


**Air Force Reserve Command  
Inactive Duty Training  
Outside Normal Commute  
Distance Guidance  
14 August 2008**

**Revised 1 Jan 12/1 Jan 11/1 Feb  
10/1 Feb 09/5 Dec 08**



**U.S. AIR FORCE**

## TABLE OF CONTENTS

<u>Section</u>	<u>Description</u>	<u>Page</u>
1	Summary of Changes Program Points of Contact	1
2	HQ AFRC/FMA Memo, dtd 17 Nov 08, Emergency and Special Program Code (ESP) IH for IDT Travel (PIM 09-003)	3
3	HQ AFRC/A1/FM IDT Travel Guidance	5
4	AFRC IDT Travel Guidance Frequently Asked Questions (FAQs)	8
5	Critical Duty Air Force Specialty Code (DAFSC) Listing	14
6	Critical Staffing Shortages Listing (Effective 14 Aug 08 to 31 Jan 09)	15
7	Critical Staffing Shortages Listing (Effective 1 Feb 09 to 31 Jan 10)	16
8	Critical Staffing Shortages Listing (Effective 1 Feb 10 to 31 Dec 10)	17
9	*Critical Staffing Shortages Listing (Effective 1 Jan 11 to 4 Mar 11)	18
<p><b>*NOTE: The authority to implement the Critical Staffing Shortages Listing is initially authorized per Continuing Resolution Appropriation (CRA) and in turn approved by AF/RE thru 4 Mar 11. Subsequent continuance of the governing legislation for IDT TRAVEL REIMBURSEMENT beyond 4 Mar 11 will continue this listing from 5 March 11 to 31 Dec 11, per the approval of AF/RE; or a lesser date than 31 Dec 11, if the governing legislation specifies an earlier date, i.e., if the governing legislation expires 31 Jul 11, the command's IDT Travel Reimbursement Program will expire 31 Jul 11.</b></p>		
10	Critical Staffing Shortages Listing (Effective 1 Jan 12 to 31 Dec 12) 	19

# SECTION 1

## SUMMARY OF CHANGES

<u>Date</u>	<u>Description</u>
14 Aug 08	Air Force Reserve Command Inactive Duty Training Outside Normal Commute Distance Guidance issued
5 Dec 08	Revised guidance issued 14 Aug 08 to include a Frequently Asked Questions (FAQs) portion of the guide, specifically questions 1 through 25
1 Feb 09	Revised guidance issued 1 Feb 09 to include addition of additional questions to the FAQ portion of the guide, specifically questions 26 through 30; added Section 7 (CRITICAL STAFFING SHORTAGE(S) listing to be used for the period of 1 Feb 09 to 31 Jan 10)
1 Feb 10	Advised that the “CRITICAL DAFSCs” listing (Section 5) is valid for the duration this program; advises that the “CRITICAL STAFFING SHORTAGE(S) listings (Sections 6, 7, and 8) are effective for separate and distinct periods (i.e., 14 Aug 08 to 31 Jan 09, 1 Feb 09 to 31 Jan 10, etc.) and each applicable listing is to be used to determined eligibility for Reservists who perform duty for this period of time; added Section 8 (CRITICAL STAFFING SHORTAGE(S) listing to be used for the period of 1 Feb 10 to 31 Dec 10)
7 Jan 11	Corrected Section 8 “CRITICAL STAFFING SHORTAGE(S)” listing (1 Feb 10 to 31 Dec 10) that was in inadvertently placed in the Guide and replaced it with the previous Section 8 listing that was in the Guide effective 1 Feb 10.
7 Jan 11	Added Question and Answer 31 thru 35 to the Q&A section of the Guide.
7 Jan 11	Advised that all references to the governing legislation on this matter expiring 31 Dec 10 are for a point of historical reference and aren’t changed at this time, even though the legislation may be extended beyond the initial sundown date of 31 Dec 10.
7 Jan 11	Issued Revised Guide that superseded all previous Guides.
1 Jan 12	Issued Revised Guide that contained Critical Staffing Shortage(s) Listing for the period of 1 January 2012 to 31 December 2012.

