

AFPMAN COMPREHENSIVE ASSESSMENT (ACA) WORKSHEET (All Area Tag)

PRIVACY ACT STATEMENT

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I. PERSONAL INFORMATION

NAME (Last, First, Middle Initial)	PHONE	UNIT
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II. TYPE OF ASSESSMENT INITIAL MID-TERM FOLLOW-UP RATEE REQUESTED RATEE DIRECTED

III. SELF-ASSESSMENT (To be completed by Ratee and forwarded to Rater) Rating Scale: P, PAL, UNDEVELOPED, UNMET, UNRELIABLE

RESPONSIBILITY:	PLATE:
1. Understands the importance of doing the right thing when it is appropriate or difficult.	
2. Understands the importance of responsibility in the care and use of equipment and assets.	
3. Understands the importance of admitting shortcomings or mistakes.	
4. Understands the importance of refusing to participate in inappropriate behavior(s) despite social pressures.	
5. Understands the importance of accomplishing tasks in a timely manner.	
6. Understands the importance of providing support and welfare, of family, and ensuring they are prepared for operations and/or reunions, if applicable.	

ACCOUNTABILITY:

7. Understands the importance of the Air Force Core Values/Standards and how others should be accountable.	
8. Understands the importance of applying situational awareness and sound judgment.	
9. Understands the importance of being within one's means (financial, budget, cost, spend, resource, etc.).	

AIR FORCE CULTURE:

10. Understands the importance of leading by example.	
11. Understands the importance of respecting one's self and others.	
12. Understands the importance of looking after fellow Airmen and their families (in include while fellow Airmen are deployed).	
13. Understands the importance of showing appreciation to being an Airman and to inspiring others to reach their full potential.	
14. Understands the importance of upholding the proud heritage of the Air Force and the importance of displaying the professional characteristics of an Airman at all times (AFL).	

SELF:

15. Understands the importance of setting aside time to attend to, or meet, personal and professional goals.	
16. Understands the importance of setting aside quality time alone with family and friends.	
17. Understands the importance of striving to meet personally-oriented goals. Review Section III for discussion during feedback session.	

IV. AIRMAN'S CRITICAL ROLE IN SUPPORT OF THE MISSION (To be completed by Rater)

V. INDIVIDUAL READINESS INDEX (Completed by Rater after talking to Unit Deployment Manager)
 Is RDR (UNMET/NOT CURRENTLY DEPLOYABLE) OR ORDER (PROFL P 64 CURRENTLY DEPLOYABLE) **AF Indicator**

VI. PERFORMANCE / CAPABILITIES/ SKILLS/ KNOWLEDGE/ TRAINING (To be completed by Rater - Information may be used against E PR) (Apply only to PCA, the bottom level function, only if deployed/operational/active/assigned with the current unit, OTC/OTC only for the bottom plate with additional capabilities)

1. Task/Responsibility/Proficiency: Operates aircraft, controls, engine, and other parts of the aircraft; knowledge and ability to accomplish tasks.	Communications skills, including radio/intercom, headset, microphone, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.
2. Instrumentation: Operates the cockpit instrumentation, including engine, fuel, oil, airspeed, altitude, and other instruments.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.
3. Pilot/crew (ground) tasks: Operates and maintains engine, fuel, oil, airspeed, altitude, and other instruments.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.
4. Duty Station: Operates, maintains, and inspects aircraft; performs maintenance, including engine, fuel, oil, airspeed, altitude, and other instruments.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.
5. Maintenance: Operates and maintains engine, fuel, oil, airspeed, altitude, and other instruments.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.	Operational aircraft skills and emergency procedures, including radio, engine, instrument, and other systems.

VII. COMMENTS: