96th Test Wing

E SEMPRE L'ORA

Customer Guide

2021

96 TW CUSTOMER GUIDE

Introduction

Welcome to the 96th Test Wing (96 TW) – the United States Air Force's premier test and evaluation center for weapons, navigation/guidance systems, cyber security, and Command, Control, Communications, Computers, Intelligence, Surveillance, and Reconnaissance (C4ISR), C-130 series aircraft and USAF Rotary and Tilt Wing aircraft. The 96 TW provides expert evaluation and validation of the performance of weapon systems throughout the design, development, acquisition, and sustainment process to ensure the warfighter has technologically superior, reliable, maintainable, sustainable, and safe systems available for use. Customers requiring Air Force SEEK EAGLE capabilities are asked to contact them directly.

The purpose of the Customer Guide is to assist you, *our customer*, in requesting test or training support and services from the 96 TW. The term *Test/Training Request* will be used throughout the guide, but it should be understood that it pertains to all test/training range and laboratory usage and service activities provided by the 96 TW. Our guide applies to all 96 TW customers wishing to utilize the Eglin ranges and capabilities, to include:

- Department of Defense
- U.S. Government Agencies (Federal, State, and Local)
- U.S. Defense Contractors
- Allied Foreign Governments
- Private Organizations and Commercial Enterprises

We look forward to discussing the Eglin ranges, facilities, and capabilities we have to offer. We have a dedicated staff of Project Engineers (PE), Project Managers (PM) and Test Engineers (TE) who will assist you in your planning efforts and development of your test/training requirements. Additionally, customer satisfaction is very important to the 96 TW and all comments, suggestions, and criticisms for improvements or compliments throughout your test or training experience can be conveyed to our leadership through our *96 TW Customer Survey* (see Appendix D). A customer survey will be sent out at the close out of test or training program or one can be requested at any time from your assigned project POC. If you require further subjective dialog beyond the customer survey feel free to contact the Eglin Range Operations and Sustainment Section (96 TW/XPO) with your valued input.

Eglin Test and Training Complex (ETTC)

The 96 TW manages and operates the ETTC, which is designated as a Major Range and Test Facility Base (MRTFB) Activity under DoD Directive 3200.11. The MRTFB is the set of test installations, facilities, and ranges which are regarded as "national assets." These assets are sized, operated, and maintained primarily for Department of Defense (DoD) test and evaluation missions. The ETTC provides a national capability for test and evaluation of military weapon systems with 727 square miles of land area and approximately 100,000 square nautical miles of airspace overlying land and water ranges (Figures 1-3). Nearly 40 associate organizations from all branches of the military services use the Eglin ranges and base capabilities to conduct developmental and operational testing and facilitate training exercises. MRTFB ranges and facilities are also available to commercial and other users on a reimbursable basis.

The ETTC occupies much of the Northwest Florida Panhandle east of Pensacola and a large portion of the Gulf of Mexico south to Key West. The Eglin Land Range includes more than 50 specific land test areas and sites embedded in a single contiguous land reservation adjacent to the Gulf of Mexico. Major tests on or above Eglin ranges involve all types of equipment to include aircraft systems, subsystems, missiles, guns, munitions, rockets, targets, drones, high-powered radars, unmanned aerial vehicles, and Command, Control, Communications, Computers, & Intelligence (C4I) systems. The ranges and overwater airspace combine to provide a sea-to-land transition area and a littoral environment.

The Eglin airspace includes vast areas over land and the Gulf of Mexico. Eglin has Federal Aviation Administration (FAA) assigned special use airspace which consists of Restricted Airspace, Military Operations Areas (MOAs), Air Traffic Control Assigned Airspace (ATCAAs), and Slow Routes (low altitude) (Figure 3). Through agreement with the FAA, Eglin manages and schedules activities in the airspace overlying the eastern third of the Gulf of Mexico for both test and training customers. The overwater range is composed of Air Force controlled warning areas and adjacent Navy controlled warning areas.

A critical aspect of testing/training at the ETTC is the potential to impact our environment. The customer is expected to identify any known potential environmental considerations as early as possible in the planning process. Any previous environmental impact analysis documentation or relevant technical reports that aid in accomplishing Eglin's specific environmental analysis can save a significant time and money.

Surrounding the complex are numerous DoD installations, ranges and special use airspace that make the ETTC a unique DoD asset.

Figure 1. Eglin Test and Training Complex

Figure 2. Overland Airspace

LEGEND: Special Use Airspace

Military Operations Area

Restricted Area

FAR Part 93 Airspace

North-South Corridor (NSC)

East-West Corridor (EWC)

Eglin AFB Reservation

Airfield/Runway

Note: The Eglin E MOA overlies all of the Eglin restricted areas (excluding R-2917) and the Part 93 airspace (NSC & EWC). The Eglin E MOA ATCAA overlays the NSC and that part of the EWC not under restricted airspace.

Projection: Universal Transverse Mercator, Zone 16
Datum: WGS84
Map Name: air_overland_CG21.mxd Date: 13 Jan. 2020

