

COMMAND CHIEF HEADS FOR HOMESTEAD, REFLECTS ON 908TH TENURE

SOUTHERN FLYER



SCOTT FREE

357th AS commander takes fini flight, departs for Dobbins

SOUTHERN FLYER



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PUBLIC AFFAIRS

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Troop welfare is top priority

“Twenty-two years ago I walked into a recruiting office, raised my hand and started my military career. I wanted to serve my country, I wanted to fly in airplanes and I wanted to have a wide variety of jobs. Never in a million years did I think the journey would lead me to my home at the 908th and Maxwell AFB.



When I joined the 908th in July of 2004, I felt privileged and honored to be serving alongside some of the finest patriots I had ever encountered. Seven years later, after having deployed on numerous occasions to the far corners of the earth, having seen the sacrifices you have made, after watching the pride and professionalism you put into the mission, I'm humbled to not only still be a member of the wing but to have the opportunity to serve as commander of the finest C-130 unit in the world!

In between push-ups and mountain climbers; my drill instructor taught me one of my earliest military lessons, and perhaps the most important. The troops are the most important part of the organization; take care

of the troops and the organization will excel. We are lucky enough to have some of the finest airmen in the world in the 908th, I learn something from them every day.

It could be SrA Green in FSS who greets every customer with a smile while going above and beyond to Chief Alexander in the Maintenance Group who promotes the accolades of his superstars to TSgt. Pettway in 357th ARMS who quietly goes about her duties in a very professional manner and doesn't shy away from taking on responsibilities way above her pay grade. It's all about taking care of the people.

When I think about the twists and turns of my unlikely journey that has led me here, I think of a quote from one of my favorite movies. In *Bull Durham*, the seasoned veteran, "Crash" Davis (Kevin Costner) is giving advice to rookie "Nuke" Laloosh (Tim Robbins). Crash passes on the clichés, "I'm just happy to be here," "Give 110 percent, 100 percent of the time," "I'm here to help the team anyway I can."

If you do these things, the good Lord really IS willing and things WILL work out.

A MOMENT WITH THE CHAPLAIN

CH. (MAJ.) DAVID DERSCH

"Proclaim liberty throughout all the land to all its inhabitants!"

-- Leviticus 25:10

This inscription on the Liberty Bell in Philadelphia, Pa. speaks of the duty to broadcast the blessings of freedom. Interestingly enough, because the steeple was in such bad condition, most historians doubt the Liberty Bell actually rang out from Independence Hall on July 8, 1776 to summon people for the public reading of the Declaration of Independence.

Originally, the bell was commissioned to be built in 1751 for the 50th anniversary of the Charter of Privileges, Pennsylvania's original Constitution. The 50th year in Hebrew law was the year of Jubilee when slaves were set free and land reverted to its original owner. The bell became an American icon in 1837 when abolitionists adopted it as a symbol of emancipation and liberty.

Liberty is truly a bedrock American value. Freedoms of speech, the press, to peaceably assemble, to petition the government, and to bear arms, are all cherished parts of the first two amendments of the Constitution. However, the first freedom mentioned is the freedom to worship (or not to worship), as one chooses.

This July 4, as we celebrate our nation's founding, cherish and proclaim the liberties that we as American hold dear. And don't forget to thank God for the freedoms He's blessed us with!

Money Matters\$

Make sure you're getting your correct allowance

By Staff Sgt. Mary Baxter
908th FM

Every three years, our office is responsible for re-certifying every member's basic allowance for housing (BAH) entitlement.

So what does that mean for you? If you are single, this will not have an impact on you as there is no BAH form on file for singles. However, if you are married, divorced, and/or have children, then this will have a significant impact.

What will happen is that each member will have to provide evidence of who their dependents are. So, if you claim your spouse as your primary dependent, you will need to provide your marriage certificate. If you claim your children as your primary dependent(s), you will need to provide birth certificate(s). If you are divorced and you have custody of your children, you will need to

provide the same information as well as the divorce decree.

It's important to have the correct documentation on file so that you are not overpaid or underpaid BAH when on active duty orders that entitle you to BAH-II or regular BAH.

The recertification of BAH will take place during the first quarter (January-March) of 2012. Now is the time to look over your Leave and Earnings Statement to ensure you are being paid the correct BAH.

