	8
Student Locations and STUS Parking Maps	9
STUS General Information	10-12
CAC/ID Card In-Processing Information	13
Identifying Your Learning Style	14
Base (CSS) In-Processing	15
Finance	16
Housing	17-18
Local Area/Recreation	19
High Risk Activities	20
Motorcycles	21
Before UCT	22-23
UCSO Training (UCT)	24
After UCT	25
Dress and Appearance/Customs and Courtesies	26
Navy Officer Ranks	27
Staff Vehicles	28
Last Notes on Officership	29
Share Your Ideas with AETC	30
Base Contacts	31

# **Arrival and Base Lodging Instructions**

Reserve lodging at the Gateway Inn (primary) or Navy Lodge (secondary) on base. If on-base lodging is unavailable, obtain a Non-Availability Memo from the lodging front desk and then arrange off-base lodging.

Navy Gateway Inn (no pets allowed) – 850-452-2756

Navy Lodge (pet friendly) – 850-456-8676

Unaccompanied students are assigned to Unaccompanied Officer Quarters after in-processing.

## **Directions to Gateway Inn – 600 Moffett Rd**

1. Enter NAS Pensacola through main gate off of Navy Blvd.
2. After coming through the gate, stay left to go on to Murray Rd.
3. Take a right at the second traffic light onto Moffett Rd.
4. Follow Moffett Rd to Building 600 on the right with a blue awning

## **Directions to Navy Lodge – 3875 Radford Blvd**

1. Enter NAS Pensacola through main gate off of Navy Blvd.
2. Stay on Duncan Rd until you reach stoplight at Radford Blvd; take right onto Radford Blvd
3. Continue one mile; Navy Lodge is on the left (if you pass the Aviation Museum, you have gone too far)

Call STUS at 850-452-0971 one duty day prior to your arrival to confirm your arrival. Report to STUS at 0800 in blues on the next duty day after arrival.

If you have an emergency that requires immediate attention outside of duty hours, call the Flight Commander On-Call Cell Phone at 850-503-3225.



**DEPARTMENT OF THE AIR FORCE  
AIR EDUCATION AND TRAINING COMMAND**

16 September 2015

**MEMORANDUM FOR INCOMING CSO STUDENTS**

**FROM:** 479 FTG/CC

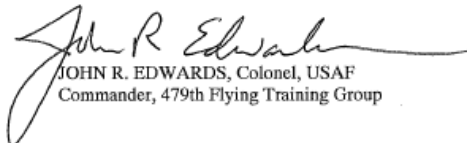
**SUBJECT:** Welcome Letter

1. Welcome to Combat Systems Officer training and active duty as an Air Force officer! You are about to begin an intense and rigorous training period that will culminate in receiving your U.S. Air Force Combat Systems Officer wings and joining the elite fraternity of military aviators.

2. You have already made a commitment to serve your country as a warrior-leader and we expect you to fulfill the Air Force core values of integrity, service before self, and excellence in all we do. While you will meet many senior officers who will share their philosophies, 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.
- b. You have requirements prior to beginning the UCSO training program. While awaiting training or when those requirements are completed, you will work in any number of jobs within the group or across the base. In most cases you are overqualified for these assigned duties. Nevertheless, I expect you to do your assigned work with a positive attitude, a 110% effort, and act like a leader.
- c. Our nation remains at war. We are preparing you for that battle. If you are unwilling to carry out your duties for your country, please notify your commander.

3. CSO training will be one of the biggest challenges you have faced to date. The hours will be long and the process will be grueling. This is not college so whatever you did to succeed in college may not work here. You have to figure out how to learn and excel here. Our instructors will help you. I congratulate you on earning a coveted spot 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!

  
JOHN R. EDWARDS, Colonel, USAF  
Commander, 479th Flying Training Group



**DEPARTMENT OF THE AIR FORCE  
AIR EDUCATION AND TRAINING COMMAND**

1 March 2016

MEMORANDUM FOR ARRIVING UCT STUDENTS

FROM: 479 STUS/CC

SUBJECT: UCT Welcome Letter

1. Congratulations on your assignment to NAS Pensacola for Undergraduate Combat Systems Officer Training (UCT). I hope you are ready for what will likely be one of the most challenging years of your life, yet one of the most rewarding and memorable. If you will be accompanied by your spouse while you are here, this will be a challenging year for them as well. Please arm them for success by sharing their contact information with us upon your arrival so that we can get them plugged in with the 479<sup>th</sup> Student Spouse's network. The 479th Student Squadron will be your home for your entire stay here at NAS Pensacola, and I and my team look forward to ensuring your success on your road to earning your Wings!

2. During flight training you will be operationally 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 Squadron 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. Depending on the length of time between your arrival and UCT start date, you may be on casual status while awaiting TDYs to Initial Flight Training (IFT), Combat Survival Training (CST) and your UCT class start date. While on casual status, you will support the group by augmenting critically manned positions. This is a valuable opportunity to learn about operational/support roles in the Air Force and to broaden your appreciation of the team behind the flying operation. Expect to work normal duty hours during this timeframe.

