COMMANDER'S CALL TOPICS

Priority Topic
of the
Week

Commander Support Staff Manning Increase

Squadrons are the heart of our capabilities as an Air Force

- Properly manning and resourcing the Commander Support Staff (CSS) is key to revitalizing and re-establishing the CSS as a core piece of the squadron.
- Senior leaders are committed to ensuring CSS requirements are met and positions are filled as the budget permits.

How do we make the CSS healthy?

- Until decisions about CSSs are implemented and CSS manning is healthy, commanders at all levels are empowered to consolidate CSS-assigned duties as appropriate and/or discontinue non-critical duties beyond their resources.
- As part of this effort, the Air Force has planned approximately 1,600 authorizations — 170 officers, 469 enlisted and 961 civilians — programmed to increase CSS manning at squadron levels.
- All military authorizations (approx. 639) are scheduled to take effect across Fiscal Year (FY) 18, FY19 and FY20.
- The civilian authorizations (approx. 961) are scheduled to be on the books in FY18. All MAJCOMs are authorized to immediately add the civilian positions in FY17 with lapse rate civilian funding. Lapse rate is the money that accumulates due to civilian vacancies and is managed by the MAJCOMs.

How did this change come about?

- In August 2016, senior leaders released a memo documenting initial steps to reduce additional duties of Airmen.
- As part of this initiative, a comprehensive review of duties under the direct control of the Air Force resulted in the elimination, reassignment or reduction of 29 of 61 additional duties identified under Air Force Instruction 38-206, Additional Duty Management.
- In many cases, additional duties were reassigned to the CSS to ensure Airmen are not taken away from their core missions.

Frequently Asked Questions

Q1. What is the Air Force-wide CSS requirement and will the additional 1,600 authorizations make the CSS "healthy" again?

A1. The overall CSS requirement is approximately 6,200 authorizations. The Air Force is on schedule to meet the total requirement by FY20. At that time, CSSs should have the appropriate manpower authorizations for the work assigned to them.

Q2. Where was the Air Force level/manning (requirement) in FY17?

A2. The baseline CSS requirement was approximately 4,600 authorizations (military and civilian), which included skill sets from Personnel, Administration, Education and Training, and the Unit Deployment Manager career fields.

Q3. Will the FY18 "civilian" hires go to all squadrons based on total population?

A3. The civilian authorizations were distributed to MAJCOMs because those leaders know their squadrons' mission sets and the most efficient way to distribute their allocation. Not all squadrons will earn an additional civilian authorization. Authorizations are earned based on total manning.

Q4. The budget refers to contract personnel being distributed to all the fighter wings. Is this a separate initiative?

A4. Yes. It funds five contract positions in each fighter squadron in Air Education and Training Command, Pacific Air Forces and U.S. Air Forces in Europe starting in FY18. These positions are flying operations-based to include administrative support for scheduling, standardization/evaluation and additional administrative duties specific to needs which exist exclusively in flying squadrons.

Personnel Topics of Interest	• How well do you understand the enlisted evaluation board process? ([AFPC](#)) • Call for candidates by 2018 Health Profession Education Program Board ([AFPC](#))
July Observances	• Independence Day ([SAF/PA](#))