

1 MAY 1998



Personnel

**NONDISCRIMINATION IN PROGRAMS AND
ACTIVITIES ASSISTED OR CONDUCTED BY
THE DEPARTMENT OF THE AIR FORCE**

COMPLIANCE WITH THIS PUBLICATION IS MANDATORY

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This instruction establishes and outlines procedures for prohibiting discrimination based on race, color, national origin, and disability in the Department of the Air Force programs that are either receiving federal financial assistance (aid, loans, grants) disbursed by the Air Force or programs conducted by the Air Force. It applies to all Air Force activities including the U.S. Air Force Reserve and Air National Guard units and members.

This instruction implements Title VI of the Civil Rights Act of 1964, "The Act" as amended, Section 504 of the Rehabilitation Act of 1973, DoD Directives 1020.1, 31 March 1982, 5500.11, 27 May 1971, and 1350.2, 15 Aug 1995. Discrimination complaints filed by Department of the Air Force civilians or applicants for employment regarding federally assisted programs are processed according to this instruction. However, complaints by Air Force civilians or applicants for employment, concerning employment or personnel matters are processed according to the procedures in Air Force Instruction (AFI) 36-1201, *Discrimination Complaints* (formerly Air Force Regulation (AFR) 40-1613). Discrimination complaints filed by military personnel are processed according to AFI 36-2706, *Military Equal Opportunity Program* (formerly AFR 30-2, *Social Actions Program*). This instruction will be implemented to the greatest extent possible for Air National Guard personnel and United States Air Force Reserve personnel not on extended active duty including Active Guard and Reserve (AGR) personnel) through appropriate Air National Guard and Air Force Reserves directives.

SUMMARY OF REVISIONS

This revision clarifies and updates general Air Force instructions and procedures prohibiting unlawful discrimination based on race, color, national origin, and disability in programs and activities either assisted or conducted by the Department of the Air Force; updates, and reassigns responsibilities for implementation of this instruction; provides guidance and procedures for processing discrimination complaints for military and civilian personnel in programs and activities assisted or conducted by the Department of the Air Force; consolidates instructions pertaining to "people with disabilities", previously

contained in AFR 30-12, chapter 3 (Nondiscrimination on The Basis of Handicap), revises functional terminology, abbreviations, acronyms, glossary of references, and terms related to federal financial assistance and programs impacting people with disabilities. **Table A3.1.** outlines functional agency responsibility and guidance for handling complaints.

Section A—General Information

1. Air Force Nondiscrimination Policy

1.1. Air Force Nondiscrimination Policy. It is Air Force policy that no person shall be excluded from participation in, denied the benefits of, or subjected to discrimination on the basis of age, race, color, national origin, disability (formerly handicap), religion, or sex (except as prescribed by statute or policy), under any program or activity either conducted by the Air Force, or receiving federal financial assistance disbursed by the Air Force.

The Civil Rights Act of 1964, Title VI, provides that no person in the United States shall, on the basis of race, color, or national origin, be excluded from participation in, denied the benefits of, or otherwise subjected to discrimination under any program or activity receiving federal assistance.

DoD Directive 5500.11, *Nondiscrimination in Federally Assisted Programs*, 27 May 1971, is the basic implementing directive for DoD compliance with the Civil Rights Act of 1964, Title VI.

1.1.1. DoD Directive 1020.1, *Nondiscrimination on the Basis of Disability in Federally Assisted or Conducted Programs and Activities, Conducted by the Department of Defense*, 31 March 1982, is the basic implementing directive for DoD compliance with the Rehabilitation Act of 1973, Section 504. Individual discrimination complaints by Air Force appropriated and nonappropriated fund employees or applicants for employment concerning employment issues and alleging violations of section 504 of the Rehabilitation Act of 1973 are processed under the procedures outlined in AFI 36-1201 (Formerly AFR 40-1613).

1.2. This instruction implements Title VI of the Civil Rights Act of 1964, as amended, Section 504 of the Rehabilitation Act of 1973, and DoD Directives 5500.11, 27 May 1971, 1020.1, 31 March 1982, and 1350.2, 18 Aug 1995.

1.3. The Air Force will conduct its affairs free from unlawful discrimination. It provides equal opportunity for all members irrespective of age, color, national origin, race, religion, sex, and disability except as prescribed by statute or policy.

