



Helpful Websites

- [HQ RIO](#)
- [IR Guide](#)
- [myFSS](#)
- [MyVector](#)
- [HQ RIO Force Development Information](#)
- [HQ RIO Benefits & Entitlements Info](#)
- [HQ RIO Deployment Info](#)
- [HQ RIO Training Info](#)
- [HQ RIO Facebook](#)

Total Force Support Center (TFSC)

Comm: 210-565-0102; DSN: 665-0102
ARPC/JA
 arpc.ja.rio@us.af.mil
 Comm: 720-847-3277

Individual Reservist (IR) Guide & Quick Guides Links



RIO Detachment 6 Contact - MacDill AFB, FL

Information:
 DSN 968-5035 / Comm 813-828-5035
General Inquiries:
 rioret6@us.af.mil
Readiness:
 rioret6.readiness@us.af.mil
Assignments:
 rioret6forcemgmt@us.af.mil

OL - JB Langley-Eustis, VA
 DSN 574-5101 / Comm 757-764-5101
 HQRIO.Det6OL-JBLE@us.af.mil

OL - Hurlburt Field, FL
 DSN 579-2820 / Comm 850-884-2820
 rioret6OLHurlburt@us.af.mil

HQ RIO Mission, Vision & Commander's Interests

MISSION
 Provide, integrate & sustain ready IR forces globally

VISION
 One trusted team making it easy to serve

CC's INTEREST ITEMS
 Pay
 Orders
 Strategic Comms with IRs
 Standardization
 Education & Training

HQ RIO Det 6 Leadership Information

RIO Det 6 Commander
 Col Ricardo T. Baker
 DSN: 312.968.5035
 Comm: 813.828.5035
 ricardo.baker.1@us.af.mil

RIO Det 6 Senior Enlisted Leader:
 CMSgt Edna Gardner
 DSN: 968-5035
 Comm: 813-828-5035
 edna.gardner@us.af.mil

Important Dates

Newcomer's Orientation (AD CCs & Supervisors are welcome to attend) please email rioret6@us.af.mil to schedule	3rd Thursday of every month
Annual Tour (AT) orders request for the current FY via MyFSS	31-May
Reserve Personnel Appropriation (RPA) funding call will go out to Unit Reserve Coordinators (URCs) via email	End of May
Approved Inactive Duty Training (IDTs) Schedule in UTAPSWeb	15-Aug



Download the RIO Connect App Today!!

Officer & Enlisted SCODS

Individual Reservist (IR) Participation Requirements

Icon	Date	Rank	Frequency	Requirement	Notes
	28-Feb		5/31/2023 (Annual)	Retention/Retirement (R/R) Year Participation	Used to determine the IRs satisfactory years for the purpose of retirement * Must have 50 points for a satisfactory year
	31-May		7/31/2023 (Even years)	Fiscal Year (FY) Participation	Annual Tour (AT) & Inactive Duty Training (IDT) are mandatory for IRs to remain active in the billet occupied
Individual Reservist (IR) Participation Requirements by Reserve Section					
	31-Aug		9/30/2023 (Odd years)	Participation Code ME - (Intel & EPLOs)	48 periods Inactive Duty Training (IDT) 12-14 Annual Tour (AT) Days
	31-Oct		11/30/2023 (Even years)	Participation Code MC	24 periods Inactive Duty Training (IDT) 12-14 Annual Tour (AT) Days
			3/31/2023 (Even years)	Participation Code MX (Participating Individual Ready Reserve (PIRR)) - CAPUSAF	Does not have a FY AT/IDT requirement but are still required to maintain readiness