Overland Airspace
Eglin Air Force Base
Customer Guide 2021
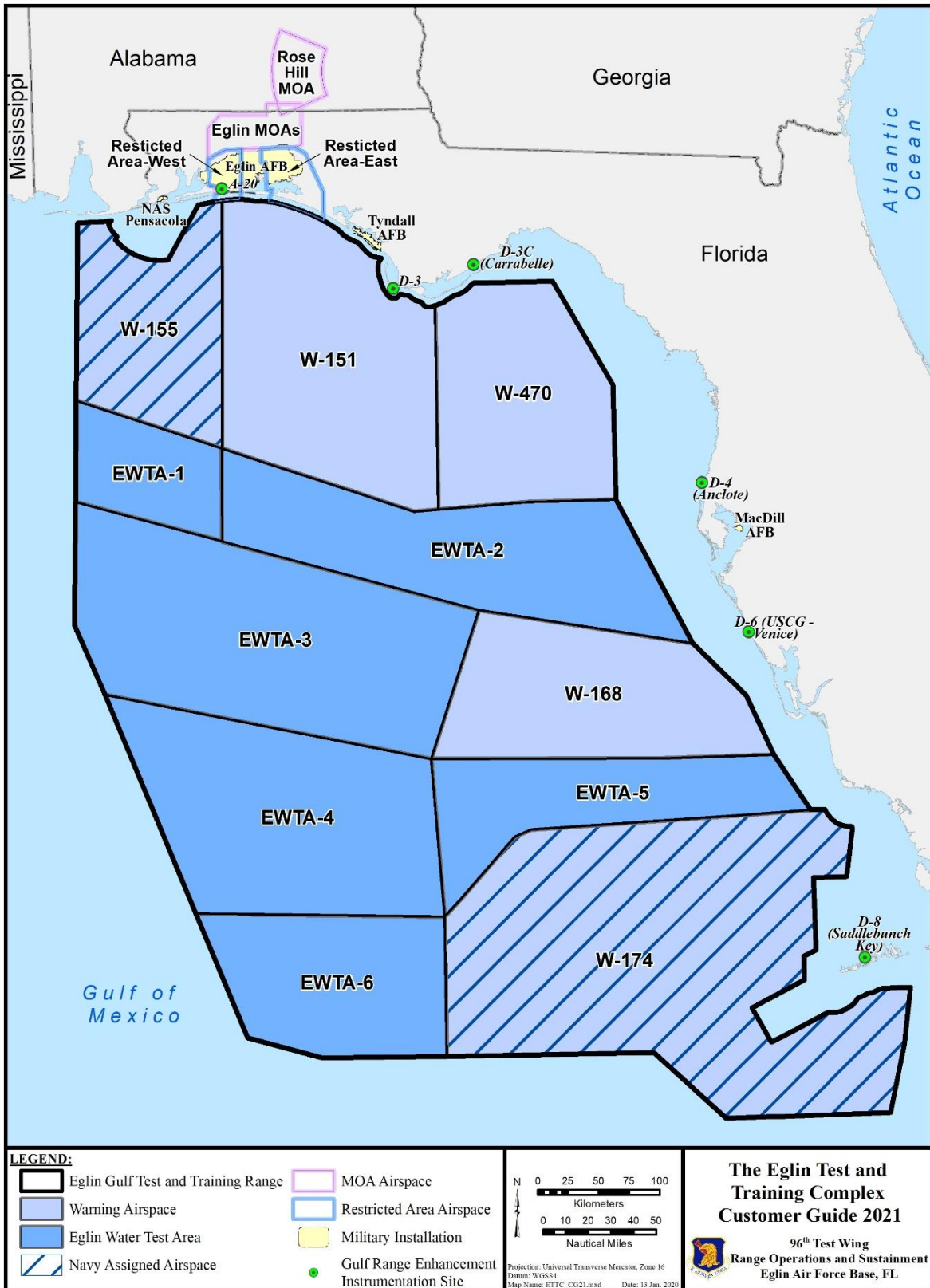
96th Test Wing
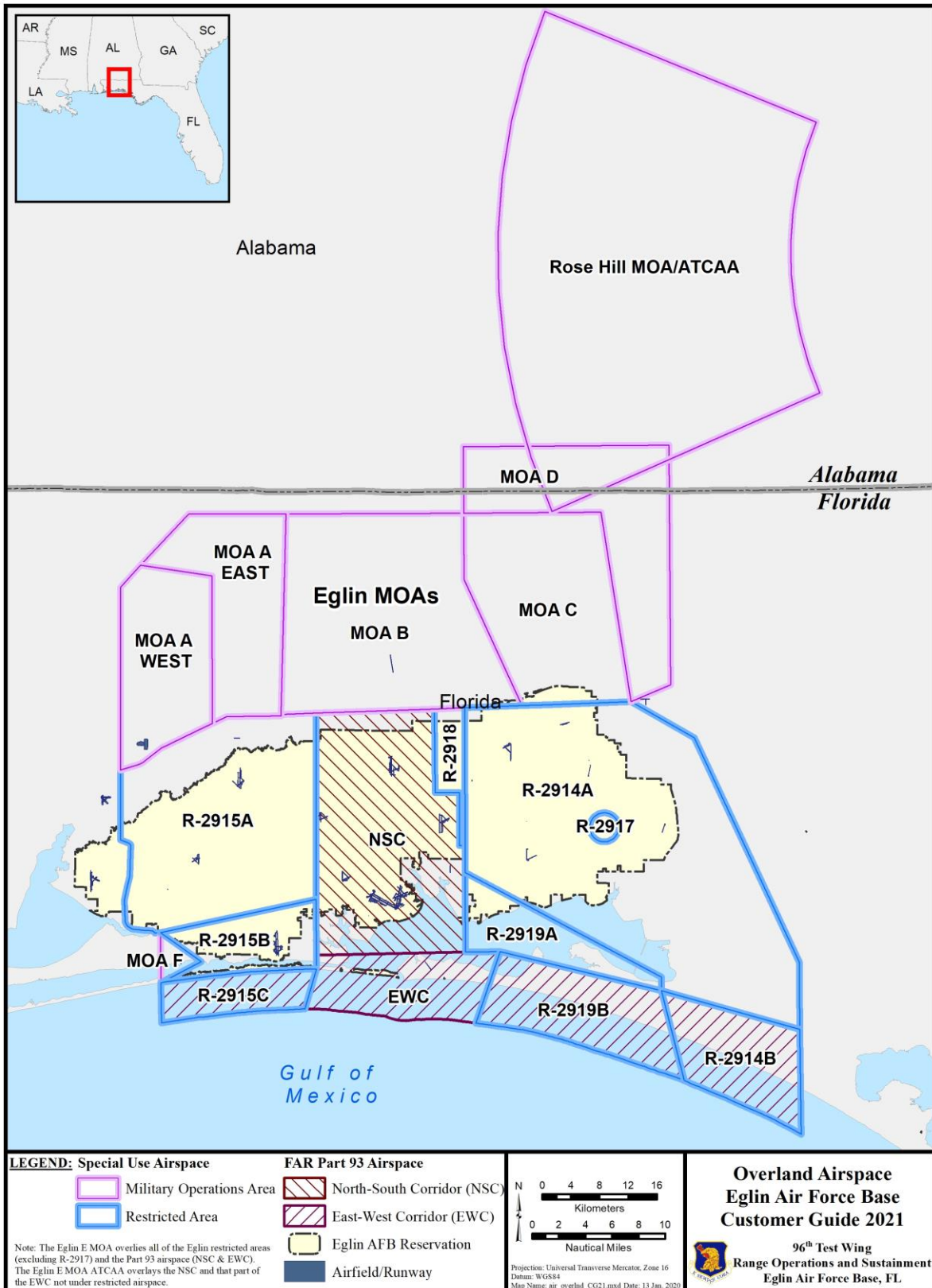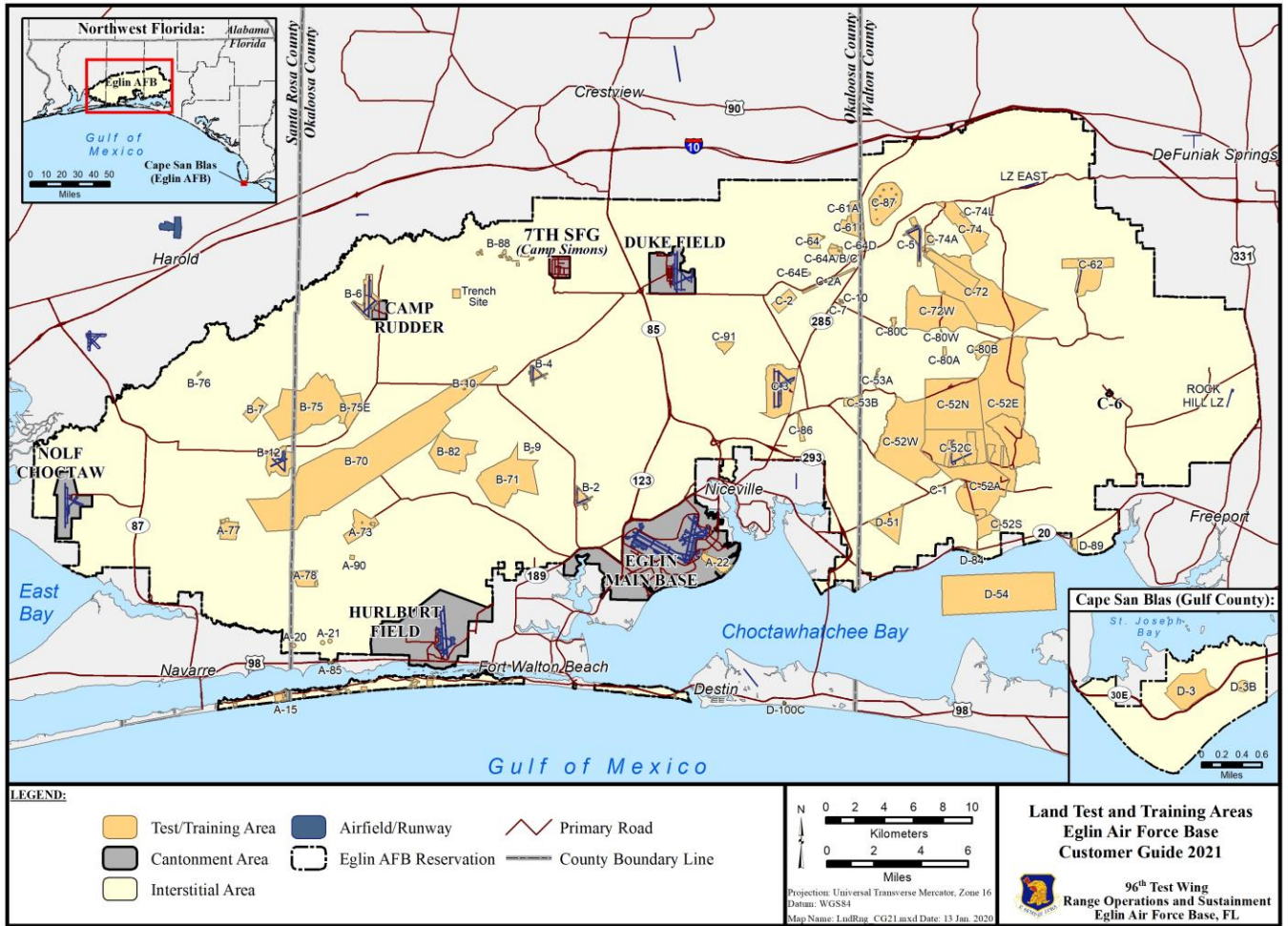Range Operations and Sustainment
Eglin Air Force Base, FL

