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Operations Support

**US AIR FORCE PRIORITY SYSTEM FOR
RESOURCES MANAGEMENT**

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This instruction implements AFR 16-3, *Priorities for Resources Management*. It explains the structure of the Air Force priority system and the guidelines for precedence rating assignment. It provides guidance and procedures for requesting or changing precedence ratings for Air Force units and programs. A glossary of references, abbreviations, and acronyms is at [Attachment 1](#).

SUMMARY OF REVISIONS

This is the initial publication of AFI 16-301, substantially revising AFR 27-1.

1. Resource Management and the Priority System. To categorize Air Force units and programs to fairly distribute available resources, the Vice Chief of Staff directed the Air Force to create its Priority System in 1951. The Priority Review Working Group (PRWG) was formed in September 1986 to improve the Air Force Priority System. The PRWG reviews precedence rating assignments, resolves conflicts on precedence rating assignments, and approves changes in the structure of the Air Force Priority System. PRWG members recommend precedence rating assignments or changes for their commands or organizations.

1.1. The US Air Force Priority System is a macro management tool that sets priorities for efficiently using available resources to meet mission needs. Precedence ratings assigned under AFR 16-3 and this instruction do not give the detailed priorities for resource competition. To meet daily priorities, managers must make local management decisions and create local procedures based on current mission needs and the overall priorities that HQ USAF/PE assigns.

1.2. The Department of Defense (DoD) governs the priority of resources the Military Departments use through the Uniform Materiel Movement and Issue Priority System (UMMIPS) under DoD

4140.1-R, *DoD Materiel Management Regulation*, January 1993, appendix I, *UMMIPS Responsibilities*. UMMIPS designates priority based on two factors:

- The Force/Activity Designator (FAD), a Roman numeral between I (highest) and V (lowest). It reflects how essential a unit or program is to DoD's overall mission.
- The Urgency of Need Designator (UND), an alphabet character that the requisitioning activity assigns to express the urgency of a requisitioned item's use.

1.3. The Air Force Priority System builds on the DoD FAD by assigning a relative priority within each FAD. (See **Figure 1.**) Originally, the system used precedence ratings (also called "priorities") only for logistics support; however, the system now determines unit and program priorities for most resource allocation. In general, FADs apply to Air Force units and programs per UMMIPS criteria. (See **Attachment 2.**)

1.4. FAD Code Relation to Air Force Precedence Rating System. Air Force precedence ratings consist of two sets of arabic numbers separated by a hyphen. (The PRWG aligned the first number of the Air Force precedence rating with the DoD FAD.) The number before the hyphen is the DoD FAD. The numbers after the hyphen are the Air Force priority within the FAD. Precedence ratings range from 1-01 (FAD I) (highest) to 5-10 (FAD V) (lowest). (See **Figure 1.**)

Figure 1. Relation of FAD Codes to Air Force Precedence Ratings.

Precedence Rating		FAD
From	Through	
1-01	1-05	I
2-01	2-10	II
3-01	3-10	III
4-01	4-10	IV
5-01	5-10	V

2. Priority Review Working Group (PRWG). HQ USAF/PE, as Chairman, hosts a PRWG yearly to review precedence rating assignments. When feasible, conduct this review by correspondence.

2.1. Members include representatives from selected Air Force Secretariat, Air Staff, major commands (MAJCOM), Air Force Reserve, and Air National Guard (ANG) organizations. (See **Figure 2.**) Send requests for PRWG membership, with justification, to the PRWG Chairman for consideration. The address is HQ USAF/PE, 1070 Air Force Pentagon, Washington DC 20330-1070.

2.2. PRWG members designate a single contact point within their organization for coordinating and processing precedence rating requests and information. Notify the PRWG Executive Secretariat when a change occurs. The address is HQ USAF/PED, 1070 Air Force Pentagon, Washington DC 20330-1070.

Figure 2. Composition of the PRWG.

