

Attachment 5 – IR Sample AF 224 for E-8/E-9

RECOMMENDATION AND AUTHORIZATION FOR PROMOTION OF AIRMAN AS RESERVE OF THE AIR FORCE			DATE OF REQUEST <i>date</i>
PRIVACY ACT STATEMENT			
AUTHORITY: 10 U.S.C. 8013, Secretary of the Air Force; as implemented by Air Force Instruction 36-2608, and Executive Order 9397 (SSN), as amended. PURPOSE: Documents Reserve Enlisted Airmen's promotion to the next higher grade. ROUTINE USES: Generally permitted under 5 U.S.C. 552a(b) of the Privacy Act. May specifically be disclosed outside DoD as a routine use pursuant to 5 U.S.C 552a(b)(3). DoD 'Blanket Routine Uses' apply. DISCLOSURE: Voluntary. Failure to provide SSN may result in timeliness of positive identification.			
SECTION I. REQUEST			
THRU: (MPF) MPS MAILING ADDRESS NAME (Last, First, Middle Initial)	TO: AFRC/CC 155 RICHARD RAY BLVD ROBINS AFB GA 31098-1635	FROM: (Unit) NOMINEE'S UNIT MAILING ADDRESS	
NOMINEE'S NAME	CURRENT GRADE	SSN	
TO BE COMPLETED BY RECOMMENDING OFFICIAL: I certify that the above named individual has performed in an outstanding manner and is highly qualified and deserving of promotion. Member meets the Reserve participation requirements of the reserve section to which he/she is assigned. I further certify the member is eligible for promotion in accordance with AFI 36-2502, Table <u>8.2</u> , Rule <u>7 (E8) or 8 (E9)</u> .			
RECOMMENDED FOR PROMOTION TO (SMSgt or CMSgt) STEP II Promotion Cycle 2018 Overage Code L applies	TYPED NAME, GRADE, TITLE OF RECOMMENDING OFFICIAL NOMINEE'S COMMANDER	SIGNATURE Signature Required at time of nomination	
SECTION II. MEMBER PROMOTION DATA			
POSITION CONTROL NUMBER MPS completes all of Section II	AUTH AFSC	AUTH GRADE	CURRENT DATE OF RANK
PAFSC	PAY DATE	TEMSD (E-8 & E-9 only) FUNCTIONAL ACCT CODE TEMSD is PAYDATE	DATE QUALIFIED USAFSE/SNCOA (E-8 & E-9 only)
MPF CERTIFICATION			
I CERTIFY THAT THE ABOVE DATA IS CORRECT, MEMBER MEETS ELIGIBILITY REQUIREMENTS FOR PROMOTION.			
TYPED NAME AND GRADE OF PERS OFF OR RECORDS CUSTODIAN (E-7 or above) MPS POC Certifying Data	SIGNATURE Signature Required at time of nomination		
SECTION III. ACTION BY RECOMMENDING/APPROVING OFFICIAL (If required)			
ACTION AND DATE		TYPED NAME, GRADE, ORG, OF SQ COMMANDER	SIGNATURE OF SQ COMMANDER
RECOMMEND <input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	Date	Nominees Wing Commander or Equivalent for DRUs	Signature Required at time of nomination
ACTION AND DATE		TYPED NAME, GRADE, ORG, OF PROMOTION AUTHORITY	SIGNATURE OF PROMOTION AUTHORITY
<input type="checkbox"/> APPROVAL <input type="checkbox"/> DISAPPROVAL	Leave Blank	MARYANNE MILLER, Lt Gen, USAF Commander, Air Force Reserve Command	Leave Blank
SECTION IV. AUTHENTICATION			
RECOMMENDATION IS APPROVED AND PROMOTION IS EFFECTIVE ON <u>20181001</u> DOR TO BE COMPUTED IN ACCORDANCE WITH AFI 36-2604.			
DESIGNATION AND LOCATION OF HEADQUARTERS DEPARTMENT OF THE AIR FORCE HQ AIR RESERVE PERSONNEL CENTER BUCKLEY AFB CO 80011	RESERVE ORDER NO.	DATE OF ORDER	NEW DATE OF RANK
	LEAVE BLANK	LEAVE BLANK	20181001
DISTRIBUTION	FOR THE COMMANDER SIGNATURE ELEMENT OF ORDERS AUTHENTICATING OFFICIAL		
BC PLUS	BRIAN J. MARR, CMSgt, USAF Supt, Assignments Directorate		