

**21 JUNE 1993**



**Personnel**

**MILITARY PROMOTION AND DEMOTION**

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1. The Air Force must be able to identify those people with the highest potential to fill positions of increased grade and responsibility. This directive establishes policies for promoting and demoting people to grades appropriate to their abilities and for meeting Air Force needs.
2. The Air Force promotion system will provide a visible, relatively stable career progression, consistent with the Defense Officer Personnel Management Act of 1980, Reserve Officer Promotion Act of 1954, and Top Five enlisted guidelines provided in Department of Defense (DoD) Directive 1304.20, *Enlisted Personnel Management System*, December 19, 1984. The system will provide for promotion opportunity and timing, for advancing individuals with the appropriate experience and skill to fill projected requirements, and for preventing individuals from being promoted who should not be advanced to the next higher grade.
3. The Air Force and Air Reserve Components of the Air Force will:
  - 3.1. Select individuals for promotion based on potential to serve in the next higher grade. Selections will be made using the fully qualified or best qualified concept, which values duty performance and potential based on that performance, but not to the exclusion of other factors.
  - 3.2. Take steps, when appropriate, to demote airmen to a grade commensurate with their demonstrated abilities and skills.
4. This directive establishes the following responsibilities and authorities:
  - 4.1. Headquarters US Air Force provides policies, advocates resources, and oversees promotion programs throughout the Air Force, and interfaces with the Office of Secretary of Defense staff concerning development of the DoD policy and legislative initiatives. The Assistant Secretary of the Air Force for Manpower, Reserve Affairs, Installations and Environment (SAF/MI) discharges responsibilities as delegated by the Secretary of the Air Force.

- 4.2. The Deputy Chief of Staff, Personnel (HQ USAF/DP) develops, coordinates, and executes personnel policy and essential procedural guidance for managing promotion programs.
- 4.3. The Air Force Military Personnel Center operates the Air Force promotion and demotion programs for active duty personnel in the grades of lieutenant colonel and below.
- 4.4. The Colonels Group (HQ USAF/DPO) operates the Air Force promotion program for active duty colonels, and the General Officers Group (HQ USAF/DPG) operates the programs for active duty general officers.
- 4.5. The Chief of the Air Force Reserve (HQ USAF/RE) develops promotion programs for Air Force Reserve personnel and oversees the Reserve force.
- 4.6. The Chief, National Guard Bureau (NGB/CC) develops promotion programs for Air National Guard personnel and oversees the Air National Guard force.
- 4.7. The Air Force major commands manage their respective promotion and demotion programs.

5. See **Attachment 1** for measures used to comply with this policy.
6. See **ATTACHMENT 2** for the related documents and interfacing publications.

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DCS/Personnel

## Attachment 1

### MEASURING COMPLIANCE WITH POLICY

**A1.1.** Compliance with promotion policy will be assessed by taking measurements of Active Duty Officer and Enlisted Promotion Opportunity and Phase Point.

**A1.2. Active Duty Officer and Enlisted Promotion Opportunity and Phase Point.** The policy of providing a visible, relatively stable career progression opportunity over the long term and of providing for advancement of individuals with the appropriate experience and skill will be measured for active duty officers and enlisted members. Air Force members' promotion opportunity (**Figure A1.1.** or **Figure A1.2.** ) and phase point (**Figure A1.3.** or **Figure A1.4.**) on an annual basis, over a 5-year period, will be compared with Defense Officer Personnel Management Act of 1980 and Total Objective Plan for Career Airmen Personnel, October 1991, guidelines and minimums.

**A1.3.** HQ USAF/DPXOP and HQ USAF/DPXAP extract the appropriate data from the Personnel Data System.

Figure A1.1. Sample Metric of Officer Promotion Opportunity (Last 5 Years).