4. Be ready – physically, mentally, spiritually. In order to complete the program, you will need to be completely committed to the Air Force's Core Values and to your training. It will not be an easy process, but at the end of training you will be extremely proud of your accomplishments. We look forward to helping you on your way toward earning your CSO wings! Welcome to the Owls!

A handwritten signature in cursive script, reading "Christopher J. Plourde".

CHRISTOPHER J. PLOURDE, Lt Col, USAF  
Commander



**DEPARTMENT OF THE AIR FORCE  
AIR EDUCATION AND TRAINING COMMAND**

1 Oct 15

**MEMORANDUM FOR INBOUND UCSO STUDENTS**

**FROM:** 479 OSS/OSH Assistant Director of Operations

**SUBJECT:** Welcome to Undergraduate Combat Systems Officer Training!

1. Congratulations on your assignment to NAS Pensacola and Undergraduate Combat Systems Officer Training (UCT). We are excited to have you embark on this challenging but very rewarding experience. The greater Pensacola region provides many opportunities for recreation and relaxation. During your training, you are encouraged to take advantage of these opportunities, be active in the community, and explore all the activities this area offers.
2. You are now assigned to the 479th Operations Support Squadron (OSS), Student Control Flight (STUCON). STUCON will maintain administrative control of you from the day you arrive to the day you earn your wings and report to your next duty assignment. STUCON can be reached during normal duty hours at DSN 459-0971 or (850) 452-0971. While assigned here, your chain of command, in order, will be the STUCON Flight Commanders, 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 know and properly follow your chain of command at all times.
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. Student accountability is a top priority; please do your part to keep your contact information current and accurate at all times. Upon completion of your in-processing, you will be employed throughout the 479 FTG as you await the start of your training. You will be afforded the opportunity to exercise three times each week prior to entering the UCT syllabus and be expected to pass the Air Force Physical Fitness Assessment each month. I expect you to be a productive member of the 479 FTG and to conduct yourself as a professional officer at all times, in and out of uniform, on and off duty.
4. UCT is extremely challenging and you can expect some of the toughest training you will encounter in your Air Force career. Your time is now—take the initiative to commit yourself to excellence and embrace this opportunity with the determination and will to succeed. Best of luck!

A handwritten signature in dark ink, appearing to read "Rodolfo A. Orozco", is positioned above the typed name.

**RODOLFO A. OROZCO, Maj, USAF**  
ADO, Director of Student Affairs



**DEPARTMENT OF THE AIR FORCE  
AIR EDUCATION AND TRAINING COMMAND**

6 Nov 15

MEMORANDUM FOR 479 OSS STUDENT CONTROL (STUCON)

FROM: 479 OSS/OSH

SUBJECT: Unit Physical Fitness Program Policy

1. Purpose. The goal of the Physical Fitness Program is to ensure our students exceed Air Force fitness standards prescribed in AFI 36-2905. STUCON will introduce these standards to every member in Undergraduate CSO Training (UCT) as a means to establish a culture of physical conditioning and adherence to Air Force core values. Practice Air Force Fitness Assessments (FA) will be conducted to provide members the earliest opportunity to identify strengths and weaknesses while building momentum and motivation for compliance during UCT and beyond.
2. Fitness Program Participation. Each student on casual status will participate in a practice FA once a month, usually held on the first Friday of each month (weather permitting) on an Air Force approved course at Naval Air Station Pensacola. All students, including those who are stash employed, will be expected to participate unless previously excused from a STUCON flight commander. When members begin the UCT formal syllabus flow (Primary), they will be required to take the FA prior to their first flight IAW AETCI 36-2205v5 and once again during the Advanced phase, unless that student possesses a current score of "excellent" (90 or above) which does not expire during training.
3. Fitness Testing. STUCON will administer an entire practice FA (documented on AF 4446 AF Fitness Assessment Scorecard) to the maximum extent possible. Students who score below an 85 (or fail any component) will be required to participate in subsequent practice FAs typically held every Friday of the month. Those students who pass every component of the FA and score above an 85 will be released to conduct physical conditioning on their own. The practice FA will be cyclically administered to all students each month to assess and encourage sustained performance.
4. FA Exemptions. Students who are on a medical profile (AF Form 469) may be exempt from certain components of the FA. However, their participation and accountability is still required. It is imperative members consult with a 479 OSS/OSH Unit Fitness Program Manager (UFPM) to ensure that partial/total exemptions are documented correctly IAW AFI 36-2905.
5. If you have any questions or concerns, please contact a STUCON flight commander at DSN 459-0955 or COMM 850-452-0955.