If you would like to review military pay and the BAH entitlements, you can do so by going to:

www.dfas.mil/dfas/militarymembers/payentitlements/militarypaytables.html

If you have any questions or concerns we are here to help you. Please feel free to call or drop by and we will be happy to discuss any of these issues with you.

SOUTHERN FLYER CAPTION CONTEST

This month, third place goes to Senior Master Sgt. Ted Sessions (Ret.) for "Can you hear me now?" Second is 'awarded' to the 908th Public Affairs Office for "Pig Pen, this here is Rubber Duck." First place goes to Capt. Daniel Posch for "Red Rover, Red Rover let Leon come over!" See page 10 for this month's contest.



SOUTHERN FLYER

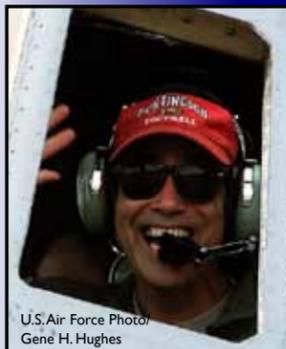
COVER PHOTO:

Lt. Col. Scott Hayes recently relinquished command of the 357th AS after more than two years on no-stop activity, including an ORI, ORE, a CENTCOM deployment and two humanitarian relief missions.

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We solicit articles, drawings and photographs and reserve the right to edit materials to conform to "Southern Flyer" editorial policies. Because of the printing and mail-out schedule the newspaper goes to press on Friday, two weeks prior to the unit training assembly.

The submission deadline for articles or information is the Monday two weeks prior to the UTA. Send inquiries and submissions to 908AW/PA, 401 W. Maxwell Blvd., Maxwell AFB, AL 36112 or e-mail them to 908aw.pa@maxwell.af.mil. Our phone number is (334) 953-6804 or DSN 493-6804; our fax number is (334) 953-2202 or DSN 493-2202. For information about this schedule, call this office at (334) 953-7874.



U.S. Air Force Photo
Gene H. Hughes



Outgoing 357th Airlift Squadron Commander Lt. Col. Scott Hayes.



Incoming squadron commander Lt. Col. Craig Drescher

Flight Deck to Flight Line: Drescher takes 357th AS helm

By Gene H. Hughes
908th AW Public Affairs

The 357th Airlift Squadron weighed anchor and got underway recently, as Lt. Col. Craig Drescher, a former Naval aviator, accepted stewardship of the 357th during a June change of command ceremony.

The outgoing commander, Lt. Col. Scott Hayes, after more than 13 years with the 908th, has taken a position with the newly formed Force Generation Center at AFRC headquarters.

"That's a great opportunity for Scott, to be in on the ground floor for something new, treading new paths," said Col. Edward Jennings, operations group commander. "Scott will be one of the leaders getting that up and going. We applaud him for that. We wish him well and the best of luck, and I know he's going to carry the legacy of the 357th with him."

In his final remarks, Colonel



Hayes thanked his fellow commanders and Airmen for their hard work during the past two years, which saw the squadron participate in an ORE, ORI, a desert deployment, and the humanitarian relief missions to Haiti and Pakistan.

"When they threw the schedule in front of us, we didn't say, 'that's too hard.' The 357th said 'let's get 'er done,' and it's just awesome to be around people who are dedicated and professional in every way."

Moving from the top position at the operations support squadron, Colonel Drescher, a master navigator, is well familiar with the 908th,

having joined the unit in July 2004. Before joining the Air Force Reserve Command's C-130 community, he was in the U.S. Navy, and at one time was assigned to the VF-51 "Screaming Eagles" fighter squadron out of Naval Air Station Miramar and sea-based aboard the carrier USS Kitty Hawk.

"The book has not been written that in any way parallels the path I've taken to be here today," he said. "I never thought about being a squadron commander. I always thought about working hard, doing my best and helping out the organization anyway I could."

"I'm more excited than ever when I get a chance to fly, and how much of an honor it is to be a member of the 908th. I'm fully aware of the awesome responsibilities I'm taking on and the hard work that lies ahead.

"Mostly, I'm humbled just to be a part of this great organization."

Command chief makes move to fighter wing

By Tech. Sgt. Jay Ponder
908th AW Public Affairs

Command Chief Master Sgt. Cameron Kirksey recently departed the 908th Airlift Wing to take a new position as command chief of the 482nd Fighter Wing at Homestead Air Reserve Base, which is comprised of more than 1,600 personnel.

In addition, 200-300 active-duty members will also be coming on-station due to active association under the Total Force Integration.

