



**DEPARTMENT OF THE AIR FORCE  
HEADQUARTERS UNITED STATES AIR FORCE  
WASHINGTON, DC**

19 March 2025

MEMORANDUM FOR USAF SENIOR LEADER MANAGEMENT OFFICES,  
FUNCTIONAL AUTHORITIES & DEVELOPMENT TEAMS

FROM: HQ USAF/A1

SUBJECT: Travel Guidance for Force Development Panels and A1 Force Development  
Sponsored Training IAW Executive Order 14222

References: (a) Executive Order 14222, 26 February 2025, *Implementing the President's 'Department of Government Efficiency' Cost Efficiency Initiative*  
(b) Secretary of the Air Force Guidance on Mission-Critical Categories of Exempted Travel Consistent with Executive Order 14222, dated 7 March 2025, *Implementing the President's 'Department of Government Efficiency' Cost Efficiency Initiative*  
(c) Acting Undersecretary of the Air Force Interim Guidance for Executive Order 14222, dated 2 March 2025, *Implementing the President's 'Department of Government Efficiency' Cost Efficiency Initiative*

This memo provides guidance for military members and civilian employees who are presently on TDY, traveling on PCS orders, or scheduled to begin such travel for A1-sponsored training and education or will support various boards, councils, and panels as it relates to force readiness. It is imperative that travel is demonstrably mission-critical and is approved after a thorough and deliberate decision process; and a determination that these exemptions cannot be effectively accomplished virtually and include only the minimum number of civilian, in-person attendees.

IAW Secretary of the Air Force's Guidance on Mission-Critical Categories of Exempted Travel Consistent with Executive Order 14222, dated 7 March 2025 (ref b), I have determined the following boards, councils, and panels are mission-critical and meet category one, performance of an official duty or organizational mission requirement. IAW Acting Undersecretary of the Air Force's Guidance on Mission-Critical Categories of Exempted Travel Consistent with Executive Order 14222, dated 2 March 2025 (ref c), I have determined the below meet category (4) performance of an official duty or organizational mission requirement (e.g. negotiations, inspections, audits, etc.). Additionally, each of the below supports critical career gates for the USAF mission and readiness.

- (1) Enlisted Force Development Panel (EFDP)
- (2) Officer Force Development Panel (OFDP)
- (3) Civilian Force Development Panel (CFDP)

- (4) Officer, Enlisted, and Civilian Development Team (DT) Boards/Panels
- (5) Defense Language Steering Committee (DLSC)
- (6) Defense Language Institute English Language Center and English Language Program Working Group (DLIELC/ELPWG)
- (7) Officer Developmental Education Operational Planning Team (ODE OPT)
- (8) Enlisted Developmental Education Operational Planning Team (EDE OPT)
- (9) 3F2 Standardized Training Requirements Team (STRT)
- (10) Air Force Training Advisory Group (AFTAG)

Please direct questions or concerns to AF/A1D at Commercial 703-695-2145 or by e-mail at [AF.A1D.workflow@us.af.mil](mailto:AF.A1D.workflow@us.af.mil).

MILLER.CAROL  
INE.M.1155078  
711

Digitally signed by  
MILLER.CAROLINE.M.115  
5078711  
Date: 2025.03.19 15:50:51  
-04'00'

CAROLINE M. MILLER  
Lieutenant General, USAF  
Deputy Chief of Staff, Manpower,  
Personnel and Services