OROZCO, RODOLFO A. Digitally signed by OROZCO, RODOLFO A. DN: cn=OROZCO, o=AF, ou=AF, email=OROZCO, c=US  
EJANUKU, LIZ / OLOSUA Digitally signed by EJANUKU, LIZ / OLOSUA. DN: cn=EJANUKU, o=AF, ou=AF, email=EJANUKU, c=US

RODOLFO A. OROZCO, Maj, USAF  
ADO, Director of Student Affairs

# **Initial Reporting Instructions**

STUS – 110 West Ave, Bldg 646; ph. 850-452-0971

STUS In-Processing: 0800 Tue/Thu in blues

## **Directions to STUS from Navy Gateway Inn**

1. Head south until you reach Radford Blvd then turn left to head east.
2. Continue all the way down Radford Blvd past the gym and Starbucks and through the two white pillars.
3. Turn left just after the white pillars and STUS is the first building on your right, right on the corner. (See maps on page 9 for parking locations.)

## **What to Bring**

- One copy of your orders (front and back)
- Pen and notebook
- Government Travel Card (GTC) and paperwork (if applicable)
- Personal Records: Sealed Envelope and Marriage Certificate
- Address/contact information/hurricane evacuation location
- \$30 landing fee for unit costs, t shirt, patches etc. (optional)

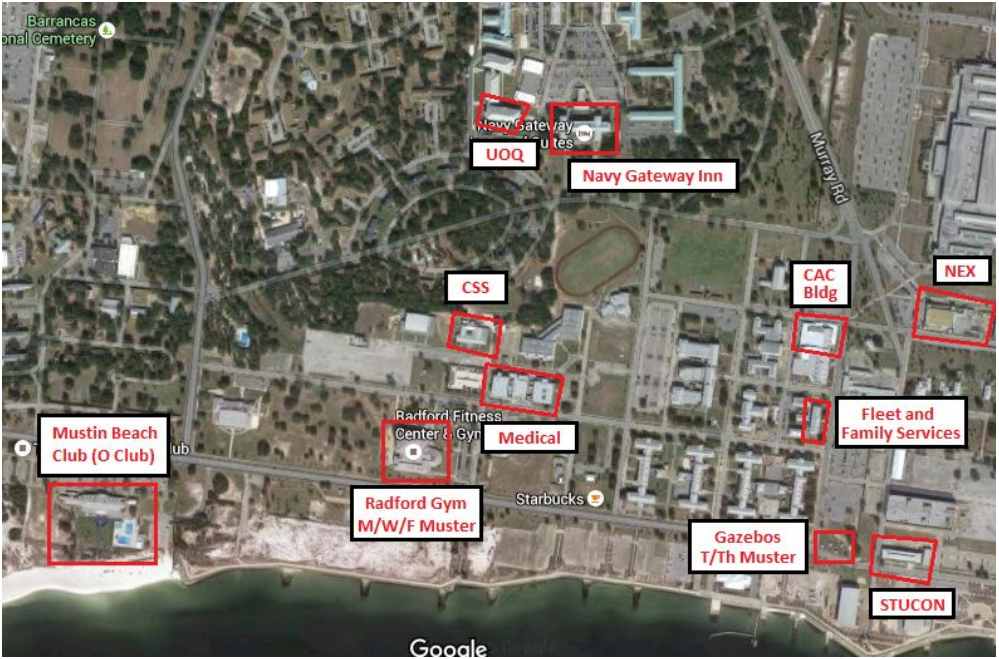
## **STUS In-Processing Brief**

- Sign in and give contact info to STUS to receive element leader
- STUS introduction and expectations
- Student leave policies
- AFPAAS introduction
- Receive in-processing checklist and packet
- Sign training RIPs for Temporary Duty (TDY) with training tech
  - Initial Flight Training (IFT) at Pueblo, CO
  - Water Survival/SERE at Fairchild AFB, WA
  - UCT Primary Phase (T-6)