1.4. Whenever unlawful discrimination practices are found, the Air Force will immediately take action to address inequalities or inconsistencies which adversely affect people, and ensure channels are available to air complaints without fear of reprisal.

1.5. This instruction establishes, and outlines guidance prohibiting discrimination based on race, color, national origin, and disability, in the Department of the Air Force. It applies to programs either receiving federal financial assistance disbursed by the Air Force, or programs conducted by the Air Force. These programs apply to all Air Force activities including the U.S. Air Force Reserves and National Guard units and members.

Section B— Prohibitions

2. Specific Prohibitions: No Air Force program or recipient of federal assistance disbursed through the Air Force may, whether directly or through contractual, licensing, or other arrangements on the basis of race, color, national origin, or disability (except where dictated by such considerations, such as health and safety):

2.1. Deny a person any service, aid, or other benefit provided by the program

2.1.1. Intimidation or Retaliatory Acts Prohibited. No recipient or other person shall intimidate, threaten, coerce, or discriminate against any individual for the purpose of interfering with any right or privilege secured by section 601 of the Act or this instruction because he/she has made a complaint, testified, assisted, or participated in any manner in an investigation, proceeding, or hearing under this instruction or directive. The identity of the complainants shall not be disclosed except when necessary to carry out the purpose of this instruction/directive, including the conduct of investigations, hearings or judicial proceedings.

2.2. Provide a person any service, aid, or other benefit that is different or is provided to others under the program unless such action is necessary to provide qualified disabled persons with aid, benefits or services that are equal to those provided to others.

2.3. Restrict a person in the enjoyment of any advantage or privilege enjoyed by others receiving any service, aid, or benefit provided by the program, or afford a qualified person with disability an opportunity to participate in or benefit from the aid, benefit, or service that is not equal to those afforded others.

2.4. Subject a person to segregation in any manner, or to separate treatment in any way related to receiving services or benefits through the program.

2.5. A recipient may not choose a site or the location of a facility that has the purpose of excluding individuals or subjecting them to discrimination on the basis of race, color, national origin, or disability with the purpose or effect of defeating the objectives of this policy directive.

Section C— Scope

3. Scope of This Instruction: This Instruction applies within the United States, including the District of Columbia, Puerto Rico, the Virgin Islands, American Samoa, Guam, Wake Island, the Canal Zone, and the territories and possessions of the United States. It applies to:

3.1. The Air National Guard per Title 32, United States Code, Sections 101-716 (1976 and Supplement III, 1979).

3.2. The Civil Air Patrol (CAP) per Title 10, United States Code, Section 9441 (1976 and Supp IV 1980).

3.3. Those programs specified in DoD Directive 5500.11, Appendix A, and DoD Directive 1020.1, involving the loan or disposition of surplus property.

3.4. Those programs included in DoD Directive 5500.11 and DoD Directive 1020.1, involving research grants made under the authority of federal law.

3.5. Programs or activities conducted by the Department of the Air Force not specifically covered in AFPD 36-27, (formerly AFR 30-2), *Air Force Social Actions Program*, and AFI 36-1201, (formerly AFR 40-1613), *Discrimination Complaints*.

3.6. This instruction applies to Department of the Air Force civilian employees and, in discrimination matters, to applicants for employment regarding federally assisted or conducted programs. Programs that receive federal financial assistance are processed according to this instruction.

Section D— Responsibilities

4. Responsibilities Assigned: This instruction establishes the following responsibilities and authorities.

4.1. The Assistant Secretary of the Air Force for Manpower, Reserve Affairs, Installations and Environment (SAF/MI) is the "Responsible Department Official" to implement this instruction and DoD Directive(s) 5500.11 and 1020.1 as they apply to the Civil Air Patrol (CAP). SAF/MI approval is required before any policy change or revision is made to this directive.

4.2. The Deputy Chief of Staff, Personnel, (HQ USAF/DP) has overall responsibility for implementing this instruction and DoD Directive(s) 5500.11, and 1020.1 as they apply to schools operated by the Air Force in the United States, and civilian employment considerations regarding Air Force federally assisted and conducted programs.

4.3. The Judge Advocate General (HQ USAF/JAG) provides legal advice, coordination, and litigation support.

4.4. The Chief of Air Force Reserves (HQ USAF/RE) is designated the "Responsible Department Official" to develop specific programs for Air Force Reserve (AFRC) personnel and provide oversight in support of Air Force policies.