## **PROGRAM POINTS OF CONTACT**

For questions or inquiries please have Unit Reserve members contact their Unit Career Assistance Advisor (CAA). Individual Mobilization Augmentees (IMAs) should contact their Program Manager (PM) or the Readiness Management Group (RMG).

MPSs, CAAs, PMs, RMG, and RPOs may address questions and concerns to the Command points of contact below:

HQ AFRC/A1    CMSgt Gerald Bynum, DSN 497-0388; 800-223-1784 extension 497-0388  
                  SMSgt Jacqueline Royster, DSN 497-0258; 800-223-1784 extension 497-0258

HQ AFRC/FM    Ms Betty Kuhn, DSN 497-1442; 800-223-1784 extension 327-1442  
                  Ms Penny Meredith, DSN 497-1435; 800-223-1784 extension 327-1435

## SECTION 2



### DEPARTMENT OF THE AIR FORCE

AIR FORCE RESERVE COMMAND

MEMORANDUM FOR UNITS FM/FMA  
NAFs/FM  
ARPC/FM  
HQ USAF/RECB

17 Nov 08

FROM: HQ AFRC/FMA  
155 Richard Ray Blvd  
Robins AFB GA 31098-1635

SUBJECT: Emergency and Special Program Code (ESP) IH for IDT Travel (PIM 09-003)

1. HQ AFRC/FM has established ESP code IH to identify the costs associated with Inactive Duty Training (IDT) travel. AF/RE has approved payment of IDT travel reimbursements to eligible Reserve members. Reimbursements may be granted to members who perform UTAs, RMPs, AFTPs, and GTPs. Reimbursement eligibility is limited to members impacted by BRAC, PBD 720 and critical DAFSCs that are selected based on command manning levels, hard to fill career fields, and mission capability rates. Official guidance including a list of the eligible career fields was issued 14 August 2008 by HQ AFRC/A1 and is attached.

2. Members may request reimbursement of IDT travel expenses incurred from 14 August 2008 until 31 December 2010. This entitlement will terminate as of 31 December 2010. To qualify for the IDT Travel Reimbursement entitlement, reserve members must meet the DAFSC limitations and be required to travel 150 miles one way to their assigned duty station.

3. Form 1610, Request and Authorization for TDY Travel of DoD Personnel will be used to direct IDT travel outside the normal commute area. Until AROWS-R is modified to generate this order type with the required remarks, the following statements must be added to the Form 1610:

“IAW sec 631 of FY08 NDAA 37USC, 408a, IDT TRAVEL OUTSIDE NORMAL COMMUTE: Traveler has been identified as being in a skill designated as critically short, is assigned to a unit with critical staffing shortages, in a pay grade with a critical staffing shortage, assigned to a unit or position that is disestablished or relocated due to BRAC or other force structure reallocation. Member resides outside the commuting area at least 150 miles or more, one way, as determined by DTOD.

Member is authorized travel expenses (actual expense) NTE \$300 for travel to and from Inactive Duty Training according to JFTR, Paragraph U7160. Authorization for this entitlement effective for travel incurred on/after 14 Aug 2008.”

Upon arrival at the duty station, the member is directed to lodge with assigned unit.

The member will follow normal travel voucher submission procedures to claim reimbursement of the IDT travel costs for actual expense, using DD Form 1351-3. The reimbursement is limited to \$300 per round trip and only 12 reimbursements per year are authorized. Reimbursement is limited to transportation, lodging and meals (U7160 C).

4. The RPA project / subprojects to be used for IDT travel are 721.17 for Officers and 721.18 for enlisted members.

5. The command POCs for IDT travel guidance is Ms Penny Meredith, AFRC/FMFS, DSN 497-1435, Ms Betty Kuhn, AFRC/FMF, DSN 497-1442, Mr. Earnest Sowell, AFRC/A1K, DSN 497-0390, SMSgt Malinda Price, AFRC/A1K, DSN 497-0388, and Ms Marla Fountain, AFRC/FMARB, DSN 497-1434.

