

# HQ INDIVIDUAL RESERVIST READINESS & INTEGRATION ORGANIZATION

## The Readiness Report

### Institutional competencies create common AF language

By Chief Master Sgt. J. Seth Perron, HQ RIO Group Superintendent

The Air Force's Professional Development Guide, AFPAM 36-2241, outlines eight institutional competencies and 24 sub-competencies the Air Force uses to establish a common language and set of priorities for consistency across the force. These competencies ensure Airmen, regardless of occupation, have the skills needed to get the job done in an ever-changing operational environment. They also place institutional responsibilities into a context of how our Airmen should be developed, form the framework for force development, and provide the standards to which we hold our Airmen, non-commissioned officers and Senior NCOs accountable.

These competencies are broken into three main tiers: personal, people/team and organizational. As leaders, we should live and breathe these competencies throughout our career, using them as tools to steer, guide and coach ourselves, our teams and our organizations to achieve great mission sets and strategic goals. Utilizing these competencies will help us sustain and grow the best Air Force the world has seen.

I recently attended the Air Force Basic Military Training graduation. During the ceremony, I reflected on a career of 23.5 years and questioned where I would have ended up without these competencies. This reflection helped me see that, regardless of my role, the competencies empowered me to have an effective impact on the organizations I supported throughout my career. When you find a moment, I encourage you to pause and reflect on your own career, think about the role these competencies are playing in your own Air Force journey and how they can help you in the future.

From HQ RIO Leadership, Thank you for all you do! Chief Perron out!



### HQ RIO first sergeant earns top honor at AFRC

By Master Sgt. Timm Huffman

Master Sgt. Jerrod Kester, the Headquarters Individual Reservist Readiness and Integration Organization first sergeant, earned top honors at Air Force Reserve Command.

At an awards banquet held at the Waverly Hotel in Atlanta, Georgia, April 15, Kester was named as AFRC's first sergeant of the year in the 2014 Outstanding Airmen of the Year award program.

Kester first learned of his selection as Airman of the Year several weeks prior, when he received a personal phone call from Maj. Gen. Richard S. Haddad, vice commander of Air Force Reserve Command. Kester said the fact that the general took time out of his schedule to make the call meant a lot to him.

In an email announcement to Air Force Reservists, Lt. Gen. James F. Jackson, the AFRC commander, congratulated Kester and the other Airmen of the Year.

"Our Citizen Airmen continue to embody and exemplify the meaning of commitment and excellence," said Jackson.

Headquarters RIO commander, Col. Christopher Cronce, attended the awards banquet to celebrate with Kester.

"Master Sgt. Kester is all about taking care of our Individual Reservists and our Airmen, both civilian and military," said Cronce. "We are very proud of his accomplishments and couldn't have asked for a better first sergeant!"

As a first sergeant, Kester takes a very personable approach to the job, preferring to visit regularly with his Airmen, rather than sit behind a desk. He said he has found that many people have developed negative connotations about first sergeants; that it's a bad thing to see them. That's why he makes a concerted effort to visit with everyone regularly, including phone calls to check in on remote employees.

"If I'm out and about, people get used to seeing me, then they realize I'm really there to check on their health, morale and welfare," he said.

Kester has served as a first sergeant since 2008, when he was the additional duty first sergeant for the 914th Security Forces Squadron. He officially received his diamond in March 2009. He has served as the first sergeant for Headquarters RIO since 2012, when it was the Readiness Management Group.

#### Connect with HQ RIO

720-847-3RIO | [arpc.def1.rio@us.af.mil](mailto:arpc.def1.rio@us.af.mil) | [Website](#)





## HQ RIO Leadership

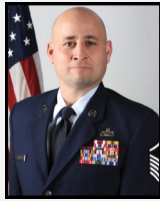


Col. Christopher E. Cronic

Commander | [Biography](#)



CMSgt. J. Seth Perron  
Superintendent



MSgt. Jerrod Kester  
First Sergeant

[Enlisted leader biographies](#)

## HQ RIO Quick Links

- [HQ RIO Website](#)
- [Detachment Directory](#)
- [The IR Guide](#)
- [IMA Travel Guide](#)
- [Wingman Toolkit](#)
- [CMSAF Roll Call](#)
- [www.Move.mil](#)
- [MyPers](#)
- [AROWS-R](#)
- [Defense Travel System](#)

## Share your story!

Have an incredible Air Force story? Tell it by contacting the HQ RIO Public Affairs office at 720-847-3787.

# Monthly IR Refresher Trainings available

*By Senior Master Sgt. Tammi Soto, Superintendent, Integration Cell*

The Headquarters RIO Integration Cell is now offering monthly, online training sessions for Individual Reservists. These DCO courses cover topics such as readiness, career management and more.

