

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

**HEADQUARTERS DEPARTMENT OF THE AIR
FORCE MISSION DIRECTIVE 1-24**



28 AUGUST 2026

Special Management

**ASSISTANT SECRETARY OF THE AIR FORCE
FOR MANPOWER AND RESERVE AFFAIRS**

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1. Mission. As codified in Title 10, United States Code (U.S.C.) §9014 and §9016, the Assistant Secretary of the Air Force for Manpower and Reserve Affairs (SAF/MR) is a part of the Office of the Secretary of the Air Force (known as the Secretariat) and functions under the authority, direction, and control of the Secretary of the Air Force (SecAF). Pursuant to 10 U.S.C. §§ 9013-9016, the SecAF may establish offices and officials within the Secretariat to assist the SecAF in carrying out his/her responsibilities. Consistent with 10 U.S.C. §9014, and as documented by this Headquarters Department of the Air Force Mission Directive (HQDAFMD), the Office of the SAF/MR is established as part of the Secretariat. SAF/MR has overall responsibility for policy related to DAF talent management and care solutions including but not limited to: manpower; military and civilian personnel policy; reserve and auxiliary component affairs; Equal Opportunity; integrated resilience and primary prevention; health program benefits and entitlements; medical readiness; language, regional expertise, and culture (LREC) readiness; United States Air Force Academy; family readiness; family advocacy; services; sexual assault prevention and response; base exchanges and commissaries; morale, welfare, and recreation programs; and data and information technology; human capital information technology, data, and artificial intelligence that supports human capital. In addition, SAF/MR is responsible for the mission of the Air Force Review Boards Agency as described in Air Force Mission Directive (AFMD) 43, *Air Force Review Boards Agency*, which operates as a Field Operating Agency to SAF/MR. The SecAF retains ultimate responsibility for all policies related to the DAF. Within the Secretary's areas of responsibility, SAF/MR prepares policies for SecAF approval, develops and approves programs, and issues official guidance via official DAF publications to ensure and oversee the implementation and execution of those policies.

2. Organizational Relationships. The SecAF is responsible for and has all legal authority necessary to conduct the affairs of the DAF. The Office of the Secretary of the Air Force (Secretariat), the Chief of Staff of the Air Force (CSAF), the Air Staff, the Chief of Space Operations (CSO), and the Space Staff perform their official functions on behalf of the Department subject to the authority, direction and control of the SecAF.

2.1. The SAF/MR reports to the SecAF, serves as an agent of the Secretary within assigned policy and program domains, and provides guidance, direction, and oversight for all matters pertaining to the formulation, review, and execution of plans, policies, programs, and budgets within his/her area of responsibility. The SAF/MR is accountable to the SecAF for results achieved within the policy and program domains assigned by this Directive.

2.2. The SAF/MR and the Office of the SAF/MR work in cooperation with the Deputy Chief of Staff of the Air Force, Manpower, Personnel, and Services (AF/A1), the Deputy Chief of Space Operations for Personnel (SF/S1), the Air Force Surgeon General (AF/SG), the Director of the Air National Guard (NGB/CF), the Chief of the Air Force Reserve (AF/RE), the Air Force Chief of Chaplains (AF/HC), their respective offices, as well as other Headquarters DAF organizations, which are responsible, pursuant to Chapters 903, 905, and 908 of Title 10 for assisting the SecAF in carrying out his/her responsibilities.

2.2.1. Pursuant to Headquarters Operating Instruction (HOI) 90-1, *Headquarters Air Force Mission Directives and Department of War Issuances Program*, two or more HAF two-letter organizations with responsibilities in the same functional area are encouraged to develop SOPs that set forth procedures enabling covered organizations to fulfill and carry out their respective missions, roles, and responsibilities. The following SOPs between the SAF/MR and AF/A1; SAF/MR and SF/S1; SAF/MR and AF/SG; SAF/MR and NGB/CF; SAF/MR and AF/RE; and SAF/MR and AF/HC are included at Attachments 3, 4, 5, 6, 7 and 8, respectively, of this HQDAFMD.

2.3. Reporting to SAF/MR is one Field Operating Agency, the Air Force Review Boards Agency, whose mission is documented in AFMD 43.

3. Responsibilities. The SAF/MR is specifically responsible for:

3.1. Develops and/or certifies all Department-level policies and provides direction, guidance, and overall supervision for all matters pertaining to the formulation, review, and execution of plans, management controls, and programs relative to human capital, including:

3.1.1. Leading teams that address strategic-level, long-range personnel and manpower issues associated with DAF priorities.

3.1.2. Providing guidance and assistance during development and implementation of strategic plans for organizations that are part of the DAF's human capital enterprise. Employing field visits, audits, and/or inspections performed by the Air Force Auditor General and/or the DAF or DoW Inspector General to verify and validate accomplishment of strategic goals and objectives and/or Independent Public Accountants (IPAs).

3.1.3. Advocating with the SecAF, Office of the Secretary of War (OSW), Office of Management and Budget, and Congress for resources and policy/legislation changes in support of strategic goals and objectives for assigned programs.

3.1.4. Providing long-range strategy, oversight, alignment, direction, and guidance for all matters pertaining to enterprise human capital information technology, data systems, and artificial intelligence.

3.1.5. Developing research agendas with functional organizations, which advance the approved goals and objectives of strategic plans. Guiding and driving integration of DAF human capital analytic organizations to ensure a unified enterprise approach. Chairing the Office of Labor and Economic Analysis (OLEA) Steering Group.

3.1.6. Provides senior-level governance, strategic oversight, prioritization, and cross-organizational coordination for DAF marketing activities supporting recruiting and accession objectives. Chairs the Air Force Total Force Executive Marketing Council.

3.1.7 Serve as a representative in the DAF corporate process and in governance bodies to advocate and champion DAF human capital priorities and decisions regarding the workforce.

3.1.8. Serving as a mandatory coordinator on all formal responses, reports, and information for which the SAF/MR has responsibility that are intended for the SecAF, OSW, Congress, or organizations external to the DAF. **Note:** This is not intended to encompass routine Congressional inquiries addressing matters submitted for action/redress on behalf of constituents.

3.1.9. Serving as the DAF signature authority for all DoW issuances related to programs for which the SAF/MR has responsibility.

3.2. Governance for strategy and oversight in military and civilian personnel matters over the full human capital lifecycle to include workforce planning; marketing, recruitment; accession; onboarding; education, training and development; assignment; utilization; retention; promotion; sustainment; compensation, entitlements, retirement and separation; family readiness and support; line of duty determinations; and quality of life components. As needed to integrate competing DAF priorities, such governance will include guidance regarding the following missions:

3.2.1. Providing strategic direction, oversight, and guidance for attracting, developing, leading, and retaining the Total Force to promote lethality and readiness.

3.2.2. Overseeing, planning, development, implementation, and execution of the DAF Civilian Senior Executive (CSE) portfolio.

3.2.3. Policy and oversight related to workforce planning to include manpower management, organizational policy, requirements determination, and manpower mix.

3.2.4. Accomplishing the officer accession mission, including Reserve Officers' Training Corps (ROTC), Officer Training School, and United States Air Force Academy (USAFA); issuing guidance for and monitoring implementation of SecAF approved policy; developing and reviewing legislative proposals; and ensuring effective and collaborative DAF leadership of USAFA. Oversees the execution of the USAFA athletic program cooperative agreement. The Deputy Assistant Secretary for Warfighter Force Management and Readiness, or a member of the Deputy's staff, will serve as the Designated Federal Officer to the USAFA Board of Visitors.

3.2.5. Policy and oversight relating to enterprise-wide training and development including language, regional expertise, and culture.

3.2.6. Providing strategy and policy for Services, Morale, Welfare, and Recreation (MWR) Programs; commissaries; and base exchanges.

3.2.7. Overseeing military compensation such as bonuses and all special and incentive pays for active and reserve component members in accordance with Title 37 USC Chapter 5.

3.2.8. Serving as the DAF's Integrated Primary Prevention (IPP) Program Head, developing a comprehensive and integrated policy for DAF IPP and providing comprehensive oversight of Air Force and Space Force IPP functions.

3.2.9. Serving as the DAF's Sexual Assault Prevention and Response (SAPR) Program Head, developing a comprehensive and integrated policy for DAF SAPR and providing comprehensive oversight of Air Force and Space Force SAPR functions.

3.3. Serving as the DAF Equal Employment Opportunity (EEO) Director pursuant to the Elijah E. Cummings Federal Employee Antidiscrimination Act of 2020 and Title 29 Code of Federal Regulations (CFR) Part 1614, Federal Sector Equal Employment Opportunity, and overseeing the civilian EEO programs (i.e., EEO complaint program, affirmative employment program, disability program [reasonable accommodations and personal assistance services]) and military equal opportunity (MEO) program at all DAF levels consistent with federal laws, regulations, and DoW policies. This includes overseeing the DAF military enlisted and equal opportunity career field with functional and operational support from the AF/A1.

3.4. Advising on enterprise-level decisions that concern Health Affairs (HA) policy and Military Health System strategy to support medical ready forces, a ready medical force, and health care delivery; in addition to the health, wellness and benefits and entitlements of active, reserve, and retired members; the drug demand reduction program; the Veterans Affairs (VA)-DoW Health Resources Sharing program, and the Integrated Disability Evaluation System/Disability Evaluation System.

3.5. Policies related to Chaplain Corps programs pertaining to religious freedom and religious accommodations.

3.6. Guidance, direction, and oversight of the Air Reserve Components (ARC) and Auxiliary Affairs, including the Air National Guard (ANG), Air Force Reserve (AFR), and Air Force oversight of the Civil Air Patrol (CAP).

3.6.1. Overseeing ARC manpower, personnel and personnel support policies and procedures.

3.6.2. Providing guidance, direction and oversight of the Air Force's Total Force Enterprise and the effectiveness of Total Force Integration policies and procedures.

3.6.3. Providing guidance, direction and oversight of the Air Force's utilization of ARC members, to include mobilization and demobilization.

3.6.4. Monitoring force structure and resourcing of the Reserve Components.

3.6.5. Developing and managing the National Guard and Reserve Equipment Account (NGREA) and overseeing equipment accountability.

3.6.6. Provide oversight and policy guidance for the Civil Air Patrol (CAP) in its capacity as the civilian auxiliary of the Air Force and its conduct of Air Force assigned missions.

3.7. Acting as the DoW Executive Agent for the National Science Foundation's Polar Programs.

3.8. The Air Force Review Boards Agency, which consists of the Air Force Civilian Appellate Review Office, Air Force Board for Correction of Military Records, Air Force Personnel Security Appeal Board, Air Force Clemency and Parole Board, SecAF Remissions Board, SecAF Personnel Council and its component boards, to include the Air Force Personnel Board, Air Force Discharge Review Board, and Air Force Decorations Board, and the Air Force's role in the DoW Civilian/Military Service Review Board and DoW Discharge Appeal Review Board.

3.8.1. Serving as the DoW Executive Agent for the DoW Civilian/Military Service Review Board.

3.8.2. Serving as the DoW Executive Agent for the posting of cases to the Boards of Review Reading Room.

3.8.3. Serving as the primary DAF office responsible for fulfilling duties and responsibilities assigned to the Air Force as Lead Agent for the DoW Discharge Appeal Review Board.

3.8.4. Providing guidance and policy oversight regarding the appointment of members to the component boards of the Air Force Review Boards Agency, to include the Air Force Board for Correction of Military Records, Air Force Clemency and Parole Board, DoW Civilian/Military Service Review Board, SecAF Remissions Board, Air Force Personnel Board, Air Force Discharge Review Board, Air Force Personnel Security Appeal Board, Formal Physical Evaluation Board Appeals Board, and Air Force Decorations Board.

3.9. Serving as a member of the DAF Council, USAFA Executive Steering Group, DAF Accessions Summit, DAF Force Development Council, Civilian Force Development Panel, Joint Cross-Service Group (Education & Training) (JCSG E&T), Military Health System Executive Review (MHSE), Senior Military Medical Advisory Council (SMMAC), Exchange Integration Executive Council (EIEC), Defense Manpower and Reserve Affairs, Deputy Chief of Staff, Personnel (M&RA/DCSPER) Meetings, Executive Resources Board, Performance Review Board, Reserve Forces Policy Board, OSW Warrior Readiness Council, Personnel Policy Council (PPC), Defense Human Resources Board (DHRB), Defense Quality of Life Executive Committee (EXCOM), DoW Executive Steering Group on Training Transformation, Wounded, Ill, and Injured Senior Oversight Committee (WII SOC), Cyber Workforce Management Board (CWMB), Business Mission Area Council (BMAC) and DAF Chief Data Analytics Officer (CDAO) Council, DAF Enterprise IT Governance Council, DAF Community Action Board, OSW Resilience Executive Forum, Department of the Air Force Total Force Executive Marketing Council, and representing the SecAF at the Senior Readiness Oversight Council (SROC).

3.10. Certifying and Approving official for DAF pre-commissioning program policy and guidance ensuring policy and guidance meets SecAF, CSAF, and CSO intent, and aligns with public law, DoW, and Chairman of the Joint Chiefs of Staff (CJCS) issuances, other USAF and USSF guidance, initiatives, plans, and processes.

3.10.1. Provides guidance, direction, and oversight for all matters pertaining to the formulation, review, and execution of plans, policies, programs, and budgets addressing pre-commissioning programs.

3.11. Establishing Line of Duty (LOD) determination policy and providing oversight for LOD programs.

3.12. Overseeing the execution of the Transition Integration Management Execution System (TIMES).

3.13. Establishing policy for USERRA exemptions, indispensability determinations, and dual-status authority.

4. Delegations of Secretary of the Air Force Authority and Assignments of Responsibility:

Delegations of Secretary of the Air Force Authority and Assignments of Responsibility:

Attachment 1 lists authorities delegated, and responsibilities assigned by SecAF to the SAF/MR. The authorities delegated/responsibilities assigned to the SAF/MR by this HQDAFMD may generally be re-delegated or reassigned to other DAF officials unless re-delegation is expressly prohibited by the attached delegation or by controlling law, regulation, or Department of War (DoW) issuance. While the Assistant Secretary (Manpower and Reserve Affairs) may re-delegate authorities to other Department of Air Force officials, he/she will ultimately be responsible to the Secretary of the Air Force for all matters listed in Paragraph 1 of this publication. Any re-delegation of authority/assignment of responsibility made shall not be effective unless it is in writing. Any person re-delegating authority in accordance with this Headquarters Air Force Mission Directive may withdraw, further restrict, or condition the authority/responsibility being re-delegated/re-assigned.

5. Notifications to Congress: No re-delegation of authority/assignment of responsibility under this HQDAFMD below the level of a Deputy Assistant Secretary or three-letter/digit office shall include authority to provide formal notifications or reports to Congress.

6. Continuation of Prior Re-Delegations of Authority/Assignments of Responsibility: Re-delegations of authority/assignments of responsibility made prior to the date of issuance of this HQDAFMD remain effective insofar as such re-delegations are not inconsistent with the terms of this HQDAFMD unless superseded by a new re-delegation or assignment of responsibility.

TROY E. MEINK
Secretary of the Air Force

Attachments:

1. Delegations of SecAF Authority/Assignments of Responsibility to SAF/MR
2. Organizational Chart/Three-Letter/Digit Responsibilities
3. Standard Operating Procedures for SAF/MR and AF/A1
4. Standard Operating Procedures for SAF/MR and SF/S1
5. Standard Operating Procedures for SAF/MR and AF/SG
6. Standard Operating Procedures for SAF/MR and NGB/CF
7. Standard Operating Procedures for SAF/MR and AF/RE
8. Standard Operating Procedures for SAF/MR and AF/HC

ATTACHMENT 1

**DELEGATIONS OF SECRETARY OF THE AIR FORCE
AUTHORITY/ASSIGNMENTS OF RESPONSIBILITY
TO THE
ASSISTANT SECRETARY OF THE AIR FORCE
FOR MANPOWER AND RESERVE AFFAIRS**

A1.1. Authority relating to the issuance of military and civilian identification cards as delegated to the SecAF pursuant to Department of Defense Instruction (DoDI) 1000.01, *Identification (ID) Cards Required by the Geneva Conventions*.

A1.2. Authority relating to the administration of the Federal Voting Assistance Program as delegated to the SecAF pursuant to DoDI 1000.04, *Federal Voting Assistance Program (FVAP)*.

A1.3. Authority relating to developing and implementing policy and procedures, ensuring compliance with DoW policies, and conducting related activities for the issuance of ID cards as delegated to the SecAF pursuant to DoDI 1000.13, *Identification (ID) Cards for Members of the Uniformed Services, Their Dependents, and Other Eligible Individuals*.

A1.4. Authority relating to the authorization and support of private organizations operating on DoW installations as delegated to the SecAF pursuant to DoDI 1000.15, *Procedures and Support for Non-Federal Entities Authorized to Operate on DoD Installations*.

A1.5. Authority relating to determining if an established group of civilian employees or contract workers provided services to the U.S. Armed Forces in a manner considered active military service for Department of Veterans Affairs benefits as delegated to the SecAF pursuant to Department of Defense Directive (DoDD) 1000.20, *Active-Duty Service Determinations for Civilian or Contractual Groups*.

A1.6. Authority relating to the administration of Passports and Passport Agent Services, to include serving as the Air Force's OPR for ensuring review and compliance with DoW policies on the same as delegated to the SecAF pursuant to DoDD 1000.21E, *DoD Passport and Passport Agent Services*.

A1.7. Authority relating to issuing and using identity credentials and ensuring qualifications of RAPIDS operators as delegated to the SecAF pursuant to DoDI 1000.25, *DoD Personnel Identity Protection (PIP) Program*.

A1.8. Authority relating to administering the Armed Forces Entertainment (AFE) program as delegated to the SecAF pursuant to the DoDD 1000.26E, *Support for Non-Federal Entities Authorized to Operate on DoD Installations*.

A1.9. Authority relating to the Mass Transportation Benefits Program as delegated to the SecAF pursuant to the DoDI 1000.27, *Mass Transportation Benefit Program (MTBP)*.

A1.10. Authority relating to appointments of Local Board of Trustee members, as required, as delegated to the SecAF pursuant to DoDI 1000.28, *Armed Forces Retirement Home (AFRH)*.

A1.11. Authority relating to administration of the Spirit of Hope Award as delegated to the SecAF pursuant to DoDI 1005.14, *Department of Defense Spirit of Hope (SOH) Award*.

A1.12. Authority relating to civilian MWR activities and their supporting Nonappropriated Fund Instrumentalities as delegated to the SecAF pursuant to DoDI 1015.08, *DoD Civilian Employee Morale, Welfare, and Recreation (MWR) Activities and Supporting Non-appropriated Fund Instrumentalities (NAFI)*, with the exception that SAF/FMC will advise and approve any fund source determination issues.

A1.13. Authority relating to U.S. Professional Scouting organizations at U.S. Military Installations overseas as delegated to the SecAF pursuant to DoDI 1015.09, *Professional U.S. Scouting Organization Operations at U.S. Military Installations Overseas*.

