

#### EDITORIAL

#### THE VOLUNTEER MAGAZINE IS PUBLISHED MONTHLY BY:

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#### ABOUT THE VOLUNTEER

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Cover: Vice President Mike Pence poses for a photo with members of 134th CES. Vice President Pence visited the 134th Air Refueling Wing on his way to an event Sept. 21, 2018. (Photo courtesy of Staff Sgt. Lisa Maxwell)



# Volunteers Supporting and Defending America

Mission Statements

Federal: Support rapid global mobility and sustainment by providing world class personnel, vital air refueling and airlift capabilities for contingency response and stustained combat operations

**State: Provide personnel and equipment** to protect life & property during emergency response operations as directed by the **Governor of Tennessee & the Adjutant** General



#### **VP Pence meets 134th Airmen**

Vice President Mike Pence visited with 134th ARW members during a brief stop at McGhee Tyson ANG Base on Sept. 21, 2018.



#### It's Flu Season

Maj. Jennifer King explains how flu works and how to help keep your family well this holiday season.



#### **OCP Guidance**

The OCP uniform is authorized for wear as of Oct. 1, 2018. We have everything you need to know to wear it properly.



#### **Operation Take-Back**

The 134th SFS is teaming with the DEA to collect unused prescription medications Sunday, October 4.





Medical Group Hours

Medical Group hours and notes





Customer Service Hours

Public Affairs, Security Forces, Clothing Issue, and Mobility



**Rocky Top** Dining **Facility** 

This weekend's menu



Fire **Prevention** Week



Oct. 7-13 is Fire Prevention Week





Halloween Party!

Oct. 27th is the annual Halloween Party





Officer **Vacancies** 

MEO and CES have drill-status officer openings!

