



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 suits your
needs



Military Personnel Flight

Flight Commander: Capt Esther Nervik
Flight Chief: SMSgt Marissa Morrison

Career Development Section Chief: MSgt Erin Parker

- 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

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

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

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

Career Development

Outbound Assignments

723-6470

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

Officer Promotions

723-1994

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 723-3732

DEERS

CAC/Award/Decorations

723-4567

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

Installation Personnel Readiness

723-4355 or 723-1396



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!



In-Processing Procedures

Squadrons should be tracking all in-bound members at least once a week. In addition to this, sponsors should be reaching out regularly to ensure members are taken care of and coordinating their arrival and in-processing appointment with the unit's CSS.

Once members sign into the unit and in-process at the CSS, they will then be scheduled for the Minot Welcome Center.

Please note that members are **not** allowed to start house hunting or leave until after their Minot Welcome Center appointment. This will ensure that core agencies are able to make all appropriate updates to the member's record to have a smooth transition to Minot AFB.

Thank you!

Dress and Appearance

DAFI36-2903, the dress and appearance AFI, was updated to have new regulations regarding women's hair. The regulation for female hair starts on page 21, section 3.1.3. Women are now able to wear ponytails, braids, and other equivalents, but we are seeing a lot of these hair styles not follow the guidance. Below on the left is figure 3.5 which depicts how the new hair styles are supposed to look. Below on the right is figure 3.6 in the AFI, which demonstrates hair that is out of regulation, but is commonly seen. Many people are having their ponytail or equivalent fall farther on their back than the horizontal line running between the top of each sleeve inseam. Please keep the DAFI36-2903 in mind when you are doing your hair for the day, thank you!

Figure 3.5. Authorized Female Ponytails/Equivalent and Long braid(s) Hair Styles Examples.

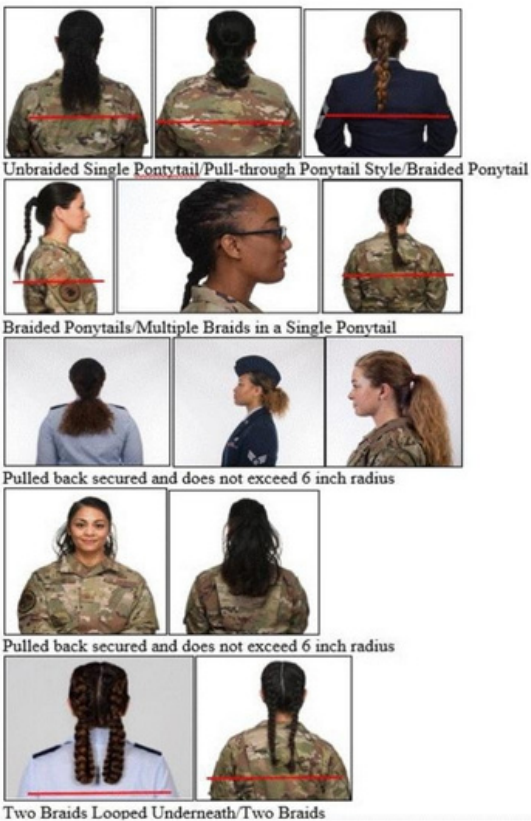
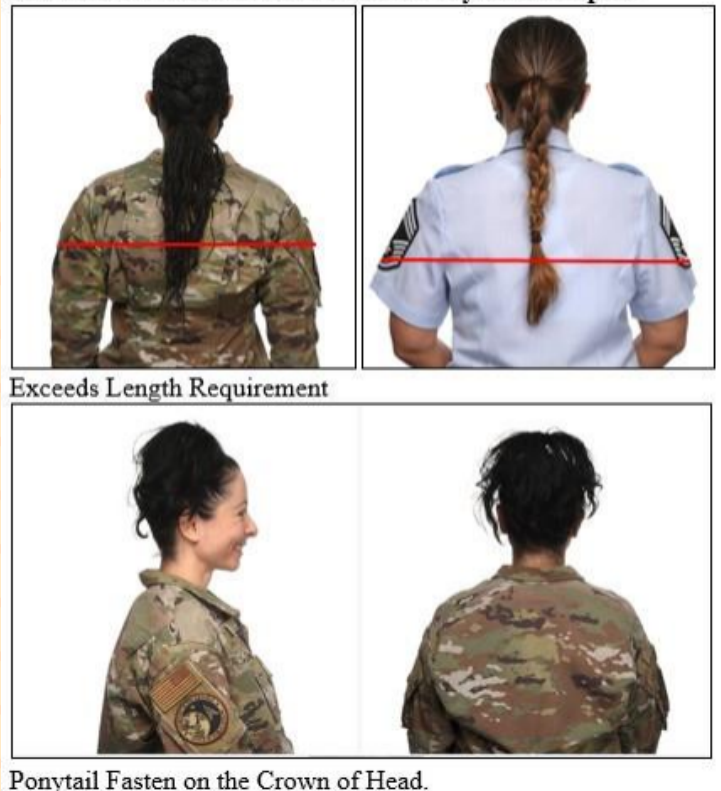


FIGURE 3.6 Unauthorized Female Ponytail Examples.





Out-Processing Instructions

Initial Assignment Briefings for PCS are conducted every week on Tuesday at 0900 and Thursday at 1500.

After you have been notified by the MPF via email to attend a briefing, please attend the briefing on the dates listed on the email so we can ensure your documents are ready in time. If you are unable to attend the briefing on the exact dates listed on the email, please attend any briefing held on the following weeks, you don't need to wait for another invitation from the MPF.

PCS orders will not be generated until you attend the initial assignment briefing, even if you turn in all of the required documents for orders. After you attend a briefing, please turn in all required out-processing documents to your CSS, and they will submit them to outbound assignments after a quality check.

Additionally, vMPF is giving an error to members who try to access their PCS orders. If you receive this error, please ask a member of your CSS to retrieve a copy for you.

Thank you!

SPOTLIGHT AIRMAN OF THE MONTH



SrA Brooklyn Isabella Snezek

SrA Snezek was born in Carmichael, California, but grew up in Monterey, California. Brooklyn knew that she would be joining the military since middle school due to all the education benefits that the military has to offer. But after joining the Air Force and starting her job, she wants to stay in because of how much she enjoys her work. SrA Snezek likes being a personnelist because she loves helping her customers and making their lives easier. Some of Brooklyn's hobbies include playing video games with her family and reading. Some of her goals are to get a degree in psychology and to be financially stable enough to help her little brothers get a higher education. SrA Snezek is motivated by the desire to make her older brother proud, because of how much he has done for her.

SEPTEMBER HISTORY

September 11 Attacks

On September 11th 2001, four commercial airplanes carried out suicide attacks in the United States. These attacks were led by the Islamic extremist group, al Qaeda. Two of the planes hit the World Trade Center, another hit the Pentagon, and the final plane hit a field in Pennsylvania after civilians on board took control of the plane. About 3000 people died on this day, and it is still deemed the worst terror attack on American soil.

The Air Force's Birthday

The Air Force's official birthday was September 18th, 1947. That year, President Truman signed the National Security Act, which later led to the creation of the US Department of Defense, but also led to the Air Force becoming its own independent service.

