



Oct. 19, 2016

BEHIND THE BADGE

OFFICIAL INFORMATION SOURCE FOR THE AIR FORCE RECRUITING PROFESSIONAL



(U.S. Air Force illustration by Master Sgt. Joshua Strang)

The focus of the Paperless Accessions Process Initiative is to establish a paperless accession process allowing for data and forms to flow smoothly from initial applicant contact to final entry into an Airman's initial personnel record. In time, a trainee should be able to electronically sign every form required and only carry his or her medical records and luggage to BMT.

MORE on page 2

Digital age paper cuts

Say goodbye to manilla folders for recruits

By Master Sgt. Joshua Strang, Air Education and Training Command Public Affairs

JOINT BASE SAN ANTONIO-RANDOLPH, Texas -- A product developed in ancient China has affected Air Force recruits and trainees ever since the service's birth; however, Air Education and Training Command is looking to shred that product.

An initiative has begun that is determined to eliminate ton after ton of paper from in-processing procedures while improving the recruit's experience in joining the Air Force.

"The focus of the Paperless Accessions Process Initiative is to establish a paperless accession process allowing for data and forms to flow smoothly from initial applicant contact to final entry into an Airman's initial personnel record," said Lt. Col. Mitchell Dixon, paperless initiative team leader. "The ultimate goal of the PAPI is to reduce the cost and man-hours of bringing in a new Airman across the accession organizations."

Developed centuries ago in China, paper revolutionized human history from being able to record historical events to passing down family stories. Air Force recruits headed to training have always shown up with a stack of paper, bundled in the iconic manila envelope, detailing their lives and perspective careers down to the smallest detail.

"Current governing Department of Defense and Air Force instructions require more than 100

pieces of paper per recruit package in order to process through basic military training," Dixon said. "With approximately 700 applicants per week, that would equate to about 3.4 million pieces of paper per year.

"That paper is currently hand-carried through multiple offices at BMT as the recruit in-processes. Afterwards, the documents are mailed or driven in crates to Air Force Personnel Center where the forms are then re-scanned and shredded." Dixon said saving that amount of paper

would constitute a 97 percent reduction in paper from the old process.

In addition to saving paper, the switch to a digital experience is estimated to save time and man-hours as well.

"Projected savings in time range from 50 to 100 percent depending on the area," Dixon stated. "These areas include time with recruiting, military entrance processing stations, BMT,

2nd Air Force's detachment 1 and AFPC."

According to Dixon, the problem was identified between a MEPS and an Air Force recruiting squadron commander. The MEPS commander said it took 4 times longer to process an Air Force applicant versus any other sister service applicant due to the amount of Air Force paperwork.

"Every service is at different points in their paperless initiatives with the U.S. Army and U.S. Marine Corps leading the way," Dixon said.

Air Force recruits headed to training have always shown up with a stack of paper, bundled in the iconic manila envelope, detailing their lives and perspective careers down to the smallest detail.

“Army recruits currently carry five pieces of paper to basic training; Marines carry paper orders and an identification card.”

“We are looking at implementing fingerprint scanners and electronic signature pads which will be used for identification and signature capture,” he continued. “In time, a trainee should be able to electronically sign every form required and only carry his or her medical records and

luggage to BMT.”

The MEPS and AFRS commander’s conversation led to a continuous process improvement event held in April 2016. CPI facilitator Matthew Jackson said the implementation will take time to be fully implemented.

“This monumental task will require a ‘crawl, walk, run’ approach as we refine requirements, roles, interfaces, software changes and hardware implementation,” Jackson said. “This phased-in approach will see some of the efficiencies overcome in real time while others will take longer to achieve.”

Jackson said there have already been changes made to the process which came directly from the CPI event.

“From the CPI event, we commissioned two teams that are developing requirements and implementing technology necessary to achieve the paperless accessions process,” Jackson said. “During the initial ‘current state’ mapping process of the many accession stakeholders that handle trainee’s paperwork, the team uncovered layers upon layers of antiquated processes and inefficiencies. This led to the opportunity for quick wins where we’ve already eliminated one package of paper.”

