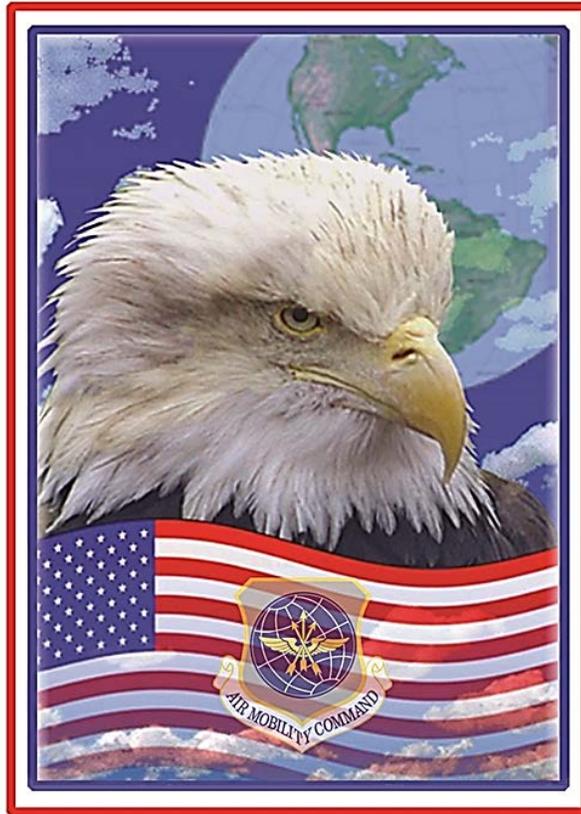


G081

User's Manual



**UNITED STATES AIR FORCE
HEADQUARTERS AIR MOBILITY COMMAND
LOGISTICS INTEGRATION
SCOTT AFB, ILLINOIS 62225**

TRAINING

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Preface

The nature of the Mobility Air Force (MAF) mission demands a high level of performance. Our ability to effectively manage the rapid and safe movement of people, equipment, and supplies on a global scale is the primary catalyst that sustains the United States military forces as the best in the world.

A significant element of our ability to accomplish this mission is the high caliber of people within MAF and the level of training and preparation they receive. Several years ago, during a G081 user conference, the need to improve *Web G081/Mobility Air Force Logistics Command & Control (Web G081/MAF LOG C2) Maintenance Management Information System* (MIS) training was expressed. To that end, HQ AMC/A4PI, took on the task to have all the G081 User Training Manuals revised. Since the completion of that revision, as programs have been updated and changed, the User Manuals have also been kept current with the new processes. Now, with the migration of G081 to a completely web-based environment, once again we are fielding a major revision of the User Manuals to accurately reflect new program views and changes to processes where needed.

This User's Manual is designed to help you learn how to process the Web G081 programs pertinent to your job and then serve as a reference tool as you go through the daily routine of entering and extracting data. The manuals provide you with general information such as creating passwords, logging on to the system, getting help and entering data. After you have developed an understanding of the system basics, look through the various programs. You will see that each one is described in detail to help you collect and organize the data needed to process the different tasks that you'll be completing.

Web G081 is a very broad program with many variables. It was designed that way because of the unique documentation needs of the various aircraft types within AMC. Due to this flexibility, special coding is required in order for Web G081 to understand exactly what you are trying to do. To accomplish this, the writers have broken the programs down to their most basic level, showing a step-by-step method for filling in the data fields for each one.

Program instructions in this manual depict the default mode of operation for Web G081. The basic system requirements for each program are shown with examples to help readers understand how to properly format the data. The exact application in your activity may be slightly different due to local programming and protocol.

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If you have suggestions for improving any of the G081 manuals or if you note any errors, please contact HQ AMC/A4PI, Ms. Penny Young, DSN 779-4511 or Ms Crystal

Phillips, DSN 779-2731 or e-mail the team at A4.A4PI.G081Training@us.af.mil. Remember any problems with G081 programs must be addressed through your local G081 Manager/Analysis office.

CHAPTER 1

Introduction

Introduction to Web G081/MAF LOG C2

MAF Logistics C2 System

What Is Web G081?

Web G081/Mobility Air Force Logistics (MAF) Command & Control (C2) System is used to manage and document maintenance activities and processes exclusively for MAF assets. Maintenance information on C-5, C-17, C-40 C-130, HH-60, KC-10, and KC-135 aircraft is fed to Air Force Materiel Command (AFMC) via WebG081 to aid in making fleet management decisions. The system is currently used by over 30,000 Air Force personnel & contractors worldwide. Inputs are transmitted to the Defense Information System Agency (DISA) System Management Center at Ogden (Hill AFB, UT), where the mainframe resides.

Initially developed during the late 1970s and early 1980s as an enhancement to the C-5 Malfunction, Detection, Analysis, and Recording System (MADARS), Web G081 has evolved to a universal system which provides real-time aircraft status, tracks component failure trends, and develops statistical records for analysis. Although the Web G081 system was initially developed to track aircraft status and provide a resource for Maintenance Data Collection (MDC), it has been adapted to aid in supply, training, and personnel management.

Web G081 is key to the reliability, sustainability, and deployment capability of the nation's mobility fleet in support of both MAF and the United States Transportation Command (USTRANSCOM) mission. Additionally, data from Web G081 is provided to other organizations such as Air Logistics Centers (ALC), where it is integrated with data from the Reliability and Maintainability Information System (REMIS) and other systems to develop a picture of overall weapons system status. Interfaces between the various systems linked to Web G081 make it possible for the data you input to be used in a very wide application. One of the most important data-sharing components is the MAF C2 system called Global Decision Support System (GDSS). Other interfaces include Air Force Standard Base Supply System (SBSS), ADEM (C17 engine), and CEMS.

The Global Reach (GR) webpage allows for easy retrieval of data in a variety of reports. The GR website is updated at various times throughout each day with most data available in near real time (0-15 minutes following Web G081 update). Some reports (to name a few) are: Generation Report, Availability Report, Commander's Summary, Situational Awareness, Training Status, and Aircraft Status Sheet. For a complete list of available reports go to the GR page at: <https://amclg.okc.disa.mil>

What Part Do I Play?

In any system of record keeping, the accuracy of the data introduced to the system will dictate the reliability of the information produced as a final product. In the case of Web G081, that responsibility rests squarely on the shoulders of the technicians who perform the hundreds of tasks associated with operating and maintaining the world's largest and

most capable air transport fleet. Every day, as you complete a job, order parts, document a flight, or begin a repair action, you input several pieces of information to the system. These pieces of information are added to similar inputs from everyone all over the world to create a composite data base that can be used to do many things from predicting component failure to planning a mobilization. The validity of the decisions made by individuals using Web G081 is dependent upon how well you complete your part of the mission. By inputting accurate and timely data, you will continually increase the capability of planners to develop war-winning strategies and aid logisticians in buying better aircraft, parts and support equipment. There are over 7 million transactions a month in Web G081.

How Does The G081 System Work?

The Web G081 system is physically located on a mainframe computer at DISA Ogden ALC Hill AFB, UT accessed via a cluster of load balanced web servers located at DISA Oklahoma City, Tinker AFB, OK. In order to access the system, users must establish a connection to the mainframe via the web link: <https://webg081.csd.disa.mil/webg081> Users must have a valid user identification (ID) and password prior to logging on to the system. This authorization is established through the local G081 Manager by submitting a properly filled in DD Form 2875.

Types of Programs

There are five ways in which you will typically interface with Web G081. All of them use a similar process for accessing the system, which is detailed in the WEBG081 INITIAL TRAINING quick guide located on Global Reach under G081 Training Manuals. Prior to actually using the system, it is important to understand what each of these programs are and what they do for you.

- **Batch Programs** -Batch programs (67XXX series) generate reports on paper or disk which provide you with specific data on fields that you select. For example, if you were asked to prepare a report of all repeat and recurring discrepancies against the aircraft in your squadron, you could run Program 67089 and Web G081 would provide it for you. Commanders, managers, and supervisors typically use batch reports to review status, manage assets, allocate resources, and assist in management decisions. The G081 Manager grants you access to execute certain 67XXX programs pertinent to your functional area.
- **FOCUS Programs** -FOCUS Programs are batch reports written by local G081 Managers that extract information custom-tailored to your specific needs. These batch reports provide a valuable tool for managers at all levels.
- **Output Programs** -Output programs (8XXX series) are similar to batch reports; however, information is entered through formatted screens and processed on-line. Although these screens provide valuable information to managers and supervisors, they are also beneficial to all G081 users by allowing them to check previously input actions.

- **Input/Update Programs** -Input/Update programs (9XXX series) are the heart of the system. They make updates to the database. Most of the input data is provided by maintenance personnel based on completed maintenance actions. It is **CRITICAL** that everyone using the system ensure the **ACCURACY** of the data being entered. Management decisions at all levels rely on valid and timely data.
- **Help Screens** -Help screens have been developed to assist you by making the system more user-friendly. A detailed explanation of these tools can be found in the WEBG081 INITIAL TRAINING quick guide located on Global Reach under G081 Training Manuals.

System Security

Security of the G081 system is the responsibility of all personnel. The Web G081 system is not authorized to process or transmit classified data. A Common Access Card (CAC) issued by the users assigned organization, a USERID provided by the local G081 Manager and a password selected by the individual, are required to log into the system.

Passwords are changed on a frequent basis to aid in protecting the security of the system. All users are responsible to ensure that their password is not compromised. Users who solely access Web G081 using their CAC will only require their assigned PIN to log-in once they link their Web G081 account to their CAC card. This process is detailed in the REGISTERING YOUR CAC CARD FOR WEBG081 AND GR quick guide located on Global Reach under G081 Training Manuals. Users must safeguard their CAC card and the PIN to ensure they are not compromised. Individuals must coordinate through their local G081 Manager when they are reassigned or change positions where access is not required or their requirements for access have changed.

Any user, through their G081 Management office, may submit changes or suggestions for improvements to the G081 system. Program F9038 (usage restricted to G081 Managers), which is an automated version of Oklahoma City (OC) ALC Form 529, System Deficiency Report, allows reporting of any deficiencies in software or documentation. The reports you send are logged, analyzed, and appropriate action taken. Users can review previously submitted request on the Global Reach website under the Analysis link. Deficiency reports, which affect all users of the system, automatically print to all Analysis Sections to allow on-line review and comments. HQ AMC/A4PM is the Office of Collateral Responsibility (OCR) and HQ AMC/A4PI is the Office of Primary Responsibility (OPR) for management of the deficiency reporting program.

How Do I Learn To Use Web G081?

Normally, a functional area of a squadron, such as DEBRIEF or MOC, will have a set of programs corresponding with the tasks falling under the respective functional area. The

G081 USER'S MANUALs have been designed as learning tools and references specifically for personnel that will update or run inquiries using Web G081 in their specific functional area. In addition to serving as a reference, they are training tools that will help you gain an expert knowledge of Web G081 data management in your area of responsibility. It is the responsibility of each individual supervisor to ensure their trainees receive the necessary required training. The G081 USER'S MANUAL collection serves as the central focus for training. In them, you will find step-by-step guidance on processing the many programs/screens associated with your functional area. Information contained in these manuals will assist you from initial system run-up to processing complex batch reports.

In addition to the manuals, a G081 Training Team assigned to HQ AMC/A4PI at Scott AFB, IL is available to provide on-site, shop level training. Training visits can be requested through your local G081 Manager to have the team provide hands-on instruction at your unit. The training provided is fully funded at the AMC level and provided at no cost to the unit. Information on availability and scheduling is located on the [G081 Community SharePoint](#).

CHAPTER 2

8000 Series Programs

Program 8055

Personnel Status

Purpose

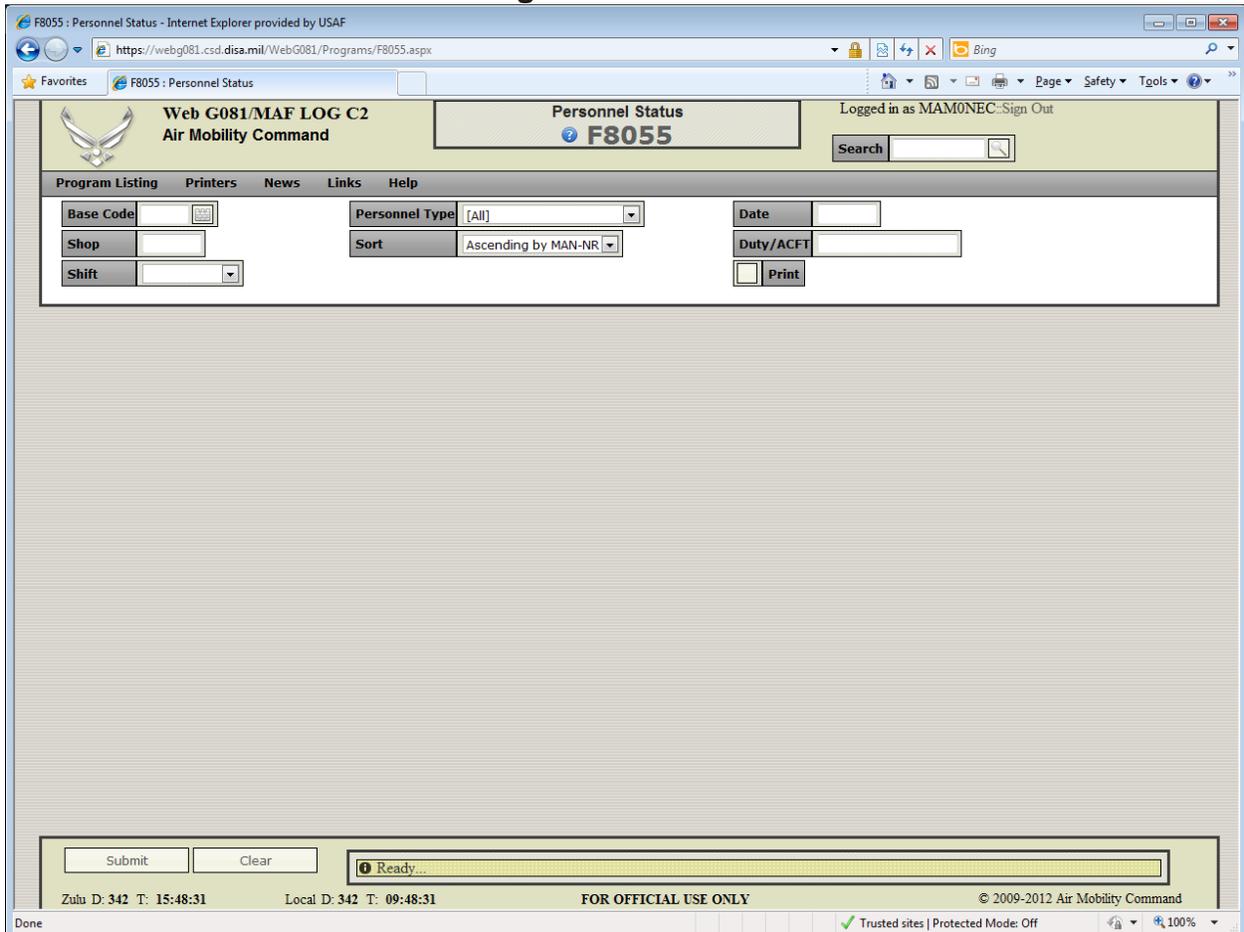
This program produces a Shop Specialist Control Report displaying each person assigned, the shift assigned, current status (leave, training, day off, etc.) and any job numbers assigned displayed with dispatch start time/date, dispatch stop time/date, and whether that person is assigned to shop or dispatch. This program will also provide a list of shops at a particular base. Retrieves info from M376SR/S12.

Note: If a man number does not show up on the report, check the **Program 9046** screen for correct data. If 'T' or 'A' the data at the bottom needs to be there (weekend, shift, res-labor, etc.)

Input Instructions

Once you access the G081 system, select **F8055 Personnel Status** from the Program Listing page. You can also enter **8055** or **F8055** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 8055 Screen



FIELD	EXPLANATION
Base Code	Enter the 4-position Base code or Command Code you are processing the report for. Select an option from the menu by clicking the Base icon or enter it manually.
Shop	Enter a valid Shop mnemonic in this field. For a list of all Shops only enter the Base Code and press Enter .
Shift	Enter a valid Shift in this field. Select an option from the Shift drop-down menu or enter it manually.
Personnel Type	Enter the Personnel Type in this field. Select an option from the Personnel Type drop-down menu or enter it manually.
Sort	Enter the Sort option in this field. Select an option from the Sort drop-down menu or enter it manually.
Date	Enter a valid Julian day for the day the report is desired. Leave blank for the current Date .
Duty/ACFT	Enter Duty/Aircraft for listing by aircraft.
Print	Check in this field if you want to Print the report.

Program 8055 Input Screen

The screenshot shows a web browser window displaying the 'F8055: Personnel Status' application. The browser's address bar shows the URL: `https://webg081.csd.disa.mil/WebG081/Programs/F8055.aspx`. The page header includes the Air Mobility Command logo, the text 'Web G081/MAF LOG C2 Air Mobility Command', and 'Personnel Status F8055'. A search bar is present with the text 'Logged in as MAM0NEC:Sign Out'. Below the header is a navigation menu with 'Program Listing', 'Printers', 'News', 'Links', and 'Help'. The main content area contains several input fields: 'Base Code' (set to 'VDYD'), 'Personnel Type' (set to '[All]'), 'Date', 'Shop', 'Sort' (set to 'Ascending by name'), 'Duty/ACFT', and 'Shift' (set to 'X [All Shifts]'). A 'Print' button is located below the 'Duty/ACFT' field. At the bottom of the form area are 'Submit' and 'Clear' buttons, and a status bar showing 'Ready...'. The footer of the page includes the text 'Zulu D: 342 T: 19:37:39 Local D: 342 T: 13:37:39 FOR OFFICIAL USE ONLY © 2009-2012 Air Mobility Command' and a security indicator 'Trusted sites | Protected Mode: Off'.

Program 8055 Output Screen

https://webg081.csd.disa.mil/WebG081/Programs/MainframeReport.aspx?filename=wzvftr4.4z0ttclpb4 - Internet Explorer prov...

