



DEPARTMENT OF THE AIR FORCE

WASHINGTON D.C. 20330-1000

Office Of The Under Secretary

16 MAY 2000

MEMORANDUM FOR SEE DISTRIBUTION

FROM: SAF/IAX
1080 Air Force Pentagon
Washington, D.C. 20330-1080

SUBJECT: Air Refueling Proponent For Foreign Military Sales (FMS) Cases (**IAX 00014**)

HQ Air Mobility Command (AMC) is designated as the single manager for all KC-10 and KC-135 air refueling operations. The Office of the Secretary of Defense established the single management approach to centralize air refueling support for DoD and other agencies. AMC has the option to request ANG support as appropriate. HQ ANG shall continue to manage any existing aerial refueling cases that they are responsible for until the cases are closed out.

The Tanker Airlift Control Center (TACC) XOBK and XOOK, respectively, manage the long and short term air refueling requests. XOOK-FMS acts as the SAPM and/or Line Manager for air refueling cases or line. Requests for Price and Availability (P&A), Letter of Offer and Acceptance Data (LOAD), and execution shall be directed to XOOK-FMS.

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TERRY L. BATES
Chief, Policy Division
Deputy Under Secretary, Int'l Affairs

Attachment:
FMS Air Refueling Guidance

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5/18/00

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AERIAL REFUELING: Aerial refueling of foreign customers is accomplished through the Foreign Military Sales (FMS) Program and Foreign Government Support (FRG) Program. FRG is the process by which fuels are billed to the country outside of an FMS case, and often is used for ground refueling. Aerial refueling support for aircraft deliveries to foreign customers, and for all formal training is also provided through FMS. This section documents roles, responsibilities and processes associated with aerial refueling in FMS cases.

Proponent: HQ Air Mobility Command (AMC) is the single manager for all KC-10 and KC-135 air refueling operations. The Office of the Secretary of Defense established the single manager approach to centralize air refueling support for DoD and other agencies. AMC has the option to request ANG support as appropriate. HQ ANG shall continue to manage any existing aerial refueling cases that they are responsible for until the cases are closed out. The Tanker Airlift Control Center (TACC) XOBK and XOOK, respectively manage the long and short term air refueling requests. XOOK-FMS acts as the SAPM and/or Line Manager for air refueling cases or line. Requests for Price and Availability (P&A), Letter of Offer and Acceptance Data (LOAD), and execution shall be directed to XOOK-FMS.

Line Management: The line manager receives direction from the Security Assistance Program Manager (SAPM), or case manager if no SAPM is assigned. Line managers direct the distribution of obligation authority (OA) for their lines, process and initiate orders for articles and services, and monitor contractual and financial actions to meet proper execution and line closure (AFMAN 16-101). Examples of lines and line manager responsibilities are provided as follows:

1. **Aircraft Ferry Lines:** The line manager assigned to the MAJCOM responsible for scheduling the aircraft crew that will perform the ferry mission will include both ground and aerial refueling in their line. (ACC MAJCOM OPR for aircraft ferry support, Line Manager code F1 or F2).

2. **Air Refueling Support Lines:**

a. If it is in support of an aircraft ferry mission, the MAJCOM responsible for scheduling the aircraft crew that will perform the ferry mission will include both ground and aerial refueling AVFUEL in their line. (ACC MAJCOM OPR for aircraft ferry support, Line Manager code F1 or F2).

b. If only air refueling support is required, the MAJCOM responsible for scheduling tanker support will include aerial refueling AVFUEL in their line. (AMC MAJCOM OPR for Air Refueling Support, Line Manager code M1 - except for current NATO E-3 air refueling ANG Line Manager code R1.)

3. **Tuition Based Training Lines:** AVFUEL is included in the tuition rates and the MAJCOM performing the training is responsible for funding AVFUEL from their O&M budget.

4. **Dedicated Training Lines:** The HOST MAJCOM of the dedicated training squadron assigned base will include both ground and aerial refueling AVFUEL in their line.

5. **Exercise Lines:** The HOST MAJCOM responsible for scheduling the exercise will include AVFUEL (both ground and aerial refueling) in the line or specifically state under what authority AVFUEL will be provided. When AVFUEL is excluded from the line, the line manager will coordinate the authority cited with SA-ALC/SFRF, 1014 Billy Mitchell Boulevard, Suite 1, Kelly AFB, TX 78241-5603.

