



On- final

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507th ARW

Dec. 1994

Tinker AFB, OK

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TSgt. Neville O. Comas helps change the strut on removed landing gear to bring aircraft 63-8880 quickly back into service.

Video photo by TSgt. Mitch Chandran

507th efforts rewarded

The 507th Air Refueling Wing was recently selected as one of 12 Air Force Reserve units to receive the Air Force Outstanding Unit Award (AFOUA).

The award, presented to the unit for its exceptional meritorious service, represents the fourth AFOUA the 507th has received. All members of the 507th ARW, including members of the 72nd Aerial Port Squadron and 507th (formerly 403rd) Combat Logistic Support Squadron, may now wear the basic AFOUA ribbon or add a device to their existing ribbon.

According to the unit's nomination package, which covered the period of Jan. 1, 1992 through Dec. 31, 1993, the 507th and supporting units were praised for numerous successful deployments both stateside and overseas. The package cited the unit and various squadrons for outstanding contributions toward national defense through more than 20 stateside and overseas deployments.

The nomination also recognized the unit's community service efforts as well as its aggressive drive to implement the Air Force Quality Initiative. The package also points out the unit's unparalleled fighter aircraft flight safety record of 112 continuous months of flight operations without a Class "A" mishap.

Other units within the Reserve receiving the AFOUA include:

- 810th Civil Engineer Flight from Bergstrom ARS, Texas.
- 22nd Air Force and 94th Airlift Wing from Dobbins ARB, Ga.
- 919th Special Operations Wing from Duke Field, Fla.
- 403rd Airlift Wing (redesignated 403rd Wing) from Keesler AFB, Miss.
- 944th Fighter Group (redesignated 944th Fighter Wing) from Luke AFB, Ariz.
- 301st Fighter Wing from NAS JRB Fort Worth (formerly Carswell ARB), Texas.
- 83rd Aerial Port Squadron from Portland IAP, Ore.
- 932nd Airlift Wing from Scott AFB, Ill.
- 916th Air Refueling Wing from Seymour Johnson AFB, N.C.
- 349th Air Mobility Wing from Travis AFB, Calif., and
- 913th Airlift Wing from Willow Grove ARS, Pa.

SAFETY CORNER

By Lt. Col. Leonard Kight
507 ARW Safety Officer

What does safety mean to you on a personal level? To me it means the number of landings equal the number of takeoffs, walking away from every landing, going home each day with the same number of fingers and toes I started with....get my drift?

Anything I do to jeopardize these goals is not safe. Whether accidental (tripping over a taxi line on the ramp) or intentional (not fastening that seat belt for a "short" trip) the potential consequences maybe paid by me. It's amazing how quickly something can go wrong and ruin your whole day, week or life.

We frequently think of safety as the commander's program, or the pencil-necked Safety Geeks reason for living, or just someone looking over our shoulder to harass us. I refer you back to paragraph one. Doing the job right is a personal thing with me because it can affect me now and in the future if I don't do it by the book.

The cost to the commander or the safety staff can be measured by the number of pages in the report or, in extreme cases, the anxiety of notifying next of kin, but the cost to the victim(s) of an accident or incident can be much more precious. We need your help to keep the reports to a minimum and you need our help in eliminating or

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This is your newspaper. Take it with you to share with family, friends and employers. The PA phone number is 734-3078.

New chief sends message to troops

By Gen. Ronald R. Fogleman
Air Force Chief of Staff

As my tenure as your chief of staff begins, I want to tell you how excited and honored Miss Jane and I are to represent everyone in the United States Air Force. We look forward to the privilege of serving you and our nation. The purpose of this message is to let you know where I'm coming from and what you can expect in the days ahead. As we face the future, we should be guided by four basic thoughts. I plan to say more about these in a series of follow-on messages and when I meet personally with you; but, let me put them on the table up front.

The first thought concerns the pace of change. There has been some speculation that, as I take charge, I'll slam on the brakes and steer us in an entirely new direction. That simply is not the case. In my view, our Air Force is on the right course. Following the coalition's victory in the Cold War, the Air Force entered a period of dramatic and rapid change. We drew down our force structure, re-engineered our organization, initiated a quality movement, defined a mission and vision statement to guide us. We owe a debt of gratitude to our former Chief of Staff, General McPeak, for leading us through those turbulent times and making us the best Air Force in the world. Our challenge now is to build on the strong foundation we've already laid. At the same time, we need to provide our people greater stability. While there's always room for continuous improvement, any adjustments in the near-term will be relatively small -- more like putting the finishing touches on a report or trimming an aircraft in flight rather than making a hard turn.

Second, we must always bear in mind that the Air Force is a "team within a team." Our Air Force team is a total force -- a mosaic of civilians, Guardsmen, Reservists, and active members.

This team is engaged in high tempo operations around the world. In each of these operations, individual airmen, officers and civilians in many specialties are hard at work, contributing unique strengths and capabilities to the task at hand. But, everywhere we operate, you'll also find that Air Force men and women are part of a larger team. We work side-by-side with soldiers, sailors, Coast Guardsmen, and Marines. Together we are part of a joint team. This does not mean that "blue suiters" must shed their Air Force identity. We should be proud of our Air Force heritage and trumpet our core capabilities, just as the other services take pride in their own traditions and accomplishments. Nevertheless, the American way of war has been fundamentally changed by Goldwater-Nichols [the Armed Forces Reorganization Act] and we must work together to defend our nation. Thus, one of the first questions we must ask in contemplating any course of action is its impact on the other services and the joint teams led by the commanders-in-chief of our unified commands.

(Continued on Page 3)

Reductions to shrink Reserve

WASHINGTON -- The Air Force's Selected Reserve force structure and the congressional authorizations to support it will drop steadily for the next five years, according to a recent Department of Defense announcement.

The Selected Reserve force structure, which includes unit reservists and individual mobilization augmentees, dropped 2,900 positions, from 87,700 in fiscal year 1994 to 84,800 in FY 95.

That number will plunge another 3,400 between FY 95 and FY 99. Force structure is the total number of required positions to support established units and individuals in the force.

Force structure is not the same as end strength, which reflects the number of

positions authorized and funded by Congress. The Reserve's end strength went from 81,500 positions in FY 94 to 78,700 in FY 95. The end strength for FY 99 is projected to be 73,300.

Despite these reductions, the Air Force Reserve is still looking for applicants to fill its rolls, especially those with prior service who are already trained. Some 10,000 reservists exit the Reserve each year, and the Reserve must recruit replacements and find others to support changing roles and missions. For example, the Reserve recently began looking for experienced applicants in explosive ordnance disposal, a new mission for the Air Force Reserve.

On Nov. 16 Secretary of Defense William Perry highlighted the impact of force

structure reductions when he announced unit inactivations for all of the Reserve components in FY 95. The services individually revealed their projected force structure reductions earlier in the year.

Perry said the force structure reductions were consistent with the FY 95 Defense Authorization Act. DOD officials project an eventual reduction of 39,900 positions, or about 4 percent of the Reserve components.