4.5. The Chief National Guard Bureau (NGB/CF) is designated as the "Responsible Department Official" to implement this instruction and DoD Directives 5500.11 and 1020.1 in the Air National Guard.

4.6. The Deputy Chief of Staff, Installations and Logistics (HQ USAF/IL) is designated as the "Responsible Department Official" to implement this instruction and DoD Directives 5500.11 and 1020.1 as they apply to those programs involving the loan or other disposition of surplus personal property to nonfederal agencies or activities (See DoD Directives 5500.11 and 1020.1).

4.7. The Commander, Air Force Materiel Command (HQ AFMC/CC) is designated as the "Responsible Department Official" to monitor, and when necessary, investigate compliance with this instruction and DoD Directives 5500.11 and 1020.1 as they apply to those Air Force Materiel Command managed programs involving loans, transfers, and research grants, made under the authority of public law.

4.8. The Civil Engineer (HQ USAF/ILE) is designated as the "Responsible Department Official" to implement this instruction and DoD Directives 5500.11 and 1020.1 as they apply to those programs involving the loan, transfer, lease of real property installed equipment (RPIE) and facilities, and historic buildings and properties maintained by the Air Force.

4.9. The Surgeon General (HQ USAF/SG) implements this instruction and DoD Directive 1020.1 as they apply to providing specialized medical support in Air Force medical facilities.

4.10. The Director of Public Affairs (SAF/PA) implements this instruction and DoD Directive 1020.1 as they apply to ensuring accessibility for "people with disabilities" (formerly handicapped individuals) to such activities and meetings

4.11. The Director of Communication and Information Management (HQ USAF/SC) implements this instruction, procedures and DoD Directives 5500.11 and 1020.1, as they apply to promulgation of rules and regulations for public comment in a manner that offers people with disabilities a reasonable opportunity for such promulgation.

4.12. Major Commands develop, establish, maintain and implement this instruction and DoD Directives 5500.11, and 1020.1 as they apply to providing oversight, implementation, data collection and reporting of information regarding support of Air Force federally assisted or conducted programs.

4.13. Installation commanders (IC) are responsible for implementing this instruction and ensuring discrimination complaints falling under the purview of this instruction are referred and reported through appropriate channels to HQ USAF/DPCH.

Section E— Oversight and Channels for Processing Complaints

5. Complaints Processing Information Requirements: Complaints. Process complaints by persons who believe they have been discriminated against in programs and activities assisted or conducted by the Department of the Air Force according to **Table A3.1**. Responsible agencies must provide a summary of complaints pertaining to programs and activities receiving federal financial assistance disbursed through Air Force channels to the Air Force Human Resources Development Division, HQ USAF/DPCH, along with periodic updates as necessary to ensure current status is recorded.

5.1. HQ USAF/DPCH is the designated OPR for oversight of discrimination complaints that fall under the purview of this instruction and must be advised of all violations pertaining to federally assisted programs. Further, they will maintain records and coordinate responses through Office of the Assistant Secretary of Defense for Equal Opportunity (OASD/EO), for programs and activities assisted by the Department of the Air Force.

5.2. Complaints by Air Force civilians or applicants regarding employment or personnel matters (Appropriated and Nonappropriated fund employees) are processed according to AFI 36-1201, *Discrimination Complaints*, (formerly AFR 40-1613), AFI 36-1202, *Labor Management Relations* (formerly AFR 40-711), and AFI 36-1203, *Grievance Procedures* (formerly AFR 40-771); and 29 CFR, part 1614.

5.2.1. Air Force civilians who believe they have been discriminated against in programs or activities assisted or conducted by the Air Force in non-employment matters will process their complaints according to this instruction.

5.3. Active duty military members will process/file discrimination complaints in accordance with AFI 36-2706, *Military Equal Opportunity Program* .

5.4. The policies in this instruction will be implemented to the greatest extent possible for Air National Guard (ANG) personnel and United States Air Force Reserve personnel not on extended active duty (including Air Guard Reserve (AGR) personnel) through appropriate Air National Guard and AF Reserve directives.