Figure 3. Eglin Land Test and Training Areas

96 TW Capabilities

The ETTC land test and training areas are designed to provide a full spectrum of open-air munitions test capabilities, from multi-purpose air-to-ground and ground-to-air ranges to highly specialized instrumented test sites as well as virtual/constructive cyber range connectivity. Table 1 provides a general list of capabilities that are available to our 96 TW customers (this list is not all-inclusive and is constantly being upgraded).

Table 1. General List of Test and Training Capabilities

Testing Capabilities	Training Capabilities
Accreditation testing for AF and Space Network system	Aerial Refueling
Airborne optical resolution testing	Air-to-ground (gunnery, rocketry, and bombing)
Airborne reconnaissance equipment evaluation testing	Approved Boat Landing Sites and Marine Operations
Airborne scoring system static ground testing	Assault landings, takeoffs, and cargo extraction
Aircraft dispensed sub-munitions testing	Bivouac
Air gun launching of sub-munitions Air-to-Air Operations	Close Air Support Training
Air-to-ground munitions testing (bombs, rockets, and gunnery)	Convoy Escort Training (live fire)
Blast Pressure Measurement/Test	Counter UAS operations
Controlled Firing Area	Drop Zone Operations (ground and water)
Cybersecurity testing	Dedicated Impact Areas
Cybersecurity Penetration testing	Directed Energy Systems
Drop zone for paratroops and equipment testing	Electronic Warfare (EW) Sites
Datalinks Test Facility laboratory test and training	Explosive Ordnance Disposal (EOD) training
Directed Energy system weapons testing	Forward Area Refueling Point (FARP) Operations
Distributed Systems Testing	Helicopter (Vertical) Landing Zones (HLZs)
Electro-optical evaluation testing (laser and infrared) Experiments with warheads and new weapon concepts	IMC Air-to-Ground Gunnery (AC-130U only)
EW Countermeasures testing	Improved Explosive Device (IED) training sites
Flare testing	Javelin Rockets, LAW Rockets, AT4 (Anti Armor Rockets)
Fuel arena munitions testing	Joint Urban Close Air Support (JUCAS) Training
Ground functional fuse testing	Large Footprint Weapons
Gun performance and ammunition testing	Low Water Crossings
Heat/Cold soak testing (live explosives) *Conditioning system is portable--can be deployed to any range*	MK19 Grenades (HE), M203 (HE)
Incendiary and flame weapons testing	Mortars
Insensitive Munitions Testing (fragment/bullet impact, fast/slow cook-off)	Military Operations in Urban Terrain (MOUT)
Integrated Base and Installation Security System	Riverine, estuarine, and littoral operations
Interior, exterior, and terminal ballistic studies	Side Firing Weapon Systems
Joint mission thread testing – LVC/Modeling & Simulation	Small Arms Ranges
Lethality and vulnerability of conventional munitions	Strafing
Mine field evaluation testing	Supersonic Operations

