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Financial Management

COMMUTING DISTANCE

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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(Col Bryan M. Bailey)

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This instruction implements Air Force Policy Directive (AFPD) 65-1, Management of Financial Services. It establishes a reasonable commuting distance as required by the Joint Travel Regulation (JTR). This instruction is applicable to all personnel assigned or attached to the 911 Airlift Wing. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Instruction (AFI) 33-322, *Records Management and Information Governance Program*, and disposed of in accordance with Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS) located at https://www.my.af.mil/afirms/afirms/afirms/rds/rds_series.cfm.” Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using Air Force (AF) Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional’s chain of command.

SUMMARY OF CHANGES

This document has been substantially revised and needs to be completely reviewed. Major changes include. Major changes include: Waivers to this regulation are no longer permitted in **paragraph 2. Procedures**.

1. Responsibilities . The unit commanders are responsible to ensure that all reserve orders, AF IMT 938, Request and Authorization for Active Duty Training/Active Duty Tour or computer generated orders are accurately annotated indicating whether the reservist is in a “corporate, commute or non-commute” status during a tour of active duty.

2. Procedures. [Attachment 2](#) is a listing of all areas classified as being within a reasonable commuting distance of the 911 Airlift Wing. The reasonable commuting distance is listed by zipcode and location. If the location is not listed but the zip code is listed or vice versa, the area is classified as being within the reasonable commuting distance. Corporate Limits. The locations with the following zip code of 15108 are within the corporate limits of the 911 AW and orders should reflect this information.

BRYAN M. BAILEY, Col, USAF
Commander

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

Air Force Policy Directive (AFPD) 65-1, *Management of Financial Services*, 25 June 2018

Joint Travel Regulation (JTR)

AFI33-322, *Records Management and Information Governance Program*, 28 July 2021

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

AF Form 938, *Request and Authorization for Active Duty Training/Active Duty Tour*

Abbreviations and Acronyms

AW—Airlift Wing

Attachment 2

**LISTING OF ALL AREAS CLASSIFIED AS BEING WITHIN A REASONABLE
COMMUTING DISTANCE OF THE 911 AIRLIFT WING**

ZIP	LOCATIONS
15001	ALQUIPPA
15003	AMBRIDGE
15004	ATLASBURG
15005	BADEN
15006	BAIRDFORD
15007	BAKERSTOWN
15009	BEAVER
15010	BEAVER FALLS
15012	BELLE VERNON
15014	BRACKENRIDGE
15015	BRADFORDWOO
15017	BRIDGEVILLE
15018	BUENA VISTA
15019	BULGER
15020	BUNOLA
15021	BURGETTSTOW
15022	CHARLEROI
15024	CHESWICK
15025	CLAIRTON
15026	CLINTON
15027	CONWAY
15028	COULTERS
15030	CREIGHTON
15031	CUDDY
15032	CURTISVILLE
15033	DONORA
15034	DRAVOSBURG
15035	EAST MC
15037	ELIZABETH
15038	ELRAMA
15042	FREEDOM
15043	GEORGETOWN
15044	GIBSONIA
15045	GLASSPORT
15046	CRESCENT
15047	GREENOCK
15049	HARWICK
15050	HOOKSTOWN
15051	INDIANOLA
15052	INDUSTRY

15053	JOFFRE
15054	LANGELOTH
15055	LAWRENCE
15056	LEETSDALE
15057	MC DONALD

	LOCATIONS
15059	MIDLAND
15060	MIDWAY
15061	MONACA
15062	MONESSEN
15063	MONONGAHELA
15064	MORGAN
15065	NATRONA
15066	NEW BRIGHTON
15067	NEW EAGLE
15068	NEW
15071	OAKDALE
15074	ROCHESTER
15076	RUSSELLTON
15077	SHIPPINGPORT
15078	SLOVAN
15081	SOUTH HEIGHTS
15082	STURGEON
15083	SUTERSVILLE
15084	TARENTUM
15085	TRAFFORD
15086	WARRENDALE
15087	WEBSTER
15088	WEST
15089	WEST NEWTON
15090	WEXFORD
15091	WILDWOOD
15095	WARRENDALE
15096	WARRENDALE
15101	ALLISON PARK
15102	BETHEL PARK
15104	BRADDOCK
15106	CARNEGIE
15108	CORAOPOLIS
15110	DUQUESNE
15112	EAST
15116	GLENSHAW
15120	HOMESTEAD
15122	WEST MIFFLIN
15123	WEST MIFFLIN