6. **Contingency Operations:** SA-ALC/SFRF will process all fuels provided under contingency operations using FRG procedures unless an FMS case exists or is written to include contingency support.

NATO Standardization Agreement (STANAG): There are cases where the STANAG is cited as the billing source for the case. STANAG 3113, an example, is an agreement between participating nations and NATO to provide support to visiting forces personnel, military aircraft, vehicles and associated equipment and to follow the demand, issue and repayment procedures stated in STANAG 3381. The following statement shall be used for all cases, in the Note, Line Item Description paragraph when referencing a STANAG agreement. "Aviation fuel will not be billed to this FMS case. Aviation fuel will be billed in accordance with (IAW) the STANAG 3113 agreement.

Air-to-Air Refueling of Foreign Aircraft during Combined Exercises. (AFI 10-204, Para 8.8) Certain refueling operations conducted during approved combined exercises may not be subject to the general rule that all US air-to-air refueling costs must be reimbursed. In a combined exercise conducted to test and evaluate mutual capabilities, each force pays their own costs of participation. The requirement for reimbursement normally arises when the US provides support to the foreign participant during the exercise (ie fuel, supplies, services, training, etc). As long as exercise refueling operations meet the criteria, below, foreign participants are only required to pay for fuel off-loaded.

1. Combined Exercises That Include Air-to-Air Refueling Requirements Exclusively For USAF Receiver Aircraft (No US Requirement to Refuel Foreign Receiver Aircraft)

a) In combined exercises where there is no approved US requirement to refuel foreign receiver aircraft, air refueling of foreign aircraft must be on an opportune, non-interference basis. Tankers must be scheduled based on USAF mission requirements only, in accordance with normal USAF procedures. When a schedule is built to meet these mission requirements, it may result in some loiter time that foreign receivers can use under the criteria set forth in this guidance. However, schedulers may not create excess loiter time simply to accommodate foreign receivers. If non-opportune refueling is required for foreign aircraft outside the "envelope" for meeting USAF mission requirements, the foreign government must pay for the additional loiter and boom/drogue time required, as well as for the fuel offloaded. This is because the costs of such support would not have been incurred but for the foreign government (non-US) requirement. The foreign government will not be charged for the transit time of the tanker aircraft as transit time was required for the USAF mission.

b) Foreign pilots must be qualified and current in USAF air-to-air refueling procedures. Exercise refueling will not be used as an instrument for foreign pilots to obtain initial qualifications, requalifications, or to maintain currency. The cost of any US support provided for air refueling training to the participating countries or international organizations must be

reimbursed under an FMS case (DODD 5105.38, Section 100201 B., Security Assistance Management Manual (SAMM)). This is because providing exercise support is providing a defense service as defined in the AECA Secs 47(4) and (5).

c) Receiver aircraft not previously certified for refueling operations must be certified for technical and operational compatibility in accordance with USAF regulations.

d) Foreign governments must pay for the fuel offloaded in accordance with USAF regulations and procedures (ie, pursuant to the terms of a reciprocal fuels agreement, cross-servicing agreement, or FMS case).

e) Status of Forces Agreement (SOFA) claims provisions, applicable to the nations involved, should cover liability. If a SOFA does not exist or is otherwise not applicable, a liability agreement must be established prior to the exercise. Such an agreement must be negotiated and concluded in accordance with DODD 5530.3, International Agreements. These types of agreements must be submitted to SAF/IA in accordance with para 2.4 of AFI-51-701, Negotiating , Concluding, Reporting, and Maintaining International Agreements.

2. Combined Exercises That Include Valid US Requirements to Refuel Foreign Receiver Aircraft

a) It may be appropriate for the foreign government to pay only for the fuel offloaded when the purpose of a combined exercise is to employ coalition force concepts of operations that require USAF air refueling of foreign aircraft in support of DoD mission requirements and the criteria in paragraphs 1a through e, above are met. In such cases, a command coordinated request should be forwarded to AF/XO for approval to conduct the refueling operation on less than full cost reimbursement basis. The request should contain: (1) a description of the operation, including objectives; (2) the US mission requirements to be satisfied; (3) a list of expenses to be assumed by the DoD and the funding source; and (4) a list of expenses to be assumed by the foreign government, including method of payment to DoD for required reimbursements.

b) If the air-to-air refueling does not meet the criteria set forth above, air-to-air refueling must be conducted on a reimbursement basis. The foreign government must pay for the fuel, boom/drogue time, tanker transit time and loiter time, and all other costs as appropriate.

