

THE READINESS REPORT

FOR INDIVIDUAL RESERVISTS

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*The official magazine of the
Headquarters Individual Reservist Readiness and Integration Organization*

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LEADERSHIP



*Col. Kelli B. Smiley
Commander*



*Chief Master Sgt. Dolores Colella
Group Superintendent*



*Master Sgt. Wendy Barraza
First Sergeant*

ABOUT HQ RIO

The Headquarters Individual Reservist Readiness and Integration Organization (HQ RIO) is located at Buckley Air Force Base, Colorado. Its mission is to seamlessly integrate wartime-ready Individual Reserve forces to meet Air Force and Combatant Commander requirements.

HQ RIO standardizes the processes for the Individual Reserve program. The IR force is comprised of Individual Mobilization Augmentees (IMAs), who are accountable to the Air Force Reserve Command and assigned to funded, active-component positions, and Participating Individual Ready Reservists (PIRRs), who participate for points towards retirement only. Both IMAs and PIRRs augment active-component missions and are rated by active-component or government agency supervisors.

There are more than 2,700 enlisted members and more than 4,500 officers in the IR. IMAs and PIRRs support more than 50 major commands, combatant commanders and government agencies.



Watch >> the *What is the Individual Reserve* video on YouTube: <https://youtu.be/r0bMSNnYhUE>.

NEWS BRIEFS

IRs must complete annual AFPAAS update, verification

All Airmen are required to update or verify their contact information in the Air Force Personnel Accountability and Assessment System (AFPAAS) annually.

To do this, go to <https://AFPAAS.af.mil>. Select “Click Here” under the “Airmen/Civilian” heading and then log-in using one of the listed methods. Once logged in, select the “My Info” tab and then “Contact Information.” Review your data, edit as needed, and then select “Save” or “Verify Info as Current.” This must also be done for each dependent in the “Family Member Info” section. Members should also address any discrepancies by updating their information in DEERS, via the MilConnect Portal (<https://www.dmdc.osd.mil/milconnect/>).

AFPAAS standardizes the method for the Air Force to account, assess, manage, and monitor the recovery and reconstitution process for personnel and their families affected and/or scattered by a wide-spread catastrophic event.

In the event of an exercise or real world event, IRs and their family members may be required to report their status in AFPAAS. Family members may account for themselves by accessing AFPAAS, selecting the “Personal Information” log-in option and using their sponsor’s SSN, date of birth and last name to log-in. All personnel should remain cognizant of their AFPAAS reporting requirements, listed in AFI 36-3803, Personnel Accountability in Conjunction with Natural Disasters or National Emergencies, Section 2.18 (http://static.e-publishing.af.mil/production/1/af_a1/publication/afi36-3803/afi36-3803.pdf).



BRS training in JKO must be manually updated in ADLS

Individual Reservists who completed their Blended Retirement System Opt-in training in the Joint Knowledge Online system must provide their certificate of completion to their Unit Training Monitor to have their ADLS account updated.

The BRS Opt-in Training takes approximately two hours to complete and must be accomplished by Dec. 31, 2017. To accomplish the training, log-in to [ADLS](#) (course number ZZ133146, located under “Selected Force Training”).

In addition to the training, IRs must complete BRS Acknowledgement by logging into myPers using a CAC card or username and password (call the TFSC to have this reset -- 1-800-525-0102).

Did You Know?

Career tips for Individual Reservists

Did you know Individual Reservists have 90 days after notification of eligibility for retirement to make Reserve Component Survivor Benefit Plan elections? Members have 90 days from the date of notification to elect in writing one of the three available options. Once made, these elections are irrevocable. If the member is married or has dependent children, they will be enrolled automatically, Airmen who are single at the time of election or who divorce but remarry, have

one year from the time of marriage to add new spouse to their RCSBP election.

The RCSBP enables Reservists to leave the people they care about with an annuity. An annuity is a monthly payment that lasts the lifetime of your beneficiary after you pass away. The amount of the annuity is a percentage of your retired pay, and that percentage depends upon the election you make when you sign up for RCSBP. For more information on the RCSBP, visit the [ARPC RCSBP fact sheet](#).