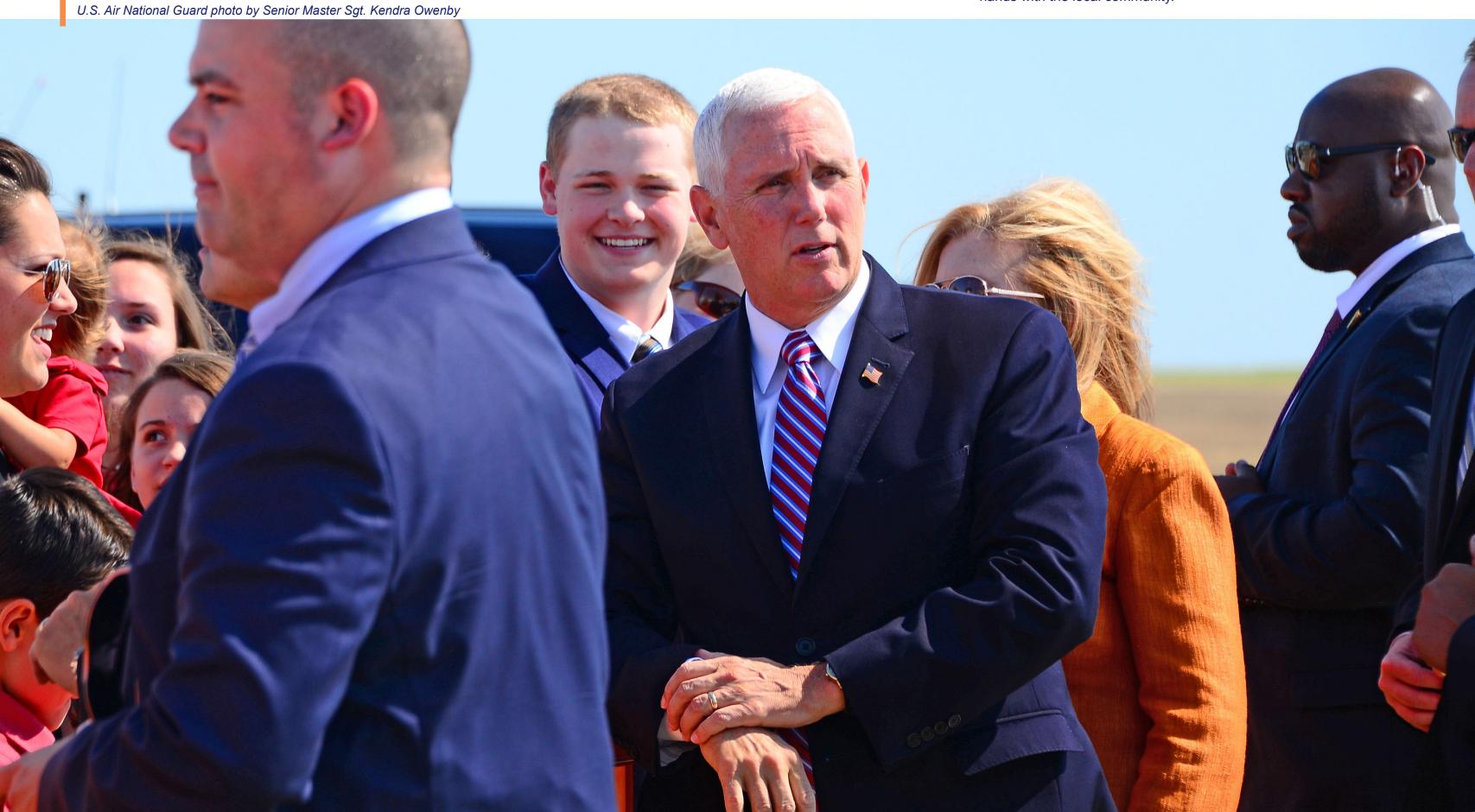


**Opening** 

The 151st Air Refueling Squadron has a Pilot opening!

## Vice President Pence Visits 134th ARW

Knoxville Airmen and families gathered to greet Vice President Mike Pence when he arrived at the 134th Air Refueling Wing on Sept. 21st, 2018. Pence was on his way to an event, but paused to visit and shake hands with the local community.











Top Left: Local law enforcement gather at McGhee Tyson to provide an escort for Vice President Pence.

Bottom Left: 134th SFS members provide security in preparation for Vice President Pence's arrival.

Above: Members of the 134th CES perform media escort duty.

Immediate Left: Vice President Pence shares a smile and a handshake with 134th CES members. (U.S. Air National Guard photos by Senior Master Sgt. Kendra Owenby and Staff Sgt. Teri Eicher, 134th ARW Public Affairs)

# Ready to Wear

The 134th ARW is currently waiting for approval of our Wing patch. Once it is approved and available the 134th will notify Wing members.

These are just a few of the highlights from the latest Air Force Guidance Memorandum, 2018-03, dated Sept. 28, 2018. Be sure to read the entire AFI and the AFGM for complete dress and appearance instructions.

Airmen are authorized to wear previously–owned, serviceable OCPs, including the Operation Enduring Freedom-Camouflage Pattern commonly referred to as the Multi-cam.

Airmen will wear a basic configuration consisting of name and USAF tapes, U.S. Flag and rank (mandatory). The subdued black and green cloth flag is authorized for wear until June 1, 2020, then the spice brown US flag will be the only accepted version. Infrared US flags are not authorized

The USAF name tape, blouse name tape and rank must be either Velcro or sewn--they must all be affixed in the same manner

Independently, the patrol cap name tape and occupational badge may be either sewn or Velcro and do not have to match the rest of the blouse or each other in that manner

Higher headquarters and unit patches have an optional wear date of Oct. 1 and will be mandatory on April 1, 2021. Until the mandatory wear date, current subdued versions of HHQ and/or unit patches may be worn. Colored patches are not authorized.

Authorized duty identifier tabs are listed in Table 5.3.

Airmen may wear other services' qualification badges, if earned and awarded, i.e. Ranger tab, Air Assault or Pathfinder. Award criteria for other services' qualification badges will be in accordance with the awarding service's directives. Sister service and joint badges can be worn in their current color configuration and will not be converted to the spice brown color criteria.

Airmen can wear desert sand or tan T-Shirts until June 1, 2020, when Airmen will only wear the coyote brown or Tan-499 T-Shirt.