"This will be the first time since Hurricane Andrew that active-duty personnel will be stationed at Homestead," Chief Kirksey said. "General Stenner likes to refer to Homestead as the premier base for AFRC. There's a lot of visibility at that base. For instance, when the hurricane hit Haiti last year, all of the relief operations originated out of Homestead."

Chief Kirksey, who has been the 908th's command chief since March 2009, and a member of the wing for 23 years, said leaving is bittersweet.

"I'm ready to leave. Other opportunities do exist. But it's 50-50. The 908th Airlift Wing is home for me."

Wistfully gazing at his plaques on his wall, Chief Kirksey, who enlisted in the Air Force Reserve in March of 1988 here at Maxwell AFB, reminisced about his history with the unit. His 'standout' experience was the most recent ORI preparation just after he became command chief.

"When Chief Kirksey took over, it was during a really tough time because it was right before the ORI," said Chief Owen Duke, recently selected as the 908th's new command chief. "It was sort of like herding cats, trying to get all the pieces, parts



Air Force photo/Tech. Sgt. Jay Ponder
After 23 years at Maxwell AFB, 908th Command Chief Master Sgt. Cameron Kirksey has taken a new position as command chief of the 482nd Fighter Wing at Homestead ARB.

and players together and working on focusing on the levels we needed to complete. Without him doing the things he did, we might not have done as well."

"It was gratifying to help the unit become a well-oiled machine," Chief Kirksey said. "Has every day been rosy? Absolutely not! Obstacles will always be present. However, it is these obstacles, roadblocks and challenges that sharpen and mold us into true professionals, collectively, that makes this unit simply the best!"

"I'm going to take that with me, that inner strength, to show them what we're really made of here."

Having been with the 908th for 23 years, more than 16 in POL/Supply, he feels his 908th experience has prepared him for his new job.

"I left LRS and gained a new perspective of the wing, which has broadened my scope of responsibilities," he said.

The message Chief Kirksey wants to impart to 908th members is to "get involved, get in the 'know.'"

"It's said it's about who you know,

but in reality it's about who knows you," he said, "The more you step outside your comfort zone, the more contact you can have with key leaders. Express your desire to succeed."

Chief Duke said it was always good to see him in all the wing areas.

"That's why I said, 'I've never met you,' when we made the presentation to him at the June commander's call. "Every time you turned around, he was always moving. Chief Kirksey kind of changed what a command chief does by being more visible and accessible. He did a lot for us."

"Cameron Kirksey is truly one of a kind and I will miss him," said 908th Wing Commander Col. Brett Clark, "Speaking on the behalf of the entire wing, we thank him for a job very well done and we wish him all the best in his future endeavors at the 482nd."

"The 908th has served me well — from Airman to command chief," Chief Kirksey concluded. "As your servant leader, I couldn't ask for a better starting point. I am truly grateful and thankful for the men and women of the 908th. I salute you!"

Take me to the river

By Tech. Sgt. Jay Ponder
908th AW Public Affairs

Members of the 908th Operations Group recently participated in water survival refresher training during the June UTA.

Staff Sgt. Chad Braunschweig, an instructor with the 22nd TRS Detachment, and the Survival, Evasion, Resistance and Escape (SERE) specialist for the 908th, gave the training on aircrew water survival. Once again becoming familiar with life vests, members of the 357th Airlift Squadron and the 908th Aeromedical Staging Squadron earned the opportunity to get wet by practicing boarding a single person life raft and a 20-person life raft, then learning how to stay alive in it.

"The reason for training," Sergeant Braunschweig said, "is because aircrews are required by AFI to have refresher training every three years."

"The water survival refresher was exceptional training because we were actually on the water experiencing what was taught in the classroom," said 357th AS pilot Lt. Col. Dave Hughes.

In summing up what motivates him, Sergeant Braunschweig recalled a comment from a former SERE student, "The best complement I have ever heard was from Capt. Scott O'Grady who had come back from his experience in Bosnia (he survived for six days by eating leaves, grass and ants, and avoiding Serb patrols) and said, it looked, felt and smelled like the training he had received.

908th Operations Airmen soak up water survival skills



Members of the 908th Ops Group take turns boarding a one-man raft during recent water survival training

Air Force photos/Tech. Sgt. Jay Ponder

"That's what we're going after in a real-world environment."

