

AFSEC STUDENTS - KIRTLAND AFB - WELCOME INFORMATION

24 Nov 23

Congratulations on your selection to attend an Air Force Safety Center (AFSEC) course at Kirtland AFB!
Please see the below information:

HQ AFSEC Address:

Bldg 24499, 1st floor
9700 G. Avenue SE
Kirtland AFB, NM 87117

Google Maps: Enter in the search bar: "AF Safety Center, G Avenue SE, Albuquerque, NM"

Base/Local Maps:

Maps of Albuquerque and Kirtland AFB, NM, as well as directions to AFSEC:

- <https://www.safety.af.mil/Divisions/Training-and-Force-Development-Division/Maps/>

Gate hours/Information:

Current gate information on the Kirtland AFB webpage:

- <https://www.kirtland.af.mil/About-Us/Fact-Sheets/Display/Article/3001593/gate-hours/>

Lodging Information:

On-base lodging reservations have been made for all TDY students attending courses held at AFSEC, Kirtland AFB. See Enclosure 1 for FY24 Group Reservation Numbers for each class.

Students are responsible for confirming lodging reservations with the Kirtland Inn prior to arrival by providing a government credit card number and the applicable group reservation number. Please contact the Roadrunner Inn Reservation line at DSN 246-9653/9663 (Comm 505-846-9653/9663).

Additional Roadrunner Inn information: [Roadrunner Inn Lodging | Kirtland Force Support](#)

Students Allocated an AETC/TDY-to-School Funded Quota:

Refer to the TDY-to-School Handbook, 21 Jan 20, paragraph 1.11a, for specific directions on completing the lodging module in DTS when creating TDY orders, along with other travel order guidance:

<https://tdyotoschool.us.af.mil/login/>.

Student Reporting Instructions:

Class begins at 0730 on the first day. Please check the marquee board in the AFSEC lobby for specific classroom number for each course.

AMIC/ASPM/BPC-COS Combo/MINA/SMC/SMIC Students: Prerequisites are mandatory and must be completed before class start date.

The “**AFSEC Course Prerequisites**” document is available on the Air Force portal under "Quick Links," "Safety," "Training and Force Development." Under "TDY Information," select "AFSEC Course Prerequisites.”

- <https://www.my.af.mil/gcss-af/USAF/ep/globalTab.do?channelPagelId=s6925EC1335180FB5E044080020E329A9>

Uniform/Civilian Attire Requirements:

Military members must attend class in the appropriate uniform of the day and meet dress and appearance standards IAW AFI 36-2903, *Dress and Personal Appearance of Air Force Personnel*. Civilian members must wear business casual attire. Shorts, tank tops, and athletic wear are examples of inappropriate attire.

Course Material:

Course materials are available for viewing and download at the following AF Safety University portal link:

- <https://www.my.af.mil/gcss-af/USAF/ep/globalTab.do?channelPagelId=sF575FC8E259941D40125A29E9A7C00EF>

**Hard copies of course materials are not provided and cannot be printed on AFSEC government printers. If you would like a hard copy of the course material, please print, and bring the copy with you to class.

AFSEC Training and Force Development Websites:

- Public: <https://www.safety.af.mil/Divisions/Training-and-Force-Development-Division/>
- Portal: <https://www.my.af.mil/gcss-af/USAF/ep/globalTab.do?channelPagelId=s6925EC1335180FB5E044080020E329A9>

Safety University Graduates:

We encourage you to join a discussion group with students (past, present and/or future) at the below link to address questions, comments, and/or concerns:

- <https://www.my.af.mil/gcss-af/USAF/group?groupId=g827A147E5017113801503EDA1F00234E>

Local Area Information:

Listing of restaurants and hotels near the base:

- <http://www.militaryavenue.com/Kirtland+Air+Force+Base/413/Casual+Dining/153/Listing.aspx>

Contact Information:

Course Managers:

AMIC/ASPM/HFWSP: DSN 246-1613

BPC/IFSO/SMIC: DSN 246-9511

BPC-COS/MINA/RM/SMC: DSN 246-1449

NOTE: You may call other course manager phone numbers above if you can't reach your primary course manager. You may also contact the course managers at the AFSEC/SETM Org Box e-mail address:

afsec.setm@us.af.mil.

Branch Chiefs (afsec.set@us.af.mil):

Training Development (AFSEC/SETD): Safety U, myLearning CBTs; SMC & MINA Instructor (DSN 263-3973)

Training Instruction (AFSEC/SETI): AMIC, ASPM, IFSO, SMIC, and RM Instructors (DSN 246-0932)

Training Management (AFSEC/SETM): Course Information; Quotas; Eligibility; BPC and BPC-COS Management (DSN 246-1613)

Training Quality (AFSEC/SETQ): Accreditation; Course Material; Critiques; Graduate Assessment Surveys (DSN 263-8460)