Red Horse squadrons may wear a red baseball cap with the RED HORSE emblem/symbol centered on the cap front. Combat Arms personnel are authorized to wear a red baseball type cap with the words COMBAT ARMS while performing duties on the range complex.

During initial transition, Airmen may wear either tan or coyote brown boots with OCPs until June 1, 2020, when only coyote brown boots are authorized.

Airmen may wear coyote brown fleece with OCPs. Scarves, earmuffs and watch caps may be either coyote brown or black. Gloves must be sage green.

Your chain of command should be the first avenue for clarification and further guidance on local standards and policies. (Current as of Sept. 28, 2018)



TIMELINE

2018

1 OCT

Serviceable OCP's may be worn with current patches/badges

Airmen can purchase OCP's at the following AAFES locations: Aviano AB, Charleston AFB, Shaw AFB and MacDill AFB, Pentagon

2019

1 APR

sales locations continues

OCT

1 JUN

Online sales projected to be

Expansion of in-store AAFES

available

2020

Coyote brown boots mandatory

Coyote brown/tan 499 T-Shirt mandatory

U.S. Flag spice brown color criteria mandatory

Spice brown officer rank mandatory

DLA green socks/coyote brown socks mandatory

2021

1 APR

OCP Utility Uniform mandatory

All AF patches must be converted to the spice brown color criteria

# BENEFITS

- •The OCP works in all climates and across the spectrum of missions we perform
- Over 100,000 Airmen have been issued and/or are already wearing OCPs. This includes AFCENT, AFSOC and our AFGSC Defenders
- The OCP will bring back Air Force heraldry with unit patches
- The OCP celebrates our joint warfighting excellence and close ties with the Army

(Current as of: Oct. 3, 2018)

# Happy Flu Season ...ahem... I mean, Happy October!

by Maj. Jennifer King, 134th Medical Group



That's right, it's time for our routine discussion of what the flu is, and what we can do to protect ourselves and FACE! I just screamed this in caps because I need someone to yell it at me too! Even when the germs are on your our families. Starting with the basic characteristics of the flu: It is a virus that is highly contagious, meaning it is easy to spread from person to person. The typical flu creates fever, chills, body aches and upper respiratory symptoms like runny nose, cough, and congestion, with the possible added bonus of gastrointestinal symptoms like nausea, vomiting and diarrhea. The illness typically lasts one to two weeks and is miserable, but not dangerous unless you are immune compromised - very young, very old or have other diseases. Symptoms typically start 1-4 days after exposure and the ill person is able to spread the virus to others from 1 day prior to symptom onset to 4-5 days after symptom onset (sometimes kids can spread it for up to a week or so).

How do we protect ourselves and our loved ones? Obviously, we all have had the flu shot, but make sure your family gets it as well. Having your immune system pre-programmed to recognize and fight the virus from the get-go helps. The virus is spread through respiratory droplets that are released into the air up to six feet away when we talk, cough or sneeze. These droplets are either inhaled into our lungs when we breathe in or remain alive on our clothes or on surfaces such as counters for 2-8 hours. We then touch these surfaces or our clothes, then touch our mouths, nose or eyes, thereby transporting the virus into our bodies. Thus, if ill individuals remain home, "quarantine" themselves and cover their mouth or nose with a mask when in public, the virus is less likely to go anywhere. From the other side, if healthy individuals wear a mask and wash their hands frequently when around known illness, they are less likely to contract it.

This advice is great for known illness, yet the most contagious time is before people even realize they are ill and this is where precautions can have the greatest effect. As with all viral illnesses, one of the biggest changes you can make to protect yourself is to wash your hands with soap and water before eating, on using the restroom and after touching very public surfaces (shopping carts, public door knobs, etc). Hand sanitizer works, but is also very drying, so use it only when soap and water are not available. The other biggie is to STOP TOUCHING YOUR

hands or clothes, if you don't touch your face and you wash before you eat, they don't get in. This one is HUGE!