Although a date for total implementation has yet to be set, the First Command is determined and committed to bring the accession process into the digital age. Airpower starts in AETC; innovation fuels its future.

Editor’s Note: Look for more stories on the Air Force’s push to go paperless in a variety of career fields in upcoming editions of Behind the Badge.



The iconic manilla folder has been a part of BMT for decades, as can be seen in this undated photo from the Master Sgt. William T. English Flight Photo Archives.

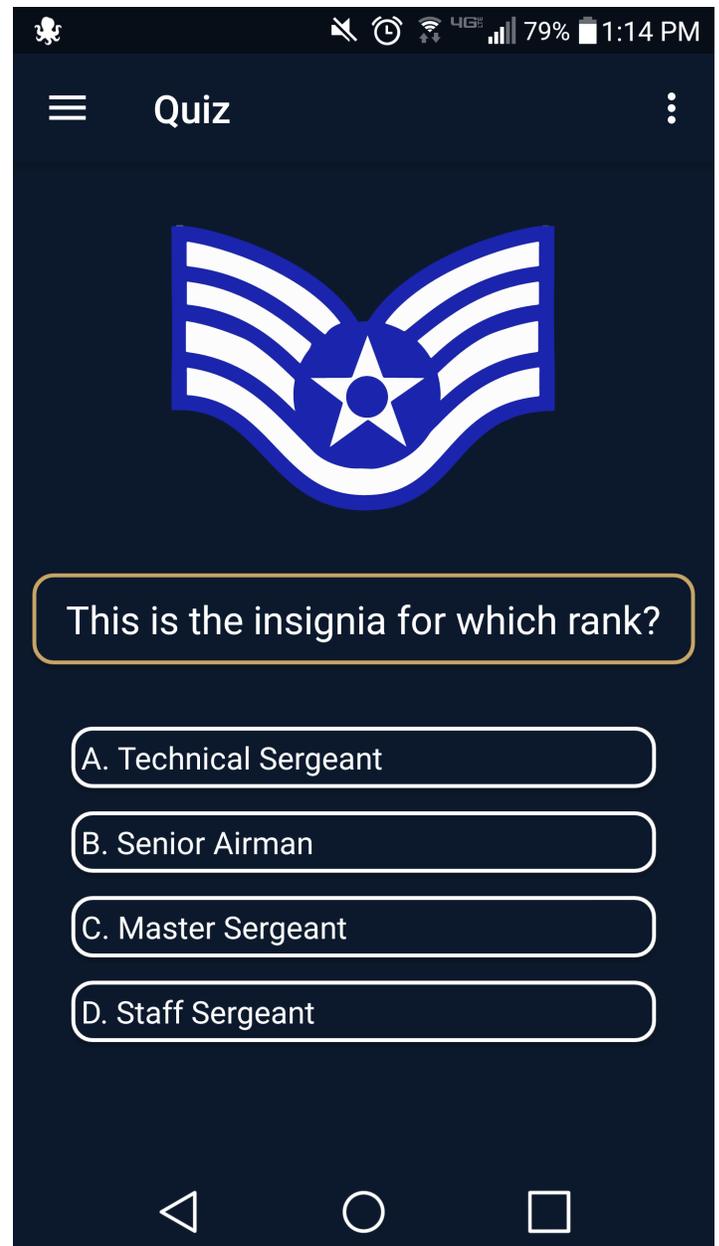
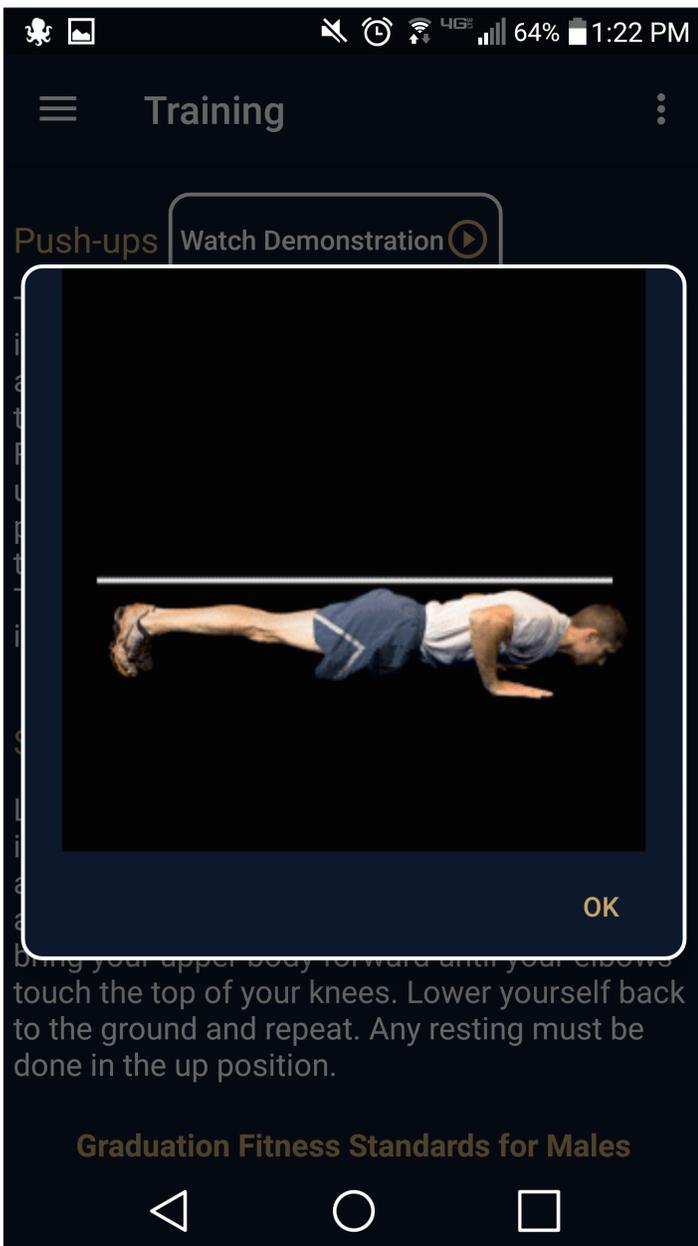
New “DEP Mobile App debutes soon