A1.14. Authority relating to managing military MWR programs as delegated to the SecAF pursuant to DoDI 1015.10, *Military Morale, Welfare, and Recreation (MWR) Programs*.

A1.15. Authority relating to the DoW lodging program as delegated to the SecAF pursuant to DoDI 1015.11, *Lodging Policy*, with the exception that SAF/FMC will approve Air Force lodging rates and advise and approve any fund source determination issues.

A1.16. Authority relating to the establishment, management, and control of Nonappropriated Fund Instrumentalities (NAFI) as delegated to the SecAF pursuant to DoDI 1015.15, *Establishment, Management, and Control of Nonappropriated Fund Instrumentalities and Financial Management of Supporting Resources*, with the exception that SAF/FMC will advise and approve any fund source determination issues.

A1.17. Authority relating to NAFI programs for the authorization and connection of NAF information technology (IT) as delegated to the SecAF pursuant to DoDI 1015.16, *Nonappropriated Fund Instrumentalities Information Technology Policies and Procedures*.

A1.18. Authority relating to coordinating DoW AFE and designates the SecAF as the DoW Executive Agent (EA) for AFE as delegated to the SecAF pursuant to the DoDD 1015.17E, *DoD Executive Agent for Armed Forces Entertainment*.

A1.19. Authority relating to coordinating critical support services and the risks associated with not providing critical support services for Service members and their dependents as delegated to the SecAF pursuant to DoDI 1015.18, *Assessing and Managing Challenges Associated with Providing Critical Services at Remote and Isolated Military Installations*.

A1.20. Authority relating to the implementation and maintenance of the DoW student meal program as delegated to the SecAF pursuant to the DoDD 1015.5, *DoD Student Meal Program*.

A1.21. Authority relating to equal opportunity within the DAF as delegated to the SecAF pursuant to DoDD 1020.02E, *Civil Rights and Equal Opportunity in the DoD*.

A1.22. Authority relating to military harassment, including sexual harassment, prevention and response programs within the DAF as delegated to the SecAF pursuant to DoDI, 1020.03, *Harassment Prevention and Response in the Armed Forces*.

A1.23. Authority relating to civilian harassment prevention and response programs not based on an equal employment opportunity (EEO) protected class, to include the anti-harassment program, in accordance with DoDI 1020.04, *Harassment Prevention and Response for DoD Civilian Employees*.

A1.24. Authority relating to reasonable accommodation for DAF civilian employees and applicants for employment with disabilities as delegated to the SecAF pursuant to DoDI 1020.06, *Establishing and Maintaining Comprehensive Reasonable Accommodations Policies and Programs*.

A1.25. Authority relating to prohibiting discrimination based on handicap in programs and activities receiving Federal financial assistance dispersed by the DoW and in programs and activities conducted by the DoW as delegated to the SecAF pursuant to the DoDD 1020.1, *Nondiscrimination on the Basis of Handicap in Programs and Activities Assisted or Conduct by the DoD*.

A1.26. Authority relating to the National Security Education Program as delegated to the SecAF pursuant to DoDI 1025.02, *National Security Education Program (NSEP) and NSEP Service Agreement*.

A1.27. Authority relating to the STARBASE Program as delegated to the SecAF pursuant to DoDI 1025.07, *DoD STARBASE Program*.

A1.28. Authority relating to developing, implementing and operating telework and remote work programs and related activities consistent with DoW policies as delegated to the SecAF pursuant to DoDI 1035.01, *Telework and Remote Work*.

A1.29. Authority relating to the National Defense Executive Reserve as delegated to the SecAF pursuant to DoDI 1100.06, *National Defense Executive Reserve (NDER)*.

A1.30. Authority relating to ensuring compliance with DoW policies on employee surveys as delegated to the SecAF pursuant to DoDI 1100.13, *DoD Surveys*.

A1.31. Authority relating to the enforcement of Equal Opportunity standards in off-base housing programs, as delegated to the SecAF pursuant to DoDI 1100.16, *Equal Opportunity in Off-Base Housing*.

A1.32. Authority relating to the acceptance and use of voluntary services as delegated to the SecAF pursuant to DoDI 1100.21, *Voluntary Services in the Department of Defense*.

A1.33. Authority relating to appropriate workforce mix for military and civilians in new or expanded missions, to include acting as and performing the duties of the designated manpower authority as delegated to the SecAF pursuant to the DoDI 1100.22, *Policy and Procedures for Determining Workforce Mix*.

A1.34. Authority relating to procedures for the Innovative Readiness Training (IRT) program and all IRT support activities as delegated to the SecAF pursuant to DoDI 1100.24, *Innovative Readiness Training (IRT): Support and Services for Eligible Organizations and Activities Outside DoD*.

A1.35. Authority relating to the preparation and administration of manpower programs as delegated to the SecAF pursuant to DoDD 1100.4, *Guidance for Manpower Management*.

A1.36. Authority relating to the consideration of use of National Language Service Corps members during exercise and operational planning as delegated to the SecAF pursuant to DoDI 1110.02, *National Language Service Corps (NLSC)*.

A1.37. Authority relating to ensuring DAF compliance with DoW policies and procedures for programming and accounting for military manpower as delegated to the SecAF pursuant to DoDI 1120.11, *Programming and Accounting for Active Component (AC) Military Manpower*.

A1.38. Authority relating to the vending facility program for the blind as delegated to the SecAF pursuant to DoDI 1125.03, *Vending Facility Program for the Blind on DoD-Controlled Federal Property*.

A1.39. Authority relating to ensuring compliance with DoW policy on manpower accessions to the Regular Air Force, Space Force, and Air Reserve Component Forces as delegated to the SecAF pursuant to DoDI 1145.01, *Qualitative Distribution of Military Manpower*.

A1.40. Authority relating to MEPS as delegated to the SecAF pursuant to Department of Defense Manual (DoDM) 1145.02, *Military Entrance Processing Station (MEPS)*.

A1.41. Authority relating to the Military Entrance Processing Command as delegated to the SecAF pursuant to DoDD 1145.02E, *United States Military Entrance Processing Command (USMEPCOM)*.

A1.42. Authority relating to the screening of reservists, management of the Individual Ready Reserve (IRR) and peacetime management and preparations for mobilization of the Standby Reserve as delegated to the SecAF pursuant to DoDI 1200.07, *Screening the Ready Reserve*.

A1.43. Authority relating to assignment to and transfer between Reserve categories and discharges of reserve members delegated to the SecAF pursuant to DoDI 1200.15, *Assignment to and Transfer Between Reserve Categories and Discharge from Reserve Status*, except for the authority to approve or disapprove an officer's application to transfer to the retired reserve while under a sentence of dismissal.

A1.44. Authority relating to the Contracted Civilian-Acquired Training for Reserve members per Federal Acquisition Regulation and Defense FAR Supplement as delegated to the SecAF pursuant to DoDD 1200.16, *Contracted Civilian-Acquired Training (CCAT) for Reserve Components*.

A1.45. Authority relating to the administration of the *United States Property and Fiscal Officer (USPFO) Program* and related activities as delegated to the SecAF pursuant to DoDI 1200.18, *The United States Property and Fiscal Officer (USPFO) Program*.

A1.46. Authority relating to civilian employment and reemployment rights, benefits, and obligations as delegated to the SecAF pursuant to DoDI 1205.12, *Civilian Employment and Reemployment Rights for Service Members, Former Service Members, and Applicants of the Uniformed Services*.

A1.47. Authority relating to the Junior Reserve Officers' Training Corps (JROTC) Program delegated to the SecAF pursuant to DoDI 1205.13, *Junior Reserve Officers Training Corps (JROTC) Program*.

A1.48. Authority relating to Reserve Component Full-Time Support programs and policies and related activities as delegated to the SecAF pursuant to DoDI 1205.18, *Full-Time Support (FTS) to The Reserve Components*.

A1.49. Authority relating to the development of programs that promote employer and community support for the activities of the National Guard and Reserve as delegated to the SecAF pursuant to DoDI 1205.22, *Employer Support of the Guard and Reserve*.

A1.50. Authority relating to the designation and use of uniform Reserve Component (RC) categories, non-sustained duty, training, and retired categories; the peacetime management and preparation for mobilization of the Standby Reserve and certain members of the Space Force Inactive Status (SFIS); and the management of the Individual Ready Reserve (IRR) and Individual Ready Guardian (IRG) programs, to include the authority to activate members of the Air National Guard (ANG), Air Force Reserve (AFR), and United States Space Force (USSF), as delegated to the SecAF pursuant to DoDI 1215.06, *Uniform Reserve, Training, and Retirement Categories for the Reserve Components*. This includes the authority to approve Active Duty for Operational Support-Active Component (ADOS-AC) tours that do not impact Air Force or Space Force end-strength, and the authority to approve 1,825-day waivers. Exception: The authority provides a waiver to a maximum of 96 additional inactive duty training (IDT) periods for an aircrew member in a fiscal year is excluded.

A1.51. Authority relating to the crediting of active and reserve service for non-regular retirement as delegated to the SecAF pursuant to DoDI 1215.07, *Service Credit for Non-Regular Retirement*.

A1.52. Authority relating to Senior ROTC programs as delegated to the SecAF pursuant to DoDI 1215.08, *Senior Reserve Officers' Training Corps Programs*.

A1.53. Authority relating to reserve component member participation as delegated to the SecAF pursuant to DoDI 1215.13, *Ready Reserve Member Participation Policy*.

A1.54. Authority relating to the management of the Military Reserve Exchange Program as delegated to the SecAF pursuant to DoDI 1215.15, *Military Reserve Exchange Program (MREP)*.

A1.55. Authority relating to Reserve Component officer education requirements as delegated to the SecAF pursuant to DoDI 1215.17, *Educational Requirements for Appointment to a Grade Above First Lieutenant or Lieutenant (Junior Grade) in a Reserve Component*.

A1.56. Authority relating to development of policies, plans and procedures with respect to the Reserve Component use of electronic-based distributed learning tools as delegated to the SecAF pursuant to DoDI 1215.21, *Reserve Component (RC) Use of Electronic-based Distributed Learning Methods for Training*.

A1.57. Authority relating to Reserve Component representation with the NATO Reserve Forces Committee and NATO schools as delegated to the SecAF pursuant to DoDI 1215.22, *Reserve Component Representation, North Atlantic Treaty Organization (NATO) National Reserve Forces Committee (NRFC) and NATO Schools*.

A1.58. Authority relating to providing billeting or lodging in kind for Reserve Component members as delegated to the SecAF pursuant to DoDI 1225.9, *Billeting for Reserve Component Members*.

A1.59. Authority relating to the peacetime management and preparation for mobilization of the Standby Reserve as delegated to the SecAF pursuant to DoDI 1235.09, *Management of the Standby Reserve*.

A1.60. Authority relating to the management of the Individual Mobilization Augmentee (IMA) program and authorizing IMA positions as delegated to the SecAF pursuant to DoDI 1235.11, *Management of Individual Mobilization Augmentees (IMAs)*.

A1.61. Authority relating to the management and administration of the IRR and ING as delegated to the SecAF pursuant to DoDI 1235.13, *Administration and Management of the Individual Ready Response and Inactive National Guard*.

A1.62. Authority relating to authorizing medical and dental care for reserve component members who incur or aggravate an injury, illness, or disease, in the line of duty, and providing pay and

allowances to those members while being treated or recovering from a service-connected injury, illness, or disease as delegated to the SecAF pursuant to the DoDI 1241.01, *Reserve Component (RC) Line of Duty Determination for Medical and Dental Treatments and Incapacitation Pay Entitlements*.

A1.63. Authority relating to administering and managing the Reserve Income Replacement Program as delegated to the SecAF pursuant to DoDI 1241.05, *Reserve Income Replacement Program (RIRP)*.

A1.64. Authority relating to the DoW Reserve Forces Senior Enlisted Advisors Council as delegated to the SecAF pursuant to DoDI 1250.02, *DoD Reserve Forces Senior Enlisted Advisors Council*.

A1.65. Authority relating to the transfer of service members as delegated to the SecAF pursuant to DoDI 1300.04, *Inter-Service Transfer of Commissioned Officers*.

A1.66. Authority relating to conscientious objectors as delegated to the SecAF pursuant to DoDI 1300.06, *Conscientious Objectors*.

A1.67. Authority relating to military funeral honors support as delegated to the SecAF pursuant to DoDI 1300.15, *Military Funeral Support*.

A1.68. Authority relating to the accommodation of religious practices within the Department of the Air Force as delegated to the SecAF pursuant to DoDI 1300.17, *Accommodation of Religious Practices Within the Military Services*.

A1.69. Authority relating to DoW personnel casualty matters as delegated to the SecAF pursuant to DoDI 1300.18, *Department of Defense (DoD) Personnel Casualty Matters, Policies, and Procedures*.

A1.70. Authority relating to implementing the DoW Joint Officer Management Program as delegated to the SecAF pursuant to DoDI 1300.19, *DoD Joint Officer Management (JOM) Program*.

A1.71. Authority relating to mortuary affairs policy implementation as delegated to the SecAF pursuant to DoDD 1300.22, *Mortuary Affairs Policy*.

A1.72. Authority relating to recovering service member care, management and transition as delegated to the SecAF pursuant to DoDI 1300.24, *Recovery Coordination Program (RCP)*.

A1.73. Authority relating to the Wounded Warrior, E2I and OWF programs as delegated to the SecAF pursuant to DoDI 1300.25, *Guidance for the Education and Employment Initiative (E2I) and Operation WARFIGHTER (OWF)*.

A1.74. Authority relating to the use of service dogs by active-duty service members as delegated to the SecAF pursuant to DoDI 1300.27, *Guidance on the Use of Service Dogs by Service Members*.

A1.75. Authority relating to the DoW Mortuary Affairs Program and dignified transfers as delegated to the SecAF pursuant to DoDI 1300.29, *Mortuary Affairs Program*.

A1.76. Authority relating to State, official, special military, and First Lady funerals as delegated to the SecAF pursuant to DoDD 1300.30, *DoD Support of State, Official, Special Military, and First Lady Funerals*.

A1.77. Authority relating to cemeteries on property under the administrative jurisdiction of the Air Force as delegated to the SecAF pursuant to DoDI 1300.31, *DoD Cemeteries*.

A1.78. Authority relating to use of accession processing data collection forms and human resource information as delegated to the SecAF pursuant to DoDI 1304.02, *Accession Processing Data Collection Forms*.

A1.79. Authority relating to accession testing programs as delegated to the SecAF pursuant to DoDI 1304.12E, *DoD Military Personnel Accession Testing Programs*.

A1.80. Authority relating to policy on enlistment, selective reenlistment, critical skills accession, critical skills retention bonuses as delegated to the SecAF pursuant to DoDD 1304.21, *Policy on Enlistment Bonuses, Accession Bonuses for New Officers in Critical Skills, Selective Reenlistment Bonuses, and Critical Skills Retention Bonuses for Active Members*.

A1.81. Authority relating to the acquisition and use of criminal history record information as delegated to the SecAF pursuant to DoDI 1304.23, *Acquisition and Use of Criminal History Record Information for Military Recruiting Purposes*.

A1.82. Authority relating to use of secondary school student directory information for military recruiting as delegated to the SecAF pursuant to DoDI 1304.24, *Use of Directory Information on Secondary School Students for Military Recruiting Purposes*.

A1.83. Authority relating to the fulfillment of military service obligations as delegated to the SecAF pursuant to DoDI 1304.25, *Fulfilling the Military Service Obligation (MSO)*.

A1.84. Authority relating to establishing qualification standards for and implementing DoW policies on enlistment, appointment, and induction as delegated to the SecAF pursuant to DoDI 1304.26, *Qualification Standards for Enlistment, Appointment, and Induction*.

A1.85. Authority relating to the appointment and service of chaplains as delegated to the SecAF pursuant to DoDI 1304.28, *The Appointment and Service of Chaplains*.

A1.86. Authority relating to the administration of enlistment, selective reenlistment, critical skills accession, and critical skills retention bonuses as delegated to the SecAF pursuant to DoDI 1304.29, *Administration of Enlistment Bonuses, Accession Bonuses for New Officers in Critical Skills, Selective Reenlistment Bonuses, and Critical Skills Retention Bonuses for Active Members*.

A1.87. Authority relating to the Enlisted Bonus Program (EBP) as delegated to the SecAF pursuant to DoDI 1304.31, *Enlisted Bonus Program (EBP)*.

A1.88. Authority relating to tracking and reporting recruiting-related data as delegated to the SecAF pursuant to DoDI 1304.32, *Military Services Recruiting Related Reports*.

A1.89. Authority relating to procedures for the payment of a bonus as delegated to the SecAF pursuant to DoDI 1304.34, *General Bonus Authority for Officers*.

A1.90. Authority relating to recruiting campaigns and military marketing recruitment as delegated to the SecAF pursuant to 10 USC 503, *Enlistments: recruiting campaigns; compilation of directory information* and DoDI 1304.35, *Military Marketing*.

A1.91. Authority relating to physical fitness and body fat programs and data depository as delegated to the SecAF pursuant to DoDI 1308.03, *DoD Physical Fitness/Body Composition Program*.

A1.92. Authority relating to the appointment of officers and implementing DoW policies relating to the rank and seniority of commission officers as delegated to the SecAF pursuant to DoDI 1310.01, *Rank and Seniority of Commissioned Officers*, except for the authority to adjust the date of rank of certain promotions delayed by reason of unusual circumstances as provided in paragraph 8 of Enclosure 3.

A1.93. Authority relating to the original appointment of commissioned officers as delegated to the SecAF pursuant to the DoDI 1310.02, *Original Appointment of Officers*.

A1.94. Authority relating to the collection and maintenance of occupational information as delegated to the SecAF pursuant to DoDI 1312.01, *Department of Defense Occupational Information Collection and Reporting*.

A1.95. Authority relating to implementing, administering and ensuring compliance with DoD policy on awarding service credit to commissioned officers as delegated to the SecAF pursuant to DoDI 1312.03, *Entry Grade Credit for Commissioned Officers and Warrant Officers*.

A1.96. Authority relating to utilization of enlisted personnel assigned to duty on the personal staffs of general and flag officers as delegated to the SecAF pursuant to DoDI 1315.09, *Utilization of Enlisted Aides on Personal Staffs of General/Flag Officers*.

A1.97. Authority relating to separation policies for survivorship as delegated to the SecAF pursuant to DoDI 1315.15, *Special Separation Policies for Survivorship*.

A1.98. Authority relating to the administration of military personnel assignments and permanent change of station (PCS) transfers, to include establishing implementation procedures, monitoring and measuring time on station (TOS), managing exit and retention survey data, nominating/assigning qualified members to OSW, joint, and combatant command positions, and coordinating inter-Service PCS transfers for dual military couples, in accordance with DoWI 1315.18, *Military Personnel Assignment Policy*, and DoWM 1315.21, Volume 1, *Military Personnel Assignments: Procedures and Requirements* and Volume 2, *Military Personnel Assignments: Outside the Continental United States Duty and Dependent Travel*.

A1.99. Authority relating to the Exceptional Family Member Program as delegated to the SecAF pursuant to DoDI 1315.19, *The Exceptional Family Member Program (EFMP)*.