At the height of the Cold War, DOD's Selected Reserve forces constituted 55 percent of the Total Force end strength for military personnel. By FY 95, they are expected to make up about 63 percent of the people in military uniform.

(AFRESNS)

New chief sends message.....

(Continued from previous page)

Third, the members of our Air Force team need to know that we value their hard work and sacrifice and that we'll take care of their needs. The Secretary of the Air Force and I are committed to ensuring the highest possible quality of life for our people. We will not rest in our efforts to provide quality housing, medical care, and on-base services for our Air Force family. But, quality of life also requires a strong, daily input from all commanders and supervisors. We must foster an atmosphere in which people understand the purpose of their work and are empowered to improve the way we do business. We must also ensure that our people are actively encouraged to develop their full potential and are properly recognized in performance reports and through awards and decorations. These are attributes of a quality Air Force.

Finally, good teamwork requires strong leadership. You don't need to have the word "commander" in your job title to be a leader.

In fact, we can find and need leaders at every level of our organization. There are several things every leader must do. Leaders must know their people -- not as names, but as individuals -- and what they contribute to the organization and its mission.

Leaders also must treat their people with dignity, the way all of us would like to be treated. And, leaders must not be afraid to make tough decisions, to accept responsibility. Being a leader requires courage of convictions and a sense of fairness in dealing with people.

There are a lot of intangibles about leadership, but as a young officer, I was taught there can be no rule through fear. That's a tough task in a military organization where the commander's

word is law. Second, there can be no inappropriate displays of anger. The rationale for this is simple -- if a person cannot control himself or herself, how can I expect them to control a unit? Third, there can be no breaches of integrity. Commanders get paid to know the good, the bad and the ugly. We gain nothing by trying to hide bad news. Keep the senior leadership informed. A lack of integrity is a show stopper -- it will not be tolerated -- it undermines the profession we practice -- the profession of arms. Finally, the Air Force will not tolerate racial, religious, ethnic, or sexual harassment -- period. Our individual people are too valuable to be hamstrung by not being allowed to reach their full potential.

Throughout my military career, I've learned that success, or failure, is based on people-to-people relations. Fostering strong people ties takes time, effort, and attention. I am totally committed to this and want to foster this philosophy throughout the Air Force.

Now, you know a little of where I'm coming from. We must provide a stable environment, build a "team within a team," enhance quality of life, and foster strong leadership at all levels -- these are the central ingredients to make today's Air Force even better tomorrow.

In the weeks and months ahead, we will address the issues of personnel and promotion system reviews; joint duty; operational and personnel tempo; resource allocation between readiness, modernization, and force structure; the FY '95 base realignment and closure activities; roles and missions; and uniform policies. Miss Jane and I will visit you where you live and work. We really look forward to meeting you and your families and finding out what we can do to make things better for all the men and women of the world's finest Air Force -- engaged in the service of their country. (AFNS)

507th hosts Jumpstart II seminar for AFRES

By TSgt. Mitchell B. Chandran
507th Public Affairs

Quality officers and associates from other AFRES units were teeming with anticipation as they arrived in Oklahoma City Oct. 27.

They came to receive their two-day Jumpstart II training, hosted by Capt. Joel R. Clay and CMSgt. Belinda Journey of the 507th Quality Office.

Jumpstart II, a refinement of the Jumpstart training already received by a majority of 507th members, is a new quality process tool. The Jumpstart process allows individuals to quickly grasp the concepts of how to identify and document key and critical processes within their organization and speeds them quickly towards developing metrics to measure improvements in their activities.

After the seminar group received their Jumpstart orientation, the 507th took advantage of the newly-trained manpower. Members of the seminar group immediately applied their training during the next two days by serving as Jumpstart facilitators for four 507th squadrons.

"We saw this seminar as a great way to give other AFRES units Jumpstart training and at the same time supplement our local facilitators with more manpower. It was a win-win situation," said Clay.

During the weekend facilitators were taught the procedures for identifying key and critical processes and how to assist groups in documenting their processes metrically (measurements).

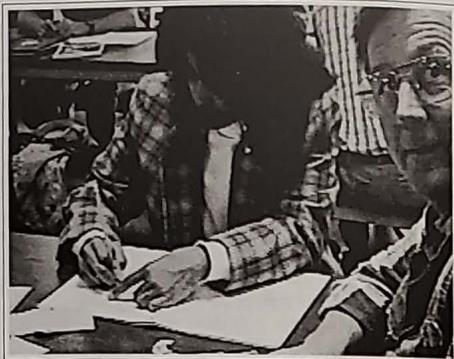
According to Maj. Thomas E. Henry, 439th Medical Group quality officer from Westover ARB, Mass. "The real thing that I see is a chance for practical application of what we learned in cascade training. The quality program is very aggressive and forces people to think in a quality way of how to do their job."

"Right now," Henry said, "we are about 50 percent cascaded. This training will make it a lot easier for us to do our self-assessment. Having attended this seminar should make it easier for us to get going on our own self assessment program."

The spirit and interest of the attendees was focused on this training, especially with a deadline of Dec. 31, 1994, for all AFRES units to complete their



1st Lt. Dorice Odell, 452nd Air Evacuation Squadron Quality Officer, listens attentively during the Jumpstart II seminar.



SSgt. Taunya L. Avery and MSgt. Don Coffey diagram their work processes during phase one of Jumpstart II training.

process identifications in phase one. The Jumpstart process begins with identifying, documenting and flowcharting work processes.

"We've been stuck"

"We have been stuck, trying to go from training to practical application," said Maj. Stanley Furlow Jr., 403rd Airlift Wing quality officer at Keesler AFB, Miss.

"Right now we are approximately 72 percent cascaded and I think that the ability to use Jumpstart II is the missing link. Our unit still sees middle and top management as a hindrance to practical usage and I think Jumpstart II will truly help with everyone's upcoming Quality Air Force Assessment," he said.

"Actually, we came to see what Jumpstart II had to do with cascade training," said Capt. Paul W. Kirby, 302nd Mission Support Squadron commander at Peterson AFB, Colo.

"To me, Jumpstart takes the theory and allows us to put it to practical usage. Personally, Jumpstart has been able to provide a nice transition to initiate the quality process of everyday activities.

"As a whole," Kirby said, "we are about 60 percent complete in our cascade training. I see this training as a subset of quality, to get us to incorporate it in everyday work and life."

As of August, the 507th has trained 83 percent of assigned personnel through the cascade process with 65 percent of personnel complete on their use-phase, Clay said. He stated all assigned squadrons in the 507th will complete Jumpstart II training by Dec. 31.

"Quality is not a fly-by-night program, but a concept with an ongoing concern on how to identify problems, a method to



CMSgt. Steve Barrett facilitates Jumpstart for the 507th Process Improvement Office after attending Jumpstart II training.

Video photos by TSgt. Mitchell Chandran



Administrative staff members help input process work flow charts as part of a recent Jumpstart weekend for four 507th squadrons.

correct them, and to improve or streamline our processes in a cyclical manner," he said.

Clay said Jumpstarting four squadrons at once was a monumental task, and couldn't have been accomplished without a professional and organized administrative support team. The administrative team transcribed the process identifications created by the squadrons and put to them on computer disk.

