



U.S. AIR FORCE

# United States Air Force Reserve

*Integrity - Service - Excellence*

**HQ RIO**

**Installation Personnel Readiness**

## How to fill an Active Duty Deployment with an IMA



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**SMSgt Kevin Wilson**

*Fly, Fight and Win...*



- Global Force Management
- Find MPA days
- Fund Cite Authorization Letter (FCAL)
- E49(M4S)
- 938(AROWS-R)
- Statement of Understanding
- Move tasking from AD to RIO
- Create CED order



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# *Global Force Management*

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**GFM presents comprehensive insight into the global availability of U.S. military forces and provides senior decision makers a vehicle to quickly and accurately assess the impact and risk of proposed allocation, assignment, and apportionment changes outlined in various joint documents. GFM's primary role in supporting decision making is its integration of the processes of:**

- **Assignment - Forces assigned and available to the CCDR for normal operations**
- **Allocation - Forces temporarily transferred from CCDR or Service Secretary to another CCDR**
- **Apportionment - Forces available for planning**

**In simple terms, GFM is a process for vetting, reviewing, and prioritizing CCDR requirements that results in Service taskings ultimately leading to deployment of Air Force forces under the AEF construct**



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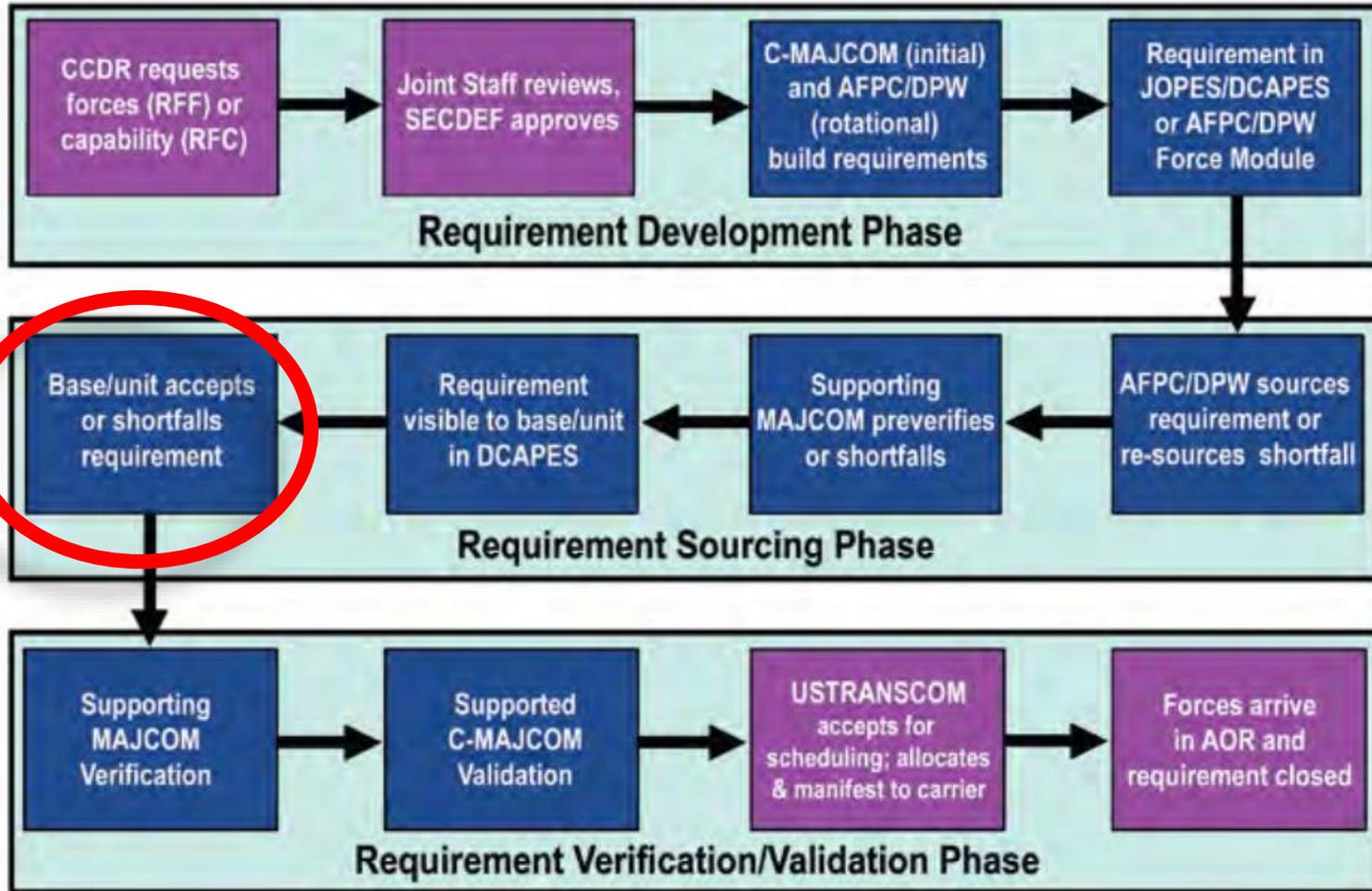
## *Global Force Management Allocation Plan*

