



**Download any U.S. FedForm (free, fillable, savable in Adobe Reader)!  
Start with the "Flash Demo" at the top of the following page:  
[www.usa-federal-forms.com](http://www.usa-federal-forms.com)**

**Convert any fillable PDF form to savable (locally, in Adobe Reader):  
[www.savePDF.com](http://www.savePDF.com)**

**Convert any document (in any format) to PDF fillable and savable:  
[www.FillinDocs.com](http://www.FillinDocs.com)**

**All (10's of 1,000's) U.S. Federal Forms already fillable, savable:  
[www.usa-federal-forms.com](http://www.usa-federal-forms.com)**

---

### **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).

12. REMARKS:

(THIS FORM IS SUBJECT TO THE PRIVACY ACT OF 1974)

**AUTHORITY:** 10 U.S.C. 8013 and EO 9397

**PRINCIPAL PURPOSE:** Source document for recording multiple parachutists jumps into the Aviation Resource Management System (ARMS) and validating entitlement to Hazardous Duty Incentive Pay (HDIP).

**ROUTINE USES:** This data is not disclosed outside DoD agencies.

**DISCLOSURE IS VOLUNTARY:** Failure to provide the information and SSAN#, could result in loss of record with consequent loss of professional qualifications and incentive pay entitlement.

13. DATE CERTIFIED:	14. PRINTED NAME & GRADE OF CERTIFYING OFFICIAL/SIGNATURE:	15. ARMS VERIFICATION			
		INPUT DATE:	INITIALS:	AUDIT DATE:	INITIALS:

### AF FORM 4323 INSTRUCTIONS

**NOTE:** Complete one form per jump mission. Do not combine multiple-jumps on this form. Parachutists TDY with other services will use the AF Form 922. The HARM office will use "F" coded freefall condition jumps (Block 10) towards HALO pay. Jumps not coded as freefall (are static jumps) count towards static pay. (For clarification see AFI 11-410, Chapter 9 and page 53 for definitions)

1. DATE - Date of multi-crew jump (complete a separate form per mission for a crew)
2. MDS (AIRCRAFT) - Enter the aircraft mission, design, and series jump crew performed duties from.
3. DZ/LOCATION - Location/name of drop zone.
4. LAST NAME, FIRST NAME - Self explanatory, be sure to spell out members full name. i.e., Gerrard, Yvette
5. UNIT - Enter the member's unit of assignment.
6. SSN - Self-explanatory
7. TYPE OF PARACHUTE - Self explanatory (Specify type of parachute member used).
8. JUMP ALTITUDE - Enter jump altitude (exit altitude if free-fall)(use only for multiple jumpers who exit at same altitude).
9. TYPE OF JUMP - Place an "X" to indicate the type(s) of jump. Multi-types may be performed/logged on same jump.
10. JUMP CONDITIONS - Place an "X" in the appropriate block. Multi-conditions may be applicable to same jump.
11. JUMP DUTY - Place an "X" in the block under jump duty performed. Log ONE only--ARMS credits one for career history/pay.
12. REMARKS: Use to explain jumps listed as "other", and other pertinent remarks as required. (Use only if applies to all jumps on form, otherwise specify).
13. DATE CERTIFIED - Self-explanatory.
14. PRINTED NAME AND GRADE OF CERTIFYING OFFICIAL AND SIGNATURE - Self-explanatory.
15. ARMS UPDATE: Date entered in ARMS and initials of person who updated ARMS. Date audited and initials of person that audited against ARMS output report.

**EXTRACTS:** If a member jumps off-station (not with home jump unit that maintains their Jump Record Folder) an extract is required. Copy the original form in its entirety and the jumpmaster must certify it as a True and Correct Extract. The member then turns the extract into their local jump unit or the base Host Aviation Resource management (HARM) office (if no 1C0X2s are assigned to member's unit) to enter the data in the Aviation Resource Management System (ARMS). The unit the member jumped with will line through the member's name, after a copy is made and write "EXTRACT" in the remarks section next to the member's name.