Now, what if you're already sick? How do you know the difference between a cold, the flu, and a life threatening process? A cold is a cold is a cold. Runny stuffy nose, post nasal drainage, and cough, but you can still function with a cold, it's just not fun. With the flu, you feel like you've been hit by a truck. Sudden onset of above symptoms plus fever, body aches, GI symptoms and just plain misery. If you aren't sure and think you may have the flu, go get checked out. We have anti-viral medications that can shorten the course and lessen the severity of the flu, but they need to be started quickly. Whether you have the flu or not, the same principles apply for when it's time to seek advanced medical care:

- Any fever that will not break with Tylenol/Motrin
- Any trouble breathing (don't assume it's "just the flu"...go!)
- Dehydration (trouble keeping fluids down, decreased urination, extreme weakness)
- Getting suddenly worse or getting worse again after feeling better

All of these symptoms should send you to the doctor - they are what cause the "flu deaths" each year. When caught early, they can be treated much easier and with more success that when treatment is delayed. Do NOT try to tough it out. Seek medical care sooner rather than later.

Have a safe and happy holidays and wash your hands!

### Knoxville Airmen partner with DEA to combat opioid crisis

by Staff Sgt. Melissa Dearstone 134th ARW Public Affairs

The 134th Security Forces Squadron is partnering with the Drug Enforcement Agency, Knoxville office, to host Operation Take-Back, Oct. 14.

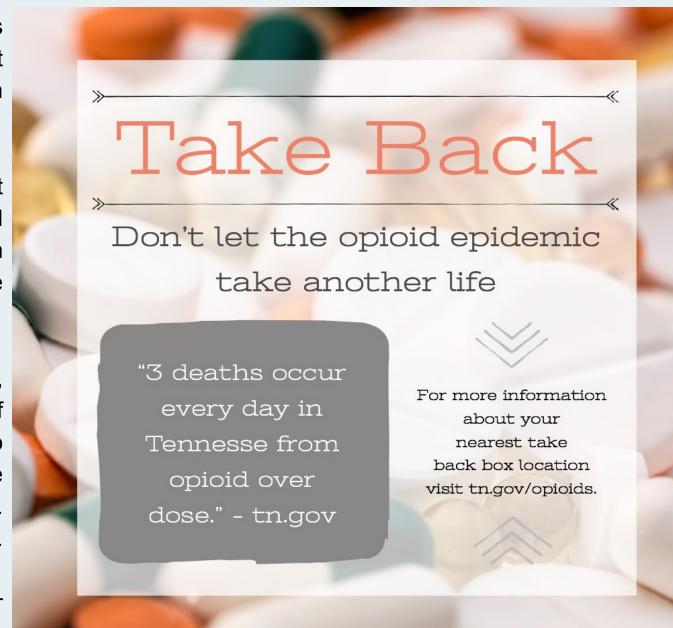
Operation Take-Back is a program that collects and safely disposes of expired or unused prescription medications from anyone in the community who has base access.

"The initiative aims to provide a safe, convenient and responsible means of disposing prescription drugs, while also educating the general public about the potential for prescription drug abuse," said Lt. Col. Artis Douglass, 134th SFS commander.

In 2017 there were 6,879,698 painkiller prescriptions written in Tennessee, which

is more than the whole state population, according to the Centers for Disease Control and Prevention. The state ranked in the top five of highest number of opioid prescriptions written.

"Eliminating the threat of prescription medications that are expired or not



required from Airmen's homes, can help us get closer to a drug- free force," said Lt. Col. Gilbert Harvey, chief of the Drug Demand Reduction Program for the Air National Guard. Harvey said Airmen can also acquire free prepaid drug Take Away bags available year round at the 134th Medical Group.

In addition to the Take Away bags, there are also many local take away events and permanent locations in all communities that can be found on the TN.gov website.

According to the CDC, it will take hospital emergency departments, health departments, mental health and treatment providers, law enforcement and local communities all working together to get people the help they need and work to prevent opioid overdose and death.

Operation Take-Back will be located at the McGhee Tyson ANGB Base Exchange from 1000hrs-1500hrs. For more information contact 134th SFS at 336-6212.

# MEDICAL HOURS

PLEASE REFER TO LISTED HOURS FOR SERVICES AT THE 134TH MEDICAL GROUP.

