

PRIVACY ACT STATEMENT

AUTHORITY: 5 USC ~~Sec~~ 301, EO9397, and AFR 35-2.

PRINCIPAL PURPOSES: Evaluation of career field structure, preparation of specialty training standards and evaluation of training programs. SSAN for positive identification.

ROUTINE AREA: Personnel research, personnel management system application, and military testing programs including the Airman Promotion System.

DISCLOSURE: Completion of all applicable portions of this job inventory, including SSAN, is MANDATORY. Failure to complete this job inventory will detract from the Air Force's capability to carry out the programs outlined above. Refusal to complete the job inventory; its willful destruction, mutilation or loss; or intentionally providing erroneous or false information is punishable under provision of the Uniform Code of Military Justice (UCMJ).

GENERAL INSTRUCTIONS

1. Your assistance in completing this survey is very important to you and the Air Force. This is your opportunity to tell your career field managers, and the training and personnel people what members of your career field really do on the job. Your answers and the answers of other airmen completing this USAF Job Inventory will be used in making Air Force decisions concerning:

- a. Specialty descriptions for your career field.
- b. Specialty training standards and resident training courses.
- c. Career development courses for upgrade training in your career field.
- d. Specialty Knowledge Tests (SKTs) used in the Weighted Airman Promotion System (WAPS).

2. To qualify for this survey, YOU MUST HAVE:

- a. A duty AFSC of 0511, 0516, 0521, 0524, 24230, 24250, 24270, 24290, or 24200.
- b. Held your duty AFSC for at least six weeks.
- c. Been working in your present job for at least six weeks.

3. This USAF Inventory is in two sections:

- a. A BACKGROUND INFORMATION section where you provide information about yourself, and
- b. A DUTY-TASK LIST section where you identify and time rate the tasks you perform in your current job.

4. In providing the information requested, it is important to follow the instructions given throughout the booklet. PRINT ALL WRITE-IN INFORMATION. DO NOT WRITE IN CLASSIFIED INFORMATION. DO NOT WRITE IN APO NUMBER. USE A #2 PENCIL.

INSTRUCTIONS FOR BACKGROUND INFORMATION

Complete all items in the BACKGROUND INFORMATION section, pages iii through xxxiii. Information concerning total time in your present job, total time in the career field and total time in the military service is very important to this survey and should be reasonably correct. Remember, you probably have less time in your present job than in your career field and if you have cross trained you have less time in you career field than you have total time in the military service. Now turn to page iii and BEGIN.

DO NOT TEAR, STAPLE, OR MAKE STRAY MARKS IN THIS BOOKLET.

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AFS 242X0/05XX	BACKGROUND INFORMATION (This form is subject to the Privacy Act of 1974 - see separate Privacy Act Statement on previous page.)	CASE CONTROL NUMBER 00817
PRINT YOUR ANSWERS AND CHECK PROPER BOXES		

NAME (Last, First, Middle Initial) _____ (5-28)	MALE <input type="checkbox"/> FEMALE <input type="checkbox"/> (29)
--	---

SOCIAL SECURITY ACCOUNT NUMBER [][][] - [][] - [][][][] (30-38)	DATE (Use numbers only) YEAR MONTH DAY (39-44)
---	---

PRESENT GRADE:

OFFICER	0-1	0-2	0-3	0-4	0-5	0-6
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	2LT	1LT	CPT	MAJ	LTC	COL

ENLISTED	E-1	E-2	E-3	E-4	E-4	E-5	E-6	E-7	E-8	E-9
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	AB	AMN	A1C	SRA	SGT	SSGT	TSGT	MSGT	SMSGT	CMSGT

(45-46)

FOR HOW MANY MILITARY AND CIVILIANS ARE YOU THE IMMEDIATE SUPERVISOR? (Include only those who report directly to you.) <input type="checkbox"/> (47-48)	AUTOVON PREFIX TELEPHONE (Duty Extension) _____ (49-55)
--	--

ORGANIZATION TO WHICH ASSIGNED _____ (56-73)

BASE TO WHICH ASSIGNED _____ (5-20)

MAJOR COMMAND (Check one box)

A	Y	F	H	J	U	N
() AAC	() AFCC	() AFLC	() AFSC	() ATC	() ESC*	() HQ USAF

Q	R	S	T	B	D
() MAC	() PACAF	() SAC	() TAC	() USAFA	() USAFE

() OTHER UNIT OR ORGANIZATION (Not under Major Command).
 IDENTIFY: _____ * ELECTRONIC SECURITY COMMAND
 (21-23)

TIME AT PRESENT BASE: _____
 YEARS MONTHS (24-27)

AFS 242X0/05XX

BACKGROUND INFORMATION (CONTINUED)

TIME IN PRESENT JOB:

YEARS MONTHS (28-31)

TOTAL TIME IN CAREER FIELD:

YEARS MONTHS (32-35)

TOTAL ACTIVE FEDERAL MILITARY SERVICE:

YEARS MONTHS (36-39)

TITLE OF PRESENT JOB OR POSITION (Duty Assignment) (NOTE: Do not give just the title of your Air Force Specialty, unless that is the only name your job has.)

(40-73)

FOR OFFICERS ONLY:

HOW MUCH ACTIVE COMMISSIONED SERVICE DO YOU HAVE?

YEARS MONTHS (5-8)

COMPONENT:

() REGULAR () RESERVE (9)

DUTY AFSC:

Prefix box, Number boxes, Suffix box

PREFIX NUMBER SUFFIX (10) (11-14) (15)

PRIMARY AFSC:

Prefix box, Number boxes, Suffix box

PREFIX NUMBER SUFFIX (16) (17-20) (21)

IF CROSSTRAINED, WHAT AFSC DID YOU HAVE PREVIOUSLY?

Prefix box, Number boxes, Suffix box

PREFIX NUMBER SUFFIX (22) (23-26) (27)

FOR ENLISTED ONLY:

DUTY AFSC:

Prefix box, Number boxes, Suffix box

PREFIX NUMBER SUFFIX (28) (29-33) (34)

PRIMARY AFSC:

Prefix box, Number boxes, Suffix box

PREFIX NUMBER SUFFIX (35) (36-40) (41)

IF CONVERTED OR RETRAINED, WHAT AFSC DID YOU HAVE PREVIOUSLY?

Prefix box, Number boxes, Suffix box

PREFIX NUMBER SUFFIX (42) (43-47) (48)

BACKGROUND INFORMATION (CONTINUED)

<p>8. How does your job utilize your disaster preparedness technical training? <u>Blacken only one circle on this line.</u></p>	
<p>1. Not At All</p>	
<p>2. Very Little</p>	
<p>3. Fairly Well</p>	
<p>4. Quite Well</p>	
<p>5. Very Well</p>	
<p>6. Excellently</p>	
<p>7. Perfectly</p>	
<p>9. How satisfied are you with the sense of accomplishment you gain from your work? <u>Blacken only one circle on this line.</u></p>	
<p>1. Extremely Dissatisfied</p>	
<p>2. Very Dissatisfied</p>	
<p>3. Slightly Dissatisfied</p>	
<p>4. Neither Satisfied Nor Dissatisfied</p>	
<p>5. Slightly Satisfied</p>	
<p>6. Very Satisfied</p>	
<p>7. Extremely Satisfied</p>	
<p>10. To what extent has the formal education you received <u>prior to entering the Air Force</u> been useful in your present job? <u>Blacken only one circle on this line.</u></p>	
<p>1. Not At All</p>	
<p>2. A Very Small Extent</p>	
<p>3. A Small Extent</p>	
<p>4. A Moderate Extent</p>	
<p>5. A Large Extent</p>	
<p>6. A Very Large Extent</p>	
<p>11. To what extent has the formal education that you have received <u>since entering the Air Force (such as AFIT, BOOTSTRAP, or off-duty)</u> been useful in your present job? <u>Blacken only one circle on this line.</u></p>	
<p>1. I have not completed any formal education since entering the Air Force</p>	
<p>2. Not At All</p>	
<p>3. A Very Small Extent</p>	
<p>4. A Small Extent</p>	
<p>5. A Moderate Extent</p>	
<p>6. A Large Extent</p>	
<p>7. A Very Large Extent</p>	



BACKGROUND INFORMATION (CONTINUED)

For questions 12 through 24, blacken circle (1) next to your choice. Choose only one response for each question. For example, in question 12, if you have completed education through a bachelor's degree, blacken circle (1) to the right of response 3.

12. Indicate the highest level of education you have completed. Choose only one response.

1. High School
2. Associate's Degree
3. Bachelor's Degree
4. Graduate Study but no Master's Degree
5. Master's Degree
6. Study Beyond One Master's Degree but no Doctoral Level Degree
7. Doctoral Level Degree (Ph.D., L.L.D., M.D., or D.D.S.)
8. Other (Please specify on blank pages at end of booklet.)

13. Indicate which one of the following best describes your Air Force career plans as a commissioned officer. Choose only one response.

1. I am not a commissioned officer (blacken circle (1); then go to the next question)
2. Separate without retirement benefits
3. Decide later, probably separate before retirement
4. Decide later, probably stay for retirement
5. Retire with full benefits

BACKGROUND INFORMATION (CONTINUED)

14. Indicate which one of the following best describes your Air Force career plans as an enlisted member. Choose only one response.