JOINT BASE SAN ANTONIO-RANDOLPH, Texas – A new app has been developed by AFRS Information Systems/Operations, 367th TRSS, and 368th RCS for Delayed Entry Program members to help prepare them for Basic Military Training and life in the Air Force. It is a self-improvement app called “Delayed Entry Program” and is scheduled to be submitted to iOS and Android app markets on Oct. 25, 2016. Due to Apple’s app review processes, the iOS version will likely take a few weeks to show up in the

market.

There are multiple sections covered: reporting statement, basic drills, physical fitness, nutrition, memory work, and the packing list. The DEP mobile app covers information from the DEP booklet and can be used as an enforcement tool.

In the Drill section, the user will find descriptions of how to perform the maneuver accompanied with animated GIF demonstrations. They will even be able to hear the command called in the familiar MTI style.



For physical fitness, the app includes a 14-week training schedule and some instructions for basic exercises like running, push-ups, and sit-ups. The fitness section also has a timer and a stopwatch. Graduation fitness standards are also included.

The Memory Work section covers Air Force Core Values, the Airman's Creed, the Air Force song, enlisted and officer ranks, the BMT chain of command, how to read military time, and the ability to quiz yourself with multiple choice or flash cards on all of these topics.

Look for it in iOS and Android app stores early November.

New DEP Mobile App debuts soon

New recruits will soon have basic Airmanship information at their fingertips with the upcoming release of the DEP Mobile App.

Saluting

Command:
"Present Arms!"

