



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS UNITED STATES AIR FORCE



11 August 2003

MEMORANDUM FOR SEE DISTRIBUTION

FROM: SAF/IEBB

SUBJECT: 2005 Air Force Base Closure Questionnaire Development - ACTION
 MEMORANDUM

The attached draft questions represent an initial cut for the Air Force's first data call of the 2005 base closure process. The initial set of questions in this data call focus on a determination of capacity at an installation. These questions were initially developed by OSD, and have been reviewed by each of the major commands. Each MAJCOM had the opportunity to provide comments, and these comments have been included for your reference.

Your task, as a member of the Base Closure Working Group, is to review the questions in your area of expertise. During your review, you may either accept the question as written, re-write the question based on any associated MAJCOM comments, or recommend deletion of the question if the data requested is not absolutely necessary for the base closure process.

If a question is re-written or newly developed, keep in mind that it must be written so as to provide a quantitative response that would fit in the attached template format. Answers that require a narrative response are not acceptable.

Once you have determined the question is valid and necessary, then you must identify an auditable source for the answer. This source must be accessible to the individual required to answer the question at the base level. After your review, the questions must be coordinated with the AF Base Closure Executive Group (BCEG) member responsible for the questions assigned. The questions will be briefed to the BCEG for their approval this fall and then taken to OSD for inclusion into a larger OSD data call that includes questions from the other military departments.

To meet the requirement of an early October OSD data call, your review must be complete **NLT 5 September 2003**. Reviewed/revised questions and their appropriate sources should be returned to SAF/IEBB on a floppy disk using Microsoft Word.

My POCs for questions are: Lt Col Henry Polczer (General Questions) 692-9511, Mr Chuck Meshako (Environmental) 697-7758, and Ms Paula Loomis (Civil Engineering) 692-9514.


 Thomas Fleming, Colonel, USAF
 Chairman, Base Closure Working Group

Attachments:

1. Draft Questions
2. Question/Source Template

DISTRIBUTION:

See Attached List

DISTRIBUTION LIST:

1. AF/RE
2. NGB/CF
3. AF/DPP
4. SAF/IEI
5. SAF/IEE
6. SAF/GCN
7. AF/XPPL
8. AF/ILMM
9. SAF/FMCE
10. SAF/AQCA
11. AF/DPMP
12. AF/ILEPB
13. AF/XOO-RA

Sample Question/Source Template

X.X.X.X Which team won the 2001 NCAA Division One Men's Basketball National Championship?

Source: 2001 NCAA Official Results Guide, Chapter Three, Division One Men's Basketball results.