INDIVIDUAL RESERVISTS ACTIVATED FOR IRMA RESPONSE

By Senior Master Sgt. Timm Huffman

More than 35 Emergency Preparedness Liaison Officers were activated in response to Hurricane Irma's destructive path through the Caribbean and into the Southeast U.S.

These Air Force Reserve Citizen Airmen were deployed across the eastern seaboard, from the Virgin Islands to Washington, D.C., coordinating requests from FEMA for Air Force support, such as airlift of emergency supplies, medical evacuations and search and rescue operations.

EPLOs are Air Force Reserve Individual Mobilization Augmentees assigned to 1st Air Force's National Security Emergency Protection Directorate at Tyndall AFB, Florida. These senior officers, primarily lieutenant colonels and colonels, facilitate the civilian authority's request for air support in the aftermath of a disaster. Each branch of the military has its own EPLOs.

These Airmen are a critical link in post-disaster response efforts. They sit in emergency operations centers, FEMA Regional Response Coordination Centers and at higher headquarters, where they keep a finger on the pulse of the response effort. According to Col. Paul Pinkstaff, who was in place at the FEMA Region IV RRCC in Atlanta, Georgia, EPLOs help the lead agency identify gaps in their response capabilities, which then become requests for assistance of forces. The EPLOs vet these requests and then forward them to the appropriate level for approval, in some instances up to the secretary of defense.

Pinkstaff said any time an active-duty Air Force asset was used in response to Hurricane Irma, there was an EPLO involved every step of the way. In addition to channeling requests for assistance of forces, in the event an Air Force installation is used to host disaster response efforts, the EPLO is the sole point of contact between the federal agency and the installation; six Air Force installations were used in response to Hurricane Irma.

On average, EPLOs have 25 years of service in the Air Force. This experience, which spans nearly every Air Force functional area, significantly reduces fog and friction when multiple government and state agencies are responding to a disaster, natural or man-made, and need Air Force support, said Pinkstaff.

More than half the EPLOs deployed for Hurricane Irma were among the 41 EPLOs deployed in response to Hurricane Harvey two weeks prior. There are approximately 90 EPLOs assigned to NSEP.

(Continued on page 6)

IRs lend a hand after Hurricane Harvey

By Capt. Bari Wald, Public Affairs, U.S. Forces Korea

In the aftermath of Hurricane Harvey, which flooded the Gulf Coast of Texas and Louisiana with more than 50 inches of rain, Air Force Reserve Individual Mobilization Augmentees were on the ground helping with recovery efforts.

Many of these Reserve Citizen Airmen contributed in uniform, as emergency preparedness liaison officers, chaplains and judge advocates, while others supported relief efforts within their own community in civilian capacities.

41 EPLOs were activated in response to the massive, category 4 hurricane. These EPLOs worked in 10 key disaster centers along the Gulf Coast, maintaining a 24/7 presence, facilitating Air Force support of local, state and federal authorities.

Col. Gary Wolf, who worked at the FEMA Regional Response Coordination Center in Denton, Texas, said EPLOs were critical to maintaining two-way communications between FEMA and the Air Force, “expediting the flow of commodities to the people who needed it.”

The EPLOs, who are part of the Air Forces Northern National Security Emergency Preparedness Directorate, Tyndall Air Force Base, Florida, coordinated Air Force support for a wide variety of critical needs, including more than 1,200 aerial search and rescue operations, strategic airlift of water and emergency supplies for nearly 2 million evacuees, medical airlift evacuations, transportation of general population from flooded areas to safety, gathering of domestic imagery for rescue operations and damage assessments, and coordinating operations at host bases, like Joint Base San Antonio.

Col. David Edwards, who graduated the EPLO training school the day before Harvey hit, was sent directly into action and was on the ground at JBSA, which served as a main staging area for thousands of FEMA tractor trailers, as well as airlift and rescue operation. He said his main responsibility was coordinating support for the flow of more than 200, 53-foot tractor trailers in and out of Seguin Airfield, which is normally used for training pilots. He said the biggest challenge, as with any large-scale operation, was keeping the channels of communication open.