CHAIRMAN: HQ USAF/PE			
EXECUTIVE SECRETARIAT: HQ USAF/PED			
<i>AIR FORCE SECRETARIAT MEMBERS</i>			
SAF/AQP	SAF/AQQ	SAF/AQS	SAF/AQT
SAF/AQX	SAF/IA		
<i>AIR STAFF MEMBERS</i>			
AF/CE	AF/SP	AF/IN	AF/TE
AF/SCP	AF/LGM	AF/LGS	AF/LGT
AF/XOF	AF/RE		
<i>MAJCOM MEMBERS</i>			
ACC	AETC	AFMC	AFSOC
AFSPACECOM	AMC	PACAF	USAFE
<i>AIR RESERVE COMPONENT MEMBERS</i>			
AFRES/XP	NGB/LG		

3. How To Obtain or Change FAD or Precedence Rating Assignments:

3.1. FAD I Designations:

3.1.1. Command offices of primary responsibility (OPR) send FAD I requests to the appropriate command PRWG member for consideration.

3.1.2. The PRWG member evaluates the request and takes appropriate action. If the member supports the request, send it to the appropriate Air Staff Deputy Chief of Staff (DCS) or Secretariat equivalent.

3.1.3. The Air Staff DCS or Secretariat equivalent establishes the Air Force position with supporting rationale and sends the request to HQ USAF/LG.

3.1.4. HQ USAF/LG, the Air Force focal point for the Joint Materiel Priorities and Allocation Board (JMPAB), sends the request to the JMPAB for review.

3.1.5. If the JMPAB recommends approval and the President or the Secretary of Defense (SEC-DEF) approves the FAD I assignment, HQ USAF/PE assigns a FAD I precedence rating after receiving the approval documentation.

3.2. FAD II-V Designations:

3.2.1. Unit Precedence Rating Submission Procedures. Submit requests to the appropriate Command OPR and PRWG member for consideration.

3.2.1.1. The PRWG member evaluates the request and takes appropriate action. If the member supports the request, send it to HQ USAF/PE, 1070 Air Force Pentagon, Washington DC 20330-1070 recommending approval.

3.2.1.2. New Unique Units. Requests must include an approved mission statement, identify existing units or organizations that will become part of the new unit if applicable, and give any other information that will help in reviewing and assigning a precedence rating. Coordinate proposed precedence ratings for ANG units with NGB/CF.

3.2.1.3. Change to Existing Unit Precedence Rating. Requests must fully justify the change and assess the impact on the mission of the unit using the assigned precedence rating. For a unit whose mission has changed, include an updated approved mission statement. Coordinate proposed changes for ANG units with NGB/CF.

3.2.1.4. On receipt of request, HQ USAF/PE researches the proper precedence rating assignment and prepares approval documentation. If approved, the new or changed precedence rating appears in the next publication of the *USAF Program: Installations, Units, and Priorities* (short title: *PD*) document.

3.2.2. Program Precedence Rating Submission Procedures:

3.2.2.1. Field and Command Level Program Managers. Send requests with justification to Command PRWG member for consideration.

3.2.2.2. If the member supports the request, send it to the HQ USAF Director level representative for that program.

3.2.2.3. Upon concurrence, forward to HQ USAF/PE, 1070 Air Force Pentagon, Washington DC 20330-1070 for action.

3.2.2.4. Air Staff and Secretariat Level Program Managers. Send a MAJCOM-coordinated request with justification to HQ USAF/PE for action. *Note: The HQ USAF Director level is the PRWG member in most cases.*

3.2.3. Special Emphasis Precedence Ratings. Justification must include, but is not limited to, the effort's milestones and objectives, the impact of the denial on the program, and actions taken to solve the problem using the assigned precedence rating.

3.2.3.1. Range Time. Special Emphasis requests for the sole purpose of gaining range time must include additional information on past number of test range requests sent, number approved and denied, and reasons for denial. The request must also include the test schedule for the period of the special emphasis. It must show other activities directly competing for range resources and their priority relationship. Coordinate with the range manager, who must explain the denial of range time.

4. Principles For Assigning Air Force Precedence Ratings:

4.1. First Principle. The employment of weapon systems is of first importance. The relative importance of different weapon systems reflects national military objectives. The further removed support echelons are from the direct support of weapon system employment, the lower their precedence rating.

4.2. Second Principle. Units and programs receive a precedence rating consistent with their contribution to national security and the overall Air Force mission. Once assigned, a unit precedence rating never changes unless:

- The unit mission or relative mission importance changes.
- National military policy changes.
- An obvious administrative error needs correction.

5. Precedence Rating Assignment Guidelines. The Air Force assigns three types of precedence ratings: Unit, Program, and Special Emphasis.