//ORIGINAL SIGNED BY//  
NAOMI P. CLARK  
Acting Chief, Financial Analysis Division  
Financial Management

1 Attachment  
AFRC IDT Official Guidance dtd 14 Aug 08

## **SECTION 3**

### **HQ AFRC/A1/FM IDT Travel Guidance**

AF/RE has approved payment of IDT Travel Reimbursement to members of the Selected Reserve in accordance with the following provisions:

NOTE: Member's selected may be reimbursed for IDT Travel expenses incurred on or after 14 Aug 08. IDT travel reimbursement may be granted to eligible member's who perform UTAs, RMPs, AFTPs, and GTPs.

**CRITICAL DAFSCs IDT Travel Reimbursement.** Reimbursement may be granted to those Reservists assigned to BRAC or programmatic locations (to include PBD 720 impacted IMAs/organizations) who continue to serve in the Selected Reserve of the Ready Reserve, irrespective of their new duty station, as long as they reside outside the defined commuting limits of their duty station in accordance with Section 631 of the FY08 NDAA, 37 USC SECTION 408A, enacted on 28 January 08 (i.e., 150 miles one way from their duty station at their new locale).

NOTE: Member's selected may be reimbursed for IDT Travel expenses incurred on or after 14 Aug 08.

In order for Reservists to be eligible for this portion of the IDT Travel Reimbursement entitlement, members must possess (hold) the identified officer/enlisted Air Force Specialty (AFS) and reside outside the defined commuting limits, as designated in the legislation authorizing this entitlement (i.e., 150 miles one way from their duty station)

For members whose DAFSC is on the CRITICAL DAFSCs listing (Section 5), initial eligibility will be validated by the HQ AFRC/A1 staff through the use of the BRAC, Programmatic, and PBD 720 Clearinghouse data base. The listing of the BRAC, Programmatic and PBD 720 IDT TRAVEL REIMBURSEMENT eligible will be provided to all wings, the RMG, Military Personnel Flights (MPFs) and Financial Management (FM) offices for their use in assisting local unit commanders in identifying their potential eligible personnel.

**CRITICAL STAFFING SHORTAGE(S) IDT Travel Reimbursement.** Reimbursement may be granted to Reservists assigned to a unit of the Selected Reserve with a critical manpower shortage (i.e., "Critical Staffing Shortages"). IMAs are considered potentially eligible, even if assigned/attached to a RegAF unit as their duty station.

NOTE: Member's selected may be reimbursed for IDT Travel expenses incurred on or after 14 Aug 08.

In order for Reservists to be eligible for this portion of the IDT Travel Reimbursement entitlement: Member's must possess (hold) the identified officer/enlisted Air Force Specialty (AFS); and reside outside the defined commuting limits, as designated in the legislation authorizing this entitlement, i.e., 150 miles one way from their duty station.

For members whose DAFSC is on the CRITICAL STAFFING SHORTAGE(S) listing, initial eligibility will be validated by the MPF and Unit Commander of the assigned member via determination of the assigned duty position to which the member is assigned (i.e., member must possess (hold) the identified officer/enlisted Air Force Specialty (AFS) of one of the DAFSCs on the CRITICAL STAFFING SHORTAGE(S) listing authorized for use with this initiative).

The CRITICAL STAFFING SHORTAGE(S) listings found within this guide are effective for separate and distinct periods (i.e., 14 Aug 08 to 31 Jan 09, 1 Feb 09 to 31 Jan 10, etc.) and each applicable listing is to be used to determine eligibility for Reservists who perform duty for this period of time.

### **IDT Travel Reimbursement Payment Procedures**

IDT TRAVEL REIMBURSEMENT will be paid as actual reimbursable expenses based on actual authorized costs not to exceed \$300.00 per IDT round trip travel.

Members will be limited to 12 roundtrip IDT TRAVEL REIMBURSEMENTS per Fiscal Year (FY).

### **Preparation of Travel Orders**

IDT Travel Outside Normal Commute will be accomplished using DD Form 1610, Request and Authorization for TDY Travel of DoD Personnel. Until such time that AROWS-R can be modified to generate this type order with the applicable references and travel estimates, you will accomplish them in AROWS-R using the following instructions:

This order will be prepared as you would normally prepare an order for IDT travel with the following exceptions:

- a. In item 11 (Itinerary) of the DD Form 1610, the "FROM" and "RETURN TO" will contain the member's place of residence as shown in MILPDS
- b. In item 16 (Remarks) will include all routine remarks normally required on an IDT TDY order. In addition to those remarks, include the following;

"IAW sec 631 of FY08 NDAA 37USC, 408a, IDT TRAVEL OUTSIDE NORMAL COMMUTE: Traveler has been identified as being in a skill designated as critically short, is assigned to a unit with critical staffing shortages, in a pay grade with a critical staffing shortage, assigned to a unit or position that is disestablished or relocated due to BRAC or other force structure reallocation. Member resides outside the commuting area at least 150 miles or more, one way, as determined by DTOD".