Deputy Division Chief, Training and Force Development: DSN 263-3973

Division Chief, Training and Force Development: DSN 246-4082

Commercial: (505) 846-xxxx; (505) 853-xxxx

ENCLOSURE 1

**FY24 Class Schedule of AFSEC-Managed Courses
(As of 13 Nov 23)**

Class	Arrival Date	Start Date	Grad Date	Departure Date	# Rooms	Confirmation # & Cutoff Date
Aircraft Mishap Investigation (AMIC) - WCIP 05A (PDS: PZW)						
AMIC 2024A	1 day before CSD	27-Nov-23	15-Dec-23	17-Dec-23	30	20340096243 & 13 NOV 2023
AMIC 2024B	1 day before CSD	27-Nov-23	15-Dec-23	17-Dec-23	30	20340096241 & 13 NOV 2023
AMIC 2024C	1 day before CSD	22-Jan-24	9-Feb-24	10-Feb-24	30	20340096242 & 08 JAN 2024
AMIC 2024D	1 day before CSD	29-Jan-24	16-Feb-24	17-Feb-24	30	20340096244 & 15 JAN 2024
AMIC 2024E	1 day before CSD	4-Mar-24	22-Mar-24	23-Mar-24	30	20340096245 & 19 FEB 2024
AMIC 2024F	1 day before CSD	11-Mar-24	29-Mar-24	30-Mar-24	30	20340096246 & 26 FEB 2024
AMIC 2024G	1 day before CSD	8-Apr-24	26-Apr-24	27-Apr-24	30	20340096247 & 25 MAR 2024
AMIC 2024H	1 day before CSD	15-Apr-24	3-May-24	4-May-24	30	20340096248 & 01 APR 2024
AMIC 2024I	1 day before CSD	6-May-24	24-May-24	25-May-24	30	20340096249 & 22 APR 2024
AMIC 2024J	1 day before CSD	3-Jun-24	21-Jun-24	22-Jun-24	30	20340096250 & 20 MAY 2024
AMIC 2024K	1 day before CSD	10-Jun-24	28-Jun-24	29-Jun-24	30	20340096251 & 27 MAY 2024
AMIC 2024L	1 day before CSD	8-Jul-24	26-Jul-24	27-Jul-24	30	20340096252 & 24 JUN 2024
AMIC 2024M	1 day before CSD	5-Aug-24	23-Aug-24	24-Aug-24	30	20340096253 & 22 JUL 2024
AMIC 2024N	1 day before CSD	9-Sep-24	27-Sep-24	28-Sep-24	30	20340096254 & 26 AUG 2024
SATP [Int'l] Flight Safety Officer (IFSO) - WCIP 05U (PDS: 15R)						
IFSO 2024A	5 days before CSD	4-Mar-24	12-Apr-24	13-Apr-24	30	20340096255 & 13 FEB 2024
IFSO 2024B	5 days before CSD	13-May-24	21-Jun-24	22-Jun-24	30	20340096256 & 29 APR 2024
IFSO 2024C	5 days before CSD	12-Aug-24	20-Sep-24	21-Sep-24	30	20340096257 & 29 JUL 2024
Safety/Accident Investigation Board President (BPC)/ Chief of Safety (COS) Combo - WCIP 05B (PDS: EAE)						
BPC-COS 2024A	1 day before CSD	4-Dec-23	8-Dec-23	9-Dec-23	15	20340096297 & 27 NOV 2023
BPC-COS 2024B	1 day before CSD	22-Jan-24	26-Jan-24	27-Jan-24	15	20340096260 & 08 JAN 2024
BPC-COS 2024C	1 day before CSD	25-Mar-24	29-Mar-24	30-Mar-24	15	20340096261 & 11 MAR 2024
BPC-COS 2024D	1 day before CSD	13-May-24	17-May-24	18-May-24	15	20340096262 & 29 APR 2024
BPC-COS 2024E	1 day before CSD	15-Jul-24	19-Jul-24	20-Jul-24	15	20340096263 & 01 JUL 2024
BPC-COS 2024F	1 day before CSD	9-Sep-24	13-Sep-24	14-Sep-24	15	20340096264 & 26 AUG 2024
Mishap Investigation Non-Aviation (MINA) - WCIP 059 (PDS: I9Q)						
MINA 2024A	1 day before CSD	27-Nov-23	8-Dec-23	9-Dec-23	30	20340096266 & 13 NOV 2023
MINA 2024B	1 day before CSD	5-Feb-24	16-Feb-24	17-Feb-24	30	20340096267 & 22 JAN 2024
MINA 2024C	1 day before CSD	25-Mar-24	5-Apr-24	6-Apr-24	30	20340096268 & 11 MAR 2024
MINA 2024D	1 day before CSD	8-Jul-24	19-Jul-24	20-Jul-24	30	20340096269 & 24 JUN 2024
Space Mishap Investigation Course (SMIC) - SMIC001 (PDS: 20S)						
SMIC 2024A	1 day before CSD	26-Feb-24	8-Mar-24	9-Mar-24	30	20340096270 & 12 FEB 2024
SMIC 2024B	1 day before CSD	15-Jul-24	26-Jul-24	27-Jul-24	30	20340096272 & 01 JUL 2024