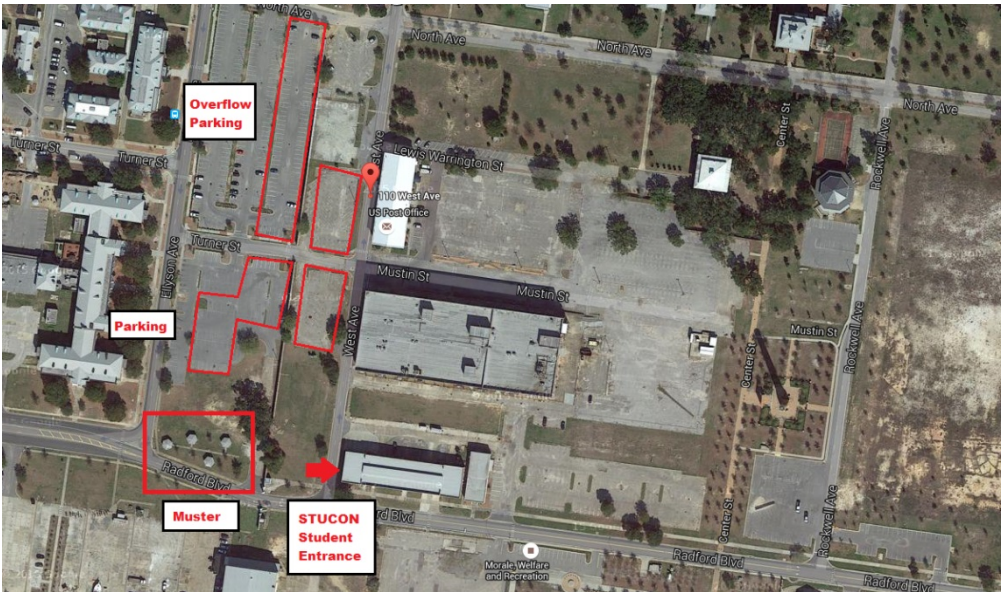


# Student Locations and STUS Parking

## NAS Pensacola



## STUS



# STUS General Information

## STUS Policies

- STUS retains administrative control of all casual, student, and graduate Lts regardless of phase of training.
- Students are assigned to a STUS element and are expected to support unit tasks. Students waiting extended periods of time for training may be “stashed” in specific unit offices as an assigned duty.
- **Students have 30 minutes to respond to phone calls from STUS.**
- Do NOT conduct official business (STUS, AIF, CSS, etc.) in PTUs or civilian clothing. Casual students may wear blues or ABUs as UOD.
- Students are responsible for keeping track of their own training dates and volunteer events. Training always takes priority. If a volunteer opportunity conflicts with training, you must find a replacement for your volunteer even and notify STUS of the replacement.

## Muster

- Muster daily at 0745 (see page 9 for muster locations)
  - T/Th at gazebos across street from STUS in ABUs
  - M/W/F at Radford Gym in PTUs – mandatory group PT immediately following muster
- Medical appointments take precedence over muster provided your Element Leader or a Flt/CC has been notified. However, medical appointments should not be scheduled during PT.
- Students not attending muster due to illness must attend Sick Call at 0700-0800 at the NASP Medical Clinic and inform their Element Leader prior to the start of muster (0745) for accountability.
- If you are volunteering or have a stash job, you must contact your Element Leader prior to muster for accountability. If your duties for that day do not interfere with muster, you must still attend muster.

# **STUS General Information**

## **Email**

Students must check their military and personal emails at least once per day. It is highly encouraged to purchase a home CAC reader to check your military email at home. Students may also use computers at the Navy Library, computer lab (behind CSS), or in the AIF Escort Room.

## **Duty Hours – 0730-1630**

During duty hours students are required to have uniforms ready to be worn on short notice in the event of a recall.

## **Physical Fitness Assessments (PFAs)**

A PFA must be completed after a 42 day acclimatization period if you do not have an official PFA in AFFMS. PFAs are offered every Wednesday at 0700 at the Radford Gym.

## **Chain of Command**

**\*You must always know and use your Chain of Command\***

12 FTW/CC (Flying Training Wing Commander)  
479 FTG/CC (Flying Training Group Commander)  
479 STUS/CC (Student Squadron Commander)  
479 STUS/DO (Director of Operations)  
479 STUS/ADO (Director of Student Affairs)  
479 STUS/Flt CC (Flight Commander)  
STUS OIC (Officer in Charge)  
Element Leader  
You

# **STUS General Information**

## **Leave Information**

- Students must fill out a STUS Leave Request Form (LRF) and an AETC Form 29B and submit both documents to STUS at [479oss.STUS@us.af.mil](mailto:479oss.STUS@us.af.mil).
- Electronic templates are obtained through STUS and must be submitted at least 14 days prior to departure date for ordinary leave, 28 days for RAP, and 30 days for OCONUS leave. (See OCONUS checklist for more details on foreign clearance.)
- Leave checklists are available at STUS.
- Your LRF and 29B must be approved by a STUS Flt/CC before you can submit your leave in LeaveWeb. It is your responsibility to consistently check the status of your leave request.
- You are NOT AUTHORIZED to leave the local area until CSS assigns you an authorization number. If you do, you will be classified as “Absent Without Leave” (AWOL).
- Students should not purchase non-refundable airline tickets or tickets without trip insurance before leave has been approved.

## **Local Weekend Pass**

Per the Squadron OI, on normal weekends and outside of duty hours, students may travel within a 3.5 hour radius of the local area without taking leave. To do so, an LRF and 29B must be submitted to STUS and must be approved by a STUS Flt/CC. Students must attach a driving plan from Google Maps.

# CAC/ID Card

## Directions - Gateway Inn to CAC/ID Card Office 421 Sauffley St, Suite B, Bldg 680; 850-452-3617

1. Head east on Moffett Rd towards NEX
2. Take second right at Chambers Ave
3. Take first left onto Sauffley St
4. Arrive at Building: Personal Support Detachment (PSD)

Bring two forms of ID (at least one picture ID) and a copy of your orders. Park in the lot north of the CAC office.