Officer & Enlisted Performance Reports		ADCON Responsibilities	
AB - TSgt	<u>DAF FORM 910</u>		
MSgt - SMSgt	<u>AF FORM 911</u>		
CMSgt	<u>AF FORM 716</u>		
2nd Lt - Col	<u>AF FORM 715</u>		
IAW DAFI 36-2406 Para 3.11.2, if an officer does not earn 16 points by the SCOD, submit an admin LOE for a gap report For questions regarding evaluations, please contact the AD FSS			
Retiring? Send all retirement applications to MSgt Clayton Cornell, RIO/TMC via MyRetirement in MyFSS If you have questions, contact Lt Col Joseph Legradi, joseph.legradi.1@us.af.mil		Pay/Travel 101	
Officer Promotions Visit "ARC Officer Promotions Home Page" via MyFSS <u>CY24 Board Schedule</u>		<u>AROWS-R</u>	AD supervisors will certify orders in AROWS-R (i.e AT, ADOS, MPA)
* Officers may be eligible for accelerated promotion after public release-- please see your Det for information		<u>UTAPSWeb</u>	AD Supervisors will approve Inactive Duty Training (IDTs) schedules & certify work in UTAPSWeb
IR Readiness Requirements		Travel Reimbursement via DTS or MyFSS	AD Supervisors will approve all travel vouchers/subvouchers (1351-2s) that require processing through MyFSS
Requirement	Where to Check?		RIO Det 6 will approve all Annual Tour (AT) authorizations/vouchers in DTS
Individual Medical Readiness	<u>IMR</u>		For IRs on Military Personnel Appropriation (MPA) days, IRs should be cross-org'd in DTS, and AD Supervisors should approve all authorizations/vouchers. Please see RIO Det 6 for further information
Labs	<u>IMR</u>		
PHA/PHAQ	<u>IMR</u>		
Dental	<u>IMR</u>		
Immunizations	<u>IMR</u>		
Body Composition Assessment	AD CSS		
Fitness	MyFitness		
Security Clearance	Check vMPF under Career Data Brief		
Family Care	AD 1st Sgt		
* IRs can also check ARCNet to access their readiness report Unit Reserve Coordinators (URCs) can pull readiness reports from ARCNet		1825 Rule	
IR Statuses		1825 Rule - Ref: DAFI 36-2619	FY22 NDAA, reservists are limited to active duty tour lengths of 1825 days (5 years) out of the previous 2190 days (6 years)
Annual Tour	Is the minimal period of active duty training Individual Reservists (IR) must perform each FY to satisfy training requirements	Individual Reservist (IR) need a 1825 waiver?	Individual Reservist (IR) who would exceed 1825 while performing duty in MPA status must process their waiver request via M4S through the active component MAJCOM/Agency.
Military Personnel Appropriation (MPA)	Used to support Active Component Mission	RIO Learning Experiences https://arpc-rio.learning-transformation.com/	
Reserve Personnel Appropriation (RPA)	Two Types: Active Duty for Training (ADT) used to supplement AT & IDT when additional training is needed Active Duty Operational Support (ADOS) provides direct support to Reserve programs	Tutorials to better support Active Duty Supervisors in leading their Individual Reservist (IR)!	
Inactive Duty (Points Only)	Four-hour period of unit of training or equivalent instruction, not to exceed two points per day.	AFI Quick Reference (best viewed in Google Chrome)	
Inactive Duty Training (IDTs)	Used to prepare Individual Reservists (IR) for full-time utilization or mobilization, which also includes performing OJT. Minimum 4 hour period IR may work up to 2 periods a day - 8 hour minimum -- if mission dictates longer duty day IR will only be credited for 2 periods a day	DAFI 36-2606 Reenlistments	DAFI 36-2907, Adverse Administrative Actions
		DAFMAN 36-2806, Awards & Decs	DAFI 36-2110, Total Force Assignments
		DAFMAN 36-2905 - Physical Fitness Program	DAFI 36-3003, Military Leave Program
		DAFI 36-2903, Dress & Appearance	DAFI 36-2406, Officer & Enlisted Evaluations
		DAFI 36-2110, Assignments	DAFI 36-3802, Force Support Readiness Programs
		DAFI 36-3211, Military Separations	DAFI 36-2502, Airman Promotion/Demotion Program
		AFI 36-3203, Service Retirements	DAFI 36-2501, Officer Promotions, Selective Continuations
		DAFMAN 36-2114 Management of the Air Force Reserve	AFMAN 36-2136 Reserve Personnel Participation
		DAFMAN 36-2032 - Military Recruiting & Accessions	AFI 36-3026, ID Cards V1
		DAFI 36-2670 - Total Force Development	DAFI 36-3026, ID Cards V2
		AFI 36-2504 Officer Promotion, Continuation and Selective Removal in the Reserve of the Air Force	
Combat-Proven Readiness for 75 Years...Transforming for the Future			