DCN: 1865

DEPARTMENT OF THE AIR FORCE

WASHINGTON, DC 20330-1000

OFFICE OF THE ASSISTANT SECRETARY

14 APR 2003

MEMORANDUM FOR ALMAJCOM/FOA/DRU
DISTRIBUTION C

FROM: SAF/IE
1665 Air Force Pentagon
Washington DC 20330-1665

SUBJECT: Coordination and Objectivity of BRAC 2005

As I noted in my 13 Jan 03 memorandum "Routing of BRAC 2005 Information and Communication," it is imperative that any internal or external Air Force communications that discuss or reference BRAC 2005, whether directly or indirectly, be appropriately staffed prior to release in any form. It is crucial to the credibility and effectiveness of the BRAC 2005 process that we neither intentionally nor inadvertently "publicize" this process. Accordingly, I reiterate the fundamental need to coordinate all such communications with SAF/IEB, or to process and release them in accordance with other approved procedures.

We must be sensitive that the BRAC law was enacted to establish an orderly and impartial decision process. We must scrupulously ensure in all contexts that our actions and communications are in fact and appearance consistent with the purpose and intent of the law. While the BRAC process does not occur in isolation, direct or veiled references to BRAC implications and potential repercussions in any communication should be avoided. If relevant and necessary to the communication, then BRAC references must be made in a factual and neutral manner.

Not every communication that refers to BRAC must be staffed through SAF/IEB. Presentations, response to questions, and other communications that simply impart factual information about the BRAC law and process, that are based upon and consistent with DoD BRAC public affairs guidance, or that are essentially identical to previously staffed and SAF/IEB approved communications do not need to be routed to SAF/IEB. Each level within the Air Force should ensure guidance is issued addressing this area, and that an office of primary responsibility is formally designated.

It is just as imperative to avoid using, or appearing to use, the BRAC 2005 process to unduly or improperly influence the actions of others as it is to attempt to influence, or create the perception of influencing, the viability of any military installation in the BRAC 2005 process. Questions related to this memorandum and issues can be referred to SAF/IEB at 703-697-7756 (DSN: 227-7756). Please ensure the widest possible dissemination of this memorandum.

NELSON F. GIBBS
Assistant Secretary
(Installations, Environment & Logistics)