The team consisted of TSgt. Barbara J. Villegas and SSGts. Lee-Anne Bowden from March AFB, Calif.; Hope Stachowski from Bergstrom ARS, Texas; SSGt. Norma Foster, TSgt. Cathy Robinson, SMSgt. Beverly Farr, Donna Heflin, La France McCauley, Stephanie Smith and Kris McElreath from the 507th.

"I think the weekend went very well," said Clay. "The facilitator core showed their strong support for quality and their superb qualifications for returning to their own units with a new tool they can apply immediately. I want to thank our administrative support and our own local facilitators. They are clear examples of 507th 'Can-do' attitude," said Clay.

"Once quality is fully implemented, I think the people who have had all the quality training will see workteams run smoother," said Paula C. Fields, a CE systems administrator from the 934th Airlift Wing, Minneapolis-St. Paul ARS, Minn. "With Jumpstart II training, we have the worksheets right here. I think this training is one of the best I've seen in the quality realm."

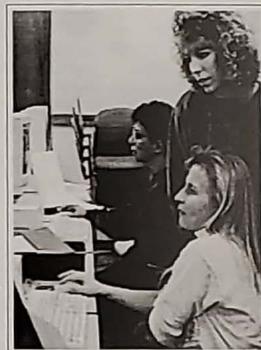
Other Reserve units are well on their way to making quality programs part of their everyday work life. "I think March AFB has stepped well into the quality process completing between 45-50 percent of all cascade training throughout the wing," said 1st Lt. Dorice Odell, 452nd Air Evacuation Squadron quality officer at March AFB. "We have top-line management support wing-wide. This insures flowing the quality concept from the top. The culture of quality has been cultivated throughout all areas within the 452nd Air Mobility Wing."

Clay outlined the future of Jumpstart training, stating, "We continue."

Clay stated Jumpstart II is a four-phase process with the first phase nearly completed throughout the unit. Phase 2 will give the opportunity to determine training and planning needs, develop metrics and determine potential benchmarking needs.

In phase 3, members will track and report their progress on changes made in processes. In phase four, members will use data collected from the last three phases to complete a unit self assessment.

According to Journey, the activities conducted during Phase 2 are self-paced within the unit. The senior leader will determine what is needed and when it is needed. Members of the Quality Implementation Working Group and Quality Associates will be available to assist the unit during this time frame. However, it is the unit's opinion of what is needed, what is important, or what works, based on a unit's mission that drives this phase. Journey adds, "As a unit identifies its opportunities, training and assistance will be provided, using that unit's 'real world' activities. No more Geezenstacks."



The key to the administrative team's success is teamwork.

Chance meeting produces Jumpstart

Last year the Air Force Quality Institute (AFQI) held training for the first Secretary of the Air Force Unit Quality Award Board of Examiners.

The class trained examiners how to review an organization's quality initiatives. The event brought together Department of Defense members and employees from around the globe.

A chance meeting between three of these people produced a quality consulting partnership that has grown into a sizable network of both Air Force Reserve and active Air Force member partners.

A core member of that partnership, CMSgt. Belinda Journey of the 507th ARW Quality Office, told how it all began. "I was crossing the hotel courtyard after returning from a very rigorous day of training and noticed other examiner students clustered along the second floor balcony," she recalled.

"I remember saying to them that it was too early in the training to jump off balconies because we hadn't suffered enough yet," she said.

As introductions were made Journey discovered two members of the group were stationed just down the road from Tinker with the 97 Air Mobility Wing at Altus AFB, Okla.

"We started by comparing "Okie" stories and wound up in a detailed discussion about quality efforts at our respective units. It turned into a real brag session," Journey smiled.

Over the next two weeks, the trio got together at every opportunity to share information about quality successes and failures at their units and promised to stay in touch. "We didn't realize how significant that contract would become," Journey said.

The initial contact between the three became a partnership. That partnership has since evolved into a network of partnerships that includes members from a major command, two Reserve Numbered Air Forces, the Air Force Quality Institute, an active duty wing and a Reserve unit.

The group started out simply sharing thoughts, ideas, and concepts back and forth between the 507th and the 97th quality staffs. Later, the organizations began to exchange training opportunities. Altus members received focus groups, process identification, experimental team building, and voice of the customer analysis training from 507th trainers. Altus members also attended classes in benchmarking and metrics conducted by AFRES instructors. The 507th and 10th AF members went to Altus for AFQI courses on unit self assessment and bench marking.

A by-product of the AFQI training was the development of a consulting partnership endorsed by HQ AFRES Quality staff members between the 507th and the AFQI. This partnership led to the Institute sending a consultant to Tinker to conduct assessment training for the 507th Management Steering Group and Quality Implementation Working Group.

By this time, the 97th AMW and 507th were sharing knowledgeable people. They were conducting briefings together

for units outside their immediate partnership. The partners delivered a joint presentation at the AFRES National Quality Officer's Training meeting last winter. That event led to a team briefing for 10AF senior staff conducted by AFRES, 97 AMW and 507th presenters.

AFRES, 10AF, 97 AMW, and 507th members later teamed up to train and assist 4AF as the staff conducted their first unit self assessment. When it came time for the 4AF staff to evaluate and score their assessment, 97 AMW members went on site to provide training and to coach them through the process. Despite these many and important exchanges, Journey said the best was still to come.

The 97 AMW developed and deployed an amazingly effective process for turning quality theory into effective action. They call the process Jumpstart. After sharing their Jumpstart story at the first Quality Air Force Symposium, the 97 AMW agreed to a joint bench marking and reengineering partnership with the 507th. The 507th's half of that partnership output, Jumpstart II, is currently being conducted at Tinker. Phase I should be complete this month.

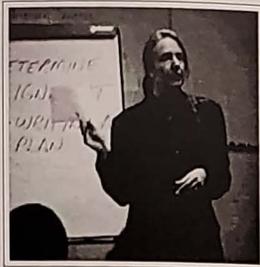
Meanwhile, the AFRES/QI staff was working to enhance its unit self assessment knowledge and experience to support development and deployment of training for Reserve field units.

The 97 AMW provided the AFRES staff with the perfect opportunity to test their efforts by inviting AFRES to establish a team to audit, conduct a site visit, and provide a written feedback report on Altus's 1994 unit self assessment. These activities concluded in August.

"As you can, see great things are happening. Blind chance brought us together. I can't speak for the others affected by that meeting, but I can comment on how it impacted the 507th. In April, the 507th converted to tankers and became customers of the 97 AMW. We now share a customer/supplier relationship as well as the original quality partnership. Both have enriched the 507th and allowed us to accomplish more than would have been possible working entirely on our own."

"Opportunities can be fine gems or worthless rocks." Journey commented. "More and more AFRES people are participating in events and activities that provide opportunities for networking and partnerships. They need to actively seek the gems."

"Text books and popular literature point out that quality isn't a program. Rather, for the true believers, it's an attitude. A fine-tuned focus reflected in the work being done. You only have to look at the impact being created by these dynamic partners to see theory coming to life," she said.