Missile flight tests Multi Domain Operations (MDO) Test Facility connectivity across networks	Survival, Evasion, Resistance and Escape (SERE) Training
Munitions analysis, including environmental test	Troop Maneuver
Munitions fragment analysis	Unmanned Aerial System (UAS) Airfield Operations
Munitions impact testing (ground and maritime)	
Shallow Water Mine Countermeasures test area	
Side firing weapon systems testing	
Software integration and performance testing	
Static munitions testing	
Sympathetic detonation testing	
Terminal effects and experimental testing	
Transducer calibration/evaluation	
Target Characterization	
Sensor/Seeker testing	
Warhead characterization testing	
Weapons Arena testing	
Weapons-fuse combination testing	

Technical resources available in support of the ETTC include extensive instrumentation for test execution, precision measurement, data collection and recording (tracking radars, telemetry, frequency control and analysis, photo optics, high-speed digital video cameras, etc.), voice and data transmission facilities, threat radar systems, computer workstation/database/network instrumentation, engineering expertise for systems design and development, and support contractors to operate and maintain the ranges and equipment. In order to maintain range infrastructure and technical services available for all Eglin customers at minimal cost, it is Eglin policy to use our in-house range capabilities to the maximum extent possible. In the case of unique instrumentation requirements beyond current in-house capabilities, primary emphasis shall be given to use existing 96 TW assets either through special test configuration, modification of existing equipment, or acquisition of new capabilities.

Test/Training Process

Testing/Training at the Eglin Range Complex is a team effort requiring support of organizations both internal and external to the 96 TW. In general, all customers (both new and returning) will see five major phases to their effort: Requirements Definition Phase, Planning Phase, Execution Phase, Reporting Phase, and Closeout Phase. Those phases are summarized below and fully explained in pages 12-15.

1. **Requirements Definition Phase:** The initial phase of project planning, after the work request is accepted, during which the customer agreement is prepared and delivered to the customer for approval. This phase determines the program scope, customer requirements which includes required test capabilities, test/range resources (to include targets), hardware and/or software modifications, long-lead items, frequency spectrum, safety, security, logistics, environmental, and facility bed-down requirements. This phase is normally funded via a planning funds request letter.

2. **Planning Phase:** The planning phase starts when the customer and 96 TW sign the customer agreement. These agreements are often referred to as a Statement of Capability (SOC) or a Letter of Agreement (LOA). Typically, the timeframe required after the customer agreement is signed to prepare and approve the test/training supporting documentation for the Test/Training Directive (TD) is approximately three months (90 calendar days). Additional time may be required depending on the effort and if official flight clearances/releases are required. The TD includes a cover letter that provides a test/training description and authorizes specific operational conduct, followed by a Method of Test (MOT) Appendix/Concept of Operations (CONOPS) and the Safety Annex. For flight test/training, an Airworthiness Annex may also be required.

3. **Execution Phase:** The Execution Phase, also referred to as the Active Phase, begins with the approval of the TD. It authorizes the scheduling and execution of missions as agreed in the customer agreement. Any requirement or scope changes to the customer agreement will require an amendment. Execution of the test/training activity will not commence without full funding agreed to in the signed customer agreement and an approved TD. This phase is complete when all planned activities have been successfully accomplished to include data validation, reduction and analysis.

4. **Reporting Phase:** The Reporting Phase follows the Execution Phase and concludes with the delivery of the final technical deliverable as agreed to in the customer agreement. These technical deliverables may include a data package, quick-look report, letter report, or technical report.

5. **Closeout Phase:** The Closeout Phase is the final phase prior to closing the project. Activities include reconciling and resolving all project charges, returning any excess funds, and the disposition of residual test/training materials. Projects that are cancelled or terminated prior to their intended technical goal established in the customer agreement go into a cancelled phase instead. Similar to the Closeout Phase, all current project charges are reconciled and resolved. Remaining funds are returned to the customer.

Requirements Definition Phase: During this initial phase of test planning, the Lead Developmental Test Organization (LDTO) or Executing Test Organization (ETO) will be identified. Planning funds to cover expenses for the formal program will be requested during this phase. A kick-off meeting with all the key players will be held, with additional planning meetings held as required. The customer agreement will include all the resourcing, financial, technical, and schedule requirements as agreed upon by the 96 TW and customer. The agreement also covers the cost, schedule, and risk estimates based on the customer's test request used to develop an accurate customer agreement. The approved customer agreement establishes the project's Performance Management Baseline (PMB).

The Requirements Definition Phase for a test/training project can be initiated with an email or a phone call. Returning customers may address test/training requests or questions directly with a previously assigned 96 TW POC. New customers should contact the 96 TW Range Operations and Sustainment Section (96 TW/XPO) at:

> 96 TW/XPO
> 101 West D Avenue, Suite 210
> Eglin AFB FL 32542-5492
> Primary Contact: 96tw.xpo.workflow@us.af.mil
> Primary: (850) 882-6375 or DSN 312-872-6375
> Secondary: (850) 882-4335 or DSN 312-872-4335

96 TW/XPO will review all information/questions and forward them to a 96 TW PE/PM for initial review. The 96 TW PE/PM will contact the customer for further details and ask for a test/training request if one has not already been submitted to 96 TW/XPO. A test/training request can be written in any format. Examples of requests are found in Appendices B and C. Additional resources for documenting requirements include a test/training request memorandum, test/training plan, or program introduction document (PID). The request should include the following: program background and requested schedule, test/training requirement/objectives, test capabilities, resources, targets, aircraft modifications, specific test items, frequency spectrum, safety, security, logistics, environmental, facility bed-down requirements, and any other pertinent information concerning the test program.