5.1. FAD I. The President or the SECDEF approves FAD I requests. Only those activities with the highest national priority get FAD I precedence ratings (1-01 through 1-05).

5.2. FADs II-V. HQ USAF/PE approves FADs II through V.

5.2.1. Unit. Unit precedence ratings are the most stable in the priority system. Changes to unit precedence ratings demand strong justification. These guidelines apply:

- HQ USAF/PED assigns precedence ratings to new units based on ratings of existing units with similar missions.
- For new unique units, HQ USAF/XOOB assigns a 00-01 precedence rating until HQ USAF/PE approves the actual precedence rating. *Note: MAJCOMs must report installation and unit changes under AFI 16-403, Program Management of Installations and Units Data and Movement of Units (formerly AFR 27-16) to HQ USAF/XOOB to update the PD.*
- A unit may use a supported activity's higher precedence rating for "direct" and essential mission actions that the unit performs for the supported activity.

5.2.1.1. Generally, a unique mission for part of a unit does not determine the whole unit's precedence rating. Normally, HQ USAF/PE doesn't assign FAD codes or precedence ratings below unit level per AFI 38-101, *Air Force Organizational Structure* (formerly AFR 26-2). HQ USAF/PE may assign FAD codes and precedence ratings to unique missions that meet both these criteria: They need a FAD code or precedence rating different from their whole unit's *and* the Air Force Chief of Staff has named them a "special flight." These "specially designated flights" carry the same numeric designation as their unit *only* for the specific purpose of FAD code or precedence rating assignment or tracking. **Do not** use this "special designation" for any other purpose. *EXAMPLE:* Explosive Ordnance Disposal (EOD) in Civil Engineering Squadrons use a "special flight" designator such as "123 EOD Flight" only for FAD code or precedence rating assignment or tracking; for example, supply requisitions.

5.2.2. Program. HQ USAF/PE assigns precedence rating to programs, including research, development, test and evaluation (RDT&E), as shown in [Figure 3](#).

5.2.2.1. HQ USAF/PE assigns precedence ratings to permanent modification programs as shown in [Figure 4](#).

5.2.2.2. Some special conditions may warrant an exception to these assignments. (See paragraph [3.2.2](#) for procedures.)

5.2.3. Special Emphasis. A program may need a higher-than-normal precedence rating for a short time, not more than 1 year, to acquire resources vital to completing mission or test needs.

5.2.3.1. Units do not receive special emphasis precedence ratings.

5.2.3.2. Program managers ask for Special Emphasis precedence ratings only after all other management actions fail.

5.2.3.3. Program managers must limit the use of special emphasis precedence ratings to the program's critical path actions. Other actions use the baseline precedence.

5.2.4. Supporting Programs. Programs directly supporting a non-Air Force activity use the FAD that the other DoD or US Government Agency assigns or the foreign country FAD that the Joint Chiefs of Staff (JCS), the SECDEF, or both assign.

5.2.4.1. OPRs of programs supporting a unit may ask for the unit's precedence rating for that program.

5.2.4.2. OPRs of support programs for a host program may ask for a precedence rating based on the level of support they give the host program. Limit requests for use of the host program's precedence rating to those support programs that give "direct" support to the host program.

5.2.4.3. The OPR must coordinate these types (paragraph 5.2.4.1. and paragraph 5.2.4.2.) with the host program's OPR. Correspondence and directives about using the host's precedence rating must cite the host program and give rationale that links the support program to the host program.

Figure 3. Program (Including RDT&E) Precedence Ratings.

2-03	Strategic defense weapon systems and programs that directly support the SIOP mission
2-06	Tactical weapons systems and strategic airlift systems
2-09	All other FAD II programs (for example, communications equipment, electronics, and other system components)
3-06	FAD III programs
4-06	FAD IV programs
5-06	FAD V programs

Figure 4. Permanent Modification Program Precedence Ratings.

1-05	Programs that modify FAD I resources and weapons system programs
2-06	Programs that modify FAD II resources and weapons system programs
3-06	Programs that modify FAD III resources and weapons system programs
4-06	Programs that modify both FAD IV and V resources and weapons system programs

6. Administration of Precedence Ratings. HQ USAF/PED oversees the Air Force priority system and administers precedence rating assignments.