“It was a huge effort but, at the end of a 13, 14 hour day, when you turn on the TV and see victims getting support, that’s when it’s all worth it,” he said, adding that as recently as Sept. 5, helicopters staging out Seguin delivered 20 pallets of supplies to flood victims stranded in Beaumont, Texas.

As flood waters recede in Texas, EPLOs are deploying to the U.S. Virgin Islands, Puerto Rico, Florida and other locations in advance of Hurricane Irma and the destruction she may bring.

Contributions of Air Force Reservists within their Texas communities were no less significant. Maj. S. Brint Carlton, an IMA at the Air Force Medical Operations Center at the Pentagon, is also the county judge for coastal Orange County, Texas. Following Harvey’s landfall, he was out surveying the damage and coordinating with other agencies, fulfilling his role as head of emergency management operations for his county of 84,000 people.

Senior Master Sgt. Russell Weatherby, who works for the Texas Department of Public Safety as a civilian, was sent to Houston the day after Harvey made landfall to coordinate rescue operations. He helped coordinate several major rescues, working with federal agencies, first responders, Army National Guard, and Air Force pararescue teams to pull more than 400 people and 100 animals to safety.

Another IMA, Tech. Sgt. Hector Salas, who is a lieutenant with the San Antonio Police Department, was in charge of a mega-shelter opened for displaced residents. He said his main job is to provide for the safety and security of all displaced residents at the shelter but is also assisting with shelter setup, providing information to evacuees and acting as a liaison to his counterparts at the emergency operations center.

(Continued on page 6)



(Irma, Continued from Page 4)

Among those was Col. Gregory Weydert, who was initially activated on August 23 to support the response to Hurricane Harvey in Texas. In anticipation of Hurricane Irma, he was forward deployed to Puerto Rico, where he weathered the storm inside a concrete FEMA distribution center. He said once the storm passed North, the EPLO team in Puerto Rico, which primarily suffered power outages and downed trees, began assessing the situation and coordinating air operations out of San Juan to deliver supplies to the hard-hit U.S. Virgin Islands.

“San Juan was a critical link early on flying supplies to the Virgin Islands,” he said.

Col. Richard Jenkins was on St. Croix as Hurricane Irma roared through the Virgin Islands. He said it was all hands on deck once the storm passed and damage assessments were made. St. Croix escaped largely intact but to the North, St. Johns and St. Thomas experienced catastrophic levels of damage. Jenkin’s team of joint operators in St. Croix didn’t waste any time coordinating support to the harder-hit islands, including medical evacuation of critical patients from the severely damaged hospital, delivery of the food and water coming in from San Juan, and Civil Air Patrol flying aerial reconnaissance missions to gather some of the first imagery out of the region.

Jenkin’s said his team essentially established a miniature air mobility center at St. Croix airport. The biggest challenges were integrating information coming from the various systems used across all of the federal and military agencies involved, avoiding duplication of efforts and ensuring supplies and support were delivered as efficiently and quickly as possible.

“Without this office, supplies would have been bogged down on the flight line,” said Jenkins, who spent two weeks on St. Croix streamlining the response to Irma.

As Irma dissolves across the continent and FEMA brings its full might to bear on recovery efforts, military support will slowly wind down.

“The [Air Force] is there immediately because we have that capability,” said Jenkins. “Then, as FEMA comes in, we back off and prepare for the next time.”

(IMAs lend a hand after Hurricane Harvey, continued from page 5)

“There are a lot of moving parts and I really just want to help our great citizens of Texas,” he said. “I have met evacuees and have talked to them about some of their experiences and I really feel for them.”

Lt. Col. Jeffrey Salsbury, who lives on the outskirts of Houston, worked in an unofficial capacity, doing everything he could to help his community. As the rain fell in sheets and the water rose, Salsbury said he went into action with his heavy-duty, Ford F-350 pickup truck, normally used to haul longhorn cattle. Initially he drove to a shelter to pick-up stranded friends, bringing them back to his own home. The trip to the shelter opened his eyes to how

bad things were and he knew the work was only starting. After that first trip, he went out again, ferrying people from a nearby boat rescue operation, across nearly impassable roads, to his church, which was setup as a temporary shelter.