A1.100. Authority relating to processing military officer actions requiring approval of the Under Secretary of Defense or higher authority as delegated to the SecAF pursuant to DoDI 1320.04, *Military Officer Actions Requiring Presidential, Secretary of Defense, or Under Secretary of Defense for Personnel and Readiness Approval or Senate Confirmation*, except as prohibited by law or DoW policy.

A1.101. Authority relating to the continuation of commissioned officers on the active duty list and reserve active-status list as delegated to the SecAF pursuant to DoDI 1320.08, *Continuation of Commissioned Officers On Active Duty And On The Reserve Active-Status List*, except for the authority to convene continuation selection boards, appoint board members, issue written instructions to board members, approve administrative briefings provided to board members, and approve the board results.

A1.102. Authority relating to discharge of commissioned officers not qualified for promotion to the grade of first lieutenant or lieutenant (junior grade) as delegated to the SecAF pursuant to DoDI 1320.10, *Discharge of Commissioned Officers Not Qualified for Promotion to the Grade of First Lieutenant or Lieutenant (Junior Grade)*.

A1.103. Authority relating to reporting commissioned officer promotion information as delegated to the SecAF pursuant to DoDI 1320.13, *Commissioned Officer Promotion Reports (COPRs)*.

A1.104. Authority relating to administering the commissioned officer promotion and special selection programs and related activities as delegated to the SecAF pursuant to DoDI 1320.14, *Commissioned Officer Promotion Program Procedures*, except for the authority to convene promotion selection boards, appoint board members, issue written instructions to board members, approve administrative briefings provided to board members, forward the board results to the Department of War, make an individual date of rank adjustment, remove an individual from a promotion list, and terminate promotion delays for officers in the grades of first lieutenant and above [RA7.1] as provided in 10 U.S.C. §624(d)(2) and §14311(b). Further delegation of the responsibility/authority to interview board participants is prohibited.

A1.105. Authority relating honorary promotion processing procedures as delegated to the SecAF pursuant to DoDI 1320.15, *Honorary Promotion Processing Procedures*.

A1.106. Authority relating to fellowships, scholarships, Training with Industry (TWI) opportunities, and grants as delegated to the SecAF pursuant to DoDI 1322.06, *Fellowships, Legislative Fellowships, Scholarships, Training-With-Industry (TWI), and Grants for DoD Personnel Provided to DoW or DoW Personnel for Education and Training*.

A1.107. Authority relating to voluntary education programs as delegated to the SecAF pursuant to DoDD 1322.08E, *Voluntary Education Programs for Military Personnel*.

A1.108. Authority relating to policies on graduate education for military officers as delegated to the SecAF pursuant to DoDI 1322.10, *Policy on Graduate Education for Military Officers*.

A1.109. Authority relating to the Montgomery GI Bill program as delegated to the SecAF pursuant to DoDI 1322.16, *Montgomery GI Bill Program*.

A1.110. Authority relating to the Montgomery GI Bill-Selected Reserve (MGIB-SR) as delegated to the SecAF pursuant to DoDI 1322.17, *Montgomery GI Bill-Selected Reserve (MGIB-SR)*.

A1.111. Authority relating to military training as delegated to the SecAF pursuant to DoDD 1322.18, *Military Training*.

A1.112. Authority relating to voluntary education programs in overseas areas as delegated to the SecAF pursuant to DoDI 1322.19, *Voluntary Education Programs in Overseas Areas*.

A1.113. Authority relating to oversight and support of the U.S. Air Force Academy and U.S. Air Force Academy Prep School as delegated to the SecAF in accordance with DoDI 1322.22, *Military Service Academies* and 10 U.S.C. § 9448, except the authority to approve an application for excess leave or early release from active duty service commitment (ADSO) to participate in professional sports or pursue other activities with potential recruiting or public affairs benefit before completion of an active duty service obligation.

A1.114. Authority relating to annual nominations of Corporate Fellows and related duties as delegated to the SecAF pursuant to DoDI 1322.23, *Secretary of Defense Executive Fellows (SDEF)*.

A1.115. Authority relating to voluntary education programs as delegated to the SecAF pursuant to DoDI 1322.25, *Voluntary Education Programs*.

A1.116. Authority relating to the delivery of distributed learning as delegated to the SecAF pursuant to DoDI 1322.26, *Distributed Learning (DL)*.

A1.117. Authority relating to implementing JTEST-AI as delegated to the SecAF pursuant to DoDI 1322.29, *Job Training, Employment Skills Training, Apprenticeships, and Internships (JTEST-AI) for Eligible Service Members*.

A1.118. Authority relating to implementation of the Reserve Educational Assistance Program as delegated to the SecAF pursuant to DoDI 1322.30, *Reserve Educational Assistance Program (REAP)*.

A1.119. Authority relating to Service common military training (CMT) as delegated to the SecAF pursuant to DoDI 1322.31, *Common Military Training (CMT)*.

A1.120. Authority relating to the DoW Credentialing Program to include the National Standards of Apprenticeship for the United Services Military Apprenticeship Program and Credentialing Opportunities Online as delegated to the SecAF pursuant to DoDI 1322.33, *DoD Credentialing Programs*.

A1.121. Authority relating to personal financial readiness of Service members as delegated to the SecAF pursuant to DoDI 1322.34, *Financial Readiness of Service Members*.

A1.122. Authority relating to the organization, management, and administration of military education programs, to include outcomes-based military education requirements, as delegated to the SecAF pursuant to DoDI 1322.35, *Military Education: Program Management and Administration*.

A1.123. Authority relating to desertion and unauthorized absence as delegated to the SecAF pursuant to DoDI 1325.02, *Desertion and Unauthorized Absence or Absence Without Leave*.

A1.124. Authority relating to leave and liberty policies as delegated to the SecAF pursuant to DoDI 1327.06, *Military Leave and Liberty and Administrative Absence*, except for the authority to approve applications for excess leave to pursue activities with potential recruiting or public affairs benefits to the Department of the Air Force.

A1.125. Authority relating to career intermission program (CIP) for service members as delegated to the SecAF pursuant to DoDI 1327.07, *Career Intermission Program for Service Members*.

A1.126. Authority relating to service member preparation for and competition in Military Service sports competitions and in civilian national and international amateur sports competitions on a voluntary basis as delegated to the SecAF pursuant to DoDI 1330.04, *Military Services Participation in National and International Sports Activities*.

A1.127. Authority relating to Armed Services Exchange policy as delegated to the SecAF pursuant to DoDI 1330.09, *Armed Services Exchange Policy*, except for the authority relating to purchase limitations in the United States.

A1.128. Authority relating to DoW commissary operations as delegated to the SecAF pursuant to DoDI 1330.17, *Commissary Program*, except for the authority to grant deviations as defined in paragraph 5p (1) of Enclosure 2; the authority to enter into negotiated agreements for recurring support described in paragraph 5d (3) of Enclosure 2; and the authority to extend commissary access to civilian employees at overseas installations described in paragraphs 5a,b, e, g, and l of Enclosure 2.

A1.129. Authority relating to Armed Services Exchanges as delegated to the SecAF pursuant to DoDI 1330.21, *Armed Services Exchange Regulations*, except for the authority to grant deviations with regard to authorized patron privileges for individuals or class/groups of persons at specific installations.

A1.130. Authority relating to administrative separations for enlisted members, to include the authority to drop enlisted members from the rolls of the Air Force or Space Force pursuant to DoDI 1332.14, *Enlisted Administrative Separations*.

A1.131. Authority relating to disability evaluation system and related activities, to include separations or retirements for physical disability as delegated to the SecAF pursuant to DoDI 1332.18, *Disability Evaluation System*, and supporting DoDMs, except for the authority to retire or separate for physical disability a general officer or a medical officer in any grade when that general officer or medical officer is also being processed for retirement for age or length of service.

A1.132. Authority relating to the quality assurance program for the Disability Evaluation System (DES) as delegated to the SecAF pursuant to DoDM 1332.18, Volume 2, *Disability Evaluation System Manual: Quality Assurance Program*.

A1.133. Authority relating to determining the minimum period of service in grade for non-disability (voluntary) military retirement as delegated to the SecAF pursuant to DoDI 1332.20, *Minimum Service in Grade for Non-Disability (Voluntary) Retirement*, and SecDef memorandum, dated 5 June 2003, *Delegation of Authority Pertaining to the Retirement of Officers Under Title 10 United States Code, Section 1370*, and as granted to the SecAF in 10 U.S.C. §1370, except for the authority to forward and act on approved waiver of the three-year minimum service requirement in a grade above major that require Presidential approval under 10 U.S.C. §1370(a)(2)(D), and to forward a request for reduction involving a general officer to the Under Secretary or Principal Deputy Under Secretary of Defense for Personnel and Readiness.

A1.134. Authority relating to survivor annuity programs as delegated to the SecAF pursuant to DoDD 1332.27, *Survivor Annuity Programs for the Uniformed Services*.

A1.135. Authority relating to discharge review board procedures and standards as delegated to the SecAF pursuant to DoDI 1332.28, *Discharge Review Board (DRB) Procedures and Standards*.

A1.136. Authority relating to eligibility of personnel for separation pay for Regular and Reserve personnel as delegated to the SecAF pursuant to DoDI 1332.29, *Involuntary Separation Pay (Non-Disability)*, except for the SecAF's discretionary denial of separation pay, severance pay, or readjustment pay.

A1.137. Authority relating to separation of commissioned officers as delegated to the SecAF pursuant to DoDI 1332.30, *Commissioned Officer Administrative Separations*, except for the authority to approve or disapprove a general officer's resignation, discharge, separation or release from active duty.

A1.138. Authority relating to selective early retirement or removal of officers from the active duty list or reserve active status list as delegated to the SecAF pursuant to DoDI 1332.32, *Selective Early Retirement or Removal of Officers on an Active Duty List, Warrant Officer Active Duty List, and the Reserve Active Status List*, except for the authority to convene selective early retirement or early removal selection boards, appoint board members, issue written instructions to board members, approve administrative briefings provided to board members, and approve the board results.

A1.139. Authority relating to transition assistance for military as delegated to the SecAF pursuant to DoDI 1332.35, *Transition Assistance Program (TAP) for Military Personnel*.

A1.140. Authority relating to the administration and certification of the public and community service employment program for transitioning and retiring Service members, as delegated to the SecAF pursuant to DoDI 1332.37, *Program to Encourage Public and Community Service Employment*.

A1.141. Authority relating to the administration of Discharge Review Boards and for correcting any military record of the Military Department as delegated to the SecAF pursuant to DoDD 1332.41, *Boards for Correction of Military Records (BCMRs) and Discharge Review Boards (DRBs)*, and as granted to the SecAF in 10 U.S.C §1552, subject to the sub-paragraphs that follow:

A1.141.1. The following authorities delegated to SAF/MR under DoDD 1332.41 and 10 U.S.C. §1552, may not be further re-delegated:

A1.141.1.1. The authority to grant an application submitted under DoDD 1332.41 and 10 U.S.C. §1552, asking the Secretary, acting through a board of civilians, for correction of a military record when denial has been recommended by a unanimous vote of a panel of the Board for Correction of Military Records; and,

A1.141.1.2. The authority to deny an application for correction of military records when correction has been recommended by unanimous vote of a panel of the board for Correction of Military Records.

A1.141.2. The following authorities are not hereby delegated to SAF/MR:

A1.141.2.1. The authority to grant or deny any application submitted pursuant to DoDD 1332.41 and 10 U.S.C. §1552, asking the Secretary, acting through a board of civilians, to correct military records(s) relating to or affecting a security clearance or access to classified materials.

A1.141.2.2. The authority to grant or deny any application or group or category of applications submitted pursuant to DoDD 1332.41 and 10 U.S.C. §1552, asking the Secretary, acting through a board of civilians, for correction of military records(s) with respect to which the SecAF has reserved final decision authority.

A1.142. Authority relating to administering the Survivor Benefit Plan Program and Reserve Component Survivor Benefit Plan Program, and related activities as delegated to the SecAF pursuant to DoDI 1332.42, *Survivor Benefit Plan*.

A1.143. Authority relating to the Voluntary Separation Pay (VSP) Program and requests for waiver of repayment of voluntary separation pay for members who receive Veterans Administration disability compensation, retired pay or retainer pay as delegated to the SecAF pursuant to DoDI 1332.43, *Voluntary Separation Pay (VSP) Program for Service Members*; DoD FMR, Volume 7A, Chapter 35, paragraphs 8.0 and 8.10, and 10 U.S.C. §1175a.

A1.144. Authority relating to the determination of deployability status and retention of Service members, as delegated to the SecAF pursuant to DoDI 1332.45, *Retention Determinations for Non-Deployable Service Members*. This authority may be redelegated, except for the statutory responsibility to provide the Monthly Non-Deployable Report directly to the USD(P&R), which must remain with the Secretary of the Air Force.

A1.145. Authority relating to wearing of the uniform as delegated to the SecAF pursuant to DoDI 1334.01, *Wearing of the Uniform*.

A1.146. Authority relating to frocking of commissioned officers as delegated to the SecAF pursuant to DoDI 1334.02, *Frocking of Commissioned Officers*.

A1.147. Authority relating to certifying release from active duty as delegated to the SecAF pursuant to DoDI 1336.01, *Certificate of Uniformed Service (DD Form 214/5 Series)*.

A1.148. Authority relating to Personnel Tempo (PERSTEMPO) events as delegated to the SecAF pursuant to DoDI 1336.07, *Management of Personnel Tempo*.

A1.149. Authority relating to military human resource information, data, and records as delegated to the SecAF pursuant to DoDI 1336.08, *Military Human Resource Records Life Cycle Management*.

A1.150. Authority relating to the clothing allowance as delegated to the SecAF pursuant to DoDD 1338.05, *Armed Forces Clothing Monetary Allowance Policy*.

A1.151. Authority relating to the DoW Food Service Program to provide the highest quality and cost-effective food service to authorized military and civilian personnel as delegated to the SecAF pursuant to DoDM 1338.10, *DoD Food Service Program*.

A1.152. Authority relating to clothing monetary allowances as delegated to the SecAF pursuant to DoDI 1338.18, *Armed Forces Clothing Monetary Allowance Procedures*.

A1.153. Authority relating to duty performed in a hostile fire area, duty in a foreign area designated as an area subject to imminent danger, and duty designated as hazardous, as delegated to the SecAF pursuant to DoDI 1340.09, *Hazard Pay Program*.

A1.154. Authority relating to the waiver of debts from erroneous payment of pay and allowances as delegated to the SecAF pursuant to DoDD 1340.22, *Waiver of Debts Resulting from Erroneous Payments of Pay and Allowances*.

A1.155. Authority relating to oversight of Family Separation Allowance (FSA) as delegated to the SecAF pursuant to DoDI 1340.24, *Family Separation Allowance*; except that SAF/FM will serve as an Office of Coordinating Responsibility (OCR) for and execute prescribed FSA policy.

A1.156. Authority relating to implementing DoW policy on designating areas in which service members are eligible for the Combat Zone Tax Exclusion as delegated to the SecAF pursuant to the DoDI 1340.25, *Combat Zone Tax Exclusion (CZTE)*.

A1.157. Authority relating to assignment and special duty pays as delegated to the SecAF pursuant to the DoDI 1340.26, *Assignment and Special Duty Pays*.

A1.158. Authority relating to implementing and distributing Foreign Language Proficiency Bonus and Senior ROTC Skill Proficiency Bonus as delegated to the SecAF pursuant to DoDI 1340.27, *Military Foreign Language Skill Proficiency Bonuses*.

A1.159. Authority relating to the Defense Enrollment Eligibility Reporting System as delegated to the SecAF pursuant to DoDI 1341.02, *Defense Enrollment Eligibility Reporting System Procedures*.

A1.160. Authority relating to the Veterans Employment Assistance Program as delegated to the SecAF pursuant to DoDI 1341.06, *Veterans Employment Assistance Program (VEAP)*.

A1.161. Authority relating to adoption reimbursement policy as delegated to the SecAF pursuant to DoDI 1341.09, *DoD Adoption Reimbursement Policy*.

A1.162. Authority relating to the Family Subsistence Supplemental Allowance program as delegated to the SecAF pursuant to DoDI 1341.11, *Family Subsistence Supplemental Allowance (FSSA) Program*.

A1.163. Authority relating to establishing procedures to inform catastrophically wounded, ill or injured service members (or their guardians) of their eligibility for special compensation and ensuring periodic recertification as delegated to the SecAF pursuant to the DoDI 1341.12, *Special Compensation for Assistance with Activities of Daily Living (SCAADL) Program*.

A1.164. Authority relating to administering the Post-9/11 GI Bill and related activities as delegated to the SecAF pursuant to DoDI 1341.13, *Post-9/11 GI Bill*.

A1.165. Authority relating to Servicemember's Group Life Insurance On-Line Enrollment System as delegated to the SecAF pursuant to DoDI 1341.14, *Servicemembers' Group Life Insurance (SGLI) On-Line Enrollment System (SOES)*.

A1.166. Authority relating to Basic Needs Allowance as delegated to the SecAF pursuant to DoDI 1341.15, *Basic Needs Allowance*.

A1.167. Authority relating to family care plans as delegated to the SecAF pursuant to DoDI 1342.19, *Family Care Plans*.

A1.168. Authority relating to supporting DoW educational activities as delegated to the SecAF pursuant to DoDD 1342.20, *Department of Defense Education Activity (DoDEA)*.

A1.169. Authority relating to implementing DoW policy on military family readiness as delegated to the SecAF pursuant to DoDI 1342.22, *Military Family Readiness*.

A1.170. Authority relating to compensation for abused dependents as delegated to the SecAF pursuant to DoDI 1342.24, *Transitional Compensation for Abused Dependents*.

A1.171. Authority relating to implementing the DoW Yellow Ribbon Reintegration Program and related activities as delegated to the SecAF pursuant to DoDI 1342.28, *DoD Yellow Ribbon Reintegration Program (YRRP)*.

A1.172. Authority relating to the Interstate Compact on Educational Opportunity for Military Children as delegated to the SecAF pursuant to DoDI 1342.29, *Interstate Compact on Educational Opportunity for Military Children*.

A1.173. Authority relating to dependency determination for incapacitated adult children as delegated to the SecAF pursuant to DoDI 1342.30, *Dependency Determinations for Incapacitated Adult Children*.

A1.174. Authority relating to commercial solicitations on DoW installations as delegated to the SecAF pursuant to DoDI 1344.07, *Personal Commercial Solicitation on DoD Installations*.

A1.175. Authority relating to the reimbursement of interment allowances, and review and reporting of the same as delegated to the SecAF pursuant to DoDI 1344.08, *Interment Allowance for Deceased Military Personnel*.

A1.176. Authority relating to indebtedness of military personnel as delegated to the SecAF pursuant to DoDI 1344.09, *Indebtedness of Military Personnel*.

A1.177. Authority relating to awarding medals, trophies, badges and similar honors in recognition of accomplishments as delegated to the SecAF pursuant to DoDI 1348.19, *Award of Medals, Trophies, Badges, and Similar Honors in Recognition of Accomplishments*, except for the authority to use appropriated funds pursuant to paragraph 4.6.

