International Affairs Career Field (IACF) Position Management Guidelines

November 2006

Table of Contents

1.0   Introduction

1.1   Scope

The International Affairs Career Field (IACF) Position Management Guidelines identifies all IACF civil service positions and outlines position management policies and procedures. This document applies to the following:

- USAF civil service personnel in or applying for IACF positions
- Non-USAF personnel applying for IACF positions

1.2   IACF Vision

Create an International Affairs (IA) civilian workforce that possesses the competencies necessary to meet the challenges of the ever-changing global political-military environment. The essential elements are:

- **Focused, career-oriented professional development** – IACF must develop civilians with required IA skills and provide assignment experiences to optimize their performance and maximize their opportunities as Airmen
- **Leadership committed to the professional development of our workforce** – ongoing mentoring by seasoned and experienced leaders must be an essential element in developing civilians at all levels
- **High individual commitment** – team members committed to making a long-term investment in their education and professional career development

1.3   IACF Mission

To develop civilians with the required skills, knowledge, and experience to execute IA programs in support of the USAF mission and US national security objectives.

1.4   Position Management Objectives

The goal of position management is to meet IACF needs for skilled, knowledgeable, and experienced IA professionals. IACF will accomplish this goal through the following areas:

- **Central referral**—identify and determine qualified candidates for referral, to provide IA team members career and developmental opportunities for advancement, and to encourage mobility that offers personnel a variety of assignments and necessary experience for management or executive positions
- **Interns**—recruit interns through the Palace Acquire (PAQ) Intern Recruitment Program to provide a cadre of highly-skilled, entry-level personnel to the IA workforce
- **Career Development**—advocate training, education, and career development as a vital part of ensuring that the IA community places the right people, with the right technical and leadership skills, in the right positions, at the right time. The IACF Education and Training Plan is the resource that defines training, education, and developmental policies, plans, and programs to include in-residence Professional Military Education (PME) and long-term academic and experiential programs.

2.0   IACF Policy Structure

The IACF accomplishes its mission through the joint efforts of the following key organizations:

- **Functional Authority (FA)**—The Deputy Under Secretary of the Air Force, International Affairs (SAF/IA) serves as the FA and provides oversight and advisory services related to the IA community. Responsibilities include:
  - ➢ Serving as a member of the Force Development Council and providing corporate perspective on functional community requirements
  - ➢ Providing strategic oversight of Total Force Development (IACF and International Affairs Specialist Program) to include identification and prioritization of functional community requirements
  - ➢ Establishing and chairing the IA Policy Council, which establishes policy and provides guidance and direction for the Career Field

- **Functional Manager (FM)**—The Assistant Deputy Under Secretary of the Air Force, International Affairs (Asst SAF/IA) serves as the FM and provides functional management that includes ensuring the IA community is equipped, developed, and sustained to meet the IA mission. Responsibilities include:
  - ➢ Providing career field guidance
  - ➢ Ensuring development opportunities align with IA mission requirements and future needs of the total Air Force
  - ➢ Appointing Career Field Manager to manage IACF operations

- **Career Field Manager (CFM)**—SAF/IA Director of Policy serves as the CFM and implements career field policies, plans and programs. Responsibilities include:
  - ➢ 'Day-to-day' career field operations—addressing issues and coordinating specialty concerns
  - ➢ Providing central oversight for career field training and education
  - ➢ Chairing the Development Team

- **Development Team (DT)**— The DT continuously assesses the IACF centrally managed workforce, recommends training courses and assignments for eligible personnel, and prioritizes nominations for the Civilian Developmental Education (CDE) and Long-Term Training (LTT) degree programs. The DT also reviews and selects candidates for the Career Broadening and PAQ Intern Recruitment Programs, reviews positions templates, and recommends referral procedures.