But that was not the only fun members had. "We go above and beyond by bringing in the helicopter," said Sergeant Braunschweig. As part of the training, members of the Alabama State Trooper Aviation Division flew a helicopter to the staging site. Piloted by Chief Pilot Lee Hamilton, Sergeant Braunschweig directed water extractions of aircrew.

"These guys were excellent pilots and true professionals," said Lt. Col. Hughes, "The pilots and police boat operators deserve our wing's highest appreciation for their efforts and



contributions. Additionally, Sergeant Braunschweig and his team did an outstanding job coordinating and setting up this weekend of training."

What was one of the greatest benefits taken away from the training?

"The realism of it all," said Colonel Hughes, "Getting in and out of the rafts on the water and using some of the survival equipment, then actually experiencing a water extraction was as realistic as you can get given the available time we had."

"We want them to remember the training they received and be prepared to perform the mission," Sergeant Braunschweig said in conclusion.



Comm Check: Wing tech refresh underway

Information provided by
908th Comm Flight

During the month of June, members of the 908th CF assisted Group Client Support Technicians (CST) with the tech refresh of the wing's desktops and laptops.

What is being tech refreshed?

Any desktop/laptop older than three years is out-of-warranty. Take a look at the label (one that has US AIR FORCE AFRC) on your computer, which contains information about your computer — serial number, CPU speed — to determine the warranty's expiration date.

If it has an expiration date of 2010 or older, it will definitely need to be replaced.

If you have questions about this refresh, direct them to your unit's Computer Equipment Custodian (EC). They maintain the inventories of your computer assets and can best assist you. They also work with the Group CSTs to get new computers imaged with the latest Operating System (OS) and patches before it goes to you.

Failure to follow the procedures outlined below will likely cause lost equipment resulting in Report of Surveys and possible financial liabilities being imposed.

The Tech Refresh process

1. Unit ECs review their inventory of computers, identifying any that are out-of-warranty, to determine the number of replacements.
2. Unit EC works with the Wing Equipment Control Officer (ECO), Tech. Sgts. Keith Rudolph or Jason Hughes, to get these machines issued to them.
3. Unit EC then works with the Group CSTs or Comm Flight to get their machines imaged with new OS and patches.
4. Unit EC works with Group CSTs or Comm Flight to get data on old computer transferred to an external storage device in preparation for transfer to new computer.
5. Unit EC brings new computer to their office/bldg and sets them up for unit member with assistance from Group CST or Comm Flight and ensures old data is transferred to new computer.
6. Computers will have already been added to the domain, and any port security issues resolved, so computer can immediately be active on the network.
7. Once member is certain all data has been transferred to new computer, they should let their EC know that the old computer is ready to be turned in to Comm Flight. The best way to expedite this process is to talk to your unit EC. Everyone must remember that all computer equipment is accountable and your unit EC is charged with the responsibility of ensuring nothing goes missing. I can't stress strongly enough that you work all such issues of this nature through your unit EC.

The Turn-in process:

1. Turn-ins are only done during the week, each Thursday, 8am to Noon.
2. The only players in this process are the unit ECs and the Wing ECOs (Tech. Sgts. Rudolph and Hughes).
3. No individual should ever take it upon themselves to move equipment around in your unit or transport it outside your unit; any such moves should always be coordinated with the unit EC so they are fully aware of it.
4. If you have old equipment sitting around your office, that you desire to be rid of, let your unit EC know about it. They will make arrangements with the wing ECO to turn it in as excess.
5. ECO makes a copy of the last signed inventory, highlighting the item(s) being turned-in and initialing beside each highlighted item.
6. Unit EC will contact the Wing ECO to coordinate a time for bringing equipment over to Comm Flight to turn-in.
7. When they arrive, the Wing ECO will check the serial numbers on the equipment against the inventory copy and initial beside the item(s).
8. Both EC and ECO will print and sign their names on the inventory copy, and date it. Wing ECO makes a copy of the page to give back to the EC, then keep and file the original.
9. To conclude the process, ECOs will follow up with actually transferring the item(s) from the individual account to our graveyard account (30A) in the AIM database.
10. A DD 2221 will be generated confirming the transfer was done and will be saved on our shared drive for up to two years.



For 'dedicated and professional service,' Master Sgt. Tim Rollins of the 908th Maintenance Squadron is presented the 2011 Governor's Outstanding Service Member's Award by Alabama Governor Robert Bentley.



