

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



**AIR FORCE INSTRUCTION 34-219**

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**DYESS AIR FORCE BASE  
Supplement**

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**Services**

**ALCOHOLIC BEVERAGE PROGRAM**

**COMPLIANCE WITH AIR FORCE INSTRUCTION IS MANDATORY**

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This instruction outlines Air Force policy for procuring, controlling, selling, and using alcoholic beverages. It implements Air Force Policy Directive (AFPD) 34-2, *Managing Nonappropriated Funds*. It applies to all personnel who sell, serve, purchase, or consume alcohol on Air Force installations or aircraft. This AFI is applicable to all Regular Air Force (RegAF), Air Force Reserve (AFR), and Air National Guard (ANG) personnel when on Air Force bases. In collaboration with the Chief of 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 alcoholic beverage programs. This AFI may be supplemented at any level; all supplements must be approved by the Human Resource Management Strategic Council (HSC) prior to certification and approval. Failure to observe prohibitions and mandatory provisions of this instruction in paragraphs 1.4.1. and 1.4.3. by military personnel is a violation of Article 92, *Uniform Code of Military Justice* (UCMJ). Violations may result in administrative disciplinary action without regard to otherwise applicable criminal or civil sanctions for violations of related laws. Major Commands (MAJCOM) and installations may

supplement this instruction. Tier waiver authorities as approved by the Inspector General advisory board have been included per AFI 33-360, *Publications and Forms Management*. Refer to AFI 33-360 for tier waiver authority definitions and procedures. Send command or installation level supplements to Headquarters Air Force Services Activity, Directorate of Services, Operations Branch, Food and Beverage Section (HQ AFSVA/SVOF), 2261 Hughes Ave, Suite 156, JBSA – Lackland, TX 78236-9854 and HQ United States Air Force (HQ USAF/A1S), 1500 West Perimeter Road, Suite 4500 Joint Base Andrews, MD 20772 for approval prior to publishing. This instruction directs collecting and maintaining information subject to the Privacy Act of 1974 authorized by 10 U. S. C. 8013, Secretary of the Air Force. Ensure all records created as a result of processes prescribed in this publication are maintained in accordance with AFPD 33-3, *Information Management*, and AFMAN 33-363 *Management of Records*, and disposed of in accordance with the Air Force Records Disposition Schedule (RDS).

**(DYESS)** This supplement implements and extends the guidance of Air Force Instruction (AFI) 34-219, *Alcoholic Beverage Program*. This supplement describes 7th Bomb Wing (7 BW) procedures to be used in conjunction with AFI 34-219. It applies to all personnel assigned or attached to Dyess Air Force Base (AFB). It applies to all personnel who sell, serve, purchase, or consume alcohol on Dyess AFB or aircrafts. It also applies to Air National Guard (ANG) and Air Force Reserve Command (AFRC) units, members and dependents when on Dyess AFB. Failure to comply by military personnel is a violation of Article 92, *Uniform Code of Military Justice* (UCMJ). Violations may result in administrative disciplinary action without regard to otherwise applicable criminal or civil sanctions for violations of related laws. Ensure that all records created as a result of processes prescribed in this publication are maintained In Accordance With (IAW) Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of IAW Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using the AF Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional chain of command.

## **SUMMARY OF CHANGES**

The instruction is substantially revised and must be completely reviewed. It also updates references to all new and/or revised publications and standards applicable to AF Club Program operations. Procedures for contracting out clubs and Food Transformation and other operational areas were added. This publication applies to the Force Support Squadron (FSS) and any new flight/division/branch names associated with the merger at installation or higher headquarters levels.

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## Chapter 1

### PROGRAM ELEMENTS

**1.1. Scope.** This instruction provides guidance for all personnel that procure, sell, serve, or consume alcoholic beverages on Air Force installations or aircraft. (T-1)

**1.2. Overall Intent and Guidance Concerning Consumption of Alcohol on AF Installations.** The intent of this AFI is to empower commanders with the authority to permit the consumption of alcoholic beverages by Airmen and guests on a limited basis. In the process, we will deglamorize behavior associated with excessive drinking and avoid inappropriate and disorderly conduct. It is also the intent of this instruction to ensure bystander Airmen are not negatively affected by this privilege or the unit does not become vulnerable to becoming an unprofessional or hostile work environment. It is critical that commanders ensure their entire team is afforded the same, consistent work environment, avoiding scenarios where two disparate levels of professionalism (normal duties co-located with members consuming alcoholic beverages) are allowed to coexist and detract from the mission. Commanders will ensure their team possesses a culture of professionalism where people do not consume alcohol during professional time or while performing official duties. Compliance with the following guidelines is mandatory: (T-1)

1.2.1. All Airmen, including uniformed military members and civilians, will, at all times, adhere to AFI and appropriate wing supplements regarding alcohol consumption in government facilities.

1.2.2. Alcohol may only be consumed in government facilities at commander-approved times and locations, ensuring mission and unit readiness are not negatively affected. Alcohol will not be consumed by members while performing official duties. This authority may be delegated to the deputy commander only in the absence of the commander.

1.2.3. Alcohol consumption within squadron or unit government facilities is permitted for Airmen and their guests during commander-approved sessions, celebrations or social events.

1.2.4. Airmen and their guests will maintain professional relationships and proper decorum at all times while consuming alcohol in government facilities.

1.2.5. Consuming alcohol in government facilities under the aforementioned guidelines is a privilege and all personnel must do so responsibly in every situation. Commanders must always ensure a safe and professional environment for all Airmen.

### **1.3. Roles and Responsibilities.**

1.3.1. HQ USAF/A1S issues policy, guidance and instructions on controlling, selling, procuring, and using alcoholic beverages.

