# Air Force Journalistic Style Guide for Public Releases

This supplement to the *Associated Press Stylebook and Briefing on Media Law* is a guide to help Air Force news editors with Air Force-unique words and phrases that the *AP Stylebook* does not address.

*Webster's New World College Dictionary* shall be used for punctuation, spelling, style and usage not covered in the *AP Stylebook*.

This supplement shall be used only after the above sources have been referenced.

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**Academy** Uppercase on second reference when referring to U.S. Air Force Academy.

**AFSO21** Air Force Smart Operations for the 21<sup>st</sup> Century – AFSO21 acceptable on second reference (no space in AFSO21).

acronyms Limit use of acronyms based on ease of communication, readability and common sense as well as those uses approved for first or subsequent reference by the AP Stylebook and this style guide.

Generally introduce the acronym no more than two sentences from the first spelling out.

Do not automatically use an acronym on second reference when a usage such as "the unit", "the command" or "the office" can be used.

If the author includes an acronym in parentheses after it's spelled out on first reference, leave the parenthetical in the text, but don't add parenthetical acronyms. Don't use parenthetical acronyms after major command or unit names; delete them if they're included. (Ex. "He graduated from the School of Water Immersion Mechanics (SWIM)" is OK. "She is commander of Air Force Space Command (AFSPC)" is not OK; delete (AFSPC).

active duty (n.), active-duty (adj.) He has sworn to serve three years on active duty. Active-duty service members will receive a 3 percent raise.

# **active-duty service commitment** *ADSC* is acceptable on second reference.

**AGM** air-to-ground missile

**AIM** air intercept (or air-to-air) missile

**Air and Space Basic Course** The first level of officer professional military

education, held for second lieutenants and civilians at Maxwell Air Force Base, Ala. *ASBC* is acceptable on second reference.

# air and space expeditionary force

AEF is the correct abbreviation and is acceptable on second reference.

**air and space force** Preferred term vs. *aerospace force*.

**air base** Capitalize when used in conjunction with a base: *Misawa Air Base*. *AB* is acceptable in conjunction with a second reference to a base: *Misawa AB*. Do not abbreviate in biographies.

### airborne laser

# **Air Command and Staff College**

ACSC is acceptable on second reference.

**aircraft battle damage repair** *ABDR* is acceptable on second reference.

aircrew

airdrop

### airfield

**Air Force** May be abbreviated to *AF* in headlines. Do not abbreviate to *AF* within a story unless it is part of an approved acronym: *They are all Air Force members*. Not: *They are all AF members*. See the *air force* entry in the Associated Press Stylebook for capitalization practices.

**Air Force Aid Society** *AFAS* is acceptable on second reference.

**Air Force Association** *AFA* is acceptable on second reference.

**Air Force base** Capitalize when used in conjunction with a base: *Randolph Air* 

Force Base. AFB is acceptable in conjunction with a second reference to a base: Randolph AFB.

**Air Force capabilities** Made possible by the **Air Force core competencies**. The Air Force capabilities are:

- air and space superiority.
- information superiority.
- global attack.
- precision engagement.
- rapid global mobility.
- agile combat support.

Air Force Center for Engineering and the Environment *AFCEE* is acceptable on second reference.

Air Force chief of staff unless before a name *Air Force Chief of Staff Gen. Mark A. Welsh III.* CSAF is acceptable on second reference and in headlines.

**Air Force Communications Agency** obsolete name of the new Air Force Network Integration Center.

# Air Force core competencies The

Air Force core competencies are:

- Developing Airmen.
- Technology-to-warfighting.
- Integrating operations.

# **Air Force core values** The Air Force core values are:

- integrity first.
- service before self.
- excellence in all we do.

**Air Force Doctrine Center** Obsolete name for the LeMay Center for Doctrine Development and Education.

Air Force General Officer Matters Office The military counterpart to the Air Force Senior Executive Management Office. AFGOMO is acceptable on second reference.

**Air Force Inspection Agency** *AFIA* is acceptable on second reference.

# **Air Force Institute of Technology**

A postgraduate school with headquarters at Wright-Patterson Air Force Base, Ohio. The school offers degrees in aeronautical, astronautical and electrical engineering, among others. *AFIT* is acceptable on second reference.

**Air Force instruction** With a specific instruction: *Air Force Instruction 35-101*, "*Public Affairs Policies and Procedures.*" *AFI* is acceptable on second reference. Ensure complete title is included on first reference.

**Air Force Junior ROTC** Acceptable in all references for *Air Force Junior Reserve Officer Training Corps. Junior ROTC* is acceptable on second reference.

**Air Force Link** The obsolete name for the official Air Force website (<a href="http://www.af.mil">http://www.af.mil</a>). It is now referred to as AF (dot) mil or AF.mil

**Air Force Museum** Former (and obsolete) name of the **National Museum of the U.S. Air Force**.

**Air Force Network Integration Center** AFNIC is acceptable on second reference. It is the former Air Force Communications Agency.

Air Force News Agency Obsolete name for the Defense Media Activity. AFNEWS was merged with other service's news agencies in the 2005 BRAC. The agency moved to Fort Meade, Md., in 2011.

Air Force Office of Special Investigations *AFOSI* is acceptable on second reference.

**Air Force One** An Air Force aircraft carrying the president of the United States. See the **VC-25A Air Force One** entry.

Air Force Organizational Excellence Award *AFOEA* is acceptable on second reference.

# **Air Force Outstanding Unit Award** *AFOUA* is acceptable on second reference.

**Air Force Personnel Center** *AFPC* is acceptable on second reference.

### **Air Force Priorities**

- -- Continue to strengthen the Air Force nuclear enterprise
- -- Partner with the joint and coalition team to win today's fight
- -- Develop and care for Airmen and their families
- -- Modernize air, space inventories, organizations and training
- -- Recapture acquisition excellence

# **Air Force Recruiting Service** *AFRS* is acceptable on second reference.

**Air Force Reserve** There is no *s* after Reserve. Use *reservist* when referring to a member of the Air Force Reserve: *She is an Air Force reservist. He is in the Reserve.*Note: If the discussion includes the Air National Guard, then *reserve* is lowercase, as in *air reserve components...* 

# **Air Force Reserve Command** *AFRC* is acceptable on second reference. When identifying a Reserve unit in a story or caption, use "Air Force Reserve Command's 302nd Airlift Wing."

**Air Force ROTC** Acceptable in all references for *Air Force Reserve Officer's Training Corps. Senior ROTC* is not acceptable. See also **Air Force Junior ROTC**.

# Air Force Safety Center Do not use AFSC as an acronym for Air Force Safety Center. Preferred use is Air Force Safety Center or the safety center on second reference.

Air Force Senior Executive

Management Office The civilian
counterpart to the Air Force General Officer
Matters Office.

# Air Force Senior NCO Academy Do

not abbreviate. Preferred use is *the academy* on second reference. Use *Air Force Senior NCO Academy* when distinguishing among other academies in a story.

# Air Force Sergeants Association

AFSA is acceptable on second reference.

# **Air Force Space Command** *AFSPC* is acceptable on second reference.

**Air Force Special Operations Command** *AFSOC* is acceptable on second reference.

**Air Force specialty code** With a specific code: *Air Force Specialty Code 3NOX1*, *public affairs*. *AFSC* or *AFSC 3NOX1* is acceptable on second reference.

**Air Force Weather Agency** *AFWA* is acceptable on second reference.

# Air Force-wide

**Airman, Airmen** Capitalized in all uses except when used as part of a generic reference to a rank or person or when U.S. forces are mixed in with airmen of other countries: high year of tenure for senior airmen or An airman 1<sup>st</sup> class was arrested. U.S. Air Force and South Korean airmen...

# **Airman battle uniform** ABU is acceptable on second reference.

Airman leadership school Lowercase unless preceded by the name of the installation: Lackland Air Force Base Airman Leadership School or Lackland Airman Leadership School. ALS is acceptable on second reference.

**Airman magazine** The correct name is *Airman*, not *Airman Magazine*. It is *Airman* magazine.

**Air National Guard** A reserve component of the Air Force. *ANG* or *Air* 

*Guard* is acceptable on second reference. Lower-case *guardsmen*.

air show

airpower

airspace

airstrike

**air station** Capitalize when used in conjunction with a base: *Izmir Air Station*, *Turkey*. *AS* is acceptable on second reference in conjunction with a base: *Izmir AS*.

**Air University** *AU* is acceptable on second reference.

**Air War College** *AWC* is acceptable on second reference.

# all call

American Battle Monuments
Commission Established in 1923 in
Washington, D.C., the commission
maintains all U.S. military cemeteries,
including those on foreign soil. Do not use
ABMC.