- **Career Field Management Team (CFMT)**—The CFMT will administer IACF Centrally Managed positions. CFMT responsibilities include:
  - ➢ Developing and maintaining position templates
  - ➢ Ensuring referral lists for vacant positions consist of Air Force-wide candidates meeting standard merit system principles
  - ➢ Providing career counseling to personnel and advice to the CFM on professional development, and career field management strategies to include placement and utilization of IACF civilians
  - ➢ Offering advice to IACF team members on career developmental opportunities
  - ➢ Facilitating DT vectoring and selection meetings, and providing Transition-Civilian Development Plan (T-CDP) feedback to team members and their supervisors
  - ➢ Coordinating IACF recruitment criteria for PAQ interns

- **Position Management Panel (PMP)**—The PMP will make recommendations to the DT on position management policy, position templates, and IACF position coverage. PMP tasks include:
  - Identifying Centrally Managed positions
  - Identifying Key Developmental positions
  - Developing and reviewing position templates
  - Managing the follow-on assignment for Career Broadening program, LTT, CDE, and PAQ interns
  - Evaluating IACF position coverage in accordance IA Policy Council guidance
  - Developing the IACF Position Management Guidelines

2.1 Coordination and Approval of the IACF Position Management Guidelines

Major Command (MAJCOM) representatives serving on the PMP will review and coordinate the IACF Position Management Guidelines prior to approval by SAF/IA. They will evaluate and update the plan annually or as necessary to meet IACF requirements.

3.0   Position Management Operations

3.1   Position Coverage

The DT initially identified and selected over 300 USAF IA civil service positions that were devoted to IA activities 51% of the time or more and unique to IA. The majority of these positions are located at SAF/IA, the Air Force Security Assistance Center (AFSAC), and the Air Force Security Assistance Training (AFSAT) Squadron. The remaining positions are located at Air Force Material Command Air Logistic Centers (ALCs) and Product Centers, the Air Mobility Command (AMC), the Air Combat Command (ACC), Aeronautical Systems Center (ASC), and the Air Force Space Command (AFSPC).

It is essential that the IACF continue to monitor position coverage. The PMP will evaluate positions in the IA community annually and on a case-by-case basis to ensure that the career field includes all appropriate positions. For each IA position, the PMP will determine whether the Air Force is better served by that position remaining in alignment with its current career field or by aligning it with IACF. The PMP will coordinate all position coverage updates through the DT for approval by the IA Policy Council.

3.2   IACF Occupational Series

To increase understanding of representative IACF occupational series, detailed descriptions are provided. Descriptions include a general explanation of the classifications for positions that perform IA specific work.

3.2.1 GS – 130 Foreign Affairs Series

Includes all classes of positions the duties of which are to advise on, administer, supervise, or perform research or other professional and scientific work in the departmental formulation and direction of the foreign affairs of the Government or in the study and disposition of information bearing on international relations.

3.2.2 GS – 131 International Affairs Series

Includes all classes of positions the duties of which are to advise on, administer, supervise, or perform professional work in the formulation and implementation of foreign policy of the United States in the conduct of the relations, primarily of a political or politico-economic nature, of the United States with other governments.

3.2.3 GS – 301 Miscellaneous Administration and Program Series

Includes positions the duties of which are to perform, supervise, or manage nonprofessional, two-grade interval work for which no other series is appropriate. The work requires analytical ability, judgment, discretion, and knowledge of a substantial body of administrative or program principles, concepts, policies, and objectives. Skill code AKTAGM1XK reflects the requirement for analytical abilities necessary to develop foreign agreements.

3.2.4 GS – 1701 General Education and Training Series

Includes positions that primarily involve professional work in the field of education and training when the work is not more appropriately covered by another professional series in this or any other group. Included are positions where the work has characteristics that

may be identified with more than one professional education series with none predominant; the combination of professional knowledge required by the work is not specifically covered by another series; or the work is in a specialized professional field not readily identifiable with other existing series in this or any other group. The use of skill code ADU reflects the requirement for skills necessary to develop and manage international training and education programs.

3.3   Coding of IACF Positions

IACF positions will have two designations:
- Identification number 4 to designate IA, and
- "Centrally Managed" to designate those positions administered by the CFMT

All other IACF positions will be administered by the local Civilian Personnel Flight (CPF) in accordance with Air Force staffing procedures.

3.4   Centrally Managed Positions

(Adapted from Air Force Manual 36-606V1, Civilian Career Fields)

Effective IA leaders are critical to the success of the Career Field. Therefore, the IACF must focus on developing civilian leaders through a deliberate process that aims to maximize individual capabilities to increase both the efficiency and effectiveness of team members. Through central management of core positions within the IACF, the DT and senior IA leaders will have an opportunity to deliberately develop team members for positions of increased responsibilities in the Career Field. In turn, these positions will afford IACF team members focused education and training and provide assignment experiences that are supported by mentoring at all levels from seasoned IA professionals. The end result is an IA leader that possesses the right professional, technical, managerial, and administrative skills necessary to execute the IA mission.