A1.178. Authority relating to regulating military service awards within the Department of the Air Force consistent with applicable statutes, Executive orders, and DoW policies as delegated to the SecAF pursuant to DoDI 1348.33, *DoD Military Decorations and Awards Program*.

A1.179. Authority relating to Medal of Honor consistent with applicable statutes, Executive orders, and DoD policies as delegated to the SecAF pursuant to DoDM 1348.33, Volume 1, *Manual of Military Decorations and Awards: Medal of Honor*, except for the authority to personally endorse Medal of Honor recommendations pursuant to Section 2.2 or to make a determination of material error or impropriety pursuant to Section 1.2.e.(2)(b)2.

A1.180. Authority relating to DoW Campaign, Expeditionary, and Service Medals consistent with applicable statutes, Executive orders, and DoW policies as delegated to the SecAF pursuant to DoDM 1348.33, Volume 2, *Manual of Military Decorations and Awards: DoD Service Awards - Campaign, Expeditionary, and Service Medals*.

A1.181. Authority relating to DoW-wide performance and valor awards (excluding the Medal of Honor and DoD Joint decorations and awards) consistent with applicable statutes, Executive orders, and DoW policies as delegated to the SecAF pursuant to DoDM 1348.33, Volume 3, *Manual of Military Decorations and Awards: DoD-Wide Personal Performance and Valor Decorations*.

A1.182. Authority relating to DoW Joint personal military decorations (PMDs) and awards consistent with applicable statutes, Executive orders, and DoW policies as delegated to the SecAF pursuant to DoDM 1348.33, Volume 4, *Manual of Military Decorations and Awards: DoD Joint Decorations and Awards*.

A1.183. Authority relating to presidential recognition upon retirement from military service as delegated to the SecAF pursuant to DoDI 1348.34, *Presidential Recognition on Retirement from Military Service*.

A1.184. Authority relating to the wear of the OSW or OSD Badge as delegated to the SecAF pursuant to DoDI 1348.35, *OSD Identification Badge Program*.

A1.185. Authority relating to the military equal opportunity prevention and response program as delegated to the SecAF pursuant to DoDI 1350.02, *Military Equal Opportunity Program*.

A1.188. Authority relating to the management and activation of regular and reserve retired military members as delegated to the SecAF pursuant to DoDI 1352.01, *Management of Regular and Reserve Retired Military Members*.

A1.187. Authority relating to the civilian mobility program as delegated to the SecAF pursuant to DoDI 1400.24, *Civilian Mobility Program*.

A1.188. Authority relating to civilian personnel management as delegated to the SecAF pursuant to DoDI 1400.25, *DoD Civilian Personnel Management*, to include:

A1.188.1. DoDI 1400.25, Volume 100, *DoD Civilian Personnel Management System: General Provisions*.

A1.188.2. DoDI 1400.25, Volume 250, *DoD Civilian Personnel Management System: Civilian Strategic Human Capital Planning (SHCP)*.

A1.188.3. DoDI 1400.25, Volume 251, *DoD Civilian Personnel Management System: Relationships with Non-Labor Organizations Representing Federal Employees and Other Organizations*.

A1.188.4. DoDI 1400.25, Volume 300, *DoD Civilian Personnel Management System: Employment of Federal Civilian Annuitants in the DoD*.

A1.188.5. DoDI 1400.25, Volume 315, *DoD Civilian Personnel Management System: Employment of Spouses of Active-Duty Military*.

A1.188.6. DoDI 1400.25, Volume 331, *DoD Civilian Personnel Management System: Civilian Air Traffic Controller (ATCs)*.

A1.188.7. DoDI 1400.25, Volume 336, *DoD Civilian Personnel Management System: Civilian Firefighters and Law Enforcement Officers*, including the authority to grant exceptions to the maximum entry age.

A1.188.8. DoDI 1400.25, Volume 340, *DoD Civilian Personnel Management System: Part-Time Career Employment Program*.

A1.188.9. DoDI 1400.25, Volume 351, *DoD Civilian Personnel Management System: Reduction in Force*.

A1.188.10. DoDI 1400.25, Volume 410, *DoD Civilian Personnel Management System: Training, Education, and Professional Development*, except for the authority to approve training, education, and professional development activities for Presidential appointees. This specific authority resides with the Secretary of War and may not be redelegated

A1.188.11. DoDI 1400.25, Volume 430, *DoD Civilian Personnel Management System: Performance Management*.

A1.188.12. DoDI 1400.25, Volume 431, DoD Civilian Personnel Management System: *Performance Management and Appraisal Program.*

A1.188.13. DoDI 1400.25, Volume 451, *DoD Civilian Personnel Management System: Awards.*

A1.188.14. DoDI 1400.25, Volume 511, *DoD Civilian Personnel Management System: Classification Program.*

A1.188.15. DoDI 1400.25, Volume 531, *DoD Civilian Personnel Management System: Pay Under the General Schedule.*

A1.188.16. DoDI 1400.25, Volume 536, *DoD Civilian Personnel Management System: Grade and Pay Retention.*

A1.188.17. DoDI 1400.25, Volume 537, *DoD Civilian Personnel Management System: Student Loan Repayment.*

A1.188.18. DoDI 1400, Volume 540, *DoD Civilian Personnel Management System: Pay Pursuant to Title 38 – Additional Pay for Certain Healthcare Professionals.*

A1.188.19. DoDI 1400.25, Volume 541, *DoD Civilian Personnel Management System: Pay Pursuant to Title 38—Special Rules for Nurses Pursuant to the Baylor Plan.*

A1.188.20. DoDI 1400.25, Volume 542, *DoD Civilian Personnel Management System: On-Call Pay for Healthcare Personnel.*

A1.188.21. DoDI 1400.25, Volume 543, *DoD Civilian Personnel Management System: DoD Civilian Physicians, Podiatrists, and Dentists Pay Plan.*

A1.188.22. DoDI 1400.25, Volume 550, *DoD Civilian Personnel Management System: Pay Administration (General).*

A1.188.23. DoDI 1400.25, Volume 575, *DoD Civilian Personnel Management System: Recruitment and Relocation Bonuses, Retention Allowances, and Supervisory Differentials.*

A1.188.24. DoDI 1400.25, Volume 591, *DoD Civilian Personnel Management System: Uniform Allowance Rates for DoD Civilian Employees.*

A1.188.25. DoDI 1400.25, Volume 610, *DoD Civilian Personnel Management System: Hours of Duty.*

A1.188.26. DoDI 1400.25, Volume 630, *DoD Civilian Personnel Management System: Leave.*

A1.188.27. DoDI 1400.25, Volume 631, *DoD Civilian Personnel Management System: Credit for Prior Non-Federal Work Experience and Certain Military Service for Determining Leave Accrual Rate.*

A1.188.28. DoDI 1400.25, Volume 711, *DoD Civilian Personnel Management System: Labor-Management Relations*.

A1.188.29. DoDI 1400.25, Volume 731, *DoD Civilian Personnel Management System: Suitability and Fitness Adjudication for Civilian Employees*.

A1.188.30. DoDI 1400.25, Volume 771, *DoD Civilian Personnel Management System: Administrative Grievance System*.

A1.188.31 DoDI 1400.25, Volume 830, *DoD Civilian Personnel Management System: Civil Service Retirement System (CSRS)*.

A1.188.32. DoDI 1400.25, Volume 833, *DoD Civilian Personnel Management System: Phased Retirement*.

A1.188.33. DoDI 1400.25, Volume 840, *DoD Civilian Personnel Management System: Federal Employees Retirement System (FERS)*.

A1.188.34. DoDI 1400.25, Volume 850, *DoD Civilian Personnel Management System: Unemployment Compensation (UC)*.

A1.188.35. DoDI 1400.25, Volume 870, *DoD Civilian Personnel Management System: Federal Employees Group Life Insurance (FEGLI)*.

A1.188.36. DoDI 1400.25, Volume 885, *DoD Civilian Personnel Management System: Professional Liability Insurance*.

A1.188.37. DoDI 1400.25, Volume 890, *DoD Civilian Personnel Management System: Federal Employees Health Benefits (FEHB)*.

A1.188.38. DoDI 1400.25, Volume 920, *DoD Civilian Personnel Management System: Senior Executive Service Performance Management System and Compensation Policy*.

A1.188.39. DoDI 1400.25, Volume 922, *DoD Civilian Personnel Management System: Employment of Highly Qualified Experts (HQES)*.

A1.188.40. DoDI 1400.25, Volume 1100, *DoD Civilian Personnel Management System: Civilian Human Resources Management Information Technology Portfolio*.

A1.188.41. DoDI 1400.25, Volume 1230, *DoD Civilian Personnel Management System: Employment in Foreign Areas and Employee Return Rights*.

A1.188.42. DoDI 1400.25, Volume 1232, *DoD Civilian Personnel Management System: Employment of Family Members in Foreign Areas*.

A1.188.43. DoDI 1400.25, Volume 1250, *DoD Civilian Personnel Management System: Overseas Allowances and Differentials*.

A1.188.44. DoDI 1400.25, Volume 1251, *DoD Civilian Personnel Management System: Compensation of Foreign Nationals*.

A1.188.45. DoDI 1400.25, Volume 1260, *DoD Civilian Personnel Management System: Home Leave*.

A1.188.46. DoDI 1400.25, Volume 1261, *DoD Civilian Personnel Management System: Observance of Holidays in Foreign Areas*.

A1.188.47. DoDI 1400.25, Volume 1401, *DoD Civilian Personnel Management System: General Information Concerning Nonappropriated Fund (NAF) Personnel Policy*.

A1.188.48. DoDI 1400.25, Volume 1403, *DoD Civilian Personnel Management System: Nonappropriated Fund (NAF) Employment*.

A1.188.49. DoDI 1400.25, Volume 1404, *DoD Civilian Personnel Management System: Nonappropriated Fund (NAF) Performance Management Program*.

A1.188.50. DoDI 1400.25, Volume 1405, *DoD Civilian Personnel Management System: Nonappropriated Fund (NAF) Pay and Allowances*.

A1.188.51. DoDI 1400.25, Volume 1406, *DoD Civilian Personnel Management System: Nonappropriated Fund (NAF) Attendance and Leave*.

A1.188.52. DoDI 1400.25, Volume 1407, *DoD Civilian Personnel Management System: Nonappropriated Fund (NAF) Classification*.

A1.188.53. DoDI 1400.25, Volume 1412, *DoD Civilian Personnel Management System: Nonappropriated Fund (NAF) Overseas Allowances and Differentials, and Employment in Foreign Areas*.

A1.188.54. DoDI 1400.25, Volume 1417, *DoD Civilian Personnel Management System: Civilian Transition Program (CTP) For Nonappropriated Fund (NAF) Employees Affected by Workforce Reductions*.

A1.188.55. DoDI 1400.25, Volume 1471, *DoD Civilian Personnel Management System: Nonappropriated Fund (NAF) Labor-Management and Employee Relations*.

A1.188.56. DoDI 1400.25, Volume 1614, *DoD Civilian Personnel Management System: Investigation of Equal Employment Opportunity (EEO) Complaints*.

A1.188.57. DoDI 1400.25, Volume 1700, *DoD Civilian Personnel Management System: Civilian Assistance and Re-employment (CARE) Program*.

A1.188.58. DoDI 1400.25, Volume 1702, *DoD Civilian Personnel Management System: Voluntary Separation Programs*.

A1.188.59. DoDI 1400.25, Volume 1703, *DoD Civilian Personnel Management System: Retraining and Outplacement Assistance*.

A1.188.60. DoDI 1400.25, Volume 1704, *DoD Civilian Personnel Management System: Post Separation Entitlement and Benefit Authority*.

A1.188.61. DoDI 1400.25, Volume 1705, *DoD Civilian Personnel Management System: Operational Continuity During Closure*.

A1.188.62. DoDI 1400.25, Volume 1800, *DoD Civilian Personnel Management System: DoD Priority Placement Program*.

A1.188.63. DoDI 1400.25, Volume 2001, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) – Introduction*.

A1.188.64. DoDI 1400.25, Volume 2004, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Adjustment in Force (AIF)*.

A1.188.65. DoDI 1400.25, Volume 2005, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Employment and Placement*.

A1.188.66. DoDI 1400.15, Volume 2006, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Compensation Administration*.

A1.188.67. DoDI 1400.25, Volume 2007, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Occupational Structure*.

A1.188.68. DoDI 1400.25, Volume 2008, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System Awards and Recognition*.

A1.188.69. DoDI 1400, Volume 2009, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Disciplinary, Performance-Based, and Adverse Action Procedures*.

A1.188.70. DoDI 1400.25, Volume 2010, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Professional Development*.

A1.188.71. DoDI 1400.25, Volume 2011, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Performance Management*.

A1.188.72. DoDI 1400.25, Volume 2012, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Performance-Based Compensation*.

A1.188.73. DoDI 1400.25, Volume 2013, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Program Evaluation*.

A1.188.74. DoDI 1400.25, Volume 2014, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Employee Grievance Procedures*.

A1.188.75. DoDI 1400.25, Volume 2015, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Special Categories of Personnel*.

A1.188.76. DoDI 1400.25, Volume 2016, *DoD Civilian Personnel Management System: Administration of Foreign Language Pay for Defense Civilian Intelligence Personnel System (DCIPS) Employees*.

A1.188.77. DoDI 1400.25, Volume 3001, *DoD Civilian Personnel Management System: Cyber Excepted Service (CES) Introduction*.

A1.188.78. DoDI 1400.25, Volume 3005, *DoD Civilian Personnel Management System: Cyber Excepted Service (CES) Employment and Placement*.

A1.188.79. DoDI 1400.25, Volume 3006, *DoD Civilian Personnel Management System: Cyber Excepted Service (CES) Compensation Administration*.

A1.188.80. DoDI 1400.25, Volume 3007, *DoD Civilian Personnel Management System: Cyber Excepted Service (CES) Occupational Structure*.

A1.189. Authority relating to the defense civilian intelligence personnel system as delegated to the SecAF pursuant to DoDD 1400.35, *Defense Civilian Intelligence Personnel System (DCIPS)*, except for the authority relating to the termination of employment of any employee in a Defense Intelligence Position, which may not be re-delegated per 10 U.S.C. 1609(e).

A1.190. Authority relating to DoW policy for civilian personnel as delegated to the SecAF pursuant to DoDD 1400.5, *DoD Policy for Civilian Personnel*.

A1.191. Authority relating to administering whistleblower protection programs for NAFI employees, former employees, or applicants as delegated to the SecAF pursuant to DoDD 1401.03, *DoD Nonappropriated Fund Instrumentality (NAFI) Employee Whistleblower Protection*.

A1.192. Authority relating to employment of retired members as delegated to the SecAF pursuant to DoDI 1402.01, *Employment of Retired Members of the Armed Forces*.

A1.193. Authority relating to background checks on individuals in childcare services as delegated to the SecAF pursuant to DoDI 1402.05, *Background Checks on Individuals in Child Care Services Programs*.

A1.194. Authority relating to compliance with DoW policy and procedures relating to civilian faculty positions in Department of Air Force post-secondary educational institutions as delegated to the SecAF pursuant to DoDI 1402.06, *Civilian Faculty Positions in Department of Defense (DoD) Post-Secondary Educational Institutions*.

A1.195. Authority relating to the career lifecycle management of SES leaders as delegated to the SecAF pursuant to DoDD 1403.03, *The Career Lifecycle Management of the Senior Executive Service Leaders within the Department of Defense*.

A1.196. Authority relating to Senior Executive Services (SES) members and equivalents as delegated to the SecAF pursuant to DoDD 1403.1, *The Senior Executive Service and Equivalent-Level Positions and Personnel*.

A1.197. Authority relating to reducing the SES force as delegated to the SecAF pursuant to DoDI 1403.2, *Reduction in Force in the Senior Executive Service*.

A1.198. Authority relating to subsistence pay as delegated to the SecAF pursuant to DoDD 1418.05, *Basic Allowance for Subsistence (BAS) Policy*.

A1.199. Authority relating to civilian career management as delegated to the SecAF pursuant to DoDI 1430.02, *Civilian Career Management*.

A1.200. Authority relating to civilian leader development as delegated to the SecAF pursuant to DoDI 1430.16, *Growing Civilian Leaders*.

A1.201. Authority relating to workplace violence prevention and response as delegated to the SecAF pursuant to DoDI 1438.06, *DoD Workplace Violence Prevention and Response Policy*.

A1.202. Authority relating to civilian equal employment opportunity programs as delegated to the SecAF pursuant to DoDD 1440.1, *The DoD Civilian Equal Employment Opportunity (EEO) Program*.

A1.203. Authority relating to automated civilian personnel records as delegated to the SecAF pursuant to DoDI 1444.02, Volume 1, *Data Submission Requirements for DoD Civilian Personnel: Appropriated Personnel (APF) Civilians*.

A1.204. Authority relating to automated civilian personnel records as delegated to the SecAF pursuant to DoDI 1444.02, Volume 2, *Data Submission Requirements for DoD Civilian Personnel, Volume 2, Nonappropriated Personnel (NAF) Civilians*.

A1.205. Authority relating to automated civilian personnel records as delegated to the SecAF pursuant to DoDI 1444.02, Volume 3, *Data Submission Requirements for DoD Civilian Personnel: Foreign National (FN) Civilians*.

A1.206. Authority relating to automated civilian personnel records as delegated to the SecAF pursuant to DoDI 1444.02, Volume 4, *Data Submission Requirements for DoD Civilian Personnel, Volume 4, Workforce and Address Dynamic Records*.

A1.207. Authority relating to the designation of the Department of the Air Force representative to the NATO Committee on Gender Perspectives (NCGP), in accordance with DoDI 2000.17, *DoD Participation in the NATO Committee on Gender Perspectives (NCGP)*.

A1.208. Authority relating to the DoW SFOVP-related responsibilities as delegated to the SecAF pursuant to DoDI O-2000.27, *FOUO - DoD Senior Foreign Official Visit Program (SVOVP)*.

A1.209. Authority relating to United Nations (UN) mission support as delegated to the SecAF pursuant to DoDD 2065.01E, *DoD Personnel Support to the United Nations*.

A1.210. Authority relating to ensuring compliance with DoW policies and requirements on Combating Trafficking in Persons (CTIP), as delegated to the SecAF pursuant to the DoDI 2200.01, *Combating Trafficking in Persons (CTIP)*.

A1.211. Authority relating to missing persons as delegated to the SecAF pursuant to DoDI 2310.05, *Accounting for Missing Persons – Boards of Inquiry*.

A1.212. Authority relating to losses due to hostile acts, including acting as the OPR for coordinating all personnel accounting matters as delegated to the SecAF pursuant to DoDD 2310.07, *Past Conflict Personnel Accounting Policy*.

A1.213. Authority relating to accounting for DoW-affiliated personnel following a disaster as delegated to the SecAF pursuant to the DoDI 3001.02, *Personnel Accountability in Conjunction with Natural or Manmade Disasters*.

A1.214. Authority relating to the evacuation of US citizens and designated aliens from threatened areas abroad as delegated to the SecAF pursuant to DoDD 3025.14, *Evacuation of U.S. Citizens and Designated Aliens from Threatened Areas Abroad*.

