

159th FIGHTER WING PILOT SELECTION PROCEDURES

COMPLIANCE WITH THIS INSTRUCTION IS MANDATORY

This instruction prescribes a method to ensure effective manning of the pilot force assigned to the 159th Fighter Wing. The selection of both experienced pilots and pilot candidates to accommodate actual and projected vacancies in the pilot force must be fair and equitable. This instruction specifies the procedures by which both types of officers will be screened for selection. This process primarily addresses the selection of pilots for the primary aircraft (UE) assigned. Organizational Support Aircraft pilot selections will be modified as necessary as all guidelines may not apply. A (★) indicates revisions from the previous edition.

1. **Application Process.** All applicants shall fill out HQ LA ANG Form 4, **159th Fighter Wing Pilot Application** and AF Form 24, **Application for Appointment as Reserves of the Air Force or USAF without Component**, to determine if minimum qualifications established by United States Air Force and Air National Guard are met. These forms will be submitted to 159 FW/OG. Applications must include availability date to affiliate with Louisiana Air National Guard. This will be considered by the board.

2. **Review Board.** Bi-Annually (or more frequently as directed by 159 FW/OG), a pilot review board will be convened to assess the merits of each applicant according to the following guidelines (see Attachment 1 for the UPT Pilot Review Board Ranking Guide):

2.1. Undergraduate Pilot Trainee (UPT) Candidates:

2.1.1. Domicile - Home and Work.

2.1.2. Louisiana National Guard experience.

2.1.3. Air Force Officer Qualification Test (AFOQT) scores and BAT results.

2.1.4. Physical fitness statement.

2.1.5. Work experience.

2.1.6. Civilian flying experience.

2.1.7. Attitude (Desire, aggressiveness, personality, compatibility).

2.1.8. Age eligibility.

2.1.9. Letters of Recommendations, Commendations, Awards.

2.1.10. Availability date - Applicants statement of date applicants could be sworn-in. Selection will be based on this date and commitment for positions will be open for a limited period based on this date.

2.2. Rated Pilot Candidates, Military Affiliated or Non-Affiliated:

2.2.1. Domicile - Home and Work.

2.2.2. Military flying experience (type, hours and sorties, instructor, special schools, etc.).

2.2.3. Currency - Date of last military flight and last aircraft type current.

2.2.4. Rank, Time in Grade, Date of Rank, Separation Date and any breaks in service.

2.2.5. Physical fitness statement.

2.2.6. Civilian job experience current occupation, and civilian flying experience.

2.2.7. Attitude (Desire, aggressiveness, personality, compatibility, recommendations).

2.2.8. Military record (Officer Performance Report, Unfavorable Information File, decorations, letters of recommendation, etc.).

2.2.9. Availability date - Applicants statement of date applicants could be sworn-in. Selection will be based on this date and commitment for positions will be open for a limited period based on this date.

2.3. The review board members will be advisory in nature and will be as detailed below. All voting members must be present to constitute a quorum, the chairman will ensure that objective recommendations are obtained from each member. The Chief of Personnel (non-voting member) will maintain a copy of the documentation of all board proceedings.

2.3.1. 159 FW/CC (Review Board Chairman).

2.3.2. 159 OG/CC

2.3.3. 122 FS/CC

★2.3.4. 122 FS/DO

2.3.5. HQ LA ANG/DO

2.3.6. 159 MSF/DP (Chief Personnel, non-voting recorder).

3. Selection Process:

3.1. Board Action.

3.1.1. The board will review all applications and rank all in order of preference (see Attachment 2 for Rated Pilot Selection Guidelines).

3.1.2. The 159th Fighter Wing Commander will endorse the findings of the board and forward to Headquarters Louisiana Air National Guard Commander (HQ LA ANG/CC) for approval. The Commander, LA ANG, will review and endorse board findings and forward to The Adjutant General (TAG-LA) for final approval.