*ROTC Lts:* DEERS may not have your service component updated from *Reserve* to *Active* or *Regular* until 1-2 weeks after in-processing with CSS meaning you may not be able to receive a CAC. To check the status or for assistance with DEERS, call 1-800-538-9552. Ensure all paperwork with CSS has your correct SSN. Students who have not received their CAC are still responsible for checking their personal emails and may work with STUS for leave and other CAC required systems if necessary.





# Identifying Your Learning Style

## VARK Learning Assessment

During UCT, academics can be challenging. In order to be best prepared, students are required to take the VARK survey to identify their learning style and report their results to STUS.

## Taking the Survey

1. Log on to <http://vark-learn.com>
2. Under “questionnaire” click on “the vark questionnaire”
3. Complete the survey and report results to STUS

visual \* aural \* read/write \* kinesthetic  
**VARK**<sup>®</sup>  
a guide to learning styles

VARK is a questionnaire that helps your learning by suggesting the strategies you should be using.



## What's New



**Back Online:** Our website is back on line after an outage on Friday. We have upgraded website hosting, and everything is working again now. We apologize for any inconvenience.

**NEW PROFILE:** The new cheaper and shorter VARK Profile has arrived and is available online for \$NZ10 about \$US7.50. Why not try it now?

**Trainers:** There are some new financial arrangements to help those who want to use VARK.

**Online presentations and workshops:** Our first online presentation "Introducing

# **Base (CSS) In-Processing**

0915 Wed in blues at CSS (see map on pg 9)

## **What to Bring**

- Five copies of orders (front and back)
- Identification cards (driver's license and military ID)
- Proof of car registration, insurance, and title
- Transportation Management Office (TMO) documents and receipts (if applicable)
- All personal records – sealed envelope, medical/dental records, marriage certificate, bank account and routing numbers

## **What to Expect for CSS In-Processing Brief**

- PCS expense reimbursement
- Set up direct deposit of paycheck
- Establish status for dependents
- Medical technician and medical records/flight records
- TRICARE introduction briefing
- 479 FTG Commander and First Sergeant introductions
- CSS/Base in-processing checklist

## **Medical/Dental Records**

You will need to take your medical records over to NASP Medical Clinic to be entered into the NAS medical system (if this information is not taken during in-processing). Dental records should also be hand carried to Dental Clinic and a dental appointment should be scheduled upon arrival. Students are responsible for maintaining currency of all immunizations, dental, and flight physicals. Students can check their status at <https://imr.afms.mil/imr/MyIMR.aspx>.

## **Medical After-Hours and Emergencies**

It is recommended that students use the Naval Hospital Urgent Care (until 2000) off of Highway 98 or the Baptist Hospital Emergency Room downtown. Students **MUST** contact their Element leader and the Flt/CC on-call number (850-503-3225) immediately. All off-base medical care **MUST** be followed up by an Air Force Flight Doctor at the NASP Medical Clinic.

# Finance

## Travel Information/Entitlements

Upon graduating from OTS, all members will out-process with personnel. This out-processing day is considered a duty day. You will be authorized one day of official travel. Should you choose to start your travel the same day as out-processing, it will count as your authorized day. Official travel normally starts the day after you have out-processed from the base. In this case you would also be allowed one night of Temporary Lodging Expense (TLE) at Maxwell AFB. TLE is to help offset the cost of lodging while in transition to a new base. Base lodging should be used if available and a receipt is required for proof of expense. If it is not available, off-base lodging is permitted with proof of non-availability.

While on official travel you are authorized flat rate per diem for you and your dependents. Flat rate per diem for members is currently \$140 a day and covers food, lodging, and miscellaneous expenses. Dependent per diem will vary depending on circumstances of travel and age. When entitled to flat rate per diem, you are not required to provide receipts for lodging.

Prior service members without a break in service and members with dependents will also be authorized Dislocation Allowance (DLA). DLA is to partially reimburse you for relocation expenses associated with a Permanent Change of Station (PCS). Rates are based on your grade/dependency status and are found at <http://www.defensetravel.dod.mil/site/otherratesDLA.cfm>

Lastly, you will be paid mileage from Maxwell AFB to NAS Pensacola at a current rate of \$0.23 per mile per authorized vehicle. Single members are only permitted mileage payment for one vehicle. Members with dependents of driving age, who own two vehicles and use two vehicles will be allowed payment for both vehicles. (Rental cars can be used, but reimbursement for expense is not authorized per the Joint Travel Regulation.)



# Housing – Unaccompanied

If available, living in the Unaccompanied Officer Quarters (UOQ) is mandatory IAW AFI 32-6005 and 479 FTG OI 32-1.

For more information, consult the 479 FTG UOQ packet.

The UOQ is for students without dependents. Accompanied students may procure off-base housing or apply for on-base housing (see page 18).

**Liability/Pricing:** Students assigned to the UOQ do not receive BAH, but are responsible for preventing damage to the room, furnishings, fixtures, and appliances. It is recommended students have renter's insurance for personal belongings.

