

AIR SUPPORT DIVISION

ORDER NO. 4

July 7, 2002

8.2.2

TO All Air Support Division Personnel

FROM Commanding Officer, Air Support Division

SUBJECT: REVISED AIR SUPPORT DIVISION MANUAL SECTIONS REGARDING
CHIEF TACTICAL FLIGHT OFFICER

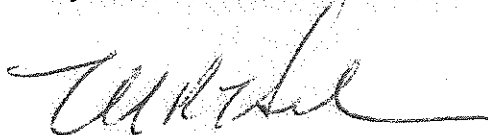
This correspondence is to inform all personnel that Air Support Division (ASD) Manual Sections 303 and 303.05 have been revised. The revised sections will read as follows.

303 CHIEF TACTICAL FLIGHT OFFICER. The Chief Tactical Flight Officer is a Police Officer II+2 position responsible for monitoring the proficiency of ASD Tactical Flight Officers (TFO). The Chief TFO is also responsible for evaluating ASD current and proposed flight operations, aircraft, equipment and training programs relative to tasks performed by Tactical Flight Officers. The Chief TFO evaluates Department line activities and communications relating to airborne law enforcement. The Chief TFO is appointed by and serves at the discretion of the Commanding Officer, ASD. The tour of duty for the Chief TFO position shall generally be two years. Extensions to this tour of duty shall be at the discretion of the Commanding Officer, ASD. The Chief TFO has the following duties:

- Primary leadership to all Tactical Flight Officers.
- Maintaining training records on all Tactical Flight Officers.
- Maintaining files on current and future technologies related to the Tactical Flight Officer operations of the Division.
- Coordinating Tactical Flight Officer training and enrichment programs.
- Maintaining proficiency in all specialized equipment relative to Tactical Flight Officer and Crew Chief functions.

303.05 ELIGIBILITY REQUIREMENTS AND PREREQUISITE EXPERIENCE.

To be eligible for the position of Chief Tactical Flight Officer, an officer shall have the appropriate leadership and communication skills, possess a minimum of 1,000 hours as a TFO in Divisional helicopters, and be qualified in all equipment utilized in TFO operations. Any exception to the above requirements is at the sole discretion of the Commanding Officer, ASD.



MICHAEL R. HILLMANN, Captain
Commanding Officer
Air Support Division