



Work-Product

**UNITED STATES AIR FORCE
BOARD FOR CORRECTION OF MILITARY RECORDS**

RECORD OF PROCEEDINGS

IN THE MATTER OF:

DOCKET NUMBER: BC-2022-00291

Work-Product

COUNSEL: NONE

HEARING REQUESTED: YES

APPLICANT’S REQUEST

His DD Form 214, *Certificate of Release or Discharge From Active Duty*, corrected to reflect the following:

- 1. The grade of master sergeant (E-7).
- 2. The Meritorious Unit Award.

APPLICANT’S CONTENTIONS

He was medically retired as a master sergeant because he had a promotion line number. His DD Form 214 was requested before he was promoted. Additionally, his unit was notified on 20 Dec 21 regarding their award of the Meritorious Unit Award. The award period covers the period from which he served.

The applicant’s complete submission is at Exhibit A.

STATEMENT OF FACTS

The applicant is a medically retired Air Force technical sergeant (E-6) who entered the Regular Air Force on 1 Mar 11.

On 21 Jul 20, according to the subject memorandum, *Promotion Statement of Understanding*, the applicant acknowledged he would incur a two year service commitment from the effective date of his promotion and would need to serve the two years to qualify for voluntary non-disability retirement in order to retire in the grade of master sergeant.

Dated 15 Mar 21, Special Order [Work-Product] provided by the applicant, indicates he was permanently disability retired in the grade of master sergeant with a compensable percentage for physical disability of 60 percent, effective 26 Jul 21.

Work-Product

Work-Product

On 25 Jul 21, according to his DD Form 214, the applicant was medically retired as a technical sergeant. He was credited with 10 years, 4 months, and 25 days of active service. Awards listed include: Meritorious Service Medal, Air Force Commendation Medal with one Oak Leaf Cluster (OLC), Air Force Achievement Medal with two OLC, Air Force Outstanding Unit Award with one OLC, Air Force Good Conduct Medal with two OLC, National Defense Service Medal, Global War on Terrorism Expeditionary Medal, Global War on Terrorism Service Medal, Air Force Overseas Ribbon-Long Tour, Air Force Expeditionary Service Ribbon, Air Force Longevity Service with one OLC, United States Air Force Non-Commissioned Officer Professional Military Education Graduate Ribbon with one OLC, Air Force Training Ribbon.

For more information, see the excerpt of the applicant's record at Exhibit B and the advisories at Exhibit C, D, and E.

AIR FORCE EVALUATION

AFPC/DP2SPP recommends granting the applicant's request to have his DD Form 214 reflect the grade of master sergeant.

The applicant was selected for promotion for cycle 2017E6 (technical sergeants), with a line number of 73660. Per Air Force Instruction (AFI) 36-2502, *Enlisted Airman Promotion/Demotion Programs*, published 25 Oct 19, Table 2.1, the applicant is to meet the minimum requirement to be eligible for the promotion of master sergeant:

1. Primary Air Force Specialty Code (PAFSC) as of the promotion eligibility cutoff date (PECOD): 7 Level / time in current grade: 24 months / Total Active Federal Military Date (TAFMD): 8 years.
2. The applicant was eligible for promotion to master sergeant in cycle 2020E7. He was rendered a select with a line number of 44610. The corresponding date of rank and effective date with this line number is 1 Jul 21.
3. All selects to the grade of master sergeant and senior master sergeant with more than 18 years total active federal military service by effective date of promotion will sign an AF Form 63, *Active Duty Service Commitment (ADSC)*. This form must be accomplished within 10 duty days after the selections are confirmed confirming the selectee will obtain two years of service retainability by extending their current enlistment contract or re-enlisting.
4. On 21 Jul 2020, the applicant electronically signed an AF Form 63, acknowledging the requirement to obtain two years of retainability.

On 23 Nov 20, a Case Management System (CMS) number [redacted] was created by the servicing military personnel flight (MPF) to raise the issue of the applicant currently undergoing a Medical Evaluation Board and the chances he would have medically retired prior to the opportunity of being able to pin on master sergeant. In this case, AFPC Enlisted Promotions Tier 2 informed the

MPF the member will need to sign an ADSC but he has the option to submit a waiver for an Exception to Policy (ETP).

Based on the documentation provided by the applicant and analysis of the facts, there is evidence of an error or injustice for withholding promotion to master sergeant. The applicant was medically retired and met all requirements for promotion. Due to his time in service calculations, he was not required to incur a two-year ADSC, acquire an additional two years of retainability; nor was there any derogatory information on file. AFPC/DP2SPP concluded the applicant's MPF could have submitted an ETP request, at which time it would have been granted; allowing him to pin on the grade of master sergeant the last day of active duty. If it was not for his approved medical retirement, he would have been promoted six days after the effective date of retirement.

The complete advisory opinion is at Exhibit C.