5.5. The base level Equal Opportunity and Treatment (EOT) office or the Equal Employment Opportunity (EEO) office will forward complaints filed by private sector civilians to HQ USAF/DPCH or AFPOA/DPW for immediate staffing and processing. The procedures outlined in AFI 36-2706, *Military Equal Opportunity Program* and AFI 36-1201, *Discrimination Complaints* do not apply.

5.6. This instruction interfaces with AFPD 36-27, *Social Actions Program*, AFI 36-1201, *Discrimination Complaints*, AFI 36-1202, *Labor Management Relations*, AFI 36-1203, *Grievance Procedures*, and AFI 36-2706, *Military Equal Opportunity Program*.

Section F— Compliance and Program Additions

6. Program Status Compliance. HQ USAF/DPCH periodically accomplishes notification to the Assistant Secretary of Defense (Force Management and Personnel) or the designated representative. Upon notification to an applicant or recipient of a finding of noncompliance, agencies who administer federal financial assistance programs, as noted, provide information to HQ USAF/DPCH on the basis of the complaint and the nature of the findings.

6.1. Procedures for Additional Programs.

6.1.1. Air Force officials who are authorized to approve federal financial assistance as defined in DoD Directives 1020.1, and 5500.11, must periodically review those programs within their approval authority and report to HQ USAF/DPCH any programs not previously identified. For each newly established program, the following information is required:

6.1.1.1. A brief description of the new program.

6.1.1.2. The assistance provided.

6.1.1.3. The appropriate DoD or Air Force directive, instruction, or authority governing each new program.

6.1.1.4. The statutory authority, if known.

Section G— Compliance

7. Assurances of Compliance:

7.1. A sample assurance form is at **Attachment 4**. Modifications to this form may be made to satisfy the peculiar requirements of a specific program.

7.2. Hearing Examiner Grade Requirements. When hearings are required per DoD Directive 5500.11, Air Force hearing examiners must be judge advocates in the grade of major or above. Civilian employees who work in attorney positions and are in grades GS-13 or above may serve as hearing examiners.

7.3. Decisions Requiring DoD Approval. Those decisions specified in DoD Directive 5500.11, requiring Department of Defense approval must be sent directly to HQ USAF/DPCH, Pentagon, Wash DC 20330-1040, for forwarding through the Office of the Secretary of the Air Force, to the Assistant Secretary of Defense (Force Management and Personnel).

*Section H— Accessibility***8. Program Accessibility:**

8.1. Transition plan for structural changes. When applicable, responsible Air Force agencies/officials identified in section D, must review their areas of responsibility and determine if structural changes are required per DoD Directive 1020.1. Results of these reviews must be reported to HQ USAF/DPCH. If structural changes are found to be necessary, HQ USAF/DPCH, in coordination with appropriate agencies, must develop a transition plan with the assistance of the responsible agencies or components. Per DoD Directive 1020.1 this plan must outline steps necessary to effect the required changes.

8.2. Historic Properties and Military Museums. In accordance with this instruction, the Civil Engineer (CE) must develop a plan for compliance with program accessibility requirements as outlined in DoD Directive 1020.1. A listing of Air Force museums subject to this instruction is at attachment 4.

8.3. Reasonable Accommodation Requirements. Send requests for modification of reasonable accommodation requirements through command channels to HQ USAF/DPCH. These requests must be based on demonstration of undue hardship on the operation of an applicable program, per DoD Directive 1020.1.

8.4. Ensuring Compliance

8.4.1. Required Assurances. The Deputy Chief of Staff, Installations and Logistics, Civil Engineer, the Assistant Secretary of the Air Force, Manpower, Reserve Affairs, Installations and Environment, (SAF/MI), and the Commander, Air Force Materiel Command (AFMC/CC), or their designated representatives, must require applicable recipients of federal financial assistance to file written assurances that their programs or activities will be conducted according to this instruction and DoD Directive 1020.1. They must also require recipients to designate a responsible official to coordinate compliance requirements and implementation of any necessary supplementary guidelines.

8.4.2. Investigations. “ The Responsible Department Official” will make a prompt investigation whenever a compliance review, report, complaint, or any other information indicates a possible failure to comply with this instruction. The investigation should include, where appropriate, a review of the pertinent practices and policies of the recipient, the circumstances under which the possible non-compliance with this instruction occurred, and other factors relevant to a determination of whether the recipient has failed to comply with this instruction.

