



## Military Personnel Flight

PRIDE Bldg, 3rd Floor, 305A | Mon, Tue, Thu, Fri: 0730-1630, Wed: 0730-1200  
DEERS: PRIDE Bldg, 2nd Floor, 215 | Mon, Wed-Fri: 0800-1600, Tues: 0800-1500

## HOW TO SCHEDULE AN APPOINTMENT WITH YOUR MPF?

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Download the  
AF Connect App

Go to Team Minot

Go to MPF Appts

Click Appt Links



Click on the link of the  
section that you would like  
to set up an appointment  
with

Choose the service

Select a date and time  
slot that suit your  
needs



# Military Personnel Flight

**Flight Commander:** Capt Ronald Donnell  
**Flight Chief:** SMSgt Marissa Morrison

**Career Development** Section Chief: TSgt Daniel Smith

Programs: Assignments  
Enlisted/Officer Promotions  
Reenlistments/Extensions  
Retirements/Separations

**Force Management** Section Chief: MSgt Erin Parker

Programs: Evaluations  
Classifications  
Adverse Actions  
Special Duty Assignment Pay

**Customer Support** Section Chief: MSgt Karina Galaviz

Programs: In-processing  
Family Care Plan  
Initial Enlistment Bonus  
HR Systems Access  
Passports

**DEERS/CAC & ID Cards** Section Chief: Mr. Alex Richard

Programs: DEERS  
ID Cards  
Awards & Decorations

## MPF Contacts

### **Customer Support**

Leave/LOD/In-Processing

723-4368

5FSS.FSPS.CustomerSupport@us.af.mil

Passports

723-2879

5FSS.FSPS.PassportAgent@us.af.mil

Awards/Decs

723-4368

5FSS.FSPS.awardsanddecs@us.af.mil

### **Career Development**

Outbound Assignments

723-6470

5FSS.FSPD.OutboundAssignments@us.af.mil

Officer Promotions

723-4041

5FSS.FSMPD.OfficerPromotions@us.af.mil

Enlisted Promotions

723-1337

5FSS.FSMPD.BLSDMEnlistedPromo@us.af.mil

Reenlistments/Extensions

Retirements/Separations

5FSS.FSMPD.BLSDMReenlistments@us.af.mil

723-1340 or 723-4566

### **Force Management**

Classifications/Adverse Actions

723-1333 or 723-6256

5FSS.FSPM.Classifications2@us.af.mil

Evaluations

723-7611 or 723-4346

5FSS.FSPM.Evaluations@us.af.mil

### **DEERS**

CAC/Award/Decorations

723-4567

5FSS.DPMPE.decoration@us.af.mil

### **Installation Personnel Readiness**

723-4355 or 723-1396

The MPF is appointment only. Please use the AF Connect App to schedule an appointment



## Customer Service/DEERS

The DEERS office is appointment only. Please make appointments via the website

<https://5fssdeers.setmore.com>

Please bring two forms ID to have an ID reissued. Please accompany your dependents to sign paperwork to have their IDs reissued.

Additionally, the DEERS office is changing their hours. Their new hours are:

Mon, Wed-Fri: 0800-1600, Tues: 0800-1500

Thank you!



## MyEval Information

MyEval 2.0 is online and is currently processing colonel evaluations. While you may not be a colonel, you should still check out myEval. You can access myEval through the myFSS website.

We encourage you to log on and make sure your myEval account is synced, and all of your supervisor information is up to date.

If your supervisor information isn't reflecting as correct, reach out to your CSS to get that information fixed.

You can visit myEval through myFSS at  
<https://myfss.us.af.mil>



## SRB Listing

The SRB listing was released on April 5th. SRB, or selective retention bonus, is a monetary incentive to encourage enlisted members of certain AFSCs to reenlist.

You can find more information regarding the SRB listing on myPers. (<https://mypers.af.mil>)

1. First, go to myPers, and click the blue drop-down to the left of the search bar.
2. Click the word "any" from the drop down options, it will be the first option.
3. Then in the search bar, search "PSDM 23-30" and search.
4. Click the link titled PSDM 23-30 (CUI) USAF FY 2023 Selective Retention Bonus Program.

That guide will have a lot of information, but the very bottom of the pages has a chart. That chart lists out all the AFSCs and the specific skill level that may be eligible for SRB.

If you have one of the AFSCs on the chart and are thinking about reenlisting, contact your CSS to see if you qualify for an SRB!

# SPOTLIGHT AIRMAN OF THE MONTH



## A1C Trixie Paulino Cercado

A1C Cercado was born in the Philippines but raised in Guam. She initially joined the Air Force because her dad told her to, but before she spoke to a recruiter, she did some research on her own. After seeing the many benefits the Air Force has to offer, such as free healthcare and tuition assistance, Trixie agreed that she should join. Due to her being quiet and shy, being a personnelist didn't seem exciting to A1C Cercado. Now, she is very glad that she chose this job because it has allowed her to come out of her shell. In her free time, Trixie really enjoys drawing and playing with her cats. A1C Cercado's current goals are to get her bachelor's degree in health science, so she can become a physician assistant in dermatology. Her family is her main motivation to achieve her goals.

## APRIL HISTORY

### **National Former POW Recognition Day**

April 9th is National Former POW Recognition Day. It was originally established by President Ronald Reagan in 1987. This day was first made to recognize the POWs from the Bataan Death March on April 9th, 1942, and the horrible circumstances they endured. But over time, the day has expanded to recognize all former POWs.

### **Air Force Reserve Birthday**

On April 14th, 1948, the US Air Force Reserve was established, shortly after the Air Force became its own military branch. The AF Reserve plays a huge part in Air Force operations. The Air Force Reserve performs about 20% of the daily missions in the Air Force, and has about 70,000 members. This year the Air Force Reserve will be turning 75 years old!