- 1. I am not an enlisted member (blacken circle (1); then go to the next question)
- 2. Probably will not be eligible to reenlist
- 3. Will retire with at least 20 years service
- 4. Definitely will not reenlist even though I probably will be eligible
- 5. Probably will not reenlist
- 6. Probably will reenlist
- 7. Definitely will reenlist
- 8. I am seeking an Air Force commission

15. Which item describes your current aeronautical rating status? Choose only one response.

- 1. Not applicable to me because I am enlisted (blacken circle (1); then go to the next question)
- 2. Nonrated
- 3. Pilot
- 4. Navigator

16. As a commissioned officer, how much prior enlisted service do you have in the 242X0 career ladder? Choose only one response.

- 1. Not applicable to me because I am enlisted (blacken circle (1); then go the next question)
- 2. None
- 3. Less than 2 years
- 4. 2 years or more but less than 4 years
- 5. 4 years or more but less than 6 years
- 6. 6 years or more

BACKGROUND INFORMATION (CONTINUED)

17. As a commissioned officer, indicate your 05XX career field plans. Choose only one response.

1. Not applicable to me because I am enlisted (blacken circle (1); then go to the next question)
2. If I remain in the Air Force until retirement, I plan to stay within the 05XX career field
3. If I remain in the Air Force until retirement, I will seek to cross train to another career field (other than 05XX)
4. I will seek to cross train to another career field (other than 05XX) for career broadening, but then return to the 05XX career field
5. I am undecided about staying in the 05XX career field if I remain in the Air Force until retirement
6. Not applicable because I plan to separate from the Air Force before retirement
7. Other (Please specify on blank pages at end of booklet.)

18. Which one of the following best defines the level of your present assignment. Choose only one response.

1. Air Division
2. Air National Guard (ANG) Disaster Preparedness Office
3. Headquarters Air Force
4. Host Base Disaster Preparedness Office or Division
5. Intermediate Command such as Numbered Air Force
6. Major Command
7. Technical School
8. USAF Reserve Disaster Preparedness Office
9. Other (Please specify on blank pages at end of booklet.)

BACKGROUND INFORMATION (CONTINUED)

19. Indicate the status of the disaster preparedness officer at your present unit of assignment. Choose only one response.

1. There is no Disaster Preparedness Officer
2. NCO serving as Disaster Preparedness Officer
3. Additional duty Disaster Preparedness Officer, civilian
4. Additional duty Disaster Preparedness Officer, military
5. Full-time Disaster Preparedness Officer, civilian
6. Full-time Disaster Preparedness Officer, military
7. Mobilization Augmentee (AF Reserve) Disaster Preparedness Officer
8. Contractor Provided Disaster Preparedness Officer
9. Other (Please specify on blank pages at end of booklet.)

20. How many military 242X0 enlisted personnel, including yourself if applicable, are assigned to your section or office? Choose only one response.

1. 1 or 2
2. 3 or 4
3. 5 or 6
4. 7 or 8
5. 9 or 10
6. 11 or 12
7. 13 or 14
8. 15 or more
9. There are no military 242X0 enlisted personnel assigned

BACKGROUND INFORMATION (CONTINUED)

21. How many military 05XX officer personnel, including yourself if applicable, are assigned to your section or office? Choose only one response.

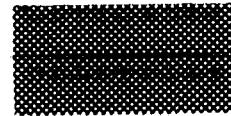
- 1. None
- 2. 1
- 3. 2
- 4. 3
- 5. 4
- 6. 5 or more

22. How many administrative specialists, such as military AFSC 702X0 or civilian clerk-typists, are assigned (whether authorized or not) to your office or section? Choose only one response.

- 1. None
- 2. 1
- 3. 2
- 4. 3
- 5. 4
- 6. 5
- 7. 6 or more

BACKGROUND INFORMATION (CONTINUED)

23. How many administrative specialists, such as military AFSC 702X0 or civilian clerk-typists, are authorized for your office or section? Choose only one response.

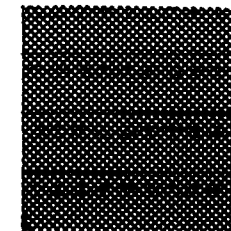


1. None
2. 1
3. 2
4. 3
5. 4
6. 5
7. 6 or more

24. On the average, approximately how many hours of duty do you perform each week, not including standby time? Choose only one response.



1. Less than 40 hours
2. 40 hours or more but less than 45 hours
3. 45 hours or more but less than 50 hours
4. 50 hours or more but less than 55 hours
5. 55 hours or more but less than 60 hours
6. 60 hours or more but less than 65 hours
7. 65 hours or more but less than 70 hours
8. 70 hours or more



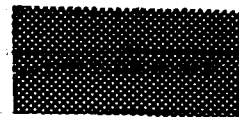
BACKGROUND INFORMATION (CONTINUED)

In questions 25 through 33, blacken circle (1) to the right of each question item for which you have a positive response. You may have a positive response for numerous items in some of the questions. For example, in question 25, if you have completed NCO Leadership School and Command Level NCO Academy by correspondence, you would blacken circle (1) the the right of items 2 and 3.

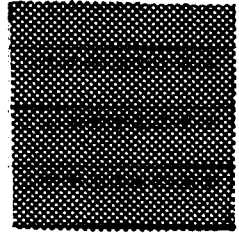
25. Indicate any Professional Military Education (PME) courses or schools you have completed. Blacken circle (1) to the right of each item for which you have a positive response.
1. I have not completed any PME courses or schools
 2. NCO Leadership School
 3. Command Level NCO Academy (by correspondence)
 4. Command Level NCO Academy (in residence)
 5. Senior NCO Academy (by correspondence)
 6. Senior NCO Academy (in residence)
 7. Squadron Officers School (by correspondence)
 8. Squadron Officers School (in residence)
 9. Air Command and Staff College or equivalent other service school (by correspondence)
 10. Air Command and Staff College or equivalent other service school (by nonresident seminar)
 11. Air Command and Staff College or equivalent other service school (in residence)
 12. Air War College or equivalent other service school (by correspondence)
 13. Air War College or equivalent other service school (by nonresident seminar)
 14. Air War College or equivalent other service school (in residence)
 15. Industrial College of the Armed Forces or equivalent other service school (by correspondence)
 16. Industrial College of the Armed Forces or equivalent other service school (by nonresident seminar)
 17. Industrial College of the Armed Forces or equivalent other service school (in residence)
 18. Other (Please specify on blank pages at end of booklet.)

BACKGROUND INFORMATION (CONTINUED)

26. Indicate the area or areas of specialization of your undergraduate degree(s). Blacken circle (1) to the right of each item for which you have a positive response.



1. I do not have an undergraduate degree
2. Astronautics, Astrophysics, or Astronomy
3. Biology or Microbiology
4. Business or Management
5. Chemistry
6. Communications or Communications Management
7. Computer Science
8. Education, including Physical Education
9. Engineering
10. Fine Arts
11. General Studies
12. Geology
13. Guidance and Counseling
14. Humanities or Social Sciences
15. Languages
16. Mathematics
17. Physics
18. Other (Please specify on blank pages at end of booklet.)



BACKGROUND INFORMATION (CONTINUED)

27. Indicate the area or areas of specialization of your graduate degree(s). Blacken circle (1) to the right of each item for which you have a positive response.

1. I do not have a graduate degree
2. Astronautics, Astrophysics, or Astronomy
3. Biology or Microbiology
4. Business or Management
5. Chemistry
6. Communications or Communications Management
7. Computer Science
8. Education, including Physical Education
9. Engineering
10. Fine Arts
11. General Studies
12. Geology
13. Guidance and Counseling
14. Humanities or Social Sciences
15. Languages
16. Mathematics
17. Physics
18. Public Administration
19. Other (Please specify on blank pages at end of booklet.)

BACKGROUND INFORMATION (CONTINUED)

28. Indicate any of the following courses you have completed. Blacken circle (1) to the right of each item for which you have a positive response.

1. I have not completed any of the courses listed below
2. G30LR0511-001/G3ALK24230-001, Disaster Preparedness Officer/Specialist
3. G30ZR0515-002, Disaster Preparedness Refresher
4. G30ZR0515-000, Disaster Preparedness Indoctrination for Senior Staff Officers
5. G30ZP0515-001, Senior Officers' Nuclear Accident Course (SONAC)
6. G3AZP24250-001, Nuclear Emergency Team Exercise (NETEX)
7. GAZP24250-002, Nuclear Emergency Team/Nuclear Emergency Team Operations (NET/NETOPS)
8. Other (Please list any additional Disaster Preparedness specific ancillary training courses you have attended on blank pages at end of booklet.)

EQUIPMENT OR MATERIAL YOU HAVE BEEN TRAINED ON

29. Indicate the disaster preparedness equipment or material items listed below you have been trained to operate or use. Do not respond to items for which you were self-taught by methods such as reading instructions or trial and error. Blacken circle (1) to the right of each item for which you have a positive response.