8.5. Self Evaluation and Consultation With Interested Persons or Organizations.

8.5.1. The Deputy Chief of Staff, Installations and Logistics, Civil Engineer, the Assistant Secretary of the Air Force, Manpower, Reserve Affairs, Installations and Environment, and the Commander, Air Force Materiel Command (AFMC/CC), or their designees must require applicable recipients to conduct the self evaluations as required by DoD Directive 1020.1.

8.5.2. Dissemination of Information.

8.5.2.1. Designated "Responsible Department Officials" must ensure that applicable recipients of federal financial assistance carry out the information dissemination requirements of DoD Directive 1020.1 and this instruction. Notifications must be made by recipients as required by DoD Directive 1020.1.

8.6. Compliance Reviews

8.6.1. Designated "Responsible Department Officials" must determine the compliance of applicable recipients of federal financial assistance as described in DoD Directive 1020.1. A post approval review of each recipient must also be conducted according, to DoD Directive 1020.1.

MICHAEL D. McGINTY, Lt General, USAF
DCS/Personnel

Attachment 1

GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION

References

Public Law 88-352, Title VI, *Civil Rights Act of 1964*

Section 504, Public Law 93-112, Rehabilitation Act Amendments of 1973

Section III, Public Law 93-516, Rehabilitation Act Amendments of 1974

Section 119, Public Law 95-602, Rehabilitation, Comprehensive Services and Developmental Disabilities Amendment of 1978

Department of Justice Regulation, *Implementation of Executive Order 12250, Nondiscrimination on the Basis of Handicap in Federally Assisted Programs*, 11 Aug 81, (28 CFR 41)

Public Law 85- 934

DoD Directives 5500.11, 1020.1, and 1350.2

Air Force Policy Directive (AFPD) 36-27

Air Force Instructions (AFI) 36-1201 and 36-2706

Air National Guard Regulation 30-12

Civil Air Patrol (CAP) Regulation 39-1

Abbreviations and Acronyms

AFI—Air Force Instruction

AFMC—Air Force Materiel Command

AFPD—Air Force Policy Directive

AFRC—Air Force Reserve Command

AGR—Air Guard Reserve

ANG—Air National Guard

CAP—Civil Air Patrol

CE—Civil Engineering

DoD—Department of Defense

DOJ—Department of Justice

EEO—Equal Employment Opportunity

EOT—Equal Opportunity and Treatment

FM& P—Force Mgt and Personnel

FOA—Field Operating Agency

IC—Installation Commander

IL—Installations and Logistics

ILE—Installations, Logistics and Engineering

MAJCOM—Major Command

NAF—Nonappropriated funds

NGB—National Guard Bureau

OCR—Office of Collateral Responsibility

OPR—Office of Primary Responsibility

PA—Privacy Act

PAO—Public Affairs Office

SG—Surgeon General

U.S.C—United States Code

Terms

Applicant—any entity that files an application or unsolicited proposal or otherwise requests federal financial assistance from the Air Force.

Complainant—Any person who believes him/herself, or any specific class of individuals to be subjected to discrimination prohibited by this directive, may by themselves or by a representative file with the responsible Department official a written complaint. A complaint must be filed within 90 days from the date of the alleged discrimination, unless the time for filing is extended by a “Responsible Department Official.”

Facility—All, or any portion of buildings, structures, equipment, roads, walks, parking lots, or other real or personal property; or any interest in such property. The term "facility" includes all or any portion structures, equipment, or other real or personal property or interests therein, and the provision of facilities includes the construction, expansion, renovation, remodeling, alteration, or acquisition of facilities.

Federal Financial Assistance—A grant, loan, contract (other than a procurement contract or a contract of insurance or guarantee), or other arrangement by which the federal government provides, or otherwise makes assistance available in any of these forms:

1. Funds.
2. Services performed by federal personnel, such as providing technical assistance, counseling, training, and provision of statistical or expert information.
3. Real and personal property and the interest in, or use of this property. The interest or use of such property includes: The transfers or leases of such property for less than fair market value, or for reduced consideration for the purpose of assisting the recipient, or in recognition of the public interest to be served by such sale or lease to the recipient. The proceeds from a subsequent transfer or lease of this property if the federal share of its fair market value is not returned to the federal government.