3.2 Board procedures for previously qualified F-15 pilots:

3.2.1. Board will be chaired by: 159 FW/CC

3.2.2. Board will consist of: 159 FW/OG
122 FS/CC
122 FS/DO
HQ LA ANG/DO
159 MSF/DP (Non-voting recorder)

4. **Final Disposition.** Upon The Adjutant General's approval of any selection, the applicant will be informed by the 159 FW/OG and will begin processing through 159 MSF/DP for military affiliation with the Louisiana Air National Guard. He or she will be assigned a sponsor from the operations staff who will assist in processing and remain a point of contact until no longer needed. All non-selected applicants will be informed (see Attachment 3),

and their applications will be returned to the open file for future board consideration. If at any time during the selection process an applicant is deemed unqualified, he or she will be informed as to that determination and his or her name will be removed from those eligible. Maintenance and disposition of applicant case file will be in accordance with AFMAN 37-139, *Records Disposition Schedule* and AFI 37-138, *Records Disposition-Procedures and Responsibilities*.

5. **Prescribed Forms.** HQ LA ANG Form 4, **159th Fighter Wing Pilot Application** and AF Form 24, **Application for Appointment as Reserves of the Air Force or USAF without Component.**

6. **Prescribed Publications.** AFMAN 37-139, *Records Disposition Schedule* and AFI 37-138, *Records Disposition-Procedures and Responsibilities*.

BY ORDER OF THE GOVERNOR

BENNETT C. LANDRENEAU
Major General, LAARNG
The Adjutant General

OFFICIAL

Signed

BILLY M. JAMES, LTC, LA ANG
Administrative Officer

Attachments:

1. UPT Pilot Review Board Ranking Guide
2. Rated Pilot Selection Guidelines
3. Sample Letter - Notification of Non-Selection

UPT PILOT REVIEW BOARD RANKING GUIDE

Guideline factors for selection board consideration.

1. Domicile
2. Louisiana National Guard experience
3. Academic, AFOQT and BAT scores
4. Occupation and Work experience
5. Attitude
6. Recommendations
7. Availability

Excellent	Good	Average	Fair	Poor	Unacceptable
5	4	3	2	1	0

Category #1 no point value assigned.

Category #2 no point value assigned.

NOTE: Applicants who are not domiciled in Louisiana and are not current active members of the Louisiana National Guard (Air or Army) will not normally be considered unless, no applicants so qualified are available.

Category #3 point assignment from 0-5.

Category #4 point assignment from 0-5.

Category #5 point assignment from 0-5.

Category #6 point assignment from 0-5.

Category #7 point assignment from 0-10.

Total: 30 points.

RATED PILOT SELECTION GUIDELINES

1. Domicile
2. Military flying experience
3. Currency
4. Rank, Time in Grade, Date of Rank, Separation Date, and any breaks in service
5. Civilian job experience and civilian flying experience
6. Attitude
7. Availability
8. Military record

Category #1 Louisiana domicile (or one who will contract to move to Louisiana) has overall preference over other criteria unless all such applicants are adjudged unqualified.

Category #2 Military flying experience:

F-15 Background	5 points
F-16/18 Background	4 points
Other Fighter	3 points
Trainer	2 points
Other	1 point

Category #3 Currency:

Current F-15	5 points
Current Fighter	4 points
F-15 within 12 months	3 points
Fighter within 12 months	2 points
Any within 24 months	1 point

Category #4 0-5 points. Assigned by the board in consideration of the position open, unit rank structure requirements and applicant availability at time of selection.

Category #5 0-5 points. Assigned by the board evaluating quality of applicable skills to assigned position.

Category #6 0-5 points. Assigned by the board from interview, recommendations and all information available to the board.

Category #7 0-10 points. Subjective assessment of projected ability of applicant to perform flying duties including boards assessment of projected commuting time to unit and work day availability.

Category #8 0-5 points. Assigned by the board using consistent evaluation standards.

Total: 40 points.

(DATE)

MEMORANDUM FOR (CANDIDATE'S NAME)
(ADDRESS)

FROM: 159 OG/CC
400 Russell Ave Box 27
NAS-JRB, New Orleans, LA 70143-0027

SUBJECT: UPT and Pilot Vacancy Application, Notification of Non-Selection

1. This is to inform you that you were considered but not selected for membership as a pilot in the 159th Fighter Wing, Louisiana Air National Guard. This decision has been reached after careful consideration of your application.
2. Non-selection for pilot membership should not be interpreted as an indication of being found unqualified or undeserving. It simply reflects the competitive nature of the selection process and the limited number of selections that can be made. Your application is being returned to file for additional consideration in future selections. Should you desire to have your name withdrawn for consideration, please notify me as soon as possible.

(Commander's Name, Rank, LA ANG)
Commander