Upcoming trainings are:

- Topic: UTAPS; June 11, 8:00 and 11:00 a.m. (MT)
- Topic: AROWS; July 9 and Aug. 13, 8:00 and 11:00 a.m. (MT)
- Topic: IR Retirement Process; Sept. 10 and Oct. 8, 8:00 and 11:00 a.m. (MT)

These training sessions are available via DCO and teleconference. Information on how to log-in to these trainings and how to obtain supporting training materials, will be available on the HQ RIO Integration Cell public webpage the week prior at [www.arpc.afrc.af.mil/Home/HQRIO/IntegrationCell](http://www.arpc.afrc.af.mil/Home/HQRIO/IntegrationCell).

# Top orders processing errors for IRs

*From the HQ RIO Reserve Pay Office*

The HQ RIO Reserve Pay Office has nearly completed its transition from the Readiness Management Group, at Robins Air Force Base, Georgia, to Buckley Air Force Base, Colorado. During this transition the HQ RIO military pay technicians have noticed trends in pay documentation errors which are resulting in payment delays to members.

Here are the most common pay documentation submission errors and how to correct them:

- Incomplete Orders (AF Form 938) – members must submit a complete 938, including the original order and all modifications
- Redacted SSNs – When submitting orders for pay, Reservists must ensure their SSN is visible and not redacted
- Duplicate document submission – Individual Reservists should not submit pay documents more than once. If the member believes there was an error transmitting documents, they should contact an HQ RIO military pay technician by phone
- To avoid further delays when addressing pay documentation errors with an HQ RIO military pay technician, members should ensure they address each item identified by the technician

Individual Reservists can contact the HQ RIO RPO with questions by calling 720-847-3711 or by emailing [arpc.riorpo.1@us.af.mil](mailto:arpc.riorpo.1@us.af.mil). Many common forms and pay references can be found on the Pay and Travel portion of the HQ RIO website: <http://www.arpc.afrc.af.mil/Home/HQRIO/HQRIOPayandTravel>.

## Did you know? | Tips for the Individual Reservist

Did you know that ARCNet is getting a brand new look for Individual Reservists? With the recent development of a HQ RIO ARCNet home page, every IR, Unit Reserve Coordinator and Commander will land on the exact same page for the latest information updates. This new look and feel streamlines the information IRs are looking for by placing it in a one-stop-shop format.

ARCNet features enable Reservists to go straight to their personal readiness report, the HQ RIO Website, AROWS-R, DTS, and even contact their Detachments directly with a click of the button.

Check out the new ARCNet home page today by visiting <https://www.my.af.mil/arcnetprod/resnet/classic/home.asp>.





# One Airman, Global Impact

*Lt. Col Timothy Taylor, HQ RIO Detachment 2  
Individual Mobilization Augmentee, Pacific Command*

Lt. Col. Timothy Taylor, a Headquarters RIO Detachment 2 Individual Mobilization Augmentee, played Rugby for the Air Force when the sport was relatively new to the service in the early 2000s. Now he's helping to train up the next generation of Air Force Rugby athletes.

Taylor's history of playing Rugby with the Air Force dates back to 2001, when he picked up the sport looking for a new challenge while stationed on active duty at Nellis Air Force Base, Nevada.

After playing locally for several years, Taylor made it to the Air Force team and played on the top side, or elite division, Rugby team at the 2007 Armed Forces Championships. Over the years, he has remained in contact with the Air Force Rugby community, even as he transitioned to serving as an IMA at U.S. Pacific Command.

The Air Force participates in a version of Rugby called Sevens, a popular variant played around the globe. Taylor described this as a sort of fast-paced game of football. In Sevens, each team fields seven players, as opposed to the traditional 15, and the games consist of two, seven minute halves. Because the games are short, teams usually play a number of games over the course of a tournament.

With over a decade of playing and coaching both 15s and Sevens for the Air Force, when an assistant coaching position on the Air Force Rugby Sevens team opened up in 2014, Taylor received the call to help.

According to James Hubby, the Sevens team manager and staff assistant coach, Taylor joined a coaching staff that included many former Air Force players.

"[Taylor] has a known history as a player and manager with the 15s club and has stayed involved with the staff since he retired from playing," said Hubby. "He is someone we thought would be a good fit to bring into the team."

Taylor's first job as an assistant coach was at the 2015 Las Vegas Invitational Tournament, where the Air Force had one team in the Aces division and provided top talent for the armed forces team in the elite division. The LVI is held in conjunction with the USA Sevens Rugby Tournament, which is round five of the HSBC Sevens World Series event, Feb. 13-15.

The Air Force Rugby Sevens team kicked off the LVI with four days of practice during the week leading up to the

invitational, which ran Feb. 12-14. On Sunday, the team began training and scrimmaging. Taylor's job throughout the week was to develop the team's talent, not just for the tournament, but in the hopes that Airmen might be selected for the Armed Forces team.

