

**BY ORDER OF THE
SUPERINTENDENT**



**HQ UNITED STATES AIR FORCE
ACADEMY INSTRUCTION 52-102**

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Chaplain

**RELIGIOUS RESPECT TRAINING
PROGRAM**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction implements Air Force Policy Directives (AFPD) 52-1, *Chaplain Corps*, and HQ USAFA/CC directed policy for the Religious Respect Training Program at all levels across the United States Air Force Academy (USAFA). It prescribes the responsibilities for all mission elements (ME) to accomplish Religious Respect Training. This instruction applies to all USAFA cadets, cadet candidates, civilian personnel, faculty and active duty personnel stationed at the United States Air Force Academy. This publication also applies to Air Force Reserve Command (AFRC) and Air National Guard (ANG) members assigned, attached or on long-term orders to USAFA. Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using Air Force (AF) Form 847, *Recommendation for Change of Publication*. The authorities to waive requirements in this publication are identified with a Tier 3 (T-3) number following the compliance statement. For this publication, the waiver authority is HQ USAFA/CC. See Air Force Instruction (AFI) 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. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with Air Force Manual (AFMAN) 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS).

1. Introduction. Religious Respect is an issue that affects us all. Treating each other with dignity and respect is essential for maintaining unit cohesion and mission effectiveness in the United States Air Force. The Office of the United States Air Force Academy Chaplain (HQ USAFA/HC) has developed and provided religious respect training to cadets, cadet candidates, faculty, staff, and permanent party in partnership with the Office of the Staff Judge Advocate (HQ USAFA/JA) and the Department of Law (USAFA/DFL). Religious Respect Training (RRT) is tailored for each academic year of cadet instruction. Additionally, training has been developed for permanent party personnel to include HQ USAFA, Cadet Wing (HQ USAFA/CW), Dean of Faculty (HQ USAFA/DF), Athletic Department (HQ USAFA/AD), Preparatory School (HQ USAFA/PL), and 10th Air Base Wing (10 ABW) personnel. This instruction institutes training across all of USAFA to promote a unified environment where respect for human dignity is a prevailing quality in our daily relationships as leaders and future leaders in the United States Air Force.

2. Responsibilities.

2.1. HQ USAFA/HC - Religious Freedom and Accommodations Subject Matter Expert: Will manage the RRT program by providing and updating the curriculum to reflect current Department of Defense and Air Force policy, course management, instructor training and management, course execution and logistics, and preparing a roster/sign-in sheet to assist Unit Training Managers in tracking attendance.

2.2. HQ USAFA/JA - Constitutional Law Subject Matter Expert: Will review the curriculum and serve as subject matter experts for RRT events in coordination with HQ USAFA/DFL.

2.3. UNIT TRAINING MANAGERS: Will track and record attendance and completed training on the Advanced Distributed Learning Service (ADLS).

3. Religious Respect Training Content and Methodology.

3.1. Cadet Religious Respect Training. Cadets receive 6 hours of documented training during their 4 years at the USAF Academy.

3.1.1. Cadet Fourth Class (freshmen) receive two sessions of RRT both given during Basic Cadet Training. Two hours are dedicated to helping cadets understand how the First Amendment applies to them at USAFA, making them aware of their right to the free exercise of religion, introducing them to the religious diversity of the cadet wing and their cadet class, and through scenario-based learning helping them see the importance of religious diversity and religious respect for each other's beliefs or non-beliefs. During this training cadets will also learn about the Establishment Clause and that as military members, they cannot establish/endorse a particular religion in their official capacity, but must remain neutral.

3.1.2. Cadet Third Class (sophomores) receive one mandatory hour of RRT during Commissioning Education in the summer, which is scheduled in conjunction with the Expeditionary Survival and Evasion Training (ESET) period, but it is not part of the ESET program. This hour is dedicated to help cadets understand their boundaries and make them aware of appropriate behaviors set forth by the Constitution, DoD, AF, and USAFA policies regarding religious respect. Additionally, cadets comprehend their role

as leaders in addressing and resolving issues of religious respect or disrespect that may impact the mission.

3.1.3. Cadet Second Class (juniors) receive one mandatory hour of RRT. This hour is dedicated to teaching cadets the importance of remaining neutral towards the religious beliefs of basic cadets. Through scenario based learning, cadets utilize the commander's tool kit (a decision making flow chart) as a guide in making religious accommodation determinations. Lastly, cadets learn the importance of seeking advice from chaplains and chaplain assistants in identifying and addressing religious respect and accommodation issues.