8055 SHOP LIST FOR VDYD / TIME PAGE 1					
SHOP	WKCTR	BRANCH	UNIT	SHOP NAME	SHOP CHIEF
AERCC	A5000	AERIAL PORT	375 LRS	SMALL AIR TERMINAL T	
AGEFM	QE300	EQUIP MAINT	932 MXS	375 AGE SHOP-ACTIVE	REAL SANTANA
AGEIR	AE305	EQUIP MAINT	932 MXS	AGE	
A1ACC	AA1AM	ACFT GENERATION	932 MXS	C-9C APG	
A1AEW	AA1AW	ACFT GENERATION	932 MXS	ELECTRONIC WARFARE	PERRY STEINBROO
A1ASC	AA1AN	ACFT GENERATION	932 MXS	COMM/NAV	
A1ASE	AA1AE	ACFT GENERATION	932 MXS	ELECTRO ENVIRO	
A1ASG	AA1AG	ACFT GENERATION	932 MXS	GUIDANCE AND CONTROL	
A1ASH	AA1AH	ACFT GENERATION	932 MXS	HYDRAULICS	
A1ASP	AA1AP	ACFT GENERATION	932 MXS	PROPULSION	
A1CC	AA000	ACFT GENERATION	932 MXS	MAINTENANCE SUPERVIS	CMSGT ELDER
BDGT	A1310	PROGRAMS&RESOUR	932 MOF	BUDGET	
FUEL	AE805	EQUIP MAINT	375 MXG	FUEL SHOP	
HOLD	A9998	OUTBOUND/DELETE	SCOTT AFB	DELETED PERSON. (90	
ISO1	AE240	ISO DOCK	932 MXS	ISO INSPECTION DOCK	
MDSA	A1230	MAINTENANCE	932 MXG	MAINTENANCE DATA SYS	
MOC	A1250	OPERATIONS FLT	932 MOF	MAINT OPERATIONS CEN	MSGT MCCRAY
MOSCC	A1000	OPERATIONS FLT	932 MOF	MOF CC/STAFF/ORDERLY	MSGT COLLIER
MQTP	A1110	TRAINING	932 MXS	MX QUAL TRAINING PRO	ANTHONY YOUNG
MTECH	AE730	EQUIPMENT MAINT	932 MXS	METALS TECHNOLOGY	VACANT
8055 SHOP LIST FOR VDYD / TIME PAGE 2					
SHOP	WKCTR	BRANCH	UNIT	SHOP NAME	SHOP CHIEF
MFTLT	A1100	TRAINING	932 MXG	TRAINING FLIGHT	
MXGCC	A0000	MAINTENANCE GRP	UP5 MXG	GROUP MANAGEMENT	
MXGPS	A0040	MXG	932 AW/MXG	MXG PRO SUPER	SMSGT BAUMGARDN
MXGQA	A0010	QA	932 MXG	QUALITY ASSURANCE	MSGT FINFROCK
MXSCC	AE000	MXS	932 MXS	MXS STAFF	CMS ELDER
NDIS	AE710	EQUIP MAINT	375 MXS	NDI	
OSSCC	A9000	375TH AGE QA	375TH MXS	AGE QA	
SCHED	A1220	SORTIE SUPPORT	932 MXG	PLANS AND SCHEDULING	SRA LANEY
SMCO	AE720	EQUIP MAINT	375 MXS	STRUCTURAL MAINT	
* * * END OF MESSAGE * * *					

For information about **Program 8055** click on the  next to the program number.

CHAPTER 3

9000 Series Programs

Program 9030

Class Scheduling

Purpose

This program is used to schedule classes. Use **Program 9086** to add employee numbers.

Important Note: The Block Training part of this screen is not working. WebG081 doesn't see anything in the Block Training fields at this time. The updating action is also not working for Block Training classes. A fix for this issue is being worked on.

Input Instructions

Once you access the G081 system, select **F9030 Class Scheduling** from the Program Listing page. You can also enter **9030** or **F9030** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9030 Screen

The screenshot shows a web browser window titled "F9030 : Class Scheduling - Internet Explorer provided by USAF". The address bar shows the URL "https://webg081.csd.disa.mil/WebG081/Programs/F9030.aspx". The page header includes "Web G081/MAF LOG C2 Air Mobility Command", "Class Scheduling F9030", and "Logged in as MAM0NEC: Sign Out". A search box is present in the top right.

The main content area is divided into several sections:

- Program Listing**: Includes links for Printers, News, Links, and Help.
- Action**: A dropdown menu.
- Key**: A text input field.
- Base Code**: A text input field with a magnifying glass icon.
- Prefix/Course Code**: A text input field.
- Class ID**: A text input field.
- Rm**: A text input field.
- Bldg**: A text input field.
- Location**: A text input field.
- Min/Max/Enrl**: A text input field.
- Print**: A checkbox.
- Locked ?**: A checkbox.
- Class Start Date And Time**: A date and time selection field.
- Class Stop Date And Time**: A date and time selection field.
- Remarks**: A large text area for notes.

The **Block Training** section contains a table with 12 columns: #, Act, Prefix, Course, #, Act, Prefix, Course, #, Act, Prefix, Course, #, Act, Prefix, Course. Each column has a dropdown arrow next to the "Act" field.

At the bottom, there are "Submit" and "Clear" buttons, a status bar showing "Ready...", and a footer with "Zulu D: 342 T: 15:59:10", "Local D: 342 T: 09:59:10", "FOR OFFICIAL USE ONLY", and "© 2009-2012 Air Mobility Command".

FIELD	EXPLANATION
<p style="text-align: center;">Action</p>	<p>The Action codes tell G081 what information it must gather to respond to your request. The Action you select will determine many of the later entries in this screen. Select an option from the Action drop-down menu or enter it manually.</p> <ul style="list-style-type: none"> • A – Add a class • C – Change info on a class • D - Delete the entire class event • I – Inquire on an existing class • M – Resets to Program 9119 • P – Lists employee numbers in class and all prerequisites and whether they are accomplished or not • U - Update the C/W date for members in class • V – Shows a class roster of students and all information relating to a class (Resets to Program 9086) • Z – Lists all existing classes for that prefix or course code <p>Note: All prerequisites must be accomplished before the employee number can get credit for the class.</p> <p>Block training is only used for Course ANCL 000070. When the class is accomplished all the courses listed at the bottom in the Block Training Section are C/W for the employee numbers in the class.</p>
<p style="text-align: center;">Key</p>	<p>This field may require a 2-position access code, or Key, which is available through your local G081 Manager.</p>
<p style="text-align: center;">Base Code</p>	<p>Enter the 4-position Base code or Command Code you are processing the report for. Select an option from the Base Code icon or enter it manually.</p>
<p style="text-align: center;">Prefix/ Course Code</p>	<p>Enter up to the maximum 4-position Course Prefix and maximum 6-position actual Course Code you are scheduling.</p>
<p style="text-align: center;">Class ID</p>	<p>Enter a 3-position alpha-numeric Class ID in this field.</p>
<p style="text-align: center;">Rm</p>	<p>Enter the Room number in this field.</p>

FIELD	EXPLANATION
Bldg	Enter the Building number in this field.
Location	Enter the Location in this field.
Min/Max/Enrl	Enter the Minimum/Maximum/Enrl in this field. Minimum is at least one and maximum is no more than 30. The Enrl is not updatable. This field displays the actual number of students enrolled in a class. It is prefilled via Program 9086 data.
Print	Click in this field block if you want to Print .
Locked?	Click in this field block if you want to Lock the course code.
Class Start Date and Time	Enter the Class Start Date (MM/DD/YYYY) and Time (HH/MM) format or use the calendar and clock .
Class Stop Date and Time	Enter the Class Stop Date (MM/DD/YYYY) and Time (HH/MM) format or use the calendar and clock .
Remarks	Enter any Remarks in this field.
Block Training	Block Training is only used for Course Ancl 000070. When the class is accomplished, all the course listed at the bottom in the Block Training Section are C/W for the Employee Numbers in the class. You can enter up to 12 courses.

Action “A”: Used to add a class

Required Fields: Action, Base Code, Prefix & Course Code, Class ID, Min/Max, Class Start Date, Start Time, Class Stop Date, Stop Time

Optional Fields: Building, Room, Location

Note: Couse Codes for Block Training applies to Course Code ANCL 000070 only.

To Update the Block Course Training Section: Enter an ‘A’ and the Course Code you want to add to the ANCL 000070 Class – Up to 12 Courses

Action “C”: Used to change class information, as needed. Before any “C” action you must first do an “I” action.

Required Fields: Action

To Update the Block Course Training Section: Enter an 'A' and the Course Code you want to add to the ANCL 000070 Class – Up to 12 Courses. Enter a "D" and the Course Code you want to delete from the ANCL 000070 class.

Action "D": Used to delete an already existing class.

Note: If you delete the class all employee numbers loaded to the class via **Program 9086** will be de-scheduled and removed from the class.

Required Fields: Action, Base Code, Prefix & Course Code, Class ID

To Delete Block Course Codes: If deleting a class from ANCL 000070 and block courses exist at the bottom section these courses will be de-scheduled from the employees numbers training RIP.

Action "V": Used to list the employee numbers enrolled in this class—Resets to **Program 9086**.

Required Fields: Action, Base Code, Prefix & Course Code, and Class ID

Action "Z": Gives a listing of classes built for Prefix or Course Code entered.

Required Fields: Action, Base Code, Prefix & Course Code

Optional Fields: Course Code

Action "I": Used to inquire on one Class ID

Required Fields: Action, Base Code, Prefix & Course Code, Class ID

Action "U": Used to show a class was accomplished. All employee numbers in class will show they accomplished this class. Once the class is accomplished, the Class ID will be deleted.

Required Fields: Action, Base Code, Prefix & Course Code, Class ID

Note: Once done you will see 'Activity Accepted – Employees Updated and Class Removed'.

Action “P”: Used to list employees numbers in class and all prerequisites and whether they are accomplished or not.

Required Fields: Action, Base Code, Prefix & Course Code, Class ID

Note: All prerequisites must be accomplished before the employee number can get credit for the class.

For information about **Program 9030** click on the  next to the program number.

Program 9045

Shop Master

Purpose

This program establishes changes and reports the Shop Master Data Base (M376SR). The program has an option to produce a Shop Workload Summary Report (AF Form 2443). The work center has to be loaded in **Program 9045** before you can load/transfer employee number to it in **Program 9046**. The shop has to be loaded in **Program 9007** before you can load it in **Program 9045**. Regardless of how many different commands exist at one base, a mnemonic can only exist once for that base in **Program 9045**.

Input Instructions

Once you access the G081 system, select **F9045 Shop Master** from the Program Listing page. You can also enter **9045** or **F9045** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9045 Screen

The screenshot shows the 'F9045 Shop Master' web application. The browser address bar shows 'https://webg081.csd.disa.mil/WebG081/Programs/F9045.aspx'. The page header includes 'Web G081/MAF LOG C2 Air Mobility Command', 'Shop Master F9045', and 'Logged in as MAM0NEC:Sign Out'. There is a search box and navigation tabs for 'Program Listing', 'Printers', 'News', 'Links', and 'Help'. The main form area contains several input fields: 'Trans', 'Key', 'Base', 'Shop', 'Report Sort', 'Shop Name', 'Branch Name', 'Unit Name', '349 Printer', '350 Tag Seq', '350 Tag Shop Code', '349/350 On Tag Transfer', 'Document Shop Code', and 'Func Acct Code'. Below these is a table for 'Manpower' with columns for 'AUTH' and 'ASSGN' for various categories: Military, Civilian, Art/Tech, Reserve/Guard, and Officer (with sub-columns for ranks 9, 7, 5, 3). There are also sections for 'Shift Info' (Shift 1, 2, 3, A, B) and 'Shop Workload Summary' (In Hours, Work Units, Backlog Hours, AWM Units, Req Nxt 24, Remarks). At the bottom, there are 'Submit' and 'Clear' buttons, a status bar with 'Zulu D: 342 T: 16:01:57', 'Local D: 342 T: 10:01:57', 'FOR OFFICIAL USE ONLY', and '© 2009-2012 Air Mobility Command'.

FIELD	EXPLANATION
<p style="text-align: center;">Trans</p>	<p>The Transaction codes tell G081 what information it must gather to respond to your request. The Transaction you select will determine many of the later entries in this screen. Select an option from the Trans drop-down menu or enter it manually.</p> <p>Enter all known fields:</p> <ul style="list-style-type: none"> • A – Add • C – Change – Run “I” action for Base/Shop, then change as needed • D - ***Action removed. Use Program 9082 to delete a shop • S – AF Form 2443 – Enter Base/Squadron • I – Inquiry – Enter Base/Shop • R – Report – Enter Base Code and Sort Option • W – “Relink” Work center from Program 9007 to the Shop records. Enter Base/Shop • O – Update ORI shifts • M – Build/update/remove manpower authorized records by AFSC. Enter Base/Shop, the authorized numbers are in the skill level fields, the AFSC with “X” in the skill level and the Type <p>Note: See the Help Screen on processing the different transactions.</p>
<p style="text-align: center;">Key</p>	<p>This field may require a 2-position access code, or Key, which is available through your local G081 Manager.</p>
<p style="text-align: center;">Base</p>	<p>Enter the 4-position Base code or Command Code you are processing the report for. Select an option from the menu by clicking the Base icon or enter it manually.</p>
<p style="text-align: center;">Shop</p>	<p>Enter the Shop mnemonic from HQ AMC Standardized Lists.</p>
<p style="text-align: center;">Report Sort</p>	<p>Enter the Report Sort in this field. This is used with “R” action only. Enter “M” for mnemonic sort or enter “N” or leave blank for sort by work center.</p>
<p style="text-align: center;">Shop Name</p>	<p>Enter a description for the Shop Name in this field.</p>
<p style="text-align: center;">Branch Name</p>	<p>Enter the Flight/Branch Name in this field.</p>

FIELD	EXPLANATION
Unit Name	Enter the Squadron/ Unit Name in this field.
349 Printer	Enter the “ VTAAXXX ” number where the 349/350s should print.
350 Tag Seq	When building a new shop, enter 0000, or leave this field alone. It is updated/sequenced every time a 350 Tag is built so that duplicate 350 Tags aren’t created.
350 Tag Shop Code	Enter a 2 letter code (usually the same as the 4-5- position of the organizational account). Do not duplicate this code for any shop on base. Each must have their own unique code because this is the 2-3 rd position of the 350 Tag . Looking at these 2-positions, you can tell who owns the 350 Tag .
349/350 On Tag Transfer	Enter “ 3 ” to send a 349 on a 350 Tag Transfer . Enter “ X ” to send a 350 Tag . Enter “ B ” to send both. Enter “ N ” to send none.
Document Shop Code	Enter the primary organizational supply account. (5-position field). First three are numbers, and last two are letters. Your SBSS can provide this value.
Func Acct Code	Enter the Functional Account Code in this field.
Manpower AUTH	For all the Manpower Authorized fields, enter the applicable number authorized. Note: Next to each authorized field is the assigned count. The assigned counts are program fields only and are not user updated.
AFSC	Used to load/build/change manpower authorized by AFSC by using the “ M ” transaction. Enter the AFSC but use “ X ” in the skill level position of the AFSC .
Type	When inputting the AFSC field with the “ M ” transaction, you must enter “ P ” for Primary, “ C ” for Control or “ D ” for Duty. Note: CEM = Chief Enlisted Master Sergeant OFF = Officers

FIELD	EXPLANATION
Shift Info From/To	The From/To fields for all 5 shifts are filled in with Start and Stop times for each shift. If a given shift does not exist for the given shop. Enter 4 zeros in each field.
Chief	For Shifts 1, 2, 3, it is automatically displayed from data input in Program 9046 . If “ CH ” for “ AC ” is entered in the Crew ID field in Program 9046 , it will display that employee number here along with the person’s name and rank. Shift A, B is manually updated.
Rank	This field is for display only and cannot be updated.
Name	This field is for display only and cannot be updated.
Asst	This field is for display only and cannot be updated.
Rank	This field is for display only and cannot be updated.
Name	This field is for display only and cannot be updated.
Branch Supervisor	Enter the Branch Chief name in this field.
Shop Chief	Enter the Shop Chief name in this field.
Shop Workload Summary	All the remaining fields are automatically displayed on an “ I ” transaction. The data is retrieved and calculated from the 350 Tags open in that Shop . The “ S ” action can give you a Summary for all Shops for a given squadron.
In Hours	This field is automatically displayed.
Work Units	This field is automatically displayed.
Backlog Hours	This field is automatically displayed.
AWM Units	This field is automatically displayed.
Req Nxt 24	This field is automatically displayed.
Remarks	This field is automatically displayed.

How to Build AFSC Authorizations (M376S18 Records):

- In the **Transaction** field, enter an '**M**'
- In the **AFSC** field, enter the desired AFSC to update/build. The AFSC field is 7-positions and it must have '**X**' in the 5th position.
- In the **Type** field, enter '**P**' for Primary AFSC, '**D**' for Duty AFSC or '**C**' for Control AFSC
- Finally, enter the Number of Employees Authorized for each employee Type (Mil, Civ, ART, Guard, RESV) and each skill level

For information about **Program 9045** click on the  next to the program number.

Program 9046

Personnel Management

Purpose

This program is used to maintain personnel's employee number records regarding their shop, shift, rank, AFSC and Red-X qualified status. The shop record must exist in **Program 9045** (M376SR) in order to transfer or add an employee number to the shop. Updates/retrieves info from M374SR, M376SR.

Input Instructions

Once you access the G081 system, select **F9046 Personnel Management** from the Program Listing page. You can also enter **9046** or **F9046** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9046 Screen

The screenshot shows a web browser window titled "F9046 : Personnel Management - Internet Explorer provided by USAF". The address bar shows the URL "https://webg081.csd.disa.mil/WebG081/Programs/F9046.aspx". The page header includes "Web G081/MAF LOG C2 Air Mobility Command", "Personnel Management F9046", and "Logged in as MAM0NEC: Sign Out". A search box is located in the top right corner. Below the header, there are navigation tabs for "Program Listing", "Printers", "News", "Links", and "Help". The main content area contains a form with several input fields and dropdown menus: "Action", "MIL/CIV", "Deployed Base", "Key", "Shop", "Labor Code", "Employee Number", "Workcenter", "Res Labor Code", "Base Code", "Squadron", "Duty/Aircraft", and "Name", "UID". Below these fields are expandable sections for "Military", "Shift", "Reserve", "Duty", and "Transfer". At the bottom of the form, there are "Submit" and "Clear" buttons, and a status bar showing "Ready...". The footer of the page includes "Zulu D: 342 T: 16:02:22", "Local D: 342 T: 10:02:22", "FOR OFFICIAL USE ONLY", and "© 2009-2012 Air Mobility Command". The browser status bar at the bottom shows "Done", "Trusted sites | Protected Mode: Off", and "100%".