**Inspections:** Monthly and random room inspections are conducted to ensure cleanliness in order to prevent safety hazards and enforce policies.

**Amenities:** Rooms are fully furnished to include a full bathroom, full kitchen (refrigerator, microwave, cooktop, dishwasher), and washer/dryer. Phone, internet, and TV services will not be provided, but may be purchased through local providers. Temporary bed linens are available.

**Pets:** No pets of any kind are allowed in the UOQ at any time.

**Firearms and Weapons:** Weapons including mace, pepper spray, or any type of firearm are not allowed. Firearms must be registered with base armory.

**Guest and 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.

**Postal Boxes and Keys:** UOQ mailboxes are set up through base Post Office.

**Household Goods and TMO/PPO:** Students are highly encouraged to coordinate required transportation of household goods (HHG) through their losing base. NAS Pensacola TMO can process HHG actions. If students want to travel home or perform a DITY move, standard chargeable leave rules apply. TMO: 850-452-4727.

**Storage:** UOQ residents have limited storage. HHGs will not be stored at the UOQ (ex. Furniture). Non-temporary storage can be arranged until your next PCS. Students will not have access to items in non-temporary storage and should ensure any personal and required items are brought with them.

# **Housing – Accompanied**

Accompanied students have the option to live in on-base housing or procure housing off base. This also applies to unaccompanied students if the UOQ is at capacity. UOQ exemption memos must be acquired through the Director of Student Affairs and signed off by the UOQ Manager for all non-UOQ housing.

## **Unless Assigned to the UOQ**

- Students are recommended to live on base, but not required
- Students residing on base will not receive BAH

## **On Base – Unaccompanied (if not in UOQ)**

Balfour Beatty Housing is a privatized housing company that currently provides unaccompanied housing in the Lighthouse Terrace Townhomes. They have 2, 3, or 4 bedroom accommodations and may assign other occupants to the townhome. The townhouse includes full kitchens, living and dining rooms, washer/dryer hookups, backyard lawn care service, and indoor/outdoor storage. Amenities Include:

- Rental furniture (available through housing office)
- One master bedroom with attached half bathroom and walk-in closet and 1-3 additional bedrooms
- Half bathroom on ground floor
- One full bathroom upstairs in central location to bedrooms

## **On Base – Accompanied**

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

## **Off Base**

The base housing office is a great source to find information about available houses, apartments, or condominiums close to base that have suitable living conditions. Some places come fully furnished if necessary.

# **Local Area/Recreation**

## **Vehicle Operations**

- Observe the posted speed limit at all times
- Radar detectors are not to be used while driving on base
- All military formations have the right of way
- Off-base speeding fines can be between \$83 and \$550
- Florida state law requires 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
- Students involved in any civil suits including speeding tickets on or off base must immediately report the incident to STUS Flt/CCs

## **NAS Pensacola Amenities**

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

- On-base marina to rent and store boats
- Golf course
- Fishing areas
- Barrancas Beach and picnic areas
- National Museum of Aviation
- Pensacola Lighthouse tours
- Fort Barrancas and advanced redoubt fortifications
- Radford Gym and track area
- Mustin Beach Club (O Club) and Mustin Beach Club Pool
- Aviation Plaza NEX: clothing, electronics, and movie theater
- 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. There is also a 479 OSS Spouses Club Facebook page.

# High Risk Activities

High risk activities include: all-terrain vehicles, auto racing, bungee jumping, civil helicopter flying, civil light aircraft flight, dirt biking/mx racing, hang gliding, hunting, motorcycle riding, mountain climbing/rappelling, parasailing, boating, skydiving, rodeo/bull riding, scuba diving, soaring, white water rafting, football, basketball, volleyball, etc.

Students must coordinate all activities with STUS and fill out the required paperwork (AETC Form 410) during in-processing. Failure to notify STUS and fill out the appropriate paperwork can lead to administrative action and impact a Line of Duty (LOD) determination. Unfavorable LOD may result in forfeiture of medical/SGLI benefits.

## Officially Designated Off-Limit Areas to Air Force

- Psychedelic Shacks – all locations
- F. Groovy Gifts
- Shelly K – 2849 W Michigan Ave
- Exxon – 2800 W Fairfield Dr
- Trisha's One Stop – 3637 Mobile Hwy
- Lucky Penny – 2900 W Jackson St
- Skunk Smoke Shop – 1097 Navy Blvd
- Entertainment PC, Inc – 5100 N 9<sup>th</sup> (in Cordova Mall)

## Recommended Avoiding

- Dixon Appliances – 44 Angel St, Santa Rosa Beach, FL (racist)
- Rod Dawg or Lime Cab taxi services (AF discrimination)

# Motorcycles

Motorcycle riders 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 motorcycles 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 BRC and all others will complete the Experience Rider Course.