The salute is a courteous exchange of greetings, with the junior member always saluting the senior member first. A salute is also rendered to the flag as a sign of respect. Any Airman, NCO, or officer recognizing a need to salute or a need to return a salute may do so anywhere at any time.

Don't get scammed! 10 ways to avoid fraud

Words of wisdom from your friendly, neighborhood AFRS JAG

Millions of people are defrauded every year. In many cases, the costs of recovery are enormous, and many victims are never fully restored. The best solution to this problem? Don't get scammed in the first place! Here are 10 tips from the Federal Trade Commission to avoid scams:

1. Spot imposters. Scammers often pretend to be someone you trust, like a government official, a family member, a charity, or a company you do business with. Don't send money or give out personal information in response to an unexpected request – whether it comes as a text, a phone call or an email.

2. Do online searches. Do a search on a company or product name with words like “review,” “complaint” or “scam.” Or search for a phrase that describes your situation, like “IRS

call.” You can even search for phone numbers to see if other people have reported them as scams.

3. Don't believe your caller ID. Scammers can fake caller ID information, so the name and number you see aren't always real. If someone calls asking for money or personal information, hang up. If you think the caller might be telling the truth, call back to a number you know is genuine.

4. Don't pay upfront for a promise. Someone might ask you to pay in advance for things like debt relief, credit and loan offers, or mortgage assistance. They might even say you've won a prize, but first you have to pay taxes or fees.

5. Consider how you pay. Credit cards have significant fraud protection built in, but some

The image shows a screenshot of the Federal Trade Commission's website. At the top, it says "FEDERAL TRADE COMMISSION" and "ESPAÑOL". Below that is "CONSUMER INFORMATION" and a search bar. A sidebar on the left lists categories: MONEY & CREDIT, HOMES & MORTGAGES, HEALTH & FITNESS, JOBS & MAKING MONEY, PRIVACY, IDENTITY & ONLINE SECURITY, and BLOG. The main content area features a large yellow banner with a red warning icon and the text "SCAM ALERTS" in large red letters, followed by "what to know and do about scams in the news". Below the banner, there is a paragraph of text: "Crooks use clever schemes to defraud millions of people every year. They often combine sophisticated technology with age-old tricks to get people to send money or give out personal information. They add new twists to old schemes and pressure people to make important decisions on the spot. One thing that never changes: they follow the headlines — and the money." Below this is another paragraph: "Stay a step ahead with the latest info and practical tips from the nation's consumer protection agency. Browse FTC scam alerts by topic or by most recent." At the bottom of the main content area, there is a section titled "Most Recent Scam Alerts" with a link to "Government imposters target commercial truck" and a button that says "Get Scam Alerts by Email".

It's a good idea to sign up for the Federal Trade Commission's scam alerts updates. This free service can help protect you and your family from “deals too good to be true” and keep that hard-earned money in your pockets.

payment methods don't. Wiring money or using reloadable cards is risky because it's nearly impossible to get your money back. Government offices and honest companies won't require you to use these payment methods.

6. Talk to someone. Before you give up your money or personal information, talk to someone you trust. Con artists want you to make decisions in a hurry. They might even threaten you. Slow down, check out the story, do an online search, consult an expert — or just tell a friend.

7. Hang up on robocalls. If you answer the phone and hear a recorded sales pitch, hang up and report it to the FTC. These calls are illegal, and often the products are bogus. Don't press 1 to speak to a person or to be taken off the list. That could lead to more calls.

8. Be skeptical about free trial offers. Some companies use free trials to sign you up for products and bill you every month until you cancel. Before you agree to a free trial, research the company and read the cancellation policy.

9. Don't deposit a check and wire money back. By law, banks must make funds from deposited checks available within days, but uncovering a fake check can take weeks. If a check you deposit turns out to be a fake, you're responsible for repaying the bank.

10. Sign up for free scam alerts from the FTC at FTC.gov/scams.

If you spot a scam, report it to the FTC at ftc.gov/complaint or 1-877-382-4357.