LOA Distribution and Coordination: in order to ensure that proper coordination and distribution of fuel related LOAs is effected, the following rule applies:

1. **Any LOA citing fuels** requires mandatory coordination with **USAF/ILSP**, 4A278 Pentagon, (703) 697-6613 (John Lavin), or (703) 695-9783 (Fuels), in addition to normal coordination.

2. A copy of any LOA which specifically mentions any type of fuels will be provided to **SA-ALC/SFRF, 1014 Billy Mitchell Boulevard, Suite 1, Kelly AFB, TX 78241-5603**. Please ensure that your IPD distribution list is updated to include this address.

3. If the FMS case specifies that fuels will be provided under another authority, the line manager citing the authority is responsible for coordinating that statement with SA-ALC/SFRF to ensure the validity of the authority.

AVIATION FUEL (AVFUEL) PROCESS

INTRODUCTION:

When a foreign country submits a Letter of Request (LOR), it may include a request for Aviation Fuel (AVFUEL) to ferry an aircraft, conduct training, support an exercise, or perform contingency operations. Based on the foreign country's requirements, the fuel may be issued either in the air or on the ground.

AVFUEL is initially purchased by the US Government and issued to the foreign customer. Once issued, the US Government is reimbursed from the foreign country's country/case funds.

During this process, the following primary activities occur:

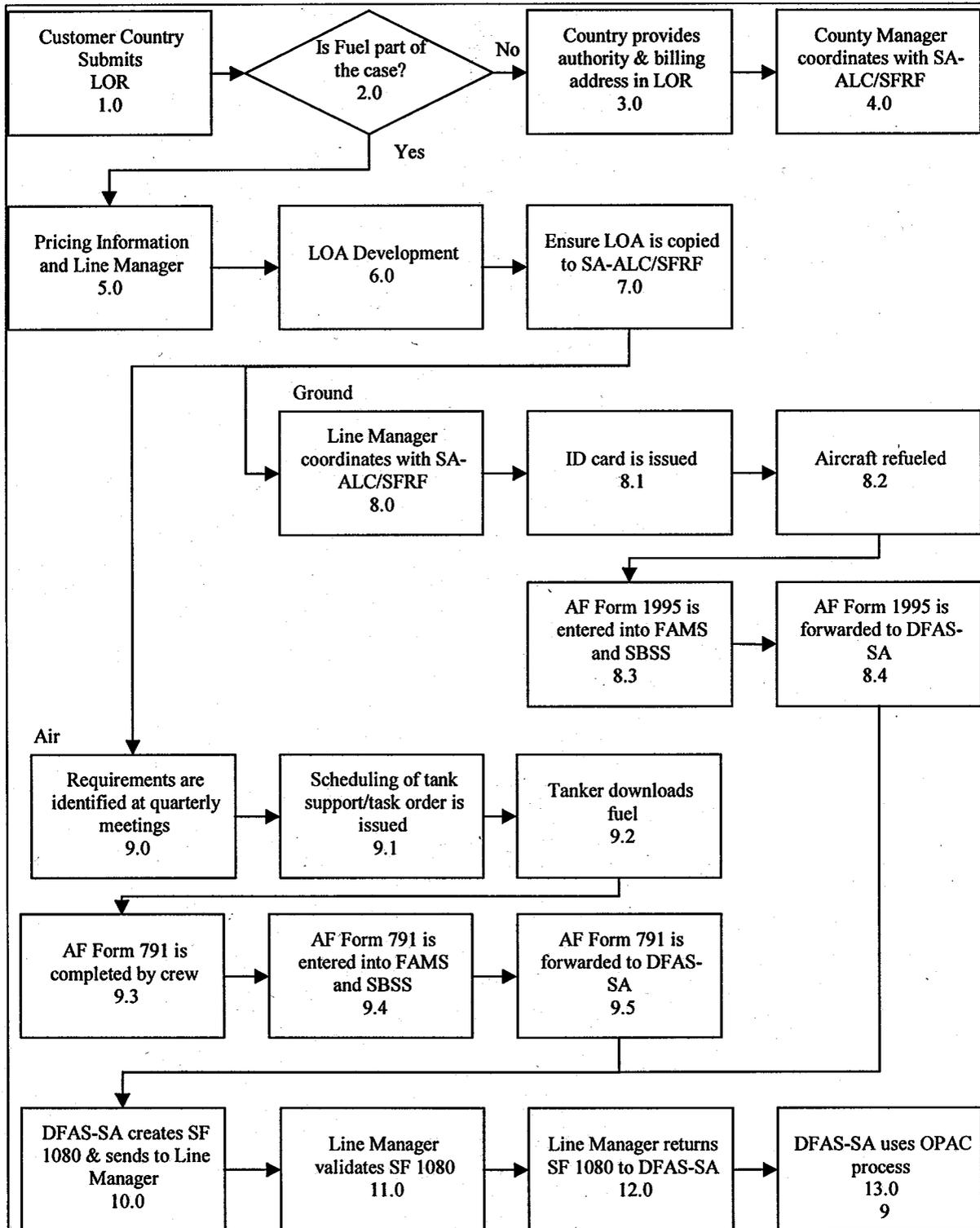
- The foreign country submits a LOR requesting AVFUEL.
- If the request is not part of a Foreign Military Sales (FMS) case, the country provides authority and billing information.
- If the request is part of a FMS case, the Line Manager (LM) develops pricing information.
- The LOA is developed and a copy of the LOA is forwarded to San Antonio – Air Logistics Center/Directorate of Aerospace Fuels Resource Management (SA-ALC/SFRF).
- Foreign country aircraft are refueled.
- Air Force personnel complete fuel issue documentation.
- Fuel issue documentation is forwarded to the Defense Finance and Accounting Service – San Antonio (DFAS-SA).
- DFAS-SA creates a SF 1080, *Voucher for Transfers between Appropriations and/or Funds* and forwards it to the LM.
- The LM validates the SF 1080 and returns it to DFAS-SA.
- DFAS-SA processes the reimbursement using the Online Payment and Collection process (OPAC).