### SATURDAY

#### PHYSICAL HEALTH ASSESSMENTS (PHA'S)

0815-1130

#### FITNESS FOR DUTY EVALUATIONS

0830-0900

#### **IMMUNIZATIONS**

0830-1130

#### **QNFT TESTING**

0830-1130

#### **DEPLOYMENT PROCESSING/ANAM/DNA TESTING**

0830-1100

#### **FITNESS TESTING EVALS**

1000-1100

#### WAIVER/MEDCON/LOD APPS

1230-1400

#### **IMMUNIZATIONS**

1230-1430

#### **HEARING EXAMS/ANAM**

1300-1500

#### **MDG CHANGE OF COMMAND**

1530-1600

### SUNDAY

#### FITNESS FOR DUTY EVALUATIONS

730-0800

#### **IMMUNIZATIONS**

1300-1345

#### Medical Group is closed for

training on Sunday with the

exception of the listed times

and activities.

# MENTAL HEALTH ASSESSMENTS MHAs will be scheduled by appointment only.

CONTACT MEDICAL GROUP
To make an appointment outside of listed times call 336-4277

# REMINDER: REPORT ALL NEW MEDICATIONS TO MED GROUP

- \* Individuals requiring lipid tests must fast for 14 hours prior to physical examination.
- \* Individuals are not to consume any alcohol for at least 72 hours prior to physical examination.
- \* If you wear glasses you must bring them with you for physical. Please do not wear contact lenses for exam.
- \* If you are deploying, please check with the clinic well in advance of departure date for immunization requirements.



The photo studio is open Saturday of UTA from 1230-1500 for new member portraits, official photos, ISOPREPS and passport photos.

The photo studio also offers photos by appointment only on Wednesdays from 0800-1100.



134th Security Forces offers customer service hours Monday-Friday from 0800-1100 and 1200-1600.

#### CLOTHING ISSUE CUSTOMER SERVICE HOURS



Clothing issue is open for customer service:

Friday from 0800-1100 and 1300-11530

Saturday of UTA from 0900-1100 and 1300-1600

Sunday of UTA from 0800-1100

#### MOBILITY CUSTOMER SERVICE HOURS (BLDG 264)



Mobility is open for customer service:

Saturday of UTA from 0900-1100 and 1300-1600

Sunday of UTA 0800-1100

#### JUNIOR ENLISTED ADVISORY ASSOCIATION



The October JEAA meeting is at 1215 on Sunday Oct. 14th in the Civil Engineering Squadron Auditorium.

The Junior Enlisted Advisory Association welcomes all junior enlisted members to join JEAA. All E-1s through E-6s are encouraged to attend. Contact Staff Sgt. Teri Eicher at x3214 for more info!



#### ROCKY TOP MENU

Saturday:

Sunday:

Apple Pork/Etoufee Rice/Fries/SP Fries Scalloped Potatoes Fried Okra Northern Beans Green Beans

Italian Chicken/Chili Mac Grilled/Buffalo Chicken Grilled Chicken/Burgers Hot Dogs/Fries/Tots Potatoes/Brown Rice Zucchini/Cauliflower Cabbage/Baked Beans



#### LONG DISTANCE PIN NO LONGER REQUIRED

Long Distance pin no longer required to make long distance calls from a base phone.

\*Dial 134 and wait for dial tone

\*Dial 1, then 9-digit number (including Area Code)

Call Comm. Focal Point at 336-4357



#### THERE'S AN APP FOR THAT

The 134th Air Refueling Wing has an app available for both iPhone and Android devices. Look for full-time work, catch up on the latest news, and get help with PT. Download today!



#### 134TH ARW SOCIAL MEDIA

The 134th ARW is on Facebook! Follow our page for news stories and Wing events.

Search 134 ARW on Youtube for our videos!

The 134th ARW website is: www.134arw.ang.af.mil



#### TOP THREE

The October Top Three meeting is at 1230 on Sunday Oct. 14 in the DFAC training room.

Join us to hear from our guest speaker!





# ANNUAL FAMILY HALLOWEEN PARTY

Get ready for a SPOOKTACULAR time!