Notes:

1. The Dummy records are no longer kept/maintained in the **Program 9046**, use **Program 9118T**.
2. When a person permanently departs your unit, process a delete action. This will not delete the employee number, it just transfer the employee number to the 'Hold' shop at your base. You cannot transfer a person to a 'Hold' shop.
3. Employee numbers in the 'Hold' will be flagged as 'Inactive' with the delete date once inactive the employee number has the possibility of being reassigned to another person. How this works when all the spare man numbers are used, the system will look at all the inactive employee numbers and the employee number with the oldest inactive date of all the bases in G081, will be reassigned when there's a requirement for new employee numbers from any base.
4. When a person arrives at your location from another G081 base, pull up their employee number from his old base. Enter his old employee number, 'R' in 'Action' then transfer the user to your base. Process a 'T' action and enter your base and the proper shop in 'Transfer to Base/Shop'. Once processed this will transfer the person to the new Base/Shop and the new Shop's Dummy/Template courses established on **Program 9118T**. Program will also reset to **Program 9092** so that you can add or delete any course codes from members **Program 9119**.
5. When adding a brand new member; after pressing 'Enter' for the 'Add Option' Program will reset to **Program 9092** for you to view all course codes that have been added to the member. After review you can select to reset back to **Program 9046**.

Provides the ability to:

- Add, change and delete personnel records (Options 'A', 'C', and 'D')
- Transfer these records from one base/shop to another (Option 'T') or, transfer them to a new employee number within the same shop.
- Search by employee number (Option 'R')
- Find an employee by last name and base code (Option 'I')
- Search by USERID and base code (Shop code optional). (Option '?')
- Reset to screen **Program 9092** to view course codes loaded to a member.

FIELD	EXPLANATION
Action	<p>The Action codes tell G081 what information it must gather to respond to your request. The Action you select will determine many of the later entries in this screen. Select an option from the Action drop-down menu or enter it manually.</p> <ul style="list-style-type: none"> • A - Add Personnel Record • C - Change a record. All "-" equal space • D - Delete a record • I - Find employee number by last name (must have at least 5 or 6 positions to pull, i.e. long, jarred. Must blank out the shop on second search.) If the name you are searching for doesn't come up, re-enter action 'I' and re-submit until the name appears • M – Reset to Program 9092 • R - Find record by (known) employee number • T - Transfer Base-to-Base, Shop-to-Shop.(PCS/PCA) • ? - Search database by User-ID
Key	<p>This field may require a 2-position access code, or Key, which is available through your local G081 Manager.</p>
Employee Number	<p>This is the individual's 5-position Employee Number. You may also enter 'TRAIN', 'AFRES', or 'ANGRD' to add a dummy training record. You may also enter 'TRAXX', 'AFRXX', or 'ANGXX' to add multiple dummy training records then a unique DAFSC must be entered for each record. This field is optional for the A and mandatory when performing a C, D, T, R, or G input. Normally this field is blank when adding a new employee. However, it can optionally be input too. If input, never use 99999 or 00000 as an employee number.</p> <p>Note: Leave this field blank when adding a new employee number and the system will generate a new one. Employee numbers in the 'Hold' will be flagged as 'Inactive' with the date.</p>
Base Code	<p>The Base code is a 4-position code that identifies the Base where the employee is assigned. If left blank, the Base code will default to the user's Base. Select an option from the Base Code icon or enter it manually.</p>

FIELD	EXPLANATION
Name	This is the Name of the employee. An entry is required for an 'A' action. This field is limited to a maximum of 30-positions and is entered in a last Name , first Name , and middle initial format. If processing action 'I' to find an employee's info, enter the individuals last Name in this field.
MIL/CIV	This is the Military/Civilian option used to designate an individual's status. An entry is required for an 'A' action. This field may also be updated with a 'C' action. Select an option from the MIL/CIV drop-down menu or enter it manually. <ul style="list-style-type: none"> • M – Military & Active Guard Reserve (AGR) • C - Civilian • A - ART • R - Reservist • T - Technician • G – Guardsman
Shop	This is the 3- to 5-position Shop mnemonic the employee is assigned to.
Workcenter	DISPLAY ONLY – NO INPUT REQUIRED This field will automatically fill on a transfer action.
Squadron	Enter the 7-position Squadron in this field.
UID	This is the 7-position User ID assigned to the employee number Note: This USERID must first be loaded to an LTERM on Program 9057 except for USERIDs that begin with CE* or JD*. If no UID enter 'NOUSERID'.
FED/CTR	Enter options for Federal or Contractor. Select an option from the FED/CTR drop-down menu or enter it manually.

FIELD	EXPLANATION
Deployed Base	<p>Enter the 4-position Deployed Base in this field. Select an option from the Deployed Base icon or enter it manually.</p> <p>Notes: When adding deployed base for MIL-CIV 'C' and 'M' the labor-code must be 120. When adding deployed base for MIL-CIV 'A' and 'T' the labor-code and Res Labor must be 120. When adding deployed base for MIL-CIV 'R' or 'G' the Res labor must be 120. When employee no longer is TDY move spaces to deployed base and enter the correct labor code or Res-labor code.</p>
Labor Code	<p>These are the Labor Code options used to designate the employee's Labor status. This is a required field for an 'A' action. This field may also be updated with a 'C' action. Select an option from the Labor Code drop-down menu or enter it manually.</p>
Res Labor Code	<p>This is the reservist's Labor Code field. Select an option from the Res Labor Code drop-down menu or enter it manually.</p>
Duty/Aircraft	<p>The Duty/Aircraft shows the 8-position Aircraft serial number (tail number) the employee is assigned to.</p>
Update By	DISPLAY ONLY – NO INPUT REQUIRED
Update Date	DISPLAY ONLY – NO INPUT REQUIRED

Program 9046 Screen: Military Section

FIELD	EXPLANATION
Military Section	
Grade	Enter the Grade of the employee in this field. Select an option from the Grade drop-down menu or enter it manually.
DAFSC	This is the Duty Air Force Specialty Code (DAFSC) for the employee. You must enter a 1-position prefix or leave a space if the employee has none.

FIELD	EXPLANATION
Military Section	
PAFSC	This is the Primary Air Force Specialty Code (PAFSC) for the employee. You must leave a space before the AFSC. No prefix is allowed in the PAFSC field. You may then enter the 2- to 6-position Air Force Specialty Code (AFSC) . This field is required for an 'A' action and information may also be updated with a 'C' action.
CAFSC	This is the Control Air Force Specialty Code (CAFSC) for the employee. You must enter a 1-position prefix or leave a space if the employee has none.
AFSC-2	This is the Secondary Air Force Specialty Code (AFSC-2) for the employee.
Working Location	The Working Location indicates where an employee is working. Click in the blank, Dispatch or Shop field block. An entry is required for an 'A' action. This data may also be updated with a 'C' action.
Sign Red X	This is the Sign Red-X field used to designate whether or not an employee is qualified to Sign off a Red-X . Usually, an individual must be a 7- or 9-level to Sign off a Red-X write up.
MSTR	This is the Master field. Enter "M" for Master Mechanic or "C" for Certified Mechanic.
Crew Chief	<p>This field is used to indicate whether an employee is a Dedicated Crew Chief or Flying Crew Chief. Select an option from the Crew Chief drop-down menu or enter it manually.</p> <ul style="list-style-type: none"> • B if the person is both a Flying and Dedicated Crew Chief • F if the person is a Flying Crew Chief • Y if the person is a Dedicated Crew Chief • Leave Blank if not an FCC or DCC
Crew ID	This is the Crew Identification and is used to designate the shift chief or assistant. Select an option from the Crew ID drop-down menu or enter it manually.

Program 9046 Screen: Shift Section

The screenshot shows a web browser window displaying the 'Personnel Management F9046' interface. The page title is 'Web CAMS-FM/G081 Air Mobility Command'. The user is logged in as 'MAM0NEC'. The interface includes a search bar and a navigation menu with 'Home', 'Programs', 'Printers', 'News', 'Links', and 'Help'. The main form area contains several sections: 'Action' (dropdown), 'MIL/CIV' (dropdown), 'Deployed Base' (text), 'Key' (text), 'Shop' (text), 'Labor Code' (dropdown), 'Employee Number' (text), 'Workcenter' (text), 'Res Labor Code' (dropdown), 'Base Code' (text), 'Squadron' (text), 'Duty/Aircraft' (text), 'Name' (text), and 'UID' (text). Below these is a 'Shift' section with 'Shift' (dropdown), 'Start Time' (calendar), 'Days Off' (text), 'Assign Shift' (calendar), 'Stop Time' (calendar), 'On/Off Schedule' (dropdown), 'Fixed Shift' (dropdown), 'Lunch Start' (calendar), 'Last Day Off' (calendar), and 'Lunch Stop' (calendar). At the bottom, there are 'Submit' and 'Clear' buttons, a 'Ready...' status bar, and footer text: 'AMC Home | G081 CoP | AF Portal | Global Reach', 'FOR OFFICIAL USE ONLY', and '© 2009-2011 Air Mobility Command'.

FIELD	EXPLANATION
Shift Section	
Shift	The Shift field allows you to change what Shift an individual works. This field is required for action 'A' when adding a new employee to the database. Select an option from the Shift drop-down menu or enter it manually.
Assign Shift	Enter the Assign Shift in this field. Select the calendar to enter the Shift or enter it manually.
Fixed Shift	The Fixed Shift is used to assign the employee's ORI Shift or it can be used to indicate if an employee is working a flex Shift . Select an option from the Fixed Shift drop-down menu or enter it manually.

FIELD	EXPLANATION
Shift Section	
Start Time	The shift Start Time field is used to dictate the Start of a new shift is built using the HHMM format. Select a time from the Start Time icon or enter it manually.
Stop Time	The shift Stop Time field is used to dictate the Stop of a new shift is built using the HHMM format. Select a time from the Stop Time icon or enter it manually.
Lunch Start	If the individual is assigned a specific Lunch Start time, enter it in this field using HHMM format. Select a time from the Lunch Start icon or enter it manually.
Lunch Stop	If the individual is assigned a specific Lunch Stop time, enter it in this field using HHMM format. Select a time from the Lunch Stop icon or enter it manually.
Days Off	<p>OPTIONAL FIELD</p> <p>This is the Days Off field and is displayed by two 3-position fields with no slash in between; for instance SATSUN or MONTUE.</p>

FIELD	EXPLANATION
Shift Section	
On/Off Schedule	<p>Click in the field block for the number of days On/Off. This is a required field for an 'A' action. Select an option from the On/Off Schedule drop-down menu or enter it manually.</p> <ul style="list-style-type: none"> • 6/1 for 6 days on and 1 day off • 5/2 for 5 days on and 2 days off • 4/3 for 4 days on and 3 days off • 4/2 for 4 days on and 2 days off • 3/3 for 3 days on and 3 days off • 3/2 for 3 days on and 2 days off • DBL for a double schedule of 2/2 then 3/3 • FOS for a 2/2, 3/2, and 2/3 days off schedule • GUS for a 5/2, 4/3 days off schedule
Last Day Off	<p>This is the Last Day Off for the employee. It is used to compute future Days Off and should be updated and included whenever changing shift or Days On/Off. This is a required field for an 'A' action. Select a day from the Last Day Off icon or enter it manually.</p>

Program 9046 Screen: Reserve Section

FIELD	EXPLANATION
Reserve Section	
Reservist Grade	Enter the Reservist's Grade in this field. Select an option from the Reservist Grade drop-down menu or enter it manually.
Working Location	This is the reservist's Working Location and is used to indicate where an employee is working. Select an option from the Working Location drop-down menu or enter it manually.
Weekend	This is the Weekend a reservist is scheduled for a Unit Training Activity (UTA). Select an option from the Weekend drop-down menu or enter it manually.

FIELD	EXPLANATION
Reserve Section	
DAFSC	This is the reservist's Duty Air Force Specialty Code (DAFSC) .
PAFSC	This is the reservist's Primary Air Force Specialty Code (PAFSC) .
Sign Red X	The reservist's Red-X indicates whether an employee is qualified to Sign off a Red-X write-up. Click in the field block to Sign Red-X .
Start Date	If the employee is a Reservist , use this field to enter the Start Date for Reservist's weekend duty. This field can be changed as necessary. Leave blank if employee is not a Reservist . Select a date from the Start Date icon or enter it manually.
Shift	This is used to indicate what Shift an Air Reserve Technician (ART) is assigned to. Select an option from the Shift drop-down menu or enter it manually.
Stop Date	This is the Stop Date for a Reservist's weekend. This field can be changed as necessary. Leave field blank if employee is not a Reservist . Select a date from the Stop Date icon or enter it manually.

Program 9046 Screen: Duty Section

The screenshot shows a web browser window with the URL <https://webg081.csd.disa.mil/WebG081/Programs/F9046.aspx>. The page title is "F9046 : Personnel Management - Internet Explorer provided by USAF". The application header includes "Web CAMS-FM/G081 Air Mobility Command" and "Personnel Management F9046". The user is logged in as MAMONEC. The main content area contains a "Duty" section with the following fields:

- Action: (Blank)
- MIL/CIV: (Blank)
- Key: (Blank)
- Employee Number: (Blank)
- Base Code: (Blank)
- Name: (Blank)
- Shop: (Blank)
- Workcenter: (Blank)
- Squadron: (Blank)
- UID: (Blank)
- Deployed Base: (Blank)
- Labor Code: Blank (Contractors and Others)
- Res Labor Code: Blank (Contractors and Others)
- Duty/Aircraft: (Blank)
- Arrival Date: (Blank)
- Security: Blank (Unknown or None)
- Passport Date: (Blank)
- Training: (Blank)
- Mobility: (Blank)
- Position #: (Blank)
- Service Component: Blank
- B.A.S.: (Blank)
- Special Experience Identifiers: SEI 1, SEI 2, SEI 3 (all blank)

At the bottom of the form, there are "Submit" and "Clear" buttons, and a status bar indicating "Ready...". The footer contains "AMC Home | G081 CoP | AF Portal | Global Reach", "FOR OFFICIAL USE ONLY", and "© 2009-2011 Air Mobility Command".

FIELD	EXPLANATION
Duty Section	
Arrival Date	This is the Date the employee Arrived on base or was assigned to his current duty section. Select a date from the Arrival Date icon or enter it manually.
Security	<p>This is the Security clearance of the employee. Select an option from the Security drop-down menu or enter it manually.</p> <ul style="list-style-type: none"> • S for secret • T for top secret • Leave blank if none or unknown

FIELD	EXPLANATION
Duty Section	
Passport Date	The Passport option indicates an employee's valid Passport date. If left blank the field defaults to 9999. Select a date from the Passport Date icon or enter it manually.
Training	Enter the 1-position Training Status Code (TSC) in this field. See AFI 36-2201 Vol. 3, Table A4.1
AEF Band	Enter the 2-position alpha-numerical AEF Band . This determines an individual's needs prior to deploying.
Mobility	The Mobility indicator shows whether or not an employee is on Mobility status. First enter the 1-position indicator. Enter 'Y' for Yes or leave blank for No. The next 7-positions are available for use as defined by the local base.
Position #	This 7-position field designates if an employee is assigned against a specific mobility Position Number .
Service Component	<p>This is the Service Component and designates what Component of the Air Force the individual belongs to. For an A or C action. Select an option from the Service Component drop-down menu or enter it manually.</p> <ul style="list-style-type: none"> • FG for guard • FR for regular • FV for reserve • Leave blank for civilian or contractors
B.A.S.	This is the Basic Allowance for Subsistence (BAS) option and is used to show whether an individual receives a Basic Allowance for Subsistence or is on a meal card.
Special Experience Identifiers SEI1	If an employee has a Specialty Experience Identifier (SEI) , enter it in this field.
SEI2	If the employee has a 2nd Specialty Experience Identifier (SEI) , enter it in this field.
SEI3	If the employee has a 3rd Specialty Experience Identifier (SEI) , enter it in this field.

Program 9046 Screen: Transfer Section

FIELD	EXPLANATION
Transfer Section	
Transfer to Shop	The Transfer To Shop field designates the Shop the individual is Transferring To . Both the 'Transfer To' Base & Shop fields must be entered when processing a 'T' action. When deleting employee number, it transfers them to the 'Hold' shop, you cannot directly transfer an employee number to the 'Hold' shop.
Transfer to Base	The Transfer To Base field designates the Base the individual is Transferring To . This field is required for a 'T' action. Both base fields must be input even if transferring within the same base. Select an option from the Transfer to Base icon or enter it manually.

FIELD	EXPLANATION
Transfer Section	
Transfer to Workcenter	DISPLAY ONLY. It will automatically fill on a transfer action.
Delete Date	DISPLAY ONLY. This field will auto-fill.
ORI Shift Transfer From/To	This is the first From/To and is used to transfer standard shifts to Operational Readiness Inspection (ORI) shifts. Input from the From and To Data.
From/To	This is the second From/To and is used to transfer standard shifts to ORI shifts.
From/To	This is the third From/To and is used to transfer standard shifts to ORI shifts.

Notes:

6. The Dummy records are no longer kept/maintained in the **Program 9046**, use **Program 9118T**.

7. When a person permanently departs your unit, process a delete action. This will not delete the employee number, it just transfer the employee number to the 'Hold' shop at your base. You cannot transfer a person to a 'Hold' shop.

8. Employee numbers in the 'Hold' will be flagged as 'Inactive' with the delete data once inactive the employee number has the possibility of being reassigned to another person. How this works when all the spare man numbers are used, the system will look at all the inactive employee numbers and the employee number with the oldest inactive date of all the bases in G081, will be reassigned when there's a requirement for new employee numbers from any base.

9. When a person arrives at your location from another G081 base, pull up their employee number from his old base. Enter his old employee number, 'R' in 'Action' then transfer the user to your base. Process a 'T' action and enter your base and the proper shop in 'Transfer to Base/Shop'. Once processed this will transfer the person to the new Base/Shop and the new Shop's Dummy/Template courses established on **Program 9188T**. Program will also reset to **Program**

9092 so that you can add or delete any course codes from members **Program 9119**.

10. When adding a brand new member; after pressing **'Enter'** for the **'Add Option'** Program will reset to **Program 9082** for you to view all course codes that have been added to the member. After review you can select to reset back to **Program 9046**.

11. When using the **'I'** action to search by Last-Name, the base code is required, shop is optional. The 1st 6-positions in **'Name'** are used as search criteria. You may use all six but no fewer than two. Imbedded blanks and/or commas are not permitted. After each match, the full name, employee number, base and shop are returned with actin changed to **'R'**. To continue the same search, enter **'I'** in action and press **'Enter'**.