REFERENCES:

The following references provide additional information concerning the AVFUEL process. Specific sections and paragraphs associated with each step in the process are identified in the process narrative.

- Air Force Instruction (AFI) 11-221, *Air Refueling Management*
- Air Force Manual (AFMAN) 16-101, *International Affairs and Security Assistance Management*
- AFMAN 23-110, *US Air Force Supply Manual*
- DoD Regulation 5105.38-M, *Security Assistance Management Manual (SAMM)*
- DoD Financial Management Regulation 7000.14-R, *Security Assistance Policies and Procedures, Appendix E, Financial Management of Air Force Security Assistance*

Figure 1
Processing AVFUEL within an FMS Case



PROCESS NARRATIVE (FIGURE 1)

- 1.0 The customer country submits a Letter of Request (LOR), requesting Aviation Petroleum, Oils, and Lubricants (AVFUEL).
- 2.0 The Country Manager reviews the LOR and determines if AVFUEL is part of the Foreign Military Sales (FMS) case. If AVFUEL is not part of the FMS case, go to 3.0. If AVFUEL is part of the case, go to 5.0.
- 3.0 In the LOR, the country should provide authority and billing address information necessary to purchase the AVFUEL.
- 4.0 The County Manager coordinates with SA-ALC/SFRF for AVFUEL.
- 5.0 The Implementing Agency (IA) works with the Line Manager (LM) to gain pricing information for inclusion in the Letter of Offer and Acceptance (LOA). During the development of the pricing information, the LM coordinates with SA-ALC/SFRF. The type of AVFUEL support required determines the LM. Table 1 provides a listing of the various AVFUEL support opportunities and identifies the appropriate LM.

*Table 1
Organization Providing Line Manager by AVFUEL Support Type*

AVFUEL Support	Organization Providing the Line Manager
Aircraft Ferry	Air Combat Command (ACC)
Air-refueling	Air Mobility Command (AMC)*
Dedicated Training	Host Major Command (MAJCOM)
Exercises	Host MAJCOM

- 6.0 The IA uses the LM's pricing information to develop the LOA. As part of LOA completion, the LM must:
 - Coordinate with Headquarters, United States Air Force/Supply Fuels Policy Division (HQ USAF/ILSP) if fuels are referenced.
 - Indicate in the supplemental condition section the specific case or the agreement under which fueling will occur.
- 7.0 The IA ensures that a copy of the LOA is sent to SA-ALC/SFRF.