A1.215. Authority relating to the use of the National Guard for Defense Support of Civil Authorities as delegated to the SecAF pursuant to DoDI 3025.22, *The Use of the National Guard for Defense Support of Civil Authorities*.

A1.216. Authority relating to public health and medical services in support of Civil Authorities as delegated to the SecAF pursuant to DoDI 3025.24, *DoD Public Health and Medical Services in Support of Civil Authorities*.

A1.217. Authority relating to National Defense Science and Engineering Graduate Fellowships as delegated to the SecAF pursuant to DoDI 3218.02, *National Defense Science and Engineering Graduate (NDSEG) Fellowships*.

A1.218. Authority relating to cultivation of the Defense Intelligence foreign language and regional and culture capabilities as delegated to the SecAF pursuant to DoDI 3300.07, *Defense Intelligence Foreign Language and Regional and Culture Capabilities*.

A1.219. Authority relating to restrictions on the sale or rental of sexually explicit materials on DoW property and recommending representatives to the Resale Activities Board of Review as delegated to the SecAF pursuant to DoDI 4105.70, *Prohibition of the Sale or Rental of Sexually Explicit Material on DoD Property*.

A1.220. Authority relating to National Guard and Reserve Equipment Account (NGREA) report as delegated to the SecAF pursuant to DoDI 4140.58, *National Guard and Reserve Equipment Report (NGRER)*.

A1.221. Authority relating to developing consumer affairs programs, addressing consumer concerns, and designating a consumer affairs representative as delegated to the SecAF pursuant to DoDI 5030.56, *DoD Consumer Affairs Program*.

A1.222. Authority relating to the Combined Federal Campaign (CFC) as delegated to the SecAF pursuant to DoDI 5035.01, *Combined Federal Campaign (CFC) Fund-Raising Within the Department of Defense*.

A1.223. Authority relating to developing and sustaining personnel programs that support SOF LREC capabilities, ensuring Air Force personnel complete and document required culture training, and coordinate with ASD(SO/LIC) on SOF foreign language proficiency bonus policies in accordance with DoDI 3902.02, *Special Operations Forces Foreign Language , Regional Expertise, and Culture Policy*.

A1.224. Authority relating to Major DoD Headquarters Activities (MHA) under Department of the Air Force management control, to include organizing, staffing, and providing personnel strength and operating cost data for management and combatant headquarters activities, as delegated to the SecAF pursuant to DoDI 5100.73, *Major DoD Headquarters Activities*.

A1.225. Authority relating to the assignment of military personnel to the DoW Human Resources Activity (DoDHRA) as delegated to the SecAF pursuant to the DoDD 5100.87, *Department of Defense Human Resources Activity (DoDHRA)*.

A1.226. Authority relating to the Defense Commissary Agency (DeCA) and the DeCA Board of Directors as delegated to the SecAF pursuant to DoDD 5105.55, *Defense Commissary Agency (DeCA)*.

A1.227. Authority relating to exercising authority, direction and control over the NGB on matters pertaining to the SECAF's responsibilities in law and DoW policy and ensuring consideration of NGB and National Guard requirements during the DoW PPBE process deliberations and budget execution as delegated to the SecAF pursuant to DoDD 5105.77, *National Guard Bureau (NGB)*.

A1.228. Authority relating to Air Force responsibilities for the National Guard Joint Force Headquarters – State (NG JFHQ-State), to include serving as the approval authority for ANG manpower adjustments in the joint staff elements of the NG JFHQs-State as delegated to the SecAF pursuant to DoDD 5105.83, *National Guard Joint Force Headquarters-State (NG JFHQs-State)*.

A1.229. Authority relating to supporting and coordinating with the DPMO as delegated to the SecAF pursuant to DoDD 5110.10, *Defense POW/MIA Accounting Agency (DPAA)*.

A1.230. Authority relating to the Department of the Air Force Federal Wage System (FWS) and Nonappropriated Fund (NAF) civilian compensation programs, to include exercising wage-fixing and prevailing rate determinations, as delegated to the SecAF pursuant to DoDI 5120.39, *DoD Wage Fixing Authority-Appropriated Fund and Nonappropriated Fund Compensation Programs*.

A1.231. Authority and responsibilities related to the Armed Forces Chaplains Board as delegated to the SecAF pursuant to DoDI 5120.08, *Armed Forces Chaplains Board*.

A1.232. Authority relating to the management, administration, and execution of the Department of Defense Medical Examination Review Board (DoDMERB), in accordance with DoDD 5124.02, *Under Secretary of Defense for Personnel and Readiness (USD(P&R))*

A1.233. Authority relating to Deputy Under Secretary of Defense for Personnel and Readiness as delegated to the SecAF pursuant to DoDD 5124.08, *Deputy Under Secretary of Defense for Personnel and Readiness (USD(P&R))*.

A1.234. Authority relating to commercial travel management as delegated to the SecAF pursuant to DoDI 5154.31, Volumes 5 & 6, *Commercial Travel Management*:

A1.234.1. DoDI 5154.31 Volume 5: *The Per Diem, Travel and Transportation Allowance Committee (PDTATAC)*.

A1.234.2. DoDI 5154.31 Volume 6, *Uniformed Services Housing and Station Allowances*.

A1.235. Authority relating to determining which personnel are covered by Social Security and what amounts of their remuneration are subject to the withholding of Social Security tax, as delegated to the SecAF pursuant to DoDI 5160.24, *Delegation of Powers to the Secretaries of the Military Departments to Make Determinations Under the Social Security Act and Federal Insurance Contributions Act*.

A1.236. Authority relating to serving as the DoW Executive Agent for the Defense Language Institute English Language Center (DLIELC), designating a qualified Air Force Senior Language Authority (SLA), developing a language program, and otherwise implementing DoW policy on language programs as delegated to the SecAF pursuant to DoDD 5160.41E, *Defense Language, Regional Expertise, and Culture (LREC) Program (DLRECP)*.

A1.237. Authority relating to DoW language and regional proficiency capabilities as delegated to the SecAF pursuant to DoDI 5160.70, *Management of the Defense Language, Regional Expertise, and Culture (LREC) Program*.

A1.238. Authority relating to DoW language testing activities as delegated to the SecAF, and responsibility for performing DLIELC-related activities as delegated to SecAF in his/her capacity as the DoW Executive Agent for the DLIELC pursuant to DoDI 5160.71, *DoW Language Testing Program*.

A1.239. Authority relating to addressing discrimination, pursuant to Title VI of the Civil Rights Act of 1964, for any program or activity receiving Federal financial assistance from the DoW as delegated to the SecAF pursuant to DoDD 5500.11, *Nondiscrimination in Federally Assisted Programs*.

A1.240. Authority relating to naturalization of aliens serving in the armed forces and other identified persons as delegated to the SecAF pursuant to DoDI 5500.14, *Naturalization of Aliens Serving in the Armed Forces of the United States and of Alien Spouses and/or Alien Adopted Children of Military and Civilian Personnel Ordered Overseas*.

A1.241. Authority relating to the reporting process for military educational institutions seeking to establish, modify, or redesignate degrees as delegated to the SecAF pursuant to DoDI 5545.04, *Policy on the Congressional Reporting Process for Military Educational Institutions Seeking to Establish, Modify, or Redesignate Degrees*.

A1.242. Authority relating to policies and procedures for medical manpower, personnel, and compensation programs as delegated to the SecAF pursuant to DoDI 6000.13, *Accession and Retention Policies, Programs, and Incentives for Military Health Professions Officers (HPOs)*.

A1.243. Authority relating to family member screening for command sponsorship or family member travel to an overseas location as delegated to the SecAF pursuant to DoDI 6000.20, *Family Member Travel Screening*.

A1.244. Authority relating to the completion of the Separation History Physical Exam as delegated to the SecAF pursuant to DoDI 6040.46, *The Separation History and Physical Examination (SHPE) for the DoD Separation Health Assessment (SHA) Program*.

A1.245. Authority relating to child development programs as delegated to the SecAF pursuant to DoDI 6060.02, *Child Development Program (CDPS)*.

A1.246. Authority relating to the operation of Youth Programs as delegated to the SecAF pursuant to DoDI 6060.4, *Youth Services (YS) Policy*.

A1.247. Authority relating to implementing Force Health Protection (FHP) measures, on behalf of all Military Service members during active and Reserve military service, as delegated to the SecAF pursuant to DoDD 6200.04, *Force Health Protection (FHP)*. (**Note:** Execution of clinical and medical standards is managed by AF/SG).

A1.248. Authority relating to the Family Advocacy Program (FAP) and addressing child abuse and domestic abuse in military communities, as delegated to the SecAF pursuant to DoDI 6400.01, *Family Advocacy Program (FAP)*, and DoDM 6400.01, Volume 2, *Family Advocacy Program (FAP): Child Abuse and Domestic Abuse Incident Reporting System*.

A1.249. Authority relating to mitigating self-directed harm and prohibited abusive or harmful acts to promote enduring force readiness as delegated to the SecAF pursuant to DoDI 6400.09, *DoD Policy on Integrated Primary Prevention of Self-Directed Harm and Prohibited Abuse or Harm*.

A1.250. Authority relating to DoW coordinated community response (CCR) for preventing and responding to problematic sexual behavior in children and youth as delegated to the SecAF pursuant to DoDI 6400.10, *DoD Coordinated Community Response to Problematic Sexual Behavior in Children and Youth*.

A1.251. Authority relating to requirements for addressing primary prevention of harmful behaviors and command climate as delegated to the SecAF pursuant to DoDI, 6400.11, *DoD Integrated Primary Prevention Policy for Prevention Workforce and Leaders*.

A1.252. Authority relating to Military OneSource (MOS) and the Military and Family Life Consultant (MFLC) Program, non-medical, counseling services for DoW regular, guard, reserve, their families, and other qualified personnel as delegated to the SecAF pursuant to DoDI 6490.06, *Counseling Services for DoD Military, Guard and Reserve, Certain Affiliated Personnel, and Their Family Members*.

A1.253. Authority relating to the DoW Suicide Program as delegated to the SecAF pursuant to DoDI 6490.16, *Defense Suicide Prevention Program*.

A1.254. Authority relating to the DoW Sexual Assault Prevention and Response Program as delegated to the SecAF pursuant to DoDD 6495.01, *Sexual Assault Prevention and Response (SAPR) Program*, to include:

A1.254.1 DoDI 6495.02, Volume 1, *Sexual Assault Prevention and Response (SAPR) Program Procedures*.

A1.254.2 DoDI 6495.02, Volume 2, *Sexual Assault Prevention and Response: Education and Training*.

A1.254.3 DoDI 6495.02, Volume 3, *Sexual Assault Prevention and Response: Retaliation Response for Adult Sexual Assault Cases*.

A1.255. Authority relating to certification requirements as delegated to the SecAF pursuant to DoDI 6495.03, *Defense Sexual Assault Advocate Certification Program (D-SAACP)*.

A1.256. Authority relating to commissary surcharge, non-appropriated fund (NAF) and privately financed construction projects as delegated to the SecAF pursuant to DoDI 7700.20, *Commissary Surcharge, Nonappropriated Fund (NAF), and Privately Financed Construction Policy*.

A1.257. Authority relating to the Human Resource functional community for Independent Public Accountants (IPAs) contracted to conduct annual financial statement audits as prescribed in DAFI 65-302, *External Audits*, Para 1.8 and 1.9.

A1.258. Authority relating to recurring reporting as delegated to the SecAF pursuant to DoDI 7730.18, *Recurring Reports of Civilian Employment and Payroll*.

A1.259. Authority relating to manpower authorizations, programmed manpower structure, and unit data as delegated to the SecAF pursuant to DoDI 7730.64, *Automated Extracts of Manpower and Unit Organizational Element Files*.

A1.260. Authority relating to aviation incentive pays and bonuses as delegated to the SecAF pursuant to DoDI 7730.67, *Aviation Incentive Pays and Bonus Program*.

A1.261. Authority relating to uniformed services human resources information system as delegated to the SecAF pursuant to DoDI 7730.68, *Uniformed Services Human Resources Information System*.

A1.262. Directive-type Memorandum (DTM) 13-008, *DoD Implementation of Presidential Policy Directive 19*

A1.263. Directive-type Memorandum 23-005 *Self-Initiated Referral Process for Mental Health Evaluations of Service Members*.

A1.264. Authority relating to the Reserve Income Replacement Program (Section 613), the 1-Year Extension of Authority to Waive Annual Limitation on Premium Pay and Aggregate Limitation on Pay for Certain Federal Civilian Employees Working Overseas (Section 1105), Exclusion of Nonappropriated Fund Employees From Limitations on Dual Pay (Section 1108), 1-Year Extension of Temporary Authority to Grant Allowances, Benefits, and Gratuities to Civilian Personnel on Official Duty in a Combat Zone (Section 1109), Enhanced Shore Leave for Department of Defense Civilian Mariners (Section 1110), Creditability of Certain Honorable Active Service for Family and Medical Leave Act (FMLA) Leave (including Paid Parental Leave) and Parental Bereavement Leave Eligibility Purposes (Section 1114) as delegated to the SecAF pursuant to CPM 2024-10, *Recent Pay and Leave-Related Legislative Changes*, from enactment of the National Defense Authorization Act (NDAA) for Fiscal Year (FY) 2024 (Public Law 118-31, December 22, 2023).

A1.265. Authority relating to expedited hiring authority for defense acquisition workforce positions as delegated to the SecAF pursuant to USD (P&R) Expansion of Direct Hire Authority for Certain Personnel of the Department of Defense, dated 15 October 2021, implementing 10 U.S.C. Section 9905

A1.266. Authority relating to any direct hire authority assigned to the SecAF by Congress or as delegated to the SecAF by the Secretary of Defense or his/her delegate, subject to the terms and conditions specified in the initial assignment of authority and subsequent delegations. These direct hiring authorities include, but are not limited to:

A1.266.1. Authority relating to direct hire authority of post-secondary students and recent graduates into competitive service (GS-11 and below) for certain professional and administrative occupations as delegated to the SecAF pursuant to USD (P&R) Memorandum dated 18 July 2024, *Direct Hire Authority for the Department of Defense for Post-Secondary Students and Recent Graduates*;

A1.266.2. Authority relating to direct hire authorities as assigned to the SecAF pursuant to USD (P&R) Memorandum dated 12 Aug 24, *Approval of Temporary Direct Hire Authority for Positions Designated as Department of Defense Sexual Assault Program Workforce Positions*, Z5CAB/Direct Hire Authority for Critical Need title 5, U.S.C. 9902(b)(2), 6/6/2017.

A1.266.3 Authority relating to temporary direct hire authority for domestic defense industrial base facilities and major range and test facilities base, as delegated to the SecAF pursuant to USD(P&R) Memorandum, dated 26 Aug 2024, *Extension of Temporary Direct Hire Authority for Domestic Defense Industrial Base Facilities and the Major Range and Test Facilities Base in the Department of Defense*.

A1.266.4. Authority relating to direct hire authorities for certain personnel of the Department of Defense, as delegated to the SecAF pursuant to USD(P&R) Memorandum, dated August 12, 2024, *Expansion of Direct Hire Authority for Certain Personnel of the Department of Defense*.

A1.267. Authority to act for the “Secretary concerned” in matters under the Joint Travel Regulations (JTR) which are re-delegated to the Deputy Assistant Secretary, Warfighter Force Management and Readiness, who is designated the Per Diem, Travel and Transportation Allowance Committee (PDTATAC) Principal for the Air Force. [**Note:** By Memorandum of Agreement (19 May 2020), SAF/FM re-delegated authority to SAF/MR for the DoD Financial Management Regulations Chapters formerly in the Joint Travel Regulations].

A1.268. Authority as given to the SecAF concerning retirements for length of service under 10 U.S.C. Chapter 941, 10 USC Chapter 1223, and 10 USC Chapter 2013, except for the authority to approve or disapprove a general officer’s application to retire, or to approve or disapprove an officer’s application to retire while under a sentence of dismissal.

A1.269. Authority delegated to the SecAF pursuant to Secretary of Defense Memorandum, *Partial Mobilization (World Trade Center and Pentagon Attacks)*, dated February 13, 2003, and pursuant to DoDI 1235.12, *Accessing the Reserve Components (RC)*:

A1.269.1. Authority to order units and members of the Air Reserve Component, and USSF members on non-sustained duty, to active duty. Exercise of this authority will be coordinated with the Chairman of the Joint Chiefs of Staff or his/her designee prior to their announcement. Prior to executing the order to active duty of a specific unit, the appropriate state Governors and Congressional delegations, and the defense oversight committees of Congress, will be notified;

A1.269.2. Exercise, subject to such instructions as may be issued by the Secretary of War or his designee, the specified Presidential authorities under 10 U.S.C. §123, 123a, 527, 12006, 12011, 12012, and 12305. Exercise of authority under this paragraph will be coordinated with the Under Secretary of War for Personnel and Readiness, or his designee prior to their announcement;

A1.268.3. Exercise any subsequent delegation to the SecAF by the Secretary of War of all or any part of the authority conveyed by Executive Orders 13223 and 12728. This re-delegated authority may only be exercised by a civilian appointed to office by the President, by and with the advice and consent of the Senate.

A1.270. Authority delegated to the SecAF by the Secretary of Defense pursuant to DoDI 1235.12, *Accessing the Reserve Components (RC)*, to execute orders to active duty under 10 U.S.C. § 12304a (Order to Active Duty to Provide Assistance in Response to a Major Disaster or Emergency):

A1.270.1. Execute orders to active duty, without the consent of the Air Force Reserve (AFR) or United States Space Force (USSF) member affected, for any unit or individual member not assigned to a unit, for a continuous period of not more than 120 days. (**Note:** *This is subject to the Secretary of Defense's waiver of Congressional notification requirements for any activation periods projected to exceed 30 days.*)

A1.271. Authority delegated to the SecAF pursuant to 10 U.S.C. §12304b, *Preplanned Support in support of the Combatant Commands*.

A1.241.1. Order units of the Selected Reserve to active duty for pre-planned missions in support of the Combatant Commands. This authority may not be further delegated.

A1.272. Authority relating to providing information to the Secretary of Labor pertaining to Civil Air Patrol (CAP) claims as granted to the SecAF pursuant to 5 U.S.C. §8141.

A1.273. Authority relating to the CAP Board of Governors as granted to the SecAF in accordance with 10 U.S.C. §§ 9491-9498.

A1.274. Authority to make a special finding that a member's services in the Ready Reserve are indispensable as granted to the SecAF pursuant to 10 U.S.C. §10145(d). This authority may not be re-delegated (1) to a civilian officer or employee of the military department concerned below the level of Assistant Secretary; or (2) to a member of the armed forces below the grade of lieutenant general with responsibility for Air Force military personnel policy. Any re-delegation of this authority will be in writing and specify execution oversight responsibilities and procedures.

A1.275. Authority relating to dropping an officer from the rolls pursuant to DoWI 1332.30, *Commissioned Officer Administrative Separations*, except the authority to endorse a recommendation to the Secretary of War or the President.

