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OPR: 51 CS/SCSEP (Mr Yi, Un Kyu)
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This supplement applies to all units assigned to the 51st Fighter Wing (51 FW).

SUMMARY OF REVISIONS

This supplement is substantially revised and must be completely reviewed.

AFI 33-360, Volume 1, 6 May 2002, is supplemented as follows:

1.5.1.2. All publications, including subordinate units' publications, or forms will be used as unit designation; e.g., 7th Air Force Instruction (7 AFI); 51st Fighter Wing Instruction (51 FWI); United States Air Forces Korea Instruction (USAFKI); 51st Communications Group Instruction (51 CGI); and 51st Communications Squadron Instruction (51 CSI).

1.9. All group commanders/staff agency chiefs will sign in block 18 of AF Form 673, **Request to Issue Publication**, as certifying authority for 51 FW publications originating within their group. The 51 FW Commander will sign in block 21 of AF Form 673, as the approving authority. All squadron commanders/deputy commanders will sign as the certifying authority in block 18 and group commanders will sign as the approving authority in block 21 of AF Form 673 for their group publications.

1.13.14. The 51 CS/SCSEP will maintain the unclassified local standard publications record sets for these units: USAFK, 7 AF, and 51 FW. All others will maintain their own unclassified/classified group or squadron publication record sets (Set these folders up IAW DODR 5200-1). The OPRs for USAFK, 7 AF, and 51 FW classified publications will ensure that the AF Forms 673 (ORIGINAL) for the classified publication is sent to 51 CS/SCSEP to be maintained as the record set. The complete handling, packaging, and distribution of classified standard publications are the responsibility of the OPR.

2.3.9.1. The Official Bulletin will close out at 1200, each Monday (COB the previous Friday if Monday is a holiday (Korean or American)) for publishing and distribution on Tuesday. If Tuesday is a holiday (Korean or American), publishing and distribution will be the next workday. The Official Bulletin will be published on a regular basis. Official bulletin items must be received by 51 CS/SCSEP in sufficient time

to ensure publishing before the close out of the bulletin. Fax copies will be accepted: Our FAX number is 784-6381 or e-mail "<mailto:unkyu.vi@osan.af.mil>". Telephone requests will not be accepted. The information will be typed in upper and lower case or written legibly. If a written request cannot be read, it will be returned for reaccomplishment. The 51 CS/SCSEP will edit all items. However, the requester is responsible for the substance of the item. The official items include those notices pertaining to personnel and unit effectiveness or operational readiness. They will be published and repeated only once based on available space. Unofficial items will be printed one time only per request on a space available, first come, first serve basis. Information items from United States Air Forces sponsored or authorized activities will have priority over individual requests. None of the following will be accepted for publication: Risque, lengthy, or improperly prepared items; changes to command policy unless they have been approved by the commander; items which can/are more appropriately published or distributed through other media, such as newspapers, flyers, the local base cable channel, etc.

2.3.9.2. The 7 AF Publishing Bulletin is issued by Publishing Management Office (51 CS/SCSEP) monthly.

3.24. All USAFK, 7 AF, 51 FW, and their subordinate group and squadron publications will list forms prescribed. When prescribing USAFK forms, 7 AF forms, and 51 FW forms, they must be coordinated with the Base Forms Manager, 51 CS/SCSEF.

3.42. 7 AFIND 2 and 51 FWIND 2 are updated and maintained electronically as required via the Osan Publishing web site at: <https://wwwmil.osan.af.mil>.

3.67. The Publishing Manager will review all publications, including subordinate units' publications before publishing.

WILLIAM L. HOLLAND, Brigadier General, USAF
Commander