1.3.2. The AFSVA Director of Services provides procedural guidance for controlling, selling, procuring, and using alcoholic beverages.

1.3.3. MAJCOM commanders, through their Force Support Squadron staffs, enforce this AFI.

1.3.4. The Army and Air Force Exchange Services (AAFES) oversees all Class Six packaged beverage operations on Air Force bases in accordance with AFJI 34-203, *Board of Directors, Army and Air Force Exchange Service (AAFES) Operation*.

1.3.5. Installation commanders oversee installation alcoholic beverage programs and enforce this AFI. Furthermore, commanders at all levels, per AFI 1-2 and this instruction, are responsible for ensuring healthy and professional work environments and to follow the spirit, intent, and guidance of this instruction. Installation commanders are encouraged to work with community partners on responsible alcohol sales practices and bystander intervention training for alcohol servers at establishments frequented by Airmen. EXCEPTION: AAFES oversees alcohol distribution and sales for all AAFES Class Six operations. (T-0)

1.3.6. The Vice President of the AAFES region and the AFSVA Director of Services settle any disputes the installation commander and local AAFES official cannot resolve. Send information copies of the dispute to Headquarters AAFES, Strategic Planning and Communications Directorate (HQ AAFES/PL) and HQ AFSVA/SV.

#### **1.4. General Requirements of the Alcohol Beverage Program.**

1.4.1. The minimum age for purchasing, serving, selling, possessing, or drinking alcoholic beverages on Air Force bases must be consistent with the law of the state, territory, possession, or foreign country in which the installation is located. Failure by military members to obey the mandatory provision in this paragraph is a violation of Article 92 of the UCMJ (T-0)

1.4.1.1. **(Added-DYESS)** In the state of Texas, a person is a minor for the purpose of the Alcoholic Beverages Code if they are under 21 years of age. An adult is a person 21 years of age or older.

1.4.1.2. **(Added-DYESS)** In the state of Texas, a person 18 years of age or older may sell and serve alcoholic beverages.

1.4.2. Servers and sellers of alcoholic beverages must verify the purchaser's age with a photo identification card (e.g. active duty identification card, driver's license, passport, reserve identification card, or family identification and privilege card). (T-0)

1.4.3. Adults may not provide alcoholic beverages to minors except in accordance with applicable state laws. Failure by military members to obey the mandatory provision in this paragraph is a violation of Article 92 of the UCMJ (T-0)

1.4.4. Military personnel 18 years old or older may purchase, serve, sell, possess, and consume alcoholic beverages outside the United States, its territories, and possessions unless a higher drinking-age requirement exists in accordance with applicable status of forces or country-to-country agreements. A higher drinking age requirement may also be imposed based on the local situation as determined by the installation commander. On Joint bases the supporting component will normally exercise the installation commander's authority, or the senior Air Force Officer (SAFCO) assigned commander when there is no installation commander. Coordination with any host nation commander is required. (T-0)

1.4.5. As states enact new drinking-age laws, installation commanders must make corresponding changes in base drinking-age guidance. (T-0)

1.4.6. The Air Force, consistent with mission needs, will cooperate with federal, state and local officials; however, there is no legal obligation to submit to state or local control or regulation. (T-0)

1.4.7. **(Added-DYESS)** The consumption of alcoholic beverages by military, civilian, or dependents while driving or riding as a passenger in a motor vehicle on Dyess AFB is prohibited.

### **1.5. Program Exceptions.**

1.5.1. The installation commander may not delegate the approval authority for exceptions to the minimum drinking age. (T-0)

1.5.2. The installation commander, and with legal review from AFSVA/JA may approve the following exceptions to standard guidance if state and federal law permit: (T-0)

1.5.2.1. When an entire unit marks a unique or non-routine military occasion on a military installation, the minimum drinking age for attendees at a particular unit gathering may be lowered. Minimum drinking age for entire unit unique or non-routine military occasions must be 18 or above.

1.5.3. The installation commander may approve exceptions for any combination of beverages, including the following common groupings (each approval document must specifically state the alcoholic beverages that the exception covers): (T-0)

1.5.3.1. Beer only.

1.5.3.2. Wine coolers and other low-alcoholic beverages with less than seven percent alcoholic content by volume.

1.5.3.3. Beer and wine only.

1.5.3.4. Beer, wine and distilled spirits.

1.5.4. The installation commander shall reevaluate the exceptions annually and send an information copy of the continued exceptions to AFSVA/SV. (T-2)

**1.6. Dram Shop Liability.** The "Dram Shop" theory is a legal theory of liability, created either by statute or court decision, which imposes upon the owner, operator and (or) employees of any establishment serving alcoholic beverages the duty to refuse to serve additional alcoholic beverages to a customer who reaches or appears to be reaching the point of intoxication. When an establishment continues to sell alcoholic beverages to such a customer and the customer subsequently departs and causes harm to himself or herself, or to others, the owner, operator and (or) employees of the establishment can be held liable for damages. To protect the assets and interests of Nonappropriated Fund Instrumentalities (NAFIs) and the Air Force, personnel must adhere to the following procedures: (T-1)

1.6.1. Flight chiefs write and publish operating instructions (OIs) that prohibit personnel from serving alcoholic beverages to individuals who appear intoxicated or close to being intoxicated. (T-1)

1.6.1.1. Servers record their understanding of this policy in the employee's work folder, Supervisor's Employee Brief, by signing underneath this statement: "I understand my responsibility under the dram shop theory of liability not to sell or serve alcoholic

beverages to persons who appear to be nearing intoxication and not in complete control of their faculties." The statement is placed in the comments section of the employee's work folder by the server's supervisor. (T-1)

1.6.1.2. AAFES prescribes the statement to be signed by all AAFES employees. (T-0)

1.6.1.3. **(Added-DYESS)** All personnel involved in dispensing alcoholic beverages will be especially vigilant and will make every effort to discourage over-indulgence. Bartenders or the activity manager will be expected to determine when a person has had enough to drink. Persons suspected of being inebriated will be refused service. Bartenders or the activity manager will refuse service to persons who appear to be nearing intoxication and are not in complete control of their faculties.