American Forces Radio and Television Service Provides radio and television news, sports, information and entertainment programming to Department of Defense personnel and their family members overseas or at sea where Englishlanguage broadcast service is unavailable or inadequate. *AFRTS* is acceptable on second reference.

**anti-ballistic missile** *ABM* is acceptable on second reference.

**apostrophe** (') Do not use an apostrophe when referring to Air Force aircraft in a plural context: *There are seven F-15Es on base*. See the *apostrophe* (') entry in the punctuation portion of the Associated Press Stylebook for other usage practices.

**apprehension** Military legal term for taking someone into custody and placing him under observation until proper authorities arrive.

**area defense counsel** *ADC* is acceptable on second reference.

# armed forces, armed services

armed forces and armed services are synonymous and refer to the military services and the U.S. Coast Guard.

**Army and Air Force Exchange Service** *AAFES* is acceptable on second reference.

**arrest** Military legal term that does not mean the actual taking of a person into custody. Arrest directs the person to remain within certain specified limits and is enforced by virtue of the person's moral and legal obligation to obey the order.

# **Article 15, Articles 15**

**AWACS** Acceptable in all references for *airborne warning and control system*. See **E-3 Sentry** for aircraft description.

**Note:** For all aircraft, upon first reference, always use the letter-number designation AND the <u>official</u> name of the aircraft, e.g. B-52 Stratofortress. You will need to add it parenthetically in quotes if not included by the speaker.

B

**barracks** An outdated term used only in a historical sense. Use *dormitory*.

# basic military training

base exchange The Exchange is the new official title of an Army and Air Force Exchange Service outlet. *the exchange* is acceptable on second reference. Use *The Exchange at Lackland Air Force Base*.

**basic allowance for housing** *BAH* is acceptable on second reference.

# basic allowance for subsistence

BAS is acceptable on second reference.

**battle dress uniform** *BDU* is the obsolete woodland pattern uniform. BDU is acceptable on second reference.

**battlelab**, **battlelabs** Do not capitalize unless the formal name is used.

### battle staff

beddown - noun bed down - verb

**below-the-zone promotion** *BTZ* is acceptable on second reference.

**billeting** An outdated term for temporary accommodations. Use *lodging*.

**BRAC** Acceptable on second reference for Defense Base Closure and Realignment Commission, sometimes mistakenly referred to as the Base Realignment and Closure Commission

**building** Abbreviate and capitalize when used with numbers to designate a particular structure, such as *Bldg*. *610*. See **gate**, **hangar** and **room** entries.

byline Tells the reader that the person credited with the story has gathered most of the information, heard the quotes unless they are credited to a third listener and been largely responsible for the form the story has taken. A byline on a datelined story also tells the reader that the author gathered the information at the location indicated. Note, only ONE person is listed in the byline box. Additional reporters "contributed to this story." Also, an entire office CANNOT be the author. If an office or organization is listed in the byline, move it to the end of the story as (Courtesy of the 60 Airlift Wing Public Affairs Office)

C

**cadet** See **courtesy** and **military** titles entry.

**change of command ceremony** - don't hyphenate compound adjective

**chaplain** See courtesy and military titles entry.

chief master sgt. of the Air Force

**child care** (n.), **child-care** (adj.) *I* know a parent who is seeking child care. She is a child-care provider.

**child-care giver, child-care provider** A person trained and certified to take care of children.

**chow hall** Outdated term; use only in historical sense. Correct term is *dining facility*. See **mess hall** entry.

**Civil Air Patrol** By federal law, the Civil Air Patrol is an official Air Force auxiliary. *CAP* is acceptable on second reference.

**civilian Airmen, civilian Airman** To avoid confusion, only use when referring to Air Force civilian employees. *Do NOT* use the term Civilian Airman when referring to reservists.

**civilian personnel office** *CPO* is acceptable on second reference. Lowercase unless preceded by the name of the installation: *Barksdale Civilian Personnel Office*.

Class A accident A military accident that causes loss of life or at least \$1 million of damage.

**CLEP test** Acceptable in all references for *College Level Examination Program*.

close air support

**close of business** Do not abbreviate. A specific time of closure is preferred.

**coalition** (it's not a proper noun)

**Colombia** - the country

**Columbia** - the university, the former space shuttle, several cities and private-sector organizations

**Combined Federal Campaign** *CFC* is acceptable on second reference.

**combined task force** *CTF* is acceptable on second reference.

**combined joint task force** *CJTF* is acceptable on second reference.

**commander in chief** Do not hyphenate. There is only one commander in chief of the armed forces, the president. Do not use the term when referring to commanders of unified commands.

**commissary** Lowercase unless preceded by the name of the installation: *base commissary*, *Langley Commissary*.

**Community College of the Air Force** *CCAF* is acceptable on second reference.

**Common Access Card** Capitalize as a proper noun. CAC is acceptable on second reference. Do not use CAC card.

**company grade officer** An officer below the rank of major. *CGO* is acceptable on second reference.

company grade officers
association Term is plural, not
possessive — no apostrophe. Lowercase
unless preceded by the name of the
installation: Offutt Company Grade Officers
Association. CGOA acceptable on 2nd
reference.

Congressional (erroneous) Medal of Honor See Medal of Honor Do NOT use Congressional!!!!!

**consecutive overseas tour** *COT* is acceptable on second reference.

**CONUS** Acceptable on second reference for *continental United States*. Note: This term in most military uses actually refers to the 48 *contiguous* states; the term's origin predates the admission of Alaska as a state.

**core competencies** See Air Force core competencies.

core values See Air Force core values.

**cost-of-living allowance** *COLA* is acceptable on second reference.

### counternarcotics

**courtesy and military titles** On first reference, use the appropriate courtesy or military title before the full name (see notes). On second and subsequent reference, use last name only.

**cadets** Academy or ROTC cadets are identified as *Cadet Thomas Gaines* on first reference. On second and subsequent reference, use last name only.

**children** First names are acceptable for children ages 17 and younger.

**civilians** Refer to men and women by first and last name on first reference: *Mark Haston*, *Elizabeth Gaines*. Do not use Mr., Ms., etc., in front of a civilian name. Do not use *Honorable* in front of a civilian's title. On second and subsequent reference, use last name only.

**doctors and chaplains** Air Force physicians are identified as *Capt.* (*Dr.*) *John Jones* on first reference. Chaplains are

Chaplain (Maj.) Sam Smith. On second and subsequent reference, use last name only.

**headlines** Military titles are not required in headlines.

**judges** Refer to a judge as judge, not as Mr., Mrs., or Ms.

**pilot nicknames** Pilot call signs or nicknames will <u>not</u> be used in news stories. Some may be deemed unsuitable for AF.Mil so use none. If a full name cannot be used because of security reasons, the rank and first name can be used instead.

retirees retired Brig. Gen. John Doe, retired Master Sgt. Richard Roe. Not Brig. Gen (Ret). Also, in accordance with AFI 36-3106, Air Force Retiree Activities, retirees will be addressed by their retired grade (not Mr., Miss, or Ms.) except for those retirees who are currently employed by Civil Service while on duty. On second and subsequent reference, use last name only.

"**Select**" is not a rank – do not use *Col.* (*Sel*) *John Smith*. The correct title is *Lt. Col. John Smith*.

# court-martial, courts-martial

**CPR** Acceptable in all references for *cardiopulmonary resuscitation*.

### crew chief

### crewmember

**cyber-, cyberspace** Mostly, cyber is a prefix so use general rule for prefixes; do not use a hyphen before a word starting with a consonant: cybersecurity, cybercafé; cyberworld. The word, cyber, is becoming used more and more as a noun, as in *cyber strategies* or *cyber capabilities*. The command is U.S. Cyber Command.

# D

**Dedicated crew chief** "dedicated" can be misunderstood by civilians (of course they're dedicated) so drop it and just go with crew chief.

**Defense Base Closure and Realignment Commission** – *BRAC acceptable on second reference.* 

**Defense Commissary Agency** *DeCA* is acceptable on second reference.

**Defense Enrollment Eligibility Reporting System** *DEERS* is acceptable on second reference.

**Defense Finance and Accounting Service** *DFAS* is acceptable on second reference.

**Defense Intelligence Agency** *DIA* is acceptable on second reference.

**Defense Language Institute** *DLI* is acceptable on second reference.

**Defense Logistics Agency** *DLA* is acceptable on second reference.

**Defense Reutilization and Marketing Office** *DRMO* is acceptable on second reference.

**Department of Defense** *DOD* is acceptable on second and subsequent references. It is preferable to use Defense Department. Note uppercase O (not DoD).