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**Global Force Management Allocation Plan (GFMAP):** The GFMAP approves allocation and deployment of forces in support of CCDR rotational force requirements. The GFMAP provides a DoD-wide view of forces allocated to CCDRs **over the next two fiscal years**, in one year cycles.



# Requirement lifecycle

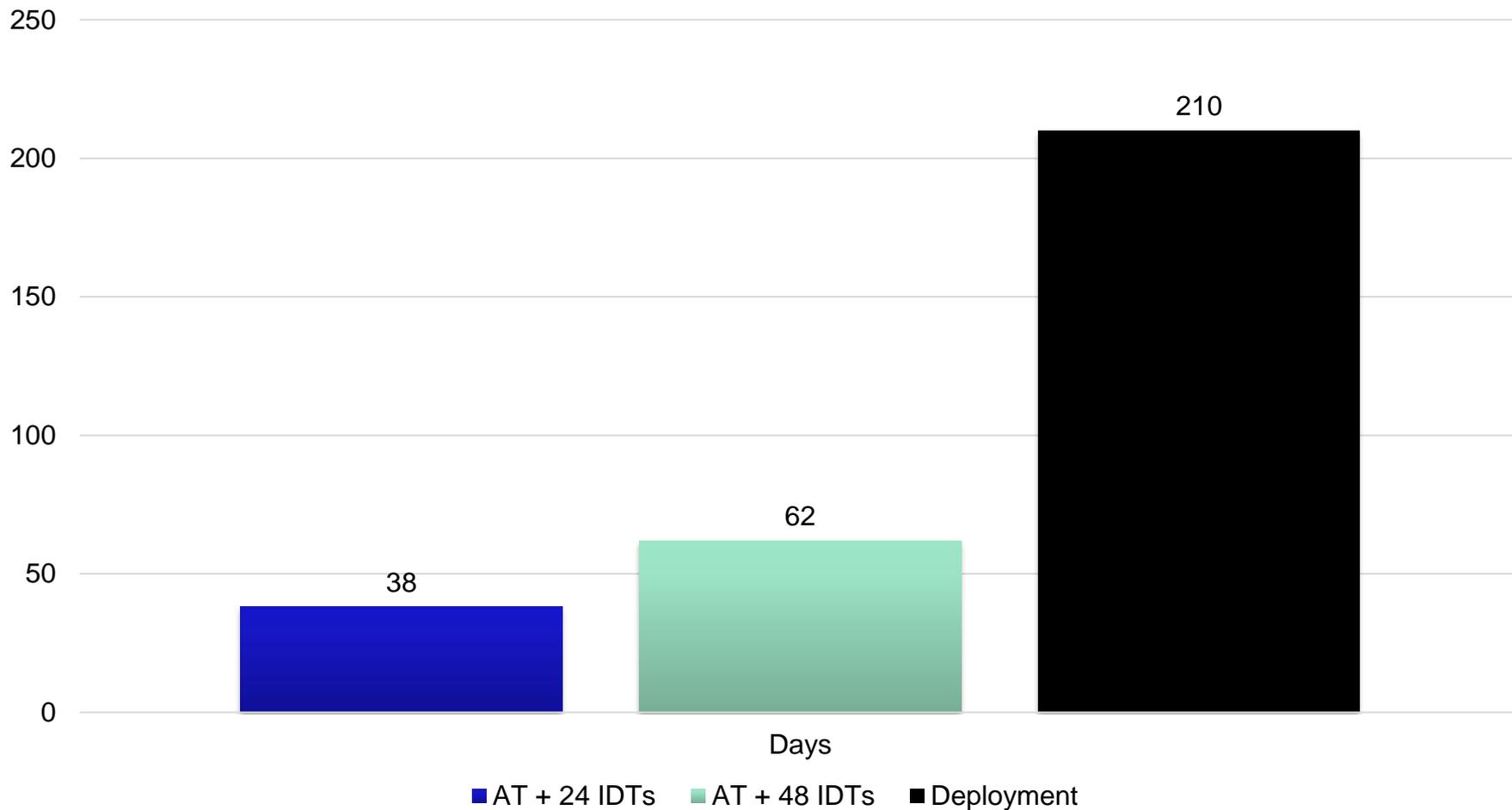




- IMAs are designed to be on orders for 12-14 AT days and 24 – 48 IDTs.
- A typical deployment is approximately 179 days plus 14 days R&R and the member is entitled to take any earned leave upon their return.
- For an IMA to take an Active Duty tasking, the AD unit will need to come up with the MPA days to cover all of this, along with any other pre-deployment out-processing requirements.