The following morning, the rising water forced him to relocate his longhorns from their already-flooded pasture. He spent the rest of the day transporting more stranded people to shelters. That night, he and a friend drove through submerged streets to rescue an elderly woman trapped in her flooding home.

On the third day, Salsbury assisted with boat rescue operations, launching boats in the morning, which had to be done by hand in four feet of water since there were no launch ramps, and physically assisting with rescues in the afternoon, making several crossing of a creek that had risen 30 feet above its banks.

The rain stopped that night and waters began to recede; he would spend the next four days assisting with cleanup efforts. His church had a list of damaged homes and dove right in with demolition -- ripping out carpet, cabinets, sheetrock, trash -- helping his community start over.

Salsbury, who had to return to flying jets for Southwest Airlines a week after the storm hit, said he was amazed at all those who turned out to offer help with no questions asked.

“There is a very long, difficult road to travel ahead,” he said. “There is still flooding going on, and many families have lost all they had. The people of Texas, however, will make it. We have a great deal of pride and a can do attitude.”



A Houston-area emergency shelter in the aftermath of Hurricane Harvey. (Photo courtesy of Senior Master Sgt. Russell Weatherby)

PACOM JIOC seeks qualified intel Airmen

By PACOM JIOC AFELM Reserve Intelligence Directorate

The U.S. Pacific Command Joint Intelligence Operations Center, or JIOC, is currently looking for qualified intelligence Airmen to fill Individual Mobilization Augmentee vacancies at JIOC Joint Detachments in Hawaii and throughout the U.S.

Positions are available to for both officer and enlisted Airmen possessing 14NX, 1N0X and 1N1X intelligence AFSCs; candidates with experience in targeting and imagery are highly desired. Vacancies are posted in the IMA sections of the Reserve Management Vacancy System in AFPC Secure and can be searched using the location heading Pearl Harbor NAD. Interested service members can also contact HQ RIO Detachment 2 by calling 808-449-0585.

IMAs assigned to the PACOM JIOC help provide 24-hour, all-source, global intelligence support for all military forces assigned to the PACOM, as well as more than 300,000 warfighters operating in the Pacific theater. The PACOM JIOC produces and disseminates intelligence on political, military and asymmetric threats impacting U.S. and allied interests, and sustains air, space, land, sea, and subsurface military operations throughout the Asia-Pacific theater of operations. The reserve force is a critical component to the joint-force effort and has contributed to PACOM JIOC being recognized as the center of excellence on Asia-Pacific intelligence issues.

There are 124 Air Force IMA intelligence billets assigned to PACOM JIOC.

These billets are distributed among four joint detachments (JDET), located in Honolulu, Ft. Worth, Texas, Minneapolis, Minnesota, and Denver, Colorado. Additionally, JDET Ft. Worth has two off-site drill locations at Marine Corps Base Quantico, Virginia, and Redstone Arsenal, Alabama. The JDETs are composed of joint-force traditional reservists and IMAs. Each JDET is aligned with a JIOC geographic division (Northeast Asia, Indo-Pacific and China Divisions).

Some of the JDETs also have opportunities for reservists to work outside of their JIOC geographic divisions. For example, some IMAs support the Foreign Disclosure Office and Cyber, Human Intelligence/Counter Intelligence, and Targets Branches. Additionally, there are many opportunities for IMAs to participate in PACOM exercises and serve on long-term orders.

These IMA billets also offer the opportunity to gain invaluable experience working in a joint environment, collaborating with DIA civilian subject matter experts, participating on high visibility intelligence briefings and supporting the dynamic mission in the Pacific theater. Additionally, there are extensive opportunities for IMAs to participate in PACOM theater exercises such as Cobra Gold, Pacific Sentry, Pacific Rim, Vigilant Pacific, Ulchi Freedom Guardian and Key Resolve

PACOM JIOC IMAs have a unique role as they participate in monthly drills with their joint traditional reserve counterparts at their assigned JDETs and perform their Annual Tour at PACOM JIOC. In some cases, JIOC IMAs have the opportunity to combine a larger number of IDTs with AT and work directly with their AD counterparts at the JIOC, participate

in exercises or focused training, or provide specialized support to specific mission areas. The following provides more details on each JDET's mission, requirements and organizational structure.