OCTOBER 27, 2018 4-7:30 PM WILSON HALL



Festivities will include: Trick or Treating, Carnival Games & Prizes, Face
Painting/Decorating, Pumpkin Decorating and ending the night with a Halloween
Movie and popcorn! Some light refreshments will be provided
Hope to see you there!

# LOOK. LISTEN. LEARN.

Be aware. Fire can happen anywhere™

# FIRE PREVENTION WEEK: OCTOBER 7-13, 2018 firepreventionweek.org

This year's Fire Prevention Week campaign, "Look. Listen. Learn. Be aware. Fire can happen anywhere," works to educate people about three basic but essential steps to take to reduce the likelihood of having a fire—and how to escape safely in the event of one:

LOOK - Look for places fire could start. Take a good look around your home. Identify potential fire hazards and take care of them.

LISTEN - Listen for the sound of the smoke alarm. You could have only minutes to escape safely once the smoke alarm sounds. Go to your outside meeting place, which should be a safe distance from the home and where everyone should know to meet.

LEARN - Learn two ways out of every room and make sure all doors and windows leading outside open easily and are free of clutter.

If you have any questions regarding fire safety in your home or work place, please contact the installation Fire Prevention Inspector, Mrs. Sage Andersen at 336-3319. www.nfpa.org/Public-Education/Campaigns/Fire-Prevention-Week/About

**134TH MEO VACANCY** 



#### **TENNESSEE AIR NATIONAL GUARD** \*\*\* DRILL-STATUS OFFICER VACANCY ANNOUNCEMENT \*\*\*

CLOSING DATE: 15 Dec 2018 **POSITION:** Personnel (Traditional, Non-Flying)

**NLT 1600 EST** 

TITLE: Equal Opportunity Officer/Force Support Officer (DAFSC: 38F)

**AUTHORIZED GRADE:** Mai/ 0-4(Prior commission not required)

UNIT: 134th FSS/ 134ARW

**DUTY STATUS:** This is a Drill Status Guard (DSG) position, NOT full-time employment. Applicants are expected to meet all Unit Training Assemblies and Annual Training requirements annually.

Specialty Summary: Define, develop, shape, sustain, and deliver mission-ready Airmen across the Total Force. Responsibilities include defining Air Force Manpower and Organization Requirements, managing Human Resources, managing and providing Education and Training Requirements, regenerating Airmen, feeding Airmen, developing Human Capital Strategies, applying Laws and Policies, compensating Airmen, providing Force Readiness and Quality of Service Programs, and serves as senior staff advisor to commanders.

Duties and Responsibilities: Formulate personnel plans and programs and develop policy to guide their implementation and execution. Translates program policy into directives, publications, and training manuals. Participate in total force adaptive planning and execution in support of combatant commanders from peacetime through mobilization, contingency operations and demobilization. Access manpower, personnel, and equipment availability for UTC posturing and management. Develop, control, program and allocate manpower resources in support of the Air Force planning, programming, budgeting and execution process. Analyze and determine force composition. Determine Total Force manpower requirements across the spectrum of Air Force capabilities. Employ industrial and management engineering methodologies to develop manpower determinants and standards. Manage allocation of military and civilian resources through execution and management of the UMD. Conduct management advisory studies. Develop, test, evaluate, and maintain Air Force recognized organization structure. Analyze and process organization change actions to activate, inactivate, redesignate, and reorganize unit structures. Administer Air Force performance management and productivity programs. Assess and document organizational performance. Advise on process improvement, best practices and recognizes optimal performance. Oversee and conduct strategic sourcing studies. Develop and execute the full spectrum of total force personnel programs to accomplish accession planning and processing, classification and utilization, promotion, recognition, evaluation, reenlistment, assignment action, retraining, retirement, disciplinary, force development and force shaping programs. Establish Air Force education and training policy requirements. Manages equal opportunity programs. Assess and advise commanders at all levels on the human relations environment. Provide counseling, education, and complaint processing. Leads and supervises contingency training and operations with an emphasis on specific capabilities and processes focused on expeditionary organizations and command relationships-Institute customer service practices designed to meet the needs of commanders, supervisors and the force at large in peacetime and wartime operations.