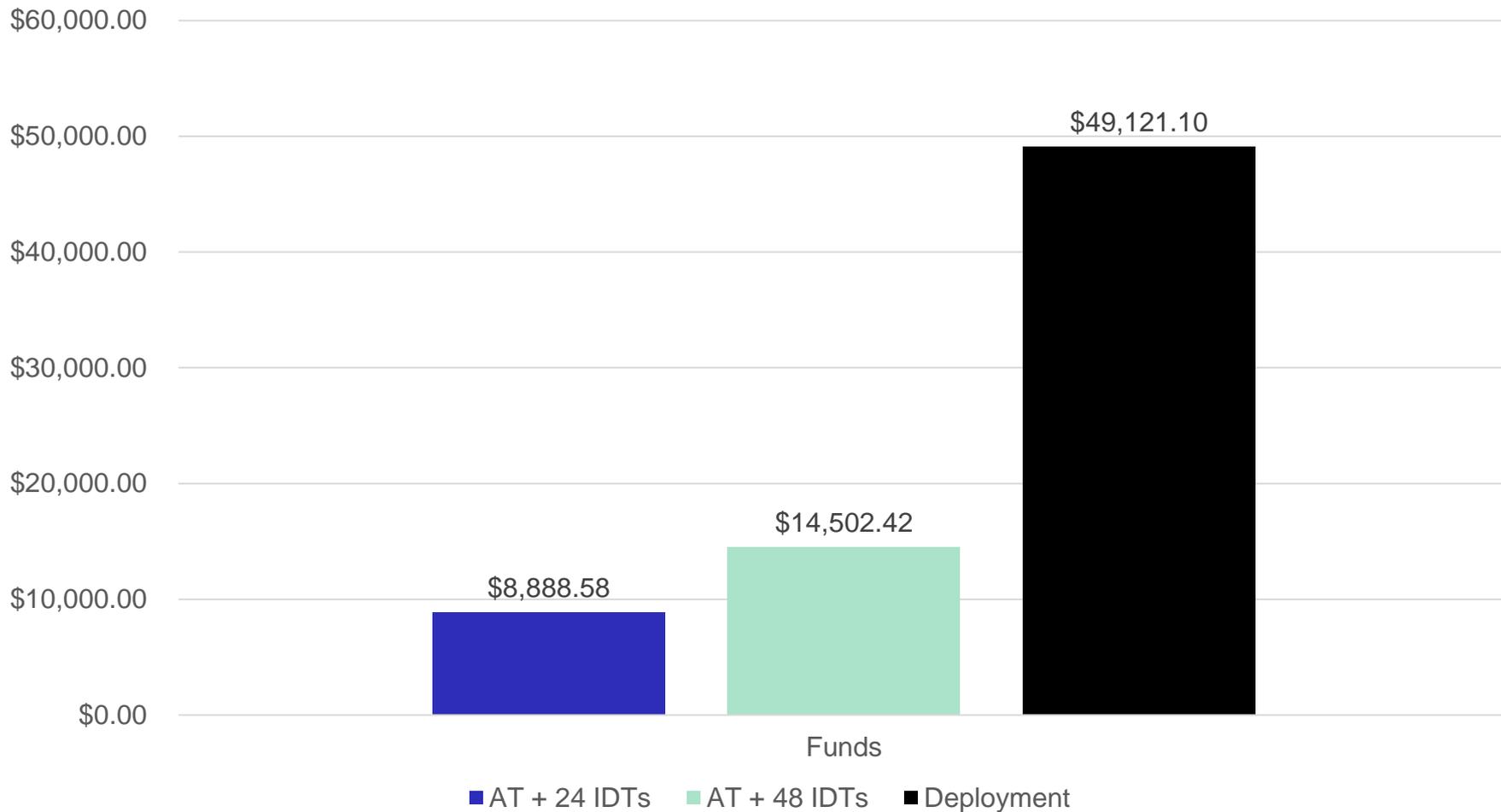


## IMA Participation





### Basic Pay for CPT w/ 10 years





# Fund Cite Authorization Letter

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MEMORANDUM FOR RIO

FROM: → AFSOC

SUBJECT: Authorization for Use of Fund Cite

1. Use of 210 Steady State Days from AFSOC funds are approved for Captain Snuffy for

his deployment to location, M4S Task ID:

a. Purpose: AEF Deployment

b. Additional Travel Purpose Notes: AEF Tasking to data masked

c. Travel Start Date: 1 Apr 12 # of Travel Days: 1 # of TDY Days: 210

d. Total Estimated Cost: \$1176.76

e. Government Lodging: Available. Member will be staying in.

f. Meal Rate: Meals provided at on-base Dining Facility.

g. M4S Number (if applicable): N/A

h. POV is authorized. Member will utilize POV to drive from home of record to AFB.

i. Rental Car is not authorized.