1. Aircrew Ensembles
2. Air Samplers (Staplex)
3. Binoculars
4. Calculators
5. Chemical Agent Detector Paper, M-8
6. Chemical Agent Detector Paper, M-9
7. Chemical Detection Kits, M18A2
8. Chemical Detection Kits, M256

BACKGROUND INFORMATION (CONTINUED)

9. Chemical Detector Crayons
10. Chemical Pattern Templates
11. Chemical Simulating Agents
12. Civil Defense Radiological Monitoring Kits, CDV-777
13. Cypher Locks
14. Decontaminating Agents
15. Decontaminating Apparatus, M-1
16. Decontaminating Apparatus, M-11
17. Decontaminating Apparatus, M12A1
18. Decontamination Kits, Skin, M258
19. Decontamination Kits, Skin, M258A1
20. Decontamination Kits, Skin, M258A1 Training Kit
21. Dosimeters, CDV742
22. Dosimeters, IM-93/135/143
23. Dosimeters, VIP Audible
24. Dosimeter Chargers, CDV750
25. Explosive Ordnance Disposal (EOD) Suits
26. Explosion Proof Lanterns
27. Fallout Pattern Templates
28. Field Contingency Gear
29. Film Badges
30. First-Aid Equipment
31. Gas Particulate Filters, M6A1 (Collective Protectors)
32. Ground Crew Ensembles

BACKGROUND INFORMATION (CONTINUED)

33. Impregnating Sets, M-3
34. Individual Decontaminating Reimpregnating Kits, M-13
35. Intrabase Pagers
36. Ionization Detectors, AE/23D3 (Automatic Chemical Alarm Detectors)
37. Large Area Decontamination Systems (LADS)
38. Lensatic Compasses
39. Maps and Charts
40. Mobile Command Post Vehicles
41. Mobile Telephones
42. MSA Dust Respirators
43. Nerve Agent Antidotes
44. Nuclear Bomb Effects Computers
45. Operational Test Sets, AE/23
46. Plotting Boards
47. Portable (Emergency) Power Generators
48. Portable Vapor Detectors
49. Protective Clothing, Coveralls, Radiation Protection
50. Protective Clothing, M-2 Aprons
51. Protective Clothing, M-3 Suits
52. Protective Masks, M9/M9A1
53. Protective Masks, M17/M17A1
54. Protective Masks, XM30
55. Protective Masks, XM33
56. Protective Masks, XM34

BACKGROUND INFORMATION (CONTINUED)

57. Public Address Systems
58. Radiac Sets, AN/PDR 27
59. Radiac Sets, AN/PDR 43
60. Radiac Sets, AN/PDR 56
61. Radiac Sets, AN/PDR 60
62. Radiac Sets, MG-3
63. Radiac Sets, PAC-1S
64. Radio Battery Chargers
65. Radios, Intrabase
66. Radios, Tactical
67. Rocket Fuel Handler's Suits
68. Safes
69. Self-Contained Breathing Apparatus
70. Shelter Modification Kits, KMU/450
71. Simultaneous Alert Systems
72. Sirens
73. Smoke Generators
74. Suit Maintenance Kits, M-3
75. Tents
76. Training Munitions, CN/CS Pellets
77. Training Munitions, Smoke Grenades
78. Training Munitions, Smoke Pots
79. I have received no structured training on any items listed
80. Other (Please specify on blank pages at end of booklet.)

BACKGROUND INFORMATION (CONTINUED)

EQUIPMENT OR MATERIAL YOU TRAIN OTHERS TO USE

30. Indicate the disaster preparedness equipment or material items listed below for which you provide training to others on operation or use. Blacken circle (1) to the right of each item for which you have a positive response.
1. I do not train others to use or operate disaster preparedness equipment or material items in my present job
 2. Aircrew Ensembles
 3. Air Samplers (Staplex)
 4. Binoculars
 5. Calculators
 6. Chemical Agent Detector Paper, M-8
 7. Chemical Agent Detector Paper, M-9
 8. Chemical Detection Kits, M18A2
 9. Chemical Detection Kits, M256
 10. Chemical Detector Crayons
 11. Chemical Pattern Templates
 12. Chemical Simulating Agents
 13. Civil Defense Radiological Monitoring Kits, CDV-777
 14. Cypher Locks
 15. Decontaminating Agents
 16. Decontaminating Apparatus, M-1
 17. Decontaminating Apparatus, M-11
 18. Decontaminating Apparatus, M12A1
 19. Decontamination Kits, Skin, M258
 20. Decontamination Kits, Skin, M258A1
 21. Decontamination Kits, Skin, M258A1 Training Kit

BACKGROUND INFORMATION (CONTINUED)

22. Dosimeters, CDV742
23. Dosimeters, IM-93/135/143
24. Dosimeters, VIP Audible
25. Dosimeter Chargers, CDV750
26. Explosive Ordnance Disposal (EOD) Suits
27. Explosion Proof Lanterns
28. Fallout Pattern Templates
29. Field Contingency Gear
30. Film Badges
31. First-Aid Equipment
32. Gas Particulate Filters, M6A1 (Collective Protectors)
33. Ground Crew Ensembles
34. Impregnating Sets, M-3
35. Individual Decontaminating Reimpregnating Kits, M-13
36. Intrabase Pagers
37. Ionization Detectors, AE/23D3 (Automatic Chemical Alarm Detectors)
38. Large Area Decontamination Systems (LAUS)
39. Lensatic Compasses
40. Maps and Charts
41. Mobile Command Post Vehicles
42. Mobile Telephones
43. MSA Dust Respirators
44. Nerve Agent Antidotes
45. Nuclear Bomb Effects Computers

BACKGROUND INFORMATION (CONTINUED)

46. Operational Test Sets, AE/23
47. Plotting Boards
48. Portable (Emergency) Power Generators
49. Portable Vapor Detectors
50. Protective Clothing, Coveralls, Radiation Protection
51. Protective Clothing, M-2 Aprons
52. Protective Clothing, M-3 Suits
53. Protective Masks, M9/M9A1
54. Protective Masks, M17/M17A1
55. Protective Masks, XM30
56. Protective Masks, XM33
57. Protective Masks, XM34
58. Public Address Systems
59. Radiac Sets, AN/PDR 27
60. Radiac Sets, AN/PDR 43
61. Radiac Sets, AN/PDR 56
62. Radiac Sets, AN/PDR 60
63. Radiac Sets, MG-3
64. Radiac Sets, PAC-1S
65. Radio Battery Chargers
66. Radios, Intrabase
67. Radios, Tactical
68. Rocket Fuel Handler's Suits
69. Safes

BACKGROUND INFORMATION (CONTINUED)

70. Self-Contained Breathing Apparatus
71. Shelter Modification Kits, KMU/450
72. Simultaneous Alert Systems
73. Sirens
74. Smoke Generators
75. Suit Maintenance Kits, M-3
76. Tents
77. Training Munitions, CN/CS Pellets
78. Training Munitions, Smoke Grenades
79. Training Munitions, Smoke Pots
80. Other (Please specify on blank pages at end of booklet.)

EQUIPMENT OR MATERIAL YOU USE

31. Indicate the disaster preparedness equipment or material items listed below which you actually use or operate in your present job. Do not indicate items for which you provide training to others, only items you operate or use in actual or exercise disaster preparedness responses. Blacken circle (1) to the right of each item for which you have a positive response.
 1. I do not use or operate disaster preparedness equipment in my present job
 2. Aircrew Ensembles
 3. Air Samplers (Staplex)
 4. Binoculars
 5. Calculators
 6. Chemical Agent Detector Paper, M-8
 7. Chemical Agent Detector Paper, M-9
 8. Chemical Detection Kits, M18A2

BACKGROUND INFORMATION (CONTINUED)

9. Chemical Detection Kits, M256
10. Chemical Detector Crayons
11. Chemical Pattern Templates
12. Chemical Simulating Agents
13. Civil Defense Radiological Monitoring Kits, CDV-777
14. Cypher Locks
15. Decontaminating Agents
16. Decontaminating Apparatus, M-1
17. Decontaminating Apparatus, M-11
18. Decontaminating Apparatus, M12A1
19. Decontamination Kits, Skin, M258
20. Decontamination Kits, Skin, M258A1
21. Decontamination Kits, Skin, M258A1 Training Kit
22. Dosimeters, CDV742
23. Dosimeters, IM-93/135/143
24. Dosimeters, VIP Audible
25. Dosimeter Chargers, CDV750
26. Explosive Ordnance Disposal (EOD) Suits
27. Explosion Proof Lanterns
28. Fallout Pattern Templates
29. Field Contingency Gear
30. Film Badges
31. First-Aid Equipment
32. Gas Particulate Filters, M6A1 (Collective Protectors)

BACKGROUND INFORMATION (CONTINUED)

33. Ground Crew Ensembles
34. Impregnating Sets, M-3
35. Individual Decontaminating Reimpregnating Kits, M-13
36. Intrabase Pagers
37. Ionization Detectors, AE/23D3 (Automatic Chemical Alarm Detectors)
38. Large Area Decontamination Systems (LADS)
39. Lensatic Compasses
40. Maps and Charts
41. Mobile Command Post Vehicles
42. Mobile Telephones
43. MSA Dust Respirators
44. Nerve Agent Antidotes
45. Nuclear Bomb Effects Computers
46. Operational Test Sets, AE/23
47. Plotting Boards
48. Portable (Emergency) Power Generators
49. Portable Vapor Detectors
50. Protective Clothing, Coveralls, Radiation Protection
51. Protective Clothing, M-2 Aprons
52. Protective Clothing, M-3 Suits
53. Protective Masks, M9/M9A1
54. Protective Masks, M17/M17A1
55. Protective Masks, XM30
56. Protective Masks, XM33

BACKGROUND INFORMATION (CONTINUED)

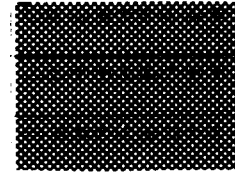
57. Protective Masks, XM34
58. Public Address Systems
59. Radiac Sets, AN/PDR 27
60. Radiac Sets, AN/PDR 43
61. Radiac Sets, AN/PDR 56
62. Radiac Sets, AN/PDR 60
63. Radiac Sets, MG-3
64. Radiac Sets, PAC-1S
65. Radio Battery Chargers
66. Radios, Intrabase
67. Radios, Tactical
68. Rocket Fuel Handler's Suits
69. Safes
70. Self-Contained Breathing Apparatus
71. Shelter Modification Kits, KMU/450
72. Simultaneous Alert Systems
73. Sirens
74. Smoke Generators
75. Suit Maintenance Kits, M-3
76. Tents
77. Training Munitions, CN/CS Pellets
78. Training Munitions, Smoke Grenades
79. Training Munitions, Smoke Pots
80. Other (Please specify on blank pages at end of booklet.)