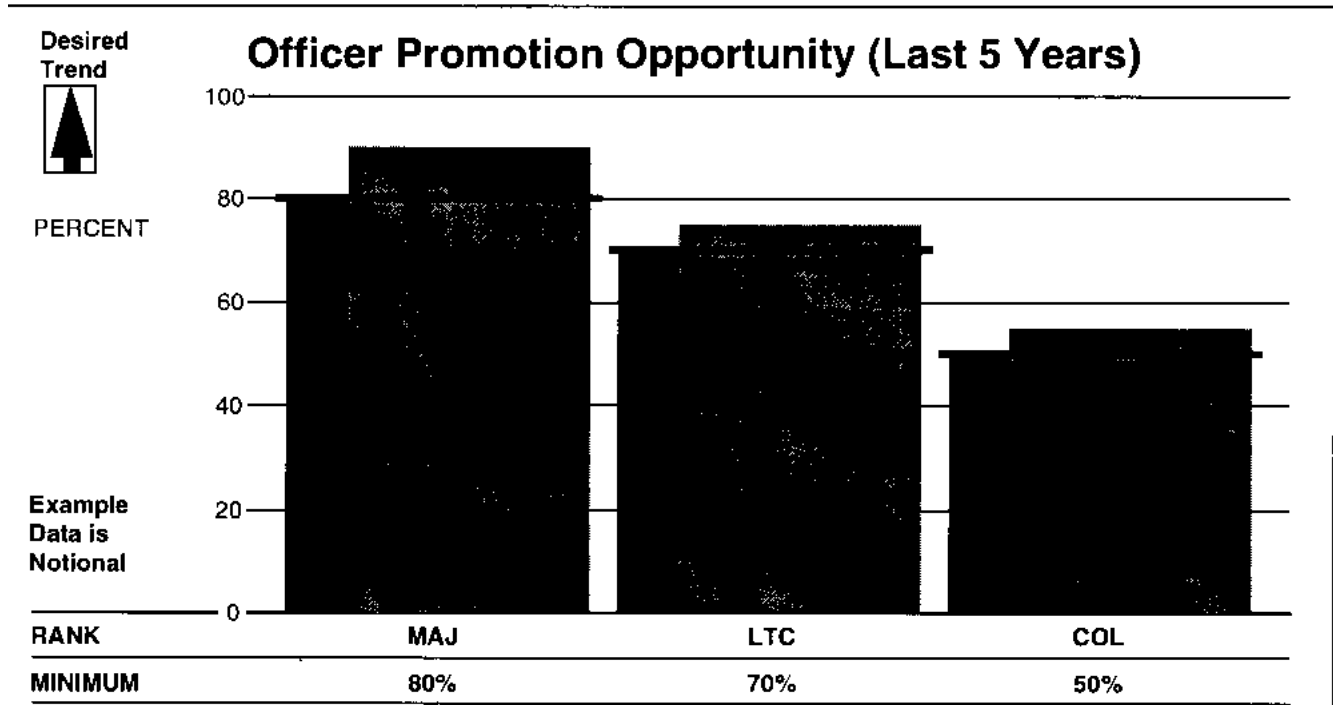


Figure A1.2. Sample Metric of Enlisted Promotion Opportunity (Last 5 Years).