Once the customer request is received, it will be reviewed by 96 TW for LDTO approval and ETO designation. A 96 TW PE/PM will be formally assigned to support the test/training program. The PE/PM will contact the customer to request planning funds to initiate planning, formal program Kick-off Meeting, additional planning meetings that may be required, and preparation of the SOC.

Your test/training request should be submitted as soon as possible to allow sufficient time for the planning and documentation of the test/training requirements. The PE/PM and TE will work with you to determine your project specifics. Other factors that can influence long-lead times are:

- Complexity of test/training event
- Planning, design and/or procurement of complex targets
- Procurement or fabrication of instrumentation aircraft modifications

- Facility availability
- Receipt, coordination and final publication of the customer's test munitions Interim Hazard Classifications (IHC) and Technical Data Packages (TDPs) through the 96 TW Systems Safety Office (see Eglin AFBI 91-206 for the IHC and TDP guidance)
- Information assurance accreditation
- Availability of resources such as aircraft, range configurations, or special computer support requirements
- Environmental impacts and compliance

Kick-Off Meeting. This is the first formal meeting. It occurs after planning funds are received and a Job Order Number (JON) is established. The Kick-off Meeting gathers all potential key players who may have a role in supporting the test/training project. This meeting can be held at any number of locations, and/or virtually. Discussions usually focus on aircraft modifications, munitions/external stores, facility space, special test equipment, targets, security, safety, radio frequency spectrum requirements, range resources, and data products. Additional planning meetings may be required depending on the complexity of the program or the data requirements. The goal of the Kick-off Meeting is to gather enough of your test/training requirements for the PE/PM to prepare a customer agreement.

Additional Planning Support. The PE/PM will also:

- Review the long-range schedule to determine any resource conflicts that may occur. If no conflicts exist, the PE/PM will enter the proposed project execution dates in the long-range forecast schedule.
- Create a JON specifically assigned to the program along with a locally assigned priority. This priority will be utilized for range scheduling and resource allocation. The JON serves as a reference on all tasks, scheduling requests, cost accounting, and funding documentation.
- Obtain all of the necessary approvals for such things as consecutive day range missions, large range/air space, and/or management emphasis in order to achieve the test objectives and meet the commitments contained in the customer agreement. Identify and implement 96 TW actions for urgent or long-lead time requirements.

- Solicit and coordinate preliminary cost estimates from support agencies.

Commercial Customer Support. For commercial customers, test/training requests can be sent to a previously assigned 96 TW POC, or to 96 TW/XPO at the address above. Once approved, a 96 TW PE/PM will prepare a commercial test agreement. As a commercial customer, test planning efforts will not take place until the commercial test agreement is signed and funding is sent and accepted. After funding is accepted a 96 TW PE/PM will begin the planning process using the steps mentioned previously.

International Customer Support. For international customer (either foreign government agency or foreign private industry), test/training requests should be addressed through the request country's embassy. The embassy will submit the Letter of Request (LOR) to the Air Force Security Assistance Center (AFSAC) for processing. AFSAC has established a web-based presence at

https://afsac.wpafb.af.mil. Once AFSAC has approved the request with the LOA a 96 TW PE/PM will be assigned by 96 TW/XPO and the planning process may begin.

Visit Requests and Security. Eglin Air Force Base (AFB) utilizes a visitor vetting process. Depending on the status (Government, Commercial or Foreign), the process will vary. A PE/PM or TE will provide the most current vetting process information. If the program will involve classified information, the Joint Personnel Adjudication System (JPAS) is the recommended way to submit a visit request. If JPAS cannot be utilized, a manual visit request must be submitted. The PE/PM or TE will provide the most current visit request information.

Commercial non-foreign representatives, should contact the assigned PE/PM or TE for the latest instructions and guidance for visit requests.

Foreign National Representatives. For foreign national representatives who desire to visit Eglin AFB to plan or conduct a test or training activity, a visit request must be submitted to your embassy for processing by SAF/IAPT. SAF/IAPT will pass this request to the Foreign Disclosure Office (96 TW/IPF). The embassy will be notified when a decision is made to approve or deny the visit request. Visit request approval must be received from the embassy before traveling to Eglin AFB. These requirements apply to all members of the test/training team, as well as other personnel desiring to visit Eglin AFB.

- Requests should state the specific purpose of the visit, period of time access is required, and point of contact at the facility to be visited.
- Requests should be made as far in advance as possible. This will assist in access being granted in a timely manner for program support.
- If you are unsure about this process, we encourage you to contact the assigned PE/PM or TE for assistance.
- Please submit visit request at least 30 days before arrival.

<u>Planning Phase</u>: The Planning Phase begins once the customer agreement is signed by the customer and the 96 TW and funding is sent. Please follow the latest Financial Improvement Audit Readiness (FIAR) guidance before sending funding. Contact your assigned 96 TW PE/PM before sending funding with any questions regarding latest FIAR guidance. Once funding has been received, your PE/PM and TE will start to prepare and approve the test/training supporting documentation for the TD. The TD is the document used by the 96 TW to direct and authorize the conduct of a test program. It contains the MOT and other necessary supporting appendices. The PE/PM, TE, and representatives from the 96 TW supporting agencies are responsible for developing the TD. The TE will refer to the TD throughout the test program, as it provides guidance on all facets of the test.

Other Appendices. In addition to the MOT, there are other appendices that may be required. These appendices can include the following:

- Logistics
- Safety

- Environmental (AF Form 813)
- Airworthiness

Environmental Impact Analysis. An analysis of the environmental impact on the ETTC is required by public law for all proposed projects. The PE/PM submission of an *AF Form 813, Preliminary Environmental Impact Analysis* begins this process. Projects with larger or greater scope, or more potential impact to the environment could require more time to accomplish.