1.6.1.4. **(Added-DYESS)** A letter outlining the Dram Shop Theory of Liability will be provided to all requesting organizations. When authorized to dispense beer or wine coolers at unit functions, project officers must brief servers.

1.6.2. Activity managers ensure proper safeguards or controls to protect the welfare of an intoxicated patron. (T-1)

1.6.3. Activity managers promptly report any incident that may result in a potential claim to the Force Support Squadron (FSS) commander or Civilian Leader (refer to AFI 34-208, *Property and Casualty Protection Program*). (T-1) AAFES activity managers will report to the AAFES general manager for the base. (T-0)

**1.7. Drunk and Drugged Driving Program and Bystander Intervention.** Under the direct guidance of the installation commander, the Force Support Squadron commander or Civilian Leader and AAFES manager must be familiar with the spirit and intent of all Air Force initiatives to eliminate drunk or drugged driving incidents, as well as initiatives to eliminate sexual assault and other misconduct involving patrons of base FSS and AAFES facilities. (T-3)

1.7.1. The installation commander ensures that the Force Support Squadron CC/CL holds annual training programs to familiarize beverage supervisors and servers with Air Force drinking policies. (T-1)

1.7.2. The training must cover: (T-1)

1.7.2.1. Principles of dram shop liability and Bystander Intervention.

1.7.2.2. Methods for identifying intoxicated patrons.

1.7.2.3. Recommended procedures to prevent individuals from driving under the influence of alcohol.

1.7.3. Supervisors conduct and document this training in each employee's work folder. (T-1)

1.7.4. Flight chiefs must develop OIs for activities serving alcoholic beverages. The OIs must emphasize: (T-1)

1.7.4.1. The importance of curtailing alcohol or drug influenced incidents.

1.7.4.2. The principles of dram shop liability

1.7.4.3. The responsibilities of employees in carrying out the drunk and drugged driving program.

1.7.4.4. The importance of encouraging patrons to use a "designated driver" or "buddy" system.

1.7.4.5. The provisions of the alcohol deglamorization program.

1.7.5. AAFES is only required to conduct and document "Techniques for Alcohol Management" training for its employees. (T-0)

**1.8. Alcohol Deglamorization Program.** Installation commanders, AAFES managers and FSS Commanders, Civilian Leaders, Flight Chiefs and Activity Managers implement the Air Force's Alcohol Deglamorization Program at the base level. (T-1)

1.8.1. To oversee the base program, installation commanders follow these procedures:

1.8.1.1. Ensure activities serving alcoholic beverages do not promote excessive drinking.

1.8.1.2. Ensure activities serving alcoholic beverages also offer nonalcoholic beverages.

1.8.1.3. Establish in writing the hours during which alcoholic beverages by the drink are sold on the installation.

1.8.1.4. Coordinate the hours of operation for package beverage sales with AAFES to provide reasonable service, meet local conditions and recognize the unique mission of military personnel.

1.8.1.4.1. **(Added-DYESS)** The hours of operation for alcoholic beverage sales are as identified in Table 1.1:

**Table 1.1. (Added-DYESS) Locations and Times**

Hangar Center	1100-0100
Bowling Center	1100-0100
Golf Course	0730-1930
Lodging Facilities Operation	24 hr
Exchange Activities	0500-2400
Base Theater	1200-2400

1.8.1.5. Ensure there is no issuance of coupons for reduced prices on alcoholic beverages.

1.8.1.6. Ensure alcoholic beverages are not provided free of charge except for promotional tasting as approved by the installation commander.

1.8.2. The following guidance applies at all Air Force installations, the installation commander can provide waivers on a case-by-case basis. The installation commander cannot delegate the waiver authority. (T-2)

1.8.2.1. AAFES managers and FSS activity managers observe the following procedures when offering alcoholic beverages, by the drink, at reduced prices: (T-3)

1.8.2.1.1. Keep designated social hours periods to 10 hours or fewer per week and no more than 2 hours per day.

1.8.2.1.2. Make snacks or food available.

1.8.2.1.3. Reduce prices no more than 50 percent except for beverages offered as complimentary with a meal.

1.8.2.1.4. Do not serve two-for-one drinks.

1.8.2.2. FSS activity managers observe these procedures when operating bars: (T-3)

1.8.2.2.1. Do not operate pro rata bars that require nondrinkers to share the cost of alcoholic beverages unless a pay-as-you-go bar isn't practical or all the members of a group volunteer to share the cost.

1.8.2.2.2. Do not include the cost of alcoholic beverages in a package price for a meal, party or other function (includes dining-in or -out) without offering a comparable nonalcoholic option.

1.8.2.2.3. Do not use terms that glamorize alcoholic beverages or their consumption ("sick calls," "attitude adjustment hours," and so on).

1.8.2.2.4. Use the term "social hour" in all written advertisements and provide a range of programs that include more than just reduced prices on alcoholic beverages.

1.8.2.2.5. Reduce prices for nonalcoholic beverages when reducing prices for alcoholic beverages.

1.8.2.2.6. Make a complimentary alcoholic beverage part of a meal only in appropriate cases (for example, with birthday or anniversary meal programs). In all cases, make nonalcoholic beverages available as an optional complimentary drink.

