



DEPARTMENT OF THE AIR FORCE
355TH FIGHTER WING (ACC)
DAVIS-MONTHAN AIR FORCE BASE ARIZONA

08 JUL 2010

MEMORANDUM FOR ALL UNITS, STAFF AGENCIES AND TENANT UNITS

FROM: 355 FW/CC

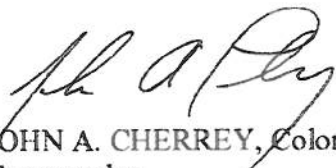
SUBJECT: 355th Fighter Wing Policy Letter – Alternative Dispute Resolution (ADR)

1. Per AFI 51-1201, *Alternative Dispute Resolution Process and Workplace Disputes*, the Air Force approved the implementation of mediation as an enhancement initiative to resolve disputes. It is Air Force policy to voluntarily use ADR to the maximum extent possible to resolve workplace disputes as the fastest and least expensive method possible. I strongly support the voluntary use of ADR to facilitate resolution of workplace disputes. ADR is intended to provide rapid resolution to problems, avoid costs and lost time resulting from the use of formal complaint systems, and contribute to a more positive resolution of disputes.

2. Unresolved conflicts can have a devastating effect on the individual and the mission. Maintaining a productive work environment where disputes are quickly resolved is essential to good order and discipline. At times a neutral third party can assist with resolving disputes. Some conflicts are appropriate for mediation, while others are not. Whenever appropriate, the ADR Champion will recommend and provide mediation if all parties are willing. Davis-Monthan AFB has a cadre of trained mediators who will discuss with the parties their respective positions, the strengths and weaknesses of those positions, and possible resolutions. The ADR Champion will encourage the parties to assess how their interests would be affected by a settlement and to consider the possible economy of settlement versus the costs of traditional dispute procedures.

3. I want all military and civilian employees to know I strongly support this initiative and highly encourage the use of ADR in resolving workplace disputes. I am firmly committed to using alternative methods for resolving disputes in our activities. The ADR Program benefits all Davis-Monthan Air Force Base organizations and tenant units. There is an installation ADR Program in place to implement this vital program. Accordingly, in order to maximize the voluntary settlement of our differences, I urge commanders, supervisors and managers at all levels to review their dispute resolution processes and implement the use of mediation where appropriate.

4. Contact the 355th Fighter Wing ADR Manager, Ms. Barbara Dycus, at 228-5509 for more information. The ADR office of primary responsibility is 355 FW/EO.


JOHN A. CHERREY, Colonel, USAF
Commander