3.1.4. Cadet First Class (seniors) receives two mandatory 1-hour block of RRT. One hour of training is dedicated to familiarizing cadets with Department of Defense (DoD) and AF policies on religious accommodation as future commanders. Cadets learn to resolve religious respect and religious accommodation requests, learn how religious accommodation impacts military operations, as well as learn their responsibility as government employees not to endorse any specific religion. Attendance at this session meets the commissioning education requirement for First Class Cadets. Additionally, a second hour of training presents cadets with case studies regarding religious issues. A senior line officer with command experience models how commanders make religious accommodation decisions utilizing guidance from legal and Chaplain Corps personnel. Cadets are then given opportunity for questions and answers. The goal is for cadets to acquire wisdom and knowledge from the experiences of senior leaders to aid them in making the best decisions regarding religious respect issues and religious accommodation determinations.

3.2. Cadet Candidate Religious Respect Training. All cadet candidates will receive RRT during basic military training while at the Preparatory School.

3.2.1. This 1-hour training block is dedicated to helping cadet candidates understand how the First Amendment applies to them during their time at the Preparatory School (HQ USAFA/PL) making them aware of their right to the free exercise of religion, introducing them to the religious diversity of the HQ USAFA/PL and their class, and through scenario-based learning helping them see the importance of religious diversity and religious respect for each other's beliefs or non-beliefs. During this training cadets will also learn about the Establishment Clause and that as military members, they cannot establish/endorse a particular religion in their official capacity, but must remain neutral.

3.2.2. Curriculum and training will be developed and conducted by HQ USAFA/HC in consultation with HQ USAFA/JA.

3.2.3. Cadet candidates will receive this mandatory training once during their time at the HQ USAFA/PL.

3.3. Permanent Party Religious Respect Training. All permanent party personnel will receive RRT during their orientation to USAFA.

3.3.1. This 1-hour block of training is dedicated to familiarizing permanent party personnel with DoD and AF policies on religious respect in a pluralistic environment. Personnel will learn that while acting in their official capacity they may not endorse any specific religion. Case studies regarding religious respect will be discussed utilizing

guidance from legal and Chaplain Corps personnel. Individuals are then given opportunity for questions and answers. The goal is to assist permanent party personnel to make the best decisions regarding religious respect in their unique work setting.

3.3.2. Curriculum and training will be developed and conducted by HQ USAFA/HC in consultation with HQ USAFA/JA.

3.3.3. Permanent party personnel will receive this mandatory training upon their arrival at USAFA and once every 3 years thereafter.

4. Standardized Religious Respect Training at all levels across USAF Academy.

4.1. All RRT curricula will be standardized across USAFA to ensure quality control and provide consistency for evaluation and amendment.

4.2. The Air Education and Training Command standardized model for curriculum will be used.

5. Annual Curriculum Review.

5.1. The entire curriculum will be reviewed annually. A curriculum review committee will be formed by HQ USAFA/HC with members from HQ USAFA/JA, HQ USAFA/CW, HQ USAFA/DF, HQ USAFA/AD, HQ USAFA/PL, 10 ABW and additional members as needed.

5.2. Amendments and updates will be adjusted annually to comply with Department of Defense and Air Force policies.

RANDALL E. KITCHENS
Chaplain, Colonel, USAF
US Air Force Academy Chaplain

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

AFPD 52-1, *Chaplain Corps*, 19 December 2013

AFI 33-360, *Publications and Forms Management*, 25 September 2013

AFMAN 33-363, *Management of Records*, 1 March 2008

Adopted Forms

AF Form 847, *Recommendation for Change of Publication*

Abbreviations and Acronyms

10 ABW—10th Air Base Wing

AD—Athletic Department

ADLS—Advanced Distributed Learning Service

AFI—Air Force Instruction

AFRC—Air Force Reserve Command

ANG—Air National Guard

ESET—Expeditionary Survival and Evasion Training

HQ USAFA/CW—Cadet Wing

HQ USAFA/DF—Dean of Faculty

HQ USAFA/HC—Office of the USAF Academy Chaplain

HQ USAFA/HCX—Office of the Wing Chaplain

HQ USAFA/JA—Judge Advocate

HQ USAFA/PL—Preparatory School

ME—Mission Element

OPR—Office of Primary Responsibility

RDS—Records Disposition Schedule

RRT—Religious Respect Training

USAFA—United States Air Force Academy

USAFAI—United States Air Force Academy Instruction

Terms

Cadets—students enrolled at the USAF Academy.

Cadet Candidates—students at the Preparatory School.

Commander's Tool Kit—a decision making flow chart used as a guide in making religious accommodation determinations.

Permanent Party—personnel who are not enrolled as students at the Preparatory School or the USAF Academy to include HQ USAFA, Cadet Wing (HQ USAFA/CW), Dean of Faculty (HQ USAFA/DF), Athletic Department (HQ USAFA/AD), Preparatory School (HQ USAFA/PL), and 10th Air Base Wing (10 ABW).