

DATE

MEMORANDUM FOR CAREER DEVELOPMENT OFFICES

FROM: (Member's Rank, Last name, First name/Office Symbol)

SUBJECT: Permanent Change of Station (PCS) Accelerated Orders Initiative (AOI) Rules of Engagement and Service Member's Responsibility Acknowledgment

_____ 1. I understand I am eligible to participate in AFPC's Accelerated Orders Initiative (AOI) by receiving Part 1 of my PCS Order. This order **does not** authorize me to engage in financial obligations that may cause a hardship. Example: Selling current home or purchasing a new home in the projected location locale.

_____ 2. I am either identified as PRP, electing an overseas (OS) accompanied tour and/or have dependents enrolled in the Exceptional Family Member Program (EFMP), which requires Family Member Travel Screening (FMTS) completion.

_____ 3. I understand that if I am relocating to the CONUS, have completed the Initial Travel Screening Questionnaire (ITSQ) on MyVector and answered "yes" to any of the questions and do not have dependents enrolled in the EFMP, this order is not valid for passenger travel or vouchering unless accompanied by an amendment validating the Personnel Reliability Program (PRP) and/or dependent FMTS clearance(s) are finalized.

_____ 4. I understand this order is only valid for scheduling household goods (HHGs), passenger travel & processing passport/visa applications as required. MPFs must ensure all assignment requirements, IAW AFMAN 36-2102, (ie Medical/Dental/FMTS Clearance, etc.) are completed prior to scheduling final-out appointments.

_____ 5. I understand I am not authorized to depart my current duty station without an authenticated PCS order amendment documenting confirmation of the PRP and/or dependent FMTS clearance(s) (as applicable). I may be subject to UCMJ/Disciplinary Action if mandatory PCS items are not accomplished, IAW AFI 1-1.

FIRST/LAST NAME, RANK, USAF
Duty Title