

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

**HEADQUARTERS MISSION  
DIRECTIVE 1-46**



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**Special Management**

**CHIEF OF SAFETY**

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**1. Mission.** The Chief of Safety (AF/SE), pursuant to Title 10 United States Code (USC) §§ 9031-9038, and as documented by paragraph 4.3 of Air Force Mission Directive (AFMD) 1, *Headquarters Air Force*, and this Headquarters Air Force Mission Directive (HAFMD), assists the Secretary of the Air Force (SecAF), other Secretariat offices, the Chief of Staff of the Air Force (CSAF), and the Chief of Space Operations (CSO) in carrying out the safety and nuclear surety programs of the Department of the Air Force (DAF). The SecAF retains ultimate responsibility for all policies related to the DAF. Within his/her areas of responsibility, the AF/SE prepares policies for approval and issues guidance/procedures to ensure implementation of those policies. The AF/SE also assists the CSAF and CSO in their roles, pursuant to Title 10 USC §§ 9031-9038, as a members of the Joint Chiefs of Staff (JCS).

**2. Organizational Relationships.** The SecAF is responsible for, and has all legal authority necessary to conduct, the affairs of the DAF. The Secretariat, the CSAF, the CSO and their respective staff offices perform their DAF functions subject to the authority, direction and control of the SecAF.

2.1. The AF/SE reports directly to the CSAF, but provides support to the SecAF, the Under Secretary of the Air Force (USecAF), other Secretariat offices, other Air Staff offices, the CSO, and the Office of the Chief of Space Operations (OCSO). The SecAF may re-delegate authority/assign responsibilities to the AF/SE, but the SecAF, through the CSAF, as appropriate, Assistant Secretaries of the Air Force, retains ultimate responsibility for all matters listed in **Attachment 1** of this publication.

2.2. The AF/SE is part of the Air Staff and as such works closely with other HAF offices to assist the SecAF, CSAF and CSO in carrying out their responsibilities. The AF/SE works in cooperation with the Administrative Assistant to the Secretary of the Air Force (SAF/AA), Assistant Secretary of the Air Force, Installations, Environment and Energy (SAF/IE), the Inspector General of the Air Force (SAF/IG), Deputy Under Secretary of the Air Force (Space Programs) (SAF/SP), Deputy Chief of Staff of the Air Force for Operations (AF/A3), Deputy Chief of Staff of the Air Force for Strategy, Integration, and Requirements (AF/A5), Deputy Chief of Staff of the Air Force for Plans and Programs (AF/A8), the Air Force Surgeon General (AF/SG), Deputy Chief of Staff of the Air Force for Logistics, Engineering and Force Protection (AF/A4), Assistant Chief of Staff of the Air Force for Strategic Deterrence and Nuclear Integration (AF/A10), Deputy Chief of Space Operations for Human Capital (SF/S1 - informally referred to as Chief Human Capital Officer (SF/CHCO)), the Deputy Chief of Space Operations for Operations (SF/S2/3/4/6/10 - informally referred to as the Space Force Chief Operations Officer (SF/COO)), the Space Force Deputy Chief of Space Operations for Strategy and Resourcing (SF/S5/8 - informally referred to as the Chief Strategy and Resourcing Officer (SF/CSRO)), the Deputy Chief of Space Operations for Technology and Innovation (informally referred to as the Space Force Chief Technology and Innovation Officer (SF/CTIO)) and their respective offices, which are responsible, pursuant to Chapters 903, 905, and 908 of Title 10 (10 USC §§ 9013-9023, 9031-9038, § 9081-9082 as applicable), for assisting the SecAF, CSAF, and CSO in carrying out their responsibilities.

2.2.1. Pursuant to Headquarters Operating Instruction (HOI) 90-1, Headquarters Air Force Mission Directive and Department of Defense Issuances Program two or more HAF two-letter organizations with responsibilities in the same functional area are encouraged to develop “standard operating procedures (SOPs)” that set forth procedures enabling covered organizations to fulfill and carry out their respective missions, roles, and responsibilities. Therefore, any SOPs entered into between AF/SE and SAF/IE, are included at **Attachment 3** of this HAFMD; between AF/SE and AF/TE, Test and Evaluation, are included at **Attachment 4** of this HAFMD.