Program 9046 Output Screen

The screenshot displays the 'Personnel Management' interface for Program 9046. The page is titled 'Web CAMS-FM/G081 Air Mobility Command' and 'Personnel Management F9046'. The user is logged in as MAM0NEC. The search form is populated with the following data:

- Action:** R (Get records for known emp # or known shop)
- MIL/CIV:** M Military
- Key:** (empty)
- Employee Number:** 01308
- Base Code:** PQWY
- Name:** MERRIMAN, BROCK A
- Shop:** MDSA
- Workcenter:** (empty)
- Squadron:** 62 MOS
- UID:** MAJOBAM
- Deployed Base:** (empty)
- Labor Code:** Blank (Contractors and Others)
- Res Labor Code:** Blank (Contractors and Others)
- Duty/Aircraft:** (empty)

Below the search form, there are sections for 'Military' and 'Shift' information:

- Military:**
 - Grade:** 004 Enlisted
 - Working Location:** (Blank)
 - MSTR:** (empty)
 - DAFSC:** 2R051
 - CAFSC:** 2R051
 - PAFSC:** 2S051
 - AFSC-2:** (empty)
 - Sign Red X:** (checkbox)
 - Crew Chief:** (Blank)
 - Crew ID:** Blank
- Shift:**
 - Shift:** 2 (Day Shift)
 - Start Time:** 07:30
 - Stop Time:** 16:30
 - Days Off:** SATSUN
 - On/Off Schedule:** 5/2 (5 Days On - 2 Days)
 - Fixed Shift:** Blank
 - Lunch Start:** (empty)
 - Last Day Off:** 11/07/2011

The page footer includes 'AMC Home | G081 CoP | AF Portal | Global Reach', 'FOR OFFICIAL USE ONLY', and '© 2009-2011 Air Mobility Command'.

For information about **Program 9046** click on the  next to the program number.

Program 9065

Multiple Training Update

Purpose

This program is used to change an existing training completed date, add a new course code to an employee or multiple employees. It can also be used to delete courses for one or more employees. The action “G” will de-certify a course for employee. Employee field on the action line is used only if all changes are for this employee only, otherwise leave this field blank.

Input Instructions

Once you access the G081 system, select **F9065 Multiple Training Update** from the Program Listing page. You can also enter **9065** or **F9065** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9065 Screen

The screenshot shows a web browser window titled "F9065 : Multiple Training Update - Internet Explorer provided by USAF". The address bar shows the URL "https://webg081.csd.disa.mil/WebG081/Programs/F9065.aspx". The page header includes the Air Mobility Command logo, the text "Web G081/MAF LOG C2 Air Mobility Command", and a "Multiple Training Update F9065" banner. A search box is visible with the text "Logged in as MAM0NEC: Sign Out". Below the header is a navigation menu with "Program Listing", "Printers", "News", "Links", and "Help". The main content area features a table with columns: "Action", "Prefix", "Course", "Date", "Emp Number", and "Description". Above the table are input fields for "Key", "Date", and "Emp No.". At the bottom of the page, there are "Submit" and "Clear" buttons, a status bar showing "Ready...", and a footer with "Zulu D: 342 T: 16:06:16", "Local D: 342 T: 10:06:16", "FOR OFFICIAL USE ONLY", and "© 2009-2012 Air Mobility Command".

FIELD	EXPLANATION
Key	This field may require a 2-position access code, or Key , which is available through your local G081 Manager.
Date	Enter the Date if processing for just one employee number. Enter in the MMYY format.
Emp No.	Enter the Employee Number for one specific Employee Number , or leave blank.
Bottom Section	
Action	<p>The Action codes tell G081 what information it must gather to respond to your request. You can process actions to one specific employee number or individual employee numbers on each line. Select from the Action drop-down menu or enter it manually.</p> <ul style="list-style-type: none"> • A – Add a course code to 1 or 10 employees. If Add is for one employee number you can enter this employee number at the top and leave the employee number field on Lines 1 -1 0 blank. Complied With Date not required • C - Change a course Compiled With Date on 1 to 10 employee numbers. Complied With Date required • D - Delete the Course Code from the employee records. Also will delete the employee from classes if scheduled • G – Decertify a Course Code for employee. Date input required
Prefix	Enter the Prefix in this field.
Course	Enter the Course code to be updated.
Date	Enter the training complied Date in the MMYY format. Required on action “ C ” and “ G ”.
Emp Numbers	Enter the Employee Number to be changed. Used if the Employee Number field in the upper section is blank.
Description	Enter the Description in this field.

Note: Only the line with an action will be processed.

For information about **Program 9065** click on the  next to the program number.

Program 9072

User Printer Change

Purpose

This program allows a user to review and/or change the G081 printer ID assigned to their User-ID where they receive G081 products when 'Print' is entered in the **Device** or the **Output** field on an online program.

Input Instructions

Once you access the G081 system, select **F9072 User Printer Change** from the Program Listing page. You can also enter **9072** or **F9072** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9072 Screen

The screenshot shows a web browser window titled "F9072: User Printer Change - Internet Explorer provided by USAF". The address bar shows the URL "https://webg081.csd.disa.mil/WebG081/Programs/F9072.aspx". The page header includes the Air Mobility Command logo, the text "Web G081/MAF LOG C2 Air Mobility Command", and a "User Printer Change" section with a search box containing "F9072" and a "Search" button. The user is logged in as "MAM0NEC" with a "Sign Out" link. A navigation menu contains "Program Listing", "Printers", "News", "Links", and "Help". The main form area contains several input fields: "User ID", "Generic LTerm", "Base Code", and "Associated Printer". There is also a "Change It?" checkbox. At the bottom of the form are "Submit" and "Clear" buttons, and a status bar showing "Ready...". The footer includes the text "FOR OFFICIAL USE ONLY", "© 2009-2012 Air Mobility Command", and system information: "Zulu D: 342 T: 16:06:44 Local D: 342 T: 10:06:44". The browser status bar at the bottom shows "Trusted sites | Protected Mode: Off" and "100%".

Note: No input is required to look up your associated printer. Just hit **Enter** or click **'Submit'** on the blank screen.

FIELD	EXPLANATION
User ID	<p>DISPLAY ONLY</p> <p>You assigned G081 User Identification (USERID). User IDs are assigned by your local G081 Manager.</p>
Base Code	<p>DISPLAY ONLY</p> <p>The Base Code to which the User ID is assigned will be displayed in this field.</p>
Generic LTerm	<p>DISPLAY ONLY</p> <p>This is the Generic Logical Terminal that allows/limits the users' ability to process transactions and programs in G081. These are assigned/managed by local G081 Managers.</p>
Associated Printer	<p>The G081 Printer assigned to the LTERM and/or the User ID will be displayed in this field. This is where you currently receive printed products requested through G081.</p> <p>Update this field to the desired G081 printer ID.</p> <p>Note: A valid G081 printer ID must be input.</p>
Change It?	<p>REQUIRED to change Associated Printer field</p> <p>Check this field to Change the G081 printer where your products will be output.</p>

Program 9072 Output

The screenshot shows a web browser window with the URL <https://webg081.csd.disa.mil/WebG081/Program>. The page title is "User Printer Change" and the program number is "F9072". The user is logged in as "mam0cdd" and can click "Sign Out". The page header includes the Air Mobility Command logo and navigation links: "Program Listing", "Printers", "News", "Links", and "Help". A search bar is also present.

User ID	MAM0CDD	Base Code	IVDYD	<input type="checkbox"/> Change It?
Generic LTerm	SC06GENL	Associated Printer	VTAAM009	

At the bottom, there are "Submit" and "Clear" buttons. A green message box displays: "ACTIVITY ACCEPTED- Configured printer: VTAAM009". The footer contains the text: "Zulu D: 087 T: 16:02:48 Local D: 087 T: 11:02:48 FOR OFFICIAL USE ONLY © 2009-2013 Air Mobility Command".

For information about **Program 9072** click on the  next to the program number.

Program 9080

Batch Request For Course Code Update

Purpose

The purpose of this program is to manage training records in G081. This program has the ability to process a massive amount of records. It is designed to allow a base level training manager to process for the entire shop at once versus updating one employee number at a time with **Program 9119**.

Input Instructions

Once you access the G081 system, select **F9080 Batch Request For Course Code Update** from the Program Listing page. You can also enter **9080** or **F9080** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9080 Screen

The screenshot shows a web browser window titled "F9080 : Batch Request For Course Code Update - Internet Explorer provided by USAF". The address bar shows the URL "https://webg081.csd.disa.mil/WebG081/Programs/F9080.aspx". The page header includes the Air Mobility Command logo, the text "Web G081/MAF LOG C2 Air Mobility Command", and "Batch Request For Course Code Update F9080". A search box is present with the text "Logged in as MAM0NEC: Sign Out".

The main content area is titled "Program Listing" and contains several input fields and checkboxes:

- Trans**: A dropdown menu.
- Base Code**: A text input field with a magnifying glass icon.
- Shop**: A text input field.
- From Course**: A text input field.
- To Course**: A text input field.
- Delete After Merge**: A checkbox.
- Master Training Record/Template**: A text input field.
- Mil / Civ Indicator**: A group of checkboxes for "Active Duty", "Reserve", "Guard", "Art", "Tech", and "Civilian".

At the bottom of the form, there are "Submit" and "Clear" buttons, a "Ready..." status bar, and a footer containing the text "Zulu D: 342 T: 16:08:41 Local D: 342 T: 10:08:41 FOR OFFICIAL USE ONLY © 2009-2012 Air Mobility Command". The browser status bar at the very bottom shows "Done", "Trusted sites | Protected Mode: Off", and "100%".

FIELD	EXPLANATION
Trans	<p>The Transaction codes tell G081 what information it must gather to respond to your request. The Transaction you select will determine many of the later entries in this screen. Select an option from the Trans drop-down menu or enter it manually.</p> <ul style="list-style-type: none"> • A – Adds the course to all employee numbers in shop who match the MIL/CIV code entered • D – Delete course from all employees number in shop who match MIL/CIV code entered. If this course is in a Dummy/Template for this shop on Program 9118T you will not be able to delete the course from the people in this shop because it's a required course. If the course should not be a shop requirement delete it from the shop's Dummy/template records on Program 9118T first. **AMC Only** Can delete course from all employees numbers in all shops for all bases, if needed • L – List – **AMC Only** Gives list of the number of M374 records with this course • M – Merge – **AMC Only** Copies TNG-CW-Date of 'From' course. Builds M374S13 for the 'To' course with the TNG-CW-Date from the 'From' course • R – Recompute – **AMC Only** Gets TNG-CW-DATE from M374S13 and CRS-FREQ-REQ from M382 and recalculates the TNG-Due-Date on M374S13 • U – Upload – Adds the courses of Dummy Record to all employees in shop who match MIL/CIV code and AFSC template entered
Base Code	Enter the 4-position Geoloc Base Code in this field. Select an option from the Base code icon or enter it manually.
Shop	Enter the Shop mnemonic or " All " for all Shops , depending on the transaction.
From Course	Enter the 4-position Prefix and 6-position Course code in the From field. This is REQUIRED for all transactions.
To Course	Enter the 4-position Prefix and 6-position Course code in the To Course field. Course code only allowed with " M " transaction.

FIELD	EXPLANATION
Delete After Merge	Check if you want to Delete the “From” course after the Merge is processed. Only allowed with the “ M ” transaction. Allowed when HQ AMC process a “ D ” action for “ All ”.
Master Training Record/ Template	Enter the Master “Dummy”/Template Record . Only required for option “ U ”. The valid values are “ TRAIN ”, “ MOBIL ” or the condensed 5-position skill specific or generic AFSC. (Example: 2R051, 2R0X1).
Mil/Civ Indicator	Check all service indicators that apply.

Notes:

- This utility processes **Program 67039**. You do not use **Program 9029** any longer to process **Program 67039**.
- You must have **Program 9080** access for each action in **Program 9057C** to process.
- **Program 9080** replaced **Program 9118B**.
- When pushing the Dummy Template to the shop:
 - Any CRS already loaded to an individual will not be over-written. Current info status will remain.
 - Any CRS not in the Dummy Template remain, as is. So a user specific CRS already loaded will not be affected.

For information about **Program 9080** click on the  next to the program number.

Program 9086

Class Employee Scheduling

Purpose

This program is used to schedule students to a class. The class must already exist in **Program 9030**.

Input Instructions

Once you access the G081 system, select **F9086 Class Employee Scheduling** from the Program Listing page. You can also enter **9086** or **F9086** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9086 Screen

The screenshot shows a web browser window titled "F9086 - Class Employee Scheduling - Internet Explorer provided by USAF". The address bar shows the URL "https://webg081.csd.disa.mil/WebG081/Programs/F9086.aspx". The page header includes the Air Mobility Command logo, the text "Web G081/MAF LOG C2 Air Mobility Command", and "Class Employee Scheduling F9086". A search box is present with the text "Logged in as MAM0NEC:Sign Out". Below the header is a navigation menu with "Program Listing", "Printers", "News", "Links", and "Help". The main content area contains a form with the following fields: "Action" (dropdown), "Key" (text), "Base Code" (text), "Prefix/Course Code" (text), "Class ID" (text), "Class Start Date/Time" (text), "Class Stop Date/Time" (text), "Bldg" (text), "Rm" (text), "Location" (text), "Min/Max/Enrl" (text), "Locked?" (checkbox), and "Device" (dropdown). At the bottom of the form are "Submit" and "Clear" buttons. The status bar at the bottom of the browser shows "Zulu D: 342 T: 16:10:43", "Local D: 342 T: 10:10:43", "FOR OFFICIAL USE ONLY", and "© 2009-2012 Air Mobility Command". The browser status bar also shows "Done", "Trusted sites | Protected Mode: Off", and "100%".

FIELD	EXPLANATION
Action	<p>The Action codes tell G081 what information it must gather to respond to your request. The Action you select will determine many of the later entries in this screen. Select an Action from the drop down list or enter it manually.</p> <ul style="list-style-type: none"> • C – Change enrollment information (add/delete employee numbers from class) • I – Inquire on an existing class • U – Update C/W date for a class (accomplished class) • M – F9119 (Resets to 9119) • N – F9030 (Resets to 9030) • R – Provides a class roster • Z – Lists all classes for course or prefix entered • P – Lists employee numbers in class and all prerequisites and whether they are accomplished or not <p>Note: All prerequisites must be accomplished before the employee number can get credit for the class.</p>
Key	This field may require a 2-position access code, or Key , which is available through your local G081 Manager.
Base Code	Enter the 4-position Base Code in this field. Click the icon to select a Base code from the pop-up window or enter it manually.
Prefix/ Course Code	Enter the 4-position Prefix and 6-position Course Code in this field.
Class ID	Enter the Class ID in this field.
Class Start Date/Time	This field will pre-fill.
Class Stop Date/Time	This field will pre-fill.
Bldg	This field will pre-fill.
Rm	This field will pre-fill.

FIELD	EXPLANATION
Location	This field will pre-fill.
Min/Max/Enrl	This field will pre-fill.
Locked?	This field will pre-fill.
Device	<p>The Device field allows you to select your output destination. The default option is S [Scope] for an on screen view.</p> <p>Select an option from the Device drop-down menu or enter it manually.</p>

Action “C”: Changes enrollment information—can only Add/Remove students from a class. Must be an “I” action first.

Required Fields: Action, Employee Number

To Add A Member To Class:

Required Fields: Action, Employee Number

To Delete A Member From Class:

Required Fields: Action, Employee Number

Action “I”: Used to inquire on a preexisting class

Required Fields: Action, Base Code, Prefix & Couse Code, Class ID

Action “U”: Updates the C/W Date for the class. Must do an “I” action first

Required Fields: Action

Note: Once you press “**Enter**” – Message “Activity Accepted- Employees Updates & Class Removed” will display. All employee numbers will be removed from the class and their training run will show the course C/W and the class will be deleted.

If this course has any prerequisites (See **Program 9118**) these prerequisite course must be accomplished before this class can be accomplished. All employee numbers that are not current on these prerequisites course will not complete this class. Once **Program 9119** reflects these courses C/W, then you can process the “**U**” transaction and accomplish this class on these employee numbers.

Action “M”: Will reset to **Program 9119** so user can make changes to personnel training records

Required Fields: Action

Action “N”: Will reset to **Program 9030**

Required Fields: Action

Note: If you leave the Base, Couse & Class ID blank it will pull up a blank **Program 9030**. If you enter the Base, Couse & Class ID, it will pull up this class on **Program 9030**.

Action “Z”: Displays all classes for Course Code or Prefix entered

Required Fields: Action, Base Code, Prefix, Course Code

Action “P”: Lists employee numbers in class and all prerequisites and whether they are accomplished or not.

Required Fields: Action, Base Code, Prefix and Course Code, Class ID

Note: All prerequisites must be accomplished before the employee number can get credit for the class.

Action “R”: Displays all the personnel loaded to a class

Required Fields: Action, Base Code, Prefix and Course Code, Class ID

For information about **Program 9086** click on the  next to the program number.

Program 9092

Employee Course Update

Purpose

This program is used to add or delete course codes from a member who was transferred to another base/shop or to another shop at the same base. All Course codes loaded previously to the member along with the new shop course codes will be displayed.

Note: When a new member to G081 is added in via **Program 9046**, it will reset to this screen so that you can verify that all course codes have been loaded to the new member. If you delete a member via **Program 9046**, you can still do an "I" on the employee number. It will display all the course codes and show them in the "Hold" shop.

Input Instructions

Once you access the G081 system, select **F9092 Employee Course Update** from the Program Listing page. You can also enter **9092** or **F9082** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9092 Screen

The screenshot shows a web browser window with the URL <https://webg081.csd.disa.mil/WebG081/Programs/F9092.aspx>. The page title is "F9092 : Employee Course Update - Internet Explorer provided by USAF". The main content area features the "Web G081/MAF LOG C2 Air Mobility Command" logo and the "Employee Course Update F9092" header. A search box is present with the text "Logged in as MAM0NEC: Sign Out". Below the header is a navigation menu with "Program Listing", "Printers", "News", "Links", and "Help". The main form includes several input fields: "Action" (dropdown), "Employee #", "Base Code", "Shop", "Personnel Type", "AFSC", and "Mobility". A large table with 10 columns (Action, Prefix, Course, AFSC, REQD, M/Cv, FRQ, Nomenclature, Result) is displayed, with each row containing a dropdown arrow in the "Action" column. At the bottom, there are "Submit" and "Clear" buttons, a status bar showing "Ready", and system information including "Zulu D: 342 T: 16:11:46", "Local D: 342 T: 10:11:46", "FOR OFFICIAL USE ONLY", and "© 2009-2012 Air Mobility Command".