BACKGROUND INFORMATION (CONTINUED)

32. Indicate any of the following positions to which you are presently assigned. Blacken circle (1) to the right of each item for which you have a positive response.

1. Chief, Disaster Preparedness Division/Branch
2. Constant Shelter Requirements NCO
3. Deputy Chief, Disaster Preparedness Division/Branch
4. Disaster Preparedness Administration NCO
5. Disaster Preparedness Division/Branch NCOIC
6. Disaster Preparedness (Operations) Plans and Programs NCO
7. Disaster Preparedness Supplies and Equipment Section NCO
8. Disaster Preparedness Training Section NCO
9. Disaster Preparedness Superintendent
10. Exercise Evaluation Team Chief or Assistant Team Chief
11. Inspector General (IG) Team NCO (NAF or MAJCOM)
12. Inspector General (IG) Team Officer (NAF or MAJCOM)
13. Instructor, Resident Technical Training
14. Major Command, Intermediate Command, or Air Staff Disaster Preparedness Action Officer
15. Major Command, Intermediate Command, or Air Staff Disaster Preparedness NCO
16. Multinational or Interservice Disaster Preparedness NCO
17. Multinational or Interservice Disaster Preparedness Officer
18. Subordinate Unit Programs and Staff Assistance NCO
19. Other (Please specify on blank pages at end of booklet.)

BACKGROUND INFORMATION (CONTINUED)

PROBABLE DISASTER THREATS

33. Indicate any of the probable disaster threats to which your office or section would respond. Blacken circle (1) to the right of each item for which you have a positive response.

1. My office or section has no disaster threat response requirements (blacken circle (1) and proceed to the next question)
2. Accident or Incident, Aircraft
3. Accident or Incident, Highway
4. Accident or Incident, Railroad
5. Biological Warfare Attack
6. Chemical Spill (including fuel or propellant spills)
7. Chemical Warfare Attack
8. Conventional Munitions Accident
9. Conventional Warfare Attack
10. Drought
11. Earthquake
12. Flood
13. Forest Fire
14. Hurricane
15. Icestorm or Hailstorm
16. Mass Casualty
17. Mudslide
18. Nuclear Accident
19. Nuclear Attack
20. Petroleum Product Fire or Explosion
21. Safe Haven

BACKGROUND INFORMATION (CONTINUED)

- 22. Sandstorm
- 23. Seismic Seawave (Tsunami)
- 24. Snowstorm or Blizzard
- 25. Space Shuttle Accident
- 26. Structural Accident, such as Dam Burst or Building Collapse
- 27. Structural Fire
- 28. Tornado
- 29. Typhoon
- 30. Volcano
- 31. Windstorm
- 32. Other (Please specify on blank pages at end of booklet.)

BACKGROUND INFORMATION (CONTINUED)

For questions 34 and 35 which follow, use the rating scale below. Respond to each item in these questions. For example, in question 34, if your office or section made a response to two aircraft accidents and one flood, blacken circle (2) to the right of item 1 and blacken circle (1) to the right of item 11. If those were the only responses made during the past 12 months, you would blacken circle (9) to the right of the remaining items to show that there were no responses to those types of disasters.

RATING SCALE

1. 1 response within the past 12 months
2. 2 responses within the past 12 months
3. 3 responses within the past 12 months
4. 4 responses within the past 12 months
5. 5 responses within the past 12 months
6. 6 responses within the past 12 months
7. 7 responses within the past 12 months
8. 8 or more responses within the past 12 months
9. My office or section made no responses to this disaster within the past 12 months

34. For each disaster listed in the question, indicate the number of responses your office or section made within the past 12 months. Use the rating scale above, and blacken the appropriate circle to the right of each item.

1. Accident or Incident, Aircraft
2. Accident or Incident, Highway
3. Accident or Incident, Railroad
4. Biological Warfare Attack
5. Chemical Spill (including fuel or propellant spills)
6. Chemical Warfare Attack
7. Conventional Munitions Accident
8. Conventional Warfare Attack
9. Drought
10. Earthquake

BACKGROUND INFORMATION (CONTINUED)

RATING SCALE

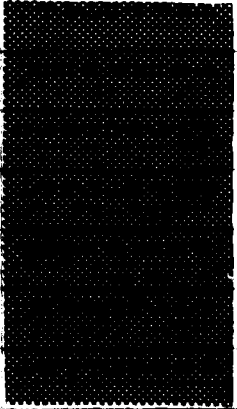
1. 1 response within the past 12 months
2. 2 responses within the past 12 months
3. 3 responses within the past 12 months
4. 4 responses within the past 12 months
5. 5 responses within the past 12 months
6. 6 responses within the past 12 months
7. 7 responses within the past 12 months
8. 8 or more responses within the past 12 months
9. My office or section made no responses to this disaster within the past 12 months

35. For each disaster listed in the question, indicate the number of responses made by your office or section in an exercise (not actual) situation within the past 12 months. Use the rating scale above, and blacken the appropriate circle to the right of each item.

1. Accident or Incident, Aircraft
2. Accident or Incident, Highway
3. Accident or Incident, Railroad
4. Biological Warfare Attack
5. Chemical Spill (including fuel or propellant spills)
6. Chemical Warfare Attack
7. Conventional Munitions Accident
8. Conventional Warfare Attack
9. Drought
10. Earthquake
11. Flood
12. Forest Fire
13. Hurricane
14. Icestorm or Hailstorm

BACKGROUND INFORMATION (CONTINUED)

- 15. Mass Casualty
- 16. Mudslide
- 17. Nuclear Accident
- 18. Nuclear Attack
- 19. Petroleum Product Fire or Explosion
- 20. Safe Haven
- 21. Sandstorm
- 22. Seismic Seawave (Tsunami)
- 23. Snowstorm or Blizzard
- 24. Space Shuttle Accident
- 25. Structural Accident, such as Dam Burst or Building Collapse
- 26. Structural Fire
- 27. Tornado
- 28. Typhoon
- 29. Volcano
- 30. Windstorm
- 31. Other (Please specify on blank pages at end of booklet.)



READ THIS PAGE BEFORE GOING FURTHER

Have you completed the Background Information Section?
Make sure, before you continue with this procedure.

PROCEDURE A. CHECKING TASKS OF PRESENT JOB

1. As you read each task in the Duty-Task section, pages 1 through 24, place a check beside each task that you perform in your present job. Put your check mark in the column headed "Check-If Done Now." When you have reached page 25, follow the arrow for your next instructions.
2. DO NOT COMPLETE THE RIGHT-HAND COLUMN AT THIS TIME.
3. If a task that you perform is not listed anywhere in the entire list, write it on page 27, but do not add tasks that are classified.
4. Do not confuse work you do yourself with work you supervise.
5. Remember, at this time you are to complete only the column headed "Check-If Done Now" for pages 1 through 24. Now, turn to page 1 and BEGIN.

PROCEDURE B. RATING TIME SPENT ON TASKS IN PRESENT JOB

1. Have you checked each task that you perform in your present job? Make sure, before you continue with this procedure.
2. Now you are to rate the relative amount of time you spend performing each task in your present job. Relative time spent means the total time you spend doing the task compared with the time you spend on each of the other tasks of your present job.
3. Use a rating of "1" if you spend a "very small amount" of time on a task. Use a rating of "2" for "much below average" time, and so on, up to a rating of "9" if you spend a "very large amount" of time on the task.
4. Remember, you are to rate only tasks that you have already checked in the first column of pages 1 through 24.
5. Place your rating, according to the 9-point scale, in the right-hand column headed "Time Spent Present Job" by blackening the appropriate circle. Caution: COMPLETELY fill in the circle you have chosen, but do NOT overlap into other circles on the same line.
6. When you have completed all your ratings in the right-hand column of pages 1 through 24, you will have completed this USAF Job Inventory and you may turn it in to your Occupational Survey Control Officer.
7. Now, turn to page 1 and BEGIN your ratings for the right-hand column.

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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A. SUPERVISORY ORGANIZING AND PLANNING

NOTE: GENERAL SUPERVISORY TASKS ARE IN THIS DUTY. DUTY "G" CONTAINS SPECIFIC TASKS FOR "PLANNING AND MANAGING DISASTER PREPAREDNESS OPERATIONS."

1. Approve or disapprove leave requests
2. Approve or disapprove TDY requests
3. Assign additional duties
4. Assign personnel to duty positions
5. Assign sponsors for newly assigned personnel
6. Assign suspense dates
7. Attend commander's staff meetings
8. Attend Disaster Preparedness Planning Board meetings
9. Attend resource management meetings, such as facility utilization boards or budget working groups
10. Coordinate general office communications requirements with communications personnel
11. Coordinate manning assignments of disaster preparedness personnel with personnel managers
12. Coordinate support requirements, such as logistics, mobility, budget, or personnel with other organizations
13. Determine requirements for space, personnel, equipment, or supplies
14. Determine work priorities
15. Develop budget inputs
16. Develop guidelines for use in budget estimates
17. Develop in-house cost reduction or energy conservation programs
18. Develop inputs to MAJCOM regulations or directives other than AFR 355-1
19. Develop inputs to wartime or contingency plans other than for disaster preparedness
20. Develop leave schedules
21. Develop organizational charts
22. Develop self-inspection programs

CHECK	TIME SPENT
	Present Job
	RATE
IF DONE NOW Keep Within Block	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.