15126	IMPERIAL
15127	INGOMAR
15129	SOUTH PARK
15131	MCKEESPORT
15132	MCKEESPORT
15133	MCKEESPORT

ZIP	LOCATIONS
15134	MCKEESPORT
15135	MCKEESPORT
15136	MC KEES ROCKS
15137	NORTH
15139	OAKMONT
15140	PITCAIRN
15142	PRESTO
15143	SEWICKLEY
15144	SPRINGDALE
15145	TURTLE CREEK
15146	MONROEVILLE
15147	VERONA
15148	WILMERDING
15201	PITTSBURGH
15202	PITTSBURGH
15203	PITTSBURGH
15204	PITTSBURGH
15205	PITTSBURGH
15206	PITTSBURGH
15207	PITTSBURGH
15208	PITTSBURGH
15209	PITTSBURGH
15210	PITTSBURGH
15211	PITTSBURGH
15212	PITTSBURGH
15213	PITTSBURGH
15214	PITTSBURGH
15215	PITTSBURGH
15216	PITTSBURGH
15217	PITTSBURGH
15218	PITTSBURGH
15219	PITTSBURGH
15220	PITTSBURGH
15221	PITTSBURGH
15222	PITTSBURGH
15223	PITTSBURGH
15224	PITTSBURGH
15225	PITTSBURGH

15226	PITTSBURGH
15227	PITTSBURGH
15228	PITTSBURGH
15229	PITTSBURGH
15231	PITTSBURGH
15232	PITTSBURGH
15233	PITTSBURGH

	LOCATIONS
15234	PITTSBURGH
15235	PITTSBURGH
15236	PITTSBURGH
15237	PITTSBURGH
15238	PITTSBURGH
15239	PITTSBURGH
15240	VETERANS
15241	PITTSBURGH
15243	PITTSBURGH
15244	MONTOUR
15252	PITTSBURGH
15253	PITTSBURGH
15254	PITTSBURGH
15255	PITTSBURGH
15257	PITTSBURGH
15258	PITTSBURGH
15259	PITTSBURGH
15260	PITTSBURGH
15261	PITTSBURGH
15262	PITTSBURGH
15265	PITTSBURGH
15267	PITTSBURGH
15268	PITTSBURGH
15270	PITTSBURGH
15275	PITTSBURGH
15277	PITTSBURGH
15278	PITTSBURGH
15279	PITTSBURGH
15281	PITTSBURGH
15282	PITTSBURGH
15283	PITTSBURGH
15286	PITTSBURGH
15289	PITTSBURGH
15290	PITTSBURGH
15301	WASHINGTON
15311	AMITY
15312	AVELLA

15313	BEALLSVILLE
15314	BENTLEYVILLE
15317	CANONSBURG
15321	CECIL
15323	CLAYSVILLE
15324	COKEBURG
15329	PROSPERITY
15330	EIGHTY FOUR

ZIP	LOCATIONS
15331	ELLSWORTH
15332	FINLEYVILLE
15336	GASTONVILLE
15339	HENDERSONVIL
15340	HICKORY
15342	HOUSTON
15345	MARIANNA
15347	MEADOW
15350	MUSE
15358	RICHEYVILLE
15360	SCENERY HILL
15361	SOUTHVIEW
15363	STRABANE
15366	VAN VOORHIS
15367	VENETIA
15376	WEST
15378	WESTLAND
15379	WEST
15423	COAL CENTER
15432	DUNLEVY
15438	FAYETTE CITY
15492	WICKHAVEN
15601	GREENSBURG
15605	GREENSBURG
15606	GREENSBURG
15611	ADAMSBURG
15615	ARDARA
15617	ARONA
15623	CLARIDGE
15625	DARRAGH
15626	DELMONT
15632	EXPORT
15633	FORBES ROAD
15634	GRAPEVILLE
15635	HANNASTOWN
15636	HARRISON CITY

15637	HERMINIE
15639	HUNKER
15640	HUTCHINSON
15642	IRWIN
15644	JEANNETTE
15647	LARIMER
15656	LEECHBURG
15660	LOWBER
15665	MANOR

	MURRYSVILLE
15670	NEW
15672	NEW STANTON
15675	PENN
15678	RILLTON
15682	SCHENLEY
15684	SLICKSVILLE
15691	WENDEL
15692	WESTMORELAND
15695	WYANO
15697	YOUNGWOOD
15698	YUKON
16001	BUTLER
16002	BUTLER
16023	CABOT
16024	CALLERY
16027	CONNOQUENESSI
16033	EVANS CITY
16037	HARMONY
16045	LYNDORA
16046	MARS
16051	PORTERSVILLE
16052	PROSPECT
16053	RENFREW
16055	SARVER
16056	SAXONBURG
16057	SLIPPERY ROCK
16059	VALENCIA
16063	ZELIENOPE
16066	CRANBERRY
16101	NEW CASTLE
16102	NEW CASTLE
16108	NEW CASTLE
16112	BESSEMER
16115	DARLINGTON
16116	EDINBURG