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

## **Personal Protective Equipment (PPE)**

If you choose to ride a motorcycle on base, you must wear all required PPE whether riding 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, backpacks may be wrapped with brightly colored/reflective material (ex. Glow belt). PPE includes:

- Helmet
- Full-fingered gloves
- Full length pants
- Over-the-ankle protective footwear
- Long sleeve shirt/jacket
- Brightly colored upper garment/safety vest during the day
- Reflective upper garment/safety vest during the night (motorcycle jacket with sewn-in brightly colored reflective material may be used in place of separate upper garment/vest)

**Students will carry their BRC and additional safety course cards on them at all times while operating their motorcycle on and off base.**



DEPARTMENT OF THE AIR FORCE  
AIR EDUCATION AND TRAINING COMMAND

1 MAR 2016

MEMORANDUM FOR 479 STUS PERSONNEL

FROM: 479 STUS/CC

SUBJECT: High Risk Activities Program

1. All personnel will be briefed on the Air Force high risk activities program. Boating and water safety should be expanded upon due to the availability of water sports and activities in the local area. Students need to be proactive at reporting participation in these or any other high risk activity. By discussing appropriate safety measures and precautions, personnel can avoid delays in training and work limitations due to injury.
2. Students are prohibited from participating in automobile, motorcycle, or boat racing while stationed in the NAS Pensacola area.
3. Supervisors, flight commanders, and the Unit Safety Representative (USR) are the first line of defense to make personnel aware of hazards involved with high risk activities. After review of the intended activities, 479 STUS permanent party personnel are authorized to brief students as necessary. These briefings should be documented and the AETC Form 410 High-Risk Activities worksheet before students are authorized to engage in these activities.
4. Any questions or concerns can be addressed by the Unit Safety Representative at 452-4958.

CHRISTOPHER J. PLOURDE, Lt Col, USAF  
Commander

# **Before UCT**

Before you begin UCSO training, two TDYs will be completed – Initial Flight Training (IFT) and SERE/Water Survival. Students must complete the STUS TDY specific checklists prior to and after the TDY. Checklists are located in STUS.

## **Training Notification and Processing**

The STUS Training Tech will notify you when you have a training notification or “RIP.” You must come into STUS to sign and process the RIP as soon as you are notified.

## **Defense Travel System (DTS)**

DTS is the system used to generate travel orders and reimbursement vouchers for mandatory TDYs. STUS will provide instructions during in-processing to ensure DTS accounts are created ASAP.

You will receive an email containing “TDY to School” in the subject link containing information regarding your TDY as well as a web link with instructions of how to create your authorization in DTS. (STUS can assist with this process.) If you do not receive a “TDY to School” email within ten days of your departure date, notify STUS immediately.

## **Government Travel Card (GTC)**

A GTC is required to pay for TDY travel expenses such as airline transportation and lodging. STUS will provide instructions for obtaining a GTC during in-processing. With the exception of IFT, 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 STUS.

# Before UCT

## Flight Gear

CSO students will be issued flight gear before departing for IFT. Once issued gear, students will turn in their gear issue form to STUS to be filed in their PIFs. Students may bring their flight suits and flight jackets to Wings N' Things to have Velcro sewn on and have name tapes made (at student's 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. For more clothing options, Eglin AFB and Hurlburt Field are approximately one hour east of NAS Pensacola.

## Initial Flight Training (IFT)

Before formal CSO training begins, all students must complete IFT at Doss Aviation in Pueblo, CO. This TDY can last between 3-5 weeks of academics and flight training depending on weather and daily flying schedules. Any students who have a PPL are exempt and not permitted to attend IFT. PPL records must be given to the Registrar (at STUS) in order to be declared exempt. Go to [www.dossifs.com](http://www.dossifs.com) to complete the pre-training paperwork and find more information on the course.

General IFT CSO schedule:

- Travel day – in-processing and check-in
- Week 1 – academics, flight ground school, mandatory PT, unofficial PFA
- Weeks 2-4 – complete nine flights and a check ride; first four flights for all students are contact flights to become familiar with aircraft, local flying procedures, and basic aircraft maneuvers; next five flights for CSO students will follow visual navigation syllabus; a CSO check ride is a separate visual navigation route and general knowledge evaluation

## Ops Limits and Boldface

You will complete and Ops Limits and Boldface test before you leave for IFT. Students must score 100%. All Boldface and all red Ops Limits will be tested. Study material is available at [www.dossifs.com](http://www.dossifs.com).



# **Undergraduate CSO Training (UCT)**

## **Flight Pay**

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

## **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 phase and begin the advance syllabus. They will learn advanced navigation and electronic warfare. Training in this phase will be accomplished in both the T-23 simulator and the T-1A aircraft. CSO Training is 220 training days, approximately 11 months. Upon successful completion of training, students will receive their aeronautical rating and their basic CSO wings. After UCT, students will have follow-on training at Formal Training Unit (FTU) for their Initial Qualification on a specific platform.