**Department of Defense Dependents Schools** *DODDS* is acceptable on second reference.

**dependent** Family member(s) is preferred unless writing about compensation or legal issues that require the use of dependent in the narrow or legal sense. When referring to a specific person or people, use husband, wife, son, daughter or children.

**DEROS** Acceptable on second reference for *date of estimated return from overseas*.

**Desert combat uniform** – DCU acceptable on second reference.

**dining-in, dinings-in** A formal dinner for military members of a wing, unit or organization held to promote unit cohesion and morale. Capitalize when used with the name of the base: *The Randolph AFB Dining-In is today*.

dining-out, dinings-out The difference between a dining-in and a dining-out is that nonmilitary spouses, friends, and civilians may attend a dining-out. Capitalize when used with the name of the base: *The* 

doctor See courtesy and military titles.

Randolph AFB Dining-Out is today.

**DSN** Acceptable in all references for *Defense Switched Network* when used with a telephone number: *For more information, call DSN 487-7213*. In stories about the system, spell out on first reference: *Defense Switched Network connections are being repaired*.

E

**electronic countermeasures** *ECM* is acceptable on second reference.

**enlisted club** Also known as the *NCO club*. Note: The designated titles of clubs differ across the Air Force. Use the appropriate title at the base being featured.

Capitalize when prefaced with the name of the base: *Tyndall Enlisted Club* 

See NCO club entry.

**enlisted performance report** *EPR* is acceptable on second reference.

**enlisted spouses club** Formerly known as the *NCO wives club*. Note: The designated titles of clubs differ across the Air Force. Use the appropriate title at the base being featured.

Do not abbreviate. Capitalize when prefaced with the name of the base: *Tyndall Enlisted Spouses Club*. Preferred use is without the apostrophe.

See **NCO** wives club entry.

**EQUAL** Acceptable on second reference for *Enlisted Quarterly Assignment Listing*; a system that advertises upcoming assignment requirements and gives people a chance to volunteer for vacancies.

**EQUAL-Plus** Enlisted Quarterly
Assignment Listing-Plus. A system that advertises upcoming special-duty-assignment requirements. If referring to EQUAL-Plus after EQUAL has already been referred to, EQUAL-Plus is acceptable on all references. If not, spell out on first reference.

**-ever** first-ever, second-ever, best-ever is redundant (like completely destroyed). Avoid using unless in a quote.

**executive officer** Commander's key staff member. Avoid using *XO* or *exec*.

**exercises** Capitalize the names of exercises: *Red Flag; Cope Thunder 04-02*. Capitalize "Exercise" only if it is part of the official title.

F

**family member** referring generically to a service member's spouse or child. When referring to a specific person or people, use *husband*, *wife*, *son*, *daughter* or *children*. Avoid using *dependent* unless writing about compensation or legal issues that require the use of *dependent*.

**field grade officer** A major, lieutenant colonel or colonel.

# firefighter

**fiscal year** The military fiscal year is from Oct. 1 to Sept. 30. Do not abbreviate as FY. *The program's budget is going up in the next fiscal year*. Drop *year* when used in conjunction with the numerical year: *Congress cut the budget for fiscal 2005*.

# flightcrew

# flightline

flight Capitalize when used to designate a particular unit: He works in the 47th Mission Support Group Military Personnel Flight (or ... Group's Military Personnel Flight). He works in the military personnel flight.

See group, squadron and wing entries.

# fly-by-wire

force protection condition Capitalize when referring to a specific threat condition: The base is in Force Protection Condition Charlie. The base increased the force protection condition.

**foreign-object damage** *FOD* is acceptable on second reference, and is often used as a shorthand for the debris itself.

**frock** Allowing a service member who has been selected for promotion to wear the grade insignia before the promotion is official. Frocking is usually restricted to senior officers.

G

**gate** Capitalize when used with a number in reference to a specific entrance to the base: *They are at Gate 7. I will meet you at the Post Road gate.* 

See building, hangar and room entries.

**GBU** guided bomb unit

**Global Positioning System** GPS is acceptable on second reference.

**Gore-Tex** A registered trademark of W.L. Gore & Associates, who make water-resistant jackets for wear with the Airman battle uniform.

# government-owned vehicle

Preferred use is *Air Force vehicle* or *government vehicle* in all references. The acronym *GOV* should not be used.

graphic credit lines Graphic credits should be treated the same as photo credits. Style and placement may vary, but proper credit must be given: (U.S. Air Force graphic/Joe Jones). Artists can put their personal signatures on their work, but standard credits should still be used. When graphic treatments are applied to a photo the credit line should reflect the graphic artist and photographer. : (U.S. Air Force photo/Joe Jones, U.S. Air Force graphic/Jim Jones)

ground breaking (n.), ground-breaking (adj.)

**Ground Zero** – refers to the site of the World Trade Center as opposed to "ground zero" which is where an ICBM lands.

**group** Capitalize when used with numbers to designate a particular unit: *He works at the 47th Operations Group. He works at the operations group.* 

See flight, squadron and wing entries.

**Gulf War** *Persian Gulf War* is preferred when referring to coalition military activities for Operation Desert Storm.

**gunship** A generic term for a type of combat aircraft, like *fighter* or *bomber*. See **AC-130** entry.

**GWOT** Do not use Global War on Terror or GWOT unless in a quote. The correct phrase is *war on terrorism*See war on terrorism

# **HIJK**

hail and farewell A social event that welcomes new members of a military unit and honors departing ones.

**hangar** (not hanger!) Capitalize when used with numbers to designate a particular structure, such as *Hangar 509*.

See building, gate and room entries.

**hazardous materials** *HAZMAT* is acceptable on second reference.

**headquarters** Do not abbreviate except when referring to a mailing address in the body of a story. Do not turn into a verb as in *headquartered at*.

here Do not use as a reference to a location when the datelined location is Southwest Asia or another region rather than a specific location. See the entry in the AP Stylebook for more on minimizing the use of *here*.

**Humvee** Acceptable in all references for *high-mobility multipurpose wheeled vehicle*.

**ID card** Acceptable in all references for *identification card*.

identification Use articles (a, the) in identifying people to improve readability: Staff Sgt. John Smith, a loadmaster with the 99th Airlift Squadron; Col. Marvin Meeks, the commander of the 99th Bomb Wing; Senior Airman Dan Dare of the 99th Maintenance Squadron. Do not use a style similar to signature blocks: Staff Sgt. John Smith, loadmaster, 99th Airlift Squadron.

**IED** Acceptable on second reference for *improvised explosive device*, but preferred to this jargon when applicable is *roadside bomb*.

# inprocessing, outprocessing

**inspector general** Lowercase unless used as a proper military title: *Air Force Materiel Command Inspector General Brig.* 

Gen. Jane Jones or Brig. Gen. Jane Jones, Air Force Material Command inspector general.

**instruction** Capitalize and include the full title on first reference: Air Force Instruction 36-2903, "Dress and Personal Appearance of Air Force Personnel," AFI is acceptable on second reference when used with the number: AFI 36-2903. Preferred use is instruction in all other cases.

See manual and pamphlet entries.

**ISR** Intelligence, surveillance and reconnaissance. ISR is acceptable on second reference.

jail The Air Force does not have jails. There are local and regional Air Force confinement facilities; Department of Defense regional confinement facilities, and the U.S. Disciplinary Barracks at the DOD level located at Fort Leavenworth, Kan.

**JDAM** Acceptable on second reference for *joint direct attack munition*.

joint bases Spell out on first reference (Joint Base Langley-Eustis). On second reference use the Air Force base's name alone. (Ex. Dr. Jack Sheppard visited Joint Base Langley-Eustis, Va. He was at Langley to promote good health.) Avoid using the Air Force reference alone if possible by using the base, the installation, etc.

Naval Air Station Joint Reserve Base Fort Worth, on second reference, will be Fort Worth. AFRC's 10th AF and 301st Fighter Wing are stationed there as well as the Texas Air National Guard's 136th Airlift Wing.

**Joint Commands** Even though they're not acronyms, upper-case joint commands (PACOM, EUCOM, STRATCOM, CENTCOM, etc.)

**joint task force** *JTF* is acceptable on second reference. Lowercase unless used

with specific group, e.g. Joint Task Force - Horn of Africa.

# joint terminal attack controller

JTAC is permissible on second reference. This title is frequently incorrect. A JTAC is a Tactical Air Control Party, but not all TAC-Ps are JTACs. See TAC-P

junior officer A lieutenant or captain.