If you have any questions, call or email AFRS/JA: Lt Col Coggin – 210-565-4736, david.coggin@us.af.mil

MSgt Howard – 210-565-4734, lashundra.howard@us.af.mil

Be alert: Avoid IRS scams

By 4th Fighter Wing Judge Advocate

SEYMOUR JOHNSON AIR FORCE BASE, N.C. – Scammers make unsolicited calls. Thieves call taxpayers claiming to be IRS officials. They demand that the victim pay a bogus tax bill. They con the victim into sending cash, usually through a prepaid debit card or wire transfer.

- Callers try to scare their victims. Many phone scams use threats to intimidate and bully a victim into paying. They may even threaten to arrest, deport or revoke the license of their victim if they don't get the money.

- Cons try new tricks all the time. Some schemes provide an actual IRS address where they tell the victim to mail a receipt for the payment they make. Others use emails that contain a fake IRS document with a phone number or an email address for a reply. These scams often use official IRS letterhead in emails or regular mail that they send to their victims.

The IRS will not:

- Call you to demand immediate payment. The IRS will not call you if you owe taxes without first sending you a bill in the mail.

- Demand that you pay taxes and not allow you to question or appeal the amount you owe.

- Require that you pay your taxes a certain way. For instance, require that you pay with a prepaid debit card.

- Ask for your credit or debit card numbers over the phone.

- Threaten to bring in police or other agencies to arrest you for not paying.

- Contact TIGTA to report the call. Use their "IRS Impersonation Scam Reporting" web page. You can also call (800) 366-4484.

- Report it to the Federal Trade Commission. Use the "FTC Complaint Assistant" on FTC.gov. Please add "IRS Telephone Scam" in the notes.

If you know you owe, or think you may owe tax:

- Call the IRS at (800) 829-1040. IRS workers can help you. For more, visit "Tax Scams and Consumer Alerts" on IRS.gov.



Mentorship Minute

Leadership 101 – Attitude is everything

By Chief Master Sgt. Michael Hood, 339th Recruiting Squadron

Attitude is everything! Whether you have a great one or just hate life, a few simple adjustments can mean tremendous success or self-perpetuated misery.

I use a few simple tips to keep me motivated, boost performance and to guard against falling into the traps of frustration or self-pity.

1. Speak Life. Whatever you say, always find something positive about the situation. Never speak death (negative words, cruel names or labels) to others or yourself because it has profound physiological and psychological impact by what we say. The ancient wisdom from the book of Proverbs warns, “death and life are in the power of the tongue, and those who love it will eat its fruits,” and Psychologytoday.com confirms this in their May 17, 2010 article, “Why It’s Dangerous to Label People.”

“The long-term consequences of labeling a child ‘smart’ or ‘slow’ are profound. In a classic study, Robert Rosenthal and Lenore Jacobson told teachers at an elementary school that some of their students had scored in the top 20 percent of a test designed to identify ‘academic bloomers.’ In fact, students were selected randomly, and they performed no differently from their unselected peers on a genuine academic test. A year after

convincing the teachers that some of their students were due to bloom, Rosenthal and Jacobson returned to the school and administered the same test. The results were astonishing: the ‘bloomers,’ who were no different from their peers a year ago, now outperformed their unselected peers by 10-15 Intelligence Quotient points. The teachers fostered the intellectual development of the ‘bloomers,’ producing a self-fulfilling prophecy in which the students who were baselessly expected to bloom actually outperformed their peers.”

Conversely, using negative labels can cause devastating life-long effects. Always speak in a positive manner to others and yourself as it can change your perspective, well-being and performance in others.

2. Laugh and Smile. While sometimes difficult, the human body has an amazing ability to affect our well-being when we can remember a great moment or share in the goodness of others. Check out the story of Norman Cousins who cured himself of cancer by laughing.

Conversely, having a negative outlook and scowl only worsens how you feel.