ADDITIONAL AIR FORCE EVALUATION

AFPC/DP2SSR recommends denying the applicant's request to have his DD Form 214 reflect the grade of master sergeant (E-7). In accordance with AFI 36-3202, *Certificate of Discharge or Release from Active Duty*, and the DD Form 214, *Personnel Services Delivery Guide*, the grade will be the active duty grade held at the time of the close out of the DD Form 214. This refers to the physical grade the member was wearing while in uniform. According to the military personnel database (MILPDS), the member's grade at the time of his discharge from the Regular Air Force was technical sergeant (E-6), therefore the DD Form 214 which was prepared is correct as indicated. Any grade increase that may have occurred upon his retirement effective date from the Regular Air Force would be for retirement pay purposes only and has no bearing on the DD Form 214 preparation.

The complete advisory opinion is at Exhibit D.

ADDITIONAL AIR FORCE EVALUATION

AFPC/DP3SP recommends denying the request to award the Meritorious Unit Award. Even though the applicant provided an email from the [REDACTED] Fighter Wing Commander, dated 20 Dec 21, indicating the Fighter Wing was the recipient of the 2021 Meritorious Unit Award, there is no Special Order number indicated or provided, and it could not be located in the Air Force Personnel Services Online Award Database. Furthermore, AFPC/DP3SP was unable to verify the applicant was assigned or attached to an additional unit who received award of the Meritorious Unit Award during the award inclusive period.

Per Air Force Manual (AFMAN) 36-2806, *Military Awards: Criteria and Procedures*, section A10.3 the Meritorious Unit Award recognizes units that distinguished themselves by exceptionally meritorious conduct in the performance of outstanding achievement or service in direct support of combat operations. The performance must have occurred for at least 90 continuous days during the period of military operations against an armed enemy of the U.S. on or after 11 Sep 01. The

award is awarded to squadrons, groups, and wings which displayed such outstanding devotion and superior performance of exceptionally difficult tasks as to set it apart and above other units with similar missions. The degree of performance required is the same as that which would warrant award of the Legion of Merit to an individual. Superior performance of a normal mission does not solely justify the award of the Meritorious Unit Award.

The complete advisory opinion is at Exhibit E.

APPLICANT'S REVIEW OF AIR FORCE EVALUATION

The Board sent a copy of the advisory opinion to the applicant on 20 Mar 23 for comment (Exhibit E), and the applicant replied on 21 Mar 23. In his response, the applicant contends his Squadron Commander Support Staff (CSS) would not submit an exception to policy (ETP) for his upcoming promotion and retirement entitlements stating no ETP was possible and referenced an incorrect Air Force Instruction. To support his request for the Meritorious Unit Award, he submitted a screen shot of the Air Force Personnel Services database indicating the date ranges and order number and his enlisted performance report (EPR) showing he served at least one day during the inclusive dates.

The applicant's complete response is at Exhibit F.

FINDINGS AND CONCLUSION

1. The application was timely filed.
2. The applicant exhausted all available non-judicial relief before applying to the Board.
3. After reviewing all Exhibits, the Board concludes the applicant is the victim of an error or injustice. While the Board notes AFPC/DP2SSR recommendation to deny, the Board concurs with the rationale and recommendation of AFPC/DPSPP and finds a preponderance of the evidence substantiates the applicant's request that his DD Form 214 reflect his grade of master sergeant. In this regard, the Board finds that when the applicant was medically retired he met all requirements for promotion. If it was not for his approved medical retirement, he would have been promoted six days after the effective date of retirement. With regard to the Meritorious Unit Award (MUA) be added to his DD Form 214, the Board notes the award period reflected on the Air Force Personnel Services database coupled with the applicant's EPR which reflects he served during the MUA award period is sufficient evidence to award the MUA. Therefore, the Board recommends correcting the applicant's records as indicated below.
4. The applicant has not shown a personal appearance, with or without counsel, would materially add to the Board's understanding of the issues involved.

Work-Product

RECOMMENDATION

The pertinent military records of the Department of the Air Force relating to the APPLICANT be corrected to show his DD Form 214, *Certificate of Release or Discharge from Active Duty*, issued on 25 July 2021, be amended to reflect the Meritorious Unit Award (MUA) and the grade of master sergeant (E-7).

CERTIFICATION

The following quorum of the Board, as defined in Department of the Air Force Instruction (DAFI) 36-2603, *Air Force Board for Correction of Military Records (AFBCMR)*, paragraph 2.1, considered Docket Number BC-2022-00291 in Executive Session on 5 Dec 23:

Work-Product Panel Chair
Work-Product Panel Member
Work-Product Panel Member

All members voted to correct the record. The panel considered the following:

- Exhibit A: Application, DD Form 149, w/atchs, dated 20 Dec 21.
- Exhibit B: Documentary evidence, including relevant excerpts from official records.
- Exhibit C: Advisory opinion, AFPC/DPSPP, dated 16 Feb 22
- Exhibit D: Advisory opinion, AFPC/DPSSR, dated 16 Feb 22
- Exhibit E: Advisory opinion, AFPC/DP3SP, dated 23 Feb 22
- Exhibit F: Notification of advisory, SAF/MRBC to applicant, dated 20 Mar 23.
- Exhibit G: Applicant's Response, dated 22 Mar 23.

Taken together with all Exhibits, this document constitutes the true and complete Record of Proceedings, as required by DAFI 36-2603, paragraph 4.12.9.

9/15/2025

Work-Product

Board Operations Manager, AFBCMR
Signed by: Work-Product

AFBCMR Docket Number BC-2022-00291

Work-Product