**Junior ROTC** Acceptable in all references for *Junior Reserve Officer Training Corps*, which offers character and citizenship education to high school students. See **Air Force Junior ROTC**.

**Korea** -- use South Korea unless specifically referencing North Korea. Use South Korea instead of Republic of Korea in reference to air base locations.

# LMN

**LANTIRN** Acceptable on first use for *low-altitude navigation and targeting infrared for night*, but it should be spelled out somewhere in the story.

### LGM-30 Minuteman III An

intercontinental ballistic missile. *Minuteman III missile* is acceptable in all references.

**load**, **unload** Use instead of *upload* and *offload* when referring to aircraft cargo ops.

# loadmaster

lodging Use in place of billeting.

**low-crawl** Usually redundant; use *crawl* alone unless a distinction with another kind of crawling is needed.

**major command** Preferred use on second reference is *the command*, or use a specific reference: *ACC*, *AMC*, *AFMC*, etc.

manual Capitalize and spell out the proper name on first reference: Air Force Manual 10-100 "Airman's Manual" contains step-by-step instructions on tent construction.

AFM is acceptable on second reference when used with the number: AFM 10-100. Preferred use is manual in all other cases.

See **instruction** and **pamphlet** entries.

**Meals, Ready to Eat** Freeze-dried foods packaged for field troops. *MRE* is acceptable on second reference. *Meal, Ready to Eat* is the singular form.

**medals** Do not capitalize unless used as part of a proper noun. For example *Air Force Commendation Medal*, *Purple Heart*, *Air Force Cross*, *Distinguished Service Medal*.

**Medal of Honor** Because the citation includes the phrase "in the name of

Congress," it is often erroneously called the Congressional Medal of Honor. Don't use "Congressional." The official title is Medal of Honor. The MOH is **never** "won."

**medical evacuation** Avoid *medevac* except in direct quotes.

mess dress uniform Military uniform for formal occasions.

mess hall Outdated term; preferred term is *dining facility*. See **chow hall** entry.

**MIA** Acceptable on second reference for *missing in action*. Do not use as slang for *absent*.

See *prisoner(s)* of war entry in the Associated Press Stylebook.

MILES Acceptable on second reference for Multiple Integrated Laser Engagement System, but preferred use is laser system or engagement system.

mine-resistant, ambush-protected vehicle an armored vehicle designed to survive roadside bomb attacks, ambushes. MRAP is acceptable on second reference.

mine-resistant, ambush-protected all-terrain vehicle a smaller version of the MRAP ideal for off-road work and narrow trails or paths. M-ATV can be used on second reference.

**Minuteman III missile** Acceptable in all references to the *LGM-30 Minuteman III*.

**MWR** *morale, welfare and recreation.* Outdated term; *services* is the preferred term.

**9/11** don't use a dash as in 9-11

National Museum of the U.S. Air Force Do not use Air Force Museum.

**National Security Agency** *NSA* is acceptable on second reference.

**Navy rating** Not a rank. Do not include in a rank before a name; instead, convert to the actual rank. For example, *MC1 John Smith* (Mass Communication Specialist 1st Class John Smith) is *Petty Officer 1st Class John Smith* in Air Force publications.

**NCO** Acceptable in all references to noncommissioned officer.

NCO academy Lowercase unless preceded by the name of the installation or the name of the school: *Barksdale Air Force Base NCO Academy, Barksdale NCO Academy, Airey NCO Academy. NCOA* is acceptable on second reference.

**NCO club** May be called the *enlisted club* at some installations. The designated title of clubs differ across the Air Force. Use the appropriate title at the base being featured. Capitalize when used with the name of the base: *Tyndall Air Force Base NCO Club*.

See **enlisted club** entry.

**NCO** in charge *NCOIC* is acceptable on second reference.

**NCO wives club** Most clubs use the name *enlisted spouses club*. Use the appropriate title for the base being featured.

See **enlisted spouses club** entry.

# no-fly zone

**Non Commissioned Officers Association** Nonprofit organization concerned with issues that affect NCOs of the military services. *NCOA* is acceptable on second reference.

**Numbered Air Forces** Spell out *Air Force*; not 12th AF, but 12th Air Force



**office** Lowercase except when used in the proper name: *public affairs office; TSgt.*Dick Smith, the NCO in charge of the public affairs office; 37th Training Wing Public Affairs Office.

**officer in charge** OIC is acceptable on second reference.

**officer performance report** *OPR* is acceptable on second reference.

**officers club** Should be capitalized when a specific club is named: *Lackland Air Force Base Officers Club*. Preferred use is without the apostrophe.

officers spouses club Formerly known as the *officers wives club* and also known as the *officers and civilians spouses club*. The title of this organization differs across the Air Force. Use the appropriate title for the base being featured.

Capitalize when prefaced with the name of the base: *Tyndall AFB Officers Spouses Club*. Preferred use is without the apostrophe.

See officers wives club entry.

officers wives club Most clubs have been renamed officers spouses club or officers and civilians spouses club. The title of this organization differs across the Air Force. Use the appropriate title for the base being featured.

Capitalize when prefaced with the name of the base: *Lackland Air Force Base Officers Wives Club*. Preferred use is without the apostrophe.

See officers spouses club entry.

Office of Special Investigations (OSI) personnel Use special agent on

first reference. *Agent* is acceptable on second reference.

operation Use on first reference only and capitalize when used with a specific operation: Operation Desert Storm, Operation Southern Watch. Lowercase when naming more than one. The aircraft was used in operations Allied Force and Desert Storm.

See war entry.

**Operation Enduring Freedom** The combat operation in Afghanistan. OEF is acceptable on second reference.

**Operation Iraqi Freedom** The combat operation in Iraq. OIF is acceptable on second reference.

**Enduring Freedom** When citing both together in one sentence, *operations* is lowercase and *Freedom* must appear for both.

**operational readiness inspection** *ORI* is acceptable on second reference.

**operational readiness exercise** *ORE* is acceptable on second reference.

# on-the-job training

**operations tempo** *opstempo* is acceptable on second reference.

outprocessing, inprocessing

**overwatch** What close-air-support aircraft provide ground troops.

P

pamphlet Capitalize and spell out the proper name on first reference: Air Force Pamphlet 166-27"Air Force Dietary Guidelines" was designed to improve a person's eating habits.

AFP is acceptable on second reference when used with the number: AFP 166-27. Preferred use is *pamphlet* in all other cases.

See instruction and manual entries.

**people** Preferred when referring to members of a unit or base residents. *Personnel* should be avoided. See **personnel** entry.

**permanent change of station** *PCS* is acceptable on second reference.

**Persian Gulf War** Preferred when referring to coalition military activities conducted as part of Operation Desert Storm.

**personnel** Avoid using when referring to members of a unit or base residents. Preferred use is *people*. See **people** entry.

Personnel Support for Contingency Operations PERSCO is acceptable on second reference.

**personnel tempo** *perstempo* is acceptable on second reference.

photo caption/credit line See the AP Stylebook for captioning guidelines. Follow the example of the standard AP caption. Air Force News Service does not use days of the week in photo captions. Democratic presidential hopeful U.S. Sen. Barack Obama, D-Ill., delivers his policy on Iraq speech Sept.24, 2007, in Clinton, Iowa. Obama called for the immediate withdrawal of all U.S. combat brigades from Iraq, with the pullout being completed by the end of next year.

All photos must carry credit lines or the disclaimer must state that all photos are U.S. Air Force photos unless otherwise noted. Placement may vary, but proper credit must be given. Use a forward slash instead of the word "by" between the agency and photographer's name. Ex. (U.S. Air Force photo/Staff Sgt. Flash Gordon) All photos should have one of the following types of credits: U.S. Air Force photo; Courtesy photo; U.S. Air

**primary care manager** Do not abbreviate.

Prime BEEF Acceptable in all references to *Prime Base Engineer Emergency Forces*. Prime BEEF are civil engineer forces organized for direct combat support or emergency recovery from natural disasters. If possible, explain the acronym in the story as a secondary fact: *Prime BEEF stands for Prime Base...* 

**privately owned vehicle** Preferred use is *private* or *personal car* in all references. The acronym *POV* should not be used.

# **professional military education** *PME* is acceptable on second reference.

provincial reconstruction team Do not capitalize unless used as part of a proper noun. Members of the Paktya Provincial Reconstruction Team met with village leaders. PRT is acceptable on second reference.

# Q R S

**QDR** Acceptable on second reference for *Quadrennial Defense Review*.

rank "Select" is not a rank. Use Brig. Gen. Joe Jones, not Maj. Gen (Sel) Joe Jones.