The DT has defined Centrally Managed positions as operational and strategic level leadership positions (GS-13 through GS-15 grade level or NSPS equivalent). Centrally Managed positions also include three types of Career Developmental positions: Career Broadening, Key Developmental, and PAQ (see sections 3.4.1–3.4.3). Each of these positions will provide developmental work experiences intended to prepare IA team members for higher-level supervisory and managerial positions. IACF team members in Centrally Managed positions will be entitled to centrally funded moves (PCS) and other development opportunities to include short-term management and leadership training, CDE, and tuition assistance. There are presently 115 Centrally Managed positions (GS-13 through GS-15 grade level or NSPS equivalent) in the IACF. (A representative list of these positions is located in Appendix A).

3.4.1   Career Broadening Positions

Career Broadening positions are specifically designed to broaden the skills and enhance the leadership perspective of high-potential and exceptional IA personnel. Career Broadening positions are: limited in duration (normally 30 months), centrally funded by Headquarters Air Force Personnel Center (HQ AFPC), and managed against existing career broadening manpower authorizations. They are managed by the DT in close coordination with the IA Policy Council and administered by the CFMT. Positions are filled competitively through reassignment, temporary promotion, or change-to-lower grade.

3.4.1.1   Cross Functional Assignments

A cross-functional career broadening opportunity is designed to enhance a team member's experience through an assignment outside the IACF.   The CFM will coordinate an agreement with the gaining career field to broaden the experience of the selected candidate, and to ensure that the individual can meet the requirements and potential challenges of the Career Broadening position. In exchange, the CFM will provide a Career Broadening position within the IACF for the selected candidate from the other Career Field. Candidates are not eligible for promotion to a cross functional assignment. Therefore, only those candidates eligible for a Management-Initiated Reassignment (see section 4.6) or change-to-lower grade will be considered.

3.4.2 Key Developmental Positions

Key Developmental positions are essential for building developmental competencies and leadership experience. These positions serve as the framework for the career field to develop high potential personnel targeted for future senior IA leadership positions. The DT will vector IACF team members to Key Developmental positions based on performance, individual T-CDP's and IACF operational requirements. (A representative list of Key Developmental positions is located in Appendix A).

3.4.3 PAQ Intern Positions

The PAQ Intern Recruitment Program is designed to attract high potential men and women to the USAF IA workforce. Program objectives are:
- Recruit and select high-caliber candidates
- Train competent, effective, and productive International Affairs professionals
- Provide opportunities to gain the knowledge, skills, and abilities for successful IA performance
- Afford promotion opportunities for successful completion of all required training and developmental assignments
- Provide functional training—PAQ internships last for a period of 36 months, which includes a combination of specified training courses and on-the-job training.

The CFMT will coordinate position management, recruitment, and staffing procedures for PAQ Intern positions. In addition, the CFMT will coordinate a list of qualified candidates through the DT for selection by the CFM.

3.5   Career Mobility

(Adapted from Air Force Instruction 36-202, Civilian Mobility; Air Force Instruction 36-602, Civilian Intern Programs; and Air Force Manual 36-606 Vol 1, Civilian Career Fields)

Effective career field management mandates filling high-level positions with qualified personnel who have a variety of work experiences. These varied experiences may not be gained in a single position or at only one installation or organizational level. IA team members should seek such work experiences in more than one location or organization. The depth and breadth of experience gained through developmental and geographic mobility may be the factor that makes a candidate the best qualified for referral. IA professionals seeking executive management positions should remain available for reassignment to fulfill mission needs.

3.5.1 Mobility Agreement

When a mobility agreement is required, the IACF team member and servicing CPF representative will sign a written statement of conditions as part of the application process or before the assignment (see sample Mobility Agreement in Appendix B). The following positions will require mobility as a condition of employment or assignment:

3.5.1.1 PAQ Interns

Interns participate in a 36-month rotational program. During this time, the program will offer participants various training and education opportunities, expose interns to several organizations and positions, and provide them incremental promotions throughout their time in the program. The DT makes initial placement upon completion of training.