2.3. Reporting to the AF/SE is a Field Operating Agency, the Air Force Safety Center, whose mission is documented in AFMD 44, *Air Force Safety Center*.

**3. Responsibilities.** The AF/SE is specifically responsible for:

3.1. Formation of safety and nuclear surety policy, the execution of plans, and the establishment of programs to implement DAF safety policies and plans. The AF/SE provides instructions for field level programs and feedback on effectiveness of mishap prevention efforts. Functional areas include:

3.1.1. Nuclear Surety

3.1.2. Munitions

- 3.1.3. Flight
- 3.1.4. Ground and Occupational
- 3.1.5. Space
- 3.1.6. Risk Management
- 3.1.7. Human Factors

3.2. Formation of DAF mishap prevention and safety investigation policy and direction that includes assessment of operational safety, suitability, and effectiveness where system or end-item failures or deficiencies are contributory to a mishap.

3.3. Formation of system safety policy, the execution of plans, and the establishment of programs to implement DAF safety policies and plans. The AF/SE provides instructions for field level programs and feedback on mishap prevention effectiveness of efforts.

3.4. Collaborating with major commands, field commands, direct reporting units, field operating agencies, and Department of Defense (DoD)/governmental organizations with regard to DAF Safety.

3.5. Providing Memorandums of Final Evaluation on behalf of the DAF for safety investigations of mishaps.

3.6. Providing the nuclear safety design certification sub-component of the USAF Nuclear Certification Program.

**4. Delegations of Authority/Assignment of Responsibility:** **Attachment 1** lists delegated authorities and assigned responsibilities to AF/SE. The authorities delegated/responsibilities assigned to AF/SE by this HAF Mission Directive may generally be re-delegated to other DAF officials unless re-delegation is expressly prohibited by the attached delegation or superseding law, regulation, or DoD issuance. While the authorities are delegated/responsibilities assigned to the AF/SE, the exercise of the authorities/responsibilities remain subject to the oversight and control of the SecAF, any Assistant Secretary of the Air Force having oversight, and the CSAF. Any re-delegation of authority made shall not be effective unless it is in writing. Any person re-delegating authorities in accordance with this Directive may further restrict or condition the authority being re-delegated.

**5. Continuation of Prior Re-Delegations of Authority/Assignments of Responsibility:** Re-delegations of authorities made prior to the date of issuance of this HAF Mission Directive remain effective insofar as such re-delegations are not inconsistent with the terms of this HAF Mission Directive, unless superseded by new issuances.

FRANK KENDALL  
Secretary of the Air Force

Attachments:

1. Delegations of Authority/Assignment of Responsibility to the Chief of Safety
2. Organizational Chart/Three-Letter Responsibilities
3. Standard Operating Procedures between SAF/IE and AF/SE
4. Standard Operating Procedures between AF/TE and AF/SE

**Attachment 1****DELEGATIONS OF SECRETARY OF THE AIR FORCE AUTHORITY/  
ASSIGNMENTS OF RESPONSIBILITY****TO THE CHIEF OF SAFETY**

**A1.1. Authority relating to formation of safety and surety policy of all nuclear weapons systems.** For which the SecAF has DoD life-cycle management responsibility as delegated to the SecAF pursuant to Department of Defense Directive (DoDD) 3150.02, *DoD Nuclear Weapon System Surety Program*.

**A1.2. Authority relating to ensuring the safety of nuclear weapons/systems.** For which the Air Force has a DoD life-cycle management responsibility; publishing nuclear weapons system safety procedures; ensuring non-nuclear assurance program activities are conducted on all test assemblies; and conducting nuclear weapon system safety studies, reviews and assessments on nuclear weapon systems and operations with US nuclear weapons, as delegated to the SecAF in Department of Defense Manual (DoDM) 3150.02, *DoD Nuclear Weapon System Safety Program Manual*.

