

**BY ORDER OF THE COMMANDER,  
PACIFIC AIR FORCES**



**AIR FORCE INSTRUCTION 15-180**

**PACIFIC AIR FORCES COMMAND**

**Supplement 1**

**10 MAY 2004**

**Weather**

**AIR FORCE WEATHER STANDARDIZATION  
AND EVALUATION PROGRAM**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This supplement expands on the guidance provided in AFI 15-180, and establishes policy and procedures for the implementation of the PACAF Weather Self-Inspection and Staff Assistance Visit Programs. This instruction is applicable to all PACAF weather units to include all USAF active duty, Air Force Reserve, Air National Guard (ANG) and civilian-contracted (except ANG units) weather units. The numbering sequence for the paragraphs has changed and corresponds to the appropriate paragraph in AFI 15-180 (11 June 2002).

**SUMMARY OF REVISIONS**

This publication is substantially revised and must be completely reviewed. A bar ( | ) indicates new or revised material from the previous edition.

**AFI 15-180, 11 June 2002, is supplemented as follows:**

| 1.5. (Added) **Purpose of Inspection Program.**

1.5.1. (Added) To measure unit readiness.

1.5.2. (Added) To measure effectiveness of unit functions, programs, guidance, and compliance with higher headquarters regulations, instructions, and policies.

1.5.3. (Added) To find and resolve important problems.

1.5.4. (Added) To help units set up priorities to perform their missions.

1.5.5. (Added) To provide a feedback system on corrective actions taken on identified deficiencies.

| 1.6. (Added) **Self-Inspection Program.**

1.6.1. (Added) Combat Weather Team (CWT) OICs and NCOICs will conduct a unit self-inspection within 60 days after initial assignment and thereafter, at least once a year.

1.6.2. (Added) Self-Inspection Kit (SIK) will be developed to assist CWT leadership with self-inspections. Contents will include:

1.6.2.1. (Added) Compliance Review Checklist (CRC). This should be the primary tool for any self-inspection. The CRC is the primary inspection tool used by PACAF/DOWV.

1.6.2.2. (Added) . Special Interest Items (SII) and Weather Interest Items (WII), and documentation of actions taken.

1.6.2.3. (Added) Latest PACAF/DOW staff assistance visit report and documentation of corrective actions taken.

1.6.2.4. (Added) Latest Air Traffic System Assessment (ATSEP) report, if applicable, and documentation of corrective actions taken.

1.6.2.5. (Added) Self-inspection memos and documents used to initiate, record, follow-up, and close actions on the most recent self-inspection.

1.6.2.6. (Added) Latest standardization and evaluation (S/E) report.

**1.7. (Added) PACAF/DOW Staff Assistance Visits (SAV).**

1.7.1. (Added) PACAF/DOW will conduct a SAV to each PACAF OWS and CWT approximately 6 months prior to a S/E visit. The purpose of the SAV is to provide technical, operational, administrative, and managerial assistance to ensure unit capabilities meet AFMAN 15-135, *Combat Weather Team Operations*, AFMAN 15-129, *Aerospace Weather Operations-Processes and Procedures* and other requirements as listed in the CRC. The intent is to ensure units are providing the best possible support to their customers.

1.7.1.1. (Added) PACAF/DOW will conduct a SAV when requested by PACAF gained ANG CWTs. SAV is dependent on availability of resources and scheduling conflicts.

1.7.2. (Added) The CRC (contained on the PACAF/DOW and AFWA/DNT web-sites) is the primary instrument used for conducting the SAV.

1.7.3. (Added) The SAV team will provide the unit a visit report of observations and recommendations. The SAV team will provide substantive solutions for programs and processes not optimally effective.

**1.8. (Added) PACAF/DOW Standardization and Evaluation (S/E) Visits.**

1.8.1. (Added) PACAF/DOW will conduct a S/E visit to each CWT approximately every 24 months (12 months for Korean units).

1.8.1.1. (Added) PACAF/DOW will work with PACAF gained ANG CWTs to schedule an appropriate date for a separate S/E visit. Whenever possible, a S/E visit will be accomplished in conjunction with other inspections or visits.

