

**SUMMARY:** The Applicant was discharged on December 7, 2022 in accordance with Air Force Instruction 36-3208, *Administrative Separation of Airmen*, with an Under Honorable Conditions (General) Service Characterization for Misconduct (Minor Infractions). The Applicant appealed for a change to the Reentry Code.

The Applicant requested the Board be completed based on a Record Review. The Board was conducted on July 22, 2025. The Applicant was not represented by counsel.

The attached examiner's brief (provided to applicant only), extracted from available service records, contains pertinent data regarding the circumstances and character of the Applicant's military service.

**DISCUSSION:** The Discharge Review Board (DRB), under its responsibility to examine the propriety and equity of an Applicant's discharge, is authorized to change the Characterization of Service and the Narrative Reason for discharge if such changes are warranted. If applicable, the Board can also change the Applicant's Reentry Code. In reviewing discharges, the Board presumes regularity in the conduct of governmental affairs unless there is substantial credible evidence to rebut the presumption, to include evidence submitted by the Applicant. The Board completed a thorough review of the circumstances that led to the discharge and the discharge process to determine if the discharge met the pertinent standards of equity and propriety.

The Applicant's record of service included the following documented misconduct leading up to their discharge:

- Article 15 for negligently failing to refrain from using Government Travel Card (GTC) for personal purposes; having a key-fob in a secure area
- Letter of Reprimand for being detained for larceny at the Base Exchange
- Letter of Reprimand for dereliction of duty
- Letter of Reprimand for plugging personal cell phone into a government IT system to charge resulting in a cyber-security incident
- Letter of Counseling for willfully failing to perform duties by bringing a personal gaming computer to work and playing video games during duty hours

The documentary evidence the Board considered as part of the review includes, but is not limited to the DD Form 293, *Application for the Review of Discharge from the Armed Forces of the United States*, and any additional documentation submitted by Applicant and/or counsel; the Applicant's personnel file from the Automated Records Management System (ARMS); and the DRB Brief detailing the Applicant's service information and a summary of the case.

The Applicant stated they are in the process of reenlisting in the military and is needing a change to their re-entry code. They stated they wish to fight and serve their country with the United States Army.

The DRB determined the discharge was proper and equitable. The Applicant's revealed they had a pattern of misconduct ranging from dereliction of duty, being late to work, misuse of GTC card, larceny, and creating a cyber-security incident which led to a string of administrative paperwork (Article 15, 4 LORs, and an LOC) over a period of a year which were the basis for the discharge. The DRB determined that, through the administrative actions taken by the chain of command in this case, the Applicant had ample opportunities to change their negative behavior but failed to do so. The Applicant did not state they were unjustly accused, provide any supporting documents, take accountability, or show remorse for their actions. Therefore, the Board denied the Applicant's request to change their reentry code.

Additionally, the Board considered the factors laid out in the attachment to the Under Secretary of Defense memorandum, *Guidance to Military Discharge Review Boards and Boards for Correction of Military/Naval Records Regarding Equity, Injustice, or Clemency Determinations*, dated 25 June 2018, known as the “Wilkie Memo.” The Board considered the factors listed in paragraphs (6)(a)-(6)(l) and (7)(a)-(7)(r) of this memorandum and found no evidence of inequity or impropriety.

**FINDING AND CONCLUSION:** After a thorough review of the available evidence, to include the Applicant’s issues, summary of service, service/medical record entries, and discharge process, the Board found the discharge was proper and equitable. The DRB voted unanimously to ***deny*** the Applicant’s request. Therefore, the awarded Service Characterization shall remain “Under Honorable Conditions (General),” the Narrative Reason for separation shall remain Misconduct (Minor Infractions), and the Reentry Code shall remain 2B. The DRB results were approved by the Presiding Officer on July 30, 2025.

Should the Applicant wish to appeal this decision, the Applicant must request a personal appearance before this Board before applying for relief to the Air Force Board for Correction of Military Records (AFBCMR). In accordance with DAFI 36-2603, *Air Force Board for Correction of Military Records*, all Applicants before the AFBCMR must first exhaust available administrative avenues of relief before applying to the AFBCMR, otherwise their AFBCMR case will be administratively closed until such time that the Applicant avails themselves of the available avenue of relief. Therefore, should the Applicant wish to appeal this decision, they must first exercise their right to make a personal appearance before the AFDRB.

Instructions on how to appeal an AFDRB decision can be found at <https://afrbportal.azurewebsites.us>

If desired, the Applicant can request a list of the Board members and their votes by writing to:

Air Force Review Boards Agency  
Attn: Discharge Review Board  
3351 Celmers Lane  
Joint Base Andrews, MD 20762-6435

Attachment:  
Examiner's Brief (Applicant Only)