1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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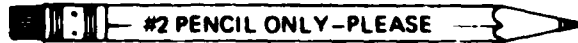
NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT
	Present Job
	RATE
✓	1. Very small amount.
IF	2. Much below avg.
DONE	3. Below avg.
NOW	4. Slightly below avg.
Keep	5. About avg.
✓	6. Slightly above avg.
Within	7. Above avg.
Block	8. Much above avg.
	9. Very large amount.

23. Draft supporting directives to Air Force, DOD, or civilian publications other than for disaster preparedness.
 24. Establish organizational policies, office instructions (OI), or standard operating procedures (SOP)
 25. Establish performance standards for subordinates
 26. Establish publications libraries
 27. Establish technical order libraries
 28. Interview prospective civilian employees or military personnel desiring retraining into disaster preparedness
 29. Interview prospective disaster preparedness support team (DPST) members
 30. Justify budgets with higher level inquiry committees
 31. Plan layout of facilities
 32. Prepare briefings
 33. Prepare office job descriptions
 34. Prepare unit emergency plans, such as emergency destruction of classified materials or fire evacuation
 35. Provide orientations of disaster preparedness programs for visitors
 36. Review duty schedules
 37. Review MAJCOM regulations or supplements to determine management actions
 38. Review personnel records
 39. Review unit administrative procedures, such as office file plans
 40. Review work priorities
 41. Schedule maintenance of facilities
 42. Write staff studies
- B. DIRECTING AND IMPLEMENTING**
43. Advise commanders, staff agencies, and tenant units on disaster preparedness matters
 44. Allocate funds
 45. Analyze command disaster preparedness programs

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT Present Job
	RATE
<input type="checkbox"/> IF <input type="checkbox"/> DONE <input type="checkbox"/> NOW <input checked="" type="checkbox"/> Keep <input type="checkbox"/> Within <input type="checkbox"/> Blank	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

46. Approve or disapprove budget inputs
47. Approve or disapprove official correspondence, such as letters of reprimand or appreciation
48. Approve or disapprove operating instructions
49. Approve or disapprove recommendations for awards or decorations
50. Approve or disapprove requisitions for equipment or supplies
51. Conduct formal briefings
52. Conduct informal briefings
53. Conduct local staff meetings
54. Conduct staff assistance visits to subordinate units
55. Conduct working group meetings or conferences
56. Consolidate general operational requirements and budgets from subordinate units
57. Coordinate operational requirements with disaster response force members
58. Counsel personnel on personal or military related matters
59. Direct compliance with local programs, such as explosive safety, ground safety, or security
60. Direct cost reduction or energy conservation programs
61. Direct development of Base Disaster Preparedness operations plans (OPLAN)
62. Direct development of subordinate unit implementing procedures
63. Direct distribution of correspondence
64. Direct suggestion programs
65. Direct the maintenance of administrative files
66. Implement explosive safety programs
67. Implement fire protection programs
68. Implement ground safety programs
69. Implement personnel recognition programs

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0/05XX



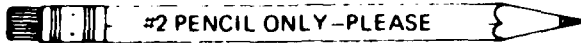
NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT Present Job
	RATE
<input checked="" type="checkbox"/> IF <input type="checkbox"/> DONE <input type="checkbox"/> NOW <input type="checkbox"/> Keep <input checked="" type="checkbox"/> Within <input type="checkbox"/> Block	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

93. Conduct in-house exercises to evaluate specialized team capabilities
94. Conduct program analyses of disaster preparedness programs
95. Conduct self-inspections of disaster preparedness programs
96. Coordinate disaster preparedness exercises with base exercise evaluation teams
97. Develop corrective actions for in-house disaster preparedness self-inspection discrepancies
98. Develop criteria for disaster preparedness exercises at command or higher levels
99. Develop criteria or checklists for disaster preparedness Inspector General (IG) team inspections
100. Evaluate AF Reserve disaster preparedness programs
101. Evaluate Air National Guard (ANG) disaster preparedness programs
102. Evaluate compliance with office operating procedures or performance standards
103. Evaluate individuals for promotion, demotion, or reclassification
104. Evaluate inspection reports or staff assistance visit reports to determine corrective actions
105. Evaluate job descriptions
106. Evaluate maintenance or use of workspace, equipment or supplies
107. Evaluate procedures for storage, inventory, or inspection of property items
108. Evaluate qualifications of personnel for specialized training
109. Evaluate subordinate unit equipage or budget requirements
110. Evaluate suggestions
111. Evaluate work schedules
112. Indorse APR's
113. Indorse OER's
114. Investigate accidents or incidents
115. Monitor status of corrective actions and follow-up reports
116. Participate in inspections of other agencies

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0/05XX



NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT Present Job
	RATE
<input checked="" type="checkbox"/> IF <input type="checkbox"/> DONE <input type="checkbox"/> NOW <input checked="" type="checkbox"/> Keep <input type="checkbox"/> Within <input type="checkbox"/> Block	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

117. Participate in operational tests and evaluations
118. Prepare APR's
119. Prepare civilian performance ratings or supervisory appraisals
120. Prepare inputs to command or base exercise evaluation team scenarios
121. Prepare OER's
122. Prepare responses to higher level or congressional inquiries
123. Prepare self-inspection reports
124. Resolve problems resulting from local staff assistance visits or inspections
125. Review correspondence or documents to ensure appropriate security classifications
126. Review inspection reports from other agencies or bases to determine trends
127. Review outgoing messages or correspondence for accuracy and content
128. Serve as augmentee for staff visits or IG teams
129. Write progress reports

D. TRAINING

130. Administer tests
131. Analyze student critiques
132. Approve or disapprove inputs to training publications
133. Arrange for guest speakers for disaster preparedness training
134. Conduct chemical warfare defense training
135. Conduct command post augmentee training
136. Conduct control center team training
137. Conduct decontamination team training
138. Conduct disaster preparedness base orientation training
139. Conduct disaster preparedness mobility team (DPMT) training

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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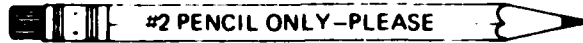
NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT Present Job
	RATE
<input checked="" type="checkbox"/> IF DONE NOW <input checked="" type="checkbox"/> Keep Within Block	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

140. Conduct disaster preparedness support team (DPST) training
141. Conduct disaster response force training
142. Conduct exercise evaluation team training
143. Conduct in-house disaster preparedness proficiency training
144. Conduct initial or refresher Air Force Reserve disaster preparedness training
145. Conduct initial or refresher Air National Guard (ANG) disaster preparedness training
146. Conduct mask confidence chamber exercises
147. Conduct OJT including formal upgrading training programs
148. Conduct on-scene disaster control group training
149. Conduct shelter team training
150. Conduct visual reconnaissance training
151. Coordinate disaster preparedness training attendance with other agencies
152. Coordinate formal training quotas with personnel representatives or MAJCOM managers
153. Counsel trainees on training progress
154. Determine training requirements
155. Develop job proficiency guides
156. Develop local student administration or critique forms
157. Develop training aids
158. Develop training materials, including disaster preparedness information program materials
159. Evaluate instructors
160. Evaluate OJT trainees
161. Evaluate training methods or techniques
162. Maintain disaster preparedness study reference files
163. Maintain disaster preparedness training documents other than for OJT

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT Present Job
	RATE
<input checked="" type="checkbox"/> IF DONE NOW <input checked="" type="checkbox"/> Keep Within Block	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

164. Maintain OJT training records
165. Maintain training records, charts, or graphs, such as Disaster Preparedness Trng Record forms (AF Form 1470)
166. Manage disaster preparedness information programs
167. Participate in specialty training standard (STS) or career development course (CDC) reviews
168. Prepare career development curriculum materials
169. Prepare or update lesson plans
170. Prepare Requests for Special Technical Training forms (AF Form 403)
171. Prepare responses to Training Quality Report (TQR) forms (AF Form 1284)
172. Prepare test questions
173. Prepare Training Quality Report (TQR) forms (AF Form 1284)
174. Prepare training schedules
175. Procure training aids or training materials from outside sources
176. Review and approve or disapprove lesson plans
177. Schedule training facilities
178. Score tests
179. Validate training requirements

E. PERFORMING ADMINISTRATIVE AND GENERAL FUNCTIONS

180. Conduct explosive safety programs
181. Conduct fire protection programs
182. Conduct ground safety programs
183. Distribute planning board correspondence
184. Maintain administrative classified files
185. Maintain civil liaison correspondence files
186. Maintain classified material safes

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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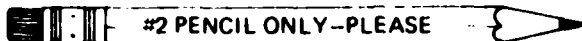
NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT
	Present Job
	RATE
✓	1. Very small amount.
IF	2. Much below avg.
DONE	3. Below avg.
NOW	4. Slightly below avg.
Keep	5. About avg.
Within	6. Slightly above avg.
Block	7. Above avg.
	8. Much above avg.
	9. Very large amount.

