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DEPARTMENT OF THE AIR FORCE
WASHINGTON, DC

OFFICE OF THE ASSISTANT SECRETARY

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MEMORANDUM FOR ALMAJCOM/CC
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USAFA/CC
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SUBJECT: Beddown Actions on Air Force Installations

Recently, an increasing number of organizations both in and out of the Department of Defense have sought to place new units or missions on Air Force installations. In some cases, actions have advanced far beyond the preliminary stage without HQ USAF or MAJCOM knowledge. In response to the changing global presence of our armed forces, there are initiatives at all levels of the Department of Defense and within the Services to realign forces both overseas and in the CONUS. We expect these actions to increase over the next several years. It is important that commanders at all levels remain engaged with other Services and combatant commands to ensure Air Force equities are protected, and immediately inform the MAJCOM and Air Staff of any proposal to place a new unit on an Air Force installation.

AFI 10-503, *Base Unit Beddown Program*, provides guidance on beddowns to include the requisite approval levels. Please remind your commanders of this AFI and also let them know that the earlier we become aware of these actions, the more likely we will be able to assist with the outcome in a way most favorable to the Air Force and the Department of Defense. Additionally, in light of the pending round of the Defense Base Closure and Realignment Commission, it is particularly important to be sensitive to actions that may create an improper impression of Air Force intentions. We ask you to closely monitor any basing or force structure initiatives in your commands. The SAF/IE and AF/IL staffs are ready to provide any assistance you or your staff may require.

Headquarters Air Force approval or concurrence with any proposed force structure moves, new mission beddowns, and any associated construction, does not in any manner insulate or affect an installation from receiving impartial, full and fair consideration for closure and realignment under BRAC 2005. Ongoing mission-related military construction and weapon system beddown processes that are critical to mission capability are assessed on their merits; they are not a means to nor will they BRAC-proof installations. Accordingly, beddown proponents should be candidly and fully apprised that subsequent Air Force and BRAC recommendations could adversely impact their plans.

As a beddown is considered, installations should comply with existing policy and directives on reimbursements. Quantifiable and directly attributable costs must be made part of the Interservice Support Agreement.

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