FIELD	EXPLANATION
Action	<p>The Action codes tell G081 what information it must gather to respond to your request. The Action you select will determine many of the later entries in this screen. Select an Action from the drop down list or enter it manually.</p> <ul style="list-style-type: none"> • I – Inquire on employee number • U – Update (add/delete) • B –Reset to Program 9046 • M –Reset to Program 9119 • T – Goes back to top of list
Employee #	Enter the 5-position Employee Number in this field.
Base Code	Enter the 4-position Base Code in this field. Click the icon to select a Base Code from the pop-up window or enter it manually.
Shop	Enter the 5-position mnemonic Shop code in this field.
Personnel Type	DISPLAY ONLY – NO INPUT REQUIRED
AFSC	DISPLAY ONLY – NO INPUT REQUIRED
Mobility	DISPLAY ONLY – NO INPUT REQUIRED
Name	DISPLAY ONLY – NO INPUT REQUIRED
Bottom Fields	
Action	Select an option from the Action drop-down menu. Used with the “ U ” update Action . Allows user to add or delete course codes from employee record.
Prefix	Enter the 4-position alpha/numeric code (example: DOVR, C5, GENL, C141).
Course	Enter the 6-position alpha/numeric code. These have been established IAW HQ AMC directive.

FIELD	EXPLANATION
AFSC	Enter the 7-position AFSC .
REQ'D	DISPLAY ONLY – NO INPUT REQUIRED Indicates if course is a shop/AFSC Required course.
Mil/Civ	DISPLAY ONLY – NO INPUT REQUIRED Indicated the Employee numbers Military/Civilian indicator set of Program 9046 .
FRQ	DISPLAY ONLY – NO INPUT REQUIRED Enter the Frequency of the course.
Nomenclature	DISPLAY ONLY – NO INPUT REQUIRED Enter the Course Code Nomenclature .
Result	DISPLAY ONLY – NO INPUT REQUIRED Indicates the status of the transaction attempted.

Action “I”: Inquire on employee number

Required Fields: Action, Employee Number

Action “U”: Allows user to Add or Delete Course Codes from employee record. You must do an Inquiry before you can make changes.

Required Field: Action,

Note: To do an “A” action (on the bottom) on a line with “Add This?” input the “A” and press “Enter”. If accepted it will go to the next page to display more.

You can use the “D” action on any Course Code not set to a “Y” for Required. It will reject as - Required- if you attempt it. You will see “Done” display under the “Result” field for either transaction you perform if accepted.

Action “B”: Will reset you to **Program 9046**. You must do an “I” action first.

Required Field: Action (At top)

Action “M”: Will reset you to **Program 9119**. You must do an “I” action first.

Required Field: Action (At top)

Action “T”: Will take you back to the top of the report

Required Field: Action (At top)

For information about **Program 9092** click on the  next to the program number.

Program 9118

Course Code Master

Purpose

This program establishes and updated training course code data. Also updates/retrieves information from the M382 Database. Contact HQ AMC Training for adding Course Codes at DSN 779-1791 (Boyd Rinderer), for ANG locations course codes 'updates' refer to MSgt Mimms at 612-8333.

Input Instructions

Once you access the G081 system, select **F9118 Course Code Master** from the Program Listing page. You can also enter **9118** or **F9118** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9118 Screen

The screenshot shows a web browser window with the URL <https://webg081.csd.disa.mil/WebG081/Programs/F9118.aspx>. The page header includes the Air Mobility Command logo, the text "Web G081/MAF LOG C2 Air Mobility Command", and "Course Code Master F9118". A search box is present with the text "Logged in as MAM0NEC: Sign Out".

The main content area is divided into several sections:

- Program Listing**: Includes a navigation menu with "Printers", "News", "Links", and "Help".
- Form Fields**: A grid of input fields for "Action", "Key", "Frequency", "Type", "CreateDate", "Prefix/Course", "Locked", "Course Length", "Date Modified", "Title", "Volumes", and "Device".
- Prerequisites**: A table with 9 numbered rows (1-9) for entering prerequisite course codes.
- Narrative**: A large text area for entering a narrative description.
- Directive**: A text area for entering a directive.
- IMDS Course Code**: A field for entering the IMDS Course Code.

At the bottom of the form, there are "Submit" and "Clear" buttons, a status bar showing "Ready...", and a footer with the text "FOR OFFICIAL USE ONLY" and "© 2009-2012 Air Mobility Command". The browser status bar at the very bottom shows "Done", "Zulu D: 342 T: 16:16:56", "Local D: 342 T: 10:16:56", "Trusted sites | Protected Mode: Off", and "100%" zoom.

FIELD	EXPLANATION
Action	<p>The Action codes tell G081 what information it must gather to respond to your request. Select an option from the Action drop-down menu or enter it manually.</p> <p>Note: There are seven actions. Add, Change and Delete options are restricted to HQ AMC use only. The following are for units use.</p> <ul style="list-style-type: none"> • A - Adding is restricted to HQ AMC only • C - Changing is restricted to HQ AMC only • D - Delete a course code • F - Used for inquiries on nomenclature or course titles • I - Used for single course code inquiries • R - Used for inquiries by prefix designator • S - Used to Scan
Prefix/Course	<p>This field is for the 4-position alpha/numeric Prefix and the 6-position alpha numeric Course code. This field is left blank if a specific Course Prefix listing is requested. If entering Course Number 000007, you can enter just 7 in the first position. The program will right justify and fill in the 0's to the left of the 7.</p>
Key	<p>This field may require a 2-position access code, or Key, which is available through your local G081 Manager.</p>
Locked	<p>This field is used to restrict update access for some course codes to specific L-Terms. Course codes with a 'Y' in this field include Special Certification Roster items (INSP or CERT), or CRSE in the 'Type' field. Some QUAL courses may be locked if testing is required. This information is entered by HQ AMC only. Automatically displayed.</p>
Title	<p>This field displays the Title of the course code. A maximum of 35-positions are available.</p>
Frequency	<p>The Frequency field (3-position) identifies how often the training is required. If '000', it is a one-time requirement. An input of '012' indicates an annual requirement.</p>

FIELD	EXPLANATION
Type	This field displays the Type training. INSP or CERT are defaults for identifying Special Certification Roster items. Other Types are QUAL or CRSE or INFO.
Create Date	This field automatically updates when a course code is added by HQ AMC.
Date Modified	This field automatically updates with the Date a course code is modified by HQ AMC.
Course Length	This field displays the Course Length . This field is made up of 2- to 3-position fields. The first course duration will contain the numeric portion of the course length. The second, Duration Units, will contain the abbreviated form of the units describing Months (MTH), Weeks (WKS), Days (Dys) and Hours (Hrs). Therefore the Length of a course could be input as 017 Wks.
Volumes	This field displays the number of Volumes (if applicable).
Device	<p>The Device field allows you to select your output destination. The default option is S [Scope] for an on screen view.</p> <p>Select an option from the Device drop-down menu or enter it manually.</p>
Prerequisites	<p>This field identifies Prerequisites for a course code. There are 9 fields for other course code entries (10-positions). They are used to identify the various course codes which are required to be current in order to be qualified in the primary course. This information is entered by HQ AMC only. Automatically displayed.</p> <p>Note: Prerequisites must be completed first. Otherwise you will not be able to update the course code. It will reject.</p>
Narrative	<p>There are up to five lines of description of the course (79-positions). The narrative should include who receives the training, how the training is conducted, etc. This field is entered only by HQ AMC when adding or modifying a narrative for a course code.</p> <p>Note: When submitting a course code request to HQ AMC, keep in mind the 79-position limitation for the narrative.</p>
Directive	This 50-position field displays the governing Directive(s) which establish the requirement for the course.

FIELD	EXPLANATION
IMDS Course Code	This field displays the corresponding Air Force Integrated Maintenance Data Information System (IMDS) course code (if there is one). This field is entered and used by HQ AMC.

Action 'A' - Add:

The 'A' Action is used to add course codes to the G081 database. These codes are restricted to specific terminals. All known information should be entered to properly identify the course. This is done by HQ AMC only.

Required Fields:

CRS-CD-PFX and STD-CRS-CD

Action 'C' - Change:

The 'C' Action is used to change course codes in the G081 database. These codes are restricted to specific terminals. This is done by HQ AMC only.

For Action 'C':

1. First perform an Action 'I' to call up the record to be changed.
2. If an error occurs in the CRS-CD-PFX or STD-CRS-CD, the record cannot be changed. It must be deleted and re-added.
3. To change a record, enter the desired information, leave blank if no change is required, or enter 'X's' in the field be blanked.
4. If incorrect entries are made, rejects will occur to indicate which fields are in error.

Required Fields:

CRS-CD-PFX and STD-CRS-CD

Action 'F' - Find by Nomenclature Title:

The 'F' Action is used to find course codes by the nomenclature title. Enter from 1 to 35 characters which will be searched. Program searches Directive, Title and Narrative for match and returns the results.

Required Fields:

Title

Action 'N'

All courses with the specified **CRS-CD-PFX** will be listed with narrative. See **Program 8094** Help Screen (Option 18) to run a completed Course Code listing in G081.

Required Fields:

CRS-CD-PFX

Action 'I' - Inquiry:

The '**I**' **Action** is used to inquire information with a known course code. This code displays all course information for once course.

Required Fields:

CRS-CD-PFX and STD-CRS-CD

Action 'R' – Report by Prefix:

The '**R**' **Action** is used find all courses with the same prefix in the G081 database. There are two required entries. This code allows inquiry by Course Code Prefix. All courses with the specified CRS-CD-PFX will be listed on the scope. 'P' in device will send data to the printer. If a list of all course codes is needed, use **Batch Program 67094** via **9145R** input screen.

Required Fields:

CTS-CD-PFX for List by Pre-fix

Action 'S' – Scan:

The '**S**' **Action** is used to display the next sequential course code greater than course code that is entered.

Required Fields:

None. Spaces in CRS-CD-PFX and STD-CRS-CD will retrieve first course.

Notes:

- 1. Print Option:** If a printed output is required, place a 'P' in the Device field. To print data from the scope, you will need to contact your G081 Office. This action will depend on the type of keyboard you have.
- 2. Input Requirements:** All courses which are required for training must be input using this program. Reject messages will indicate if the user is inputting incorrect information (Example: Alpha characters where numeric are required).
- 3. Left Justified Inputs:** When inputting or recalling data, the STD-CRS-CD may be left justified (Example: If the Course Number is 000007, enter 7 in the first position. The program will right justify the data and add zeros to the left of the first digit input, displaying 000007). This makes inputs and retrievals.

For information about **Program 9118** click on the  next to the program number.

Program 9118T

Shop Course Code Requirements

Purpose

This program establishes and updated training course code requirements. Can be loaded for all or a specific AFSC. Updates/retrieves info from M376S19.

Input Instructions

Once you access the G081 system, select **F9118T Shop Course Code Requirements** from the Program Listing page. You can also enter **9118T** or **F9118T** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9118T Screen

The screenshot shows a web browser window titled "F9118T : Shop Course Code Requirements - Internet Explorer provided by USAF". The address bar shows the URL: <https://webg081.csd.disa.mil/WebG081/Programs/F9118T.aspx>. The page header includes the Air Mobility Command logo, "Web G081/MAF LOG C2", "Shop Course Code Requirements", and "F9118T". A search box is present with the text "Logged in as MAM0NEC:Sign Out".

Navigation tabs include "Program Listing", "Printers", "News", "Links", and "Help". The main form area contains several input fields:

- Action: dropdown menu
- Base: text input
- Shop: text input
- Template: text input
- Prefix: text input
- Course: text input
- Device: dropdown menu
- Copy To Base: text input
- Copy To Shop: text input
- Copy To Template: text input

A table with the following columns is displayed:

Action	Base	Shop	AFSC	M	C	T	G	A	R	Prefix	Course	Messages
▼												
▼												
▼												
▼												
▼												
▼												
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At the bottom of the form are "Submit" and "Clear" buttons, a status bar showing "Ready...", and a footer with "Zulu D: 342 T: 16:17:34", "Local D: 342 T: 10:17:34", "FOR OFFICIAL USE ONLY", and "© 2009-2012 Air Mobility Command".

FIELD	EXPLANATION
Action	<p>The Action codes tell G081 what information it must gather to respond to your request. Select an option from the Action drop-down menu or enter it manually.</p> <ul style="list-style-type: none"> • I – Inquire on the course codes loaded to a Shop Dummy/Template or use “Base and Course Code” to list all templates for a given course (Updates can be made in the lower section of the screen) • C – Copy the course codes loaded from one shop’s Dummy/Template to another shop’s Dummy/Template. • U – Update the required course codes for a shop • R – Lists all the shop course code requirements loaded • T – Return to Top
Base	Enter the 4-position Geoloc Base code. Select an option from the Base Code icon or enter it manually.
Shop	Enter the Shop mnemonic at the base in this field.
Template	<p>Enter the Dummy Template record loaded to the Base/Shop entered. Valid Dummy/Template records are: “TRAIN”, “MOBIL”, a skill specific or generic condensed 5-position AFSC (Example: 2R051-specific or 2R0X1-generic)</p> <p>Note: The old Dummy records of AFRES, AFR**, ANGRD, ANG*, TRA**, MOB** are no longer valid/used. ‘TRAIN’ is for all bases, regardless if they’re ANG or RES. You can specify the MIL/CIV code this course is for. Instead of TRA**, ANG**, AFR**, MOB** with a specific AFSC the Dummy/Template record is just the AFSC and then you specify the MIL/CIV code the course is for.</p>
Prefix	This field is for the 4-position alpha/numeric Prefix . This field is left blank if a specific Course Prefix listing is requested. If entering course number 000007, you can enter just 7 in the first position. The program will right justify and fill in the 0’s to the left of the 7.

FIELD	EXPLANATION
Course	This field is for the 6-position alpha numeric Course code. If entering course number 000007, you can enter just 7 in the first position. The program will right justify and fill in the 0's to the left of the 7.
Device	The Device field allows you to select your output destination. Select an option from the Device drop-down menu or enter it manually.
Copy To Base:	Enter the 4-position Base code that you want to Copy requirements to. Select an option from the Copy To Base icon or enter it manually.
Copy To Shop	Enter a Shop that you want to Copy to in this field.
Copy to Template:	Enter the Template you want to Copy to in this field.
Bottom Fields	
Action	Enter the Action you want to do in this field. Select an option from the Action drop-down menu or enter it manually.
Base	Enter the 4-position Base code in this field.
Shop	Enter a valid Shop mnemonic or \$\$ALL (for adding, deleting a course to all templates) in this field.
AFSC	Enter the 7-position alpha/numeric combination number in this field.
M	Enter active duty military in this field.
C	Enter civilian in this field.
T	Enter technicians in this field.
G	Enter guardsman in this field.
A	Enter ART in this field.

FIELD	EXPLANATION
R	Enter reservist in this field.
Prefix	Enter the Prefix (maximum of 4-position alpha/numeric code) in this field.
Course	Enter the Course (6-position alpha/numeric code) in this field.
Messages	Enter any Messages in this field.

For information about **Program 9118T** click on the  next to the program number.

Program 9119

Personnel Training Update

Purpose

This program is used to establish and update individual's personnel training records. It is also used to establish and update a shop's master training requirements record (work center's nomenclature). Various report outputs are also available.

Input Instructions

Once you access the G081 system, select **F9119 Personnel Training Update** from the Program Listing page. You can also enter **9119** or **F9119** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9119 Screen

The screenshot shows a web browser window titled "F9119: Personnel Training Update - Internet Explorer provided by USAF". The address bar shows the URL: <https://webg081.csd.disa.mil/WebG081/Programs/F9119.aspx>. The page header includes the Air Mobility Command logo, the text "Web G081/MAF LOG C2 Air Mobility Command", and "Personnel Training Update F9119". A search box is present with the text "Logged in as MAM0NEC:Sign Out".

The main content area is titled "Program Listing" and contains several input fields and buttons:

- Trans:
- Status:
- Training Due Date:
- Base Code:
- Shop:
- Training C/W Date:
- Prefix/Course Code:
- Locked:
- Key:
- Print:

Below these fields is a section titled "Employee Numbers" containing a table with 6 columns, each with a header "M" and "Emp Num". The table is currently empty.

At the bottom of the main content area is a "Message Legend" section, which is currently empty.

The footer of the page includes a "Submit" button, a "Clear" button, and a status bar with the text "Ready...". The footer also contains the text "FOR OFFICIAL USE ONLY" and "© 2009-2012 Air Mobility Command".

FIELD	EXPLANATION
<p style="text-align: center;">Trans</p>	<p>The Transaction codes tell G081 what information it must gather to respond to your request. (Some Screen Shots Below) Select a Transaction from the drop down menu or enter it manually.</p> <ul style="list-style-type: none"> • A - Add a training record to 1 or 30 employees. When updating more than one employee in different ships leave the shop field blank • C – Change info on a course for employee number entered • D - Delete a course loaded to employee number entered • I - Inquire on an individual’s due/ completion dates for a course code • G - To decertify an individual on a course code. TNG-CW-DATE will be entered and is entered as the “DCERT” date • R - Report on the courses loaded to one employee number • B – Reset to Program 9030 • S – Reset to Program 9092 to view employee training course update screen • T – Transfers shop requirements to an employee’s course records • M – Transfer Mobility training requirements to a person or person(s) • Y - Copy 1 employee requirements to another employee requirements in same shop • 1 - All status of a course code for given shop (Mil/Civ) • 2 - All status of a course code for given shop (ART/Reserve) • 3 - All status of a course code for given shop (Tech/ANG)
<p style="text-align: center;">Base Code</p>	<p>This is the 4-position Base code. If left blank, G081 will default to your home Base. Select an option from the menu by clicking the Base icon or enter it manually.</p>
<p style="text-align: center;">Prefix/ Course Code</p>	<p>Enter the 3- to 4-position Course Prefix and 6-position Course Code in this field. * If the prefix is less than four digits you will be required to tab or press the space bar after the last character of the prefix has been entered. The course code is a 6-position field. Only the actual course code number is required to be entered. Remember the program assumes zeros left of your entry.*</p>

FIELD	EXPLANATION
Key	A 2-position access code, or Key , may be required to process this program. Key codes are available through your local G081 Manager.
Status	DISPLAY ONLY – NO INPUT REQUIRED Automatically filled in (when applicable).
Shop	Enter the Shop mnemonic in this field. For a valid list of Shop mnemonics for your base, process Program 9045 or contact your G081 Manager.
Locked	Automatically filled in (when applicable).
Print	Leave unchecked for report to display on screen only. Check to Print report on designated printer.
Training Due Date	Enter the Training Due Date in this field.
Training C/W Date	Enter the Training Complied With Date in this field. Enter the actual date in the MMYYY format that the course training was actually completed on.
	Bottom Fields Employee Numbers
Emp Num	Enter the Employee Number in this field.
Message Legend	Enter any Messages in this field.

Transaction 'A' - Add:

The 'A' Transaction is used to add a specific course code to an individual record or up to **30** records in the same shop. When updating more than one employee in different shops leave the shop field blank.

Required Fields:

Transaction, Prefix and Course Code (Remember this is 2 separate fields. The Prefix is 4-positions and the Course Code is 6. If your prefix is only 3-positions, tab or space to the course code), **Employee number** (1-30 inputs).