## **What to do before beginning UCT**

Fill out the 479 STUS Classing Up checklist:

- Ensure all flight gear is issued including G suit and helmet fitting
- Update flight physical within 30 days of classing up
- Complete Active Duty Service Commitment (ADSC)
- Complete all pre-requisite TDYs and ensure certificates are in your Personal Information File (PIF) with the Training Tech

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

# After UCT

## Potential Airframes and Locations for a CSO

*FTU= Formal Training Unit*

### AC-130 U/W #

Hurlburt Field, FL (U-FTU)  
Cannon AFB, NM (W-FTU)

### F-15E

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

### B-1

Dyess AFB, TX (FTU)  
Ellsworth AFB, SD

### HC-130H/J #

Kirtland AFB, NM (FTU)  
Davis-Monthan AFB, AZ  
Moody AFB, GA

### B-52

Barksdale AFB, LA (FTU)  
Minot AFB, ND

### KC-135

McConnell AFB, KS

### C-130H\*

Little Rock AFB, AR (FTU)

### MC-130 H/J

Hurlburt Field, FL (H-FTU)  
Kirtland AFB, NM (J-FTU)  
Kadena AB, Japan (H/J)  
Cannon AFB, NM (J)  
RAF Mildenhall, UK (J)

### E-3 AWACS

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

### RC-135

**RC-135 Combat Sent**  
**RC-135 V/W Rivet Joint**  
**RC-135 S Cobra Ball**  
**WC-135 Constant Phoenix**

### E-8 JSTARS

Robins AFB, GA (FTU)

### **OC-135 Open Skies**

Offut AFB, NE (FTU)  
RAF Mildenhall AFB, UK+  
Kadena AB, Japan+  
Souda Bay, Greece+

### EA-18G Growler

NAS Whidbey Island, WA (FTU)

### EC-130E #

Davis-Monthan AFB, AZ  
(EWO-FTU)

### U-28

Hurlburt Field, FL (FTU)  
Cannon AFB, NM

\*ANG and USAFR only

+ Follow-on assignment

# Nav-FTU at Little Rock AFB, AR

# **Dress and Appearance Customs and Courtesies**

## **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 have all of your uniforms available (including mess dress).

## **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 and 479 OSS/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 room

## **Air Force Customs and Courtesies**

- Stand and salute during the raising or lowering of the flag, “To the Colors,” “Reveille,” or “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 official PFA)
- Stand at attention with hand over your hear for playing of national anthem in civilian clothes (salute optional)
- Stop your vehicle until “Reveille,” “Retreat,” or National Anthem is complete

# Navy Officer Ranks

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			

# Staff Vehicles

## Customs and Courtesies

- Salute all staff vehicles when passing by or stopped
- Do not salute staff vehicles if no one is in it
- Staff vehicle rank includes, Col, Brig Gen, Maj Gen, Lt Gen, and Gen
- All staff cars will be different especially across branches; pay attention to insignia on license plates



# **Last Notes on USAF Officership**

## **Core Values**

The USAF Core Values must be present in every aspect of your lives, including while you are off duty. You are an Air Force officer always. Every day 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 that 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 possible 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 can be \$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 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 track when things go wrong.

## **Unprofessional Relationships**

It is important for students to maintain a professional relationship with all members of permanent party. Actions that constitute an unprofessional relationship include, but are not limited to, social media contact, unofficial social gatherings, and close personal relationships. The prohibited activities that constitute an unprofessional relationship are described in detail in AETCI 36-2909 2.3.3.

## **Academic Integrity**

Per the 479 FTG OI, "While teamwork is encouraged in the training environment, individual work assignments and testing require integrity and cheating will not be tolerated. Any act or suspected act of cheating will be reported through the chain of command and handled IAW AFI 36-2909 and AETCI 36-2909."

## Share Your Ideas with AETC

# iMatter

Share innovations and  
improvement ideas with AETC

Visit iMatter at <https://imatter.aetc.af.mil/> or 12 FTW CPI at <https://randolph.eis.aetc.af.mil/12FTW/12FTWCPI> for details



# Base Contacts

AIF Security Desk (Fishbowl) – 850-452-0604  
Base Quarterdeck (Base Operator) – 850-452-5990  
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 Appt Line (sick call) – 850-505-7171  
Naval Hospital Quarterdeck/Information – 850-505-6601  
Personnel – 850-452-0937  
PSD (CAC/ID Card Assistance) – 850-452-3617  
RIPs/Training Tech – 850-452-0954  
Security Manager – 850-452-0604  
STUS Office – 850-452-0971  
STUS Flt/CCs – 850-452-0955/0957/0958/0959  
STUS Flt/CCs On-Call Cell Phone – 850-503-3225  
TMO/PPO – 850-452-4727

**NOTE:** The prefix 850-452-\*\*\*\* is an on-base telephone. When dialing a DSN phone number, dial 94 before dialing. DSN for NAS Pensacola is 459-\*\*\*\*. If dialing a local/long distance phone number from an on-base phone, dial 981 followed by the area code and phone number.





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