3.5.1.2 Career Broadening

These positions require a mobility agreement as a condition of assignment to ensure the positions are vacated after a specified period and to continuously develop team members. The reassignment of an individual completing the career broadening program is made by the DT based on IACF operational requirements and the individual's T-CDP.

3.5.1.3 Long–Term Training (LTT) and Civilian Developmental Education (CDE)

Before accepting a LTT assignment or in-residence CDE, IACF team members must sign a mobility agreement or an agreement describing placement at the end of the training. The DT will assign graduating LTT and CDE participants based on IACF operational requirements and the individuals T-CDP.

3.5.1.4 Key Developmental Positions

IACF team members occupying Key Developmental positions will be required to sign mobility agreements within one year of IACF full operational capability. Assignment to these positions is made by the DT and reassignments of personnel on Key Developmental positions are based on current operational requirements.

4.0   Position Management Staffing Procedures

4.1   Filling Positions

(Adapted from Air Force Manual 36-606V1, Civilian Career Fields)

The DT will review position vacancies, evaluate position templates, and develop fill strategies for Centrally Managed positions to include selection criteria for competing IACF team members. The CFMT will use career briefs, position templates, T-CDPs, and principles, practices, and techniques of personnel recruitment, examination, selection, and/or placement to fill positions.

4.1.1   Career Briefs

A career brief is a computer-generated summary of an IACF team member's present and past experience, certification, education, training, and awards. The information contained in the career brief is the primary means of evaluating employee qualifications to determine promotion and placement opportunities. IACF team members must ensure the information in their career briefs accurately reflects their qualifications.

4.1.2   Position Templates

The IACF uses standard USAF position templates to fill all Centrally Managed positions. A template is an objective statement of the position requirements against which an employee is evaluated and ranked for placement or promotion actions. Templates contain elements that evaluate the experience, education, training, or other indicators such as program office experience or certification level, required to fill the position.

4.2   Fill Requests

(Per HQ AFPC/DPIDEA, Randolph AFB TX)

Fill requests for IACF position vacancies are first handled by the local personnel office, which determines whether the position is an IACF Centrally Managed position or locally managed position. Locally managed position vacancies are processed in accordance with Air Force fill procedures and guidelines. If the position is Centrally Managed, then the local personnel office submits a fill request to the Career Field Employment Team (CFET) (HQ AFPC/DPIDEA, Randolph AFB TX). After a fill request has been made, the CFMT recommends candidates for referral to the hiring official based on position management staffing procedures.

4.3   Referrals

(Per HQ AFPC/DPIDEA, Randolph AFB TX)

The CFMT is responsible for generating referral certificates for Centrally Managed position vacancies in the IACF. The Civilian Personnel Decision Support System (CPDSS) is an online management tool used by the CFMT to screen the records of all applicants against the position template for a specific vacancy. Certificates are made available to the hiring supervisor along with copies of candidates' career briefs. The hiring official has 20 days to make a selection before the certificate expires. The certificate may be extended for 10 days upon approval by the designated local approval authority. The local CPF will provide notice to AFPC DPIDEA, with notice provided to AFPC/DPCW. (Note: AFMC has a command-wide extension to 30 days.)

4.4   Self-Nomination

(Per HQ AFPC/DPIDEA, Randolph AFB TX)

IACF team members must review and self-nominate for position vacancies through the HQ AFPC website (https://ww2.afpc.randolph.af.mil/resweb/career_program_job_search_nlo.asp). All candidates that meet the qualifications outlined in the position template for the specific vacancy will be included on the referral certificate. Resumes are not required from current USAF employees for referral, but the hiring official may request them from the applicant to facilitate the interview process. It is important that IACF team members ensure that their records in the Defense Civilian Personnel Data System are accurate and up-to-date. The data currently on file will be used to determine employee ranking. It is vital that these records be correct prior to the ranking process. To review the information in their personnel records, IACF team members should periodically review their virtual Career Brief available through the AFPC secure website.

4.5   Alternate Certification Process (ACP)

(Per HQ AFPC/DPIDEA, Randolph AFB TX)

Hiring officials may also use the ACP to fill IACF position vacancies. The ACP allows hiring officials to request an individual by name during development of the Request for Personnel Action (RPA). The individual identified in the by name request must self-nominate for the vacancy. If the person is ranked by the position template as being "Best Qualified," then the hiring official receives a notification and an offer is extended. If the person is not well-qualified, the hiring official has two options: the fill request can be called back, the position description reworked, and after ninety (90) days the fill request can be re-submitted or the Internal and External listings of all candidates may be forwarded for selection consideration. If the hiring official cannot make a selection, then justification must be provided to each candidate and the listings returned to AFPC. The RPA may be resubmitted after 90 days.