Optional Fields:

Training C/W Date and Shop

Information Field:

Training Due Date

Transaction 'C' - Change:

This action is used to update one course record's information for one employee. Once the record is loaded, the only part that can be changed is the **Training Complied With Date**. You can change the date to establish a more "**Current**" date. Also used to show qualification after a "**DCERT**" action.

Required Fields:

Transaction, Prefix and Course Code (Remember this is 2 separate fields. The Prefix is 4-positions and the Course Code is 6. If your prefix is only 3-positions, tab or space to the course code), **Employee Number** (1-30 inputs), **Training Complied With Date**.

Note:

If the change didn't process there will be a letter in from of **the Employee Number** field. The reason for the error is as follows:

- **N** – Employee number with N is not in Program 9046
- **M** – Employee number M doesn't have this course loaded
- **S** – Has scheduled date in record did not update
- **C** – Course has a prerequisites that must be complied with first
- **D** – Course is already loaded to employee number

Transaction 'D' - Delete:

This action is used to delete an established course from one employee's record.

Required Fields:

Transaction, Prefix and Course Code (Remember this is 2 separate fields. The Prefix is 4-positions and the Course Code is 6. If your prefix is only 3-positions tab or space to the course code), **Employee Number** (1-30 inputs)

Transaction 'G' - Decertify:

This transaction is used to decertify one employee on a specific course.

Required Fields:

Transaction, Prefix and Course Code (Remember this is 2 separate fields. The Prefix is 4-positions and the Course Code is 6. If your prefix is only 3-positions tab or space to the course code), **Training C/W Date** (date of decertification), and **Employee Number** (1-30 inputs).

Transaction 'I' - Inquiry:

This transaction is used to inquire on an individual's due/completion dates for a specific course code. There are four required fields.

Required Fields:

Transaction, Base, Prefix and Course Code ((Remember this is 2 separate fields. The Prefix is 4-positions and the Course Code is 6. If your prefix is only 3-positions tab or space to the course code), and **Employee Number** (1 input only).

Transaction 'M' – Mobility:

This transaction is used to copy the shop requirements for those on mobility.

Required Fields:

Transaction, Shop, Employee Number (1-30 inputs)

Transaction 'R' – Individual Training Update (s):

This transaction is used to obtain a scope or printed report of all courses and status for employee.

Required Fields:

Transaction, Employee Number (1-30 inputs)

Transaction 1, 2, &3- Course Status Inquiry:

This action provides the status of a course code for given shop. There are four mandatory entries.

Required Fields:

Transaction, Base, Shop, Prefix and Course Code (Remember this is 2 separate fields. The Prefix is 4-positions and the Course Code is 6. If your prefix is only 3-positions, tab or space to the Course Code).

Transaction 'T'

This transaction is used copy the shop's requirements M379S13 records to an employee course records M374S13.

Required Fields:

Transaction, Base Code, Shop, and Employee Number (1-30 employee numbers can be entered from that base & shop or leave blank to copy from the shop template. If you're copying from a Dummy man number you must ensure the Dummy record is loaded for his shop in Program 9188T)

Note: When adding an FTD course or course code with Frequency = 0 user can enter the TNG-DUE-DATE or you can add FTD without TNG-DUE-DATE and the status will be 'AWFTD'. If you enter a TNG-DUE status of UNQAL or OVDUE, enter the TNG-CW Date and space TNG-DUE status is QUAL. You can have only 1 date. You will get an error message if it is wrong.

Transaction 'S'

This transaction can be used to go to **Program 9092** from Program 9119 first or can be used to return to **Program 9092** when a reset from that screen was.

Transaction 'Y'

Copies all courses M374S13 records from one employee and moves the C/W dates, Due Dates, Rcd status code, etc., from the input.

For information about **Program 9119** click on the  next to the program number.

CHAPTER 4

Batch Programs

Batch Programs

Batch programs are **67XXX** series programs which provide you with specific data based on the fields you enter using **Programs 9058** and **9029**. Your local G081 Manager will initially set up your batch programs and then grant you access to process most of your own batch reports.

Why Can't I Just Process The Report Back To My Screen?

Because the reports that are generated contain vast amounts of data, the output is typically too large to be displayed on your screen. The output is generated to your designated printer, or you may save the output to a disk.

What Will This Chapter Do For Me?

There are many different batch programs, several of which may provide data necessary to do your job. This chapter will show you what batch programs are normally processed to assist you in accomplishing your duties, as well as some others that have been identified as commonly used batch programs to consider for your use.

Processing Batch Programs

The local G081 Manager will initially set up the batch programs for you. If you need to update or change the input fields, you can do so by accessing **Program 9058**. **Program 9058** will display all batch or FOCUS jobs that are loaded to your shop. If you determine you need to update the fields, **Program 9058** will automatically pass you to **Program 9029**, which will allow you to update the card columns. The following pages provide information on how to use **Program 9058** to update and process your batch programs.

Program 9058/9029

Shop Batch Job/FOCUS Report Update and Execution

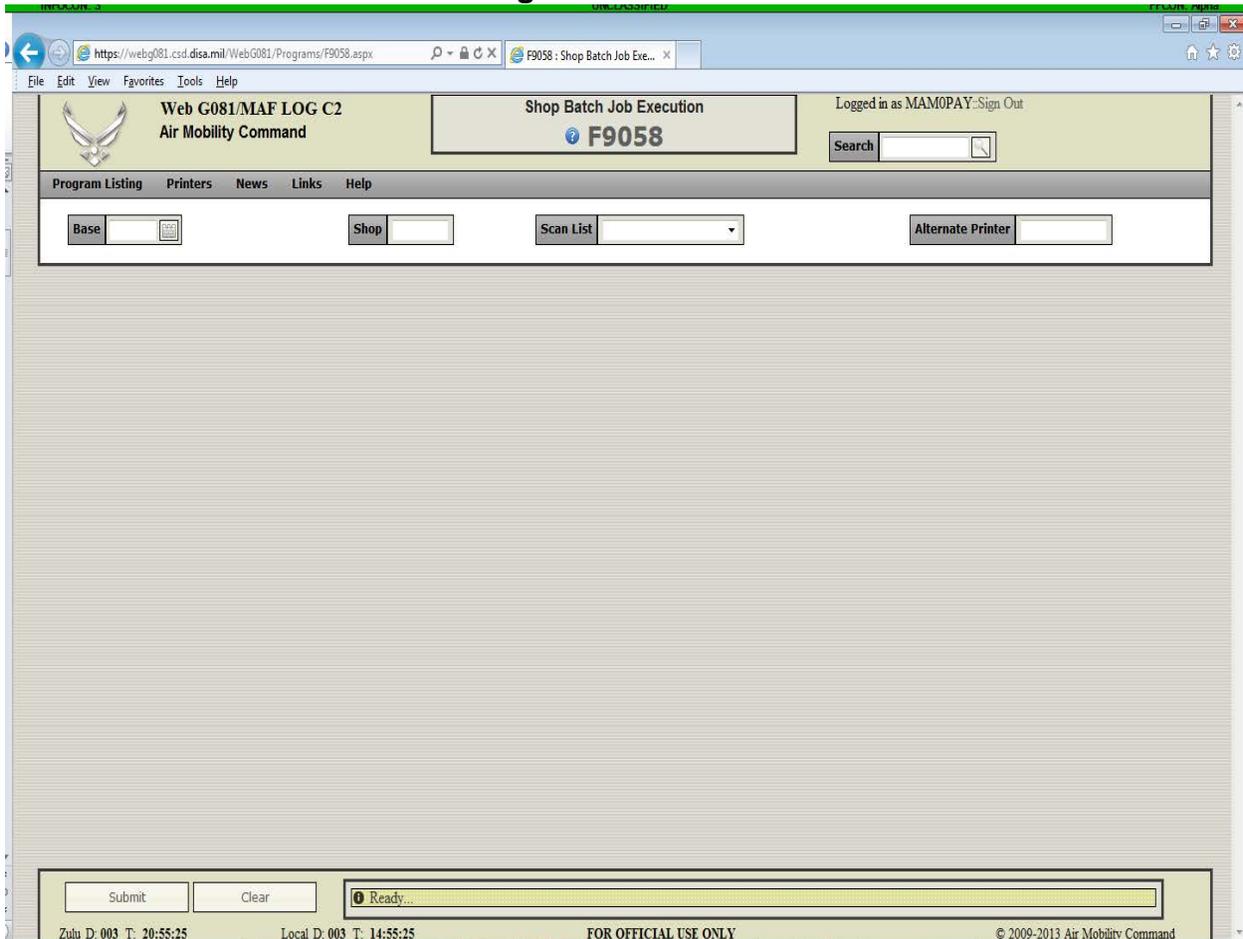
Purpose

These programs are used to execute and update the Job Control Language (JCL) for Batch jobs and FOCUS reports. The output is sent to your destination printer or disk file. **Program 9058** displays all Batch jobs and FOCUS reports for your work center and **Program 9029** is used to update the Batch jobs and FOCUS reports.

Input Instructions

Once you access the G081 system, select **F9058 Shop Batch Job Execution** from the Program Listing page. You can also enter **9058** or **F9058** in the **Search** box and click on the magnifying glass. The system will present the screen pictured below.

Program 9058 Screen



FIELD	EXPLANATION
Base	<p>This is the 4-position Base code. If left Blank, G081 will default to your base.</p> <p>Select an option from the menu by clicking the Base icon or enter it manually.</p>
Shop	<p>This is the mnemonic of the Shop for the batch products being processed.</p> <p>If left Blank, G081 will default to your shop.</p>
Scan List	<p>This field is left Blank for normal processing. Selecting 'Y' will display a menu of jobs, but no executions or updates will be allowed. Selecting 'P' will print the entire list to the users default printer.</p> <p>Select an option from the Scan List drop-down menu or enter it manually.</p> <p>Notes:</p> <ol style="list-style-type: none"> 1. For normal processing, only the users Base and Shop can be input. They may also be left Blank to default to the users assigned designators. 2. When using the 'Y' or 'P' options, any Base and/or Shop may be input.
Alternate Printer	<p>When Batch/FOCUS programs are created, a default G081 printer destination is assigned. If you want to process a Batch/FOCUS program to a different location, input the desired G081 Printer ID in the Alternate Printer field. This will bypass the printer specified in the Dest field on Program 9029.</p> <p>Note: If the Dest field is Blank on Program 9029, you must always put a valid G081 Printer ID in the Alternate Printer field in order for the job to run.</p>

Note: Pressing **Enter** or **Submit** without inputting any information in the fields will produce a menu of job names that you can update/execute for your **Base** and **Shop**.

Program 9058 Output Screen

Web G081/MAF LOG C2
Air Mobility Command

Shop Batch Job Execution
F9058

Logged in as MAMOPAY: Sign Out

Search

Program Listing Printers News Links Help

Base Shop Scan List Alternate Printer

Action	Shop	Job	Copies	Update	Description	Result
	MDSA	BJOB-CPU	001	NO	TOP 50 CPU BY JOB CLASS MOST RECENT 7 DAYS	
	MDSA	DALYDIT	001	YES	DIT REPORT FROM MDC (ONLY JOBS WHICH HAVE MDC)	
	MDSA	EQUIPLST	001	YES	EQUIPMENT LISTING - PETERSON AFB,RESERVES	
	MDSA	F-QRL	001	NO	QLIST BY QRL#	
	MDSA	FAGE-ACC	001	NO	PREVIOUS DAY MDC BY EMP# (SUPP EQ & 350TAG)	
	MDSA	FAGE-AGE	001	YES	'AGE'	
	MDSA	FAGE-ALL	001	NO	PREVIOUS DAY MDC BY EMP# (SUPP EQ & 350TAG)	
	MDSA	FAGE-AVN	001	NO	PREVIOUS DAY MDC BY EMP# (SUPP EQ & 350TAG)	
	MDSA	FAGE-ENG	001	NO	PREVIOUS DAY MDC BY EMP# (SUPP EQ & 350TAG)	
	MDSA	FAGE-FAB	001	NO	PREVIOUS DAY MDC BY EMP# (SUPP EQ & 350TAG)	
	MDSA	FAGE-FLT	001	NO	PREVIOUS DAY MDC BY EMP# (SUPP EQ & 350TAG)	
	MDSA	FAGE-HYD	001	NO	PREVIOUS DAY MDC BY EMP# (SUPP EQ & 350TAG)	
	MDSA	FAGE-MNT	001	NO	PREVIOUS DAY MDC BY EMP# (SUPP EQ & 350TAG)	
	MDSA	FAGE-MTE	001	YES	'AGE'	
	MDSA	FAGE-MUN	001	NO	PREVIOUS DAY MDC BY EMP# (SUPP EQ & 350TAG)	
	MDSA	FAGE-NDI	001	NO	PREVIOUS DAY MDC BY EMP# (SUPP EQ & 350TAG)	
	MDSA	FCANN	001	YES	MONTHLY CANNIBALIZATION DISCREPANCY REPORT	
	MDSA	FCANNPLY	001	YES	DAILY CANNIBALIZATION DISCREPANCY REPORT	
	MDSA	FCHRS	001	YES	DIRECT LABOR HOURS BY SHOP BY ART, AD & RESERVE	
	MDSA	FDEBRIEF	001	YES	DEBRIEF DETAIL	
	MDSA	FDIG	001	YES	MDC DATA INTEGRITY DETAIL REPORT	
	MDSA	FDIGALL	001	YES	DATA INTEGRITY REPORT FOR SUPP EQP & 350TAG	
	MDSA	FECANN	001	NO	ENGINE CANN REPORT	

Submit Clear

Zulu D: 003 T: 21:10:24 Local D: 003 T: 15:10:24 FOR OFFICIAL USE ONLY © 2009-2013 Air Mobility Command

FIELD	EXPLANATION
Action	<p>The Action tells G081 what type of transaction you want to process.</p> <p>Click the Printer icon to execute the report.</p> <p>Click the Notepad icon to update/edit the report before executing it. When you select the notepad icon, you will be passed through to Program 9029 to review, make updates and/or execute the report.</p> <p>Note: Not all Batch/FOCUS reports are updateable. This access is built within the report by your local G081 Manager. Contact them if you have any questions.</p>
<p>*** The Below Fields Are Display Only *** This information can only be updated via Program 9029 by your local G081 Manager</p>	
Shop	<p>This is usually the mnemonic of the Shop for the batch products being processed. However, this can be any 1-5 character identifier as determined by the G081 Manager or the person who requested the report.</p>
Job	<p>This field shows the name of the Batch/FOCUS report. The name can be 1-8 characters long and is determined by the G081 Manager or the person who requested the report.</p>
Copies	<p>The number of copies produced when the report is executed will be shown in this field. Typically, it will be '001' but up to 255 copies can be produced in a single execution.</p>
Update	<p>This identifies whether or not the Batch/FOCUS can be Updated by users via Program 9058. If this field displays 'NO', you will not have a Notepad icon in the Action field and must contact your local G081 Manager to make changes to the report.</p>
Description	<p>Provides a more detailed Description of the report.</p>
Result	<p>Once you have executed the report, this field will display a green '✓' if it processed successfully or a red 'X' if it did not.</p>

For information about **Program 9058** click on the  next to the program number.

Input Instructions

When you click on the **Notepad** icon the **Program 9058** report list, it will pass you to **Program 9029**. As shown in the following pages, this is where you will make any required/allowed updates to process the Batch/FOCUS report. Rows available for update are identified with an asterisk (*) in Column 79; non-updateable rows will be greyed-out. Click in the row to edit the field. You must contact your G081 Manager to request changes to rows that have not been identified for user update.

Program 9029 Screen

The screenshot displays the 'Program 9029' interface within a web browser. The browser's address bar shows the URL: <https://webg081.csd.disa.mil/WebG081/Programs/F9029.aspx>. The page title is 'Batch Update and Execution F9029'. The user is logged in as 'MAMOPAY:Sign Out'. The interface includes a search bar and a navigation menu with 'Program Listing', 'Printers', 'News', 'Links', and 'Help'. The main form area contains several input fields and sections:

- Action:** A dropdown menu.
- Base, Shop, Job:** Text input fields.
- Org, Dest, Forms, Copies:** Text input fields.
- Class:** A dropdown menu.
- Msg Class:** A dropdown menu.
- Max Print, Max Run:** Text input fields.
- Date/Time Last Run, Date/Time/LTerm Last Update:** Text input fields.
- Copy To:** A section with 'Base', 'Shop', and 'Job' text input fields.
- Key:** A text input field.
- Title:** A large text area.
- Sys Msg, Sys Out, Update:** Checkboxes.

At the bottom of the form, there are 'Submit' and 'Clear' buttons, and a status bar indicating 'Ready...'. The footer of the page includes the text: 'Zulu D. 003 T: 21:20:36 Local D. 003 T: 15:20:36 FOR OFFICIAL USE ONLY © 2009-2013 Air Mobility Command'.

FIELD	EXPLANATION
Only those fields that are accessible via the Program 9058 pass-thru will be covered in this section	
Action	<p>The Action tells G081 what type of transaction you want to process. When accessing Program 9029 from Program 9058, the only actions allowed are:</p> <ul style="list-style-type: none"> • E – Submit job for processing • R – Reset to Program 9058 • U – Update the lower part of the screen <p>Select an option from the Action drop-down menu or enter it manually.</p> <p>Note: If Action is left Blank, changes will not be saved and the screen will reset to the original data.</p>
Dest	Must be a valid G081 printer ID. If left Blank , the output will default to the printer shown in the Org field.
Forms	<p>Only used to request duplex printing. Ensure that the identified output G081 printer has duplex capability.</p> <p>Input 'DUPX' to use this feature and '-----' (fill the entire field) to clear the request.</p>
Copies	This 3-position numeric field is used to request the number of printed products the user requires. Numbers between 001 and 255 are allowable. If left Blank , the field will default to 001 copy.
Change the input fields or card columns	<p>To make updates/changes to allowable fields:</p> <ol style="list-style-type: none"> 1) Scroll down to the row 2) Click in the row to open it for update 3) Over-type the data you need to change/update 4) Verify your changes/updates and ensure there is a 'U' in the Action field 5) Click Submit to save changes/updates 6) Verify Batch/FOCUS update was successful, then input an 'E' in the Action field to process the job.

Program 67069

Alpha Rosters

Purpose

The purpose of this program is to provide a list of all employees by shop, rank, and shift. Totals are also calculated at the end of each shop, rank, shift and the end of the report.

Note: The Squadron option has been removed.

Input Instructions

The fields you will be inputting are listed below. The **Data Entry Fields** which follow provide you with a field-by-field description of the entries needed to complete the task.

