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About the ITAOP/savePDF Method

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

ITAOP savePDF method proved to be very simple and completely reliable for millions of users all over the world (incl. individuals, companies, organizations, government employees).

INSTRUCTIONS

The prescribing directive for AFTPs/AGTPs is AFR 35-41, Volume II, Chapter 4, paragraph 4-10. Guidelines for processing are in AFM 177-373, Volumes II and III. Incorrect entries are to be lined through, but not obliterated, and correct data entered

MEMBER will complete an entry for each AFTP/AGTP accomplished. Enter the date, training activity (to qualify for an AFTP, the flight must get airborne), flying hours (actual time logged on AFTO Form 781, AFORMS Aircrew/Mission Flight Data Document), duty time (actual training hours), civilian time sheets (actual hours worked) (ARTs only), type leave and hours (ARTs only), and member's signature (each entry must be signed).

OPERATIONS STAFF will prepare and maintain this form for each member on flying status. Verify AFTP data entered by the member against AFTO Form 781 and flight authorization. Compute/fill in the totals prior to submission to certification official.

VERIFIER will verify each entry and sign in the appropriate block.

CERTIFICATION OFFICIAL will complete appropriate blocks prior to submission to Reserve Pay Office (RPO). After last verified entry, draw a diagonal line through unused spaces.