4.6   Management–Initiated Reassignments (MIR)

(Per HQ AFPC/DPIDEA, Randolph AFB TX)

A MIR may be accomplished by reassigning an employee to a vacant position or by swapping two employees between positions. There are two types of MIRs: reassignments within the IA functional community, and reassignments from outside the IACF. All MIRs into a Centrally Managed position must be routed through the CFMT and approved by the CFM and DT.

APPENDIX A

1.0 IACF Centrally Managed Positions

The following is a representative list of Centrally Managed positions.

Strategic leadership positions (GS-15 or NSPS Equivalent)
SAF/IA
▪ Chief, Plans and Operations Division (IAPC)
▪ Chief, Foreign Disclosure and Technology Transfer Division (IAPD)
▪ Deputy Chief, Foreign Disclosure and Technology Transfer Division (IAPD)
▪ Deputy Chief, Armaments Cooperation Division (IAPQ)
▪ Chief, Security Assistance Policy Division (IAPX)
AFSAC
▪ Executive Director (AFSAC/CD)
▪ Director (AFSAC/CO)
▪ Case Management (AFSAC/COMT)

Operational leadership positions (GS-14 and GS-13 or NSPS Equivalent)	
AFSAC	
▪ Deputy Director (AFSAC/GB)	▪ Foreign Disclosure (AFSAC/IAD)
▪ Division Chief (AFSAC/IAS)	▪ Country Manager (AFSAC/GBSN)
▪ Branch Chief (AFSAC/COMH)	▪ Country Manager (AFSAC/GBCA)
▪ Business Analyst (AFSAC/ITT)	▪ Direct Case Services (AFSAC/GBCNE)
▪ Case Management (AFSAC/COMT)	▪ Foreign Military Sales Analyst (AFSAC/COMH)
AFSAT	
▪ Deputy Director (AFSAT/CD)	▪ SAPM Program Manager, Saudi Arabia (AFSAT/DOF)
▪ Director of Operations (AFSAT/DO)	▪ SAPM Program Manager, Egypt (AFSAT/DOF)
▪ DSAMS Program Manager (AFSAT/DO)	
▪ SAPM Program Manager, Taiwan (AFSAT/DOF)	▪ Training Program Manager (AFSAT/DOF)
▪ SAPM Program Manager, UAE (AFSAT/DOF)	▪ Operations Chief (AFSAT/DOT)
▪ SAPM Program Manager, Singapore (AFSAT/DOF)	▪ Training Acquisition Program Manager (AFSAT/DOM)

Operational leadership positions (GS-14 and GS-13 or NSPS Equivalent)	
SAF/IA	

- Chief, International Affairs Specialist Program (IAPA)
- Team Lead, Munitions Analyst (IAPD)
- Political-Military Affairs Specialist (IAPQ)
- Deputy Chief, International Airmen Division (IAPA)
- Foreign Affairs Specialist (IAPD)
- Supervisor, International Affairs Specialist Program (IAPA)
- Foreign Disclosure Specialist (IAPD)
- Strategic Plans Specialist (IAPC)
- Chief, Personnel Exchange Programs Branch (IAPA)
- Security Specialist (IAPD)
- Chief, Systems Branch (IAPQ)
- Security Assistance Analysis Specialist (IARP)
- Deputy Chief, Europe/NATO/Eurasia Division (IARE)
- Deputy Chief, Gulf Cooperation Council Division (IARG)
- Deputy Chief, Americas Division (IARL)
- Deputy Chief, Mideast/Africa Division (IARM)
- Deputy Chief, Pacific Division (IARP)
- Resources Chief (IAPC)
- Chief, Human Capital Development (IAPC)
- Security Cooperation Financial Management Specialist (IAPC)