187. Maintain communications security (COMSEC) files
188. Maintain Defense Civil Preparedness Guides (DCPG)
189. Maintain disaster preparedness office administrative files
190. Maintain disaster response maps
191. Maintain forms stock and distribution
192. Maintain Joint Chiefs of Staff (JCS) publication files
193. Maintain MAJCOM special reporting files other than NORAD special reporting files
194. Maintain message files
195. Maintain NATO documents
196. Maintain NORAD special reporting files
197. Maintain operations security (OPSEC) files
198. Maintain planning board records
199. Maintain read files
200. Maintain real property custodian files
201. Maintain report control symbol (RCS) reports
202. Maintain rosters
203. Maintain standard publications files except JCS files
204. Maintain supporting documents for base OPLAN 355-1 including support unit document copies
205. Maintain suspense files
206. Maintain technical order files
207. Maintain uncontrolled reports
208. Maintain vehicle control handbooks
209. Monitor work orders
210. Operate automated systems data entry equipment for disaster preparedness documentation

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT
	Present Job
	RATE
<input checked="" type="checkbox"/> IF <input type="checkbox"/> DONE <input type="checkbox"/> NOW <input checked="" type="checkbox"/> Keep <input type="checkbox"/> Within <input type="checkbox"/> Block	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

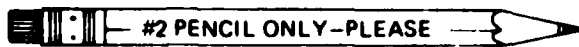
211. Prepare for temporary duty (TDY) travel
212. Prepare materials for reproduction services
213. Prepare messages for transmission
214. Prepare requests for airlift
215. Prepare Technical Order System Publication Improvement Report and Reply forms (AFTO Form 22)
216. Provide support for civil emergencies, such as management of refugees, or search and rescue
217. Provide support for projects, such as equipment or system tests
218. Provide support for special missions, such as exercise of forces or REFORGER
219. Reproduce materials with copying equipment
220. Type correspondence, reports, or records

F. PERFORMING SUPPLY FUNCTIONS

221. Determine equipment requirements
222. Determine supply requirements
223. Develop local or higher level equipment documents
224. Establish disaster preparedness communications requirements
225. Establish war consumable distribution orders (WCDO)
226. Inventory equipment
227. Inventory supplies
228. Issue or receive equipment
229. Maintain base service store accounts (BBS)
230. Maintain budget reports, such as D-11 reports
231. Maintain CA/CRL listings
232. Maintain contract maintenance listings
233. Maintain equipment status reports, such as D-18 reports

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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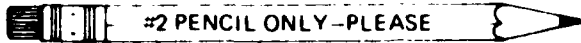
NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT Present Job
	RATE
✓ IF DONE NOW Keep ✓ Within Block	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

234. Maintain equipment storage or supply areas
235. Maintain individual equipment unit (IEU) accounts
236. Maintain medical supply accounts
237. Maintain munitions accounts
238. Maintain serial numbered listings
239. Maintain special stock levels
240. Maintain supplies status reports, such as DO-4 reports
241. Maintain tool issue accounts (TIC)
242. Manage constant shelter accounts
243. Monitor Air Force excess equipment or salvage items
244. Monitor joint lateral support (JLS) orders
245. Monitor redistribution orders (RDO)
246. Prepare Adjusted Stock Level forms (AF Form 1996)
247. Prepare ADP General Purpose Card forms (RQ)
(AF Form 1500)
248. Prepare Allowance/Authorization Change Request forms
(AF Form 601A)
249. Prepare changes for table of allowance reviews
250. Prepare condition tags or labels, such as Serviceable
Tag-Material forms (DD Form 1574)
251. Prepare Custodian Request Log forms (AF Form 126)
252. Prepare Custodian Request/Receipt forms (AF Form 601b)
253. Prepare Intransit Data Card forms (DD Form 1384-1)
254. Prepare Issue/Turn In Request forms (AF Form 2005)
255. Prepare letters of funds availability
256. Prepare material deficiency reports
257. Prepare Non-NSN Requisition (Manual) forms
(DD Form 1348-6)

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0/05XX



NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT
	Present Job
	RATE
✓	1. Very small amount.
	2. Much below avg.
	3. Below avg.
IF	4. Slightly below avg.
DONE	5. About avg.
NOW	6. Slightly above avg.
Keep	7. Above avg.
Within	8. Much above avg.
Block	9. Very large amount.

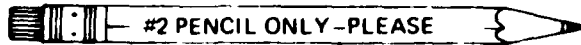
258. Prepare Repairable Item Processing Tag forms (AFTO Form 350)
259. Prepare Report of Survey forms (DD Form 200)
260. Prepare Request for Purchase forms (AF Form 9)
261. Prepare Supply Control Log forms (AF Form 2413)
262. Prepare Temporary Issue Receipt forms (AF Form 1297)
263. Prepare Test/Modification Tag Materiel forms (DD Form 1576)
264. Prepare urgency of need designator (UND) requirements
265. Research numbers for local purchase items, such as FSN's, NSN's, or PN's
266. Research supply documents, such as table of allowances (TA)
267. Turn in excess supplies or equipment

G. PLANNING AND MANAGING DISASTER PREPAREDNESS OPERATIONS

268. Approve or disapprove disaster preparedness support agreements at MAJCOM or higher levels
269. Chair chemical warfare defense working group meetings
270. Coordinate additional shelter spaces with civil authorities
271. Coordinate base emergency warning and notification systems with other agencies
272. Coordinate conventional attack evacuation procedures with other agencies
273. Coordinate conventional attack protective measures with other agencies
274. Coordinate crisis area relocation plans with civil agencies
275. Coordinate designation of emergency war operations shelters with civil engineering (CE) and base staff
276. Coordinate disaster preparedness requirements with disaster preparedness planning board or commander's staff
277. Coordinate documents for base biological decontamination procedures with bioenvironmental engineering (BEE)
278. Coordinate existing and projected fallout shelter requirements with CE
279. Coordinate MAJCOM supplements to AFR 355-1 with other MAJCOM staff agencies
280. Coordinate natural disaster response procedures with other base agencies

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0/05XX



NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

281. Coordinate natural disaster sheltering procedures with other base agencies
282. Coordinate plans for expedient fallout shelters with CE
283. Coordinate prehardening of facilities with CE
284. Coordinate procedures for identifying biological decontaminants with BEE
285. Coordinate procedures for issuing chemical decontaminants with supply
286. Coordinate storage and issue of chemical warfare defense constant shelter equipment with other agencies
287. Determine completion of Report on the Probable Availability of Personnel for Support of CD forms (AF Form 395)
288. Develop checklists for biological research material accident response procedures
289. Develop checklists for chemical accident response procedures
290. Develop checklists for conventional attack response procedures
291. Develop checklists for hazardous material accident response procedures
292. Develop checklists for major accident response procedures
293. Develop checklists for natural disaster response procedures
294. Develop checklists for nuclear accident response procedures
295. Develop emergency action plans for operations, such as garden plot, war mobilization, or bomb threat
296. Develop Numbered Air Force or higher level plans for evaluating disaster preparedness programs
297. Develop shelter management guides
298. Establish natural disaster evacuation procedures
299. Establish natural disaster sheltering procedures
300. Plan decentralization of vital facilities and equipment needed for wartime operations
301. Plan emergency dispersal of forces and support materials
302. Plan emergency shelter areas for use in conventional warfare
303. Plan for redistribution of supplies after disasters or attacks
304. Plan for sheltering peak base populace

CHECK	TIME SPENT Present Job
	RATE
<input checked="" type="checkbox"/> IF <input type="checkbox"/> DONE <input type="checkbox"/> NOW	1. Very small amount.
	2. Much below avg.
	3. Below avg.
<input checked="" type="checkbox"/> Keep <input type="checkbox"/> Within <input type="checkbox"/> Block	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0/05XX



NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK

TIME SPENT
Present Job

RATE

✓

IF

DONE

NOW

Keep

✓

Within

Block

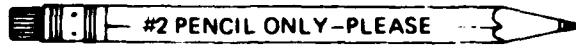
1. Very small amount.
2. Much below avg.
3. Below avg.
4. Slightly below avg.
5. About avg.
6. Slightly above avg.
7. Above avg.
8. Much above avg.
9. Very large amount.

305. Plan stocking of shelters
306. Plan supply positioning in shelters
307. Prepare drafts of base disaster preparedness operations plans
308. Prepare joint nuclear accident response capability (JNACC) reports
309. Provide guidance to other organizations for their disaster preparedness planning
310. Provide inputs to disaster preparedness support agreements
311. Review current intelligence data on capabilities of hostile nations
312. Review disaster preparedness support agreements
313. Review DOD, JCS, USAF, civil, NATO or other documents for impact on existing disaster preparedness programs
314. Review fallout shelter surveys and analyses
315. Review implementing instructions in support of conventional attack actions
316. Review local contingency plans for consistency with operations plan (OPLAN) 355-1
- H. MAINTAINING DISASTER PREPAREDNESS EQUIPMENT
317. Charge equipment batteries
318. Clean personal protective equipment
319. Deliver or pick up audiovisual equipment scheduled for repair
320. Deliver or pick up equipment scheduled for calibration at PMEL or civil defense agencies
321. Deliver or pick up M3 ensembles or M2 aprons scheduled for testing at fabric shop
322. Inspect or replace equipment batteries
323. Maintain PMEL or FEMA equipment calibration schedules
324. Operationally check communications equipment
325. Operationally check emergency power generators
326. Operationally check public address systems
327. Perform organizational maintenance on antiradiation protective clothing



1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT
	Present Job
	RATE
IF	1. Very small amount.
	2. Much below avg.
	3. Below avg.
DONE	4. Slightly below avg.
NOW	5. About avg.
	6. Slightly above avg.
Keep	7. Above avg.
Within	8. Much above avg.
Block	9. Very large amount.

