

**BY ORDER OF THE
SECRETARY OF THE AIR FORCE**

AIR FORCE POLICY DIRECTIVE 38-6

23 DECEMBER 2014

Manpower and Organization

MISSION DIRECTIVES



COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

ACCESSIBILITY: Publications and forms are available for downloading or ordering on the e-Publishing web site at www.e-Publishing.af.mil.

RELEASABILITY: There are no releasability restrictions on this publication.

OPR: AF/A1MO

Certified by: SAF/MR
(Mr. Daniel R. Sitterly)

Pages: 4

Supersedes: AFPD 10-1, 21 June 2002

In collaboration with the Chief of the Air Force Reserve, (AF/RE), and the Director of the Air National Guard, (NGB/CF), the Deputy Chief of Staff for Manpower, Personnel and Services (AF/A1) develops personnel policy for Mission Directives. This publication may not be supplemented. This directive specifies policies to ensure that all directly assigned units at and above the squadron level receive timely, effective mission directives from Headquarters Air Force (HAF), Major Commands (MAJCOM), Direct Reporting Units (DRU) and Field Operating Agencies (FOA). This publication applies to Air Force Reserve and the Air National Guard as well as Active organizations. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using AF Form 847, *Recommendation for Change of Publication*; route AF Form 847s from the field through the respective organizational chain of command. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and that they are disposed of in accordance with Air Force Records Disposition Schedule (RDS) located in the Air Force Records Information Management System (AFRIMS).

SUMMARY OF CHANGES

The Directorate of Manpower, Organization and Resources (AF/A1M) is now responsible for this publication. The guidance on a MAJCOM's ability to delegate the authority to issue mission

directives was clarified. Clarification was provided on which units require mission directives and the ability to issue one mission directive for several units with like missions.

1. Overview.

- 1.1. This AFPD establishes policies to ensure organizations issue clear, timely, comprehensive, and current mission directives.
- 1.2. It is essential to clearly communicate a unit's mission to its commander and people.
- 1.3. HAF, MAJCOMs, DRUs and FOAs issue mission directives for their subordinate units.

2. Policy.

- 2.1. MAJCOMs, DRUs, and FOAs issue mission directives for each directly assigned unit. MAJCOMs may delegate the authority to issue mission directives.
- 2.2. The OPR, certifying authority, and approving authority for an organization's mission directive must be in a higher level organization within its chain of command.
- 2.3. Every unit in the Air Force will have a mission directive; (reference AFI 38-101, *Air Force Organization*, for the definition of a unit.)
- 2.4. Detachments and other activities below squadron level do not require a mission directive unless directed by the MAJCOM, DRU or FOA commander.
- 2.5. When two or more subordinate units have the same mission, the MAJCOM, DRU, or FOA may issue a single mission directive. For example, when several wings have the same mission, only one mission directive is necessary for those wings. Similarly, for example, a wing with three flying squadrons with the same mission need issue only one mission directive for all three squadrons.
- 2.6. At their discretion, MAJCOMs may waive the requirement for a mission directive for units below the Numbered Air Force level which have a current designed operational capability statement in accordance with AFI 10-201, *Status of Resources and Training System*.

3. Roles and Responsibilities.

- 3.1. HAF issues an Air Force Mission Directive (AFMD) for each MAJCOM, DRU, FOA and selected offices.
- 3.2. **The Deputy Chief of Staff for Manpower, Personnel and Services (AF/A1) oversees and issues policy, guidance, and procedures for mission directives.**
- 3.3. HAF, MAJCOMs, DRUs and FOAs will issue or update mission directives upon unit activation, inactivation, redesignation or when a unit's mission changes in accordance with AFI 38-601, *Format and Content of Mission Directives*, and will do the following;
 - 3.3.1. Communicate the unit's mission and responsibilities to the commander and unit personnel;
 - 3.3.2. Enable higher headquarters to review the unit's adequacy in accomplishing its mission thru reporting in SORTS;

3.3.3. Provide a basis for interaction between the unit and other organizations.

Deborah Lee James
Secretary of the Air Force

Attachment 1**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

AFI 38-101, *Air Force Organization*, 16 March 2011

AFI 10-201, *Status of Resources and Training System*, 19 April 2013

AFI 38-601, *Format and Content of Mission Directives*, Date TBD

AFMAN 33-363, *Management of Records*, 1 March 2008

Adopted/Prescribed Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

AFI—Air Force Instruction

AFMAN—Air Force Manual

AFMD—Air Force Mission Directive

AFRIMS—Air Force Records Information Management System

DRU—Direct Reporting Unit

FOA—Field Operating Agency

HAF—Headquarters Air Force

HQ—Headquarters

MAJCOM—Major Command

OPR—Office of Primary Responsibility