**A1.3. Authority relating to contractor safety requirements.** As delegated to the SecAF in Department of Defense Instruction (DoDI) 4145.26, *DoD Contractor's Safety Requirements for Ammunition and Explosives*.

**A1.4. Authority relating to establishing programs to reduce deaths, injuries, and property damage caused by vehicular accidents.** As delegated to the SecAF in DoDI 6055.04, *DoD Traffic Safety Program*.

**A1.5. Authority relating to establishing aviation safety hazard identification and mishap prevention programs.** As delegated to the SecAF in DoDI 6055.19, *Aviation Hazard Identification and Risk Assessment Programs (AHIRAPs)*.

**A1.6. Authority to release privileged material upon a court order to the presiding judge in a pending criminal case.** For the sole purpose of permitting the judge to conduct an IN CAMERA review pursuant to DoDI 6055.07, *Mishap Notification, Investigation, Reporting, and Record Keeping*, Encl 5, para 10.c. Any such release must be subject to appropriate protections and handling. This authority may not be further re-delegated. This authority is limited to release of the information to the presiding judge as required by law and does not include the authority to further permit the release of limited portions of privileged material after the IN CAMERA review should the presiding judge order that the disclosure of the information is required as a matter of due process. This release for the limited use in trial is subject to appropriate protective measures and after first consulting with the DoD General Counsel and DUSD(I&E).

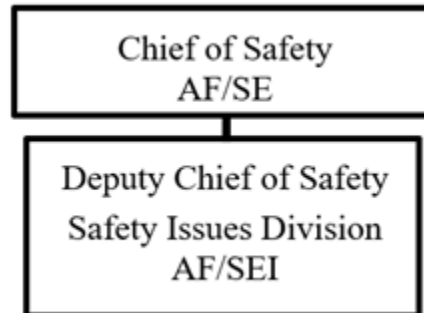
**A1.7. Authority relating to assignment of one qualified officer (O-6 or higher) to the DoD Explosives Safety Board staff; and.** Regarding developing and maintaining a comprehensive and effective explosives safety program as delegated to the SecAF in DoDD 6055.09E, *Explosives Safety Management (ESM)*.

**A1.8. Authority relating to the Explosives Safety Management Program.** As delegated to the SecAF pursuant to DoDI 6055.16, *Explosives Safety Management Program*.

**A1.9. Authority relating to the control and management of Material Potentially Presenting an Explosive Hazard.** To prevent its unauthorized use, transfer, or release as delegated to the SecAF pursuant to DoDI 4140.62, *Material Potentially Presenting an Explosive Hazard (MPPEH)*.

**Attachment 2**  
**CHIEF OF SAFETY**

**Figure A2.1. Chief of Safety (AF/SE).**



**A2.1. The Chief of Safety (AF/SE).** Is responsible for the overall supervision of all matters pertaining to DAF safety and nuclear surety policy, plans, and programs. These programs cover aviation, occupational, conventional, nuclear weapons, directed energy, space, and other emerging technologies to include safety education and training support of the DAF mission. The overall goal of these policies, plans, and programs is to conserve DAF resources by eliminating mishaps through proactive hazard identification and risk management consistent with operational requirements. The AF/SE serves both as the DAF Chief of Safety and as the Commander, Air Force Safety Center (AFSEC) – reference AFMD 44. Within the office of the AF/SE there is an executive officer, who performs executive administrative functions for the Chief of Safety.

**A2.2. The three-letter subordinate office is the Safety Issues Division (AF/SEI).** AF/SEI acts as an executive staff, responsible for the formation and review of issues, policy, and plans in all safety and nuclear surety areas (aviation, occupational, human factors, conventional and nuclear weapons/explosives safety, space, and risk management). AF/SEI reviews all departmental plans and policies to ensure integration of safety, hazard identification and operational risk management principles. AF/SEI executes plans, establishes management systems, and works with SAF/AAR throughout the Strategic Planning, Programming, and Execution cycle to ensure approved programming activities are accomplished to implement DAF safety and nuclear surety policies. The Deputy Chief of Safety also serves as the Division Chief for AF/SEI.