**RED HORSE** Acceptable in all references for *Rapid Engineer Deployable Heavy Operations Repair Squadron Engineers*. If possible, explain the acronym in the story as a secondary fact: *RED HORSE stands for Rapid...* 

### re-enlist, re-enlistment

**Reserve** It is singular and uppercased when referring to someone in that component. A person is not in the Reserves It is lowercased when you're talking about reserve forces that include the ANG and Reserve together.

reservist (lowercase)

**room** Capitalize when used with numbers to designate a particular room in a structure, such as Bldg. 52, Room 1201.

See building, gate and hangar entries.

**Royal Air Force** Name of the British air force and used to denote air bases in England: *Royal Air Force Lakenheath*, *England. RAF* is acceptable on second reference. Do not add the word *base* after *Air Force*.

**secretary of the Air Force** Capitalize when used before a name. SecAF is acceptable on second reference.

**secretary of Defense** Capitalize when used before a name. Refrain from using SecDEF or SECDEF in headlines or on second reference. Instead, use defense secretary or the secretary's last name.

**self-aid and buddy care** Note that this phrase describes two types of care: that applied to yourself and that given to another.

**self-help** (n., adj.) Self-help is open 8 to 10 a.m. Fridays. The self-help project ended Tuesday.

**Senior NCO Academy** See the Air Force Senior NCO Academy entry.

**SERE** Acceptable on second reference for *survival, evasion, resistance and escape.* Airmen assigned to this career field are specialists, not instructors.

Service member, serviceman, servicewoman Use service member when either a man or woman could be affected or included. Note: per update to AP Style Guide, service member is now two words, the other two are single words.

**shoppette** Capitalize when prefaced with the name of the base: *The Vance AFB* Shoppette is open until midnight. The shoppette closes at midnight.

**South Korea** -- not Republic of Korea

**space-available** *Space-A* is acceptable on second reference.

**special agent** Office of Special Investigations (OSI) personnel. *Agent* is acceptable on second reference

**spouse** Use *husband* or *wife* if referring to a specific person; otherwise use *spouse*.

the States Capitalize "States" when it means the U.S. as a whole. Lowercase when referring to individual states collectively (e.g. "Each of the states elects two senators" vs "I'm going back to the States.")

**squadron** Capitalized when used with a number to designate a particular squadron:

He works at the 37th Mission Support Squadron. He works at the mission support squadron.

See flight, group and wing entries.

**Squadron Officer School** *SOS* is acceptable on second reference.

**SSN** Acceptable on second reference for *Social Security number*.

**Stripes for Exceptional Performers** *STEP* is acceptable on second reference.

surgeon general, surgeons general

T

**tactical air control party** Abbreviated TAC-P. See JTAC

**TDY** Acceptable in all references for *temporary duty*.

**Threatcon** Outmoded term replaced by force protection condition.

**3-volley rifle salute** is what is seen at a traditional military funeral. The rifle party, often seven people, typically fire three volleys in unison (this may be where the confusion with 21 comes from). 21-gun salutes are reserved for heads of state and almost always involve artillery.

**Thunderbirds** The Air Force precisionflying demonstration team that flies red, white and blue F-16s. Members of the Thunderbirds make up the U.S. Air Force Air Demonstration Squadron.

# time-in-grade, time-in-service

**Tops in Blue** The all-Air Force entertainment group that annually tours Air Force bases worldwide.

**total force** Integration of Guard, Reserve and active-duty components.

**touch-and-go** (n., adj.) *The pilot* performed a touch and go. Student pilots practice touch-and-go landings.

**traffic management office** Office that helps people who are being reassigned to ship household goods and vehicles. *TMO* is acceptable on second reference.

**triad** The three legs of the nuclear deterrent force: manned bombers, ICBMs and submarine-launched ballistic missiles. *Triad* is not an acronym.

TRICARE A military health care program with three options: TRICARE Prime, TRICARE Extra and TRICARE Standard. For retirees on Medicare, there is TRICARE for Life. Despite the fact that it is not an acronym, officials filed the word with the U.S. Patent and Trademark Office which has allowed them to require the word be used in

the upper-case format ("without variation"). It will always appear as TRICARE.

**21-gun salute** 21-gun salutes are reserved for heads of state and almost always involve artillery. What is seen at a traditional military funeral is a 3-volley rifle salute. The rifle party, often seven people, typically fire three volleys in unison (this may be where the confusion with 21 comes from).

# U V

**UCMJ** Acceptable on second reference for *Uniform Code of Military Justice.* 

# undersecretary of the Air Force

Undersecretary is one word. Capitalize when used before a name. USecAF is acceptable on second reference.

unit designations Lowercase references to agencies unless the entire title is used: public affairs office; Tech. Sgt. Dick Smith, the NCO in charge of the public affairs office; 37th Training Wing Public Affairs Office. On second reference to a unit, use the numerical designation alone if it is the only unit with that designation in the story: the 18th Aggressor Squadron on first reference, the 18th AS thereafter.

**U.S.** Air Force Academy A direct reporting unit. *Academy* is acceptable on second reference. Like Airman, upper-case Academy in all uses.

**Valor** Uppercase when used with a medal, as in Bronze Star with Valor

**VMPF** Acceptable on second reference for the *Virtual Military Personnel Flight*.

# W X Y Z

**war** Capitalize when used as part of the name for a specific war: *the Civil War*, *the Cold War*, *the War of 1812*, *World War II*, *the Korean War*, *the Vietnam War*, etc.

See **operation** entry.

warfighter (n.), warfighting (adj.)

war game (n.), war-game (v.)

war on terrorism *GWOT* or Global War on Terror should <u>not</u> be used.

Warsaw Pact No longer exists. There were seven Warsaw Pact nations: the Soviet Union, Bulgaria, Czechoslovakia, East Germany, Hungary, Poland and Romania.

**Washington**, **D.C.** Datelines will just use Washington.

**Web words**: World Wide Web, Web page, but webcast, webcam, webmaster and website.

**wing** Capitalized when used with a number to designate a particular wing: *She works at the 314th Airlift Wing. She works at the wing.* 

See flight, group and squadron entries.

**Zulu** Communications code word for the letter Z. Used by aviators in reference to Greenwich Mean Time — mean solar time of the Greenwich meridian used as the basis of standard time throughout the world. Sometimes referred to as *universal time*.

**Note:** For all aircraft, upon first reference, always use the letter-number designation AND the <u>official</u> name of the aircraft, e.g. B-52 Stratofortress. You will need to add it parenthetically in quotes if not included by the speaker.

**A-10 Thunderbolt II** Do not use informal "warthog." A-10 and Thunderbolt are both acceptable on second reference

**AC-130H Spectre, AC-130U** *AC-130 Gunship* is incorrect: *gunship* is a generic term used like *fighter* and *bomber*.

**B-1B Lancer** B-1B or Lancer is acceptable on second reference.

**B-2 Spirit** B-2 or Spirit is acceptable on second reference.

**B-52 Stratofortress** B-52 or Stratofortress is acceptable on second reference. BUFF or <u>other</u> nicknames will not be used.

**C-130 Hercules** The latest model is the C-130J Super Hercules; E and H models remain in the inventory. C-130 or Hercules is acceptable on second reference. See also **AC-130**, **EC-130**, **HC-130**, **MC-130** and **WC-130**.

**C-17 Globemaster III** C-17 or Globemaster is acceptable on second reference.

**C-20** No official name, it is the military version of the Gulfstream III.

**C-21** No official name, it is the military version of the Lear Jet 35A.

**C-32** No official name, it is a specially configured version of the Boeing 757-200 airliner.

**C-37A** No official name, it is the military version of the Gulfstream V.

**C-40B/C** No official name, it is the military version of the Boeing 737-700.

**C-5 Galaxy** C-5 or Galaxy is acceptable on second reference. The new C-5M is the Super Galaxy.

**CV-22 Osprey** *CV-22* or *Osprey* is acceptable on second reference.

**E-3 Sentry** A modified Boeing 707-320 used as an airborne warning and control system (AWACS) See airborne warning and control system.

**E-4B** A military version of the Boeing 747-200, the aircraft serves as the National Airborne Operations Center for national leaders in case of a national emergency or the destruction of ground command centers.

**E-8C Joint STARS** A modified Boeing 707 with an air-to-ground surveillance system designed to track ground targets in all weather conditions. *E-8C Joint STARS* is acceptable on first reference, but explain later that STARS stands for *Surveillance Target Attack Radar System*.

**EA-6B Prowler** A Navy electronic-attack aircraft that jams enemy radar, electronic data links and communications. It is flown by Navy and Air Force pilots in Navy squadrons.