CMSgt. Belinda Journey
507th Quality Office

December Schedule of Events

Date/Time	Meetings, Etc	Location
Fri, 9 Dec 1400	Pre-UTA 1st Sgt Meeting	Bldg 1043, Conf Rm
Sat, 10 Dec As designated by unit	Sign-in	As designated by unit
0730-0745	Sign-in for Physical Exams	Base Hospital
0800-1130	Immunizations (ROUTINE)	Bldg 1030, Break Rm
0900-1000	3A0X1 Training	CANCELLED
0900-1015	Newcomers Orientation	Bldg 1043, Base ment Classroom
1000	Mobility Rep meeting	Bldg 1043, Conf Rm
1030	First Sergeants Meeting	Dining Hall, Sun Rm
1300	Sexual Harassment Sensitivity Trng	CANCELLED
1300-1400	IG Complaint period w/Lt Col Despinoy	Bldg 1030, CC Office
1300-1400	Ancillary Training Monitor Meeting	CANCELLED
1400-1500	EST Manager Meeting	CANCELLED
As designated by unit	Sign-Out	As designated by unit
Sun, 11 Dec As designated by unit	Sign-in	As designated by unit
0800	Sexual Harassment Sensitivity Trng	Bldg 201E
0830-0930	Enlisted Advisory Council Meeting	Bldg 1043, Conf Rm
0900-1000	Supervisor Safety Training	Bldg 1030, Comm Flt Tng*
0930-1030	Unit Career Advisor meeting	Bldg 1043, Conf Rm
1300	CDC Course Exam Testing	Bldg 460, Rm 213
1400-1500	3A0X1 Training	CANCELLED
1500-1630	MPF Closed for In-House Trng	Bldg 1043, MPF
As designated by unit	Sign-out	As designated by unit

Memorandum for the Record...

1. **Ancillary Training Phase I & II Schedule:** Phase I & II will be conducted quarterly: February, May, August.

2. NCO Academy Class Dates for FY 95

Listed below are the FY 94 NCO Academy class dates. SSGts with 8 years satisfactory service, and TSgts are eligible to attend. Each squadron must submit 1 and only 1 nomination to DPMAT. Nominations must be endorsed by Unit Comman

Class Dates	Nominations Due
NCOA	DPMAT
28 Feb 95-6 Apr 95	11 Dec 94
18 Apr 95-25 May 95	12 Feb 95
31 Jul 95-7 Sep 95	7 May 95
18 Sep 95-26 Oct 95	16 Jul 95

3. **AMN/NCO/SNCO of the Quarter/Year:** Nominations are due EOD, Saturday of the following UTAs: Quarter - March, June, September, December 95' Year - Dec 94'

Contact DPMPE, TSgt Fuqua, 734-7494

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December-January'94-95'

December 94 10-11	Primary UTA Christmas Party Blood Drive
January 95 07-08	Primary UTA Top 3 Meeting
February 95 11-12	Primary UTA Officers Call
March 95 11-12	Primary UTA Aviation&HQ Pkgs
April 95 8-9	Primary UTA ORE (Employment)
29 Apr-13 May	72aps AT Hickam
May 95 6-7	Primary UTA
June 95 3-4	Primary UTA
July 95 15-16	Primary UTA
August 95 12-13	Primary UTA
September 95 16-17	Primary UTA

BAQ Recertification Deadlines

If your Social Security Number ends with a 3 or 8 you have until 15 December to recertify your BAQ or have it terminated. The reserve payroll office will forward a listing to Unit BAQ Monitors prior to the Feb UTA. BAQ Monitors are to return the listing complete with all BAQ recertifications to the Reserve Payroll office. Please complete AF Form 987 located at your unit.

NOTE: If you don't have dependents you do not need to recertify your BAQ.

January Schedule of Events

Date/Time	Meetings, Etc	Location
Fri, 6 Jan 1400	Pre-UTA 1st Sgt Meeting	Bldg 1043, Conf Rm
Sat, 7 Jan As designated by unit	Sign-In	As designated by unit
0730-0745	Sign-in for Physical Exams	Base Hospital
0730-0930	Newcomers In-processing	Bldg 1043, Basement Classroom
0900-1000	3A0X1 Training	Bldg 1043, Conf Rm
0900-1015	Newcomers Orientation	Bldg 1043, Basement Classroom
1000	Mobility Rep Meeting	Bldg 1043, Conf Rm
1015	Escorts Pick up Newcomers	Bldg 1043, Basement Classroom
1030	First Sergeants Meeting	Dining Hall, Sun Rm
1300	Sexual Harassment Sensitivity Trng	Bldg 201E
1300-1400	IG Complaint Period w/Lt Col Despinoy	Bldg 1030, CC Office
1300-1400	Immunizations	Bldg 1030, Break Rm
1300-1400	Ancillary Training Monitor Meeting	Bldg 1043, Conf Rm
1400-1500	EST Manager Meeting	Bldg 1043, Conf Rm
As designated by unit	Sign-Out	As designated by unit
Sun, 8 Jan As designated by unit	Sign-in	As designated by unit
0745-1200	Refresher Distaster Preparedness	Bldg 1115, Prime Beef Bldg
0830-0930	Enlisted Advisory Council Meeting	Bldg 1043, Conf Rm
0900	Ancillary Training Phase I	Bldg 1043, Basement Classroom
0900-1000	Hazardous Communications	Bldg 1030, Conf Flt Trng*
0900-1000	Top Three Meeting	Prime Beef Bldg
0900-1000	3S0X4 Training	Bldg 1043, Rm 204
1000-1100	Unit Career Advisor Meeting	Bldg 1043, Conf Rm
1300	Sexual Harassment Sensitivity Trng	Bldg 201E
1300	Ancillary Training Phase II	Bldg 1043
1300	CDC Course Exam testing	Bldg 460, Rm 213
1400-1500	3A0X1 Training	Bldg 1043, Conf Rm
1500-1630	MPF Closed for In-House tng	Bldg 1043, MPF
As designated by unit	Sign-out	As designated by unit

CDC and PME Course Exam Testing

UTA Sunday, 1300, Bldg 460, Rm 213
 Wednesday, 1300, Bldg 1043, Rm 206
 Names of personnel with tests on file are published in the "CDC COURSE EXAM LISTING" distributed each month to all Unit Tng Managers prior to the UTA. Trainees enrolled in mandatory CDCs will have a Test No Later Than Date of two UTAs from receipt of exam. Voluntary exams must be taken within 90 days of receipt. Course exams not taken within the time allowed will be destroyed.

The exceptions to this rule are 6E, 8E, and Officer PME course exams. If you are unable to test within the allotted time frame, contact your Unit Training Manager immediately. If extenuating circumstances prevented you from taking your exam on or before the Test No Later Than Date, notify your Unit Training Manager (UTM) as soon as possible. The UTM will contact DPMAT to prevent possible destruction of your exam. Contact DPMAT, 4-7075, to schedule testing on Wednesdays.