2. Fund Cite for Pay and Allowances:

3. Fund Cite for Travel:

Dept	FY	Approp	FCFY	OAC	OBAN	RCCC	EEIC	PEC	BA	ADSN	ESP		
57	9	3700	509	62	62	3AIR00	72713	59313F	01	387700	ZA		



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# Active Duty unit will create the E49 in M4S



Server Instance: cfusion

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# ■ Once the FCAL and E49 have been completed the 938 can be accomplished

Air Force Reserve Order Writing System [AROWS-R]  
Version: [1.92.0.0010](#) Server: P4 Page Refreshed At: 2022/02/22 17:54 EST  
Current Profile: ARPC SWC - HQ ARPC - ARPC SWC

count | Logout «Bottom»

Enter SSN:

Are you creating an order published outside of AROWS-R for the purpose of modifying or amending the order?  Yes  No

Select Order Type:

Create Application



# IR Volunteer Statement of Understanding

## IR Volunteer Statement of Understanding AEF, Non-AEF (with ULN) and Exercise (with ULN)

**DIRECTIONS:**

- Part I - Member completes
- Part II - UDM/unit completes
- Part III - Det/CC completes and emails completed package (SOU) to HQ RIO/IPR at [arpc.rio.ipr@us.af.mil](mailto:arpc.rio.ipr@us.af.mil)

**IMPORTANT: IRs are not authorized to participate in active flying or flying training while deployed unless a waiver is approved IAW AFI 11-401 table 2.2 (HQ RIO/IR HARM)**

**PART I - MEMBER INFORMATION**

Last	First	Middle	Rank	Social Security Number
_____				

Home Address (Before and During deployment)

Home Phone	Cell Phone	DSN Work Phone
_____		

Email address (both personal and work)

Attached Unit (where you perform duty)	Base and State	PAS Code
_____		

Duty AFSC

I am a volunteer to deploy in support of an Active Component requirement. I understand I must meet all IR readiness requirements before volunteering for this deployment; and that it is my responsibility to check my readiness level in ARCNET prior to my HQ RIO Detachment forwarding this request. I further understand that once I am assigned against a ULN for a specific deployment, that I am committed to that tasking. If I am unable to fill this requirement, I must notify my RegAF Commander who will be responsible for filling the tasking or submitting the reclama to AFPC/DPW. I must also notify my Detachment/CC and HQ RIO/IPR Staff. Initials \_\_\_\_\_

If selected for this deployment, I understand I may use any remaining IDT or annual tour days to complete ancillary training requirements associated with deployment. Furthermore, I understand I must depart from and return to my unit of attachment provided above. I understand that I will be afforded 2.5 days downtime for every 30 days deployed up to a maximum of 14 days. I understand this downtime will be taken within the established commuting area of unit of assignment, all in-processing activities will be completed during this time per current AFRC/CV Downtime policy. I understand the 14 days start immediately upon my return to U.S. Leave time is a separate entitlement. I acknowledge upon signing this SOU that I have read and understand Part I and will comply with all pre-deployment training requirements to include ancillary training prior to deployment. Initials \_\_\_\_\_

**ULN DRIVEN EXERCISE (Initial if this is an exercise ULN)**

If selected for an ULN driven exercise, I understand I may NOT use any remaining IDTs to participate in the exercise. Furthermore, I understand if I participate in an ULN driven exercise in IDT status I will pay my travel and per diem out of pocket. Unless exercise is at unit of assignment and member is in place, I will be departing from  home station or  home of residence for this exercise. Initial \_\_\_\_\_



# Deployment Responsibilities

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## HQ RIO

- Cut CED orders for **ALL** IR's
- Initiates Contingency Orders  
(AROWS-R orders are Title 10 orders for IR's to be paid, CED orders are for travel to and from AOR)
- Updates DPDRT (Deployment Discrepancy System)  
(Note: a discrepancy will count against the IR's tasking unit)

## AD Unit

- Equips- uniforms and equipment
- Schedules Pre-deployment training
- Schedules Transportation to AOR
- In and Out-Processing
- Move requirement to RIO
- Provide reason for DPDRT Discrepancy
- Submits Delayed Report
- Submits the reclama when an IR is unable to fill a requirement
- Track e-DRC/e-AFDF for IRs



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# ***Questions?***

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