1.8.2. (Added) AFWA/XOP will conduct a S/E visit to each OWS approximately every 24 months (normally augmented by PACAF/DOW).

1.8.3. (Added) PACAF/DOW visit teams will provide a final S/E visit report to the CWT, OWS, OSS and, if applicable, to the Operations Group during the visit out brief.

1.8.4. (Added) CWTs and OWSs have 180 days after the S/E visit date to complete necessary corrective actions to fix discrepancies identified in the S/E visit report.

1.8.4.1. (Added) CWTs and OWSs will provide updates to PACAF/DOW every 60 days, until all discrepancies are corrected.

1.8.5. (Added) S/E scoring will be IAW AFI 15-180. Units given a rating of Does not comply with standards during a S/E visit will be re-inspected in 6 months.

1.9. (Added) **PACAF/DOW Air Traffic System Evaluation Program (ATSEP) Visits.**

1.9.1. (Added) To the greatest extent possible, ATSEPs will be conducted in conjunction with a S/E visit. This does not apply to Army support units or ANG units, as they do not receive ATSEP visits.

1.9.2. (Added) PACAF/DOW will assist PACAF/DOY in conducting ATSEP visits for CWTs with air-field operational requirements.

1.9.3. (Added) ATSEP evaluates the ability of the air traffic system to meet standards and operational requirements of civil and military users. ATSEP visits will analyze and evaluate all pertinent areas that are a part of, or affect, the air traffic system for compliance with regulatory guidance. PACAF/DOW will conduct the weather portion of air traffic system evaluations.

1.9.4. (Added) PACAF/DOW will use a portion of the CRC as the primary tool for ATSEP visits. A copy of the ATSEP CRC will be provided to the unit in advance of the ATSEP visit.

1.9.5. (Added) CWTs will receive an ATSEP visit approximately every two years. Approximately once a year for Korean units.

1.9.6. (Added) ATSEP visits are a non-graded evaluation. CRC line items will be marked either GO, NO-GO, or N/A.

1.10. (Added) **PACAF/DOW visits in support of ORI and UCI.**

1.10.1. (Added) As required, PACAF/DOW will assist PACAF/IG in conjunction with Operational Readiness Inspections (ORI) and Unit Compliance Inspections (UCI).

1.10.2. (Added) ORIs are used to evaluate the ability of units with wartime or contingency missions to conduct assigned operation missions.

1.10.3. (Added) UCIs focus on those actions required by law, executive orders, DoD directives, and safety guidelines that if not complied with, could result in significant mission impact.

1.10.4. (Added) PACAF Instruction 90-201, *PACAF Inspector General Inspection Activities* provides excellent guidance on what can be expected during an ORI/UCI visit. PACAF/DOW will provide site-specific guidance when available.

2.5. (Added) **OWS Responsibilities.**

2.5.1. (Added) Requesting changes in S/E visit dates. Operational Weather Squadrons will send request to change dates of an S/E through PACAF/DOW. PACAF/DOW will review for concurrence and forward to AF/XOWP. XOWP will review the request; coordinate with AFWA to deconflict any possible scheduling problems and forward to XOW for final approval.

3.3.1. To the greatest extent possible, visits should be combined to reduce the number visits to a unit (e.g. combine S/E and ATSEP inspections on the same visit). (N/A for ANG)

3.3.2. ORIs are unique, and therefore should not be combined with other visits.

3.5. (Added) **CWT Responsibilities.**

3.5.1. (Added) Requesting changes in S/E visit dates. Combat Weather Teams will send requests to change S/E dates to PACAF/DOW for approval.

3.5.1.1. (Added) MAJCOMs will provide changes of CWT visit dates to AFWA/XOPS for update to the S/E schedule posted on the XOP web page. (N/A for ANG)

3.6. (Added) **Training.**

3.6.1. (Added) PACAF weather units will document certifications, testing, and re-certifications on AF Fm 1098, Special Task Certification and Recurring Training, or similar automated product as authorized in AFI 36-2201. Maintain these records in the individual's training folder (AF Fm 623 for E-6s and below).

3.6.2. (Added) Testing materials believed to be misleading, confusing, or unrepresentative should be identified to HQ PACAF/DOW for resolution with HQ AFWA/XOP. (N/A for ANG)

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