#### Eligibility Requirements:

Must be a citizen of the United States. To be eligible for an original appointment the applicant must be at least 18 years of age and not reached his/her 40th birthday. Previous military service will be accounted for to adjust the age if over 40, adjusted age must not be over 50 and must be able to complete 10 years commissioned service before retirement.

#### TENNESSEE AIR NATIONAL GUARD \*\*\* DRILL-STATUS OFFICER VACANCY ANNOUNCEMENT \*\*\*

**POSITION:** Personnel (Traditional, Non-Flying) **CLOSING DATE:** 15 Jan 2019 **NLT 1600 EST** 

**TITLE:** General Engineer Officer (32EXG)

**AUTHORIZED GRADE:** Maj/ 0-4(Prior commission not required)

UNIT: 134th CES/ 134ARW

#### GENERAL REQUIREMENTS AND PROCEDURES:

Non-Prior Service and Prior Enlisted personnel and Commissioned Officer in the grade of Major or below (Active or Reserve) may apply if qualified for commission as follows:

NON-COMMISSIONED APPLICANT AGE: AFI36-2005 states "To be eligible for an original appointment the applicant must be at least 18 years of age and not reached his/her 40th birthday." Prior-Commissioned Applicants must not have exceeded rank-age ceiling IAW ANGI 36-2005, Table 3.1. Call MSgt Sawyer at (865)336-3242DSN 266-3242 for eligibility clarification.

MEDICAL REQUIREMENTS: Applicants must pass an ANG/AF Commissioning Physical.

AIR FORCE OFFICER QUALIFYING TEST (AFOQT): Applicants must have taken the AFOQT and qualify with a minimum score of Verbal - 15; Quantitative - 10.

EDUCATION: For entry into this AFSC, an undergraduate or graduate degree is mandatory in architecture from a school accredited by the National Architectural Accrediting Board (NAAB); or, undergraduate or graduate degree is mandatory in civil, electrical, environmental, construction, architectural, mechanical, or industrial engineering from a school whose respective program is accredited by the Accreditation Board for Engineering and Technology (ABET).

SPECIALTY QUALIFICATIONS: Knowledge of contingency engineering, contingency base operations, explosive ordnance disposal, and survivability skills, including force bed-down, expedient damage repair, and recovery after attack: methods, sources, and techniques of engineering design, construction, maintenance, operation and repair of facilities and utility systems; resource acquisition and management; military facilities programming and planning; environmental stewardship; housing management; management of real property; fire prevention, protection, and aircraft crash rescue procedures: engineering research and development; and formulation, coordination, and administration of plans and programs.

LETTER OF AGREEMENT: Applicants must submit a letter of agreement to attend within one year (pending availability of school quotas) of commissioning (or assignment if prior commissioned officer) any initial formal technical training as listed in the Remarks section. Applications are considered incomplete without this letter (see attachment 1).

COMMISSION REINSTATEMENT: Prior commissioned officers must be eligible to reinstate commission and retrain. Cross-component service officers will not be required to attend the Total Force Training



#### ANNOUNCEMENT OF VACANCY

#### MILITARY DRILL-STATUS OFFICER

POC: MSgt Aaron Sawyer 865-336-3242

Aston J.Sawyer2 mil@mail mil.

POSITION: Pilot KC-135R OPENING DATE: 15 Aug 2018

AFSC: 11M3 GRADE: 2LT Thru Major CLOSING DATE: 15 Nov 2018

1630 HOURS

UNIT: 151st Air Refueling Squadron

SPECIALTY DESCRIPTION: (SEE ATTACHED JOB DESCRIPTION FOR DETAILS)

#### 1. GENERAL REQUIREMENTS AND PROCEDURES:

Prior Enlisted personnel, Commissioned Officer in the grade of Major or below (Active or Reserve) or non-prior service civilian may apply if qualified for commission as follows:

- NON-COMMISSIONED APPLICANT AGE: Due to the length of administrative processing involved in
  the commissioning process, applicants <u>must</u> be selected by age 28 and be no more than age 30 by the start
  date of the board's first available Undergraduate Pilot Training Class (UPT). This will allow time for nonprior commissioned applicants to graduate from the Academy of Military Science as an ANG officer prior to
  attending UPT. Prior-Commissioned Applicant must have not exceeded rank-age ceiling. Call MSgt
  Sawyer at 865-336-3242/DSN266-3242 for eligibility clarification.
- MEDICAL REQUIREMENTS: Applicants <u>must</u> pass a Flying Class 1 physical (Appointment ANG/AF Commissioning physical).
- AIR FORCE OFFICER QUALIFYING TEST (AFOQT): Applicants <u>must</u> have taken the AFOQT and qualify with a minimum score of <u>Verbal-15</u>; <u>Quanitative-10</u>; <u>Pilot 25</u>; <u>Navigator 10</u>; <u>Sum-50</u> (Sum is the minimum composite score required by adding both the scores of Pilot and Navigator.) Applicants must meet or exceed the minimum Pilot and/or Navigator scores to qualify for appointment and attendance of Undergraduate Pilot Training (UPT).
- EDUCATION: Applicants <u>require</u> as a minimum a Bachelor's Degree from an educational institute listed in
  the current Accredited Institutions of Post Secondary Education. For entry into this specialty, undergraduate
  degree specializing in physical sciences, mathematics, administration, or management is desired. Applicant
  must have attained the degree prior to the UPT Class start date.
- SPECIALTY QUALIFICATIONS: Knowledge is mandatory of theory of flight, air navigation, meteorology, flying directives, aircraft operating procedures, and mission tactics. For entry into this specialty, completion of Air Force Undergraduate Pilot Training (UPT).
- PILOT CANDIDATE SELECTION METHOD (PCSM): Must complete Test of Basic Aviation Skills (TBAS) to obtain score. PCSM Score of 10 or higher is required. PCSM information website: https://pcsm.aetc.af.mil/.
- LETTER OF AGREEMENT: Applicants <u>must</u> submit a letter of agreement to attend within one year
  (pending availability of school quotas) of commissioning (or assignment if prior commissioned officer) any
  initial formal training as listed in the Training Requirements section. <u>Applications are considered</u>
  incomplete without this letter (see attachment 1).
- COMMISION REINSTATEMENT: Prior commissioned officers must be eligible to reinstate commission
  and retrain. Cross-component service officers will not be required to attend the Academy of Military Science.

#### AIRFORCE PASS



#### **Step 1: Logon to AFPAAS**

#### https://afpaas.af.mil/

Step 2. Click the "Airmen/Civilians" Click Here button.



#### Step 3. Select Login Method



Login with the sponsor's **SSN** and **DOB** 

- Step 5. Review the survey introduction
- Step 6. Complete the assessment survey
- Step 7. Review the confirmation window
- Step 8. Print, edit or view your entries



#### What is AFPAAS?

Air Force Personnel Accountability and Assessment System (AFPAAS) standardizes a method for the Air Force to account, assess, manage, and monitor the recovery and reconstitution process for personnel and their families affected and/or scattered by a wide-spread catastrophic event. AFPAAS provides valuable information to all levels of the Air Force chain of command, allowing commanders to make strategic decisions which facilitate a return to stability.

AFPAAS allows Air Force Personnel to

- Report Accounting Status
- ★ Update Contact/Location Information
- ★ Complete Needs Assessment
- ★ View Reference Information

### How does AFPASS work?

AFPAAS allows you and your family members to submit vital accountability information into a secure website using a computer. Simply complete the eight basic steps.

## What if I do not have access to the Internet?

If you are displaced from your home or office, or do not have access to a computer you can contact someone with Internet access and ask them to use AFPAS on your behalf. You can also access AFPASS from any computer available to you.

Alternatively, you can request assistance from local authorities and relief agencies. If you don't have Internet access, call you command representative or one of the telephone numbers below:

Air Force Personnel Readiness Cell 1-800-435-9941

1 (210) 565-2020/DSN 665-2020 or

Installation Personnel Readiness Com 865-336-3256/DSN