Ancillary Training Information

Disaster Preparedness Information

All personnel who normally wear contact lenses, attending Chemical Warfare training, will not wear them during training. Bring your New Mask, and spectacles if you have them. Personnel are to be on time for all classes, or be reported as "No Shows". **Ensure all personnel bring their Go-Bags with them to all classes.**

Supervisors may schedule Chemical Warfare training thru-out the year by calling the DW office at x45249, NLT 1 UTA prior to class requested. Units must report the names of personnel requiring training when scheduling training.

In order to utilize the go-to-war MCU-2A/P protective masks for training, TQT, ORE's and deployment; notify 507 LSS at extension 45871. Let them know **Two Weeks Prior** to your need for masks, the quantity of each size your organization requires. Specify when they will be returned to Base Supply. Personnel retrieving masks will sign an AF Form 1297 (Hand Receipt) for all of the masks you receive.

An MCU-2A/P guidebook will be provided to everyone signing for masks. The guidebook will cover the fitting, donning, cleaning, sanitizing, and inspection of the masks.

UCMJ Briefing

All first and second term enlisted personnel are required to have the UCMJ briefing. Second term enlisted personnel are due the UCMJ briefing within two UTAs of reenlistment. UCMJ briefing time is 1400-1530, Bldg 201, Sunday of UTA.

More What, When, Where

MPF Customer Service

Hours of Operation

Primary UTA Weekends
 Saturday 0730-1630
 Sunday 0730-1500

Closed Sunday for In-House Training from 1500-1630

Weekdays
 Monday-Friday
 0730-1630

Closed Thursdays for In-House Training from 0730-1230

Phone Numbers

DPM Management, 47494
 DPMPS...Customer Service,47492
 DPMAE...Personnel Employment, 47493
 DPMPE...Career Enhancement, 47494
 DPMAT...Training & Education, 47075
 DPMAR...Personnel Relocations, 47493
 DPMZ...Information Management, 47494

TDY & Reassignment Out-Processing

Personnel Relocations (DPMAR) is standing by to help with relocation processing, but they need your help.

TDY to school or reassignment out-processing can only be initiated through DPMAR during the times listed below:

Monday thru Friday: 0730-1530
 UTA Saturday: 0800-1530

The schedule is for your convenience; times noted assure your access to agencies with processing responsibilities. Your cooperation in complying with this schedule is greatly appreciated. If you have any questions, please call DPMAR, x47494.

Chapel Service Information

Devine service held Saturday at 1515, Hospital Pharmacy. Sunday service held at 0730, Disaster Preparedness, Bldg 1030, flightline side.
 Catholic Mass: Sat, 1700, Sun, 0940, 1220.

Tips for Faster MPF Service

ARTS, or Reservists on Mandays or annual tour can conduct personnel business any week day and avoid contributing to UTA congestion.

Avoid Saturday morning unless you have an appointment. Due to In-Processing activities, the Customer Service section is short handed until about noon on Saturday. *Call ahead*, find out how long the wait may be. *Be sure* you bring any required documents with you and avoid the need for a second trip to finish your business.

DD Form 93 Record of Emergency Data

This is the single most important source of information within your personnel record for dependent data and next of kin information.

If data is incomplete or incorrect, the Air Force cannot extend dependent benefits, nor can notification be made in the event you become injured, seriously ill or die while on duty.

You are the only one who can update this record. Remember there are no minor errors on a DD Form 93. Data accuracy is critical. You may be one of the lucky ones and escape injury or illness, but can you risk the alternative?

Check the form in your mobility folder, if it is wrong, come by MPF Customer Service and get it updated.

Hours of Operation for...

Pass & ID

Located in Bldg 590, is open on UTA Saturday, 1200-1600, for ID cards, fingerprints, vehicle registration and base decal.

Individual Equipment Issue (IEU)

Located in Bldg 469, is open on UTA Saturday, 0800-1530. Enter door #36 on the south side of the building. Check with your Unit Orderly room before you attempt equipment issue or exchange.

Medical Services Information

Immunization Monitors

All shot records that are mutilated and/or have no space left need to be brought to the immunization clinic located in the Hospital between 1000-1200 on Sunday of the UTA for new records to be made up and issued. Point of contact is Capt Livengood, x42487.

Physical Examinations

Sign in for Physical Exams is at 0730 at the Base Hospital. Attendance is mandatory due to Air Force Reserve requirements, however, reschedules will be permitted due to special circumstances. If you are on flying status your physical must be accomplished no later than the last day of your birth month. It is recommended that flight personnel schedule their physicals 3 months in advance of their birth month. If you are unable to meet an appointment, you must call TSgt Latta, 43151 and reschedule in advance of the UTA.

Random Drug Testing

Drug Testing is conducted at 0900 on UTA Saturdays. The names of those randomly selected for testing are released by Social Actions to Unit Commanders immediately after sign-in on Saturday. If selected, you should consume as much liquid as possible prior to reporting to the lab. You cannot be released until the required sample amount has been obtained. If you have questions about the Random Drug testing program contact Social Actions, x45019.

Military Pay: Ext 45016

File for pay on or before: Receive Direct Deposit by:

11 Dec	19 Dec
13 Dec	21 Dec
18 Dec	27 Dec
20 Dec	30 Dec
26 Dec	03 Jan
28 Dec	05 Jan
02 Jan	11 Jan
04 Jan	13 Jan
08 Jan	18 Jan

Dining Facility

Meal times are shorter, lines are longer. Plan ahead!

Breakfast	0600-0900
Lunch	1100-1300
Dinner	1530-1800

Processing School Requests

To begin, the unit establishes that there exists a need for training. The Unit Training Manager (UTM), assists in completing AF Form 101, School Request form. Once the School request is completed, it is delivered to DPMAT. DPMAT QC's the AF Form 101, ensuring that the member does meet all prerequisites as set forth in AFCAT 36-2223. Once it is determined that all prerequisites have been met, the DPMAT office processes the request through the Training Management System (TMS). TMS flows to our MAJCOM (HQ AFRES) Program Analysis Branch. They in turn forward the request to an AFRES Functional Manager. The Functional Manager reviews the request, ensuring that all prerequisites are met. Again, once it is determined that all prerequisites have been met, the Functional Manager turns the request back over to the Program Analysis Branch, where they issue a Training Line Number (TLN). They flow this information back to DPMAT office via the TMS. DPMAT notifies the unit, the unit notifies the member, the unit prepares school orders, and the member goes to school.

Many people are under the misconception that DPMAT has a magical list of Class start dates. This is not so.

On the AF Form 101, the potential student indicates the time frame in which they are available to attend training. We in DPMAT input school requests based upon what we are given. HQ AFRES/DPTS tries the best they can to procure a class for each individual based upon their availability. Sometimes, AFRES isn't so lucky, and the student receives a school allocation with unacceptable dates.

If this should happen, the unit may try and substitute with someone who is available that time frame, or have the member indicate they decline training, and make certain that the Squadron Commander signs the school allocation as well. Always go through your UTM. The UTM will forward the school allocation to DPMAT, where we will take the necessary action.

If you have a member that declines a class, DPMAT does not re-queue a school for that individual. The process begins again. It is the units' responsibility to ensure they submit a new request for training on the individual.

Future plans are to have a means by which DPMAT may pull up class schedules on the TMS, and schedule classes directly. This will cut down the wait time, and guess work when requesting Formal Training.