A1.276. Authority relating to recommending the President drop officers from the rolls pursuant to 5 U.S.C. §8319.

A1.277. Authority to specify the maximum number of reserve component general officers authorized to serve on active duty for a period of at least 180 days and not longer than 365 days without counting against the Air Force authorized strength for general officers serving on active duty pursuant to 10 U.S.C. §526(c)(2). Exercise of this delegated authority is contingent upon establishing a process to oversee and approve the allocation and assignment of such officers as proposed by the heads of the Reserve components. The delegation of authority to specify the number of reserve component general officers under the subsection may not be re-delegated.

A1.278. Authority related to establishing and facilitating the operations of a non-profit corporation to support the athletic programs of the U.S. Air Force Academy, including the acceptance of gifts, as delegated to the SecAF pursuant to 10 U.S.C. § 9362, *Support of Athletic Programs*.

A1.279. Authority relating to the remission of debts as delegated to the SecAF pursuant to 10 U.S.C. §9837 and DoD Financial Management Regulation (DoDFMR), Vol 16, Chapter 4, Paragraph 9.0, *Remission or Cancellation of Indebtedness*.

A1.280. Authority relating to the repayment of the unearned portion of bonuses and other benefits delegated to the SecAF pursuant to 37 U.S.C. §303a, 37 U.S.C. §373(b) and DoDFMR, Volume 7A, Chapter 2, *Repayment of Unearned Portion of Bonuses and Other Benefits*.

A1.281. Authority relating to the determination of the highest grade satisfactorily held by an enlisted member as delegated to the SecAF pursuant to 10 U.S.C. §§1212, 1372, 9343, and 9344.

A1.282. Authority relating to the employment of reserve and retired members of the Air Force by foreign governments granted to the SecAF pursuant to 37 U.S.C. § 908 and DoD FMR, Volume 7B, Chapter 5, Paragraph 4.0, *Foreign Government Employment and/or Foreign Payments*. The authority delegated to SAF/MR to take final action on a request for employment with a foreign government under the provisions of 37 U.S.C. § 908 may not be further redelegated in accordance with 37 USC § 908(b)(2).

A1.283. Authority relating to the employment of reserve members, members of the Space Force in space force active status not on sustained duty, and retired members by foreign governments granted to the SecAF pursuant to 37 U.S.C. § 908 and DoD FMR, Volume 7B, Chapter 5, Paragraph 4.0, *Foreign Government Employment and/or Foreign Payments*. The authority delegated to SAF/MR to take final action on a request for employment with a foreign government under the provisions of 37 U.S.C. § 908 may not be further redelegated in accordance with 37 USC § 908(b)(2).

A1.284. Authority to take final action on requests for waiver of repayment of voluntary separation pay for members who receive veteran's administration disability compensation as delegated to the SecAF pursuant to DoD FMR, Volume 7A, Chapter 35, Paragraph 8.10, *Veterans Affairs Disability Compensation*.

A1.285. Authority relating to retention on the reserve active-status list of reserve officers in the grade of brigadier general, colonel, lieutenant colonel, or major who, as a condition of continued employment as a National Guard or Reserve technician is required by the SecAF to maintain membership in a Selected Reserve unit or organization and who would otherwise be removed from the Reserve Active Status List due to failure of selection for promotion for years of service, until the last day of the month in which the officer becomes 60 years of age as delegated to the SecAF pursuant to 10 U.S.C. § 14702.

A1.286. Authority relating to Air National Guard (ANG) officers and Federal status as granted to the SecAF pursuant to 10 U.S.C. § 10215.

A1.287. Authority relating to the Air Reserve Forces Policy Committee (ARFPC) as granted to the SecAF pursuant to 10 U.S.C. § 10305.

A1.288. Authority relating to the Reserve Forces Policy Board as delegated to the SecAF pursuant to 10 U.S.C. § 10301.

A1.289. Authority and responsibilities relating to the civilian equal employment opportunity (EEO) programs as assigned to the DAF "agency," and the SecAF assigned as the "head of the agency" and "agency head," pursuant to the Elijah E. Cummings Federal Employee Antidiscrimination Act of 2020 and 29 CFR § 1614.102(b)(4).

A1.290. Authority relating to civilian employees' occupational health and medical services as delegated to the SecAF pursuant to the DoD Administrative Instruction 118, Civilian Employees' Occupational Health and Medical Services Program.

A1.291. Authorities and responsibilities relating to administration and implementation of the Blended Retirement System as delegated and assigned to the SecAF pursuant to Deputy Secretary of Defense Memorandum, *Implementation of the Blended Retirement System*, dated January 27, 2017, and its attachments.

A1.292. Authority relating to military bonuses, including all special and incentive pays, for active and reserve component members in accordance with title 37, U.S.C. § Chapter 5. This includes, but is not limited to, any military bonuses or special and incentive pay specifically referenced in other Attachment 1 delegation paragraphs.

A1.293. Authority relating to preventing and responding to sexual assault and military sexual harassment in the DAF civilian employee population, to include the DAF anti-harassment program, as delegated to the SecAF pursuant to §1561b of Title 10, United States Code, Confidential reporting of sexual harassment and DoDD, 6495.01, *Sexual Assault Prevention and Response (SAPR) Program*.

A1.294. Authority relating to the accommodation of religious practices within the Department of the Air Force.

A1.295. Authority to defer mandatory retirement and continue commissioned officers on the Reserve Active-Status List (RASL), in accordance with DoDI 1320.08, *Continuation of Commissioned Officers on Active Duty and on the Reserve Active-Status List*.

A1.296. Authority to approve high year tenure (HYT) waivers and authorize retention past mandatory discharge or retirement for years of service or age for enlisted Reserve members, in accordance with 10 U.S.C. § 12108

A1.297. Authority relating to the execution of confidential reporting of sexual harassment, including victim advocacy services, in accordance with 10 U.S.C. § 1561b.

A1.298. Authority relating to the oversight of the United States Air Force Academy Board of Visitors, in accordance with 10 U.S.C. § 9455.

A1.299. Authority relating to the National Guard State Partnership Program (SPP).

A1.300. Authority relating to the management and oversight of Space Professional Development, in accordance with DoDD 3100.16, *Space Professional Development*.

A1.301. Authority relating to protection of whistleblowers as delegated to the Secretary of the Air Force pursuant to DTM 13-008, *DoD Implementation of Presidential Policy Directive 19* (Related Issuance DoDI 1400.25, Vol 2001).

A1.302. Authority relating to Exchange online shopping access policy by military veterans as delegated to the Secretary of the Air Force pursuant to DTM 17-003, *Veterans Military Exchange Online Shopping Access Policy* (Related Issuance DoDI 1330.21).

A1.303. Authority relating to the management, readiness, and deployment of the Department of the Air Force's Expeditionary Civilian (DAF-EC) workforce, in accordance with Directive-type Memorandum (DTM)-17-004, *Department of Defense Expeditionary Civilian Workforce*.

A1.304. Authority relating to access to DoW commissary, exchange, and morale, welfare, and recreation (MWR) Category C revenue generating activities as delegated to the Secretary of the Air Force pursuant to DTM 19-012, *Expansion of Patronage for Certain Veterans and Certain Caregivers for Veterans* (Related Issuances DoDI 1015.10, DoDI 1330.17, DoDI 1330.21, DoDI 1015.11).

A1.305. Authority relating to access as delegated to the Secretary of the Air Force pursuant to DTM 21-003, *Access to Morale, Welfare, and Recreation Category C Online Activities, DoD Commissaries, and Military Service Exchanges*. (Related Issuances DoDI 1015.10, DoDI 1330.17, DoDI 1330.21, DoDD 5100.87, DoDD 5124.02).

A1.306. Authority relating to the management of forces to meet the desired deployment-to-dwell and mobilization-to-dwell ratios as delegated to the Secretary of the Air Force pursuant to Directive-Type Memorandum (DTM) 21-005, *Deployment-to-Dwell, Mobilization-to-Dwell Policy Revision*, dated August 16, 2021.

A1.307. Authority relating to establishing policy, assigning responsibilities, and providing procedures for rating individual Senior Level (SL) and Scientific and Professional (ST) employees against established criteria toward the achievement of organizational and agency goals and mission accomplishments as delegated to the Secretary of the Air Force pursuant to DTM 21-008, *Senior Level and Scientific and Professional Performance Management System and Compensation*.

A1.308. Authority relating to establishment and implementation of procedures to recruit and retain high-level expertise for positions in the scientific, technical, professional, or acquisition management field within each respective Military Department as delegated to the Secretary of the Air Force pursuant to DTM 22-005, *Enhanced Pay Authority for Certain Acquisition and Technology Positions in DoD*.

A1.309. Authority relating to reviews as delegated to the Secretary of the Air Force pursuant to DTM 23-003, *DoD Discharge Appeal Review Board*.

A1.310. Authority relating to establishing policy, assigning responsibilities, and providing procedures for the classification of uniform clothing, the periodic review of the monetary clothing allowance (MCA) and the out-of-pocket cost standards for uniform clothing pursuant to Section 571 of Public Law 117-81, also known as the “National Defense Authorization Act for Fiscal Year 2022,” and Section 390 of Public Law 117-263, also known as the “National Defense Authorization Act for Fiscal Year 2023, as delegated to the Secretary of the Air Force pursuant to DTM 24-006, *Out-of-pocket Costs of Enlisted Service Members for Wear of Uniform Clothing* (Related Issuances DoDD 1338.05, DoDI 1338.18).

1.311. Authority relating to establishing policy, assigning responsibilities, and providing procedures to approve the use of military personnel, in writing, to perform civilian personnel's duties, pursuant to Section 129a(g)(1) of Title 10, U.S.C., and provide data required by Section 482(b)(10) of Title 10, U.S.C., as delegated to the Secretary of the Air Force pursuant to DTM 24-007, *Borrowed Military Manpower and Use of Military Personnel to Perform Civilian Functions* (Related Issuances DoDD 1100.4, DoDI 1100.02).

A1.312. Authority relating to establishing policy, assigning responsibilities, and providing procedures for the implementation of a coordinated, comprehensive, and tiered DoW Suicide Postvention Response System pursuant to Section 740 of Public Law 117-263 (also known as the "James M. Inhofe National Defense Authorization Act for Fiscal Year 2023") and DoD Instruction (DoDI) 6490.16, as delegated to the Secretary of the Air Force pursuant to DTM 25-004, DoD Suicide Postvention Response System (Related Issuances DoDI 6490.16).

A1.313. Discretionary review authority to act on DoW Discharge Appeal Review Board (DARB) recommendations to the Secretary of the Military Department concerned or delegatee pursuant to 32 C.F.R. § 73.6(b)(6). Pursuant to 32 C.F.R. § 73.6(b)(6)(iii) further re-delegation is not authorized.

A1.314. Authority to approve or disapprove the DoW DARB's recommendations to upgrade or partially upgrade the character of discharge or dismissal of former Airmen and Guardians pursuant to 32 C.F.R. § 73.7(a). Pursuant to 32 C.F.R. § 73.7(c) further re-delegation is not authorized.

A1.315. Authority relating to the administration of disciplinary and adverse actions against civilian employees, in accordance with 5 U.S.C. Chapters 7, 12, 33, 35, 43, and 75; 5 U.S.C. §§ 1214(f), 2302, and 4303; 10 U.S.C. §§ 1561 and 10508; and 5 C.F.R. Parts 315, 430, 432, 531, and 532.

A1.316. Authority relating to ordering retired military members to active duty, to include the Voluntary Retiree Return to Active Duty (VRRAD) Program, as follows:

A1.316.1. For retired members of the Regular Air Force and Regular Space Force, in accordance with 10 U.S.C. §§ 688 and 688a.

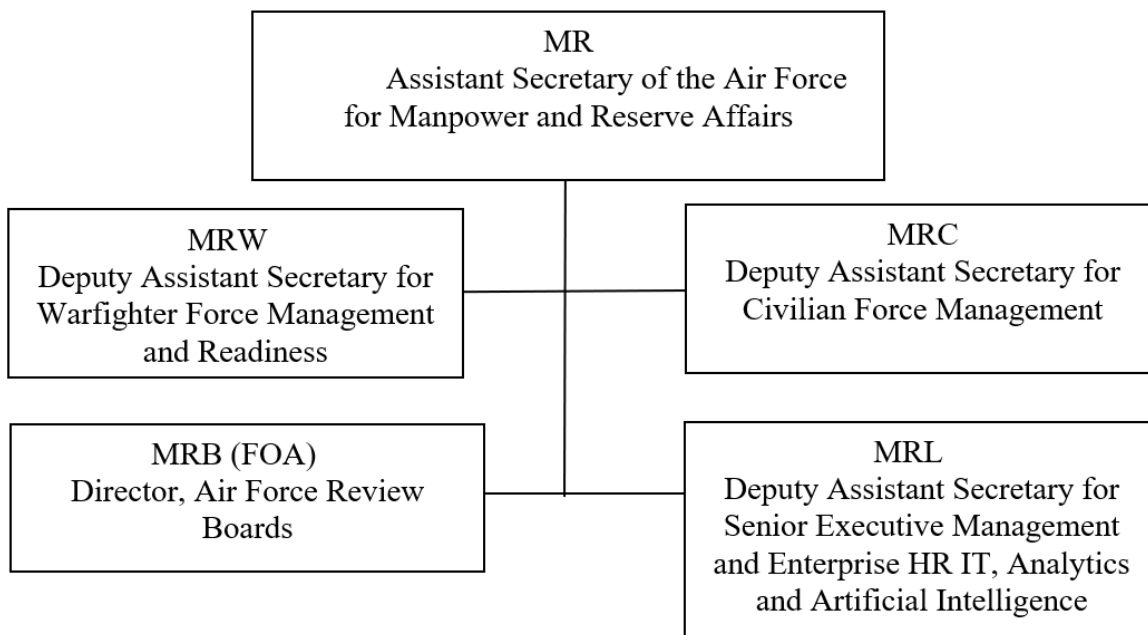
A1.316.2. For members of the Retired Reserve (Air Force Reserve and Air National Guard), in accordance with 10 U.S.C. §§ 12301(a) or 12301(d) and 12307.

A1.316.3. All recalls will be managed in accordance with DoDI 1352.01, *Management of Regular and Reserve Retired Military Members*. This delegation excludes the authorities to direct the initial implementation of a VRRAD program and to provide formal notice to the USD(P&R), which are reserved by the Secretary of the Air Force.

A1.317. Authority relating to the retirement of a permanent professor of the United States Air Force Academy (USAFA), to include the authority to advance a permanent professor to the grade of brigadier general upon retirement, pursuant to 10 U.S.C. § 9336(b).

ATTACHMENT 2

OFFICE OF THE ASSISTANT SECRETARY OF THE AIR FORCE MANPOWER AND RESERVE AFFAIRS (SAF/MR)



A2.1. The SAF/MR is responsible for the overall supervision of manpower and reserve component affairs of the DAF. The SAF/MR develops and/or certifies all Department-level policies for SecAF approval, serves as an agent of the Secretary within assigned policy and program domains, and provides guidance, functional authority, direction, and oversight for all matters pertaining to the formulation, review, and execution of plans, management controls, programs, and budgets within its area of responsibility for DAF human capital. The SAF/MR is accountable to the SecAF for results achieved within the policy and program domains assigned by this Directive.

A2.2. Three-letter/digit subordinate offices include:

A2.2.1. Deputy Assistant Secretary for Civilian Force Management (SAF/MRC). SAF/MRC, under the authority and direction of the SAF/MR, is responsible for setting the strategic direction, policy formulation, governance, and oversight of all matters pertaining to civilian personnel across the Department of Air Force. These responsibilities include talent acquisition, recruitment, staffing, planning, compensation, benefits, classification, talent management, training and development, human capital management, workforce shaping, evaluations, performance management, awards, civilian force management, and retention.

A2.2.2. Deputy Assistant Secretary for Warfighter Force Management and Readiness (SAF/MRW). SAF/MRW is responsible for the policy and oversight of all matters pertaining to Manpower, Military Force Management, Reserve Component Integration, Force Readiness, Quality of Life, and Equal Opportunity. These responsibilities include: manpower; military personnel policy; marketing and recruitment; JROTC; officer accession programs; reserve and auxiliary component affairs; integrated resilience and primary prevention; health program benefits and entitlements; medical readiness; language, regional expertise, and culture (LREC) readiness; family readiness; chaplain programs; family advocacy; services; sexual assault prevention and response; base exchanges and commissaries; morale, welfare, and recreation programs; transition and veterans' programs. SAF/MRW is responsible under the authority and direction of SAF/MR, for the strategic level and policy oversight and implementation on all aspects of the DAF Equal Opportunity (EO) Program. SAF/MRW is also responsible for Civil Air Patrol (CAP) oversight, board governance and oversees resourcing and use of CAP in its capacity as the Air Force Auxiliary. SAF/MRW also carries out duties in support of DAF as the DoW Executive Agent for the National Science Foundation's Polar Programs, acts as the Human Resource Management Executive Secretariat, and serves as the delegated authority for the Air Reserve Forces Policy Committee and the Per Diem, Travel and Transportation Allowance Committee (PDTATAC).

A2.2.3. Deputy Assistant Secretary for Senior Executive Management and Enterprise HR IT, Analytics and Artificial Intelligence (SAF/MRL). SAF/MRL is responsible for the lifecycle management of DAF senior executive management, enterprise human capital information technology, data analytics, and artificial intelligence initiatives that support the human capital lifecycle. SAF/MRL is responsible for advising the Secretary and Under Secretary of the Air Force on all matters pertaining to the management of Civilian Senior Executives (CSE). SAF/MRL is responsible for the policy, oversight, implementation and execution of the senior executive management portfolio to include allocation management, talent acquisition, workforce performance, development, talent management, discipline and conduct.

A2.2.3.1 SAF/MRL is dually responsible for the oversight and establishment of the strategic framework for HR IT-related efforts and the governance structure to synchronize efforts across the DAF. Along with oversight of the implementation of a unified human capital ecosystem and associated data analytics for manpower and personnel across all components of the workforce (Active Duty, Reserve, Guard, Civilian, etc). Oversight of the DAF's Human Capital IT Portfolio, including business systems, IT applications, and IT infrastructure. Leads the oversight of modernization, new capabilities, rationalization, and sustainment of human capital/human resources IT systems and applications in support of the DAF mission, ensuring alignment with strategic direction and compliance with Secretarial intent.

A2.2.4. Director, Air Force Review Boards Agency (SAF/MRB). SAF/MRB is responsible for providing various military and civilian appellate personnel processes on behalf of the SecAF. Decides individual cases and renders final decisions on behalf of the SecAF. Corrects errors or injustices in military and civilian records and ensures due process, equity and fair and impartial treatment for the total force. Serves as the highest administrative level of review of personnel actions taken by lower levels of the DAF and operates nine boards and a review office:

A.2.2.4.1. Personnel Security Appeal Board (PSAB).

A.2.2.4.2. DoW Discharge Appeal Review Board (DARB).

A.2.2.4.3. AF Board for Correction of Military Records (BCMR).

A.2.2.4.4. AF Personnel Board.

A.2.2.4.5. AF Discharge Review Board (DRB).

