

**BY ORDER OF THE COMMANDER  
LUKE AIR FORCE BASE (AETC)**

**LUKE AIR FORCE BASE  
INSTRUCTION 65-103**



**27 DECEMBER 2024**

**Financial Management**

**CORPORATE LIMITS AND  
COMMUTING DISTANCE**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**ACCESSIBILITY:** Publications and forms are available for downloading or ordering on the e-Publishing website at [www.af.mil/e-publishing](http://www.af.mil/e-publishing).

**RELEASABILITY:** There are no releasability restrictions on this publication

---

OPR: 944 FW/FM

Certified by: 944 FW/CCE  
(Lt Col Patrick Wherry)

Supersedes: LUKEAFBI 65-103, 25 August 2011

Pages: 3

---

This instruction implements AFD 65-1, Management of Financial Services. This instruction defines the corporate limits and the commute area for all Air Force Reserve personnel assigned or attached to the 944th Fighter Wing at Luke Air Force Base (AFB), Arizona. This publication applies to the U. S. Air Force Reserve units and members attached or assigned to Luke AFB. Refer recommended changes and questions about this publication to the OPR using the DAF Form 847, Recommendation for Change of Publication; route DAF Forms 847 from the field through the appropriate functional chain of command. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction (AFI) 33-322, Records Management and Information Governance Program, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. This publication may not be supplemented or further implemented or extended. The authorities to waive wing, unit, delta or garrison level requirements in this publication are identified with a Tier ("T-0, T-1, T-2, T-3") number following the compliance statement. Submit requests for waivers through the chain of command to the appropriate tier waiver approval authority or alternately to the publication OPR for non-tiered compliance items. See DAF Manual (DAFMAN) 90-161, Publishing Processes and Procedures, for a description of the authorities associated with the tier numbers. This publication may not be supplemented or further implemented/extended.

***SUMMARY OF CHANGES***

Major changes to the revision include: Corporate limits and commuting distance both changed to be defined as 50 miles circumference from Luke AFB.

- 1. Corporate Limits** . Corporate limits are defined as 50 miles circumference from Luke AFB.
- 2. Commuting Distance** . The commuting distance is defined as 50 miles circumference from Luke AFB.

DAVID J. BERKLAND, Brigadier General, USAF  
Commander, 56th Fighter Wing

**Attachment 1**

**GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

***References***

AFPD 65-1, *Management of Financial Services*, 25 June 2018

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

***Prescribed Form(s)***

*None*

***Adopted Form(s)***

DAF Form 847, *Recommendation for Change of Publication*

***Abbreviations and Acronyms***

**AF**—Air Force

**AFB**—Air Force Base

**AFI**—Air Force Instruction

**AFMAN**—Air Force Manual

**AFPD**—Air Force Policy Directive

**AFRIMS**—Air Force Records Information Management System

**OPR**—Office of Primary Responsibility

**PLEAD**—Place Enter Active Duty

**RDS**—Records Disposition Schedule