Execution Phase: The Execution or Active Phase begins when the TD is approved and signed. Test/training preparation, setup, and/or execution will not begin until there is an approved customer agreement, funding has been sent and accepted, and the TD is approved.

Test/Training Progress and Monitoring. While the TE is executing the test/training program, the PE/PM will be monitoring the following:

- Project costs and schedule to ensure they correspond with the customer agreement/PMB. The customer agreement will be revised if your program's scope or cost changes substantially.
- Validity of all project expenses as agreed to in the customer agreement.
- Identify and provide security classification authority and review the declassification date for data collected and reduced in support of this Test and Evaluation (T&E) or training effort, as required.

Reporting Phase: The Reporting Phase begins when all active testing/training has ceased and all data reduction and data analysis has been completed. The Reporting Phase ends with the delivery of a data package, quick-look report, letter report or technical report. The assigned TE will provide the required data product requirements.

Closeout Phase: During the Closeout Phase the PE will:

- Compile final charges and coordinate the receipt of additional funds or return excess funds back to you. In addition, all residual test/training material will be disposed of in accordance with all applicable State and Federal laws, DoD regulations, policies, and guidelines.

- All customers are asked to complete a *96 TW Customer Survey* (see Appendix D) and return it within the requested timeframe. This feedback enables the 96 TW to better support its customers and perform continuous process improvements.

Requesting Support

Now that you understand the overall process here at Eglin, it's time to explain how you can potentially reduce your planning time and improve the quality of your mission execution. We strongly encourage you to take the time to answer the questions in the *Test/Training Initial Customer Questions* located in Appendix A. Your answers to these questions will significantly help us understand the basics of your mission requirements. The greater detail you provide, the better estimate your PE/PM can provide in the customer agreement.

Before you can formally proceed, you must be prepared to provide a test/training request containing details of your program. Your project POC can help you to develop the request with assistance from representatives of supporting agencies, if necessary. Your request establishes the need, the test objectives, your estimated schedule, and other information for the project POC to start the planning process. An example of a *Test Request* can be found in Appendix B and an example of a *Program Introduction Document (PID)* is in Appendix C.

Your detailed Test/Training Request is necessary for the 96 TW to start planning for your test project. The completed test/training request will be used by the project POC to direct your program. The 96 TW documentation will contain the detailed plan and any necessary supporting appendices depending on your requirements. This documentation provides guidance on all facets of your project until your project is complete and your technical deliverable are delivered to you.

Since Eglin operates on a fee-for-service model, expeditiously funding the planning request and customer agreement facilitate our immediate support.

See you at the Eglin Test and Training Complex!

APPENDIX A. TEST/TRAINING INITIAL CUSTOMER QUESTIONS

How to increase your effectiveness in the process:

The key to a successful test/training effort is to have all the necessary information ready before you make your initial contact. You should answer as many of the questions below before contacting your project POC. These topics will be discussed in depth at the Kick-Off meeting.

1. What do you want to test/train?
2. When do you want to test/train?
3. When is your desired completion date?
4. What are your objectives?
5. What kind of data or report do you require?
6. What aircraft/aircrew and hangar/facility support requirements are needed?
7. Do you require targets? What type and how many?
8. Do you have a Security Classification Guide?
9. Are you dropping anything from the aircraft? What? How many? Will you require load assistance? Is it a new, modified, or inventoried equipment?
10. Do you have specific programmatic milestones to be met?
11. Do you know what logistics and range resources you require?
12. Do you know what time space and position information (TSPI) and accuracy you require?
13. Do you know of any other instrumentation requirements?
14. Do you know what frequency support is required? Do you have FCC approval for all RF systems?
15. Will you require connectivity to our network? If so, do you have an authority to connect (ATC) and operate (ATO)? If local network connectivity is unavailable, do you require commercial internet? What are your requirements?
16. Do you have photographic/video requirements? What are the resolutions, frame rate, speed, etc.?
17. Do you need specific environmental conditions in which you want to subject your test item?
    - Environmental Impact Analysis Process (EIAP). Your PE/PM will complete an AF Form 813, Request for Environmental Impact Analysis. You should be prepared to present pertinent environmental assessment or exclusion documents related to the proposed activity to your PE/PM to expedite the EIAP.
    - The Eglin planning team will also engage their Unit Environmental Coordinator for their participation in this stage of the test planning process, regardless of whether an AF Form 813, Request for Environmental Impact Analysis, has been accomplished or not.
18. Do you require aircraft maintenance or logistic support?
19. Are there any special weather constraints or requirements associated with your test?
20. Do you have a Technology Protection Plan/Program Protection Plan (TPP/PPP)?
21. Are there any special security constraints or requirements associated with your test?
22. Have you thought about a contingency plan in the event of a natural disaster (hurricane)?

After initial contact, there is more information that could assist you in speeding the test process along.

1. Who is your POC?
2. Who is the Requesting Organization?
3. Who will be the Lead Development Test Organization (LDTO), AFTC? Do you know who will be your Executing Test Organization (ETO)?
4. What support do you need?
5. What kind of data or report do you need?
6. Who will pay?
7. Are there any restrictions on the use of your funds?
8. What aircraft will you fly? Will you fly from Eglin?
9. Will you need fuel?
10. Who will provide the instrumentation for your test data collection?
11. What periods of light/darkness will you need?
12. What is the size of your team?
13. What kind of support facilities will your team need?
14. Do we need to do data analysis for you?
15. Do you have a Test/Training Plan or Concept of Operations (CONOPS)?
16. Does your program have a Test and Evaluation Master Plan (TEMP)?
17. Can you provide a technical description or Technical Data Package of the test item?
18. Do you have a PID?
19. What Hazardous Materials (HAZMAT) items are required to support the project? (Send a list of any HAZMAT materials along with MSDS to your PE/PM)
20. Are you familiar with access requirements to Eglin AFB, Eglin Ranges, and facilities?
21. What specific aircraft maintenance support do you require: weekend/holiday/after hour support, equipment support (type/quantity), maintenance personnel support, or additional storage/support requirements?
22. What specific security support do you require?
23. Is there any company proprietary hardware or data?
24. Will the data, telemetry, or report results be classified? If so, to what classification level?
25. Do you have any special transportation needs such as deliveries, vehicles/trailers, driver support, forklifts, K-loaders for cargo?
26. Do you have any specific communication requirements (i.e., LMRs, phones, cable, LAN, commercial internet, projects, and classified connectivity)?
27. Do you require any additional medical support other than standard emergency room (e.g., on-site EMTs, on-site ambulatory support, medical tents, or medical equipment)?
28. Do you require any additional Explosive Ordnance Disposal (EOD) support outside of standard requirements (e.g., on-site EOD support, specialized EOD vehicles/rovers/robots, or assistance with safe handling and/or recovery procedures)?
29. Do you have any test item technical documentation you can provide?