A.2.2.4.6. AF Decorations Board.

A.2.2.4.7. AF Clemency and Parole Board.

A.2.2.4.8. DoW Civilian/Military Service Review Board.

A.2.2.4.9. AF Civilian Appellate Review Office (AFCARO).

A.2.2.4.10. AF Remissions Board.

ATTACHMENT 3

**STANDARD OPERATING PROCEDURES
FOR THE
ASSISTANT SECRETARY OF THE AIR FORCE
FOR MANPOWER AND RESERVE AFFAIRS
AND THE
DEPUTY CHIEF OF STAFF, MANPOWER, PERSONNEL AND SERVICES**

A3.1. These SOPs apply to individuals assigned to SAF/MR and AF/A1 who are responsible for developing policy, managing programs, and preparing guidance on approved policies and plans. These procedures are intended to facilitate staff actions and functions between SAF/MR and AF/A1 while increasing operating effectiveness and efficiency.

A3.2. SAF/MR Responsibility to the SecAF. SAF/MR retains Secretarial oversight responsibility for all aspects of the Regular Air Force, Space Force, DAF Civilian Personnel, and Reserve and Auxiliary Component Affairs concerning Manpower, Personnel, and Services activities.

A3.3. Subject to the SOPs that follow, a general description of the flow of work between SAF/MR and AF/A1 is:

A3.3.1. SAF/MR develops and approves DAF-level policy. Publications route through the mandatory DAF Total Force Human Resource Management Domain to the SAF/MR and/or SecAF for approval and publication;

A3.3.2. AF/A1, in collaboration with SF/S1, AF/RE, and NGB/CF, develops and implements Air Force guidance, or DAF guidance, for which it has delegated implementation responsibility. Publications route through the mandatory DAF Total Force Human Resource Management Domain for SAF/MR coordination prior to AF/A1 publication;

A3.3.3. AF/A1, is the primary conduit for communicating human capital policy and guidance changes across Air Force organizations, is the lead for coordinating the force support teams across Air Force commands and maintains, in collaboration with SF/S1, leadership to develop military and civilian force support teams;

A3.3.4. AF/A1 prepares formal responses and reports and submits them to the SAF/MR for coordination prior to submittal to the SecAF, OSW, Congress or organizations outside of the DAF; CSAF specific questions should not be coordinated via SAF/MR;

A3.3.5. AF/A1 executes approved policies and guidance, DAF policy directives and instructions (DAFPD, DAFI), and strategic plans, providing additional guidance to the field as necessary; and,

A3.3.6. AF/A1 monitors the effectiveness of Air Force manpower, personnel, and services programs, and routinely updates SAF/MR.

A3.3.7. AF/A1 will develop and propose management controls, strategic performance measures or indicators for SAF/MR review and approval. These measures will assess the efficacy of the policies and instructions as well as signal strategic conditions requiring notification and involvement of SAF/MR to fulfill inherent policy oversight responsibilities.

A3.4. AF/A1 Support of the CSAF in his/her role as a Member of the Joint Chiefs of Staff.

AF/A1 will act independently of SAF/MR when AF/A1 is providing support to the CSAF or Vice Chief of Staff of the Air Force (VCSAF) in their roles as members of the Joint Chiefs of Staff, including the Joint Requirements Oversight Council. To the extent not inconsistent with the direction of the CSAF or VCSAF, AF/A1 will keep SAF/MR informed of significant matters in these areas.

A3.5. Conditions for AF/A1 to Exercise SAF/MR Re-Delegated Secretarial Authorities/Re-Assigned Secretarial Responsibilities. AF/A1 is authorized to exercise such re-delegated authorities and thereby act on the SecAF's or SAF/MR's behalf when such action:

A3.5.1. Implements or supports the POM and President's Budget;

A3.5.2. Implements an order or revised policy direction from the SecAF;

A3.5.3. Provides a clear, unambiguous, quantitative link to the Human Capital strategic objects and/or aligns program resources with its goals and objectives;

A3.5.4. Has been delegated to AF/A1 to deal with specific manpower and/or personnel matter (i.e. speaking, making decisions, and acting on behalf of the Air Force); or,

A3.5.5. Excluding formal reports, provides data, analyses, to OSW or congressional staff in support of established policies, programs, requests for status updates, 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. AF/A1 will provide SAF/MR a copy of all materials submitted to OSW or congressional staffs. When such materials indicate a deviation from previously established Departmental policy, posture, or vetted messaging, AF/A1 will coordinate with SAF/MR prior to submission.

A3.6. Conditions Requiring SAF/MR Involvement. SAF/MR review and coordination is required prior to implementing any policy, plan, and program when one or more of the following situations or conditions apply:

A3.6.1 Involves a disagreement between the Air Force and Space Force or among the components of the Air Force on implementation of a policy over which SAF/MR has authority;

A3.6.2 Drives unprogrammed or budgeted resource demands to the federal government, or that requires DAF Corporate Structure consideration and/or an annual reprogramming action;

A3.6.3. 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;

A3.6.4. Drives broad cultural changes crossing many DAF functions that will take concerted, coordinated action over several years to achieve;

A3.6.5. Involves an assessment of a program, falling within the portfolio of SAF/MR, that suggests a significant problem, or an out of tolerance condition in performance measurements or indicators established in policy directives and/or DAFIs requiring SecAF, OSW, or Congressional attention;

A3.6.6. An official report, government audit information, or congressional inquiry being submitted to SecAF, OSW, or Congress;

A3.6.7. Involves a change or perceived erosion of DAF support for a key SecAF or Administration agenda item about which the Principal speaks; likewise for a senior Member of Congress or a member of a congressional committee with significant focus on national defense-related issues (such as Armed Services, Appropriations, Ways and Means, or Veterans Affairs);

A3.6.8. Any OSW level or higher forums or bodies which will influence or determine DAF wide policies in the areas pertaining to the SAF/MR portfolio. This will include OSW forums which requires voting on decisions impacting DAF wide policies or decisions. In such forums, SAF/MR and AF/A1 will ensure joint representation to provide both policy oversight and operational/execution expertise.

A3.7. Conditions Requiring SAF/MR Approval of AF/A1 Actions. SAF/MR approval is required prior to implementing any policy, plan, program, practice or activity when one or more of the following situations or conditions apply:

A3.7.1. Involves process changes affecting the oversight roles or abilities of the DAF Secretariat, Office of the Secretary of War, other (non-Air Force) Administration officials, or the Congress;

A3.7.2. Involves a Statute, Executive Order, DAF or DoW policy that requires SecAF review, coordination, and/or implementation. SAF/MR is authorized to sign a DD Form 106/818, *DoW Issuance Coordination Initiation*, for DoW Issuances falling within his/her purview;

A3.7.3. Involves new policies or initiatives proposed by OSW officials, congressional staff, or Air Force that would result in significant changes to Air Force personnel management practices or programs and their outcomes; or,

A3.7.4. Involves decisions relating to SAF/MR operations, to include personnel assignments, TDY and supply resource, and contract or research support.

A3.8. Revisions to SOPs. These operating procedures may be reviewed and revised as deemed necessary by the SecAF. SAF/MR or AF/A1 may also initiate a revision in consultation with AF/A1 or SAF/MR, respectively. OPRs must follow revision procedures as mandated in HOI 90-1 *Headquarters Air Force Mission Directives and Department of War Issuances Program*.

RICHARD L. ANDERSON
Assistant Secretary of the Air Force
for Manpower and Reserve Affairs

JEFFERSON J. O'DONNELL
Lieutenant General, USAF
Deputy Chief of Staff, Manpower, Personnel
and Services

ATTACHMENT 4

**STANDARD OPERATING PROCEDURES
FOR THE
ASSISTANT SECRETARY OF THE AIR FORCE
FOR MANPOWER AND RESERVE AFFAIRS
AND THE
DEPUTY CHIEF OF SPACE OPERATIONS FOR PERSONNEL**

A4.1 These SOPs apply to individuals assigned to SAF/MR and SF/S1 who are responsible for developing policy, managing programs, and preparing guidance on approved policies and plans. These procedures are intended to facilitate staff actions and functions between SAF/MR and SF/S1 while increasing operating effectiveness and efficiency.

A4.2. SAF/MR Responsibility to the SecAF. SAF/MR retains Secretarial oversight responsibility for all aspects of the Regular Air Force, Space Force, DAF Civilian Personnel, and Reserve and Auxiliary Component Affairs concerning Manpower, Personnel, and Services activities.

A4.3. Subject to the SOPs that follow, a general description of the flow of work between SAF/MR and SF/S1 is:

A4.3.1. SAF/MR develops and approves DAF policy for which it retains delegated authority. Publications route through the mandatory DAF Total Force Human Resource Management Domain to the SAF/MR and/or SecAF for approval and publication;

A4.3.2. SF/S1, in collaboration with AF/A1, AF/RE, and NGB/CF, develops and implements Space Force guidance. Publications route through the mandatory DAF Total Force Human Resource Management Domain for SAF/MR coordination prior to SF/S1 publication;

A4.3.3. SF/S1, is the primary conduit for communicating human capital policy and guidance changes across Air Force organizations, is the lead for coordinating the force support teams across Air Force commands and maintains, in collaboration with AF/A1, leadership to develop military and civilian force support teams;

A4.3.4. SF/S1 prepares formal responses and reports and submits them to the SAF/MR for coordination prior to submittal to the SecAF, OSW, Congress or organizations outside of the DAF;

A4.3.5. SF/S1 executes approved policies and guidance, DAFIs, and strategic plans, providing additional guidance to the field as necessary; and,

A4.3.6. SF/S1 monitors the effectiveness of Space Force manpower and personnel programs, and routinely updates SAF/MR.

A4.3.7. SF/S1 will develop and propose management controls, strategic performance measures or indicators for SAF/MR review and approval.

A4.4. SF/S1 Support of the CSO in his/her role as a Member of the Joint Chiefs of Staff.

SF/S1 will act independently of SAF/MR when SF/S1 is providing support to the CSO or Vice Chief of Space Operations (VCSO) in their roles as members of the Joint Chiefs of Staff, including the Joint Requirements Oversight Council. To the extent not inconsistent with the direction of the CSO or the VCSO, SF/S1 will keep SAF/MR informed of significant matters in these areas.

A4.5. Conditions for SF/S1 to Exercise SAF/MR Re-Delegated Secretarial Authorities/Re-Assigned Secretarial Responsibilities. SF/S1 is authorized to exercise such re-delegated authorities (Ref. Addendum A) and thereby act on the SecAF's or SAF/MR's behalf when such action:

A4.5.1. Implements or supports the POM and President's Budget;

A4.5.2. Implements an order or revised policy direction from the SecAF;

A4.5.3. Provides a clear, unambiguous, quantitative link to the Manpower and Personnel Strategic Plan, and/or aligns program resources with its goals and objectives;

A4.5.4. Has been delegated to SF/S1 to deal with specific manpower and personnel matters (i.e. speaking, making decisions, and acting on behalf of the Space Force); or,

A4.5.5. Excluding formal reports, provides data, analyses, information papers, etc., to OSW or congressional staff in support of established policies, programs, requests for status updates, or other initiatives that have been vetted through the Space Force Corporate Structure, or other appropriate decision process; e.g. senior leader forum or fully coordinated staff package. SF/S1 will provide SAF/MR a copy of all materials submitted to OSW or congressional staff. When reports show significant changes, SF/S1 will coordinate with SAF/MR prior to submission.

A4.6. Conditions Requiring SAF/MR Involvement. SAF/MR review and coordination is required prior to implementing any policy, plan, and program when one or more of the following situations or conditions apply:

A4.6.1 Involves a disagreement between the Air Force and Space Force or among the components of the Air Force on implementation of a policy over which SAF/MR has authority;

A4.6.2 Drives unprogrammed or budgeted resource demands to the federal government, or that requires DAF Corporate Structure consideration and/or an annual reprogramming action;

A4.6.3. 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;

A4.6.4. Drives broad cultural changes crossing many DAF functions that will take concerted, coordinated action over several years to achieve;

A4.6.5. Involves an assessment of a program, falling within the portfolio of SAF/MR, that suggests a significant problem, or an out of tolerance condition in performance measurements or indicators established in policy directives and/or DAFIs requiring SecAF, OSW, or Congressional attention;

A4.6.6. An official report, government audit information, or congressional inquiry being submitted to SecAF, OSW, or Congress;

A4.6.7. Involves a change or perceived erosion of DAF support for a key SecAF or Administration agenda item about which the Principal speaks; likewise for a senior Member of Congress or a member of a congressional committee with significant focus on national defense-related issues (such as Armed Services, Appropriations, Ways and Means, or Veterans Affairs);

A4.6.8. Any OSW level or higher forums or bodies which will influence or determine DAF wide policies in the areas pertaining to the SAF/MR portfolio. This will include OSW forums which requires voting on decisions impacting DAF wide policies or decisions; or,

A4.6.9. Any proposed legislative change submissions impacting DAF policy, programs, or reporting requirements to OSW or higher.

A4.7. Conditions Requiring SAF/MR Approval of SF/S1 Actions. SAF/MR approval is required prior to implementing any policy, plan, program, practice or activity when one or more of the following situations or conditions apply:

A4.7.1. Involves process changes affecting the oversight roles or abilities of the DAF Secretariat, Office of the Secretary of War, other (non-Space Force) Administration officials, or the Congress;

A4.7.2. Involves a Statute, Executive Order, DAF or DoW policy that requires SecAF review, coordination, and/or implementation;

A4.7.3. SAF/MR is authorized to sign a DD Form 106/818 for DoW Issuances falling within his/her purview;

A4.7.4. Involves new policies or initiatives proposed by OSW officials, Congressional staff, or DAF that would result in significant changes to Space Force personnel management practices or programs and their outcomes; or,

A4.7.5. Involves decisions relating to SAF/MR operations, to include personnel assignments, TDY and supply resource, and contract or research support.

A4.8. Revisions to SOPs. These operating procedures may be reviewed and revised as deemed necessary by the SecAF. SAF/MR or SF/S1 may also initiate a revision in consultation with SF/S1 or SAF/MR, respectively. OPRs must follow revision procedures as mandated in HOI 90-1, *Headquarters Air Force Mission Directives and Department of War Issuances Program*.

RICHARD L. ANDERSON
Assistant Secretary of the Air Force
for Manpower and Reserve Affairs

KATHARINE KELLEY, SES, DAF
Deputy Chief of Space Operations
for Personnel

ATTACHMENT 5

**STANDARD OPERATING PROCEDURES
FOR THE
ASSISTANT SECRETARY OF THE AIR FORCE
FOR MANPOWER AND RESERVE AFFAIRS
AND THE
AIR FORCE SURGEON GENERAL**

A5.1. These SOPs apply to individuals assigned to SAF/MR and AF/SG who are responsible for developing policy, managing programs, and preparing guidance on approved policies and plans. These procedures are intended to facilitate routine staff actions and functions between SAF/MR and AF/SG while increasing operating effectiveness and efficiency.

A5.2. SAF/MR Responsibility to the SecAF: SAF/MR retains Secretarial oversight responsibility for all aspects of the Regular Air Force, Space Force, and Reserve and Auxiliary Component Affairs concerning health program benefits and entitlements, and medical readiness to include authorities delegated directly to AF/SG in HAFMD 1-48.

A5.3. Subject to the SOPs that follow, a general description of the flow of work between SAF/MR and AF/SG is:

A5.3.1. SAF/MR provides strategic policy direction, and AF/SG turns the policy into implementable publications. Publications route to the SAF/MR and/or SecAF for approval and publication;

A5.3.2. AF/SG is the primary conduit for communicating medical related policy or procedure changes across DAF organizations;

A5.3.3. AF/SG develops and submits policies requiring SecAF approval to SAF/MR for coordination and concurrence;

A5.3.4. AF/SG develops DAFIs and submits them to SAF/MR for coordination and concurrence prior to AF/SG publication;

A5.3.5. AF/SG prepares formal responses and reports and submits them to the SAF/MR for coordination prior to submittal to the SecAF, OSW, Congress or organizations outside of the DAF;

A5.3.6. AF/SG executes approved policies and guidance, DAFI, and strategic plans, providing additional guidance to the field as necessary; and,

A5.3.7. AF/SG monitors the effectiveness of all medical programs and routinely updates SAF/MR.

A5.3.8. SAF/MR and AF/SG will jointly establish management controls, performance measures or indicators to assess the efficacy of the policies and instructions as well as to signal conditions requiring notification and involvement of SAF/MR to fulfill inherent policy oversight responsibilities.

A5.4. AF/SG Support of the CSAF and CSO in their roles as Members of the Joint Chiefs of Staff. AF/SG will act independently of SAF/MR when AF/SG is providing support to the CSAF or VCSAF in their roles as members of the Joint Chiefs of Staff, or the CSO or VCSO in their roles as members of the Joint Chiefs of Staff, including the Joint Requirements Oversight Council. To the extent not inconsistent with the direction of the CSAF, CSO, VCSAF, or VCSO, AF/SG will keep SAF/MR informed of significant matters in these areas.

A5.5. Conditions for AF/SG to Exercise Delegated Secretarial Authorities. AF/SG is authorized to act on the SecAF or SAF/MR's behalf when such action:

A5.5.1. Implements and supports the POM, or President's Budget;

A5.5.2. Implements an order or revised policy direction from the SecAF;

A5.5.3. Provides a clear, unambiguous, quantitative link to and/or aligns program resources with goals and objectives; or

A5.5.4. Excluding formal reports, provides data, analyses, information papers, etc., to OSW 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 form or fully coordinated staff package. SAF/SG will provide SAF/MR a copy of all material submitted to OSW or Congressional staff.

A5.6. Conditions Requiring SAF/MR Involvement. SAF/MR review and coordination is required prior to implementing any policy, plan, and program when one or more of the following situations or conditions apply:

A5.6.1 Involves a disagreement among the components of the DAF on a policy over which SAF/MR has authority;

A5.6.2. Drives unprogrammed or budgeted resource demands (\$50M or more across the FYDP) to the federal government, or that requires DAF Corporate Structure consideration and/or an annual reprogramming action;

A5.6.3. 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;

A5.6.4. Drives broad cultural changes crossing many DAF functions that will take concerted coordinated action over several years to achieve;

A5.6.5. Involves an assessment of a program, falling within the portfolio of SAF/MR, that suggests a significant problem or failure in the program, or an out of tolerance condition in a performance measurement established in policy directives and/or DAFIs requiring SecAF, OSW, or Congress;

A5.6.6. An official report, government audit information, or congressional inquiry being submitted to SecAF, OSW, or Congress;

A5.6.7. Involves a change or perceived erosion of DAF support for a key SecAF or Administration agenda item about which the Principal speaks; likewise for a senior Member of Congress or a member of a congressional committee with significant focus on national defense-related issues (such as Armed Services, Appropriations, Ways and Means, or Veterans Affairs);

A5.6.8. Any OSW level or higher forums or bodies which will influence or determine DAF wide policies in the areas pertaining to the SAF/MR portfolio. This will include OSW forums which requires voting on decisions impacting DAF wide policies or decisions; or

A5.6.9. Any proposed legislative change submissions impacting DAF policy, programs, or reporting requirements to OSW or higher.