67069 Batch Screen

The screenshot shows a web browser window titled "F9029 - Batch Update and Execution - Internet Explorer provided by USAF". The URL is "https://webg081.csd.disa.mil/WebG081/Programs/F9029.aspx". The page header includes "Web G081/MAF LOG C2 Air Mobility Command", "Batch Update and Execution F9029", and "Logged in as MAM0NEC:Sign Out".

The main interface contains several input fields and buttons:

- Action:** A dropdown menu.
- Base:** DISA
- Shop:** BATCH
- Job:** 67069
- Org:** VTAAP002
- Dest:** VTAAP006
- Forms:** (empty)
- Copies:** 001
- Class:** I [Most IMS jobs]
- Msg Class:** A [Sends product to printer]
- Max Print:** (empty)
- Max Run:** (empty)
- Date/Time Last Run:** 09245/1222
- Date/Time/LTerm Last Update:** 09245/1224/MAPOJIEY
- Copy To:** Base, Shop, Job (empty)
- Key:** (empty)
- Title:** ALPHA ROSTERS
- Buttons:** Sys Msg, Sys Out, Update (checked)

Below the input fields is a data table with columns 1 through 7. The table contains the following rows:

	1	2	3	4	5	6	7		
1	//M67069	EXEC	MAD67069					+	x
2	//SYSIN	DD	*					+	x
3	AWWYP	1	ARMT		Y			+	x
4	//							+	x

At the bottom of the screen, there are "Submit" and "Clear" buttons, and a status bar showing "END OF DATA". The footer includes "Zulu D: 017 T: 19:28:08", "Local D: 017 T: 13:28:08", "FOR OFFICIAL USE ONLY", and "© 2009-2013 Air Mobility Command".

FIELD	EXPLANATION
1	<p>There are two different Report Types available.</p> <p>Enter one of the following options:</p> <ul style="list-style-type: none"> • A for Alpha roster • B for AFSC manpower authorized/assigned report
2 - 5	<p>This is the 4-position Base Code. A list of Base Codes can be found in Program 8007.</p>
6 - 10	<p>This is the 5-position Work Center number or Work Center mnemonic. This is used if you wanted to process the report for a specific Work Center. If left blank, all Work Centers will be listed.</p>

FIELD	EXPLANATION
11	<p>The Sort Option field allows you to select how you want your output Sorted. There are 23 different Sort Options available. See the Help Screen for more information.</p> <ul style="list-style-type: none"> • 1 - Sorts in name order and totals at the end • 2 - Sorts in shop and name order and totals after each shop and at the end • 3 - Sorts in squadron shop name order and totals after each squadron after each shop and at the end • 4 - Sorts in employee number order and totals at the end • 5 - Sorts in shop employee number order and totals after each shop and at the end • 6 - Sorts in squadron shop employee number order and totals after each squadron after each shop and at the end • 7 - Sorts in squadron PAFSC name order and totals after each PAFSC and at end • 8 - Sorts in squadron DAFSC name order and totals after each DAFSC and at end • 9 - Sorts in squadron CAFSC name order and totals after each CAFSC and at end • 0 - Sorts in squadron rank (descend) name and totals after each squadron and after each rank • A - Sorts in squadron position number name order and totals after squadron and at the end • B - Sorts in shop shift name with totals after shift and after shop • C - Sorts in shop shift employee number and totals after shift and after shop • D - Sorts in shop shift rank and totals after rank after shift and after shop • E - Sorts by squadron, arrival date and totals. After a change in squadron this option forces the arrival date to print in the last column • F - Sorts by squadron (ascending), departure (descending) and totals after change in squadron This option forces the departure date to print in the last column

FIELD	EXPLANATION
11 (Cont)	<ul style="list-style-type: none"> • G - Sorts by squadron, passport and totals after a change in squadron. This option forces the passport field to print in the last column • J - Sorts by rank and DAFSC and totals when rank changes • K - Sorts by work center, CAFSC, rank and name and totals and page ejects when work center changes • L - Sorts by CAFSC and rank ascending order and totals when CAFSC changes • M - Sorts by DAFSC and rank ascending order and totals when DAFSC changes <p>For B Option Only</p> <ul style="list-style-type: none"> • H - Sort in work center, mnemonic and AFSC with a page eject after a change in squadron • I - Sort in mnemonic and AFSC with no ejects
12	<p>If you are interested in a report which lists only Certified Mechanics. If left blank, all employees will be listed.</p> <p>Note: Leave Start and End work centers blank if all work center are desired.</p>
13 - 17	<p>If interested in a report for a group of Work Centers, enter a 5-position Starting Work Center. Leave blank to start with the first record.</p>
18 - 22	<p>If you entered a starting work center, enter an End Work Center. Leave blank to end with the last record.</p>
<p>Note: Information past this point is not used by the 'B' option. Use spaces to fill out the rest of the input card.</p>	

FIELD	EXPLANATION
23 - 27	<p>If interested in displaying certain types of personnel, enter the Military-Civilian Indicator. You may input from 1-5 Indicators in any combination or order.</p> <p>Enter one or more of the following options:</p> <ul style="list-style-type: none"> • A for Air Reserve Technician (ART) • C for civilian • G for Air National Guard (ANG) • M for active duty military • R for Air Force Reservist • T for technician
28 - 30	<p>To Exclude a Labor Code from displaying on the report, enter the Labor Code. You may also enter INB to produce a report containing only those individuals that are in an Inbound status.</p>
31 - 33	<p>To Exclude a Second Labor Code from displaying on the report, enter the Labor Code.</p>
34 - 46	<p>To Exclude a Third Labor Code from displaying on the report, enter the labor Code.</p>
37 - 39	<p>To Exclude a Fourth labor Code from displaying on the report, enter the Labor Code.</p>
47 - 53	<p>If interested in displaying only one Air Force Specialty Code (AFSC), enter the 7-position AFSC. An X may be used in the skill-level of the AFSC to Select all levels in the AFSC. Remember, if there is not an AFSC prefix, leave column 47 blank and enter the AFSC beginning in column 48.</p>

FIELD	EXPLANATION
54	<p>If you entered an Air Force Specialty Code (AFSC), you may enter an AFSC Indicator. The AFSC Indicator is used to Select personnel by Controlled, Duty, or Primary AFSC.</p> <p>Enter one of the following options:</p> <ul style="list-style-type: none"> • C for Controlled AFSC • D for Duty AFSC • P for Primary AFSC <p>Leave blank if no specific AFSC is being selected.</p>
55 - 57	<p>The Rank Option field is used if you would like to limit your output to a specific Rank. Leave blank to include all ranks.</p>
58 - 60	<p>The Last Column Option is used to display certain information or statuses that are loaded against employees.</p> <p>Enter one of the following options:</p> <ul style="list-style-type: none"> • ARR to display the on-base arrival date for the employee • DEP to display the departure date for the employee • PAS to display whether or not the employee has a passport • SEI to display Special Experience Identifier (SEI) codes assigned to the employee • Leave Blank for the aircraft in the last column of the output
Heading Skip Option	<p>This option does not work.</p>
62	<p>Enter 'Y' to Display User ID as loaded in the employees 9046 record. Default is space and does not show the User ID. If you have a 'Y' here it will ignore what you have in columns 58-60.</p>

Program 67069 Output Screen

G081R7069		14JUL09/1302 CDB		ALPHA REPORT OPTION						BASE = LXEZ			PAGE 1			
NAME	RANK	EMP NBR	SHOP	PRI AFSC	DUTY AFSC	CTRL AFSC	SEC	LBR CD	POS NBR	SH TY S/D	RED X	CR/USR ID	DAYS OFF	SCH	FIX SH	AIRCRAFT
CASTRO MICHAEL	003	01178	A1ACK	2S031	2S031	00000	S	100		2 M			/			
FERGUSON GLENN	005	07988	A1ACK	2A551	2A551	2A551	S	300		2 M						
GILLEN JONATHAN P	005	01831	A1ACK	2A571L	2A551L	2A551L	S	300		2 M	Y					
GUERRA JUSTIN	004	01295	A1ACK	2A551L	2A551L	2A531	S	300		2 M						
HITESMAN VICTORIA	005	00131	A1ACK	2A551L	2A551L	2A551L	S	300		2 M						
HOFFMAN KEVIN F	003	00756	A1ACK	2A533A	2A533A	2A533A	S	100		2 M						
HOUSE KARMECHIA D	004	00399	A1ACK	2S051	2S051		S	300		2 M			SAT SUN 5/2			
HUTTON BALFOUR G	004	01186	A1ACK	2A551L	2A531G	00000	S	100		2 M						
JOHNSON LEONARD L	005	01000	A1ACK	2A573B	2A573B	2A533B	S	100		2 M	Y					
MENDINGHALL MARCUS	004	00700	A1ACK	2A553B	2A553B	2A553B	S	300		2 M						
PARKES HOWARD O	005	02375	A1ACK	2A571L	2A551L	00000	S	300		2 M						
PILKINGTON ROBERT	005	35200	A1ACK	2A551L	2A551L	00000	S	300		2 M						
ROGERS WARREN	007	00578	A1ACK	2A571	2A571	00000	S	300		2 M						
SHARP ERIC L	003	01679	A1ACK	2A531G	2A531G	2A531G	S	300		2 M						
SMART WILLIAM	005	00923	A1ACK	2A571	2A571	2A551L	S	300		2 M	Y					
VAUGHAN PERCY D	006	02451	A1ACK	2A571	2A571	2A571	S	300		2 M	Y					
WHITE KURT R	005	00502	A1ACK	2A571L	2A551L	2A551L	S	300		2 M	Y					
17	TOTAL EMPLOYEES IN SHOP00															

For information about **Program 67069** click on the  next to the program number.

Glossary

Terms and Abbreviations

Glossary of Terms and Abbreviations

This appendix provides definitions and explanations of terms, abbreviations, and data elements used in G081. All terms and abbreviations are listed in alpha sequence.

- **A/C**
 - Aircraft

- **A/C SERID**
 - Refers to either the aircraft serial number or the aircraft identification number.

- **ABEND**
 - Abnormal end, program fails before completion.

- **ACARS**
 - Air Comm Address Reporting System

- **ACC**
 - Accomplished

- **ACCESS KEY**
 - A code controlled by the local G081 Manager that is used to process certain programs or program options.

- **Accomplishing Base**
 - A 4-position base code used to identify a geographic location of the base where the in-flight discrepancy was repaired or signed off if other than home station.

- **ACFT**
 - Aircraft

- **ACFT HRS**
 - Total airframe hours.

- **ACMS**
 - Aircraft Configuration Management System

- **ACARS**
 - Air Command Address Reporting System

- **ACTION TAKEN CODE**
 - Action taken codes, when used in conjunction with Work Unit Codes, How Malfunction Codes, and When Discovered Codes, identify a complete unit of work or a maintenance task or action. This is the action performed while repairing the aircraft or component. Action Taken Codes are standard for all equipment and are listed in T.O. 00-20-2 and in the appropriate -6 manual for your Mission Design Series (MDS).

- **ACTN**
– See Action Taken Code

- **ADS**
– Aircraft Defensive Systems

- **AFI**
– Air Force Instruction

- **AFRC**
– Air Force Reserve Command

- **AFTO**
– Air Force Technical Order

- **AFTO Form 349 - Maintenance Data Collection Record**
– This form is used to document Maintenance Data Collection (MDC) for discrepancies. I.E. labor-hours, crew size, type labor, corrective action, etc.

- **AFTO Form 781 - AFORMS Aircrew/Mission Flight Data Document**
– This form is used by the aircrew to document all flight and mission information.

- **AFTO Form 781A - Maintenance Discrepancy and Work Document**
– This form is used to document each discrepancy discovered by aircrew or maintenance personnel except for discrepancies resulting from battle damage.

- **AFTO Form 781D - Calendar and Hourly Item Inspection Document**
– This form is used to provide listings of calendar and hourly inspection items peculiar to the aerospace vehicle or equipment for which space is not available in block G of the AFTO Form 781K.

- **AFTO Form 781F - Aerospace Vehicle Flight Report and Maintenance Document**
– This form serves as identification for the binder for a particular aircraft and as a source document for obtaining billing information for fuel and oil issue.

- **AFTO Form 781H - Aerospace Vehicle Flight Status and Maintenance Document**
– This form is used to document maintenance status and servicing information to provide a ready reference as to the status of aircraft, ATDs or air-launched missiles. This form also indicates the status and a history of inspections that are specially related to the daily flying activity or to the day involved.

- **AFTO Form 781J - Aerospace Vehicle-Engine Flight Document**
– This form is used to document aerospace vehicle time and engine data including operating time.

- **AFTO Form781K - Aerospace Vehicle Inspection, Engine Data, Calendar Item**
 - Inspection and Delayed Discrepancy Document.

- **AGE**
 - Aerospace Ground Equipment

- **AIRCRAFT UTILIZATION CODE**
 - A 4-character alphanumeric code which is a combination of type mission symbol and Program Element Identifier (PEI).

- **ALC**
 - Air Logistics Center

- **AMC**
 - Air Mobility Command

- **AMDAHL**
 - An IBM Compatible Computer System.

- **AMP**
 - Avionics Modernization Program

- **AMU**
 - Aircraft Maintenance Unit

- **AMXS**
 - Aircraft Maintenance Squadron

- **ANG**
 - Air National Guard

- **APU**
 - Auxiliary Power Unit

- **ARC**
 - Air Reserve Component. Includes Air Force Reserve and Air National Guard.

- **ART**
 - Air Reserve Technician

- **ARV**
 - Arrive

- **ASERID**
 - Includes either the aircraft serial number or aircraft identification number.

- **ASSG ST**
 - Assignment Status

- **ASSIGN WING**

- A 4-position field which indicates the wing where the aircraft is assigned.

- **Assigned A/C**

- Aircraft that are assigned by HQ USAF to a major command for the purpose of carrying out assigned missions.

- **Associate Job**

- A discrepancy that was created in G081 and is related to a previous write-up/discrepancy.

- **Associated Printer**

- The printer linked to a particular system user. It handles all on-line print tasks.

- **AT**

- See Action Taken code.

- **AUC**

- See Aircraft Utilization code

- **AWM**

- Awaiting Maintenance

- **AWP**

- Awaiting Parts

- **AWT**

- Awaiting Transfer

- **Authorized To Sign Red X**

- Identifies those individuals authorized to certify that a Red X item has been repaired.

- **Base Code**

- 4-position code that identifies each base in the Air Force.

- **Batch**

- A type of report that is a combination of data from several programs designed to provide information. The output is sent to a printer or disk file instead of a screen.

- **BCOM**

- Basic Computer Microfilm Program

- **BCS**

- Bench Checked Serviceable

- **BIT**

- Built In Test

- **BLISS**
 - Base Level In Stock Supply

- **CAMS**
 - Core Automated Maintenance System

- **Cann**
 - Cannibalization

- **Cannot Duplicate**
 - A maintenance malfunction that cannot be duplicated.

- **Category of Labor**
 - A 1-position numeric code used to differentiate the various types of maintenance resources used to support the USAF equipment maintenance program. Valid codes are 1-6.

- **CAT**
 - Crisis Action Team

- **CBT**
 - Computer Based Training

- **CC**
 - See Command Code

- **CCMS**
 - Configuration Control Management System

- **CDB**
 - Central Database

- **CEI**
 - Component End Item

- **CEM**
 - Chief Enlisted Manager

- **CEMS**
 - Comprehensive Engine Management System

- **CMD**
 - Command

- **CND**
 - See Cannot Duplicate

- **CODN**
 - Component Operational Data Notice

- **Command Code**
 - 2-position alphanumeric element used to designate the major command to which an asset is assigned.

- **Committed Flying Hours**
 - A designated amount of flying hours which headquarters commits a unit to fly.

- **Component Position**
 - This field allows you to specify to G081 the installed position of the component. It indicates a position a component item is installed on the Next Higher Assembly (NHA). The component position must be 0-8 for all on-equipment maintenance actions involving installed engines or engine components when using work unit codes which begin with 21, 22, 23, 24, 25, 26, 27, 28, or 29.

- **COPARS**
 - Contractor Operated Parts Store

- **Corrective Action**
 - Free-text narrative that gives a word picture of the repair action. Provides in great detail, the necessary actions taken to correct the discrepancy.

- **CPY**
 - Copy

- **Crew Size**
 - The number of personnel required to accomplish a task.

- **CS**
 - See Crew Size

- **CSD**
 - Constant Speed Drive

- **CTK**
 - Composite Tool Kit

- **CUR STAT**
 - Current status of the aircraft.

- **CYC**
 - See Cycles.

- **Cycles**
 - Identifies the number of cycles that are collected and recorded as “Significant Historical Data” for the indicated component on the aircraft.

- **C2IPS**
 - Command and Control Information Processing System
- **DEL**
 - Delete
- **Date Installed**
 - The date an item was installed on a higher assembly.
- **Date Last Overhaul**
 - The date an item was last overhauled.
- **DEV**
 - See Device
- **Deviation Code**
 - Air Deviation Code. A deviation from the scheduled sortie flight plan, occurring after aircraft take-off.
- **Device**
 - G081 hardware such as a printer or monitor.
- **DFE**
 - Data Formatting Equipment Section
- **DHD**
 - Due Home Date
- **DIFM**
 - Due In From Maintenance
- **DISA**
 - Defense Information Systems Agency
- **DISC**
 - Discrepancy or Discovered
- **Discrepancy**
 - A free-text narrative that identifies the suspected problem for the end item or component.
- **DLT**
 - Found on Program 9010 help screen referring to a “delete” transaction on Program 9006.
- **DMC**
 - Defense Mega Center

- **DOC**
 - Due-Out Cancel
- **DOC Shop**
 - This is the supply organizational account code that a shop uses to order supplies.
- **DOR**
 - Due-Out Release
- **DSN**
 - Defense Switching Network
- **DSR**
 - Date Specialist Required
- **Duplex**
 - This field is used if you wish to print to a printer that is not a laser jet.
- **EDIC**
 - Estimated Date in Commission
- **EDJC**
 - Estimated Date Job Completion
- **EGPWS**
 - Enhanced Ground Proximity Warning System
- **END ZONE**
 - This option is used to develop a report of discrepancies within a given zone of the aircraft.
- **ENG**
 - Engine
- **ENG HR**
 - Number of operating hours the engine has accrued.
- **ENG SN**
 - Engine Serial Number
- **Engine Cycles**
 - The number of cycles/sorties that a particular engine currently has accumulated.
- **Engine Shutdown**
 - A 2-position code indicating whether the engines were turned off or run at idle.
- **Engine Shutdown Time**
 - Indicates the local time the aircraft's engines were shutdown.

- **Engine Position**

- This is the relative position of the engine once it is installed on the aircraft.

- **ENGPOS**

- See Engine Position.

- **Equipment Designator**

- This term encompasses all equipment identified by a Mission Design Series (MDS), Type Model Series (TMS), or Type Model Series Modification (TMSM).