328. Perform organizational maintenance on audiovisual equipment
329. Perform organizational maintenance on battery chargers
330. Perform organizational maintenance on emergency power generators
331. Perform organizational maintenance on general purpose tents
332. Perform organizational maintenance on KM450 shelter modification kits
333. Perform organizational maintenance on M-11 decontamination apparatus
334. Perform organizational maintenance on M-2 training aprons or M-3 training ensembles
335. Perform organizational maintenance on mobile command post vehicles
336. Perform organizational maintenance on M17 series masks
337. Perform organizational maintenance on M9A1 masks
338. Perform organizational maintenance on PAC-1S radiac equipment
339. Perform organizational maintenance on public address systems
340. Perform organizational maintenance on response kits (trailers)
341. Perform organizational maintenance on self-contained breathing apparatus
342. Perform organizational maintenance on smoke generators
343. Periodically inspect AE/23D3 automatic chemical alarm detectors
344. Periodically inspect aircrew ensembles
345. Periodically inspect AN/PDR 27 radiac equipment
346. Periodically inspect AN/PDR 43 radiac sets
347. Periodically inspect AN/PDR 56 radiation detection kits
348. Periodically inspect audiovisual equipment
349. Periodically inspect battery chargers
350. Periodically inspect binoculars
351. Periodically inspect CDV750 dosimeter chargers

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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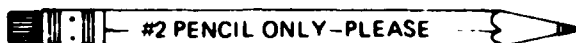
NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT
	Present Job
	RATE
✓	1. Very small amount.
IF	2. Much below avg.
DONE	3. Below avg.
NOW	4. Slightly below avg.
Keep	5. About avg.
✓	6. Slightly above avg.
Within	7. Above avg.
Block	8. Much above avg.
	9. Very large amount.

352. Periodically inspect chemical contamination control line equipment
353. Periodically inspect chemical warfare defense ground crew ensembles
354. Periodically inspect explosive ordnance disposal (EOD) suits
355. Periodically inspect Federal Emergency Management Agency (FEMA) radiac kits
356. Periodically inspect field contingency gear
357. Periodically inspect film badges
358. Periodically inspect first-aid equipment
359. Periodically inspect general purpose tents
360. Periodically inspect intrabase radios
361. Periodically inspect KMU450 shelter modification kits
362. Periodically inspect lanterns
363. Periodically inspect lensatic compasses
364. Periodically inspect M-11 decontamination apparatus
365. Periodically inspect M-11 filter canisters
366. Periodically inspect M-2 aprons
367. Periodically inspect M-3 ensembles
368. Periodically inspect MSA dust respirators
369. Periodically inspect M13 decontamination reimpregnating kits
370. Periodically inspect M17 series masks
371. Periodically inspect M18A2 chemical detector kits
372. Periodically inspect M256 chemical detector kits
373. Periodically inspect M258 skin decontamination kits
374. Periodically inspect M26A1 masks
375. Periodically inspect M9A1 masks

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0/05XX



NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

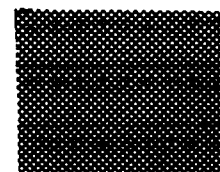
CHECK	TIME SPENT
	Present Job
	RATE
<input checked="" type="checkbox"/> IF <input type="checkbox"/> DONE <input type="checkbox"/> NOW <input type="checkbox"/> Keep <input checked="" type="checkbox"/> Within <input type="checkbox"/> Block	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

376. Periodically inspect PAC-1S radiac equipment
377. Periodically inspect pagers
378. Periodically inspect personal dosimeters
379. Periodically inspect portable vapor detectors
380. Periodically inspect response kits (trailers)
381. Periodically inspect self-contained breathing apparatus
382. Periodically inspect sirens
383. Periodically inspect smoke generators
384. Periodically inspect tactical radios
385. Periodically inspect training munitions

I. MAINTAINING ATTACK RESPONSE CAPABILITY

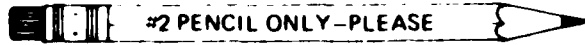
NOTE: RESPOND TO TASKS YOU PERFORM EITHER DURING ACTUAL DISASTERS OR EXERCISES.

386. Analyze nuclear fallout data
387. Assemble shelter management kits
388. Brief personnel evacuation advance task force team during attack responses
389. Brief shelter management teams upon activation of shelters
390. Collect samples of suspected biological agents
391. Compute stay-time estimates
392. Coordinate alert signals for attack responses
393. Coordinate attack recovery operations with staff agencies or civil engineering (CE)
394. Coordinate communications between shelters and disaster preparedness control center (DPCC) or command post
395. Coordinate decontamination of aircraft or aerospace ground equipment (AGE) with other agencies
396. Coordinate decontamination of buildings, roads, grounds, runways, or taxiways with other agencies



1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0/05XX



NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK

TIME SPENT
Present Job

RATE

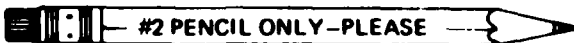
✓
IF
DONE
NOW
Keep
✓
Within
Block

1. Very small amount.
2. Much below avg.
3. Below avg.
4. Slightly below avg.
5. About avg.
6. Slightly above avg.
7. Above avg.
8. Much above avg.
9. Very large amount.

397. Coordinate decontamination of medical equipment or supplies with other agencies
398. Coordinate decontamination of munitions with other agencies
399. Coordinate expedient construction of attack protective facilities with CE
400. Coordinate marking of shelters with CE
401. Coordinate personnel protective measures against possible biological agents with medical personnel
402. Coordinate procedures for identifying possible biological agents with medical personnel
403. Coordinate shelter analyses with CE
404. Coordinate shelter prehardening with CE
405. Coordinate storage locations for chemical decontaminants with other agencies
406. Coordinate with public affairs on disseminating messages to the base populous during attack responses
407. Decontaminate chemically contaminated areas
408. Decontaminate chemically contaminated equipment
409. Decontaminate chemically contaminated personnel
410. Define areas of chemical ground contamination
411. Direct nuclear warfare decontamination operations
412. Direct plotting of graphic presentations, such as shelter status boards
413. Direct posting of contamination warning signs
414. Direct shelter stocking operations
415. Direct the inspection of shelters
416. Direct the issue of Federal Emergency Management Agency (FEMA) equipment and supplies for shelters
417. Don or doff M-2 chemical aprons
418. Don or doff M-3 chemical protective ensembles
419. Don or doff protective equipment, other than M-2 aprons and M-3 suits, during attack responses
420. Identify agents using M18A2 chemical detection kits

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242K0/05XX



NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT
	Present Job
	RATE
✓	1. Very small amount.
IF	2. Much below avg.
	3. Below avg.
DONE	4. Slightly below avg.
NOW	5. About avg.
	6. Slightly above avg.
Keep	7. Above avg.
✓	8. Much above avg.
Within Block	9. Very large amount.

421. Identify agents using M256 chemical detection kits
422. Implement exposure control procedures
423. Initiate requests for shelter identification signs
424. Initiate shelter sign-in rosters or registration forms
425. Inspect shelters
426. Issue personal dosimeters
427. Issue protective equipment for nuclear warfare operations
428. Issue shelter supplies available from FEMA
429. Maintain Events Log forms (AF Form 1924) during attack responses
430. Maintain Exposure Control Data forms (AF Form 1472)
431. Maintain Fallout Time History Chart forms (AF Form 1009)
432. Maintain shelter management guides
433. Mark contaminated materials or equipment during attack responses
434. Obtain and disburse decontaminants
435. Obtain chemical shelter instruments
436. Operate contamination control areas (CCA) during attack responses
437. Operate DPCC during attack responses
438. Operate KMU450 shelter modification kits
439. Perform as shelter management team member during shelter activations
440. Perform chemical agent self-aid measures
441. Perform chemical reconnaissance operations
442. Perform field expedient planning of chemical reconnaissance
443. Perform first-aid during attack responses
444. Perform unexploded ordnance reconnaissance

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0/05XX



NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

445. Plot attack damage
446. Plot graphic presentations, such as shelter status boards
447. Plot patterns of chemical contamination
448. Plot patterns of nuclear fallout
449. Plot patterns of possible biological contamination
450. Position supplies in shelters
451. Post contamination warning signs
452. Prepare AE/23D3 automatic chemical alarm detectors for use
453. Prepare chemical decontaminating agents for use
454. Prepare contamination warning signs
455. Prepare environmental hazard reports
456. Prepare M18A2 chemical detection kits for use
457. Prepare M256 chemical detection kits for use
458. Prepare nuclear detonation (NUDET) reports
459. Prepare nuclear warfare up-channel reports
460. Prescribe protective equipment required by monitors
461. Provide overflow sheltering for nonessential personnel
462. Provide technical assistance to specialized teams during decontamination actions
463. Record chemical contamination reports from monitors
464. Resupply shelters
465. Review currency and accuracy of supporting documents from organizations having shelter management responsibilities
466. Review findings of chemical detection teams
467. Schedule shelter inspections
468. Submit inputs for OPREP-3 reports during attack responses

CHECK	TIME SPENT
	Present Job
	RATE
✓	1. Very small amount.
IF	2. Much below avg.
DONE	3. Below avg.
NOW	4. Slightly below avg.
Keep	5. About avg.
✓	6. Slightly above avg.
Within	7. Above avg.
Block	8. Much above avg.
	9. Very large amount.