Member is authorized travel expenses (actual expense) NTE \$300 for travel to and from Inactive Duty Training according to JFTR, Paragraph U7160. Authorization for this entitlement effective for travel incurred on/after 14 Aug 2008.



**NOTE:** Upon completion of IDT travel. The member will follow their normal travel voucher submission procedures, i.e., submission of the travel voucher with accompanying supporting documents are to be provided to the applicable servicing financial travel voucher processing agency for payment, etc. reimbursable payment not to exceed \$300.00.

## **SECTION 4**

### **FREQUENTLY ASKED QUESTIONS AND ANSWERS**

Q1: Who approved the IDT Travel Reimbursement program?

A1: Congress approved IDT Travel Reimbursement program as part of the FY08 NDAA, specifically Public Law 110-181.

Q2: Why was this program approved?

A2: the IDT Travel Reimbursement program was enacted to assist Reserve component members, adversely impacted by BRAC, Programmatic and PBD 720 type actions; who possess "Critical AFSCs" and elect to remain active participants in the Selected Reserve at new duty stations outside of their normally defined commuting distance.

Q3: Who is this reimbursement limited to?

A3: Reserve members impacted by BRAC, Programmatic, and PBD 720 actions or assigned to "Critical Staffing Shortages" defined DAFSCs.

Q4: Reserve members who travel 150 miles or more and stay overnight can deduct their travel expenses or will they just get paid? Essentially, how will members get reimbursed?

A4: If a member incurs an expense for lodging on the way to and/or from the IDT location, the expense must be claimed for reimbursement (room charge and taxes) on the DD Form 1351-3. Lodging expense is limited to the rate for the area concerned.

NOTE: For this entitlement, member will not claim reimbursement for any lodging expenses once they arrive at the IDT location.

Q5: At what rate will members be reimbursed for? (i.e., 50 cents per mile, plus meals and lodging)

A5: There is no "rate". Reimbursement is based on "actual expense" and is limited to transportation, lodging and meals. Receipts are required for lodging expenses claimed and any expense \$75 or more.

Q6: What is the maximum amount of reimbursement for members?

A6: \$300.00

Q7: Will members be reimbursed for round trips to attend UTA for travel just one way?

A7: Members will be reimbursed for round trip travel up to \$300.00.

Q8: Is it correct that members will only be reimbursed for up to 12 IDT travel trips per year that are not MPA or RPA? Will there be a certain number of IDT travel trips per quarter?

A8: Yes; no.

Q9: If a member does a UTA from 9-10 January for example, will they be reimbursed for this one trip?

A9: Yes.

Q10: Will the IDT travel reimbursement program terminate on 31 Dec 2010?

A10: Yes. The current governing legislation on IDT Travel Reimbursement is scheduled to expire on 31 Dec 2010, unless further extended beyond that date by Congress.

Q11: Where can people go for more information to see if they are eligible?

A11: Reservists may contact their servicing Reserve Military Personnel Flight (MPF) for unit assigned personnel; Readiness Management Group (RMG)/Program Manager (PM) for IMAs. Additionally, IDT Travel Reimbursement guidance may be obtained through your Reserve finance office.

Q12: What are the BRAC locations eligible?

A12: The BRAC, Programmatic and PBD 720 locations are varied. The assigned members impacted by these actions have been identified by the AFRC/A1 staff and provided to the Reserve MPFs/RPOs and the RMG/DP staff for their use in assisting commander's in identifying potential eligible personnel.

Q13: Will the critical AFSC list be updated periodically?

A13: Yes, each year by 1 Feb until expiration of the governing legislation.

Q14: Is the IDT Travel Reimbursement program applicable to IMAs?

A14: Yes.

Q15: Are members of the PIRR eligible for this program?