1.8.2.2.7. Prohibit drinking contests.

1.8.2.2.8. Do not use "last call" or other countdown events designed to promote last-minute sales.

1.8.2.2.9. Do not increase the alcoholic content of a drink beyond the standard bar recipe without increasing the price.

1.8.2.2.10. Complimentary nonalcoholic beverages will be offered in association with a designated driver program.

1.8.2.2.11. Establish a standard shot size not to exceed 1.5 ounces.

**1.9. Purchasing Alcoholic Beverages for Resale.** Air Force Nonappropriated Fund Instrumentalities (NAFIs) must purchase alcoholic beverages from the most competitive source possible, with the following restrictions: (T-0)

1.9.1. Installations in the continental United States (CONUS), Alaska and Hawaii must purchase wine and malt beverages for resale from the most competitive in-state source. An in-state source must deliver the order, unless purchases are made through AAFES.

1.9.2. Installations in Alaska and Hawaii must purchase distilled spirits for resale from the most competitive in-state source. An in-state source must deliver the order, unless the purchases are made through AAFES.

1.9.3. Installations in the OCONUS must purchase distilled spirits from the most competitive source. There is no in-state purchasing or delivery requirement. Purchasing through AAFES is authorized.

**1.10. Registration and Taxation.** NAFIs that buy and sell alcoholic beverages must observe federal regulations: (T-0)

1.10.1. In the United States, a NAFI (Morale, Welfare and Recreation Fund (MWR), Lodging Fund, AAFES, and other NAFIs) cannot transfer alcoholic beverages to another NAFI for reimbursement unless the transferring NAFI has a Federal Liquor Wholesaler's Occupation Tax Stamp issued by the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF).

1.10.2. In the United States, each NAFI that sells retail alcoholic beverages must be registered with the Alcohol and Tobacco Tax and Trade Bureau (ATTB). HQ AFSVA/SVFM maintains a central registration for each NAFI.

1.10.3. Each NAFI that sells alcoholic beverages needs only one registration, regardless of how many annexes or retail outlets that NAFI operates on the installation.

1.10.4. A NAFI operating retail outlets at a geographically separated off-base (for instance, at an off-base recreation area) location must have a separate registration for each off-base outlet.

1.10.5. A NAFI that holds a valid federal wholesaler's occupation tax stamp does not need a federal retail occupation tax stamp.

1.10.6. A NAFI that transfers alcoholic beverages to other NAFIs on a reimbursable basis must post a sign that can be seen from outside the building that reads "Wholesale Liquor Dealer".

1.10.7. A NAFI must provide Bureau of Alcohol, Tobacco and Firearms (ATF) officers with purchase orders, invoices, stock record cards, inventories, and other related documents on request.

1.10.8. Obtain information and forms to apply for wholesale or retail alcoholic beverage permits and tax stamps from the Department of the Treasury, Internal Revenue Service, Bureau of Alcohol, Tobacco, Firearms and Explosives, 1401 H. Street NW, Suite 900, Washington DC 20226-5000.

1.10.9. If a NAFI contracts with a concessionaire to sell alcoholic beverages at MWR events, the concessionaire operator is required to purchase, at no cost to the government, a Federal Liquor Wholesaler's or Retailer's Occupation Tax Stamp issued by the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF).

1.10.10. NAFIs are exempt from all non-federal regulations and direct state and local taxes.

1.10.10.1. Immediately request assistance from the AFSVA Staff Judge Advocate's Office (AFSVA/JA, 2261 Hughes Ave, Suite 156, Lackland AFB TX 78236-9854) to resolve any attempt by a state or local government to tax or regulate non-AAFES NAFI's alcohol purchases or sales.

1.10.10.2. Request the assistance of the Commander, AAFES, Attn: General Counsel, P.O. Box 660202, Dallas Texas 75266-0202 to resolve any attempt to tax or regulate an AAFES activity.

**1.11. Breath Analyzers.** The use of any type of breath analyzers by Force Support Squadron activities is prohibited. (T-2)

## Chapter 2

### SERVING OR SELLING ALCOHOLIC BEVERAGES FOR ON-PREMISES CONSUMPTION

**2.1. Governing Criteria.** Clubs, golf and bowling activities are the primary providers of alcoholic beverages for on-premises consumption. The installation commander will determine which other MWRF-supported activities and AAFES facilities may sell alcoholic beverages to authorized adults by the drink or in single-serving containers. The NAFI may also contract with concessionaires to sell alcoholic beverages at MWR events. (T-2)

2.1.1. The Air Force prohibits alcoholic beverages in any youth program building and outdoor area or at any function sponsored by or for the youth program (Refer to AFI 34-249, *Youth Programs*).

2.1.2. Managers may sell alcoholic beverages for on-premises consumption in all lodging facilities. If the lodging manager does not provide this service, a MWRF-supported activity may do so.

2.1.2.1. Lodging managers may not operate bars, but may sell the following kinds of packaged alcohol: (T-2)

2.1.2.1.1. Distilled spirit miniatures (or, if not available, 200 milliliter sizes).

2.1.2.1.2. Wine coolers and other premixed, commercially packaged alcoholic beverages with less than seven percent alcoholic content by volume (not to exceed 375 milliliters).

2.1.2.1.3. Wine (no larger than 1 liter containers).

2.1.2.1.4. Beer (by the bottle or can).

2.1.2.2. AAFES food facilities may sell beer, wine and premixed commercial drinks (if less than seven percent alcoholic content by volume) for on-premise consumption. **EXCEPTION:** AAFES-operated name brand fast food outlets normally may not sell alcoholic beverages (see paragraph 2.1.3.1.). (T-0)

2.1.3. The installation commander may allow:

2.1.3.1. AAFES-operated name brand fast food outlets to sell beer, wine coolers and premixed commercially packaged alcoholic beverages with less than seven percent alcohol content by volume if the chain offers the same products in the local community.