Members of local Boy Scout Troop 406 are given an explanation of the Cargo Delivery System by Senior Master Sgt. Donald Tarance. The Scouts proceeded to the drop zone where they witnessed the air drop.



The 908th Airlift Wing recently hosted its NCO Leadership Course. Graduates with Chief Master Sgt. Hutto, far left, and Wing Commander Col. Brett Clark, far right, are from left: Tech. Sgt. Kevin Clark, Tech. Sgt. Tamara Dunning, Staff Sgt. Jennifer Anderson, Tech. Sgt. Kenneth Kimsey, Tech. Sgt. Otis Luke, Staff Sgt. Quatina Knight, Tech. Sgt. Michael Jester, Staff Sgt. Quiana Carter, SrA Henry Armstrong, Tech. Sgt. Wendell Oliver, Staff Sgt. Melissa Carmon, Staff Sgt. Eddie Anderson, Staff Sgt. Stephin Smith, Staff Sgt. Mary Baxter, Staff Sgt. Kendall Lipscomb, Staff Sgt. Jonathan Butterbaugh, Staff Sgt. Sherri Burton, Staff Sgt. Armen Weinrick, SrA Jerome Williams, Staff Sgt. Jessica Jackson, SrA Gabriel Bush and Staff Sgt. Tamaria Hall.

Safety Sense: Take steps for good time in great outdoors

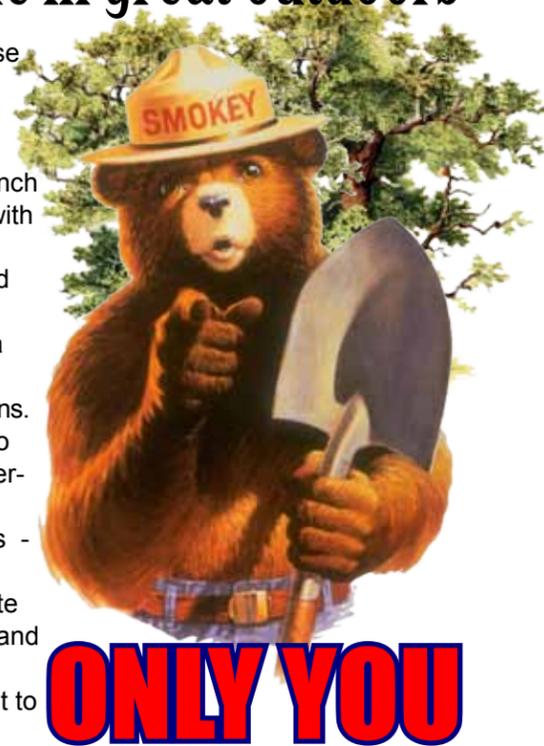
Information provided by 908th Safety Office

NOTE: This article is a continuation of our "101 Critical Days of Summer" series.

Camping can be a great getaway activity. Advanced planning and preparations will make the time spent in the outdoors a lot more fun. Here are some basic hints:

- ◆ Know the area you will be camping in. Obtain a map. Beware of any hazards, special weather conditions, terrain, etc.
- ◆ Check your equipment before you depart. Make a checklist of all you need.
- ◆ Always let someone know where you're going and when you'll be back.
- ◆ Carry a compass, first-aid kit.
- ◆ Be prepared for the weather.

- ◆ Boil questionable water or use chemical purifiers.
- ◆ Keep campfires small and guarded.
- ◆ Put out fires completely. Drench fires with water then cover ashes with sand or dirt.
- ◆ Bring along plenty of bug and mosquito repellent.
- ◆ Avoid sunburn. Bring along a good sunscreen.
- ◆ Clean your area. Use trash cans.
- ◆ Keep food in secure areas so that animals can't get to it. Keep perishable items on ice.
- ◆ Avoid camping in dry washes - stay on high ground.
- ◆ Carefully check your campsite for hidden friends such as snakes and scorpions.
- ◆ Dig a trench around your tent to stay dry when it rains.



Under Pressure: Dealing with stress

Identifying sources of pressure is first step

By Major Cynthia Lewis
908th ASTS

Are you feeling like there are too many pressures and demands on you? Losing sleep worrying if your mission is being accomplished? Eating on the run because your schedule is too busy? You're not alone. Everyone experiences stress, but there are ways to minimize and manage the stress that's unavoidable.

What Is Stress?

Stress is a feeling that's created when we react to particular events. It's the body's way of rising to a challenge and preparing to meet a tough situation with focus, strength, stamina, and heightened alertness.

