



39th Military Personnel Section (MPS) Newsletter

“Supporting the Warfighter through World-Class Personnel Services”

Issue 5

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MPS PHONE LISTING

PRP: 676-6771 Opt 1

Force Management: 676-6771, Opt 2
(EPR/OPR, Decorations and Duty Status)

Career Development: 676-6771, Opt 3
(Assignments, Promotions, Reenlistments,
Retirements and Separations)

Customer Support: 676-6771, Opt 4
(DEERS, Leave-all types, Passports and
Command Sponsorship)

Superintendent, MPS: 676-6771, Opt 5

New MPS Customer Service Hours
0830-1530 Daily
Inprocessing Daily from 0830-0930

Visit the MPS Community of Practice (CoP) Website
24 Hour Access to Our Most Requested Forms and Checklists

Follow the link: <https://wwwd.my.af.mil/afknprod/ASPs/CoP/OpenCoP.asp?Filter=OO-DP-FE-18>

Or

Log onto the secure AF Portal
On the menu bar select Bases-Orgs-Functional Areas Tab
Click on “My Base”
Scroll down to Military Personnel Links
Click on “39 ABW Military Personnel Section CoP”
Select Become a Member (top left hand corner)
Once you are a member, click on the “Checklists and Common Request Folder” to access
the most requested forms and checklists.

Enlisted High Year of Tenure (HYT) Policy Changes

- Enlisted HYT Changes Effective 4 Jan 2010
 - SMSgt from 28 to 26 years
 - MSgt from 26 to 24 years
 - TSgt from 24 to 22 years
 - SrA from 12 to 10 years
 - SrA HYT will be reduced to 10 years, and AFPC expects 515 SrA with 10 to 12 years of service to be involuntarily separated on 1 Sep 11.
 - Each will receive separation pay. As an example, a SrA with 10 years receives \$26.6K; a SrA at 12 years receives \$32.4K.
 - After normalization, HYT separation pay will continue to be paid to SrA separated at 10 years of service.
- CMSgt & SSgt HYT remain unchanged at 30yrs/20yrs respectively
- The HYT normalization will apply equally to all AFSCs; however, AFI 36-3203, *Service Retirements*, contains provisions for extensions of HYT for hardship or best interest of the Air Force.
- PCS retainability requirements to receive a return CONUS assignment from Turkey:
 - Accompanied personnel: 12 months retainability
 - Unaccompanied personnel: 7 months retainability
 - Those unable to obtain the minimum PCS retainability will have their DEROS involuntarily extended to match their DOS
- Post-911/GI Bill Transfer option: Airmen who will have their HYT reduced prior to completion of the required ADSC will still be able to transfer the benefit w/o interruption, due to restriction being from service policy/directive and not voluntary
 - Must serve maximum time allowed for benefit to continue (i.e. retire/separate NET than service established HYT)
- Deployments should not be shortened as a result of new HYT
 - Airmen whose DOS/retirement-effective date will expire during deployment must not be tasked to deploy
- Total Force Contact Center (open 24/7) is available for questions at DSN: 665-5000.

Back by Popular Demand: DEROS Option Briefings

Recently, the Air Force Audit Agency completed a review of active duty PCS management. One of the areas looked at was DEROS management. The agency identified several shortfalls in the program, to that end, the MPS is bringing back DEROS Option Briefings. When you enter your DEROS Option window and no later than 10 months prior to your DEROS, you will receive an email notifying you of the date and time to attend your briefing. The DEROS Option Briefing is a mandatory appointment. Contact MSgt Robert Rufer 676-7981 for questions.

Evaluation Tips and Reminders

Evaluation shells:

1. If the report is an annual, the shell will kick out automatically 60 days before closeout and will be sent to your unit organizational email box.
2. If a rater update was done that causes an evaluation closeout date to change, the shells must be manually requested by the unit. Requests can be submitted to the Force Management organizational email box: 39fss.fsmpmmilforcemanagement
3. If a member was originally in the system for an annual report and an assignment was loaded for the member with a departure date prior to the annual report being due, the system does not automatically re-project the report as a CRO report. Please request the shells manually because they do not flow out automatically.