2.1.3.2. AAFES-operated full-service restaurants to sell wine and beer by the glass with meals.

2.1.4. An AAFES facility that is not authorized to sell alcoholic beverages may request a waiver from HQ United States Air Force (HQ USAF/A1S). Any such request must be routed through HQ AFSVA/SV, 2261 Hughes Ave, Suite 156, Lackland AFB TX 78236-9854. The request must explain how permitting the facility to sell drinks would be beneficial to both consumers and the Air Force.

2.1.5. Base restaurants and other facilities supported by a civilian welfare NAFI may sell these kinds of drinks for on-premises consumption when approved by the installation commander: (T-2)

2.1.5.1. Beer (by single serving size).

2.1.5.2. Wine coolers (by single serving size).

2.1.5.3. Premixed, commercially packaged alcoholic beverages with less than seven percent alcoholic content by volume.

2.1.5.4. Wine and beer by the glass with meals, when approved by the installation commander.

2.1.6. Alcoholic beverages may be consumed on installation and other Air Force off-installation-related facilities or areas as designated in writing by the installation commander. Approval authority may not be delegated. Compliance with the following directives is mandatory. (T-2)

2.1.6.1. Prior to the approval and consumption of alcoholic beverages within other installation facilities or areas, the requestor (squadron or unit commander, Civilian leader or equivalent authority) must develop and submit a safe transportation plan for Airmen and their guests who may consume alcoholic beverages while attending the approved function.

2.1.6.2. With installation commander facility designation for alcohol consumption, alcoholic beverage consumption within a squadron or unit may be considered for approval on a limited basis for Airmen and their guests during the following enumerated functions: Hail/Farewell recognition, promotion and retirement celebrations, fini-flight celebrations, squadron or unit heritage anniversary celebrations, family day celebrations, picnics and other functions/events upon request.

2.1.6.3. Squadron or unit commanders and the appropriate leadership team concerned remain primarily responsible for the safety of all Airmen and their guests who attend squadron/unit events where alcoholic beverages are served. Airmen and guests are expected to conduct themselves in a professional manner and exercise proper decorum at all times during squadron/unit functions and especially while consuming alcoholic beverages on the installation.

2.1.6.4. **(Added-DYESS)** Alcoholic beverages may be consumed in Dyess AFB facilities as identified in Table 2.1.

**Table 2.1. (Added-DYESS) Locations Alcoholic Beverages May Be Consumed**

Officers' Quarters
Enlisted Quarters
Dormitories
Family Housing
Athletic fields ( <b>NOTE:</b> Except for functions held by/for the Youth Program)
Temporary Lodging Facilities and adjacent lawn areas
Swimming Pools (See Note)

<b>Base Picnic Areas (See Note)</b>
FAMCAMP Area
Hangar Center
Bowling Center
Golf Course
Base Theater
Exchange Activities
Squadron Heritage Rooms

Note: Unit Commanders may approve the consumption of alcoholic beverages for official unit events. Unit commanders must notify the 7 FSS/CC, by memorandum, prior to events. Consumption of alcoholic beverages at events other than unit events must be approved by the Mission Support Group Commander. For purposes of this publication, a unit is defined as Squadron, Group or Wing.

- 2.1.6.4.1. **(Added-DYESS)** Longhorn Dining Facility. Wine may be served by food personnel at monthly birthdays or specially designated meals as approved by the 7th Force Support Squadron Commander (7 FSS/CC).
- 2.1.6.4.2. **(Added-DYESS)** 7 FSS sponsored events, such as air shows, and other basewide events.
- 2.1.6.4.3. **(Added-DYESS)** Other areas where special functions are conducted on a case-by-case basis and when beverages are sold and dispensed by the 7 FSS Dyess Club employees only.
- 2.1.6.4.4. **(Added-DYESS)** Organizational gatherings or events within unit facilities, at the discretion of the unit commander. Information outlining the Dram Shop Theory Liability should be available in these areas for project officers to brief servers.
- 2.1.6.5. **(Added-DYESS)** To obtain authorization to consume alcoholic beverages during private pool parties, or at a one-time event, the organization sponsoring the function must submit a written request (see Attachment 2). It must be submitted at least 7 days prior to the proposed event to the 7 MSG/CC through the respective group commander. A responsible individual must be identified so as to provide adequate supervision during the period of use and consumption. Beverages must be served by an individual who has training in Dram Shop Theory; food and non-alcoholic beverages must be readily available. Designated drivers must be used.
- 2.1.7. Air Force medical and religious facilities may dispense alcoholic beverages in accomplishing their mission.
- 2.1.8. When approving a request to serve and consume alcoholic beverages in on-base areas (not designated for this purpose) the installation commander may require the alcoholic beverages be sold and dispensed only by an authorized Force Support Squadron or AAFES activity.
- 2.1.8.1. **(Added-DYESS)** The 7 FSS and Exchange is authorized to sell alcoholic beverages (including distilled spirits) by the drink or in single serving containers at the following locations during their normal hours as approved by 7th Bomb Wing Commander:

**Table 2.2. (Added-DYESS) Locations**

Hangar Center	Exchange Activities
Bowling Center	Lodging Facilities
Golf Course	
Base Theater	

**2.2. Vending Machines.** Do not use vending machines to sell alcoholic beverages in the United States, its territories, or possessions. (T-0)

2.2.1. Outside the United States, its territories and possessions, installation commanders may approve vending machine sales of beer in transient quarters, dormitories and dining facilities for on-premise consumption.