A15: No.

Q16: Is there a need/requirement to obtain policy letters from RegAF installation commander's concerning what is the commuting area?

A16: No. The member must reside 150 miles or more from their duty station to be potentially eligible for this program, irrespective of the normally established installation commander defined commuting area.

Q17: Can members file travel vouchers from Aug 08?

A17: Reservists are eligible to file travel vouchers for duty performed on or after 14 Aug 08.

Q18: Can a member do an absence of receipt form if they lost the receipt?

A18: Receipts are required for:

- 1.) Lodging expenses regardless of amount and
- 2.) Expenditures of \$75 or more

The receipt must show when specific services were rendered or articles purchased and the unit price.

Lost Receipts: If receipts are impracticable to obtain or have been inadvertently lost or destroyed, a statement explaining the circumstances must be furnished. For lodging, a statement must include the name and address of the lodging facility, the dates the lodging was obtained, whether or not others shared the room, and the cost incurred.

Q19: Since lodging is supposed to be part of the expense, how does that play into the \$300 limitation? If the room is \$50, does this mean (even though the member doesn't pay out of pocket) that is part of the \$300 or is it excluded, many members are lodged off base at an expense in excess of \$150?

A19: The IDT Travel Reimbursement is for actual expenses incurred for travel to and from the IDT location. Thus, if a member does not pay for lodging (has no out of pocket lodging expenses); the member is not entitled to lodging reimbursement.

Q20: Reserve members who catch Airlift (military aircraft) to attend IDT. Some members that catch the Airlift (military aircraft) drive the 150 plus miles to the Airlift (military aircraft) origination site. How would this affect these members potential entitlement?

A20: The IDT Travel Reimbursement program does not allow for the claim of mileage. There would be no entitlement for mileage or air travel provided on Airlift (military aircraft). You are allowed to claim expense for transportation from home to terminal and return. Example: Gas purchased or taxi expense to travel from home to terminal and return from terminal to home.

Q21: How does this program apply to Hawaii and Guam? Some of the distances from several islands are less than the 150 mile requirement but in order to get from the island to the duty station, the member must fly. Are all the islands exempt from the 150 miles for Hickam and Andersen AFBs?

A21: No. The governing legislation does not allow for the exemption in question.

Q22: What items can be reimbursed?

A22: Actual expenses for gas, oil, meals (excluding alcoholic beverages) and lodging. Lodging reimbursement for en route to the duty and returning home. NOTE: IDT lodging is handled separately.

Q23: How do we file for reimbursement?

A23: Use DD Form 1351-3, Statement of Actual Expense. Attach a copy of your DD Form 1610, Request and Authorization for TDY Travel of DoD Personnel.

Q24: The DD Form 1351-3 does not have a specified block for entering a member's e-mail address, telephone number, or split disbursement amount. How do I include this information?

A24: Print or type this information in the body of the form, just below the last entry for your expenses.

Q25: Is there a reference which supports the travel reimbursement for IDT outside normal commute?

A25: Yes, Joint Federal Travel Regulation, para. U7160. Effective date of this entitlement for Air Force Reserve personnel is 14 Aug 08.

## Joint Federal Travel Regulation (JFTR)

### U7160 INACTIVE DUTY TRAINING OUTSIDE NORMAL COMMUTING DISTANCE

*\*Effective for travel that occurs on/after 20 March 2008 or on/after the Service implementation date, whichever comes later, through and including 31 December 2010.*

A. General. The Secretary Concerned may authorize reimbursement to an eligible member of the Selected Reserve of the Ready Reserve for travel and transportation-related expenses for travel to an inactive duty training location (assigned unit – designated post of duty) to perform inactive duty training when the member is required to commute outside the local commuting distance. For para. U7160, ‘outside the local commuting distance’ is defined as the local travel area as prescribed under para. U3500, but not less than 150 miles one-way by DTOD.

B. Eligible Member. A member of the Selected Reserve of the Ready Reserve (and not just any Reserve Component member) must be:

1. Qualified in a skill designated as critically short by the Secretary Concerned;
2. Assigned to a unit of the Selected Reserve with a critical staffing shortage, or in a pay grade in the member’s Reserve Component with a critical staffing shortage; or
3. Assigned to a unit or position that is disestablished or relocated as a result of Defense BRAC or other force structure reallocation.