### Attachment 3

#### **STANDARD OPERATING PROCEDURES FOR THE ASSISTANT SECRETARY OF THE AIR FORCE, INSTALLATIONS, ENVIRONMENT AND ENERGY (SAF/IE) AND THE AIR FORCE CHIEF OF SAFETY (AF/SE)**

**A3.1. These standard operating procedures (SOPs) apply to.** Individuals assigned to Assistant Secretary of the Air Force for Installations, Environment, & Energy (SAF/IE) and the Air Force Chief of Safety (AF/SE) who are responsible for developing policy, managing programs, and preparing guidance on approved policies and plans for the field in the general area of safety. These procedures are intended to facilitate routine staff actions and functions and reduce duplication of effort between SAF/IE and AF/SE staff roles while increasing operating effectiveness and efficiency.

**A3.1.1. SAF/IE retains authority and responsibility for safety programs delegated through public law, executive order and Department of Defense Directive and Instruction.**

#### **A3.2. Goals and Objectives.**

A3.2.1. Ensure the effectiveness and optimize the efficiency of the safety portfolio supporting the DAF.

A3.2.2. Ensure necessary information flow and communications are in place to provide SAF/IE, and representative Deputy Assistant Secretaries (DASs), oversight of program execution by AF/SE for matters within SAF/IE areas of responsibility under HAFMD 1-18, Assistant Secretary of the Air Force (Installations, Environment, and Energy) and for SAF/IE and DASs to provide AF/SE necessary information to facilitate program execution.

A3.2.3. Ensure there is a “one voice” approach and that SAF/IE and AF/SE develop and convey consistent messages on matters of interdependent interests/responsibilities.

A3.2.4. Ensure SAF/IE and AF/SE are fully synchronized and engaged in the Air Force corporate programming and budgeting processes for matters within SAF/IE areas of responsibility.

**A3.3. Subject to the standard operating procedures.** That follow, a general description of the flow of work between SAF/IE and AF/SE for the specific programs described in A3.1 is:

A3.3.1. AF/SE submits policies requiring SECAF approval to SAF/IE for coordination and concurrence prior to publication.

A3.3.2. AF/SE executes approved policies in instructions and manuals providing additional guidance to the field as necessary. SAF/IEE coordinates on these policies to ensure consistent strategic alignment during simultaneous Air Force Secretariat and Office of the Secretary of Defense (OSD) Policy development.

A3.3.3. SAF/IEE (Deputy Assistant Secretary for Environment, Safety and Infrastructure) coordinates policies and guidance that impact execution of the Air Force Safety Program with AF/SE prior to publication.

A3.3.4. AF/SE will provide Program Element Monitor (PEM) and management duties for the Safety and Occupational Health Program Element.

**A3.4. Conditions for AF/SE to Exercise Delegated Secretarial Authorities.** AF/SE is authorized to act on the SECAF or SAF/IE's behalf as outlined in HAFMD 1-46, *Chief of Safety*, Attachment 1, and for programs outlined in A3.1 when such action:

A3.4.1. Provides data, analyses, information papers, etc., to OSD or congressional staff in support of established policies, programs, or other initiatives that have been vetted through the Air Force corporate structure, or other appropriate decision process; e.g. senior leader forum or fully coordinated staff package.

A3.4.2. Implements an order or policy direction from the Secretary of the Air Force.

A3.4.3. Satisfies routine reporting requirements and requests for status reports on Air Force programs/initiatives from OSD and Congress.

**A3.5. Conditions Requiring SAF/IE Action.** SAF/IE review and concurrence are required prior to implementing any policy, plan, and program when one or more of the following situations or conditions apply for programs outlined in A3.1:

A3.5.1. Involves a controversial issue that will cause, or is likely to cause, significant reactions among senior administration officials, members of Congress or key staff, the public, or the press.