2.2.2. AAFES operates their own overseas vending machine program. A base supplement must set up the following minimum controls for facilities with vending machines: (T-0)

2.2.2.1. Hours of operation that comply with mission requirements.

2.2.2.2. Supervision of machines during operating hours.

2.2.2.3. Authorized use of the machines.

2.2.2.4. Safeguarding of machines during non-operating hours.

**2.3. Private Organizations:** Private Organizations cannot sell or serve alcoholic beverages on Air Force installations (T-1). **EXCEPTION:** At the discretion of the installation commander, NAFI operated MWR programs may secure the aid of volunteers or persons providing gratuitous services to assist in the sale of MWR-procured alcoholic beverages. NAFI operated MWR programs may also enter into contractual agreements with booster clubs associated with military units or other on-installation private organizations, under which the military unit booster club(s) or private organization(s) will provide qualified personnel to assist the NAFI in selling alcoholic beverages at MWR events in exchange for a fee. Fees paid to military unit booster clubs or private organizations will be deposited into the appropriate accounts; units will not require Airmen to participate in the event. This may also apply to cosponsored events, such as Air Shows, Open Houses or other special installation events. All personnel assisting the NAFI's MWR program to sell alcoholic beverages at such events will receive appropriate training as outlined within this AFI, section 1.6 and 1.7 above. (T-2)

**2.4. Air Force Sponsored Aircraft.** Authorized distinguished visitors and their guests may consume alcoholic beverages on Air Force sponsored aircraft. For higher headquarters oversight, submit on a monthly basis a mission requirements log to HQ AFSVA/SVI via the SVI portal. If alcohol beverages are sold, FSS creates a special NAFI to manage the funds in accordance with AFI 34-201, *Use of Nonappropriated Funds (NAFs)*. (T-1)

**2.5. Unauthorized Beverages.** Activity managers must not allow individuals to bring personal supplies of alcoholic beverages into buildings or on the grounds where activities sell or serve alcohol. (T-1)

2.5.1. The sale of pre-mixed and packaged alcoholic energy drinks in FSS activities is prohibited.

**2.6. NAF Operations under the Food Transformation Initiative (FTI) or other Concessionaire Contract.**

2.6.1. The contract operator is required and responsible for executing their beverage program IAW this instruction (T-1)

2.6.1.1. Any agreement entered with a contractor under a concessionaire contract must provide remuneration to the NAFI.

2.6.2. The FTI contract operator is required to purchase, at no cost to the government, a Federal Liquor Wholesaler's or Retailer's Occupation Tax Stamp issued by the Bureau of Alcohol, Tobacco, Firearms and Explosives (ATF). (T-0)

2.6.3. In the United States, each contract operator contracted with the NAFI that sells retail alcoholic beverages must be registered with the Alcohol, Tobacco Tax and Trade Bureau (ATTB). A copy of the registration must be submitted to HQ AFSVA/SVFM to maintain central registration for each NAFI. (T-0)

2.6.3.1. Obtain information and forms to apply for wholesale or retail alcoholic beverage permits and tax stamps from the Department of the Treasury, Internal Revenue Service, Bureau of Alcohol, Tobacco, Firearms and Explosives, 1401 H. Street NW, Suite 900, Washington DC 20226-5000.

2.6.4. The FTI contract operator must provide Alcohol, Tobacco, and Firearms (ATF) officers with purchase orders, invoices, stock record cards, inventories, and other related documents on request. (T-0)

2.6.5. The FTI contract operator or other concessionaire contract operator (and their staffs) are required to adhere to the following: (T-0)

2.6.5.1. Any serving of alcoholic beverages shall be done in accordance with DoD and AF instructions regulations and manuals, NAFI contractual terms and local, state and federal laws.

2.6.5.2. The contractor shall be solely responsible for its operations in ensuring full compliance with alcohol guidelines and regulations associated with maintenance of the NAFI's or Contractor's alcohol license at each installation, as appropriate.

2.6.5.3. For service locations and catered events where alcoholic beverages are served, contractor's employees shall be trained by the contractor in the safe service of alcohol, staff shall be certified in providing this service, to the extent that certification is available, and follow dram shop liability theory practices and procedures outlined above in section 1.6. (T-0)

2.6.5.4. Upon NAFI request, the contractor shall provide NAFI with proof of relevant employees' training and/or certification.

2.6.5.5. Prior to the start date with a contractor, the Force Support Squadron and contractor will come to an agreement on the transfer of inventoried bar stock to be transferred by the NAFI to the contractor. (T-0)

### Chapter 3

#### SELLING ALCOHOLIC BEVERAGES FOR OFF-PREMISE CONSUMPTION

**3.1. AAFES.** AAFES is designated as the single manager of packaged alcoholic beverage (Class Six) stores and the prime wholesaler of alcoholic beverages. The Air Force packaged beverage policy appears in AFJI 34-203, *Board of Directors, Army and Air Force Exchange Service (AAFES) Operating Policies*. (T-0)

**3.2. Base Force Support Squadron Activities.** Force Support Squadron and other Air Force activities may not compete with AAFES to sell packaged alcoholic beverages (with the exception of lodging, ref para 2.1.2.1.1.). When approved by the installation commander, Force Support Squadron activities may sell beer, wine coolers and other commercially packaged alcoholic beverages with less than seven percent alcoholic content by volume for off-premises consumption, but must restrict these sales to time periods when AAFES-operated retail outlets on the installation are closed. Services may not offer package alcohol for lower prices than AAFES charges for the same item. (T-1)

3.2.1. Packaged beer or wine sales that Force Support Squadron offers as part of a party contract or takeout food and beverage operation are exempt from this restriction. Takeout operations normally may only sell 6-pack containers and similarly packaged products to include keg beer. (T-3)

3.2.2. Clubs may sell bottled wines and champagnes listed on the dining room wine list for off-premise consumption under these conditions (T-3):