APPENDIX B. TEST REQUEST EXAMPLE

MEMORANDUM FOR (Unit) (i.e. 96 TW, 780 TS, 413 FLTS)   DATE

FROM: Test Requester
          Address

SUBJECT: Test Request for the Program Name

1. Request (Unit) to conduct ground and flight testing for the Program's Name at Eglin AFB FL in the late 2022 timeframe.

2. Background: The Test Requestor's organization has been tasked to conduct type(s) test on specified Program Name. The (specified program/system) is designed to… This test will support milestone decision…. This procurement is an acquisition category XX (ACAT XX) program subject to Office of Secretary of Defense oversight, if applicable.

3. Test Description: The Program Name needs to execute two sled tests, three JMEM arena tests, five safe separation release mission from an F-15E, and ten guided release missions from an F-15E. All guided release missions will require TSPI and high-speed impact video. All gathered will be Controlled Unclassified Information (CUI). Sled testing is requested from Aug - Sep 2022, arena tests are requested to be executed from Nov 2022 Apr 2023 with final JMEM technical report, Separation missions are requested from Aug - Nov 2023, and guided releases requested from Feb - Aug 2023.

4. Test Objective and Requirements: The objective of the sled test is to evaluate new warhead penetration design. Arenas to characterize fragmentation dispersions. Safe Separation release missions to clear SEEK EAGLE requirements. Guided flight tests to evaluate the ability of the
…system to… and to in a dynamic operationally representative environment. The (Unit) will provide test support to include coordinating and scheduling all Eglin range resources and associated personnel required to support this test. This test will require multiple (specify resources). Required technical support resources include sources should be, but are not limited to… Test requirement details will be finalized during Test Planning Working Group meeting scheduled for xx/xxx/xxxx.

5. Our POCs are: Name, Rank, COMM: xxx-xxx-xxxx, DSN: xxx-xxxx, or xxxxxxx.xxxxxx@us.af.mil, and Name, Rank, COMM: xxx-xxx-xxxx, DSN: xxx-xxxx, or xxxxxxx.xxxxxx@us.af.mil

                                        //SIGNED///
                                        Signature Block
                                        Test or Program Director

APPENDIX C. PROGRAM INTRODUCTION DOCUMENT (PID) EXAMPLE

1. **PROGRAM TITLE:** Program Short and Long Name (Spell out all Acronyms)

2. **CUSTOMER DATA:**

    a. Requesting Agency: Program Office
    b. Program Representative: Lead POC
    c. Performing Agency: Projected Lead Developmental Test Organization (LDTO)/Executing Test Organization (ETO)
    d. Other Support Agency: Participating Test Organizations (PTO) including Contractors.

3. **PROGRAM IDENTIFICATION INFORMATION:** Brief description outlining the Program Background. Why is the program under development/upgrade, what kind of test will be conducted, and any acquisition milestones that apply? Program Acquisition Category (ACAT) and any DoD oversight requirements.

    a. Location and Desired Test Range:
    b. Test Readiness Reviews (TRR):
        • Ground TRR: As Scheduled
        • Flight TRR: As Scheduled
    c. Desired Test Start Date: As Scheduled
    d. Desired Completion Date: As Scheduled
    e. LDTO/ETO Desired Customer Agreement Date:
    f. Milestone Decision Authority: If applicable.

4. **ENVIRONMENTAL CONSIDERATIONS:** State "Standard local environmental regulations will be in effect," and/or add any particular environmental concerns that should be addressed early.

5. **SYSTEM BACKGROUND INFORMATION:** Outline a brief description of the Item Under Test, present the general test strategy required.

6. **TEST PROGRAM AND OBJECTIVES:** Discuss the program test objectives.
    a. <u>Objectives</u>:
    b. <u>Test Procedures</u>: This test will demonstrate system performance under a set of operationally representative conditions... The purpose of this test is to ensure that system meets…specification requirements.
    c. <u>Test Missions</u>: Total flight test missions estimated would be approximately… Total flight test hours estimated at approximately… hours. The following details are assumed for each test flight:

        1. Flight 1:
        2. Flight 2:
        3. Flight 3:
    d. <u>Success Criteria</u>: The test objective is to… The criterion is…

7.   ACTIVITY PLAN: The LDTO/ETO is requested to provide the following support for the test:

- a.   Meeting Support: Provide…
- b.   Mission Planning: Support…
- c.   Test Support: Appropriate flight test support disciplines and resources…
- d.   Test Conduct: Estimated ground and flight test activities: (For Example...)
  - • System installation or modification activity.
  - • Instrumentation installation activity.
  - • Functional and performance ground tests activity.
  - • Integration ground test activity.
  - • Flight test activity.
  - • Data Collection and Analysis activity.
- e.   Reporting: Technical Deliverable required.

8. ELECTRONIC/ELECTRO-OPTICAL SYSTEM INFORMATION: If applicable.

9. INSTRUMENTATION SYSTEMS: Will be required from 96 TW.

10.   TELEMETRY DATA/RANGE: Will be required from (LDTO/ETO/Range/PTO) organization at test location.

11.   AIR/GROUND COMMUNICATIONS: Will be required from (LDTO/ETO/Range/PTO/etc.) organization at test location.

12.   DATA PROCESSING/DISPLAY/CONTROL: TSPI data will be required from (LDTO/ETO/Range/PTO/etc.) organization at test location.