8.0 Ground Refueling - The LM provides SA-ALC/SFRF with the following information to obtain a DD Form 1896, Jet Fuel Identification (referred to as an identification card):

- Country/Case/Line
- Service Designator (USAF = "D")
- Aircraft Tail Number
- Command Requesting
- Three-digit Customer Identification Code ("FMS")
- Expiration Date
- Aircraft Mission Design Series (MDS)

8.1. SALC/SFRF uses the information provided by the LM to complete and issue an identification card. The identification card is ultimately placed in the aircraft.

8.2. The aircraft is refueled.

8.3. The aircraft crew receives a completed AF Form 1995, *Fuel Issue/Defuel Document*, (source document) from the fuel personnel. The information contained on the AF Form 1995 is then entered into the Fuels Automated System (FAS) and the Standard Base Supply System (SBSS) by the fuels personnel.

8.4. The AF Form 1995 is forwarded to the Defense Finance and Accounting Service-San Antonio (DFAS-SA)

9.0 Air refueling requirements are normally identified at a quarterly planning meeting. At this point, much of the refueling information is tentative or unknown. However, the refueling task is identified as a Foreign Military Sales (FMS) case and a tentative Air Force command is identified.

9.1. Once the schedule is firm, a schedule of tank support/task order is issued. The task order is provided in a written message format.

9.2. The Air Mobility Command uses this message to complete an AMC Mission Form 59.

9.3. The refueling tanker downloads the fuel to the foreign customer.

9.4. While downloading the fuel, the tanker crew completes AF Form 791, *Aerial Tanker In-flight Issue Log*. Note: Under Aircraft Home Station, add the FMS Case and appropriate line number(s).

Figure 2
Sample Air Force Form 792

AERIAL TANKER IN-FLIGHT ISSUE LOG					Mission # 123456789			
					MISSION DATE AND TIME			
					FROM		TO	
DATE		TIME (Zulu)		DATE		TIME (Zulu)		
19990101		05:20		19990101		10:27		
TANKER ORGANIZATION AND HOME STATION Organization, Name AFB				TANKER MDS K.C-10A		TANKER SERIAL NO. 87-000011	FUEL GRADE JP-8	
ISSUES ¹								
AIRCRAFT COMMAND	AIRCRAFT MDS	AIRCRAFT TAIL NO.	AIRCRAFT CALL SIGN	AIRCRAFT HOME STATION	QUANTITY ISSUED			
					POUNDS	GALLONS		
FMS	F-4F	3782	NE02A	Customer's unit, station, country	4100	625		
FMS	F-4F	3918	NE02B	Customer's unit, station, country	4000	600		
BOOM OPERATOR'S NAME AND GRADE (Print) Smith, John T. TSGT				TOTAL	8100	1225		
<small>1. WHEN FUEL IS JETTISONED, ENTER QUANTITY AND NOTE "JETTISONED". 2. ENTER COMMAND OF AIRCRAFT REFUELED, e.g., "AAC", "MAC", "ANG", etc. 3. ENTER AIRCRAFT MISSION DESIGN SERIES, e.g., "B70G", "F15A", "F105B", etc.</small>								
AF FORM 791, 19830201 (FF-12)				PREVIOUS EDITION WILL BE USED.				

Note: Under Aircraft Home Station, enter the FMS Case and Line Number(s)

9.5 Information from the AF Form 791 is manually entered into FAS and SBSS

9.6 AF Form 791 is forwarded to the Defense Finance and Accounting Service-San Antonio (DFAS-SA).

10.0 DFAS-SA prepares a SF 1080, *Voucher for Transfers between Appropriations and/or Funds*. Once completed, the SF 1080 is sent to the LM for validation.

11.0 The LM reviews and validates SF 1080. If the LM finds a discrepancy on the SF 1080, DFAS-SA is contacted to resolve the issue. Partial payment of invoice will be made pending resolution of discrepancies.

12.0 The LM returns the validated SF 1080 to DFAS-SA with appropriation to pay invoice.

13.0 DFAS-SA uses the Online Payment and Collection (OPAC) process to complete the reimbursement. In an effort to improve the reimbursable billing process, DFAS has recently developed the On-line Payment and Collection (OPAC) System. This standardized interagency billing and collection procedure is designed to allow one DFAS-OPLOC or center to collect and disburse monies from another DFAS-OPLOC or center within a 24-hour period. A Trading Partnership Agreement (TPA) between OPLOCs is required to use the OPAC process. Currently, the use of the OPAC process is on a volunteer basis; however, DFAS intends for all DFAS-OPLOCs to expand participation in the effort and process all reimbursable bills through the OPAC system.