3.2.2.1. Clubs may not set up rooms separate from the dining room to display or sell for off-premise consumption. (T-3)

3.2.2.2. Clubs ensure that dining room list prices comply with the pricing policy specified in paragraph 3.6. (T-3)

3.2.3. Club and Class Six outlets managers must ensure that package alcohol sales are made only to patrons authorized to use the Club or Class Six store. (Refer to paragraph 3.4 of this AFI for specific instructions on authorized patronage and the attachment to this AFI for the definition of Class Six). Managers must inform patrons of the maximum quantities that an individual may legally transport into or through the state, district, territory, or country where the installation-of-purchase is located. (T-3)

#### **3.3. Establishing Class Six Outlets.**

3.3.1. In the United States, installations may operate Class Six outlets when approved by the Secretary of the Air Force. AFJI 34-211(I), *Army and Air Force Exchange Service General Policies*, contains procedures for establishing a Class Six store. (T-0)

3.3.2. In foreign areas overseas, installations may operate Class Six outlets where there is no contradictory status-of-forces or other country-to-country or local governmental agreement. (T-0)

3.3.2.1. AFSVA/SV with MAJCOM concurrence may approve such operations if requested by AAFES. (T-0)

### 3.4. Authorized Patronage.

3.4.1. Interservice publication AFJI 34-211(I) contains AAFES Class Six patronage restrictions and identification procedures. (T-0)

3.4.2. Authorized patronage in overseas areas must comply with the provisions of the status-of-forces or other country-to-country agreements. (T-0)

**3.5. Controlling Sales.** Authorized patrons may not sell, exchange, or otherwise divert packaged alcoholic beverages to unauthorized personnel or for purposes that violate federal, state or local laws, or status-of-forces or other country-to-country agreements. (T-0)

**3.6. Pricing.** Force Support Squadron activity managers must ensure their prices for packaged alcoholic beverages containing less than seven percent alcohol by volume are not lower than those charged by AAFES and substantially uniform with other military service outlets in the same geographic area. (T-2)

**3.7. Wholesale Sales.** AAFES is the prime wholesaler of alcoholic beverages on Air Force installations. (T-0)

3.7.1. AAFES may provide all requested alcoholic beverage products to authorized Force Support Squadron and NAF-supported base activities.

3.7.2. If AAFES has stock shortages, activities selling alcoholic beverages by the drink have first priority.

3.7.3. AAFES sets wholesale prices based on the "landed cost".

3.7.3.1. A Class Six store pays for alcohol purchases (the purchase order price that the store pays, adjusted for vendor and invoice discounts, plus costs incurred to bring goods to the point of sale). AAFES assesses no additional transportation, warehousing distribution or handling charges.

3.7.3.2. AAFES notifies AFSVA/SV if exceptional conditions (national disasters, transportation strikes, etc.) arise that affect wholesale prices.

3.7.4. Sale of Class Six merchandise to any non-MWR/NAF organizations or activities will be authorized IAW AFJI 34-211(I), **Chapter 10**, paragraph 11.9d. Sale price will be at no less than full retail price or as determined by AAFES Commander. (T-0)

3.7.5. Force Support Squadron and other NAF-supported activities may purchase alcoholic beverages from sources other than AAFES.

### 3.8. Labeling Packaged Alcoholic Beverages.

3.8.1. Public Law (PL)100-690, Title VIII, Alcoholic Beverages Labeling Act of 1988, 18 November 1988, requires all packaged containers of alcoholic beverages for resale on military installations bear this statement: **GOVERNMENT WARNING:** (1) According to the Surgeon General, women should not drink alcoholic beverages during pregnancy because of the risk of birth defects. (2) Consumption of alcoholic beverages impairs your ability to drive a car or operate machinery and may cause health problems. (T-0)

3.8.2. This requirement also applies to foreign packaged beverages that Force Support Squadron activities serve or sell overseas.

3.8.3. The selling activity's manager must label all beverages that the producer doesn't label. Follow these labeling requirements: (T-0)

3.8.3.1. PL 100-690 defines alcoholic beverages as any beverage in liquid form that contains not less than one-half of one percent (0.5 percent) of alcohol by volume for human consumption.

3.8.3.2. Design all labels to make the health warning statement readily legible under ordinary conditions. The statement must be on a contrasting background.

3.8.3.3. Label all containers of 237 milliliters (8 ounces) or less: 1 millimeter (0.04 inches) sized lettering.

3.8.3.4. Label all containers of more than 237 milliliters (8 ounces): 2 millimeters (0.08 inches) sized lettering.

3.8.3.5. Affix labels on the container so they can't be removed without thorough application of water or other solvents.

DANIEL R. SITTERLY, SES, USAF  
Principal Deputy Assistant Secretary of the Air  
Force  
(Manpower & Reserve Affairs)

**(DYESS)**

DAVID M. BENSON, Colonel, USAF  
7th Bomb Wing Commander

## Attachment 1

### GLOSSARY OF REFERENCES, ABBREVIATIONS, ACRONYMS, AND TERMS

#### *References*

Public Law 100-690, Title VIII, *Alcoholic Beverages Labeling Act of 1988*, 18 November 1988

DODD 1015.10, Programs for Military Morale, Welfare, and Recreation (MWR) Enclosure 9, Alcoholic Beverages

AFI 1-2, *Commander's Responsibilities*

AFI 33-360, *Publications and Forms Management*

AFI 34-208, *Property and Casualty Program*

AFI 34-211(I), *Army and Air Force Exchange Service General Policies*

AFI 34-249, *Youth Programs*

AFJI 34-203, *Board of Directors, Army and Air Force Exchange Service (AAFES) Operation*