- **ERRC**

- Expendability, Recoverability, Reparability Code

- **ETI**

- Elapsed Time Item

- **ETIC**

- Estimated Time in Commission

- **ETJC**

- Estimated Time Job Completion

- **Fault Code**

- Identifies a system malfunction that cross-references to a narrative or troubleshooting procedure in the maintenance technical order for the aircraft or system.

- **Federal Stock Class**

- This is the federal supply classification code for an item. The FSC is the first 4-positions of the National Stock Number (NSN).

- **FL**

- Flight line

- **FLTR**

- Flight Restricted

- **FMC**

- Fully Mission Capable

- **FMI**

- FM Immunity

- **FMT**

- Format

- **FOCUS**

- G081 Batch Retrieval Program, replaces VIRP.

- **Format**
 - A 1-position alphanumeric field on a screen that allows for different types of data retrieval based on what format is required.

- **FSA**
 - First Sortie After

- **FSC**
 - See Federal Stock Class.

- **FSL**
 - See Full Stop Landings.

- **FSPL**
 - Flight Segment Parameter List

- **Full Stop Landings**
 - The number of full stop landings during a mission for the designated aircraft.

- **Gear Cycles**
 - The count of the number of times the landing gear was cycled during the flight being documented.

- **GEOLOC**
 - Geographical Location. GEOLOC codes are four-character, alphabetic designations that represent specific places in the world, including airports, seaports, and military installations.

- **GMT**
 - Greenwich Mean Time

- **GOCESS**
 - Government Operated Civil Engineering Supply Store

- **GPS**
 - Global Positioning System

- **Graphical User Interface**
 - A Windows based application created specifically for G081. Allows users to work in a point and click environment.

- **GR CYC**
 - See Gear Cycles.

- **GTC**
 - Gas Turbine Compressor

- **GUI**
 - See Graphical User Interface.

- **HHMM**
 - Hour Hour Minute Minute

- **HHT**
 - Hour Hour Tenths

- **H/M**
 - See How Malfunction Code.

- **HM**
 - See How Malfunction Code.

- **Home Station Check**
 - A type of inspection performed once aircraft return from a mission.

- **HOW MAL**
 - See How Malfunction Code.

- **How Malfunction Code**
 - The how malfunction code consists of three characters and is used to identify the nature of the defect and not the cause of the discrepancy. For a complete list of how malfunction codes consult the appropriate -06 manual for your MDS.

- **HRS**
 - Hours

- **HSC**
 - See Home Station Check.

- **ICAO**
 - International Civil Aviation Organization (ICAO) codes are four-character alphabetic airport identifier codes that identify individual airports worldwide.

- **ICMS**
 - Item Configuration Management System

- **ID**
 - Identification

- **ID Number**
 - See Identification Number.

- **Identification Number**
 - A number which identifies a piece of equipment.

- **IM**
– Item Manager
- **IMS**
– Information Management System
- **INSP**
– Inspection
- **INST**
– Installation
- **INSTL**
– Installed
- **INW**
– In Work
- **ISO**
– See Isochronal Inspection.
- **Isochronal Inspection**
– A method of scheduling -6 inspection requirements that adjusts the inspection frequency (usually stated in days) by the aircraft's utilization rate.
- **ISPF**
– Interactive System Productivity Facility
- **JACC**
– Joint Airborne Command and Control
- **JCL**
– Job Control Language
- **JDATE**
– Julian Date
- **JCN**
– See Job Control Number.
- **JCNS**
– See Job Control Number Suffix.
- **Job Control Number**
– The JCN is used to report, control, and identify each maintenance action. All authorized maintenance jobs will be assigned a JCN. Maintenance is not authorized without a JCN. Locally, this number provides a means to tie together all on- and off-equipment actions taken, the employee's hours expended, and the failed parts replaced

in satisfying a maintenance requirement. In G081, the JCN is 7-positions. Blocks of JCNs may be assigned to equipment, organizations, or certain recurring maintenance actions in accordance with the requirements in T.O. 00-20-2 and the procedures contained in AFI 21-101.

- **Job Control Number Suffix**

- A suffix is usually used to add a continuation for your discrepancy if there wasn't enough space for the discrepancy.

- **Job Indicator**

- The job indicator is used to identify the condition of the aircraft.

- **JOBSTD**

- Job Standard. The number of people it takes to complete certain types of discrepancies.

- **KEY**

- See Access Key.

- **KPT**

- Kits, Parts, Tools

- **LAIR**

- Large Aircraft Infrared Countermeasure

- **LAIRCM**

- Large Aircraft Infrared Countermeasure

- **Landing ICAO Base**

- This is the 4-position ICAO base code for the base where the aircraft landed.

- **Landing or Engine Cycles**

- The total number of landings or engine cycles an aircraft has accrued.

- **Landing Status**

- This is the condition of the aircraft upon landing.

- **Landing Time for the Aircraft**

- This is the date and time the pilot enters in the AFTO Form 781, A Forms Aircrew/Mission Flight Data Document, as the time the aircraft landed. All times are entered in ZULU time.

- **LD ICAO**

- See Landing ICAO Base.

- **LD TIME**

- See Landing Time for the Aircraft.

- **LOC**
 - See Location.

- **Location**
 - This is a locally assigned code which identifies the physical location in which equipment may be placed.

- **Logical Terminal**
 - A software tool that groups users with similar access and security privileges. It is a management aid for G081 Managers.

- **LRU**
 - Line Replaceable Unit

- **LTERM**
 - See Logical Terminal.

- **MADARS**
 - Malfunction, Detection, Analysis, and Recording Subsystem installed in C-5 aircraft.

- **MADIN-MADARS Input Screens**
 - G081 9000 series programs.

- **MADOUT-MADARS Output Screens**
 - G081 8000 series programs.

- **Maintenance Data Collection (MDC)**
 - Collection, storage, and retrieval of maintenance data.

- **MAIRS**
 - Military Air Integrated Reporting System

- **MASIIS**
 - Maintenance Analysis and Structural Integrity Information System

- **MDD**
 - Maintenance Data Documentation

- **MDR**
 - Material Deficiency Report

- **MDS**
 - See Mission Design Series

- **MESA**
 - Mechanized Engine Status Accounting System

- **MESL**
 - Mission Essential Subsystem List

- **MFG**
 - Manufacturer

- **MICAP**
 - Mission Capable

- **MIS**
 - Management Information System

- **Mission Design Series**
 - This is complete designation for aircraft, missiles, and support equipment identified by the mission design series or type model series elements.

- **Mission Leg**
 - A 4-position field contained on AFTO Form 781, AForms Aircrew/Mission Flight Data Document, which designates the leg of the mission.

- **Mission Number**
 - A 12-position field contained on AFTO Form 781, AForms Aircrew/Mission Flight Data Document, which designates the mission the aircraft is accomplishing.

- **Mission Symbol**
 - This is a 4-position code contained on AFTO Form 781, AForms Aircrew/Mission Flight Data Document. The mission symbols are also loaded in G081. For a valid list see Program 9105.

- **MLRU**
 - MADARS-Monitored Line Replaceable Unit

- **MMHR**
 - Mean Man Hour

- **MMN**
 - MADARS Message Number

- **Mnemonic**
 - A locally assigned code which identifies the name of a work center.

- **MOC**
 - Maintenance Operations Center

- **MOC DUE**
 - Maintenance Operational Check Due

- **MOD**
 - Modification

- **MPRS**
 - Multi-Point Refueling System

- **MTBA**
 - Mean Time Between Actions

- **MTBF**
 - Mean Time Between Failure

- **MTBR**
 - Mean Time Between Repair

- **MTC**
 - Air Force Materiel Command

- **MTM**
 - Modification Tracking Model

- **NBFA**
 - Normal Back Fill Average

- **NDI**
 - Non-destructive Inspection

- **NHA**
 - Next Higher Assembly

- **NMC**
 - Not Mission Capable

- **NMCB**
 - Not Mission Capable Both (Maintenance and Supply)

- **NMCBS**
 - Not Mission Capable Both (Scheduled)

- **NMCBSA**
 - Not Mission Capable Both (Scheduled, Airworthy)

- **NMCBU**
 - Mission Capable Both (Unscheduled)

- **NMCBUA**
 - Not Mission Capable Both (Unscheduled, Airworthy)

- **NMCM**
 - Not Mission Capable Maintenance
- **NMCMS**
 - Not Mission Capable Maintenance (Scheduled)
- **NMCMSA**
 - Not Mission Capable Maintenance (Scheduled, Airworthy)
- **NMCMUA**
 - Not Mission Capable Maintenance (Unscheduled, Airworthy)
- **NMCS**
 - Not Mission Capable Supply
- **Node**
 - A physical device that links hardware such as a printer or terminal, to an on-line system.
- **Nomenclature**
 - Description, usually in reference to an aircraft end item.
- **NR**
 - Number
- **NRTS**
 - Not Repairable This Station
- **NX CONF**
 - Next Configuration
- **NSN**
 - National Stock Number
- **OAM**
 - On Aircraft or Missile
- **OAP**
 - Oil Analysis Program
- **Occur Code**
 - Designates at what point an engine shutdown occurred.
- **OCR**
 - Office of Coordinating Responsibility
- **Off Shore DISC**
 - See Off Station DISC

- **Off Station DISC**
 - Indicates a discrepancy that was found and completed away from home station.

- **OH**
 - Overhaul

- **On Equipment**
 - Maintenance performed on end items of equipment.

- **Operating Time**
 - The hours a piece of equipment has operated/will operate.

- **OPR**
 - Office of Primary Responsibility

- **OPT**
 - Option

- **Option**
 - An alpha or numeric field on a screen that allows for different types of data retrieval based on what format is required.

- **Organization**
 - A composite 4-character code made up of the 2-position command code and a 2-position unit code to identify a squadron or function.

- **ORI**
 - Operational Readiness Inspection

- **ORMET**
 - Operational Reliability Maintainability Evaluation Team

- **OT**
 - Overtemp

- **Output Device**
 - An output device is either your screen or printer.

- **OWC**
 - The work center to which specific items of equipment are assigned and the work center which has the basic custodial and maintenance responsibility for the equipment.

- **Part Number**
 - A number by which the part is identified.

- **Password**
 - A unique code specified by the user to use in conjunction with an assigned User Id for access to the G081 system.

- **PC**
 - Personal Computer
- **PDM**
 - Programmed Depot Maintenance
- **[PEC](#)**
 - See Program Element Code
- **[PEI](#)**
 - Program Element Identifier - See Program Element Code.
- **Performing Work Center**
 - The performing work center is the one performing the maintenance or contributes labor toward a maintenance requirement.
- **PMC**
 - Partially Mission Capable
- **PMCB**
 - Partially Mission Capable Both (Maintenance and Supply)
- **PMCM**
 - Partially Mission Capable Maintenance
- **PMCS**
 - Partially Mission Capable Supply
- **[PN](#)**
 - See Part Number.
- **POS Base**
 - This is the 4-position base code of the base that possessed the aircraft at the time of the flight.
- **Possessed Aircraft**
 - Once a base accepts an aircraft and assumes full responsibility for that aircraft, it is considered possessed by that base.
- **Possessed Hours**
 - Total number of operating hours during a given time-frame an item of equipment was possessed by an organization.
- **PRI**
 - Priority

- **Program Element Code**

- A subdivision of the program and cost data, related to a weapon system or support function, as shown in the USAF financial program.

- **PSB**

- Program System Block

- **PWC**

- See Performing Work Center.

- **QA**

- Quality Assurance

- **QPA**

- Quantity Per Application

- **QRL**

- Quick Reference List

- **QTY**

- Quantity

- **RCD-Action**

- See Records Action.

- **RDO**

- Regular Day Off

- **Records Action**

- There are certain times when a JCN requires MDD before it can be closed out in the G081 system. When the JCNs are created they are flagged with an entry in the records action field.

- **Recurring Discrepancy**

- An in-flight discrepancy that occurred within a predetermined number of sorties.

- **REFDES**

- Reference Designator. Identifies a particular component and the location of the component within the weapons system. (The REFDES is only used by C-17 aircraft).

- **Refurbishment Last**

- Date of last refurbishment.

- **REL**

- Reliability

- **Reliability Codes**

- Codes that refer to system operation during flight.

- **RELY**
 - See Reliability Codes.

- **REMIS**
 - Reliability and Maintainability Information System

- **Repeat Discrepancy**
 - An in-flight discrepancy that occurred on consecutive sorties.

- **Requesting Base**
 - The 4-position base code of the base requesting the data.

- **RFB**
 - Refurbishment

- **RJE**
 - Remote Job Entry

- **RPT**
 - Report

- **RVSM**
 - Reduced Vertical Separation Minimum

- **S/D Code**
 - A 2-position code that describes the reason an engine shutdown during flight.

- **S/N**
 - See Serial Number.

- **SAR**
 - Signal Acquisition Remote.

- **SBSS**
 - Standard Base Supply System

- **SCAN**
 - The scan option tells G081 to read the record. Usually you must scan a record before it can be deleted or changed.

- **SCH T/O**
 - Scheduled Take-Off

- **SCHED**
 - Scheduling

- **SCHED MAINT**
 - See Scheduled Maintenance.

- **Scheduled Maintenance**

- A system of pre-planned preventative maintenance designed to reduce component failure. Includes scheduled maintenance for isochronal inspections, refurbishments, and cannibalizations.

- **Scheduled Start Date**

- The date a job is scheduled to start.

- **Scheduled Start Time**

- The time a job is scheduled to start.

- **SEI**

- Special Experience Identifier

- **Serial Number**

- A permanently assigned number by which equipment is identified and controlled.

- **SER-ID**

- Serial number or aircraft identification number.

- **Shop**

- A work center in the maintenance environment.

- **SICR**

- Selected Item Configuration Record

- **SKE**

- Station Keeping Equipment

- **SLRP**

- Structural Life Reliability Program

- **SLVRBULL**

- Silver Bullet

- **SOLL**

- Special Operations Low Level

- **Sortie Number**

- A single number assigned to each flight event.

- **Sorties Flown**

- The total number of sorties completed during an operational event or flight.

- **SQD**

- See Squadron.

- **SQDN**
 - See Squadron.

- **SRD**
 - See Standard Reporting Designator.

- **Squadron**
 - A functional area where work centers and personnel are assigned.

- **SRAN**
 - See Stock Record Account Number.

- **SRAN Code**
 - See Stock Record Account Number.

- **SRT**
 - Sorties

- **Standard Reporting Designator**
 - This code consists of 3-positions, primarily used in various Management Information Systems (MIS) to identify the many varieties of equipment in the Air Force inventory.

- **START ZONE**
 - This option is used to develop a report of discrepancies within a given zone of the aircraft. An entry in this field will define one parameter for the search.

- **Start/Stop Day**
 - The date an event or workcenter event is scheduled to start or stop.

- **STAT**
 - Status

- **STAT START**
 - Time and date the aircraft went into the current status.

- **Station of Assignment**
 - The base where the aircraft is assigned.

- **Station of Possession**
 - The base that possesses the aircraft.

- **Stock Record Account Number**
 - A 4-position numeric field used to identify the stock record account number (SRAN) responsible for TCTO compliance.

- **STP LD**
 - Full Stop Landings

- **SUF**
 - Suffix

- **Suppress List**
 - Used to suppress the data element on output report.

- **SYM**
 - See Symbol.

- **Symbol**
 - A red (black in automated products) code that indicates the mechanical condition, fitness for flight or operation, servicing, inspection, and maintenance status of the aerospace vehicle or equipment unit.

- **System Capability Codes**
 - A code indicating the status of each system/subsystem at the end of the sortie

- **System Code**
 - Identifies the first 2-positions of the maintenance work unit code.

- **Tag Number**
 - The last 6-positions of the AFTO Form 350, Repairable Processing Tag Number.

- **Take-Off**
 - Aircraft departs for a scheduled sortie.

- **Take-Off Date**
 - The date a pilot enters in the AFTO Form 781 as the take-off date.

- **Take-Off Time**
 - Indicates the ZULU time (24-hour clock HHMM) a pilot enters in the AFTO Form 781 as the take-off time.

- **TCAS**
 - Traffic Collision Avoidance System

- **TCI**
 - Time Change Item

- **TCP/IP**
 - Transmission Control Protocol/Internet Protocol

- **TCTO**
 - Time Compliance Technical Order

- **TD**
 - Transmission Date

- **TDAM**
 - Trend Data Advisory Message
- **TDEC**
 - Trend Data Evaluation Center. Jobs created by C5 MADAR tapes. These are job control numbers in 9000 to 9499 range.
- **TDSC**
 - Tinker Data Services Center (G081 mainframe is located here).
- **Time/Date of Possession**
 - The time and date that the aircraft was possessed.
- **TIT**
 - Turbine Inlet Temperature
- **TLD**
 - Time Limited Dispatch (C-5M)
- **TM**
 - See Type Maintenance Codes.
- **TMC**
 - See Type Maintenance Codes.
- **TMDE**
 - Test Measurement and Diagnostic Equipment
- **TMS**
 - Type, Model, and Series.
- **TMSM**
 - Type Model Series Modification
- **TNB**
 - Tail Number Bin
- **TO**
 - Take-Off
- **TO Date**
 - See Take-Off Date.
- **TO ICAO**
 - This is the 4-position ICAO base code the pilot enters on the AFTO Form 781 indicating the base where the aircraft took-off.
- **TO Time**
 - See Take-Off Time.

- **TP**
 - Teleprocessing

- **TR**
 - Transaction.

- **TSR**
 - Time Specialist Required

- **Type Maintenance Code**
 - This is a 1-character code used to identify the type of work that was accomplished, such as scheduled or unscheduled maintenance.

- **WARPR**
 - Wing Refueling Pods

- **WC**
 - Work Center

- **WD**
 - See When Discovered Code.

- **WDC**
 - See When Discovered Code.

- **WES**
 - Work Event Separator

- **When Disc**
 - See When Discovered Code.

- **When Discovered Code**
 - When discovered code is a 1-position field used to identify at what point in time the discrepancy was discovered. For a list of when discovered codes, consult T.O. 00-20-2 or the appropriate -6 manual for your MDS.

- **Work Center Number**
 - Identifies a designated function of a base that will report manhours expended or manhours by maintenance personnel.

- **Work Unit Code**
 - The WUC is designed as a quick reference number to identify the system, subsystem, and component relationships within end items, and used to identify maintenance requirements.

- **WRM**
 - War Readiness Material

- **WSC**
 - Weapon System Controller

- **WUC**
 - See Work Unit Code.

- **XTDRANG**
 - Extended Range Fuel Tanks

- **ZONE**
 - Specific area of an aircraft.

- **ZULU Time**
 - The Greenwich Mean Time (GMT)