C. Reimbursement. The following travel and transportation expenses for travel to and from an inactive duty training location to perform inactive duty training may be reimbursed, *NTE a total of \$300 for each round trip.*

1. Transportation. When commercial transportation is used, reimbursement is authorized for the actual cost of the transportation used to include the transportation cost between home and the terminal and between the terminal and the training location. When POC is used, reimbursement is authorized for the actual expense incurred (gas; oil; highway, bridge, and tunnel tolls; parking fees; and other necessary expenses incurred incident to such travel). *NOTE: Payment may not be on a commuted basis, such as a mileage allowance for transportation costs.*

2. Lodging and Meals. The actual cost of the member’s lodging (including taxes (see *NOTE*), tips, and service charges) and actual cost of meals (including taxes and tips, but not including alcoholic beverages) may be reimbursed up to the per diem rate for the area concerned.

*NOTE:*

1. *The maximum amount allowed for CONUS or non-foreign OCONUS area lodging does not include an amount for lodging tax. Tax on a CONUS or non-foreign OCONUS area lodging is a separately reimbursable miscellaneous travel expense except when MALT PLUS for POC travel is paid.*

Q26: What DAFSCs listing should be used for the period 14 Aug 08 to 31 Jan 09?

A26: The DAFSCs listing to be used for the period of 14 Aug 08 to 31 Jan 09 are the “CRITICAL AFSCs” listing, i.e., BRAC/PBD 720 listing which is to be effective (used) for the duration of this program; and the “CRITICAL STAFFING SHORTAGE(S)” listing identified as the “14 Aug 08 to 31 Jan 09” listing.

Q27: Is there a separate “CRITICAL STAFFING SHORTAGE(S)” listing to be used for the period of 14 Aug 08 to 31 Jan 09 and 1 Feb 09 to 31 Jan 10?

A27: Yes. There are two separate and distinct listings that are effective only for the period of time that are identified on the listings, i.e., Reservists that perform duty during the period of 14 Aug 08 to 31 Jan 09, must be performing duty in a DAFSC listed on the “CRITICAL STAFFING SHORTAGE(S) listing for that period of time; Reservists that perform duty during the period of 1 Feb 09 to 31 Jan 10, must be performing duty in a DAFSC listed on the “CRITICAL STAFFING SHORTAGE(S) listing for that period of time.

Q28: Is there a different “CRITICAL DAFSCs” listing (BRAC/PBD 720) for the period of 14 Aug 08 to 31 Jan 09 and 1 Feb 09 to 31 Jan 10?

A28: No. The “CRITICAL DAFSCs” listing will remain the same during the entire duration of this program.

Q29: If a Reservist performed duty in Jan 09 and failed to submit their travel voucher until after 1 Feb 09, which “CRITICAL DAFSCs” listing should I use to verify whether or not their DAFSC is eligible for IDT Travel reimbursement entitlement?

A29: Irrespective of when the member files their travel voucher, their eligibility to the entitlement is based on when the duty was performed. You **are to use the “CRITICAL STAFFING SHORTAGE(S)” listing that is in effect at the time of the performance of the duty and the travel associated with the duty performed,** not when the member actually submits the travel voucher.

Q30: If a Reservist performed duty in Jan 09 and failed to submit their travel voucher until after 1 Feb 09, which “CRITICAL DAFSCs” listing should I use to verify whether or not their eligible for the IDT Travel reimbursement entitlement?

A30: Irrespective of when the member files their travel voucher, their eligibility to the entitlement is based on when the duty was performed. The “CRITICAL DAFSCs” (BRAC/PBD 720 ) listing will remain the same during the entire duration of this program; thus, you are to use the same “CRITICAL DAFSCs” listing, irrespective of the date of the performance of the duty and the travel associated with the duty performed. This will remain in effect to the end date of the legislation approving this program, 31 Dec 10.

Q31: Why is the Command still speaking to the governing legislation on this matter as expiring 31 Dec 10 versus 4 Mar 11?

A31: The Command’s references to the governing legislation on this matter expiring 31 Dec 10 are for a point of historical reference and the basis for not changing it at this time, even though the legislation may be extended beyond the initial sundown date of 31 Dec 10.