**EC-130H Compass Call** A modified C-130 used to jam enemy command-and-control networks and suppress enemy air defenses.

**EC-130J Commando Solo** A modified C-130 that conducts information operations, psychological operations and civil affairs broadcasts in AM, FM, HF, TV and military communications bands.

**F-15 Eagle** F-15 or Eagle is acceptable on second and subsequent references. Acceptable for use with F-15C.

**F-15E Strike Eagle** Not the same as the F-15. F-15E or Strike Eagle is acceptable on second ref.

**F-16 Fighting Falcon** Do not use informal "Viper." F-16 or Fighting Falcon is acceptable on second reference.

**F-16CJ Fighting Falcon** A version of the F-16 dedicated to the suppression of enemy air defenses. F-16 or Fighting Falcon is acceptable on second reference.

**F-117A Nighthawk** F-117 or Nighthawk is acceptable on second reference. No longer in the inventory.

**F-22 Raptor** Don't include "A" as in F-22A. F-22 or Raptor is acceptable on second reference.

**F-35 Lightning II** F-35, Lightning II, JSF acceptable on second reference. Don't uppercase joint strike fighter.

**Global Hawk** (The RQ-4) Can be referred to as an unmanned aircraft (UA) or a remotely piloted aircraft (RPA).

**HC-130P/N King** A combat search and rescue version of the C-130 Hercules.

**HH-60G Pave Hawk** A highly modified version of the Army Black Hawk helicopter. HH-60G or Pave Hawk is acceptable on second reference. Also, it's two words.

**KC-10 Extender** KC-10 or Extender is acceptable on second reference.

**KC-135 Stratotanker** KC-135 or Stratotanker is acceptable on second reference.

MC-130E Combat Talon I, MC-130H Combat Talon II Versions of the C-130 Hercules. The difference between the two types is computers and avionics.

**MC-130P Combat Shadow** A version of the C-130 Hercules.

# MH-53J Pave Low III, MH-53M Pave

**Low IV** A twin-turbine, heavy-lift helicopter used for special operations and combat rescue. The MH-53M Pave Low IV has advanced communications and avionics

MQ-1 Predator Predator alone is acceptable in all uses. It is part of a RPAS (remotely piloted aircraft system) which technically means a system including the aircraft, the ground-control system, the satellite link and personnel. For a quick reference to avoid confusion, MQ-1 horizontal stabilizers point down. Predator is acceptable in all references.

**MQ-9 Reaper** Reaper alone is acceptable in all uses. It is part of a RPAS (remotely piloted aircraft system) which technically means a system including the aircraft, the ground-control system, the satellite link and personnel. For a quick reference to avoid confusion, MQ-9 horizontal stabilizers point upward.

**OC-135B Open Skies** An observation aircraft that supports the Open Skies Treaty. The aircraft flies unarmed observation flights over participating parties of the treaty.

**RC-135U Combat Sent** Provides strategic electronic reconnaissance information to the president, secretary of defense, Defense Department of Defense and theater commanders.

**RC-135V/W Rivet Joint** Provides onscene intelligence collection, analysis and dissemination capabilities.

**Reaper** Acceptable in all references to MQ-9 Reaper.

**RPA** Remotely Piloted Aircraft. Generally refers to the MQ-1 Predator, MQ-9 Reaper and RQ-4 Global Hawk. UAS also is acceptable term when referring to the unmanned aircraft AND associated systems. Do not use UAV. Don't use "operator;" the aircraft is flown by an RPA pilot, but avoid "remotely piloted aircraft pilot" -- that's redundant.

**RQ-4 Global Hawk** Can be referred to as an unmanned aircraft (UA) or a remotely piloted aircraft (RPA).

**T-1 Jayhawk** T-1 or Jayhawk is acceptable on second reference.

**T-6 Texan II** T-6 or Texan II is acceptable on second reference.

**T-37 Tweet** T-37 or Tweet is acceptable on second reference. No longer in the Air Force inventory as July 31, 2009.

**T-38 Talon** T-38 or Talon is acceptable on second reference.

**T-43A** A military version of the Boeing 737 twin-engine jet used to train navigators. No longer in the AF inventory.

**U-2** A single-seat, single-engine, high-altitude reconnaissance aircraft. Do not use Dragon Lady. Dragon Lady refers to a specific U-2 program.

**UAS** Unmanned aircraft system; use *unmanned aircraft* when referring to just the aircraft. UA acceptable on second ref. Used interchangeably with RPA. (See RPA)

**UAV** Outdated term, no longer used.

**UH-1N Huey** A light-lift utility helicopter used to support AFSPC missile wings and groups.

**VC-25A Air Force One** A modified version of the Boeing 747 that transports the president of the United States.

WC-130 Hercules Flown by the Hurricane Hungers flying weather reconnaissance missions. A derivative of the C-130 Hercules, it is flown exclusively by the 53rd Weather Recon Sq from Keesler AFB, Miss. The 53rd WRS is known as the Hurricane Hunters.

**U.S. Air Forces in Europe** *USAFE* is acceptable on second reference.

**U.S. Africa Command** *AFRICOM* is acceptable on second reference.

**U.S. Central Command** *CENTCOM* is acceptable on second reference.

**U.S. European Command** *EUCOM* is acceptable on second reference.

**U.S. Joint Forces Command** *JFCOM* is acceptable on second reference.

**U.S. Northern Command** *NORTHCOM* is acceptable on second reference.

**U.S. Pacific Command** *PACOM* is acceptable on second reference.

**U.S. Southern Command** *SOUTHCOM* is acceptable on second reference.

**U.S. Special Operations Command** *SOCOM* is acceptable on second reference.

**U.S. Strategic Command** *STRATCOM* is acceptable on second reference.

# **U.S. Transportation Command**

TRANSCOM is acceptable on second reference.

# **Air Combat Command**

ACC is acceptable on second reference. ACC's mission is to support global implementation of national security strategy. ACC operates fighter, bomber, reconnaissance, battle-management, and electronic-combat aircraft. It also provides command, control, communications and intelligence systems, and conducts global information operations.

# Air Education and Training Command

AETC is acceptable on second reference. AETC recruits, trains and educates quality people for the aerospace force and the nation. Provides basic military training, initial and advanced technical training, flying training, and professional military and degree-granting

professional education. Conduct joint, medical service, readiness and Air Force security assistance training.

# **Air Force Global Strike Command**

AFGSC is acceptable on second reference. AFGSC's mission is nuclear and conventional global strike, a key component of strategic deterrence. AFGSC aligns Intercontinental Ballistic Missile and dual-mission capable bomber forces under a single command, responsible for organizing, training and equipping ICBM forces, B-2 and B-52 bomber forces, and other deterrence capabilities to conduct operations in support of combatant commanders.

# **Air Force Materiel Command**

AFMC is acceptable on second reference. AFMC develops, acquires and sustains aerospace power needed to defend the United States and its interests -- today and tomorrow. This is accomplished through management, research, acquisition, development, testing and maintenance of existing and future weapons systems and their components.

# **Air Force Reserve Command**

AFRC is acceptable on second reference. AFRC provides citizen airmen to defend the United States and protect its interests through aerospace power.

# **Air Force Space Command**

AFSPC is acceptable on second reference. AFSPC makes space reliable for the warfighter by continuously improving the command's ability to provide and support combat forces. AFSPC is comprised of more than 42,000 professionals assigned to 134 locations worldwide.

# Air Force Special Operations Command

AFSOC is acceptable on second reference. AFSOC is America's specialized air power. The command provides combat search and rescue, agile combat support, information warfare, precision aerospace fires, psychological operations, specialized aerospace mobility and

refueling to unified commands and delivers special operations power anytime, anywhere.

# **Air Mobility Command**

AMC is acceptable on second reference. ACC provides airlift, air refueling, special air mission and aeromedical evacuation for U.S. forces. Supplies forces to theater commands to support wartime tasking.

# **Air National Guard**

ANG is acceptable on second reference. ANG enforces federal authority, suppresses insurrection and defends the nation when mobilized by the president, Congress, or both. Units augment the Air Force by participating in operations and exercises worldwide by direction of the Air Staff, major commands or joint/unified commands.

# **Pacific Air Forces**

PACAF is acceptable on second reference. PACAF provides ready air and space power to promote U.S. interests in the Asia-Pacific during peacetime, crisis and in war.

# **U.S. Air Forces in Europe and Air Forces Africa**

USAFE - AFAFRICA is acceptable on second reference. USAFE - AFAFRICA provides responsive forward presence and decisive air and space power. Plans, conducts, controls, coordinates and supports air and space operations to achieve U.S. and NATO objectives based on taskings assigned by the commander in chief, U.S. European Command.