This also goes a long way in becoming a likeable and approachable leader. I knew an aircraft maintenance squadron superintendent

who when people in-processed to his unit, would gripe, scowl, threaten and yell - only to end the conversation with, “if you ever need anything, feel free to stop by!”

No one ever did, as he was always bitter about something and even complained about not making E-9 the first time and retired in protest.

I say our Air Force is better without people like him.

While I am on the subject, leaders should smile for official photos (makes you approachable) and must always make time for their people.

Your day may be slammed or it’s just the worst time to have anyone drop by, but never let our Airmen see it.

Take a deep breath, smile and welcome them in. It gets easier as you do it and people will always remember that you took the time to listen and help. They may even forget what you had to say, but they will always remember how you made them feel.

3. Celebrate small victories. Doing so releases the feel-good chemical dopamine – one of the four chemicals that improves performance.

4. Trust and have faith in others, but when they fail you do not take it personally. We all fail in

different ways, but successful people refuse to let their failures define them.

It took Thomas Alva Edison 1,000 failed attempts before finally inventing the light bulb, but he did not quit because he knew that a positive attitude leads to success.

Always remember, you either win or you learn – we never lose!

Below is a final perspective from feudal Japan’s samurai warrior class to inspire you.

Shihan Nishiuchi says to, “Be like a weed.”

A weed will try to grow to its fullest potential wherever it finds itself.

It does not ask to have more fertile soil, or for more sunlight.

It never feels sorry for itself. It simply does its best with what it has and if it is knocked down or trampled upon, the weed puts all of its effort into growing upright again.

Even if the weed is poisoned or plucked from the ground, it has no regrets. It accepts its own life and appreciates what it was given.

As leaders, we must strive to remove discouragement, self-doubt and all the trappings that interfere the development of others and follow the example of the weed. Once we do this, our professions and the lives of others will become richer.

Lead On!





Members of the 347th Recruiting Squadron, C-Flight and C-Flight Future volunteered to harvest food for The Hunger Task Force (The Farm), Sept. 27, in Franklin, Wis. The group harvested 1776 pounds of apples at The Farm, which is one of the only food banks to grow its own produce and distribute it for free in southern Wisconsin.



Master Sgt. Samuel Mullins, an instructor supervisor and prostate cancer survivor, rallied 127 staff, students and friends to support the Zero Prostate Cancer Run/Walk on Sept. 18, at Missions Park, San Antonio, Texas. They raised more than \$2,000 in donations for the cause.



Honoring the past

Members of the San Jose MEPS and 364th Recruiting Squadron, B Flight, partnered with the Cost of Courage Foundation to recognize Pfc. Thomas Cortez as the Veteran of the Month in a ceremony Oct. 1 at the Valley House Rehab center.

Cortez served with the 821st Tank Destroyer Battalion during World War II and fought at the Battle of Saint-Lô.

The Battle of Saint-Lô was one of the three conflicts in the Battle of the Hedgrows in France and took place from July 2-24, 1944, just before Operation Cobra. The city had fallen to Germany in 1940 and was heavily bombed after the Invasion of Normandy, destroying up to 95 percent of the city. The bombardment and battle resulted in a high casualty rate, and the city would later be known as "The Capital of Ruins."

Estes is the founder of Cost of Courage.

From left to right: Tech. Sgt. Laura Arnold, Tech Sgt. Scott Swaters, Master Sgt. Helenor Luna, Tech. Sgt. Stevie Coscolluela, Staff Sgt. Junita Moore, Master Sgt. Ismael Lopez, Mrs. Kelly Eustes, Pfc. Thomas Cortez.



Recruiting School instructors Master Sgt. Sucan Faucett (left center) and Tech. Sgt. Andrea Jaramillo (right center) pose with members of Air National Guard Recruiting Class 160815 after their Sept. 21 graduation at the JBSA-Lackland Club.



Tech. Sgt. Derek Guerin poses with Recruiting School students after winning the Kudos best class skit award at the JBSA-Lackland NCO Club, Sept. 30.