(Continued on page 8)

JDET DENVER, Buckley AFB, Colorado

JDET Denver’s mission is to train reservists to be ready for immediate mobilization in the event of war or other contingencies, and provide maximum peacetime intelligence support to the active-component forces assigned to JIOC’s China Division (CH-DIV).

JDET Denver’s organizational structure mirrors JIOC’s China Division’s Branches. Intelligence analysts with tactical and operational experience in providing all-source intelligence, or who have experience in geospatial and targeting intelligence are desired. Intelligence analysts are assigned to one of nine intelligence production branches, which include geospatial and targeting, air and air defense, Navy, geographic-political, ground, missiles, cyber analysis, C4ISR and space, and training.

Analysts are assigned to a branch based on their knowledge and background and the needs of the JDET. JDET Denver contributes to CH-DIV mission by providing intelligence reporting and summaries, briefing real-world critical events, providing core target material production and supporting major theater exercises.

JDET Denver provides soldiers, sailors and Airmen who are ready to augment the division as needed and contribute to PACOM’s mission in times of war, crisis and peacetime. Much of JDET’s drill weekend schedule is dedicated to maintaining mobilization readiness and supporting the intelligence mission of the JIOC. The JDET’s monthly drill schedule makes it unique within the IMA world, as our Airmen serve with their joint counterparts one weekend a month. This contributes to the overall mission success of the JDET and the PACOM JIOC.

JDET Minneapolis, Minneapolis-St Paul Joint Air Reserve Station, Minnesota

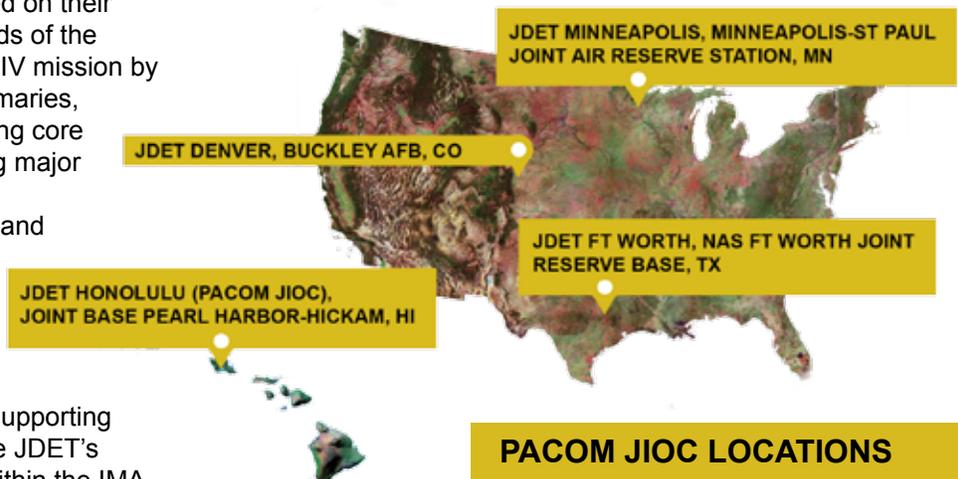
JDET Minneapolis is tasked to provide actionable, timely and effective all-source, targeting and imagery intelligence to PACOM JIOC commanders and warfighters, enabling decisive effects during theater combat operations. JDET Minneapolis’ mission is aligned with JIOC’s Northeast Asia Division (NEA-Div). The JDET has been identified as a center of excellence by the Director of National Intelligence and the DIA.

As all-source analysts, team members can expect to support real-world missions by providing assessments and monitoring strategic developments in commercial, state-sponsored activities that affect the PACOM AOR. The all-source team is comprised of multi-disciplined personnel that enhance and expand PACOM JIOC regional and strategic analytical capabilities.

Team members will have the opportunity to complete the Intelligence Community Advanced Analyst Program (ICAAP) Training, which benefits both their military and

civilian careers. Personnel assigned to this mission will have a vast array of opportunities to explore while supporting the PACOM JIOC mission.