# Air Force bases and units

158th Fighter Wing, Vt.

 158th Fighter Wing, Vermont Air National Guard

187th Fighter Wing, Ala.

187th Fighter Wing

501st Combat Support Wing, United Kingdom

501st Combat Support Wing

Abraham Lincoln Captital Airport, III.

183rd Fighter Wing

Air National Guard Base, Ky.

 123rd Airlift Wing, Kentucky Air National Guard

### Al Udeid Air Base

U.S. Air Forces Central Command

# Al Udeid, Qatar

 US Air Forces Central Command Band

Altus Air Force Base, Okla.

- Altus Air Force Base
- Secrets Declassified

Arnold Air Force Base, Tenn.

Arnold Air Force Base & Arnold
 Engineering Development Complex

Atlantic City International Airport, N.J.

 177th Fighter Wing, New Jersey Air National Guard

Aviano Air Base, Italy

Aviano Air Base

Bagram Airfield, Afghanistan

Bagram Airfield

Bangor Air National Guard Base, Maine

Maine Air National Guard

Barksdale Air Force Base, La.

- Barksdale Air Force Base
- Air Force Global Strike Command
- 307th Bomb Wing
- 8th Air Force

Barnes Air National Guard Base, Mass.

 104th Fighter Wing, Massachusetts Air National Guard

Battle Creek, Mich.

110th Airlift Wing

Beale Air Force Base, Calif.

- 940th Wing
- Beale Air Force Base

Beightler Armory, Ohio

Ohio Air National Guard

Berry Field, Tenn.

 118th Wing, Tennessee Air National Guard

Birmingham, Ala.

117th Air Refueling Wing

Bradley Air National Guard Base, Conn.

103rd Airlift Wing

Buckley Air Force Base, Colo.

- Buckley Air Force Base
- 140th Wing
- Air Reserve Personnel Center

Cannon Air Force Base, N.M.

Cannon Air Force Base

Channel Islands Air National Guard Station, Calif.

- 146th Airlift Wing, California Air National Guard
- Air National Guard Band of the Southwest

Charlotte Douglas International Airport, N.C.

145th Airlift Wing

Cheyenne Regional Airport, Wyo.

 153rd Airlift Wing, Wyoming Air National Guard

Columbus Air Force Base, Miss.

Columbus Air Force Base

Dannelly Field Air National Guard Base, Ala.

 187th Fighter Wing, Alabama Air National Guard

Davis-Monthan Air Force Base, Ariz.

- 12th Air Force (Air Forces Southern)
- Davis-Monthan Air Force Base

Defense Health Headquarters, Falls Church, Va.

Air Force Medical Service

Des Moines, Iowa

132nd Fighter Wing

Dobbins Air Reserve Base, Ga.

Dobbins Air Reserve Base

Dover Air Force Base, Del.

- 512th Airlift Wing
- Dover Air Force Base home page
- Air Force Mortuary Affairs Operations

Duluth Air National Guard Base, Minn.

148th Fighter Wing

Dyess Air Force Base, Texas

Dyess Air Force Base

Edwards Air Force Base, Calif.

Edwards Air Force Base

Eglin Air Force Base, Fla.

Eglin Air Force Base

Eielson Air Force Base, Alaska

Eielson Air Force Base

Ellington Field Joint Reserve Base, Texas

 147th Reconnaissance Wing, Texas Air National Guard

Ellsworth Air Force Base, S.D.

28th Bomb Wing

F.E. Warren Air Force Base, Wyo.

- 20th Air Force
- F.E. Warren Air Force Base

Fairchild Air Force Base, Wash.

Fairchild Air Force Base

Forbes Field Air National Guard Base, Kansas

190th Air Refueling Wing

Fort Belvoir, Va.

Air Force Petroleum Agency

Fort Indiantown Gap, Penn.

 Air National Guard Band of the Mid-Atlantic

Fort Smith, Ark.

Ebbing Air National Guard Base

Fort Wayne, Ind.

 122nd Fighter Wing, Indiana Air National Guard

Fresno Air National Guard Base, California

 144th Fighter Wing, California Air National Guard

General Mitchell Air National Guard Base, Wis.

128th Air Refueling Wing

Goodfellow Air Force Base, Texas

Goodfellow Air Force Base

Gowen Field Air National Guard Base, Idaho

 124th Fighter Wing, Idaho Air National Guard

Grand Forks Air Force Base, N.D.

Grand Forks Air Force Base

Great Falls, Mont.

120th Fighter Wing

Grissom Air Reserve Base, Ind.

Grissom Air Reserve Base
 Hancock Field Air National Guard B

Hancock Field Air National Guard Base, N.Y.

 Hancock Field Air National Guard Base

Hanscom Air Force Base, Mass.

Hanscom Air Force Base

Hector Field, N.D.

119th Wing

Hill Air Force Base, Utah

- 388th Fighter Wing
- Hill Air Force Base
- 419th Fighter Wing

Holloman Air Force Base, N.M.

Holloman Air Force Base

Homestead Air Reserve Base, Fla.

Homestead Air Reserve Base

Horsham Air Guard Station, Penn.

 111th Fighter Wing, Pennsylvania Air National Guard

# Hurlburt Field, Fla.

- Air Force Special Operations Command
- Hurlburt Field

# Incirlik Air Base, Turkey

Incirlik Air Base

# Jacksonville, Fla.

Florida Air National Guard

# Joe Foss Field, S.D.

114th Fighter Wing

Joint Base Anacostia-Bolling, District of Columbia

- USAF Honor Guard
- The United States Air Force Band
- Air Force Historical Studies Office

# Joint Base Andrews, Md.

- Air Force Audit Agency
- 145th Airlift Wing
- 459th Air Refueling Wing
- 79th Medical Wing
- Joint Base Andrews
- Air Force District of Washington

### Joint Base Charleston, S.C.

- 315th Airlift Wing
- Joint Base Charleston

# Joint Base Elmendorf-Richardson, Alaska

- 176th Wing
- Joint Base Elmendorf-Richardson

# Joint Base Langley-Eustis, Va.

- Joint Base Langley Eustis
- <u>U.S. Air Force Heritage of America</u>
   Band
- 192nd Fighter Wing

# Joint Base Langley-Eustis, Va.

Air Combat Command

# Joint Base Lewis-McChord, Wash.

- 446th Airlift Wing
- 62nd Airlift Wing
- 62nd Airlift Wing

# Joint Base McGuire-Dix-Lakehurst, N.J.

- 108th Wing
- Joint Base McGuire-Dix-Lakehurst
- U.S. Air Force Expeditionary Center
- 514th Air Mobility Wing

# Joint Base Pearl Harbor-Hickam, Hawaii

- U.S. Air Force Band of the Pacific-Hawaii
- 624th Regional Support Group
- Pacific Air Forces
- 15th Wing
- 154th Wing

### Joint Base San Antonio, Texas

- Air Force Recruiting Service Website
- Air Force ISR Agency
- Air Force Trademark and Licensing
- Air Force Personnel Center
- U.S. Air Force Recordings
- Air Force Recruiting Service
- Air Education and Training
  Command
- Headquarters Air Force Security Forces Center
- 24th Air Force
- Air Force Public Affairs Agency
- 149th Fighter Wing, Texas Air National Guard
- Joint Base San Antonio
- 59th Medical Wing
- Torch Magazine
- Air Force Wounded Warrior
- USAF Basic Military Training Flight Photograph Project
- Air Force Basic Military Training
- 37th Training Wing
- U.S. Air Force Band of the West
- Air Force Civil Engineer Center

# Joint Forces Headquarters, Calif.

California Air National Guard

# Kadena Air Base, Japan

- 353rd Special Operations Group
- Kadena Air Base

# Kandahar Airfield, Afghanistan

Kandahar Airfield

# Keesler Air Force Base, Miss.

- Keesler Medical Center
- Keesler Air Force Base

# Key Field Air National Guard Base, Miss.

 186th Air Refueling Wing, Mississippi Air National Guard

# Kingsley Field, Ore.

 173rd Fighter Wing, Oregon Air National Guard

# Kirtland Air Force Base, N.M.

- Air Force Inspection Agency
- 377th Air Base Wing
- 150th Fighter Wing
- Air Force Safety Center
- Air Force Research Laboratory
- Air Force Operational Test and Evaluation Center

# Kunsan Air Base, South Korea

Kunsan Air Base

Lajes Field, Azores, Portugual

Lajes Link

Laughlin Air Force Base, Texas

Laughlin Air Force Base

Lincoln Municiple Airport, Neb.

155th Air Refueling Wing

Little Rock Air Force Base, Ark.