6.1. For requests for new precedence ratings or changes:

- Follow AFPD 16-3 and this instruction.
- Coordinate with the appropriate Command (includes Guard and Reserve), HQ USAF, or Secretariat channels.
- Get the concurrence of the appropriate PRWG member before HQ USAF/PED review.

6.2. Program Management Directives (PMD) must specify the assigned Air Force precedence rating.

6.3. HQ USAF/PED, a mandatory PMD coordinating office, verifies precedence rating assignments in USAF PMDs. *EXCEPTIONS*: Cancellation PMDs or amendments for funding only.

7. Documentation of Air Force Precedence Ratings:

7.1. The *USAF Program: Installations, Units, and Priorities (PD)* Document lists approved precedence ratings for Air Force units and programs.

7.1.1. HQ USAF/XOOB is responsible for the PD.

7.1.2. HQ USAF/PED is responsible for Section IV, Priorities, of the PD.

7.2. A Program Management Directive (PMD) specifies the assigned Air Force precedence rating for that program.

CHARLES R. HEFLEBOWER, Brig General, USAF
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Attachment 1

GLOSSARY OF REFERENCES, ABBREVIATIONS, AND ACRONYMS

References

AFI 16-403, *Program Management of Installations and Units Data and Movement of Units* (formerly AFR 27-16)

AFI 38-101, *Air Force Organizational Structure* (formerly AFR 26-2)

AFPD 16-3, *Priorities for Resources Management* (formerly AFR 27-1)

DoD 4140.1-R, *DoD Materiel Management Regulation*

USAF Program: Installations, Units, and Priorities (PD) Document

Abbreviations and Acronyms

ACC—Air Combat Command

AETC—Air Education and Training Command

AFI—Air Force Instruction

AFMC—Air Force Materiel Command

AFPD—Air Force Policy Directive

AFRES—Air Force Reserve

AFSOC—Air Force Special Operations Command

AFSPACECOM—Air Force Space Command

AMC—Air Mobility Command

ANG—Air National Guard

CONUS—Continental United States

DoD—Department of Defense

DCS—Deputy Chief of Staff

EOD—Explosive Ordnance Disposal

FAD—Force/Activity Designator

JCS—Joint Chiefs of Staff

JMPAB—Joint Materiel Priorities and Allocation Board

HQ USAF—Headquarters United States Air Force

MAJCOM—Major Command

NGB—National Guard Bureau

OPR—Office of Primary Responsibility

PACAF—Pacific Air Forces

PMD—Program Management Directive

PRWG—Priority Review Working Group

RDT&E—Research, Development, Test and Evaluation

SECDEF—Secretary of Defense

UMMIPS—Uniform Materiel Movement and Issue Priority System

UND—Urgency of Need Designator

USAFE—United States Air Forces in Europe

Attachment 2

FAD CRITERIA

A2.1. FAD I. Highest national priority designated by the President and highest DoD priority designated by the SECDEF based on JCS recommendations.

A2.2. FAD II:

- Forces in combat.
- Specific US forces outside the United States.
- CONUS forces subject to immediate (D+24 hours) employment or deployment.
- Specific direct combat support functions of foreign country forces and projects that the JCS designates.
- Programs vital to national objectives and comparable in importance to FAD II forces (for example, strategic defense, tactical weapon systems, and strategic airlift).

A2.3. FAD III:

- All other US combat ready and direct combat support forces outside CONUS not included in FAD II.
- CONUS forces subject to deployment prior to D+30.
- Specific direct combat support functions of foreign country forces and projects the JCS designates.
- CONUS industrial maintenance and repair activities providing direct logistics support for forces kept ready for combat.
- Programs comparable in importance to FAD III forces (for example, technology or resources that are broad or generic in scope and operational in nature but not directly combat related). **Note: The type of organizational level the program supports is a consideration in FAD code assignment.**

A2.4. FAD IV:

- US forces kept ready for combat for deployment during the period D+90.
- Specific direct combat support functions of foreign country forces and projects that the JCS designates.
- Programs comparable in importance to FAD IV forces (nonoperational base-level support, for example, civil engineering). **Note: The type of organizational level the program supports is a consideration in FAD code assignment.**

A2.5. FAD V:

- All other US forces and programs including staff, administrative, and base supply type activities.
- Foreign country forces not otherwise directed.