Hubby said that Taylor is focused on teaching the sport to new players. Since he worked his way up from a rookie to earning a spot on the Air Force's top side team at the Armed Forces Championship, he understands the mindset of the new players.

"At the same time," Hubby added, "Taylor also knows the game well enough to coach our elite-level players."

As a coach, Taylor is calm and even-keeled, able to break things down to a level that everyone can understand, said Hubby. He's great at providing advice and encouragement when and where it's needed.

"He was able to evaluate and teach our system over the course of a few days to some players who had only played a

small amount of Rugby Sevens," said the team manager. "Seeing the players respond and compete at a high level was great."

LVI matches began Thursday and the Air Force did well, with the Aces team finishing second in their pool, despite losing three top players to the elite-level Armed Forces team. While placing well was a bonus, the ultimate goal of the event was to encourage more players to join the team. This increases the likelihood of Airmen being recognized by and accepted into programs such as the World Class Athlete Program, which readies service members for the Olympic trials.

After the invitational events ended, the teams were able to watch the international tournament finals on Sunday. Taylor said it was a carnival-like atmosphere, complete with costumes and fans from around the world.

"Rugby is a very unique, global game with more players than any other sport except soccer," said Taylor.

Taylor will continue to serve as an assistant coach with the Air Force Rugby Sevens team. He's currently working with the staff to break down video from the LVI to see which tactics worked and which didn't. The coaches are also in communication with the players, keeping an eye on their performance and identifying areas for improvement. Taylor said the next big target for the Sevens squad is the Armed Forces Championship later this summer.

Coaching has been a positive experience for Taylor. As his first time back with the Air Force Rugby program in an official capacity in six years, he said it was amazing to see the level of professionalism that had developed within the community.



Lt. Col. Timothy Taylor, (far left), an Individual Mobilization Augmentee assigned to Pacific Command, was recently invited to join the Air Force Rugby coaching staff. His first event with the team was the 2015 Las Vegas Invitational Rugby Tournament, Feb. 13-15. (Courtesy photo)



## What is Dislocation Allowance and does my PCS qualify?

By Ms. Cynthia Cropper, IMA Travel Office

Dislocation Allowance, or DLA, is an entitlement associated with permanent change of station moves, designed to reimburse a member for the expenses incurred in relocating their household. Recently, several Individual Reservists have asked the question "Am I eligible for DLA?" Like most things, the answer depends on several factors.

According to the Joint Travel Regulation Chapter 5, Section A10, 5444, DLA is not authorized "From home or from place last entered active duty to first permanent duty station unless the dependents actually move from the member's residence to the PDS or designated place in conjunction with the PCS. If the dependents do not relocate to the new PDS, or the member has no dependents, DLA is not authorized from home or PLEAD to the first PDS.

Therefore, since the JTR considers anytime a member departs from their home of record on PCS orders as their first PDS, regardless the number of previous PCS tours, Reservists who PCS regularly while coming on and off active duty are not eligible to receive DLA for any of these moves. However, if a Reservist comes onto active duty for more than 20 weeks at one location, are authorized PCS allowances and their dependents move from the home of record to the new duty location, then they are eligible for this allowance.

Below are frequently asked questions from the Defense Travel Management Office DLA webpage which may help with understanding this issue:

- *Am I authorized DLA when moving from my home of record to my first duty station?*

By law there is no DLA when the PCS is from your home (or the place from which you entered active duty) to your first permanent duty station (PDS) unless your dependents actually move in connection with the PCS.

- *May I be paid a DLA when I PCS from my permanent duty station/place of active duty to my home of record or home of selection (HOR/HOS) when I leave the Service?*

No. By law there is no DLA authorized when the PCS is from your PDS to your HOR/HOS. In other words there is no DLA authority when leaving active duty.

- *I'm a Reserve Component member who regularly or repeatedly comes on and leaves active duty. Am I eligible to receive DLA on any of my moves to or from active duty?*

No. As mandated by law, individuals coming on or leaving active duty are not eligible for DLA. The exception to this is if you come on active duty for more than 20 weeks at one location, are authorized PCS allowances and you move your dependents from your home to your new PDS or a designated place.

Brig. Gen. Samuel C. Mahaney, commander of the Air Reserve Personnel Center, Buckley Air Force Base, Colorado, addresses attendees at the HQ RIO Detachment 4 Reserve Training Assembly. Over 100 Individual Mobilization Augmentees from different detachments gathered at Scott AFB, Illinois, April 27-28, for the assembly. Attendees learned about personnel processes, pay matters, and IT systems; received sexual assault prevention and response and self aid buddy care training; and had the opportunity to complete their fitness testing.