Q32: Is the IDT Travel Reimbursement Program legislation set to expire 31 Dec 10? What happens once the legislation expires 31 Dec 10?

A32: Yes. Currently a Continuing Resolution Appropriation (CRA) has extended the governing legislation to 4 Mar 11.

Q33: Why is the IDT Travel Reimbursement reflected as expiring 4 Mar 11?

A33: Since the CRA only approved continuance of the legislation until 4 Mar 11, the maximum duration of the program at this time (**7 Jan 11**) cannot exceed that date (4 Mar 11).

Q34: What happens if the legislation is extended beyond 4 Mar 11?

A34: Per AF/RE approval, the Command's program will be continued to at least the date of 31 Dec 11 or a lesser date, if the governing legislation so specifies, i.e., governing legislation specifies an expiration of 31 Jul 11, the command's program will expire 31 Jul 11

Q35: What happens if the legislation is not extended beyond 4 Mar 11?

A35: The Command's IDT Travel Reimbursement program will expire on 4 Mar 11 as well.

## SECTION 5

### **CRITICAL DAFSCs LISTING**

Definition: Critical DAFSCs are selected based on Command manning levels, traditionally hard to fill career fields, and mission capability rates affecting SORTS Readiness; Mission Capable Rate (MCR) of less than 75 percent.

#### OFFICER

16G  
32E  
40C  
42S  
46P  
48G  
65F

#### ENLISTED

1C0	3A0	4V0
1N0	3C0	5J0
1S0	3C1	6F0
2A3	3E4	8F0
2A5	3E5	
2A6	3E6	
2G0	3E7	
2R0	3N0	
2R1	3S2	



## SECTION 6

### **CRITICAL STAFFING SHORTAGE(S) LISTING (Effective 14 August 2008 to 31 January 2009)**

Definition: Critical staffing shortage AFSCs are selected based on current mission needs of the Command and may be assigned to any Duty Air Force Specialty Code (DAFSC) manned Command-wide at less than 100 percent.

#### OFFICER

10C	12F	30C	43H	45S	48R
11B	12M	31P	43M	45U	51J
11E	12R	32E	43T	46A	63A
11F	12S	40C	44R	46F	64P
11H	13B	41A	44Y	46M	65F
11K	13D	42E	45A	46P	65W
11R	13M	42P	45B	47G	81T
11S	13S	42S	45E	47S	83R
11U	14N	43D	45G	48A	
12B	16G	43E	45N	48G	

#### ENLISTED

1A1	1C5	1T2	2R1	3E5	6F0
1A2	1C6	1W0	2W0	3E6	8A1
1A3	1C7	2A3	2W1	3E7	8B1
1A4	1N0	2A5	3A0	3E8	
1A6	1N1	2A6	3C0	3S1	
1A7	1N2	2A7	3C1	3S2	
1C0	1N4	2E0	3C3	4B0	
1C1	1N5	2E1	3E2	4J0	
1C3	1S0	2G0	3E3	5J0	
1C4	1T0	2R0	3E4	6C0	

## SECTION 7

### **CRITICAL STAFFING SHORTAGE(S) LISTING**

**(Effective 1 February 2009 to 31 January 2010)**

Definition: Critical staffing shortage AFSCs are selected based on current mission needs of the Command and may be assigned to any Duty Air Force Specialty Code (DAFSC) manned Command-wide at less than 100 percent.

#### OFFICER

10C	11U	13S	33S	44R	46P	83R
11B	12B	14N	35P	44Y	46S	86M
11E	12F	16F	38F	45A	47G	
11F	12G	16G	40C	45B	47S	
11G	12M	20C	41A	45N	48A	
11H	12R	21A	42E	45S	48G	
11K	12S	21R	42G	45U	48R	
11M	13B	30C	43D	46A	51J	
11R	13D	31P	43M	46F	52R	
11S	13M	32E	43T	46N	71S	

