



**26 JANUARY 2001**

**Communications and Information**

**PUBLICATIONS MANAGEMENT PROGRAM**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

---

**NOTICE:** This publication is available digitally on the AFDPO/PP WWW site at:  
<http://afpubs.hq.af.mil>.

---

OPR: 6 CS/SCSPE (G. Story)  
Supersedes MACD Sup 1, 26 August 1997, to  
AFI 37-160, Volume I

Certified by: 6 CS/SCS ( )  
Pages: 2  
Distribution: F

---

AFI 33-360, Volume I, 31 July 1998, is supplemented as follows:

- 1.13.1. Consult with the 6th Communications Squadron, Support Flight, Electronic Publications and Forms Management (6 CS/SCSPE, ext 8-3131), prior to routing publication for coordination in order to adhere to publishing requirements.
- 2.2.8.1. Headquarters Operating Instructions will not be issued on MacDill Air Force Base.
- 2.3.9.1. Items to be published in the Official Bulletin should be submitted to the Publishing & Information Technology Element (6 CS/SCSPI, ext 8-3131) for review and approval. 6 CS/SCSPI will edit material to be printed and will have final approval over all items published in the Official Bulletin (ref MACDI 33-360, Official Bulletin (PA)).
- 2.3.9.2. Rescinded MacDill Air Force Base directives will be announced in the Official Bulletin.
- 3.17. Coordinating officials will ensure that prompt coordination is accomplished. The publication must be coordinated with all staff offices that have a technical interest in its contents. Show those staff offices in Section II of AF Form 673, **Request to Issue Publication**. Coordinating officials show concurrence by signing the AF Form 673 in Section II. If other means are used to obtain coordination, i.e., electronic mail (para 3.14.), type in required information on master AF Form 673 and submit to 6 CS/SCSPE.
  - 3.17.1. (Added) Publications that require compliance by Headquarters, United States Special Operations Command (USSOCOM), or Headquarters, United States Central Command (USCENTCOM), will be coordinated with the appropriate staff element of USSOCOM or USCENTCOM prior to submission to 6 CS/SCSPE.
  - 3.17.2. (Added) Publications that affect civilian personnel policies, practices, and working conditions will be coordinated with the Labor-Employee Management Relations Section, 6th Mission Support Squadron, Civilian Personnel Flight (6 MSS/DPC).
- 3.23. Office of Primary Responsibility (OPR) should submit draft publication and a diskette on which the publication has been recorded to 6 CS/SCSPE for initial review and editing (use Microsoft Word for Win-

dows, 10-point Times New Roman, flush left and justified right margins). After editing, 6 CS/SCSPE will return the final draft and the diskette to the OPR, who will then prepare the AF Form 673.

3.37. Submit illustrations, charts, figures, etc., in camera ready form.

3.43.3.1. Submit functional statements to 6 CS/SCSPE.

ARTHUR F. DIEHL III, Brig Gen, USAF  
Commander