Disabled Person—Any person who has a physical or mental impairment that substantially limits one or

more major life activities, has a record of such an impairment or is regarded as having such an impairment. For purposes of this instruction, it relates to employment programs of recipients. Such term does not include any individual who is an alcoholic or drug abuser and whose current use of alcohol or drugs prevents such individual from performing the duties of the job in question, or whose employment, by reason of such current alcohol or drug abuse, would constitute a direct threat to property or to the safety of others. As used in this paragraph:

1. **Physical or Mental Impairment** - Any physiological disorder or condition, cosmetic disfigurement, or anatomical loss affecting one or more of the following body systems: Neurological, musculoskeletal and special sense organs, respiratory, including speech organs, cardiovascular, reproductive, digestive, genito-urinary, hemic and lymphatic, skin, and endocrine, or any mental or psychological disorder, such as mental retardation, organic brain syndrome, emotional or mental illness, and specific learning disabilities. The term includes such diseases and conditions as orthopedic, visual, speech, and hearing impairments, cerebral palsy, epilepsy, and muscular dystrophy, multiple sclerosis, cancer, heart disease, diabetes, drug abuse, and alcoholism.
2. **Major Life Activities** - Functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working.
3. **Has a Record of Such an Impairment.** Has a history of, or has been misclassified as having a mental or physical impairment that substantially limits one or more major life activities.
4. **Is regarded as having an impairment and has:** A physical or mental impairment that does not substantially limit major life activities but is treated by a recipient or Air Force agency as constituting such a limitation: A physical or a mental impairment that substantially limits major life activities only as a result of the attitudes of others toward such impairment or none of the impairments defined above, but is treated by a recipient or Air Force agency as having such an impairment.

Historic Properties—Those properties listed or eligible for listing In the National Register of Historic Places.

Qualified disabled person—A disabled person who: with respect to employment, can perform the essential functions of the job in question with reasonable accommodation. With respect to services, meets the essential eligibility requirements for receiving the services in question.

Reasonable Accommodation—A recipient shall make reasonable accommodations to the known physical or mental limitations of an otherwise qualified disabled applicant or employee unless the recipient can demonstrate that the accommodations would impose an undue hardship on the operation of its program. Reasonable accommodation includes: providing ramps, accessible restrooms, drinking fountains, interpreters for hearing impaired employees, readers for visually impaired employees, amplified telephones, TDDS, such as Typewriters or Telephone Writers (TTYs), and tactile signs on elevators.

Recipient—Any state or political subdivision or instrumentality thereof, any public or private agency, institution, organization, or other entity, or any person that receives federal financial assistance directly or through another recipient, including any successor, assignee, or transferee of a recipient, but not the ultimate beneficiary of the assistance. The term includes persons and entities applying to be recipients.

Substantial impairment—A significant loss of the integrity of finished materials, design quality, or special character resulting from a permanent alteration.

Attachment 2**SAMPLE FORMAT****ASSURANCE OF COMPLIANCE WITH****DEPARTMENT OF AIR FORCE NONDISCRIMINATION POLICY**

(Name of applicant-recipient) (herein called "Applicant-Recipient") HEREBY AGREES THAT it will comply with Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, all requirements imposed by or pursuant to the Regulation of the Department of Defense Directives 5500.11 and 1020.1, and all requirements of AFI 36-2707, issued pursuant to the Department of Defense Directives. In accordance with Title VI and Section 504, the Directives and this instruction, no person will be excluded from participation in, denied the benefits of, or be subjected to discrimination under any program or activity for which the (Applicant-Recipient) receives federal financial assistance from the Department of the Air Force, and HEREBY GIVES ASSURANCE THAT it will immediately take any measures necessary to effectuate this agreement. If any personal property or real property, or interest therein, is provided or improved with the aid of federal financial assistance extended to the (Applicant-Recipient) by the Department of the Air Force, or if such assistance is in the form of personal property or real property, or interest therein or structure thereon, then this assurance shall obligate the (Applicant-Recipient) or in the case of any transfer of such property, any transferee, for the period during which the property is used for a purpose for which federal financial assistance is extended or for another purpose involving the provision of similar services or benefits, or for the period during which it retains ownership or possession of the property, whichever is longer. In all other cases, this assurance shall obligate the (Applicant-Recipient) for the period during which the federal financial assistance is extended by the Department of the Air Force.