A5.7. Conditions Requiring SAF/MR Approval of AF/SG Actions. SAF/MR approval is required prior to implementing any policy, plan, program, practice or activity when one or more of the following situations or conditions apply:

A5.7.1. Involves process changes affecting the oversight roles or abilities of the DAF Secretariat, OSW, other (non-DAF) Administration officials, or Congress;

A5.7.2. Involves a Statute, Executive Order, DAF, or DoW policy that requires SecAF review, coordination, and/or implementation. SAF/MR is authorized to sign a DD Form 106/818 for DoW Issuances falling within his/her purview;

A5.7.3. Involves new policies or initiatives proposed by OSW officials, Congressional staff, or DAF that would result in significant changes to Air Force personnel management practices or programs and their outcomes; or

A5.7.4. Involves decisions relating to SAF/MR operations, to include personnel assignments, TDY and supply resource, and contract or research support.

A5.8. Revisions to SOPs. These operating procedures may be reviewed and revised as deemed necessary by the SecAF. SAF/MR or AF/SG may also initiate a revision in consultation with AF/SG or SAF/MR, respectively. OPRs must follow revision procedures as mandated in HOI 90-1, *Headquarters Air Force Mission Directives and Department of War Issuances Program*.

RICHARD L. ANDERSON
Assistant Secretary of the Air Force
for Manpower and Reserve Affairs

JOHN J. DeGOES
Lieutenant General, USAF
Surgeon General

ATTACHMENT 6

**STANDARD OPERATING PROCEDURES
FOR THE
ASSISTANT SECRETARY OF THE AIR FORCE
FOR MANPOWER AND RESERVE AFFAIRS
AND THE
DIRECTOR OF THE AIR NATIONAL GUARD**

A6.1. These SOPs apply to individuals assigned to SAF/MR and NGB/CF who are responsible for developing policy, managing programs, and preparing guidance on approved policies and plans. These procedures are intended to facilitate staff actions and functions between SAF/MR and ANG /CF while increasing operating effectiveness and efficiency.

A6.2. SAF/MR Responsibility to the SecAF. SAF/MR retains Secretarial oversight responsibility for all aspects of ANG programs.

A6.3. Subject to the SOPs that follow, a general description of the flow of work between SAF/MR and NGB/CF is:

A6.3.1. NGB/CF, in collaboration with AF/A1 and AF/RE, develops policies for Total Force Human Resource Management Domain and submits them to SAF/MR for coordination and concurrence prior to SecAF approval;

A6.3.2. NGB/CF, in collaboration with AF/A1 and AF/RE, develops ANG Instructions for Total Force Human Resource Management Domain and submits them to SAF/MR for coordination and concurrence prior to ANG publication;

A6.3.3. NGB/CF executes approved policies and guidance, DAFIs, and strategic plans, providing additional guidance to the field as necessary; and,

A6.3.4. NGB/CF monitors the effectiveness of ANG programs, and routinely updates SAF/MR.

A6.3.5. NGB/CF and SAF/MR will jointly establish performance measurements so that NGB/CF will notify SAF/MR when conditions and measurement parameters signal an issue or initiative requiring the involvement of SAF/MR to fulfill inherent policy oversight responsibility.

A6.4. NGB/CF Support of the Chief of the National Guard Bureau (CNGB) or CSAF in his/her role as a Member of the Joint Chiefs. NGB/CF will act independently of SAF/MR when NGB/CF is providing support to the CNGB or the Deputy Chief of the National Guard Bureau (VCNGB), or the CSAF or VCSAF in their roles as members of the Joint Chiefs of Staff, including the Joint Requirements Oversight Council. To the extent not inconsistent with the direction of the CNGB, VCNGB, CSAF, or the VCSAF, NGB/CF will keep SAF/MR informed of significant matters in these areas.

A6.5. Conditions for NGB/CF to Exercise SAF/MR Re-Delegated Secretarial

Authorities/Re-Assigned Secretarial Responsibilities. NGB/CF is authorized to exercise such re-delegated authorities and thereby act on the SecAF's or SAF/MR's behalf when such action:

A6.5.1. Implements or supports the POM and President's Budget;

A6.5.2. Implements an order or revised policy direction from the SecAF;

A6.5.3. Provides a clear, unambiguous, quantitative link to the NGB/CF Strategic Plan and/or aligns program resources with its goals and objectives;

A6.5.4. Have been delegated to NGB/CF to deal with specific ANG matters (i.e., speaking, making decisions, acting on behalf of the Air National Guard or National Guard Bureau);

A6.5.5. Excluding formal reports, provides data, analyses, information papers, etc., to OSW 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; NGB/CF will provide SAF/MR a copy of all materials submitted to OSW or Congress.

A6.6. Conditions Requiring SAF/MR Involvement. SAF/MR review and coordination is required prior to implementing any policy, plan, program or submittal of a report outside the Air Force when one or more of the following situations or conditions apply:

A6.6.1 Involves a disagreement among the components of DAF policy over which SAF/MR has authority;

A6.6.2. Drives unprogrammed or budgeted resource demands to the federal government, or that requires DAF Corporate Structure consideration and/or an annual reprogramming action;

A6.6.3. 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;

A6.6.4. Drives broad cultural changes crossing many DAF functions that will require concerted coordinated action over several years to achieve;

A6.6.5. Involves an assessment of a program, falling within the portfolio of SAF/MR, which suggests a significant problem or out of tolerance condition in a performance measurement established in policy directives and/or AF Instructions requiring SecAF, OSW, or Congressional attention;

A6.6.6. An official report being submitted to SecAF, OSW, or Congress;

A6.6.7. Involves a change or perceived erosion of DAF support for a key SecAF or Administration agenda item about which the Principal speaks; likewise for a senior Member of Congress or a member of a congressional committee with significant focus on national defense-related issues (such as Armed Services, Appropriations, Ways and Means, or Veterans Affairs).

A6.7. Conditions Requiring SAF/MR Approval of NGB/CF Actions. SAF/MR approval is required prior to implementing any policy, plan, program, practice or activity when one or more of the following situations or conditions apply:

A6.7.1. Involves process changes affecting the oversight roles or abilities of the DAF Secretariat, Office of the Secretary of War, other (non-Air Force) Administration officials, or the Congress;

A6.7.2. Involves a Statute, Executive Order, or DoW policy that requires SecAF review, coordination, and/or implementation. SAF/MR is authorized to sign a DD Form 106/818 for DoW Issuances falling within his/her purview;

A6.7.3. Involves new policies or initiatives proposed by OSW officials, Congressional staff, or Air Force that would result in significant changes to the Air National Guard related practices or programs and their outcomes;

A6.7.4. Involves decisions relating to SAF/MR operations, to include personnel assignments, and contract or research support.

A6.8. Revisions to SOPs. These operating procedures may be reviewed and revised as deemed necessary by the SecAF. SAF/MR or NGB/CF may also initiate a revision in consultation with NGB/CF or SAF/MR, respectively. OPRs must follow revision procedures as mandated in HOI 90-1, *Headquarters Air Force Mission Directives and Department of War Issuances Program*.

RICHARD L. ANDERSON
Assistant Secretary of the Air Force
for Manpower and Reserve Affairs

DUKE A. PIRAK
Major General, USAF
Acting Director, Air National Guard

ATTACHMENT 7

STANDARD OPERATING PROCEDURES FOR THE ASSISTANT SECRETARY OF THE AIR FORCE FOR MANPOWER AND RESERVE AFFAIRS AND THE CHIEF OF THE AIR FORCE RESERVE

A7.1. These SOPs apply to individuals assigned to SAF/MR and AF/RE who are responsible for developing policy, managing programs, and preparing guidance on approved policies and plans. These procedures are intended to facilitate staff actions and functions between SAF/MR and AF/RE while increasing operating effectiveness and efficiency.

A7.2. SAF/MR Responsibility to the SecAF. SAF/MR retains Secretarial oversight responsibility for all aspects of AFR programs.

A7.3. Subject to the SOPs that follow, a general description of the flow of work between SAF/MR and AF/RE is:

A7.3.1. AF/RE, in collaboration with AF/A1 and NGB/CF, develops policies for Total Force Human Resource Management Domain and submits them to SAF/MR for coordination and concurrence prior to SecAF approval;

A7.3.2. AF/RE, in collaboration with AF/A1 and NGB/CF, develops AFIs for Total Force Human Resource Management Domain and submits them to SAF/MR for coordination and concurrence prior to RE publication;

A7.3.3. AF/RE executes approved policies and guidance, DAFIs, and strategic plans, providing additional guidance to the field as necessary; and,

A7.3.4. AF/RE monitors the effectiveness of AF/RE programs, and routinely updates SAF/MR.

A7.3.5. SAF/MR and AF/RE will jointly establish performance measurements so that AF/RE will notify SAF/MR when conditions and measurement parameters signal an issue or initiative requiring the involvement of SAF/MR to fulfill inherent policy oversight responsibility.

A7.4. AF/RE Support of the CSAF in his/her role as a Member of the Joint Chiefs. AF/RE will act independently of SAF/MR when AF/RE is providing support to the CSAF or VCSAF in their roles as members of the Joint Chiefs of Staff, including the Joint Requirements Oversight Council. To the extent not inconsistent with the direction of the CSAF or the VCSAF, AF/RE will keep SAF/MR informed of significant matters in these areas.

A7.5. Conditions for AF/RE to Exercise SAF/MR Re-Delegated Secretarial Authorities/Re-Assigned Secretarial Responsibilities. AF/RE is authorized to exercise such re-delegated authorities and thereby act on the SecAF's or SAF/MR's behalf when such action:

A7.5.1. Implements or supports the POM and President's Budget;

A7.5.2. Implements an order or revised policy direction from the SecAF;

A7.5.3. Provides a clear, unambiguous, quantitative link to the AF/RE Strategic Plan and/or aligns program resources with its goals and objectives;

A7.5.4. Have been delegated to AF/RE to deal with specific AFR matters (i.e., speaking, making decision, acting on behalf of the Air Force Reserve);

A7.5.5. Excluding formal reports, provides data, analyses, information papers, etc., to OSW 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; AF/RE will provide SAF/MR a copy of all materials submitted to OSW or Congress.

A7.6. Conditions Requiring SAF/MR Involvement. SAF/MR review and coordination is required prior to implementing any policy, plan, program or submittal of a report outside the Air Force when one or more of the following situations or conditions apply:

A7.6.1 Involves a disagreement among the components of the DAF on a policy over which SAF/MR has authority;

A7.6.2. Drives unprogrammed or budgeted resource demands to the federal government, or that requires DAF Corporate Structure consideration and/or an annual reprogramming action;

A7.6.3. 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;

A7.6.4. Drives broad cultural changes crossing many DAF functions that will require concerted coordinated action over several years to achieve;

A7.6.5. Involves an assessment of a program, falling within the portfolio of SAF/MR, which suggests a significant problem or out of tolerance condition in a performance measurement established in policy directives and/or AF Instructions requiring SecAF, OSW, or Congressional attention;

A7.6.6. An official report being submitted to SecAF, OSW or Congress;

A7.6.7. Involves a change or perceived erosion of DAF support for a key SecAF or Administration agenda item about which the Principal speaks; likewise for a senior Member of Congress or a member of a congressional committee with significant focus on national defense-related issues (such as Armed Services, Appropriations, Ways and Means, or Veterans Affairs).

A7.7. Conditions Requiring SAF/MR Approval of AF/RE Actions. SAF/MR approval is required prior to implementing any policy, plan, program, practice or activity when one or more of the following situations or conditions apply:

A7.7.1. Involves process changes affecting the oversight roles or abilities of the DAF Secretariat, Office of the Secretary of War, other (non-Air Force) administration officials, or Congress;

A7.7.2. Involves a Statute, Executive Order, or DoW policy that requires SecAF review, coordination, and/or implementation. SAF/MR is authorized to sign a DD Form 106/818 for DoW Issuances falling within his/her purview;

A7.7.3. Involves new policies or initiatives proposed by OSW officials, congressional staff, or Air Force that would result in significant changes to AFR related practices or programs and their outcomes; and,

A7.7.4. Involves decisions relating to SAF/MR operations, to include personnel assignments, and contract or research support.

A7.8. Revisions to SOPs. These operating procedures may be reviewed and revised as deemed necessary by the SecAF. SAF/MR or AF/RE may also initiate a revision in consultation with AF/RE or SAF/MR, respectively. OPRs must follow revision procedures as mandated in HOI 90-1, *Headquarters Air Force Mission Directives and Department of War Issuances Program*.

RICHARD L. ANDERSON
Assistant Secretary of the Air Force
for Manpower and Reserve Affairs

JOHN P. HEALY
Lieutenant General, USAF
Chief of Air Force Reserve

ATTACHMENT 8

STANDARD OPERATING PROCEDURES FOR THE ASSISTANT SECRETARY OF THE AIR FORCE FOR MANPOWER AND RESERVE AFFAIRS AND THE THE AIR FORCE CHIEF OF CHAPLAINS

A8.1 Nothing in this document will infringe upon the traditional personal and confidential relationship between an individual Air Force Chaplain Corps member and an Air Force or Space Force member. These SOPs apply to individuals assigned to SAF/MR or AF/HC who are responsible for developing policy, managing programs, and preparing guidance on approved policies and plans. These procedures are intended to facilitate staff actions and functions between SAF/MR and AF/HC while increasing operating effectiveness and efficiency.

A8.2. SAF/MR Responsibility to the SecAF. SAF/MR retains Secretarial oversight responsibility for all aspects of the Air Force Active Duty, Space Force, and Reserve and Auxiliary Component Affairs affecting AF Chaplain policies and programs.

A8.3. Subject to the SOPs that follow, a general description of the flow of work between SAF/MR and AF/HC is:

A8.3.1. SAF/MR develops policy concepts, and AF/HC turns the policy concepts into implementable publications. Publications route to the SAF/MR and/or SecAF for approval and publication;

A8.3.2. AF/HC serves the religious needs of individual DAF members based upon the tenets and beliefs of the members' individual religions without SAF/MR oversight of those tenets of beliefs;

A8.3.3. AF/HC develops policies and submits them to SAF/MR for coordination and concurrence prior to SecAF approval, if the policies relate to the human capital portfolio;

A8.3.4. AF/HC develops DAFIs and strategic plans and submits them to SAF/MR for coordination prior to AF/HC publication and implementation;

A8.3.5. AF/HC prepares formal responses and reports and submits them to the SAF/MR for coordination and concurrence prior to submittal to the SecAF, OSW, Congress, or organizations outside of the DAF. **Note:** This policy is not intended for routine Congressional inquiries on behalf of constituents;

A8.3.6. AF/HC executes approved policies and guidance, DAFIs, and strategic plans, providing additional guidance to the field as necessary; and,

A8.3.7. AF/HC monitors the effectiveness of AF/HC programs, and routinely updates SAF/MR.

A8.3.8. SAF/MR and AF/HC will jointly establish management controls, performance measures or indicators to assess the efficacy of the policies and instructions as well as to signal conditions requiring notification and involvement of SAF/MR to fulfill inherent policy oversight responsibilities.

A8.4. AF/HC Support of the CSAF and CSO in their roles as Members of the Joint Chiefs of Staff. AF/HC will act independently of SAF/MR when AF/HC is providing support to the CSAF or VCSAF in their roles as members of the Joint Chiefs of Staff, or the CSO or VCSO in their roles as members of the Joint Chiefs of Staff, including the Joint Requirements Oversight Council. To the extent not inconsistent with the direction of the CSAF, CSO, VCSAF or VCSO, AF/HC will keep SAF/MR informed of significant matters in these areas.

A8.5. Conditions for AF/HC to Exercise SAF/MR Re-Delegated Secretarial Authorities/Re-Assigned Secretarial Responsibilities. AF/HC is authorized to exercise such re-delegated authorities and thereby act on the SecAF's or SAF/MR's behalf when such action:

A8.5.1. Administers approved programs designed to meet the religious needs of DAF members;

A8.5.2. Implements or supports the POM and President's Budget;

A8.5.3. Implements an order or revised policy direction from the SecAF;

A8.5.4. Provides a clear, unambiguous, quantitative link to approved strategic plans, and/or aligns program resources with approved goals and objectives;

A8.5.5. Has been delegated to HC to deal with specific Chaplain-related matters (i.e. speaking, making decisions, and acting on behalf of the DAF); or,

A8.5.6. Excluding formal reports, provides data, analyses, information papers, etc., to OSW or Congressional staff in support of established policies, programs, requests for status updates, 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. AF/HC will provide SAF/MR a copy of all materials submitted to OSW or Congressional staffs. When reports show significant changes, AF/HC will coordinate with SAF/MR prior to submission.

A8.6. Conditions Requiring SAF/MR Involvement. SAF/MR review and coordination is required prior to implementing any policy, plan, and program when one or more of the following situations or conditions apply:

A8.6.1. Involves a disagreement among the components of the DAF on a policy over which SAF/MR has authority;

A8.6.2. Drives unprogrammed or budgeted resource demands to the federal government that require DAF Corporate Structure consideration and/or an annual reprogramming action at the AF Group or above;

A8.6.3. 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;

A8.6.4. Drives broad cultural changes crossing many DAF functions that will take concerted, coordinated action over several years to achieve;

A8.6.5. Involves an assessment of a program, falling within the portfolio of SAF/MR, that suggests a significant problem, or an out of tolerance condition in performance measurements or indicators established in policy directives and/or DAFIs requiring SecAF, OSW, or Congressional attention;

A8.6.6. Involves an official report being submitted to SecAF, OSW, or Congress;

A8.6.7. Involves a change or perceived erosion of DAF support for a key SecAF or administration agenda item about which the Principal speaks; likewise for a senior Member of Congress or a member of a Congressional committee with significant focus on national defense-related issues (such as Armed Services, Appropriations, Ways and Means, or Veterans Affairs).

A8.7. Conditions Requiring SAF/MR Approval of AF/HC Actions. SAF/MR approval is required prior to implementing any policy, plan, program, practice or activity when such implementation:

A8.7.1. Involves process changes affecting the oversight roles or abilities of the DAF Force Secretariat, OSW, other (non-DAF) administration officials, or the Congress;

A8.7.2. Involves a Statute, Executive Order, AF or DoW policy that requires SecAF review, coordination, and/or implementation. SAF/MR is authorized to sign a DD Form 106/818 for DoW Issuances falling within his/her purview;

A8.7.3. Involves new policies or initiatives proposed by OSW officials, congressional staff, or Air Force that would result in significant changes to Air Force personnel management practices or programs and their outcomes.

A8.8. Revisions to SOPs. These operating procedures may be reviewed and revised as deemed necessary by the SecAF. SAF/MR or AF/HC may also initiate a revision in consultation with AF/HC or SAF/MR, respectively. OPRs must follow revision procedures as mandated in HOI 90-1, *Headquarters Air Force Mission Directives and Department of War Issuances Program*.

RICHARD L. ANDERSON
Assistant Secretary of the Air Force
for Manpower and Reserve Affairs

TRENT C. DAVIS
Chaplain, Major General, USAF
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