Imagery intelligence personnel at this JDET work in a facility that was built to National Geospatial-Intelligence Agency, standards with a robust mission working alongside some of PACOM JIOC’s top imagery analysts. JDET imagery analysts also have opportunities to attend numerous training courses throughout the year. Many of the courses are provided by mobile training teams in Minneapolis, but members can also attend courses away from the JDET. All members of JDET Minneapolis are provided ample opportunities to support PACOM exercises throughout the year from both CONUS and OCONUS locations.



JDET Fort Worth, Naval Air Station Ft. Worth Joint Reserve Base, Texas

At JDET Ft. Worth, intelligence professionals provide timely, accurate intelligence to PACOM commanders, planners and operators across the Indo-Pacific region. The JDET is currently looking for qualified candidates for 14NX, 1N0X and 1N1X. Analysts produce and disseminate reports to active-component subject matter experts who specialize in the areas of transnational threats, geo-politics, military affairs and imagery.

Members will experience a high operations tempo during their IDTs and annual tour while working in a joint environment that actively communicates with decision-makers in-theater who are identifying and accomplishing real-world taskings. Training at the JDET includes an initial on-boarding with team leadership and formal training, both locally and at forward locations. Intelligence analysts will also have the opportunity to work with full-time operators.

JDET Ft. Worth members receive exposure to dynamic missions in a joint environment with opportunities to impact intelligence operations center **(Continued on page 9)**

Yates named new Detachment 8 commander

By Senior Master Sgt. Timm Huffman

Col. Nathan Yates is the new HQ RIO Detachment 8 commander, following Col. Michelle Barrett's departure in July.

Yates comes to RIO from the 310th Operations Group, where he was the deputy commander.

Yates is very familiar with the Individual Reserve, having served as an Individual Mobilization Augmentee from 2002 to 2011, before transitioning to the tradition reserve program.

"I was looking for an opportunity to come back to the IMA program when I saw this opportunity to lead in the program and to serve in Europe," said Yates of his first AGR tour.

He said his vision as detachment commander is to work closely with the European combatant commands to meet their needs with Air Force Reserve IMAs whose civilian and military skills compliment their active-component counterparts. He added that there is a huge need in Europe for reservists to provide backfill support.

When not working for the Air Force, Yates is a college professor, teaching business and analytics. He hopes he is able to employ these skills while a member of the HQ RIO team.

Yates said he is also looking forward to working with the other detachments to solve problems, provide consistency and standardize policy.

The new commander said he encourages the IMAs assigned to Detachment 8 to communicate early and often, and not just when they have a need or an issue.

"The IMA's number one job is to be ready for the fight we hope never comes but they provide a skilled and ready option for our active-duty counterparts," said Yates, adding that his detachment is on the ground in Europe to support IMAs assigned and on duty there.

Detachment 8 is located at Patch Barracks,



Col. Nathan Yates at the HQ RIO Detachment 8 office on Patch Barracks, U.S. Army Garrison Stuttgart, Germany. (U.S. Air Force Photo/Senior Master Sgt. Timm Huffman)

U.S. Army Garrison Stuttgart, Germany. Visit the [Detachment 8 webpage](#) for more information.

PACOM JIOC Opportunities (Continued from page 8)

activities. Individuals with a background in law enforcement, international affairs, imagery, or other intelligence-related fields are highly desirable.

JDET Honolulu (PACOM JIOC), Joint Base Pearl Harbor-Hickam, Hawaii

JDET Honolulu intelligence analysts provide timely and actionable intelligence to the PACOM JIOC Commander and PACOM Director for Intelligence. Analysts fill critical capability gaps in the PACOM Intelligence Enterprise in the disciplines of all-source analysis, geospatial intelligence, counterintelligence analysis, human intelligence analysis, plans, capabilities development, and knowledge management. The JDET is aligned with the JIOC's Indo-Pacific Division and evaluates a range of key issues across the theater, focusing primarily on Southeast Asia.

During their IDTs and annual tour, IMAs have the opportunity to work side-by-side with their active-component and civilian counterparts in a high-paced, joint environment, developing intelligence products that are delivered directly to the PACOM commander, and many times up to the Joint Staff and Secretary of Defense. These products include short and long written papers, briefings, collections requirements, and finished imagery reports.

