

12 January 1987

## Organization and Mission—Field

### AIR FORCE MANAGEMENT ENGINEERING AGENCY (AFMEA)

This regulation states the mission of the Air Force Management Engineering Agency (AFMEA) and prescribes command relationships and authority.

**1. Mission of AFMEA.** The mission of AFMEA is to:

- a. Develop and maintain Air Force manpower standards for the purpose of improving manpower utilization.
- b. Develop, maintain, and monitor implementation of technical and procedural guidance for the Air Force Management Engineering Program.
- c. Advance the development of new methodologies and technologies for determining manpower requirements through active research and study of other government and industry processes.
- d. Supervise assigned Functional Management Engineering Teams (FMET) engaged in developing specialized and functional manpower standards and related data.
- e. Supervise other subordinate units.

**2. AFMEA Organization.** AFMEA is designated a Separate Operating Agency (SOA). The Commander, AFMEA, exercises command jurisdiction over assigned personnel, facilities, property, and funds. The internal headquarters AFMEA organization is under the control of the Commander, AFMEA. The organization of assigned FMETs and other subordinate units is recommended by the Commander, AFMEA, and approved by HQ USAF/PRM for the Chief of Staff, HQ USAF.

**3. Assigned Responsibilities.** The major responsibilities of AFMEA are as follows:

- a. Command and direct FMETs and other subordinate units.
- b. Develop and update Air Force manpower standards for common functional areas.
- c. Develop and implement technical guidance to be used in conducting functional reviews and manpower management studies.
- d. Provide Management Engineering services,

as directed by HQ USAF/PRM, to include productivity enhancement, measurement and evaluation.

- e. Certify all proposed manpower standards for technical adequacy and consistency within the Management Engineering Program (MEP).
- f. Maintain a Maintenance Manhour per Flying Hour Factors database and certify major command (MAJCOM) developed aerospace maintenance manpower requirements (AMMR).
- g. Publish the Manpower and Organization (M&O) Newsletter (AFRP 25-1).
- h. Develop, coordinate, and maintain Air Force regulations for the MEP.
- i. Publish Air Force Manpower Standards (AFMS) and maintain record sets of AFMSs.
- j. Manage the Fast Payback Capital Investment (FASCAP) Program.
- k. Manage the Air Force Suggestion Program together with corresponding aspects of the federal and DOD Suggestion Programs.
- l. Prepare the Air Force input to the Federal Productivity Measurement Project (FPMP).
- m. Provide Commercial Activities (CA) Program technical guidance and assistance, and manage the CA Inventory Reporting and Management Information System.
- n. Develop procedures to quantify wartime manpower requirements.
- o. Administer the Air Force-wide recruiting and training program for the Manpower Management career field.
- p. Develop and maintain the Air Force grades allocation model, and develop manhour availability factors for HQ USAF/PRM.
- q. Function as the data systems single point manager for the Logistics Composite Model (LCOM).
- r. Develop and implement Air Force management engineering standard data systems and microcomputer programs, and prototype small computer applications for the manpower community.
- s. Act as office of primary responsibility (OPR) for the Transient Entitlements Distribution System (TEDS).

No. of Printed Pages: 2

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Distribution: F

**4. Relationships to Other Commands and Agencies.**

a. As an SOA, AFMEA receives technical direction and guidance from the Director of Manpower and Organization, Deputy Chief of Staff, Programs and Resources, Headquarters United States Air Force, Pentagon, Washington, DC (HQ USAF/PRM).

b. AFMEA and its field elements will be pro-

vided support under the provisions of AFR 11-4.

**5. Direct Communication.** AFMEA may communicate directly with other DOD military services and agencies, other government agencies, private industry, academic institutions, and professional associations on matters for which AFMEA is responsible.

BY ORDER OF THE SECRETARY OF THE AIR FORCE

OFFICIAL

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