AFMAN 33-363, *Management of Records*

AFPD 33-3, *Information Management*

AFPD 34-2, *Managing Nonappropriated Funds*

#### *Prescribed Forms*

None

#### *Adopted Forms*

AF Form 847, *Recommendation for Change of Publication*

#### *Abbreviations/Acronyms*

**AAFES**—Army and Air Force Exchange Service

**(Added-DYESS) 7 MSG/CC**—7th Mission Support Group Commander

**(Added-DYESS) 7 FSS/CC**—7th Force Support Squadron Commander

**(Added-DYESS) 7 FSS**—7th Force Support Squadron

**(Added-DYESS) 7 BW**—7th Bomb Wing

**(Added-DYESS) AF**—Air Force

**AFI**—Air Force Instruction

**(Added-DYESS) AFMAN**—Air Force Manual

**(Added-DYESS) AFRC**—Air Force Reserve Command

**(Added-DYESS) AFRIMS**—Air Force Records Information Management System

**AFSVA**—AF Services Activity

**ANG**—Air National Guard

**ATF**—Bureau of Alcohol, Tobacco and Firearms

**DOD**—Department of Defense

**DODI**—Department of Defense Instructions

**(Added-DYESS) Dyess AFB**—Dyess Air Force Base

**FOA**—Field Operating Agency

**FSS**—Force Support Squadron

**HQ AAFES/PL**—Headquarters Army and Air Force Exchange Service, Strategic Planning and Communications Directorate

**HQ AFSVA/SVO**—Headquarters Air Force Services Activity

**HQ AFSVA/SVO**—Headquarters Air Force Services Activity, Directorate of Services Operations Division

**HQ USAF/A1S**—Headquarters United States Air Force, Director of Services

**HQ AFSVA/SVOF**—Headquarters Air Force Services Activity, Directorate of Services, Operations Division, Food & Beverage Branch

**HQ AFSVA/SVF**—Headquarters Air Force Services Activity, Directorate of Financial Management Nonappropriated Funds

**(Added-DYESS) IAW**—In Accordance With

**MAJCOM**—Major Command

**MWR**—Morale, Welfare and Recreation

**MWRF**—Morale, Welfare and Recreation Fund

**NAF**—Nonappropriated Fund

**NAFI**—Nonappropriated Fund Instrumentality

**OI**—Operating Instruction

**OPR**—Office of Primary Responsibility

**RCS**—Report Control Symbol

**(Added-DYESS) RDS**—Records Disposition Schedule

**TLF**—Temporary Lodging Facility

**(Added-DYESS) UCMJ**—Uniform Code of Military Justice

**USAF**—United States Air Force

### *Terms*

**Adult**—A person 21 years old or over. Personnel 18 to 21 years old are adults if so defined by the law of the state, territory, possession, or foreign country where the installation is located. If a state, territory, possession, or foreign country prohibits alcoholic beverages or has no prescribed drinking age, an adult is a person 18 years old or older.

**Alcoholic Beverages**— Potable beverages containing any amount of ethyl alcohol.

**Bases in the United States**— Bases located in the 50 states and the District of Columbia.

**Class Six Store or Annex**— The building or space within a building that serves as the main or supplementary point-of-sale for packaged (off-the-shelf) alcoholic beverages for off-premise consumption.

**Container**— The innermost sealed container, regardless of the packaging material, in which the bottler places an alcoholic beverage for commercial sale.

**Distilled Spirits**— Alcoholic beverages produced by distilling.

**Dram Shop Theory**— A theory of legal liability under which servers of alcoholic beverages (facility owner, operator or employee) can be held liable for damages when they continue to serve alcoholic beverages to a customer who reaches or appears to be nearing the point of intoxication and the customer then brings harm to property, the customer or others.

**Low Alcohol, Nonmalt Beverage**— A premixed, commercially packaged alcoholic beverage with less than seven percent alcohol content by volume.

**Malt Beverage**— Beer, ale and malt liquor derived from yeast-induced fermentation of malted cereal grain to which hops have been added.

**Minor**— An individual who doesn't meet the minimum age requirements for lawfully consuming alcohol.

**Force Support Squadron Activity**— Any activity operated by the base Force Support Squadron.

**Name Brand Fast Food Outlet**— A fast food outlet easily identifiable as a part of an off-base fast-food chain.

**Nonalcoholic Beverage**— A beverage containing no alcohol.

**Wine**— A beverage made from the fermented juice of grapes or from other agricultural products containing not less than seven percent, and not more than 24 percent, alcohol by volume.

Attachment 2 (Added-DYESS)

AUTHORIZATION TO CONSUME ALCOHOLIC BEVERAGES MEMORANDUM

Figure A2.1. SAMPLE LETTER

BOMB WING LETTERHEAD

DATE  
MEMORANDUM FOR REQUESTING GROUP CC  
7 MSG/CC  
7 FSS/DD

FROM: Requesting Organization/Group

SUBJECT: Authorization to Consume Alcoholic Beverages during (Name of Function)

1. Request approval to consume alcoholic beverages during the (Name of Function) held at (Location) on (Date and Time). There will be approximately (#) of people in attendance.

2. (Name(s) of Individual(s)) has reviewed the Dram Shop Theory on line at [www.dyessfss.com/dram-shop-training.html](http://www.dyessfss.com/dram-shop-training.html), to be able to dispense alcoholic beverages. Food/soft drinks and Designated Drivers will be available.

3. The person responsible for adequate supervision during the period of use and consumption of alcoholic beverages for this party is:

\_\_\_\_\_.

Name(s) Phone Number(s)

UNIT/AGENCY COMMANDER'S SIGNATURE BLOCK

1st Ind, Requesting Organization/Group, date, Authorization to Consume Alcoholic Beverages during (Name of Function)

MEMORANDUM FOR 7 MSG/CC

Approved/Disapproved

GROUP CC

SIGNATURE BLOCK

2d Ind, 7 MSG/CC

MEMORANDUM FOR REQUESTING GROUP CC

7 FSS/DD

Approved/Disapproved

SIGNATURE BLOCK

MSG CC