EML Facts

Q. What is EML based off of and how many trips are authorized?

A. UEML travel benefits are based on the tour length of the sponsor. The number of trips authorized is located in the table below:

Tour Length	Total # of Trips Authorized	# of Trips Authorized to CONUS
Less than 24 months	2	1
24 months	4	2

Note: Trips may not be accumulated from 1 year to the next. The yearly accountable time frame for the sponsor and family member(s) begins the date the sponsor arrives on station. If members extend their DEROS for a year they will get one additional trip back to the states (this is only for unfunded sites).

Q. When should I submit my EML worksheet and waiver (if applicable) to the MPS?

A. Submit the EML worksheet and waiver request to the Customer Support Element 14 days prior to date of requested travel. Active duty members must process a leave request through Leave Web and submit a copy of the validated AF Form 988, part II.

To learn more about EML Facts, visit the MPS Community of Practice, Leave and Travel Request Folder and Select EML Facts.

Enlisted EQUAL Overseas Schedule

Overseas assignments from stateside and overseas locations for which volunteers will be considered. Stateside applicants need to be aware that overseas applicants have a higher priority for selection.

Hint: For stateside volunteers - if you are volunteering for an overseas long tour you have higher priority than other stateside volunteers if you apply for an **extended** long tour versus the **standard** tour. Also, be aware that there are three locations where you can bring dependents and still receive short tour credit (24 month tour). They are: Incirlik Turkey, The Azores and Moron Spain.

RNLTD	AVAILABLE TO CUSTOMER	PREFERENCES DUE	ASSIGNMENT FLOW PUBLIC RELEASE NLT:
JAN/FEB/MAR 11	4-May-10	20-May-10	15-Jun-10
APR/MAY/JUN 11	3-Aug-10	19-Aug-2010	15-Sep-10
JUL/AUG/SEP 10	4-Nov-09	19-Nov-09	15-Dec-09
OCT/NOV/DEC 10	3-Feb-10	18-Feb-10	15-Mar-10

Enlisted Overseas Returnee/CONUS Mandatory Mover EQUAL Schedule

Stateside assignments **only** for people returning from overseas. These are one-for-one positions that have been made available for the exact number of returnees and CONUS mandatory movers during a specific cycle.

DEROS	AVAILABLE TO CUSTOMER	PREFERENCES DUE	ASSIGNMENT FLOW PUBLIC RELEASE
AUG/SEP/OCT 10	13-Apr-10	22-Apr-10	15-May-10
NOV/DEC/JAN 10-11	13-Jul-10	22-Jul-10	15-Aug-10
FEB/MAR/APR 10	14-Oct-09	22-Oct-09	15-Nov-09
MAY/JUN/JUL 10	13-Jan-10	21-Jan-10	15-Feb-10

NOTE: Dates are tentative and subject to change due to system availability

AFAS Officer 3-Cycle Timeline and Assignment Selection Dates (Lt Col and Below)

CYCLE	INITIAL VML	FIELD RECLAMA VML	FINAL VML POSTED/LAST DAY TO SUBMIT REQ	PRD VISIBILITY WINDOW	ADP DUE DATES	AFPC MATCHES ASSIGNMENT	RNLTD
SPRING	19 JUL	19 JUL – 2 AUG	5 AUG	9 AUG - 22 SEP	8 SEP	SEP - OCT	FEB – MAY
SUMMER	10 NOV	10-23 NOV	29 NOV	3 DEC - 15 JAN	2 JAN	JAN - MAR	JUN – SEP
FALL	24 MAR	24 MAR – 7 APR	9 APR	14 APR – 28 MAY	12 MAY	MAY - JUL	OCT – JAN

NOTE: VML dates will change due to weekends and Holidays