This assurance is given in consideration of and for the purpose of obtaining any and all federal grants, loans, contracts, property, discounts, or other federal financial assistance extended after the date hereof to the (Applicant-Recipient) by the Department of the Air Force, including installment payments after such date on account of arrangements for federal financial assistance which were approved before such date. The (Applicant-Recipient) recognizes and agrees that such federal financial assistance will be extended in reliance on the representation and agreement made in this assurance, and that the United States will have the right to seek judicial enforcement of this assurance. In the event that any complaint alleging discrimination based on race, color, national origin, or disability is received by the (Applicant-Recipient), the (Applicant-Recipient) assures that it will notify the Department of the Air Force of the complaint within ten (10) duty days of its receipt.

THIS ASSURANCE is binding on the (Applicant-Recipient), its successors, transferees, and assignees, and the person or persons whose signatures appear below are authorized to sign this assurance on behalf of the (Applicant-Recipient).

DATED: _____

(Applicant-Recipient)

By _____

Attachment 3

COMPLAINT PROCESSING RESPONSIBILITIES

Table A3.1. Determining Complaint Processing Responsibilities and Disposition for Programs and Activities Assisted or Conducted by the Department of the Air Force.

	A	B
R U L E	If the complaint alleges discrimination based on race, color, national origin or disability involving	then
1	The Air National Guard	see Air National Guard Regulation 30-12
2	The Civil Air Patrol	see Civil Air Patrol Regulation 39-1
3	the loan or other disposition of surplus property to a non-federal agency or activity as defined in paragraph 1-4b(b3)(a) for personal property(b) for real property	forward a letter with complete details within 180 days of the alleged discrimination to:HQ USAF/ ILS1030 Air Force PentagonWash DC 20330-1030HQ USAF/ILE 1260 Air Force Pentagon Wash DC 20330-1260
4	research grants made under the authority of Public Law 85-934 as defined in paragraph 1-4b(4)	forward a letter with complete details within 180 days of the alleged discrimination to:Commander, AFMC4375 Chidlaw Rd. Ste 1WPafb, Ohio 45433-5001
5	any Air Force administered federally assisted or conducted program not covered in rules 1-4 or AFI 36-1201 and AFI 36-2706	forward a letter with complete details within 180 days of the alleged discrimination to:HQ USAF/ DPCH1040 Air Force PentagonWash DC 20330-1040

Attachment 4

UNITED STATES AIR FORCE MUSEUMS AND BASE MUSEUMS

United States Air Force Museum Wright-Patterson AFB, OH 45433-7102	Lowry Heritage Museum Lowry AFB, CO 80230
8th Air Force Museum Barksdale AFB, LA 71110	Malmstrom AFB Museum Malmstrom AFB MT 54902
Hangar 9, Edward H. White Museum Brooks AFB, TX 78235-5000	March Field Museum March AFB, CA 92518
Edward F. Beale Museum Beale AFB, CA 95903	Silver Wings Museum Mather AFB, CA 95655
Castle Air Museum Castle AFB, CA 95342	McChord AFB Museum McChord AFB, WA 98438
Dyess AFB Museum Dyess AFB, TX 79607	McClellan Aviation Museum McClellan AFS, CA 95652
USAF Armament Museum Eglin AFB, FL 32542-5000	Minnesota ANG Museum St. Paul, MN 55111
Air and Space Museum Ellsworth AFB, SD 57706	Air Force Space Museum Patrick AFB, FL 32925
Fairchild AFB Museum Fairchild AFB, WA 99011	E.J. Peterson Space Museum Peterson AFB, CO 80914
Grand Forks AFB Museum Grand Forks AFB, ND 58205	Plattsburgh AFB, Museum Plattsburgh AFB, NY 12903

Museum of Flight Hill AFB, UT 84056	Robins AFB Museum Robins AFB, GA 31098
Rescue Memorial Museum Kirtland AFB, NM 87117	Selfridge Air Museum Selfridge ANG, MI 498045
History & Traditions Museum Lackland AF13, TX 78235-5000	F.E Warren AFB, WY Warren AFB, WY 82001
USAF Security Police Museum Lackland AFS, TX 78236	Travis AFB Museum Travis AFB, CA 94535