189th Airlift Wing

Los Angeles Air Force Base, Calif.

Los Angeles Air Force Base

Luke Air Force Base, Ariz.

Luke Air Force Base

944th Fighter Wing

MacDill Air Force Base

MacDill

MacDill Air Force Base, Florida

927th Air Refueling Wing

Malmstrom Air Force Base, Mont.

Malmstrom Air Force Base

Mansfield, Ohio

Tenn.

 179th Airlift Wing, Ohio Air National Guard

March Air Reserve Base, Calif.

163rd Reconnaissance Wing Official Website

Maxwell Air Force Base, Ala.

Maxwell Air Force Base

 Air Force Historical Research Agency

Air Force NetCents

908th Airlift Wing

McConnell Air Force Base, Kansas

931st Air Refueling Group

McConnell Air Force Base

McEntire Joint National Guard Base, S.C.

South Carolina Air National Guard
 McGhee Tyson Air National Guard Base,

134th Air Refueling Wing

<u>U.S. Air Force Band of the Smoky</u>
 <u>Mountains</u>

 The I.G. Brown Training and Education Center

Memphis Air National Guard Base, Tenn.

164th Airlift Wing

Minneapolis-St. Paul International Airport Air Reserve Station, Minn.

 Minneapolis-St. Paul Air Reserve Station

Minot Air Force Base, N.D.

Minot Air Force Base

Misawa Air Base, Japan

Misawa Air Base

Moffett Federal Airfield, Calif.

 129th Rescue Wing, California Air National Guard

Moody Air Force Base, Ga.

Moody Air Force Base

Mountain Home Air Force Base, Idaho

Mountain Home Air Force Base

National Guard Bureau, Va.

 National Guard Counterdrug Program

Naval Air Station Fort Worth Joint Reserve Base, Texas

 Air National Guard Band of the Gulf Coast

136th Airlift Wing

301st Fighter Wing

Tenth Air Force - Power & Vigilance

Nellis Air Force Base, Nevada

Nellis Air Force Base

926th Group

Creech Air Force Base

New Castle Air National Guard Base, Del.

 166th Airlift Wing, Delaware Air National Guard

Niagara Falls Air Reserve Station, N.Y.

Niagara Falls Air Reserve Station

107th Airlift Wing

North Highlands Air National Guard Station, Calif.

 162d Combat Communications Group

Offutt Air Force Base, Neb.

Offutt Air Force Base

<u>U.S. Air Force Heartland of America</u>
 <u>Band</u>

Air Force Weather Observer

Orlando, Florida

 Air Force Agency for Modeling and Simulation

Osan Air Base, South Korea

7th Air Force

Otis Air National Guard Base, Mass.

102nd Intelligence Wing

Papago Military Reservation, Ariz.

Arizona Air National Guard

Patrick Air Force Base, Fla.

Patrick Air Force Base

920th Rescue Wing

Pease Air National Guard Base, N.H.

157th Air Refueling Wing

### Peoria, III.

- Air National Guard Band of the Midwest
- 182nd Airlift Wing

Peterson Air Force Base, Colo.

- U.S. Northern Command
- U.S. Air Force Academy Band
- Peterson Air Force Base
- North American Aerospace Defense Command
- 302nd Airlift Wing
- Air Force Space Command

Phoenix Sky Harbor Air National Guard Base, Ariz.

161st Air Refueling Wing

Pittsburgh International Airport Air Reserve Station, Penn.

- Pittsburgh IAP Air Reserve Station
- 171st Air Refueling Wing

Pope Army Airfield, N.C.

Pope Field

Portland Air National Guard Base, Ore.

142nd Fighter Wing

Quantico, Va.

 Air Force Office of Special Investigations

Quonset Air National Guard Base, R.I.

 143rd Airlift Wing, Rhode Island Air National Guard

Ramstein Air Base, Germany

- U.S. Air Forces in Europe Band
- U.S. Air Forces in Europe and Air Forces Africa
- Ramstein Air Base, Germany

Reno Air National Guard Base, Nev.

152nd Airlift Wing

Rickenbacker International Airport, Ohio

121st Air Refueling Wing

Robins Air Force Base, Ga.

- Robins Air Force Base
- 116th Air Control Wing
- Citizen Airman Magazine
- Air Force Reserve Command

Rome, N.Y.

Eastern Air Defense Sector

Rosecrans Air National Guard Base, Miss.

 139th Airlift Wing, Missouri Air National Guard

Royal Air Force Station Lakenheath, United Kingdom

Royal Air Force Station Lakenheath
 Royal Air Force Station Mildenhall, United
 Kingdom

Royal Air Force Mildenhall

Savannah Air National Guard Base, Ga.

 165th Airlift Wing, Georgia Air National Guard

Schriever Air Force Base, Colo.

- Schriever Air Force Base
- 310th Space Wing

Scott Air Force Base, III.

- Scott Air Force Base
- Air Force Network Integration Center
- U.S. Air Force Band of Mid-America
- Air Mobility Command
- 932nd Airlift Wing
- 618th Air and Space Operations
   Center (Tanker Airlift Control Center)
- 126th Air Refueling Wing

Selfridge Air National Guard Base, Michigan

127th Wing

Seymour Johnson Air Force Base, North Carolina

- Seymour Johnson Air Force Base
- 916th Air Refueling Wing

Shaw Air Force Base, S.C.

9th Air Force

Shepherd Field, W.V.

167th Airlift Wing

Sheppard Air Force Base, Texas

- Sheppard Air Force Base
- Sheppard Air Force Base Force Support Squadron

Sioux City Air National Guard Base, Iowa

185th Air Refueling Wing

Southwest Asia

- 379th Air Expeditionary Wing
- 380th Air Expeditionary Wing

Southwest Asia

386th Air Expeditionary Wing

Spangdahlem Air Base, Germany

Spangdahlem Air Base

Stewart Air National Guard Base, N.Y.

 105th Airlift Wing, New York Air National Guard

Stout Field, Ind.

Indiana National Guard

Stratton Air National Guard Base, N.Y.

109th Airlift Wing

Swanton Air National Guard Base, Ohio

180th Fighter Wing

# The Pentagon, Va.

- Air Force Bands Program
- Air Force General Counsel
- AF Installations, Environment and Logistics
- Air Force Housing
- Air Force Financial Management & Comptroller
- Air National Guard
- Secretary of the Air Force -Acquisition
- AF CIO A6 Information Dominance
- Air Force Judge Advocate General
- U.S. Air Force Scientific Advisory Board
- Air Force Contracting
- Air Force Freedom of Information Act

# The Pentagon, Va.

 SAF/SP - DoD Executive Agent for Space Staff

# Thompson Field, Miss.

172d Airlift Wing

# Tinker Air Force Base, Okla.

- 552nd Air Control Wing
- 507th Air Refueling Wing Site
- 507th Air Refueling Wing
- Air Force Sustainment Center
- Tinker Air Force Base

# Transit Center at Manas, Kyrgyzstan

Transit Center at Manas

# Travis Air Force Base, Calif.

- U.S. Air Force Band of the Golden West
- 349th Air Mobility Wing
- Travis Air Force Base

# Truax Field, Wis.

115th Fighter Wing

# Tucson International Airport, Ariz.

162nd Fighter Wing

# Tyndall Air Force Base, Fla.

- Tyndall Air Force Base
- Air Force Be Ready
- 1st Air Force

# U.S. Air Force Academy, Colo.

U.S. Air Force Academy

# Vance Air Force Base, Okla.

Vance Air Force Base

# Volk Field Air National Guard Base, Wis.

Volk Field Air National Guard Base

Warfield Air National Guard Base, Md.

Maryland Air National Guard

Westover Air Reserve Base, Mass.

Westover Air Reserve Base

Whiteman Air Force Base, Miss.

- Whiteman Air Force Base
- 131st Bomb Wing, Missouri Air National Guard

Will Rogers Air National Guard Base, Okla.

137th Air Refueling Wing

# Wright Patterson Air Force Base, Ohio

Medical Flight Standards Branch

# Wright-Patterson Air Force Base, Ohio

- Air Force Refractory Surgery Program
- Wright-Patterson Air Force Base Medical Group
- U.S. Air Force Band of Flight
- National Museum of the U.S. Air Force
- <u>Materials & Manufacturing</u>
   Directorate
- Air Force Materiel Command
- Wright-Patterson Air Force Base
- 445th Airlift Wing

# Yokota Air Base, Japan

- U.S. Air Force Band of the Pacific-Asia
- Yokota Air Base

# Youngstown Air Reserve Station, Ohio

Youngstown Air Reserve Station