It may seem there's nothing you can do about your stress level. There will never be more hours in the day, and your career or family responsibilities will always be demanding. But you have a lot more control than you might think.

In fact, the simple realization that you're in control of your life is the foundation of stress management.

Managing stress is about taking charge: taking charge of your thoughts, emotions, schedule, environment, and the way you deal with problems. The ultimate goal is a balanced life, with time for work, relationships, relaxation, and fun – plus the resilience to hold up under pressure and meet challenges head on.

Identify sources of stress

Stress management starts with identifying its sources in your life. This isn't as easy as it sounds. Your

true sources of stress aren't always obvious, and it's all too easy to overlook your own stress-inducing thoughts, feelings, and behaviors. Sure, you may know that you're constantly worried about work deadlines. But maybe it's procrastination, rather than the actual job demands, that leads to deadline stress.

To identify your true sources of stress, look closely at your habits, attitude, and excuses:

- ◆ Do you explain away stress as temporary ("I just have a million things going on right now") even though you can't remember the last time you took a breather?
- ◆ Do you define stress as an integral part of your work or home life ("It's always crazy around here") or as a part of your personality ("I have a lot of nervous energy, that's all")?
- ◆ Do you blame your stress on other people or outside events, or view it as entirely normal?

Until you accept responsibility for the role you play in creating or maintaining it, your stress level will remain outside your control.

Healthier ways to manage stress

If your methods of coping with stress aren't contributing to greater emotional and physical health, it's time to find healthier ones. There are



STRAIGHT OUTTA MAXWELL



Members of the 908th FSS, joined on annual training by counterparts from March AFB, took time out to engage in a game of paintball. From left: Tech. Sgt. Tammy Mercardo, SrA Melissa Hamilton, SrA Max Garcia, SrA Christopher Chacon, SrA Robert Dennis, SrA Deloise Reeder, and Staff Sgt. Aaron Knight.

Welcome Newcomers!

2nd Lt. Kassie Price, AW
TSgt. Matthew Morris, ASTS
SSgt. Eli Dunbar, AES
SSgt. David Powell, ASTS

SrA Patrick Fenderson, AES
SrA Dustin Daniel, MXS
AIC Shanita Leftwich, ASTS
AB Ridge Hollis, AES

Retirement Requests 2010-11

Col. Robert H. Shepherd
Lt. Col. Scott Davis
Senior Master Sgt. Theresa L. Hunt
Senior Master Sgt. James P. Williams
Master Sgt. Loyce A. Byrd
Master Sgt. Terry W. Calhoun
Master Sgt. John P. Thompson
Master Sgt. Larry G. Parker

Master Sgt. Sonya Y. Wallace
Master Sgt. Woodrow Washington III
Tech. Sgt. Rickey Martin
Tech. Sgt. Erich J. Halbert
Tech. Sgt. David W. Barber

* The next Reserves Retirement Briefing is set to take place on Sept. 10 at 9 a.m. at Building 677, the Family & Airman Readiness Center. *

JULY CAPTION CONTEST

Airmen, alums and friends of the 908th AW, what does this photo say to you? If you think you can come up with a clever caption, send your submission to the Public Affairs Office at 908aw.pa2@maxwell.af.mil

The winner will be published in next month's issue of the Southern Flyer



Gaining Altitude

Senior Master Sergeant



Anastacia S. Hunter

Master Sergeant



Patrick J. Clark
Melinda K. Ford

Technical Sergeant



Christopher S. Pike

Staff Sergeant



Alfred E. Lehmborg IV
Curtisha D. Walker

Senior Airman



Robert L. Daniel
Deonte K. Malone
Daniel K. Mayben
Patrick B. Read
Ashley N. Roby
Gregory S. Vandiver
Matthew S. Worthy

Airman First Class



Trayunne A. Lucas
Christopher J. Franks
John P. Stephenson

Airman



Michael D. Chalkey

Congratulations!