NOTE

There are 16 7-Level Schools On-Line. Once a school is On-Line, and you have people in 7-level UGT, they must attend school to become eligible for the award for the 7-level. Contact your UTM if you'd like to know if yours has been activated.

Waivers-

There are Tech School Waivers (DPMAT), 2-Time CDC Failure Waivers (DPMAT), Time Requirements Waivers (DPMAT), Aptitude Score/AFSC Prerequisite Waivers (DPMPE), Chief Enlisted Manager (CEM) Code Waivers (DPMPE), Medical Waivers (DPMPE). Your UTM has been given a copy of the Enlisted Mandatory Requirements for AFSC Award Waiver Checklist, see them if you feel that you, or one of your trainees have justification for requesting a waiver.

CCAF Degree Completion - The Nuts 'nd Bolts

CCAF offers 68 Associate in Applied Science degree programs in five areas.

- * Aircraft and Missile Maintenance (8)
- * Electronics and Telecommunications (8)
- * Allied Health (18)
- * Logistics and Resources (10)
- * Public and Support Services (24)

Enlisted personnel.

- * Are admitted upon assignment of an AFSC during Basic military training;
- * Are registered in the degree program designed for their career field; and
- * Must complete degree prior to separation, commissioning, or retirement

Degree programs require a minimum 64 semester hours

- * To graduate, students must hold the five skill level at time of program completion and have a minimum of 16 semester hours of CCAF credit applied to their degree program (Air Force Training).
- * A maximum of 30 semester hours of degree-applicable examination credit may be used to satisfy degree requirements.
- * Students have 6 years from date of program admission to complete their degree, or they will be moved to the degree program for their Primary AFSC in the most current CCAF catalog.

New fitness facility opens, membership drive begins

*By Jay L. Anderson
Fitness Center West Manager*

Services Division is proud to announce the addition of a new physical fitness facility into its family of recreational activities. The facility, to be known as the "Fitness Center West", is scheduled to open Dec. 12. As its name implies, the facility is located on the west side of the base on Reserve Road next to the 507th Air Reserve Wing compound.

The 3,000 square foot structure will house a full range Nautilus workout area and an aerobic development room featuring a variety of machines such as exercycles, stairstep machines, Nordic-track, treadmills and more. Also provided will be a free-weight training room and locker facilities for both men and women.

The operation will be supported with nonappropriated funds with a \$10 monthly use fee or a \$1 daily use charge for patrons utilizing the facility. Hours of operation will be from 5:30 a.m. to 6:00 p.m. Monday thru Friday. Staff members will be available to assist patrons in use of the equipment and in developing individualized fitness programs.

"We're always proud and excited about the opening of a new facility", said Gerald Cardinal, director of services division. "The 507th really took the lead in bringing this together. They not only got the ball rolling on the facility, they are responsible for much of the equipment," Cardinal added.

An open house week is planned for Dec.12-16. Patrons who sign up as monthly users during this week will receive free use of the facility throughout December. At this time, eligibility is restricted to active duty military and reservists. For additional information call Gerrity Fitness Center at ext. 45607.

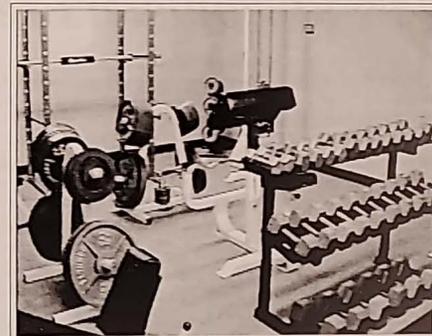


Making sure all the equipment works properly.



Jay L. Anderson (right) and Ben W. Gibson, installation fitness program manager, provide some finishing touches to the equipment at Fitness Center West.

Video photos by TSgt. Mitch Chandran



A room devoted to dead weight lifting is one of Fitness Center West's highlights.

Give blood?

"Sorry, no time" is No excuse

By Dave Mugg
507th Executive Officer

Imagine being in a hospital room, sitting next to the bed with your child lying on it with his/her eyes closed, motionless. The doctor and nurses are standing on the other side of the bed explaining to you that as soon as blood donors contribute blood, then that would sustain your child until the organ transplant takes place. If no blood arrives soon, very little can be done to save your child's life.

Last week, I went to the Apheresis Donors Appreciation Banquet hosted for the Oklahoma Blood Institute for plasma and platelet donors. The keynote speaker was the mother of 5-year-old C.J. Boston.

C.J., now in kindergarten, was a normal boy who had contracted chickenpox then later, strep throat, both normal childhood diseases. Unfortunately, the Streptococcus, a bacteria responsible for scarlet fever, rheumatic fever, bacterial pneumonia, and the "strep" throat, entered C.J.'s body through the chicken pox wounds and evolved into a "flesh eating" bacteria, destroying his muscle and skin tissues.

C.J. clinically died several times but rallied back each time. He's had 13 surgical procedures and still faces many more to

have skin "stretched" over his scars. C.J. has used more than a hundred blood products so far and will require many more.

Mrs. Boston told the audience that over half the plasma donors in attendance donated blood for C.J.'s little body. She also talked about one particular little girl, who eventually died, was able to live and spend an extra one and a half years with her family because of receiving blood products.

When I go out soliciting donors in this unit, I hear stories such as "I'm a body builder, I can't waste three days of lifting to help someone" or "Back in the '60s a nurse let me fall off the table while I was giving blood, so I don't give anymore, I might fall off the table again." One excuse I hear is "I'm afraid of needles, it hurts to give blood."

For me, it hurts more to think that someone waiting for an organ transplant needlessly dies due to the lack of blood to sustain them until an organ becomes available. It seems like such a small thing to be inconvenienced to save a life.

I urge you to think what you would do if this was your child in need for blood. What if everyone gave excuses when your child needed blood? Take the opportunity to give blood. This is one precious gift that you can give that won't cost you an arm and a leg.



What a year it's been for the 507th Okies

by Capt. Sammy Dowds
465th Air Refueling Squadron

In November of 1993, the message traffic sat on the ops counter for all to see. By 1600 hours it was so crumpled and handled, it looked like it was more than a week old.

The 507th Fighter Group had its marching orders: Cash in its F-16s for KC-135R refueling aircraft.

This aircraft change was just the tip of the iceberg. It meant a whole new spectrum of operations instead of pulling nine G's, breaking the sound barrier or dropping bombs and strafing targets with the reliable 20 MM cannon. New operations included facilities changes, reorganizing the rank and file of the maintainer's, support people, training, customer requirements, and mission objectives.

The attention of the Air Force has become focused on the 507th.

Not so much for how we conducted our remaining months as a fighter group, but how we jumpstarted the transition. Working groups were formed and tasked with short term achievable goals so as not to let morale slip.

Guidelines and suspenses were identified and achieved. As the last F-16 slowly flew over the 507th complex enroute to the "boneyard" at Davis-Monthan AFB, Ariz. the 507th was well underway to accept its new mission, its new aircraft and begin the task to convert. During a public media event last spring, Col. Robert Lytle stood before the press and hammered home the point that we would end our days as a fighter unit by being the best fighter unit right down to the last minute. Then, we would proceed to show the world that we could carry over our tradition of being an outstanding unit in whatever we are tasked to do. The calling had been made and the Okies went to work.