#### ENLISTED

1A0	1C6	2A0	2T1	3E3	3S3	5R0
1A1	1N0	2A3	2T2	3E4	4A0	6C0
1A2	1N1	2A5	2T3	3E5	4A1	6F0
1A3	1N2	2A6	2W0	3E6	4A2	7S0
1A4	1N3	2A7	2W1	3E8	4B0	8A1
1A6	1N4	2E1	3A0	3E9	4D0	8C0
1A7	1N5	2E2	3C0	3H0	4J0	8D0
1A8	1N6	2F0	3C1	3M0	4N0	8F0
1C0	1P0	2G0	3C2	3N0	4P0	
1C2	1S0	2R0	3C3	3P0	4T0	
1C3	1T0	2R1	3E0	3S0	4V0	
1C4	1T2	2S0	3E1	3S1	4Y0	
1C5	1W0	2T0	3E2	3S2	5J0	

## SECTION 8

### **CRITICAL STAFFING SHORTAGE(S) LISTING (Effective 1 February 2010 to 31 December 2010)**

Definition: Critical staffing shortage AFSCs are selected based on current mission needs of the Command and may be assigned to any Duty Air Force Specialty Code (DAFSC) manned Command-wide at less than 100 percent.

#### OFFICER

10C	12B	16F	42E	45U	52R
11B	12F	16G	43D	46A	64P
11E	12G	20C	43M	46F	
11F	12M	21A	43T	46P	
11G	12R	21R	44R	46S	
11H	12S	30C	44Y	47S	
11K	13B	31P	45A	48A	
11R	13D	32E	45B	48G	
11S	13S	40C	45N	48R	
11U	14N	41A	45S	51J	

#### ENLISTED

1A1	1C5	1P0	2M0	3S1	8F0
1A4	1C6	1T0	2R0	3S3	
1A6	1N0	1T2	2W0	5J0	
1A8	1N1	1U0	2W1	5R0	
1C1	1N2	1W0	2W2	6C0	
1C2	1N3	2A3	3D1	7S0	
1C3	1N4	2A5	3E3	8B0	
1C4	1N5	2A6	3E8	8D0	

## SECTION 9

### **CRITICAL STAFFING SHORTAGE(S) LISTING (Effective 1 January 2011 to 4 March 2011)**

Definition: Critical staffing shortage AFSCs are selected based on current mission needs of the Command and may be assigned to any Duty Air Force Specialty Code (DAFSC) manned Command-wide at less than 100 percent.

#### OFFICER

10C	11U	13S	32E	44R	46S
11B	12B	14N	40C	45A	47S
11E	12F	16F	41A	45B	48A
11F	12G	16G	42E	45N	48G
11G	12M	17C	43B	45S	48R
11H	12R	20C	43D	45U	51J
11K	12S	21A	43H	46A	52R
11M	12U	21R	43M	46F	61D
11R	13B	30C	43T	46N	64P
11S	13D	31P	44M	46P	

#### ENLISTED

1A1	1C7	1W0	2W2	8B0
1A4	1N0	2A3	3D1	8D0
1A6	1N1	2A6	3E6	8F0
1A8	1N3	2G0	3E8	
1C2	1N5	2M0	3S3	
1C4	1T0	2R0	5J0	
1C5	1T2	2W0	6C0	
1C6	1U0	2W1	7S0	

## SECTION 10

### **CRITICAL STAFFING SHORTAGE(S) LISTING (Effective 1 January 2012 to 31 December 2012)**

Definition: Critical staffing shortage AFSCs are selected based on current mission needs of the Command and may be assigned to any Duty Air Force Specialty Code (DAFSC) manned Command-wide at less than 100 percent.

#### OFFICER

11B	12B	14N	43T	46N	64P
11E	12F	16F	44M	46P	
11F	12G	16G	44R	46S	
11G	12M	21A	45A	47S	
11H	12R	21R	45B	48A	
11K	12S	32E	45N	48G	
11M	12U	41A	45S	48R	
11R	13B	43B	45U	51J	
11S	13D	43H	46A	52R	
11U	13S	43M	46F	61D	

#### ENLISTED

1A1	1C6	2A3	3S3
1A4	1N0	2G0	5J0
1A8	1N1	2M0	6C0
1B4	1N2	2R0	7S0
1C1	1N3	2W0	8B0
1C2	1N4	2W1	8D0
1C4	1T2	2W2	8F0
1C5	1W0	3E8	



**U.S. AIR FORCE**