A3.5.2. Involves the breach of a performance parameter established in policy directives and/or Air Force instructions.

**A3.6. Conditions Requiring SAF/IE Approval of AF/SE Actions.** SAF/IE approval is required prior to implementing any policy, plan, program, practice or activity for programs outlined in A3.1 when one or more of the following situations or conditions apply:

A3.6.1. Involves a statute, executive order, or DoD policy that requires Secretary of the Air Force review, coordination, and/or implementation. DoD policy requires Secretary of Defense Form 106, DoD Directives Program Coordination Record, be signed by SAF/IE (a Senate confirmed position).

A3.6.2. Involves new policies or initiatives proposed by OSD officials, congressional staff, or Air Force that are the corollary to DoD programs in A3.1.

**A3.7. Conditions Requiring AF/SE Review of SAF/IEE Actions.** AF/SE review is required prior to implementing any policy, plan, program, practice or activity for programs outlined in A3.1, which may cause a resource impact as a result of execution.

**A3.8. Revisions to Standard Operating Procedures.** These operating procedures may be reviewed and revised as deemed necessary by the Secretary of the Air Force. AF/SE or SAF/IE may also initiate a revision. OPRs must follow revision procedures as mandated in HOI 90-1, Headquarters Air Force Mission Directives – Delegations of Statutory Authority and Assignment of Responsibilities.

JEANNIE M. LEAVITT  
Major General, USAF  
Chief of Safety

JENNIFER L. MILLER  
Acting Assistant Secretary of the Air Force  
(Energy, Installations, and Environment)



**Attachment 4****STANDARD OPERATING PROCEDURES BETWEEN THE DIRECTOR OF TEST AND EVALUATION (AF/TE) AND THE CHIEF OF SAFETY (AF/SE)**

**A4.1. These standard operating procedures (SOPs) apply to.** Individuals assigned to the Chief of Safety (AF/SE) and Directorate of Test and Evaluation (AF/TE) who are responsible for developing policy, managing programs, and preparing guidance on approved policies and plans for safety in the Major Range and Test Facility Base. These procedures are intended to facilitate routine staff actions and functions and reduce duplication of effort between AF/SE and AF/TE staff roles while increasing operating effectiveness and efficiency.

**A4.1.1. AF/TE retains authority and responsibility for management and operation of the Major Range and Test Facility Base .** As delegated through public law, executive order or Department of Defense Directive and Instruction including DoDI 3200.18, *Management and Operation of the Major Range and Test Facility Base (MRTFB)*. AF/SE retains authority and responsibility for safety and nuclear surety as delegated or re-delegated through public law, executive order or Department of Defense Directive and Instruction including DoDD 4715.1E, *Environment, Safety, and Occupational Health*.

**A4.2. Subject to the standard operating procedures that follow.** A general description of the flow of work between AF/SE and AF/TE for the specific programs described in [paragraph A4.1](#) is:

**A4.2.1.** AF/TE submits MRTFB policies that impact safety to AF/SE for coordination and concurrence prior to publication.

**A4.2.2.** AF/SE submits safety policies that impact the MRTFB to AF/TE for coordination and concurrence prior to publication.

**A4.3. Conditions Requiring AF/SE Review of AF/TE Actions.** AF/SE review and concurrence are required prior to implementing any policy, plan, and program which involves nuclear surety or flight, occupational, explosive, directed energy, or space safety.

**A4.4. Conditions Requiring AF/TE Review of AF/SE Actions.** AF/TE review and concurrence are required prior to implementing any policy, plan, and program which involves the management or operation of the MRTFB.

**A4.5. Revisions to Standard Operating Procedures.** These operating procedures may be reviewed and revised as deemed necessary by the Secretary of the Air Force. AF/SE or AF/TE may also initiate a revision. OPRs must follow revision procedures as mandated in HOI 90-1, *Headquarters Air Force Mission Directives – Delegations of Statutory Authority and Assignment of Responsibilities*.

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