Air Force Reservee Fast Facts "KC-135R"

The four CFM-56 engines on the KC-135R put out 21,634 pounds of thrust each for a total of 86,000 pounds. The electrical power generated on a single KC-135R is sufficient to supply the power needs for 85 homes in the United States.

From the 507th Air Refueling Wing - Tinker AFB, OK
Call (405) 734-5331 for details on Reserve careers.

New law bolsters re-employment rights

WASHINGTON (AFNS) -- Members of the Guard and Reserve gained stronger re-employment rights when President Clinton signed a new law Oct. 13.

Most provisions of the Uniformed Services Employment and Reemployment Rights Act (USERRA) of 1994 will take effect Dec. 12.

USERRA affects more than 1.8 million Reserve component members. It is a complete rewrite of and replacement for the 54-year-old Veterans' Reemployment Rights law. "Over the years, the old law became a patchwork of statutory amendments and court decisions that hampered the Labor Department's ability to quickly resolve claims," said Labor Secretary Robert B. Reich.

Provisions of the new law:

- Expand the anti-discrimination protection of Reserve and Guard members in hiring, retention and advancement on the basis of their military obligation.
- Require employers to make reasonable efforts to retrain or upgrade skills to qualify workers for re-employment.
- Expand health care and employee benefit pension plan coverage.
- Extend from four to five the number of years an individual may be absent for military duty.
- Improve protection for disabled veterans and improve enforcement mechanisms for servicemembers who believe their re-employment rights have been violated.

Servicemembers are now required to give advance notice of their service obligation

to employers unless military necessity makes this impossible. In the past, they had to give notice for active duty for training and inactive duty for training.

After allowing for safe return travel and rest, they must report back to their civilian work if they are serving for up to 30 days. They have 14 days to apply for re-employment if their service or training lasts 31-180 days and 90 days if the period of service is 181 days or more.

Employers and reservists with specific questions about their rights and obligations under the new law have several options. They can contact the U.S. Department of Labor, Veterans' Employment and Training Service in their home state or call 1-800-442-2VET, or call the National Committee for Employer



507th Statistics:

- March 1994 - 507th officially stops flying F-16s
- May - First KC-135 sortie flown

Through October 1st, 1994:

- Hours allocated to fly - 1,000
- Hours flown - 1,000
- Total sorties: 278
- Average sortie duration: 3.5 hours
- Fuel consumed: 3,736,498 pounds (about 6.5 pounds per gallon)
- Fuel offloaded to other aircraft: 3,211,347 pounds
- Sorties launched off station: 75
- Sorties landing off station: 66
- Types of aircraft refueled: 15 (Includes F-6A, E-3C, C-5A, F-16, F-4E, C-17, B-52, F-15, MC-130H, C-135, B-1B, A-10, KC-10A, F-117, B-2.

Fogleman talks about uniforms

WASHINGTON (AFNS) -- Air Force Chief of Staff Gen. Ronald R. Fogleman has issued the following message concerning changes to the new uniform:

There have been lots of questions and speculation, private and media, regarding my views on the uniform and changes which maybe underway. This message addresses that issue.

I have been wearing the new uniform for over two years and I have talked to the other four stars, senior leadership, and the troops who wear it.

My experience, and the feedback from most of the people I talked to during my travels, is that it is a superb choice -- comfortable, good fit, quality material, good image. Notwithstanding these positive features, there are, as with all new programs, some mid-course changes which would enhance the uniform's acceptability, functionality, and appearance. Accordingly, this is where we are headed with the service dress uniform.

- Uniform coat -- The enlisted coat with new stripes is well-liked and should be kept as is. For officers, we are looking to reintroduce metal rank to the shoulders. If you already have the new coat with sleeve insignia, don't despair; continue wearing it until we develop a modification package for an epaulet fix or establish a transition schedule.

We are working to make the change a minimum cost effort. If you don't have the new jacket, you might hold off for a while; I assure you that you don't need one for an official photo to meet a board. In fact, we plan to delete the requirement for official photos as a part of the promotion folders by Jan. 1.

Exercise tests unit mobility

By Capt. Jayne Jackson
507th Plans Officer

Our first mobility exercise for the fiscal year was held during the October weekend drill. Units tasked included the 72nd Aerial Port Squadron, 507th Security Police Squadron, 507th Civil Engineer Squadron, 507th Services Flight, 507th Logistics Support Squadron (Supply, Transportation, and Fuels), and PERSCO Team.

All squadrons displayed enthusiasm and camaraderie. The Medical Squadron was given kudos for most improved. They have worked hard and it showed.

A special thanks goes out to MSgt. Shepherd and the LSS folks. They not only took care of themselves, but they took the time to help others.

This mobility exercise reminded us all of the importance in the up-keep of personal affairs. It also reacquainted squadrons with the requirements listed in the mobilization plan, palletization of their wartime equipment, and the importance of each member on the team.

During the exercise many questions were asked such as, "Why do we have to practice mobility since we no longer have the mission to support the F-16 aircraft?"

As many of you know each squadron is assigned one or more Unit Type Codes (UTCs). Each one of these is accompanied with a mission capability statement (MISCAP). When our

- U.S. insignia -- Officers and enlisted members will start wearing the U.S. insignia without circle on the lapels. Instructions will be issued within two weeks.

Ribbons -- Wear all, some, or none; but when worn, ribbons must be worn in the right precedence.

Badges -- Basic policy is that if you earned it, you can wear it for the rest of your career, but we need to put some reasonable limits on the number. Here are the principles we are working toward:

- Occupational/aeronautical/miscellaneous, such as specialty, wings, parachutist, combat infantry, and scuba -- Wear no more than two of these above the pocket -- your choice.

- Missile "Pocket Rocket" -- If earned, you can continue to wear on the pocket as one of your two occupational/aeronautical badges.

- Duty (Joint Chief of Staff, Unified Command, White House, and Office of the Secretary of Defense) -- This is a third badge which may be worn even when not assigned to the duty/organization, such as JCS or OSD.

- Wheel hats/bucket caps -- Will be mandatory for field grade officers. We are reviewing the policy for company grade officers and enlisted personnel. In all cases, the nature of the affair or event will dictate when the wheel hat is worn.

- Nametags -- No change for now, but the jury's still out.

Our goals are to make the necessary changes as soon as possible and eliminate the uniform as an issue. The next uniform board is scheduled for early-1995. We will canvass you for good ideas on all Air Force uniforms to present to that board, after which I plan to disband the uniform board since we believe we will have effectively satisfied our objectives in this area.

commander in chief requires specific capabilities he will do so by tasking UTCs, regardless of assignment of base or wing. We must maintain the capability to go to war separately and as a wing. If we are tasked today to deploy as a wing, we would all support our KC-135R aircraft and flying squadron.

It is always a good sign when questions are asked. They bring forth moments of reflection and the opportunity to share knowledge. The Plans staff, ext. 42670, is available to address any planning or mobility questions.

