



Work-Product

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

RECORD OF PROCEEDINGS

IN THE MATTER OF:

DOCKET NUMBER: BC-2025-00427

Work-Product

COUNSEL: NONE

HEARING REQUESTED: NO

APPLICANT’S REQUEST

His Letter of Admonishment (LOA) be removed from his record.

APPLICANT’S CONTENTIONS

He received a LOA 10 years ago which led to his referral Officer Performance Report (OPR). He successfully appealed and was granted the removal of the OPR through the Evaluation Reports Appeal Board (ERAB) but the LOA remains. Verbal counseling from eight years ago appears twice, making it seem as if he received two. Despite strong promotion recommendations, he has been passed over nine times. He has consistently performed with excellence since the incident, receiving a Meritorious Service Medal (MSM) from the same assignment the LOA was issued from. Additionally, the Secretary of the Air Force (SAF) approved his extension beyond his mandatory retirement date. Outdated remarks from 8 to 10 years ago should not hinder his promotion and unjustly impact his career. To support his request, the applicant provided several character reference statements, his OPRs, and his promotion recommendation forms.

The applicant’s complete submission is at Exhibit A.

STATEMENT OF FACTS

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

On 11 Sep 15, the applicant was issued a LOA for wrongfully using the chapel office on base as a residence for over two years to sleep during non-duty hours saving approximately \$1,850.00 a month he admittedly would have spent to rent suitable living quarters. Additionally, he was found to have wrongfully used a seven-day pass to which he was to be at home during a religious observance. This pass was combined with ordinary leave to which he left the local area in violation of AFI 36-3003, *Military Leave Program*.

On 16 Sep 15, the applicant submitted a response stating the whole purpose of sleeping in his office was to increase his productivity and that of the mission. The chapel was used almost every evening until 2100 hours, and he ensured the building was secure afterwards and responded to

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emergency calls after hours. His family lives in **Work-Product** and his dedication to the mission is from Sunday evening through Friday morning. The wing chaplain allowing him to do this is a testament to his work ethic. He did not consider the perception, this was being done for private gain as it was clear to him, he was doing this out of dedication to the mission. Additionally, concerning the seven-day pass, it was conveyed to him, he could telework over the holidays, and he took leave before the holiday. During this time, he teleworked even though he was on leave. He admitted his errors in judgement and apologized, stating it would not happen again.

For the periods of 23 Apr 15 through 28 Sep 15 and 29 Sep 16 through 24 Apr 17, AF Forms 77, *Letter of Evaluation*, indicate he was not rated for these periods and the previous evaluations were removed by order of the Chief of Staff, USAF.

Dated 2 Jun 17, the Referral Completion Report indicates the applicant was verbally counseled for using his official title and letterhead when working with someone not affiliated with the military.

Dated 29 Apr 21, the Adverse Information Summary substantiated the allegation he confused the distinction between his military responsibilities and his rabbinic responsibilities by using official military letterhead to document counseling to a non-military member. The findings were approved on 7 Jun 17.

On 30 Apr 21, the applicant responded to the Adverse Information Summary stating he was verbally counseled on 2 Jun 17 for writing a letter on official letterhead to aid a former military dependent with no current military affiliation and it was agreed by the senior chaplain, this was a harmless oversight. Afterwards, he was promoted and received an MSM.

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

APPLICABLE AUTHORITY/GUIDANCE

Per DAFI 36-2907, paragraph 1.2.2, LOCs unrelated to a substantiated finding or conclusion from an officially documented investigation or inquiry will not be considered adverse information. This preserves commanders' ability to administratively document and rehabilitate minor instances of substandard behavior or misconduct without making it a part of the permanent record (also referred to as "standalone" LOCs). Per paragraph 1.2.3, all adverse information as defined by this instruction will be permanently placed in the Master Personnel Record Group (MPerRGp). 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 (AFBCMR) recommendation.

Per paragraph 1.2.9, officers are responsible for ensuring the accuracy of their records prior to meeting any promotion board. Officers who have adverse information as part of their history should check the Personnel Records Display Application to ensure that a full record of the adverse

information is in their record, to include the full response, if applicable. Per paragraph 1.2.10, officers will not receive an additional opportunity to respond to the adverse information or provide information to the board, with the exception of the right to communicate with the promotion board directly via letter. Officers may elect to write a letter to the board in accordance with DAFI 36-2501, *Officer Promotions and Selective Continuation*; AFI 36-2504, *Officer Promotion; Continuation and Selective Early Removal in the Reserve of the Air Force*; or ANGI 36-2505, *Federal Recognition Examining Boards for Appointment or Promotion in the ANG Below General Officer*, to address adverse information included in the Officer Selection Record (OSR).

AIR FORCE EVALUATION

AFPC/DPMSSM recommends denying the application finding insufficient evidence of an error or injustice. All adverse information as prescribed in the DAFI 36-2907 will be permanently placed in the MPerRGp and retained for ten years in accordance with chapter 1. Special Programs reviewed the applicant's MPerRGp and OSR, and the adverse administrative action has been filed accordingly. Except for the set aside of a court-martial or nonjudicial punishment, early removal of adverse information from the MPerRGp may only be directed pursuant to an AFBCMR 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 16 Apr 25 for comment (Exhibit D), and the applicant replied on 22 Apr 25. In his response, the applicant contends the advisory does not address the existence of a duplicate Letter of Counseling (LOC) in his records creating a false impression of three separate derogatory actions when in reality, there were only two adverse actions. Additionally, he successfully appealed the removal of his referral OPR that resulted from the LOA. This LOA was initially proposed as a Letter of Reprimand (LOR) but was downgraded indicating his command recognized the mitigating factors. While he recognizes the LOA is scheduled to be removed in Sep 25, ten years after issuance, the document remains in effect and can still negatively impact his career. In conclusion, the unaddressed duplication, the precedent set by the ERAB, the initial downgrade from an LOR to an LOA, and the continuing impact of the action, provides compelling justification for the early removal of the LOA from both his MPerRGp and OSR.

The applicant's complete response is at Exhibit E.

FINDINGS AND CONCLUSION

1. The application was timely filed.
2. The applicant exhausted all other available administrative remedies before applying to the Board.

3. After reviewing all Exhibits, the Board concludes the applicant is not the victim of an error or injustice. The Board concurs with the rationale and recommendation of AFPC/DPMSSM and finds a preponderance of the evidence does not substantiate the applicant’s contentions. The LOA dated 11 Sep 15 should already have been removed from the applicant’s record. Furthermore, the Board finds no evidence the applicant was issued a duplicate LOC for the same behavior and finds the LOC should remain in the record per DAFI 36-2907. Therefore, the Board recommends against correcting the applicant’s records.

RECOMMENDATION

The Board recommends informing the applicant the evidence did not demonstrate material error or injustice, and the Board will reconsider the application only upon receipt of relevant evidence not already presented.

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-2025-00427 in Executive Session on 20 Nov 25:

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

All members voted against correcting the record. The panel considered the following:

- Exhibit A: Application, DD Form 149, w/atchs, dated 23 Jan 25.
- Exhibit B: Documentary evidence, including relevant excerpts from official records.
- Exhibit C: Advisory Opinion, AFPC/DPMSSM, dated 15 Apr 25.
- Exhibit D: Notification of Advisory, SAF/MRBC to Applicant, dated 16 Apr 25.
- Exhibit E: Applicant’s Response, dated 22 Apr 25.

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.

1/2/2026

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Board Operations Manager, AFBCMR
Signed by: USAF