- Career Programs Specialist (IAPC)
- Security Assistance Analysis Specialist (IAPX)
- Deputy Chief, Weapons Division (IARW)
- Chief, Attaché Support (IAPA)
- Plans and Operations Specialist (IAPC)
- Foreign Disclosure Specialist (IAPD)
- International Education and Training Specialist (IAPT)
- Country Director, Belgium/Portugal/MNFP (IARE)
- Country Director, Norway/Sweden/ Finland, (IARE)
- International Political-Military Affairs Specialist/Assistant Country Director (IARG)
- Political-Military Affairs Specialist/Country Director, Mexico/ Canada/Eastern Caribbean/ (IARL)
- Political-Military Affairs Specialist/Country Director (IARM)
- Country Director, India (IARP)
- IACF Administrator (AFPC/DPIDC)
- Deputy Chief, Security Assistance Policy Division (IAPX)
- Deputy Chief, International Education and Training Division (IAPT)

2.0 IACF Key Developmental Positions

The following is a representative list of Key Developmental positions.

SAF/IA	
▪ Chief, Plans and Operations Division (IAPC) ▪ Chief, Foreign Disclosure and Technology Transfer Division (IAPD) ▪ Deputy Chief, Foreign Disclosure and Technology Transfer Division (IAPD) ▪ Deputy Chief, Armaments Cooperation Division (IAPQ) ▪ Chief, Security Assistant Policy Division (IAPX)	▪ Political-Military Affairs Specialist (IAPQ) ▪ Deputy Chief, International Airmen Division (IAPA) ▪ Chief, Personnel Exchange Programs Branch (IAPA) ▪ Chief, Systems Branch (IAPQ) ▪ Chief, Attaché Support (IAPA)
AFSAC	
▪ Executive Director (AFSAC/CD) ▪ Director (AFSAC/CO) ▪ Case Management (AFSAC/COMT)	▪ Deputy Director (AFSAC/GB) ▪ Division Chief (AFSAC/IAS)
AFSAT	
▪ Deputy Director (AFSAT/CD) ▪ Director of Operations (AFSAT/DO)	▪ Training Program Manager (AFSAT/DOF)

APPENDIX B: MOBILITY AGREEMENT TEMPLATE

MOBILITY AGREEMENT

I, _____, understand:
      NAME

a. The position I have been tentatively selected for has a requirement for mobility.

b. A condition of employment and assignment to this position is the agreement to be mobile and to sign and abide by the provisions of this Mobility Agreement.

c. My future assignment will be to a position at the same or higher permanent grade in my current or a different geographic location.

d. This agreement will remain in effect for the duration of my assignment to this position or successor positions.

e. I will not be required to move more than once every three years.

f. The policy, conditions, and requirements for mobility are specified in AFMAN 36-606, 36-601, and 36-602.

g. In accepting future follow-on assignments, consideration will be given to my geographic and assignment preferences and compelling personal needs whenever possible. However, assignment to my preference is not guaranteed.

h. This agreement applies to _____, located at
      POSITION #

Randolph AFB TX, and _____.
      TITLE/SERIES/GRADE

Should a change be made to the above information, this paragraph will be updated accordingly.

i. The failure to accept assignment as required by this agreement may result in my separation from the Air Force.

_____   _____
EMPLOYEE SIGNATURE   DATE

APPENDIX C: ACRONYM LIST

ACC	Air Combat Command
ACP	Alternate Certification Process
AFMC	Air Force Material Command
AFPC	Air Force Personnel Center
AFSAC	Air Force Security Assistance Center
AFSAT	Air Force Security Assistance Training Squadron
AFSPC	Air Force Space Command
ALC	Air Logistics Center
AMC	Air Mobility Command
ASC	Aeronautical Systems Center
CDE	Civilian Developmental Education
CFET	Career Field Employment Team
CFETP	Career Field Education and Training Plan
CFM	Career Field Manager
CFMT	Career Field Management Team
CFPMP	Career Field Position Management Plan
CPF	Civilian Personnel Flight
DT	Development Team
FA	Functional Authority
FM	Functional Manager
IA	International Affairs
IACF	International Affairs Career Field
LTT	Long-Term Training
MAJCOM	Major Commands
MIR	Management-Initiated Reassignment
PAQ	Palace Acquire
PCS	Permanent Change of Station
PME	Professional Military Education
PMP	Position Management Panel
RPA	Request for Personnel Action
SAF/IA	Deputy Under Secretary of the Air Force, International Affairs
T-CDP	Transition-Civilian Development Plan
USAF	United States Air Force