For those of you who participated in the October exercise, we salute you. You helped make our program stronger by identifying problem areas. The one good thing about problems is that once they are identified, they can be fixed. Thank you once again for your support.

507th personnel transfer to McAlester

by MSgt. Gary Seal
507th Public Affairs Rep.

The Air Force Reserve continues to restructure around the world. Close to home, the 507th had an opportunity to meet the challenge when the F-16 left us and was replaced with the KC-135.

The men and women who worked as bomb loaders and technicians were potentially out of a job when the F-16 left. They would have to cross-train or go to another unit in another state to get the same job. By pulling together and making the right connections, many members found a new opportunity here in Oklahoma.

Former 507th munitions and weapons members were selected for a new Individual Mobilization Augmentee mission at McAlester Army Ammunition Plant (MCAAP).

On Sept. 29, members rode an Air Force bus to the base in McAlester. Major Carpenter met the troops upon their arrival.

The briefing on security was produced by Sgt. Holloway and Chief Dale Hall gave the fire safety information.

Brig. Gen. L. Boyd Anderson, Mobilization Assistant to the Commander Ogden Air Logistics Center, Hill AFB, Utah briefed 507th prospects. He explained that through recent developments, the USAF became aware of a need to inspect its top 20 munitions items after action in Desert Storm. Personnel at MCAAP are currently working 50-hour weeks just to stay even with demand.

"This problem has brought renovation and change to the IMA program as the Air Force says 'Here is a job. Get it done.'," the general said.

Through the IMA program, detachments are being formed at four ammunition depots with 50 personnel assigned to each depot. These detachments include Crane,



Brig. Gen. L. Boyd Anderson from Hill AFB, Utah, explained the new munitions detachment program to 507th members during a visit last September.

Ind.; Aniston, Ala.; Tooele, Utah; and McAlester.

The first detachment organized in this effort was made up from personnel from the former 930th FG Grissom AFB, Indiana and the 906th FG Wright Patterson AFB, Ohio. One of their jobs is to test bomb guidance units for serviceability, at Crane Army Ammunition Depot, Indiana.

Major Carpenter took the group on a bus tour of several manufacturing plants around the base. Of particular interest was a bomb plant where Air Force and Navy bombs are made. The MK82 500 lb. and MK84 2000 lbs. bombs that were common during the 507th fighter days were made here.

One of the first stops on the tour was Building 190, a brick structure built in WWII as the build up plant for 16-inch shells used on Navy battleships. The building was last used for this purpose in 1992 and is slated to be the work area for those weapons and munitions personnel moving from the 507th to the IMA detachment.

Safety Corner

(Continued from Page 2)

minimizing hazardous conditions or operations so you can go home each day with the same number of fingers and toes you brought with you. If you identify a possible hazardous condition or practice, don't keep it a secret. We may not be able to eliminate it, but making everyone aware of it makes it less of a hazard.

Reserve News

Recruiters join "Motor-Voter" drive

ROBINS AFB, Ga. -- Starting in January, Air Force recruiting offices and other federal and state agencies in most states will offer voter registration assistance to their customers.

"All government agencies that routinely interact with customers will have to make voter registration available to their customers," said CMSgt. Gerald T. McCleary of the Air Force Reserve Recruiting Squadron at Robins.

"For recruiters, that means any recruiting applicants," he explained. "We will be asking applicants if they are registered to vote. If they are not, we will ask if they would like to fill out a voter registration form. We'll even mail the form in."

This new requirement is the result of the National Voter Registration Act of 1993, sometimes referred to as the "Motor Voter" law because motor vehicles registration offices are involved in the program. (AFRESNS)

Recruiters exceed goals

ROBINS AFB, Ga. -- Air Force Reserve recruiters again eclipsed recruiting requirements as they accessed 10,519 people during fiscal year 1994.

Accessions included 8,383 in the unit program and 1,423 in the individual mobilization augmentee program. Health professions recruiters accessed 713 officers for their best year ever.

The recruiters also exceeded the Air Force Reserve long range plan target of more than 75 percent prior-service accessions with more than 90 percent for the second consecutive year. (AFRESNS)

Congressman Istook speaks

Congressman Ernest Istook will speak to 507th members at 2 p.m. Saturday in the main hangar, Bldg. 1030. Istook's visit is sponsored by the Reserve Officers Association, Chapter 66. All members are invited to attend.

ROA sets April convention

On Friday, April 21, 1995, the Reserve Officer's Association will have a convention with featured guest Maj. Gen. McIntosh.

A reception will be held starting around 5:30 p.m. on Friday in the Officer's Club. The general session starts at 9 a.m. on Saturday with General McIntosh speaking from 10:30 to noon with a lunch following in the Officer's Club. He will spend most of that time speaking with Air Force Reserve members.

For more information, contact Lt. Col. Shaw at ext. 47963.

Direct deposit for travel pay

Electronic funds transfer is now available to all people submitting travel vouchers for temporary duty (TDY) and permanent-change-of-station (PCS) travel. By selecting "electronic funds transfer" in Block 1 of DD Form 1351-2, Travel Voucher or Sub-Voucher, any proceeds from TDY travel or PCS move can be deposited directly into the same checking account or savings account people use for their direct deposits, eliminating lost or stolen checks and time spent on mailing checks through the U.S. mail.

Call the OPM buyout hotline

Federal employees interested in hearing the latest news about buyouts can now call 1-202-606-2425. The office of Personnel Management sponsors the 24-hour hot line, which provides the latest information about agency buyout programs.

Hospital notes

By T.J. Bingham

507th Medical Squadron

Hospital officials advise members who have personal living wills to make sure a copy is placed in their military medical records.

Last UTA SSgt. John Morton challenged the Medical Squadron to match all funds raised for the Toys for Tots and the Food Drive. \$178 was raised.

Tips for the holiday season

by SrA Sheri L. Hux

507 MSS

The Mission Support Squadron wants everyone in the 507 ARW to have a safe and enjoyable holiday! Below are a few tips so you and your family can have a great Christmas.

- Make sure Christmas lights are unplugged when no one is home or when everyone goes to bed.

- Water your Christmas tree often so it will not dry out and be a fire hazard.

- Do not give small children hard Christmas candy that can get lodged in their throats.

- Make sure children are not given small objects, toys, etc., that can be swallowed.

- Do not leave candles lit overnight or unattended.

- Make sure floor heaters are turned off when unattended.

Whatever you do for the holidays this year, think SAFETY FIRST!

Refer a friend!

There are still dozens of positions available within the 507th. Help out unit recruiters by providing them a name.

Drop this form off at 507th Recruiting in Bldg 1043 or mail to: 507ARW/RS, 7435 Reserve Rd., Tinker AFB, OK 73145-8726 (405) 734-5331.

Name _____ Age _____ Sex: M F

Address _____

Work Phone() _____ Best time to call _____

Home Phone _____ Best time to call _____

Prior service: Yes / No What Branch(es) _____

Date of Birth: _____ AFSC/MOS _____ Rank _____

Referred by: _____ Phone#() _____