

Sir or Ma'am,

Stripes for Exceptional Performers II (STEP II, formerly PEP) is a commander's program designed to promote outstanding Air Force Reserve Airmen. Individual Reservists (SSgt-SMSGt) interested in the program must work with their supervisor/unit reserve coordinator (URC) to assemble a nomination package. The supervisor/URC must submit this package to the member's servicing HQ RIO Detachment NLT 11 May 2016.

Eligibility:

- Promotion to TSgt: 7 Skill Level, 24 months TIG, 6 years of Sat Svc for Retirement
- Promotion to MSgt: 7 Skill Level, 24 months TIG, 8 years Enlisted Service, 8 years of Sat Svc for Retirement, NCO Academy
- Promotion to SMSGt: 7 or 9 Skill Level, 24 months TIG, 10 years Enlisted Service, 11 years of Sat Svc for Retirement, SNCO Academy, CCAF
- Promotion to CMSgt: 9 Skill Level, 24 months TIG, 10 years Enlisted Service, 14 years of Sat Svc for Retirement, CCAF

Nomination package and routing procedures (samples/templates in attachments 2-6 of the STEP II Guide (<https://gum-crm.csd.disa.mil/ci/fattach/get/5446491/1458315167/redirect/1/filename/CY16%20STEP%20II%20Guide.pdf>)):

- Enlisted Promotion Checklist (STEP II Guide, attachment 2) - Signed by unit commander and command chief.
- AF IMT 1206 - See STEP II Guide, attachment 3 for filling instructions. (AF1206: [http://static.e-publishing.af.mil/production/1/af\\_a1/form/af1206/af1206\\_locked.pdf](http://static.e-publishing.af.mil/production/1/af_a1/form/af1206/af1206_locked.pdf))
- AF IMT 224 - See STEP II Guide, attachment 5 for filling instructions. (AF224: <http://www.arpc.afrc.af.mil/Portals/4/Documents/RIO/AF224.pdf>)
- Passing fit score print out from Air Force Fitness Management System II
- (E-8/9 promotions only) Signed RSC contract (STEP II Guide, attachment 6).
- (E-9 promotions only) Statement of Understanding (STEP II Guide, attachment 4) acknowledging the Chief Orientation Course requirement. Members must attend prior to promotion effective date.
- Supervisor/URC submits nomination package to servicing HQ RIO Detachment

Questions should be directed to the member's servicing HQ RIO Detachment. A detachment directory is available on the HQ RIO website.

HQ Individual Reservist Readiness and Integration Organization

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