United States Air Force Reserve

Integrity - Service - Excellence

Classification and Training

HQ ARPC Division Chief
14 May 2018
Version 2

WHO WE ARE

Division Chief

Manager, IR Formal Schools

SMSgt Derek Maiava

Manager, IR Officer & Enlisted Training

MSgt Pourshia Chambers-Motley

WHAT WE DO

- **IMA – Officer and Enlisted on the Job Training**

- **IMA - Career Development Courses**

- **IMA - AFSC/SEI Updates**

- **IMA - AFSC/SEI Downgrades and Withdrawals**

- **IMA - Training/Re-training Status Codes Updates**

- **IMA - Formal Schools Management**

- **IMA - Enlisted PME Management (In Residence)**

- **IMA - Seasoning Training Program Management**

- **AFRC - Classification Waiver Processing**

- **AFRC - Classification AFSC Conversion Coordination**

Ensures service members are prepared to meet AF mission requirements through job proficiency training.

- **Initial Skills (3 Level) School/Craftsman (7 Level) School**
- **Officer Qualification Courses (SOS, ACSC, AWC, etc)**
- **Retraining (Within 12 Months)**
- **Annual Refresher Courses (ex. Annual Survey of the Law)**
- **Mission Accomplishment**

- **IRs contact your HQ RIO Detachment POC for class availability**
- **DO NOT schedule thru AD unit (IMA TLNs 963IXXXX)**

- **NOTE: Formal school no-shows are reported to the HQ RIO CC during Quarterly SOT briefing**

Career Development Course (CDC) Enrollment

- **Member and AD UTM completes** **CDC Course Request Form** → **Forwards to Servicing Detachment**

- **May not voluntarily enroll – must be eligible & authorized**

- **Must possess the appropriate security clearance for enrollment in classified CDC's**

- **60 Days per volume**

- **Students dropped for nonparticipation, or withdrawn per student request, may *not* reenroll in CDCs without approval**

- **NOTE: Training delays are reported to the HQ RIO CC during Quarterly SOT briefing**

- **Training Manager initiates an AF 2096 (*Classification/On-the-Job Training Action*) for skill level upgrade/AFSC corrections and forwards to servicing Detachment.**

  - **Must be signed by Supervisor, Commander, and Base Training Manager**

- **Enlisted have 1 year to complete upgrade**

- **Officers vary by AFSC (Refer to Air Force Officer Classification Directory)**

The purpose of the Air Force classification system is to identify job requirements and the personnel qualified to fill those requirements.

- Classification Guidance is posted to Mypers under Air Reserve, (Officer/Enlisted) Classification Option

  - Officer/Enlisted Change Summary and Conversion Guides

  - Direct/Indirect AFCS Conversion information

Why is this important?
    It can affect your promotion, re-assignment opportunities, school tour eligibility or bonus pay.

RIO Det	Operating Location	MAJCOM(s)	MAJCOM Codes	Training POC
Det 02	Joint Base Pearl Harbor Hickam	PACOM/PACAF	0R, 3O (3 O not 3 zero)	DSN 315-449-7932 arpc.hqriodet2@us.af.mil
DET 03	Peterson AFB, CO	NORAD / NORTHCOM / AFSPC / USAFA / AFGSC / STRATCOM / CYBERCOM	1S, 2S, 3Q, 4D, 0B, GS	DSN 692-2576 rio.det.3@us.af.mil
DET 04	Scott AFB, IL	AMC / TRANSCOM / AETC / AFPC / AFISRA / AFSFC / AFMC / AFRC	9, 14 , 15, 17, 0J, 1L, 1M, 2T, 3T, 40	DSN 779-0091/7919 arpc.hqriodet4@us.af.mil
DET 05	Robins AFB, GA	Centrally Managed - JA(Legal), SG,(Medical), HC(Chaplain), HO(Historian)	0M, 2E, 2F, 2K, 2Z plus AFSC's 51JX / 5J0X1 / 52RX / 5R0X1 / 40XX / 4A0X1 / 41XX / 4A1X1 / 42XX / 4A2X1 / 43XX / 4B0X1 / 44XX / 4C0X1 / 45XX / 4D0X1 / 46XX / 4E0X1 / 47XX / 4H0X1 / 48XX / 4J0X2 / 84HX / 4M0X1 / 4N0X1 / 4N1X1 / 4P0X1 / 4R0X1 / 4T0X1 / 4T0X2 / 4V0X1 / 4Y0X1 / 4Y0X2	DSN 497-2170 DSN 497-2331 hqriodet5readinessint@us.af.mil
DET 06	MacDill AFB, FL	CENTCOM / SOUTHCOM / SOCOM / AFSOC / ACC	0V, 1C, 3C, 3D, 3M. OU, 2L	DSN 968-5035/5082 RIODet6.readiness@us.af.mil
DET 07	Joint Base Anacostia-Bolling, DC	National Capital Region Agencies and Staff MA's	05, 07, 12, 13, 1Q, 20, 2A, 2H, 2M, 2Q, 2R, 30, 31, 33, 35, 37, 38, 39, 3A,3V, 41, 4W, all AFSC 90G0 regardless of command code	DSN 297-3080 arows@us.af.mil
DET 08	Stuttgart, Germany	USAFE / EUCOM / AFRICOM / NATO	0D, 3K, 1R, 3G	DSN 314-480-9178 /1843 EUCOM.STUTTGART.ECCS.MBX.RIO-DET-8@MAIL.MIL