13. PHOTOGRAPHIC SUPPORT: Specify photographic requirements from (LDTO/ETO/Range/PTO) organization at test location.

14. METEOROLOGICAL: Will be required from (LDTO/ETO/Range/PTO) organization at test location.

15. RECOVERY: As required.

16. OTHER TECHNICAL SUPPORT: As required.

17. MEDICAL: As required.

18. PUBLIC AFFAIRS SERVICES: As required.

19. BASE FACILITIES/LOGISTICS: As required.

20. TRANSPORTATION: As required.

21. SERVICES REQUIRED: As required.

22. LABORATORY: As required.

23. MAINTENANCE: As required.

24. FACILITIES: As required.

25. MODIFICATION: As required.

26. SPECIALTY ENGINEERING: As required**.**

//SIGNED///
Test or Program Director

APPENDIX D. 96 TW CUSTOMER SURVEY

Annual

PROGRAM EVALUATION OF 96 TW PERFORMANCE		DATE	
TEST UNIT	96 TW JON NUMBER	PROGRAM TITLE	
NAME / ORGANIZATION / PHONE NUMBER		96 TW PROGRAM ENGINEER	

THIS SECTION TO BE FILLED OUT BY *96 TW PROGRAM ENGINEER*
PROJECT SCOPE (Please include type, duration, and number of test events)

THIS SECTION TO BE FILLED OUT BY PROGRAM REPRESENTATIVE (*Return this completed form to your 96 TW Program Engineer.*)

Concerning your test, please mark the ONE 96 TW process that you feel was the most important to you:

○ Requirements Definition   ○ Test Execution   ○ Deliverables   ○ Provisioning

		EXCEEDED REQUIREMENTS	MET REQUIREMENTS	DID NOT MEET – MINIMAL IMPACT	DID NOT MEET – SIGNIFICANT IMPACT	NOT APPLICABLE
TEST EXECUTION	ADEQUACY OF TECHNICAL SUPPORT	○	○	○	○	○
	EXECUTION OF TEST / DATA ACQUISITON	○	○	○	○	○
	RESOURCE AVAILABILITY (Range, Airspace, Aircraft, etc.)	○	○	○	○	○
	COMMENTS:					
DELIVERABLES	TEST REPORTS	○	○	○	○	○
	REDUCED DATA / ANALYSIS	○	○	○	○	○
	COMMENTS:					
PROVISIONING	FABRICATION SUPPORT	○	○	○	○	○
	FACILITY AVAILABILITY	○	○	○	○	○
	MODIFICATION	○	○	○	○	○
	COMMENTS:					
SCHEDULE	SCHEDULE PERFORMANCE	○	○	○	○	○
	ACCURACY OF SCHEDULE ESTIMATE	○	○	○	○	○
	COMMENTS:					
COST	COST PERFORMANCE	○	○	○	○	○
	ACCURACY OF COST ESTIMATE	○	○	○	○	○
	COMMENTS:					
BOTTOM LINE	Are we easy to do business with? ○ Yes ○ No					
ADDITIONAL COMMENTS						

ACRONYMS/ABREVIATIONS

413 FLTS	413th Flight Test Squadron
780 TS	780th Test Squadron
96 TW	96th Test Wing
96 TW/XPO	96th Test Wing/ Range Operations and Sustainment
96 TW/XPT	96th Test Wing/Strategic Initiatives Section
ACAT	Acquisition Category
AF	Air Force
AFB	Air Force Base
AFSAC	Air Force Security Assistance Center
AFTC	Air Force Test Center
AT4	Anti-Armor Rockets
ATC	Authority to Connect
ATCAA	Air Traffic Control Assigned Airspace
ATO	Authority to Operate
BLS	Boat Landing Sites
C2	Command and Control Systems
C4I	Command, Control, Communications, Computers, & Intelligence
C4ISR	Command, Control, Communications, Computers, Intelligence, Surveillance, and Reconnaissance
COMM	Commercial
CONOPS	Concept of Operations
CUI	Controlled Unclassified Information (previously FOUO)
DoD	Department of Defense
DSN	Defense Switched Network
EAFBI	Eglin Air Force Base Instruction
EAIP	Environmental Impact Analysis Process
EMT	Emergency Medical Technician
EOD	Explosive Ordnance Disposal
ETO	Executing Test Organization
ETTC	Eglin Test and Training Complex
EW	Electronic Warfare
EWC	East-West Corridor
EWTA	Eglin Warning Test/Training Area
FAA	Federal Aviation Administration
FARP	Forward Area Refueling Point
FCC	Federal Communications Commission
FIAR	Financial Improvement Audit Readiness
FL	Florida
HAZMAT	Hazardous Materials
HE	High Explosives
HLZ	Helicopter Landing Zones
IED	Improvised Explosives Devise
IHC	Interim Hazard Classification
IMC	Instrument Meteorological Conditions

JPAS	Joint Personnel Adjudication System
JMEM	Joint Munitions Effectiveness Manual
JON	Job Order Number
JUCAS	Joint Urban Close Air Support
LAN	Local Area Network
LDTO	Lead Developmental Test Organization
LMR	Land Mobile Radio
LOA	Letter of Acceptance
LOR	Letter of Request
LVC	Live, Virtual, Constructive
LZ	Landing Zone
MOA	Military Operations Area
MOT	Method of Test
MOUT	Military Operations in Urban Terrain
MRTFB	Major Range Test Facility Base
MSDS	Material Safety Data Sheet
NAS	Naval Air Station
NOLF	Navy Outlying Field
NSC	North-South Corridor
PE	Project Engineer
PID	Program Introduction Document
PM	Project Manager
PMB	Performance Management Baseline
POC	Point of Contact
PPP	Program Protection Plan
PTO	Participating Test Organization
RF	Radio Frequency
SCA	Software Configuration Audit
SCG	Security Classification Guide
SERE	Survival, Evasion, Resistance, and Escape
SOC	Statement of Capability
T&E	Test and Evaluation
TD	Test/Training Directive
TDP	Technical Data Package
T&E	Test and Evaluation
TE	Test Engineer
TEMP	Test and Evaluation Master Plan
TPP	Technology Protection Plan
TPWG	Test Planning Working Group
TRR	Test Readiness Review
TSPI	Time, Space, and Position Information
TW	Test Wing
UAS	Unmanned Aerial System
USAF	Unites States Air Force