CONTACT THE IG



908th FWA Hotline: 334-953-3353
AFRC FWA Hotline: (800) 223-1784 ext. 7-1513
SAF/IGQ FWA Hotline: (800) 538-8429
DoD FWA Hotline: (800) 424-9098

Did you know? Fitness Top 10

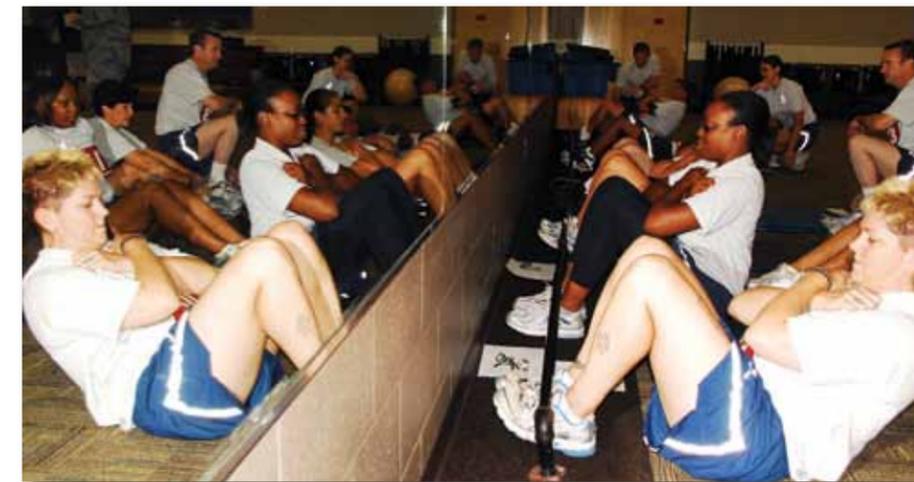
Information supplied by Senior Master Sgt. Cynthia Mollock
908th AW Fitness Program Manager

1. Airmen who test in all four components and score an "excellent" (90+) only have to test once a year.

2. Each airman is responsible for maintaining current standards and knowing when his or her Fitness Assessment (FA) will expire.

3. If an airman becomes ill or is injured during the FA and unable to complete all required components, he/she will have the option of providing the Medical Liaison Officer (MLO) with documentation from their personal care physician (PCP). If the evaluation validates the illness/injury, the unit commander may invalidate the results. The airman will be required to test the next date he/she is in military status. The FAC will hold scores for up to one month and enter scores on the 30th calendar day if the results are not invalidated. The airman should notify his/her commander in a timely manner to ensure communication regarding test validity with the MLO and FAC staffs occurs prior to score entry.

4. Airmen who have been exempted from one or more of the four components of the fitness test for a continuous 12-month period or have four component exemptions in a 24-month period will be reviewed by the UFPM. The UFPM will notify the unit CC, who will in-turn request the MLO/wing FPM to review the case at the Deployment Availability Working Group (DAWG). The DAWG will ensure the appropriate medical evaluation has been completed, decide if a medical evaluation board (MEB) is required, and advise the individual to contact his/her PCP for additional



medical work-up if necessary.

5. Unit CCs may initiate (enlisted) or recommend (officers) administrative discharge only after the Airman has: received four unsatisfactory scores in a 24-month period; failed to demonstrate significant improvement (determined by the commander); submitted PCP documentation to the MLO for evaluation.

6. Unit CCs must make a discharge or retention recommendation to the wing commander once an Airman receives four unsatisfactory FA scores in a 24-month period and a MLO has ruled out medical conditions that would prevent a passing score. For every subsequent failure, unit commanders must submit a retention decision memorandum to the wing commander for final decision.

7. Airmen must retest within 90 days following a failure. Unit CCs may not order Airmen to retest any sooner than the end of the 90 days; however, Airmen may volunteer to do so. Retesting in the first 42 days after an unsatisfactory test also requires unit commander approval, since recognized medical guidelines recommend 42 days as the minimum time to

recondition from unsatisfactory to satisfactory in a manner that reduces risk of injury. It is the Airman's responsibility to ensure he/she retests before the 90-day period expires.

8. ARC personnel (except AGRs) are required to accomplish BE WELL on-line within 60 days of an unsatisfactory. Members will provide the UFPM a copy of their completion certificate which, in-turn will be forwarded to the FAC. The UFPM will notify CCs of non-compliance.

9. If adverse administrative action is not taken in response to an unsatisfactory score for an official FA, unit CCs will document the reason in the member's fitness case file. The lack of this documentation does not discount the failure as a basis in support of administrative discharge action.

10. Unit CCs will document and take corrective action for members' unexcused failures to participate in the FP such as failing to accomplish a scheduled FA, failing to attend a scheduled appointment, failing to complete mandatory educational intervention or failing to maintain the required documentation of exercise while on the FIP.

