

**BY ORDER OF THE  
SUPERINTENDENT**

**AIR FORCE INSTRUCTION 90-201**

**4 JANUARY 2022**

**HQ UNITED STATES AIR FORCE  
ACADEMY**

**SUPPLEMENT**



**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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Air Force Instruction (AFI) 90-201, *The Air Force Inspection System*, may be supplemented as follows: This supplement describes the United States Air Force Academy (USAFA) procedures for use in conjunction with governing AFI. This publication applies to all USAFA units and its personnel. This publication does not apply to Air Force Reserve Command (AFRC) units or the Air National Guard (ANG). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using Air Force (AF) Form 847, *Recommendation for Change Publication*; route AF Forms 847 from the field through the appropriate functional chain of command. The authorities to waive requirements in this publication are identified with a Tier X (T-X) number following the compliance statement. See DAFI 33-360, *Publications and Forms Management*, for a description of the authorities associated with the Tier numbers. Submit requests for waivers through the chain of command to the appropriate Tier waiver approval authority. The waiver authority for non-tiered requirements in this publication is the HQ USAFA/IG. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with (IAW) Air Force Instruction 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System.

1.1.2.1. **(Added)** HQ USAFA A-Staff, for the purposes of this instruction, is considered a MAJCOM and will receive a Management Inspection. Dual-role staff agencies (i.e., those

typically assigned to a wing--FM/SE/JA/etc.) which are responsible for both tactical level execution and operational level policy setting will have a MI/UEI hybrid approach applied.

1.1.2.1.1. **(Added)** 10 ABW, for the purposes of this instruction, is considered a wing and is not subject to any directives provided to USAFA Mission Element (ME)s in this instruction. Programs where USAFA or the 10 ABW have installation responsibilities will be inspected in accordance with AFI 90-201 as well as, USAFA MDs (USAFAMD1-6) and established IG MOU/MOAs.

1.1.3.1. **(Added)** As determined by the USAFA Commander, the 10 ABW will receive a UEI and is responsible for all wing-level responsibilities throughout AFI90-201 unless otherwise noted by the HQ USAFA/CC.

1.1.3.2. **(Added)** As determined by the USAFA Commander and as USAFA has dual roles of a college and a military installation, the following USAFA MEs will have a MI/UEI hybrid approach applied: Cadet Wing (CW), Dean of Faculty (DF), Athletic Department (AD), and USAFA Preparatory School (PS).

1.1.3.2.1. **(Added)** The MI portion will evaluate each ME's USAFA MD and AFI 90-201 responsibilities as well as all applicable higher level guidance.

1.1.3.2.2. **(Added)** The UEI portion will evaluate Air Force and USAFA requirements and AFI 90-201 Attachment 3 items applicable to each ME.

1.1.4.1. **(Added)** USAFA's list of POAs and the programs they oversee can be found in [Attachment 14](#).

1.4.4.14.1. **(Added)** IAW SAF/IG and USAFA MD 6, HQ USAFA/IG is the MAJCOM oversight authority and will conduct AFIS inspections on USAFA subordinate organizations as outlined in the USAFA/10 ABW IG MOU/MOA.

2.3.1.1. **(Added)** All MEs will coordinate their Commander's inspection plans through HQ USAFA/IG as they do not have a designated IG in their organizations.

2.3.4. **(Added-USAFA)** ME Commanders will:

2.3.4.1. **(Added)** Meet the intent of this instruction where it is applicable to their organization using AFIS methodologies.

2.3.4.2. **(Added)** Develop commander's inspection plans based off their MI and UEI requirements.

2.3.4.2.1. **(Added)** Ensure the ME Inspection Program and Unit Self-Assessment Program focus on detecting non-compliance with applicable governing directives and on unit effectiveness through the four MGAs.

2.3.4.3. **(Added)** Make available resources for training of military and civilian personnel to obtain the technical or administrative expertise required to assist with Commander's Inspection Program requirements.

2.3.4.4. **(Added)** Establish and maintain a Self-Assessment Program led by subordinate commanders in accordance with this AFI and chain of command guidance.

2.3.4.5. **(Added)** Designate a ME Self-Assessment Program Manager to HQ USAFA/IG.

2.3.4.6. **(Added)** Chair their ME Commander's Inspection Management Board (delegable to the Vice Commander).