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0/05XX



NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT
	Present Job
	RATE
✓	1. Very small amount.
IF	2. Much below avg.
	3. Below avg.
DONE	4. Slightly below avg.
NOW	5. About avg.
	6. Slightly above avg.
Keep	7. Above avg.
✓	8. Much above avg.
Within Block	9. Very large amount.

- 469. Supervise disaster preparedness support team (DPST) operations during attacks
- 470. Validate findings of chemical detection teams
- 471. Verify condition of civil defense radiation detection equipment
- 472. Verify condition of military radiation detection equipment
- 473. Verify shelter inspection results
- 474. Verify shelter operating procedures

J. MAINTAINING MAJOR ACCIDENT RESPONSE CAPABILITY

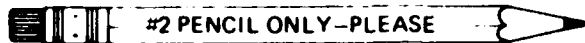
NOTE: RESPOND TO TASKS YOU PERFORM DURING EITHER ACTUAL DISASTER OR EXERCISES.

- 475. Advise on-scene commanders of on-scene disaster control group (DCG) composition during major accident responses
- 476. Advise personnel on procedures for disposal of contaminated waste resulting from major accidents
- 477. Brief disaster response force (DRF) members during major accident responses
- 478. Brief initial reconnaissance team (IRT) members on hazards of major accidents
- 479. Brief special teams on hazards of major accidents
- 480. Conduct convoy briefings during major accident responses
- 481. Coordinate air samplings during major accident responses with bioenvironmental engineering (BEE)
- 482. Coordinate alert signals for major accident responses with other agencies
- 483. Coordinate carbon graphite fiber (CORKER) mishaps during major accident responses with safety
- 484. Coordinate evacuation notification team actions during major accident responses with other agencies
- 485. Coordinate explosive ordnance disposal (EOD) requirements for major accident responses with EOD functions
- 486. Coordinate final major accident reports with other agencies
- 487. Coordinate gross area decontamination during major accident responses with CE
- 488. Coordinate hydrazine related accidents with maintenance
- 489. Coordinate major accident responses with Chemical Transportation Emergency Center (CHEMTREC)

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1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0/05XX



NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

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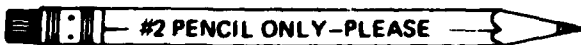
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Present Job

CHECK	TIME SPENT
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<input checked="" type="checkbox"/> IF <input type="checkbox"/> DONE <input type="checkbox"/> NOW <input checked="" type="checkbox"/> Keep <input type="checkbox"/> Within <input type="checkbox"/> Block	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

490. Coordinate major accident responses with civil authorities
491. Coordinate major accident responses with the Department of Energy (DOE)
492. Coordinate major accident search and recovery actions with other agencies
493. Coordinate nuclear accident response procedures with joint nuclear accident coordinating center (JNACC)
494. Coordinate specialized team support requirements during major accident responses with other agencies
495. Coordinate technical escort service during major accident responses with owning agencies
496. Coordinate toxic chemical evacuation corridors for major accident responses with local authorities
497. Coordinate with public affairs on disseminating messages to the base populous during accident responses
498. Determine communication requirements during major accident responses
499. Develop inputs for final major accident reports
500. Develop inputs for written recovery plans during major accident responses
501. Direct decontamination of aircraft during major accident responses
502. Direct decontamination of biological research materials resulting from accidents or incidents
503. Direct decontamination of vehicles during major accident responses
504. Direct operation of contamination control lines (CCL) during major accident responses
505. Document Aerospace Vehicle Flight Data Document forms (AFTO Form 781)
506. Identify hazards associated with dangerous materials in a major accident
507. Interpret dangerous material labels or placards
508. Maintain log of events during major accident responses
509. Mark contaminated areas, equipment, or aircraft during major accident responses
510. Monitor contaminated aircraft or equipment during major accident responses
511. Monitor personnel for contamination during major accident responses
512. Operate contamination control lines during major accident responses
513. Operate disaster preparedness control centers (DPCC) during major accident responses

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT Present Job
	RATE
✓ IF DONE NOW Keep ✓ Within Block	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

- 514. Operate mobile command posts during major accident responses
- 515. Operate nontactical (intrabase) radios during major accident responses
- 516. Operate tactical radios during major accident responses
- 517. Perform as initial reconnaissance team (IRT) member during major accident responses
- 518. Perform chemical detection actions during major accident responses
- 519. Perform grid survey during major accident responses
- 520. Perform initial radiological monitoring at nuclear accident scenes
- 521. Perform major accident plotting
- 522. Perform major accident recovery operations
- 523. Perform radial survey during major accident responses
- 524. Prepare disaster preparedness portion of activities summaries for major accident responses
- 525. Request air transportable radiac package (ATRAP) for assistance during nuclear accidents
- 526. Safeguard classified material during major accident responses
- 527. Select decontamination agents during major accident responses
- 528. Select protective equipment during major accident responses
- 529. Select required equipment for disaster preparedness support teams (DPST) during major accident responses
- 530. Serve as on-scene control group member during major accident responses
- 531. Submit inputs for OPREP-3 reports during major accident responses
- 532. Supervise disaster preparedness support teams (DPST) during major accident responses

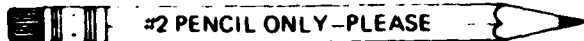
K. MAINTAINING NATURAL DISASTER RESPONSE CAPABILITY

NOTE: RESPOND TO TASKS YOU PERFORM DURING EITHER ACTUAL DISASTERS OR EXERCISES.

- 533. Brief personnel evacuation advance task force teams during natural disaster responses
- 534. Coordinate actions for aircraft, equipment, or personnel evacuations during natural disaster responses

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0/05XX



NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

CHECK	TIME SPENT
	Present Job
	RATE
✓	1. Very small amount.
	2. Much below avg.
	3. Below avg.
IF	4. Slightly below avg.
DONE	5. About avg.
NOW	6. Slightly above avg.
Keep	7. Above avg.
✓	8. Much above avg.
Within	9. Very large amount.
Block	

535. Coordinate aerial survey operations during natural disaster responses with other agencies
536. Coordinate airlift mission assignment numbers during natural disaster responses with AF Reserve Forces NAF
537. Coordinate alert signals for natural disaster responses
538. Coordinate communications requirements during natural disaster responses with other agencies
539. Coordinate logistical requirements during natural disaster responses with other agencies
540. Coordinate requests for responses to natural disasters with higher headquarters
541. Coordinate requests for responses to natural disasters with the American Red Cross
542. Coordinate requests for responses to natural disasters with Numbered Air Force Reserve (NAFR)
543. Coordinate requirements for responses to natural disasters with civil authorities
544. Coordinate requirements for specialized teams during natural disaster responses with other agencies
545. Coordinate with public affairs on disseminating messages to the base populous during natural disaster responses
546. Establish protective shelters for natural disaster responses
547. Identify hazards associated with natural disasters
548. Maintain Events Log forms (AF Form 1924) during natural disaster responses
549. Manage distribution of supplies or equipment during natural disaster responses
550. Operate disaster preparedness control centers (DPCC) during natural disaster responses
551. Operate mobile command posts during natural disaster responses
552. Operate nontactical radios during natural disaster responses
553. Operate tactical radios during natural disaster responses
554. Provide inputs for TEMPEST RAPID reports
555. Request aerial photo reconnaissance during natural disaster responses
556. Request Civil Air Patrol (CAP) disaster relief assistance
557. Submit TEMPEST RAPID reports
558. Supervise disaster preparedness support teams (DPST) during natural disaster responses

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1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

AFS 242X0705XX



CHECK	TIME SPENT Present Job
	RATE
<input type="checkbox"/> IF <input type="checkbox"/> DONE <input type="checkbox"/> NOW <input type="checkbox"/> Keep <input checked="" type="checkbox"/> Within <input type="checkbox"/> Block	1. Very small amount.
	2. Much below avg.
	3. Below avg.
	4. Slightly below avg.
	5. About avg.
	6. Slightly above avg.
	7. Above avg.
	8. Much above avg.
	9. Very large amount.

NOTE: If any task you perform under this duty is not listed, please specify on blank pages at end of booklet.

▷ RETURN TO PAGE xxxiv AND FOLLOW PROCEDURE B.

WHEN YOU HAVE COMPLETED ALL RATINGS IN "TIME SPENT PRESENT JOB" COLUMN, PAGES 1-24, YOU WILL HAVE COMPLETED THIS USAF JOB INVENTORY, AND YOU MAY TURN THIS BOOKLET IN TO YOUR OCCUPATIONAL SURVEY CONTROL MONITOR.

1. Check tasks you perform now (✓).
2. If you don't do it - Don't check it.
3. In the "Time Spent" column, rate all checked (✓) tasks on time spent in present job. If you checked it - Rate it.

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CHECK

TIME SPENT
Present Job

RATE

✓

IF

DONE

NOW

Keep

✓

Within

Block

1. Very small amount.
2. Much below avg.
3. Below avg.
4. Slightly below avg.
5. About avg.
6. Slightly above avg.
7. Above avg.
8. Much above avg.
9. Very large amount.

DO NOT WRITE ON THIS PAGE

WRITE YOUR COMMENTS ON PAGES INDICATED

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00817

USE THIS PAGE FOR ADDING INFORMATION - DO NOT ADD CLASSIFIED INFORMATION

