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

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**RECORD OF PROCEEDINGS**

**IN THE MATTER OF:**

**DOCKET NUMBER:** BC-2024-03377

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**COUNSEL:** Work-Product

**HEARING REQUESTED:** Work...

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**APPLICANT'S REQUEST**

His Letter of Admonishment (LOA) dated 26 January 2018, be removed from his permanent military records.

**APPLICANT'S CONTENTIONS**

The issuing authority intended the LOA as a means of remediation for an honest mistake. The LOA was initially withheld from his unfavorable information file to prevent it from becoming a permanent part of his record, contingent on the absence of further disciplinary incidents. No such incidents occurred. However, the LOA unexpectedly appeared in his permanent record 4 years later, just before his first promotion board to lieutenant colonel. After being deferred for promotion twice, he separated from active duty. The issuing authority now regrets the decision, as evidenced by a letter requesting removal of the LOA from his military record, because it has unjustly impacted the applicant's officer selection record, hindering his promotion prospects and future employment with the Air Force Reserve Command and Air National Guard.

The applicant's complete submission is at Exhibit A.

**STATEMENT OF FACTS**

The applicant is a former Air Force major (O-4).

On 26 January 2018, the applicant was rendered an LOA for disclosing that he failed to ensure compliance with procedures for arming of crew members during C-17 operations as required by AFMAN 11-2C-17V3, *C-17 Operations Procedures*, paragraph 7.13. He acknowledged receipt of the LOA on that same day and did not provide a response.

On 6 February 2018, the issuing authority opted to maintain the LOA in the applicant's Personnel Information File and the applicant acknowledged understanding of the decision that same day.

On 30 November 2023, according to DD Form 214, *Certificate of Uniformed Service*, the applicant was discharged from the Air Force. He was credited with 15 years, 6 months, and 3 days of total active service. His narrative reason for separation reflects non-selection, permanent promotion.

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

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## **AIR FORCE EVALUATION**

AFPC/DPMSSM (Special Programs) recommends denying the application. Based on the documentation provided by the applicant and analysis of the facts, there is insufficient evidence of an error or injustice as it pertains to the administration of the LOA. The commander administered the LOA in accordance with DAFI 36-2907, *Administrative Adverse Actions*, Chapters 1, 2, and 3. There were no procedural deviations identified that would preclude filing in the applicant's record. The Special Programs section reviewed the applicant's Master Personnel Record Group (MPerRGp)/Officer Selection Record and documentation of the adverse administrative action has been filed accordingly. Except for the set aside of a court-martial or nonjudicial punishment, removal of adverse information from the MPerRGp may only be directed pursuant to an Air Force Board for Correction of Military Records recommendation.

The complete advisory opinion is at Exhibit C.

## **APPLICANT'S REVIEW OF AIR FORCE EVALUATION**

The Board sent a copy of the advisory opinion to the applicant on 12 March 2025 for comment (Exhibit D) but has received no response.

## **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 the recommendation of AFPC/DP3SP against correcting the record, it finds a preponderance of the evidence substantiates the applicant's contentions. In particular, the Board finds the request from the applicant's former commander supports this conclusion. Specifically, in a letter to the Board, the applicant's former commander expressed that his intention for issuing the LOA was solely as remediation for an honest mistake, which has unjustly hindered the applicant's career prospects. Unaware of the LOA's lasting impact, he requests removal of the LOA from the applicant's permanent military record, emphasizing the applicant's exceptional performance and character. He asserts that removing the LOA would allow him to contribute his talent and integrity to the Air National Guard or Air Force Reserve Command. Therefore, the Board recommends correcting the applicant's records as indicated below.

## **RECOMMENDATION**

The pertinent military records of the Department of the Air Force relating to APPLICANT be corrected to show the LOA dated 26 January 2018, be removed from his MPerRGp and OSR.

## **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-2024-03377 in Executive Session on 11 July 2025:

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Panel Chair

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Panel Member

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Panel Member

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

Exhibit A: Application, DD Form 149, w/atchs, dated 20 September 2024.

Exhibit B: Documentary evidence, including relevant excerpts from official records.

Exhibit C: Advisory Opinion, AFPC/DPMSSM, dated 12 March 2025.

Exhibit D: Notification of Advisory, SAF/MRBC to Applicant, dated 12 March 2025.

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.

8/22/2025

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Board Operations Manager, AFBCMR

Signed by: USAF

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