2.3.4.7. **(Added)** Participate in the planning and execution of USAFA exercises led by 10 ABW IG.

**2.5.** HQ USAFA/DS will develop a CCIP plan for the HQ Staff to meet the intent of AFI 90-201, SAF IG CCIP Handbook and other USAFA-specific compliance documents.

2.5.4.4.1. **(Added)** ME CC's are not required to accomplish a CCIR due to their attendance at the HQ USAFA QIWG and SAIC.

3.1.1. **(Added)** A HQ USAFA/IG-led UEI will be performed on the 10 ABW and MEs. MEs will be assessed on their mission execution, relevant items in AFI 90-201 Attachment 3, MDs, and any identified components included in their approved Commander's inspection plan. MEs, A-Staff and their subordinate organizations will not be evaluated under the UEI construct unless they have installation responsibilities relevant to AFI 90-201 inspections, [Attachment 3](#), or MDs.

4.1.1. **(Added)** HQ USAFA Staff will receive a MI in accordance with this instruction led by an outside Inspector General office. USAFA MEs will receive a HQ USAFA/IG-led MI on their policy-making entities according to their USAFA MD.

10.1.3. **(Added)** HQ USAFA will conduct a quarterly combined QWIG and SAIC chaired by the USAFA Commander (delegated no lower than the USAFA/CV). The HQ USAFA/IG (or Deputy Director) serves as the executive director. The chair directs participating members (ME CVs (or DS) and HQ Staff Directors (or Deputy Director) and 10 ABW CC/CV). At a minimum, the council agenda will include inspection results, trends and recommended actions. HQ USAFA/IG, as the MAJCOM authority, will brief the status of SIGNIFICANT and CRITICAL deficiencies.

10.2.1. USAFA has an additional list of college inspection requirements (NCAA, Mt. West, etc.), which can be found in [Attachment 15](#).

SCOTT ANDERSON, Civ  
USAFA Inspector General  
Director of Inspections

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

- (Added)** USAFAMD1, *10th Air Base Wing*, 17 July 2018
- (Added)** USAFAMD2, *Directorate of Athletics*, 24 January 2012
- (Added)** USAFAMD3, *Commandant of Cadets*, 17 July 2018
- (Added)** USAFAMD4, *Dean of Faculty*, 17 July 2018
- (Added)** USAFAMD5, *United States Air Force Academy Preparatory School*, 17 July 2018
- (Added)** USAFAMD6, *Headquarter Staff*, 5 July 2017

***Abbreviations and Acronyms***

- (Added)** **ME**—Mission Element
- (Added)** **NCAA**—National Collegiate Athletic Association
- (Added)** **USAFA**—United States Air Force Academy

**Attachment 14 (Added)****USAFA PERTINENT OVERSIGHT AUTHORITIES**

**A14.1. USAFA Pertinent Oversight Authorities.** **Table A14.1**, *USAFA Pertinent Oversight Authorities* (located on the USAFA/IGI SharePoint site below) contains USAFA Pertinent Oversight Authorities for the college and military functions maintained as part of the USAFA mission. **Table A14.1** can be found on the USAFA/IGI SharePoint under the “Pertinent Oversight Authority (POA)” tab (<https://sharepoint.usafa.edu/hq/IG/IGI/SitePages/Home.aspx>). USAFA Functional Area Managers may submit changes to Table A14.1 via email to the USAFA IG org mailbox ([usafa.ig@usafa.edu](mailto:usafa.ig@usafa.edu)).

**Attachment 15 (Added)****USAFA INSPECTION REQUIREMENTS**

**A15.1. USAFA Inspection Requirements.** Table A15.1, *USAFA College Inspection Requirements* (located on the USAFA/IGI SharePoint site below identifies the additional inspections, assessments, audits etc. that are used to assess the unique mission of the Air Force Academy to ensure compliance and accreditation. **Table A15.1** can be found on the USAFA/IGI SharePoint under the “Pertinent Oversight Authority (POA)” tab (<https://sharepoint.usafa.edu/hq/IG/IGI/SitePages/Home.aspx>). USAFA ME Commanders are responsible for updating and providing changes to USAFA/IG for a complete list of assessments. ME Commanders will submit changes to **Table A15.1** via email to the USAFA IG org mail box ([usafa.ig@usafa.edu](mailto:usafa.ig@usafa.edu)).