



DEPARTMENT OF THE NAVY

COMMANDER
TRAINING AIR WING FIVE
7480 USS ENTERPRISE STREET SUITE 205
MILTON, FLORIDA 32570-6017

IN REPLY REFER TO:

COMTRAWINGFIVEINST 1542.17J

Code N7

30 Dec 14

COMTRAWING FIVE INSTRUCTION 1542.17J

From: Commander, Training Air Wing FIVE

Subj: TEMPORARY MANNING

Ref: (a) COMTRAWINGFIVEINST 3740.5N

1. Purpose. To promulgate administrative procedures for the provision of training squadron personnel assigned Temporary Additional Duty (TAD)/Additional Duty (ADDU) to Commander, Training Air Wing FIVE (CTW-5).

2. Cancellation. COMTRAWINGFIVEINST 1542.17H.

3. Background. This instruction details squadron responsibilities to fill temporary billets at the Fixed-Wing Instructor Training Unit (FITU), the Helicopter Instructor Training Unit (HITU), and the TRAWING FIVE Training department.

4. FITU Manning Requirements.

a. The FITU shall be staffed by:

(1) The Officer-in-Charge (OIC), who should be an O-4 or above appointed by CTW-5. OIC requirement is in addition the four IP per squadron requirement below.

(2) Four Instructor Pilots (IPs) from each fixed-wing squadron. They shall be selected utilizing procedures outlined in reference (a). All IPs, including ADDU IPs, shall receive a FITU Instructor Designation Letter from CTW-5. Two of the total 12 will fill the roles as NATOPS and Standardization Officers.

b. If FITU loading exceeds 45 IUTs, each parent squadron shall send one additional ADDU IP to the FITU as deemed necessary by the OIC with CTW-5 concurrence. The ADDU IP shall be made available to the FITU for a minimum of 14 days.

5. HITU Manning Requirements.

a. The HITU shall be staffed by:

(1) The OIC, who should be an O-4 or above appointed by CTW-5. OIC requirement is in addition to the two IP per squadron requirement below.

(2) Two IPs from each rotary-wing squadron. They shall be selected utilizing procedures outlined in reference (a). All IPs, including ADDU IPs, shall receive a HITU Instructor Designation Letter from CTW-5.

b. If HITU loading falls below 15 IUTs, the HITU should equitably augment each parent squadron with staff IPs not being utilized. If HITU loading exceeds 24 IUTs, each parent squadron shall send one additional ADDU IP to the HITU as deemed necessary by the OIC with CTW-5 concurrence. The ADDU IP shall be made available to the HITU for a minimum of 14 days.

c. TRAWING FIVE Student Control shall provide stash officers to serve as the HITU Flight Duty Officer and Schedule Officer. In extreme cases when TRAWING FIVE student pool officers are not available, a Petty Officer Aircrewman attached to a parent squadron may be assigned TAD to the HITU (with CTW-5 concurrence) to cover these duties. Should this requirement for petty officer support become extended, responsibility for coverage will be rotated among parent squadrons equitably every 30 days.

6. Wing Training and Standardization Department Manning Requirements.

a. One TH-57 Standardization IP shall be designated the Chief of Naval Air Training (CNATRA) TH-57 Standardization Officer. One TH-57 IP shall be designated the CNATRA TH-57 NATOPS Officer. One T-6B Standardization IP shall be designated the CNATRA T-6B Standardization Officer. One T-6B IP shall be designated the CNATRA T-6B NATOPS Officer. For the FITU, NATOPS and Standardization Officers may count as part of the four IP per squadron requirement. For the HITU, NATOPS and Standardization Officers are in addition to the two IP per squadron requirement.

b. These four TAD positions shall be filled by the respective parent squadrons. Preferably, the two IPs filling the mutual positions for rotary-wing and fixed wing are from different squadrons. These four IPs should hold the appropriate qualifications to fly as standardization instructors on a regular basis at the HITU/FITU respectively.

c. Procedures for nominating IPs for the Standardization Officer positions are outlined in reference (a). NATOPS Officer nominations shall follow the same procedures and guidelines. Squadrons shall ensure nominees possess the necessary qualifications to effectively function in these positions.

7. Summary.

a. Each Fixed-Wing Training Squadron shall provide:

(1) 1 O-4 nominee - TAD to FITU as OIC

(2) 4 Instructor Pilots - TAD to FITU

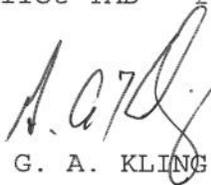
b. Each Rotary-Wing Training Squadron shall provide:

(1) 1 O-4 nominee - TAD to HITU as OIC

(2) 2 Instructor Pilots - TAD - HITU

(3) 1 Petty Officer - Aircrewman - TAD HITU

(4) 1 Nominee Instructor Pilot TAD - for TH-57 TRAWING
Standardization and/or NATOPS



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Distribution:

COMTRAWINGFIVEINST 5216.1T

Lists I, II, III(a-d) related duties pertinent to Training Air Wing
FIVE.