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Command Policy

AIR FORCE RELATIONS WITH CONGRESS



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The OPR for this supplement is HQ AFSPC/CX (Capt Erik Bovasso). This supplement supersedes AFI90-401_AFSPCSUP1, 1 Sep 99. This supplement implements and extends guidance of **Air Force Instruction (AFI) 90-401, *Air Force Relations With Congress***, 1 July 1998. The AFI is published word-for-word without editorial review. This supplement describes AFSPC's procedures for use in conjunction with the basic AFI. It applies to all AFSPC organizations to include tenant units on non-AFSPC bases. It provides AFSPC organizations with direction on how to handle congressional visits and inquiries. This supplement does not apply to Air Force Reserve Command nor Air National Guard units. Upon receipt of this integrated supplement discard the Air Force basic publication.

SUMMARY OF REVISIONS

This revision requires AFSPC organizations to provide feedback to HQ AFSPC/CX on all congressional visits, requests AFSPC organizations to go to SAF/LLO through HQ AFSPC/CX for government transportation requests and clarifies the congressional inquiry process. A bar (|) indicates revision from previous edition.

| 2.2. AFSPC organizations contact SAF/LLO through HQ AFSPC/CX to obtain Secretary of the Air Force approval for the use of government transportation (helicopter/airplane) in support of Members of Congress and their staff.

4.2.2. Congressional visits to AFSPC organizations are encouraged. However, before inviting members of Congress or their staff for a site visit, AFSPC organizations notify SAF/LL through HQ AFSPC/CX.

| 4.2.3. AFSPC organizations notify HQ AFSPC/CX of all congressional visits as soon as such visits are known. Additionally, upon completion of the visit provide feedback to HQ AFSPC/CX within 5 days.

4.3.3. AFSPC organizations immediately notify SAF/LL or SAF/FML through HQ AFSPC/CX of all congressional inquires.

4.3.4. AFSPC organizations provide SAF/LL or SAF/FML through HQ AFSPC/CX a copy of all congressional communications including original inquiries within 24 hours of receipt and the proposed (in double-space draft) or final replies within 5 workdays. This paragraph does not apply to taskings received through Inspector General channels that fit the criteria for **AFI 90-301, *Inspector General Complaints***.

4.4.3. AFSPC organizations provide SAF/LL through HQ AFSPC/CX a double-spaced draft interim or final response together with copies of needed back-up information or correspondence within 5 workdays.

4.4.4. AFSPC organizations inform SAF/LL through HQ AFSPC/CX of any changes in intensity or scope of the inquiry.

4.9.1. AFSPC Wing Commanders contact SAF/LLZ through HQ AFSPC/CX to arrange annual Capitol Hill meetings with congressional and home state delegations.

JOHN E. HYTEN, Col, USAF
Director, Commander's Action Group