JDET Honolulu members provide valuable stop-gaps to for the active-component force at the JIOC. Members are expected to be proficient in their core intelligence skills and will receive on-the-job training to develop specific areas of expertise required for their assigned portfolio. Members must be able work with little direction, accomplish tasks with a high degree of professionalism and be able to interact with senior civilians and military officers up to the SES and flat/general officer level. The JDET is in need of individuals with backgrounds in targeting, geographic intelligence, counterterrorism targeting and network analysis.

AROWS-R change improves visibility of operational requirements

By Air Force Reserve Command Public Affairs

Beginning Oct. 1, a new data field will be added to the Air Reserve Orders Writing System that will be used primarily to track military personnel appropriation and other orders for operational requirements.

This new field will be called Air Reserve Component Operational Requirements Tracker or ARCORT. The only orders required to have an ARCORT number will be the following Title 10 activations: full or partial mobilizations, presidential recalls and voluntary (contingency and non-contingency) activations.

For these orders, the ARCORT number should be easy to find as it will be in the Manpower MPA Man-Day Management System, known as M4S, and generated on the Air Force Form 49, Application for MPA Man-Day Tour, when the orders are finalized. If in an email notification the ARCORT number is not included, air reserve component members can ask their orders-generating office for the form, and it will have it.

The number is part of the change to an operational requirements focused way of documenting and resourcing air reserve utilization for Air Force missions. This change is directed by a program guidance letter issued by the Air Force chief of staff to improve the

service's visibility on operational requirements.

The new ARCORT data field for AROWS will link requirement documentation to requirement execution, providing the Air Force visibility over ARC operational utilization.

This shift to an operational requirements focused strategy for ARC utilization has been led by Maj. Gen. Vincent Mancuso, mobilization assistant to the Air Force chief of staff.

"Just like you might use the memo field on a personal check to create sub-totals of personal expenses, ARCORT will allow the director of operations to maintain visibility of the operational execution on various mission areas," Mancuso said.

"The intent of putting the ARCORT number in AROWS is to track all operational uses of ARC members, regardless of the type of man-day resource used," he said. "If you are performing duty on another type of order that qualifies as operational use, your unit's POC for the tasking or mission should be able to provide a specific ARCORT number. If you know the mission is an operational contribution and you don't know the ARCORT number, you can just put 9999999 in the ARCORT field."

Mancuso said the orderly room team member or commander's support staff team member who currently processes duty order requests in AROWS will usually have the responsibility of inputting the ARCORT number into AROWS.

"If you input your own orders details into AROWS, you will need to type the ARCORT for MPA and other select orders," he said.

ARCORT number frequently asked questions

What orders will be required to have an ARCORT number?: The only orders required to have an ARCORT number in fiscal year 2018 are the following Title 10 activations: full or partial mobilizations, presidential recalls, voluntary (contingency and non-contingency).

Are orders other than MPA required to have an ARCORT number?: Possibly. The intent of putting the ARCORT number in AROWS is to track all operational uses of ARC members, regardless of the type of man-day resource used. If you are performing duty on another type of order that qualifies as operational use, your unit's POC for the tasking or mission should be able to provide a specific ARCORT number. If you know the mission is an operational contribution and you don't know the ARCORT number, you can just put 9999999 in the ARCORT field.

Who will input this number into AROWS?: IMAs will need to input the ARCORT for MPA and other select orders requiring an ARCORT number.

Where can I find the ARCORT number?: For an MPA order, the ARCORT number will be provided in the M4S authorization email message or generated on the E-form 49 in block 50. The list of ARCORT numbers associated with particular M4S numbers will be refreshed periodically and made available on ARC2Mission home page on the Air Force Portal. If your duty order is funded by the ARC and will include the performance of operational mission tasks, the ARCORT number can be obtained via your MAJCOM, Defense Department agency or the Force Generation Center. Most orderly rooms will quickly know the ARCORT numbers for the common operational missions their units perform.

What if I don't have an ARCORT number for my mission and AROWS requires one?: For FY18, you can use "9999999" to ensure no delay in publishing your orders.