Photos by Staff Sgt. Byron Schramm

ABOVE: Lt. Col. Tracy Parrish, 344th Recruiting Squadron commander, speaks to students at Killgore High School in Kilgore, Texas, on Sept. 29. Parrish is a graduate of the school.

BELOW: Lt. Col. Tracy Parrish, 344th Recruiting Squadron commander poses with Mrs. Janie Terrell. Terrell was Parrish's former English teacher, and is now a counselor at Killgore High School.

RIGHT: Staff Sgt. Byron Schramm, the local recruiter for Killgore High School speaks to students during Lt. Col. Tracy Parrish's visit.





Left to Right Tech. Sgt. Christopher J. Holt, 342nd Recruiting Squadron G-Flight recruiter, is presented with his health professions recruiter certification by Senior Master Sgt. Jason O'Donley, 342 RCS production superintendent, in Fairview Heights, Ill., Sept. 27. This marked his successful completion of 12 months' HP recruiter training.



Tech. Sgt. James Tench, a past two-time Gold Badge Recruiter, recently graduated from the NCO Accademy as a distinguished graduate. Tench is now servcise as the acting senior trainer with the 369th Recruiting Squadron.



Left to Right: Tech. Sgt. Samantha Gan-Flentroy, 342nd Recruiting Squadron, G-Flight flight chief, is presented with her health professions flight chief certification by Senior Master Sgt. Jason O'Donley, 342 RCS production superintendent, in Fairview Heights, Ill., Sep. 28. This marked her successful completion of 12 months' HP flight chief training.



From left to right: Master Sgt. David N. Ames, 311st Recruiting Squadron first sergeant; Master Sgt. Dawn Roznos, 368th Recruiting Squadron A-Flight chief; Master Sgt. Christopher Kisse, 337th Recruiting Squadron, C-Flight chief.

Roznos was the ditinguished graduate in her recent SNCOA class, Kisse won the John L. Levitow Award and was also a distinguished graduate.

The Levitow Award is the highest award for enlisted professional military education in the Air Force and is presented to the student who demonstrates the most outstanding leadership and scholastic achievement throughout ALS, NCOA and SNCOA.



Members of the 314th Recruiting Squadron took part in the Gold Star 10-K Ruck March to honor mothers that have lost children while in the service.

From left to right: Staff Sgt. Rebecca Blackmon, Staff Sgt. Michael Lunsford, Tech Sgt. Jessica Kosisky, Tech Sgt. Barbara Richardson, Capt. Lindsay Zack, Tech Sgt. Ariel Acosta, Tech Sgt. Samantha Acosta, Staff Sgt. Ninfa Mata and Master Sgt. Cliff Hensley



U.S. Air National Guard photo by Master Sgt. Jerry D. Harlan/Released

Tech. Sgt. Henry Edwards, right, receives the Distinguished Graduate Award for NCO academy class 16-6 from Chief Master Sgt. Paul Rayman, Chief Master Sgt. of Reserve Forces for Headquarters Air Force Space Command, and Chief Master Sgt. Edward Walden, Sr., Commandant of the Paul H. Lankford Enlisted PME Center, here, Sep. 29, 2016, at the I.G. Brown Training and Education Center in Louisville, Tenn. The distinguished graduate award is presented to the top 10 percent of the class.



Welcome Home!

AFRS staff welcomes home Master Sgt. Patrick Cone after his return from deployment to Afghanistan. Cone returned to San Antonio Oct. 16 and will be spending some much needed time with his friends and family.

Welcome home, and congratulations on a job well-done!

1st Row: Corrinne Cone, Master. Sgt. Patrick Cone, Col. Phillip Layman, Command Master Sgt. Wade Trahan, Senior Master Sgt. Mark Pennock, Master Sgt. Michael Malott

2nd Row: Corrinne's parents, Master Sgt. Richard Irizarryrivera, Command Master Sgt. Matthew Schneider