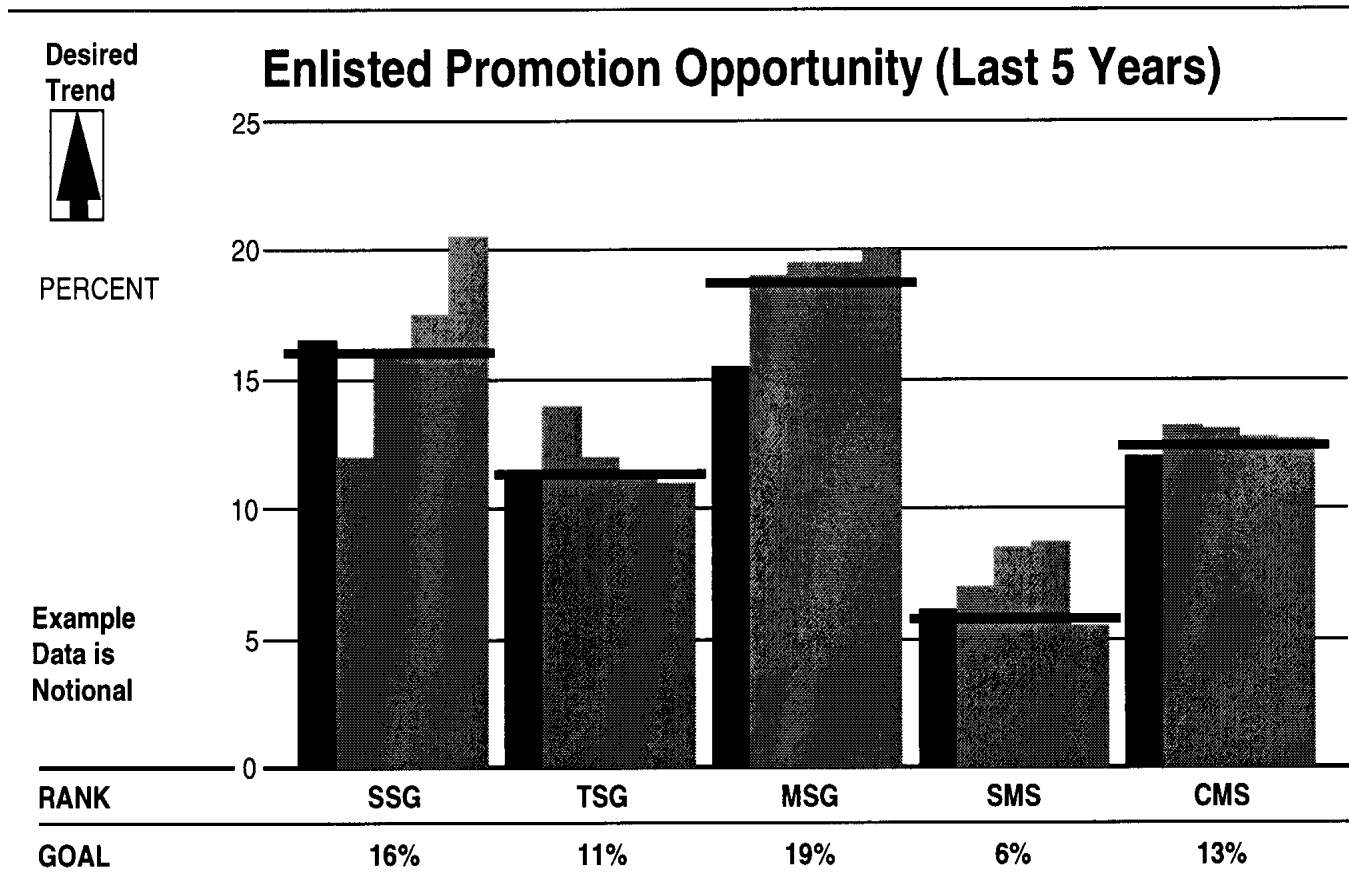


Figure A1.3. Sample Metric of Officer Phase Point (Last 5 Years).

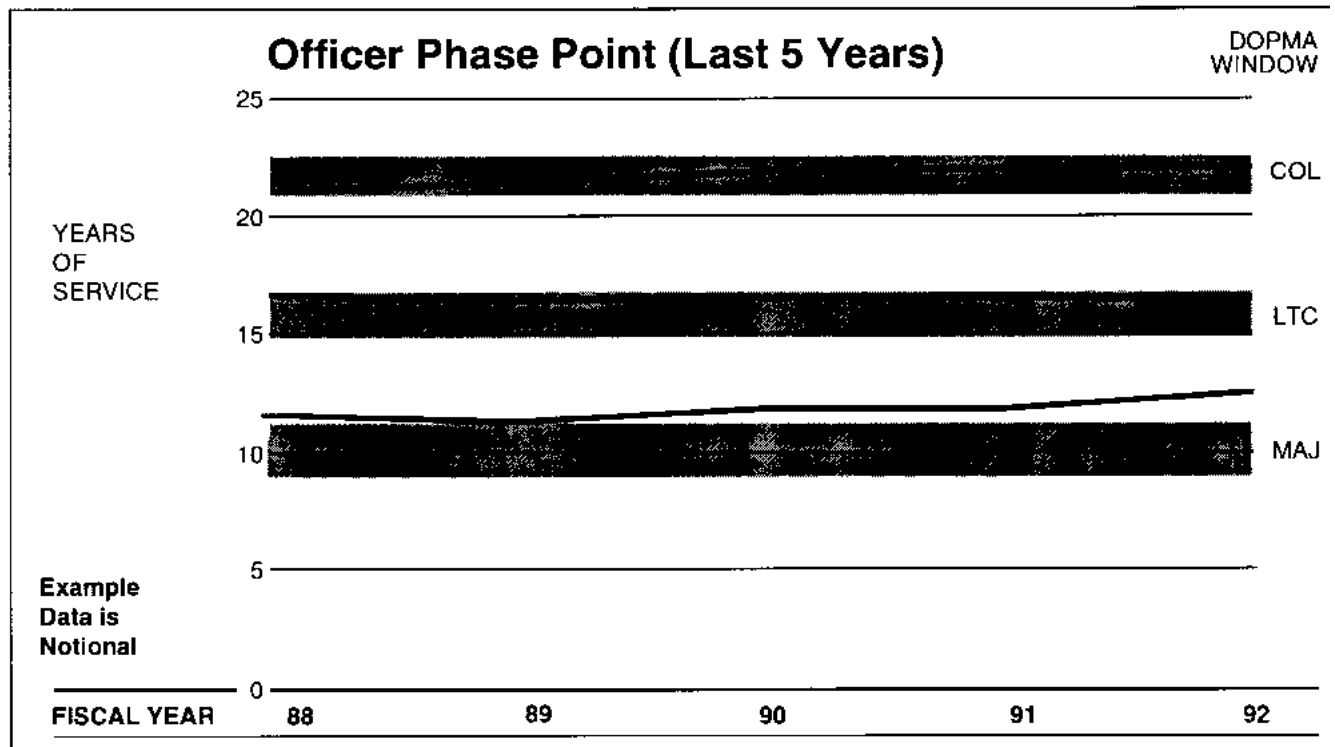
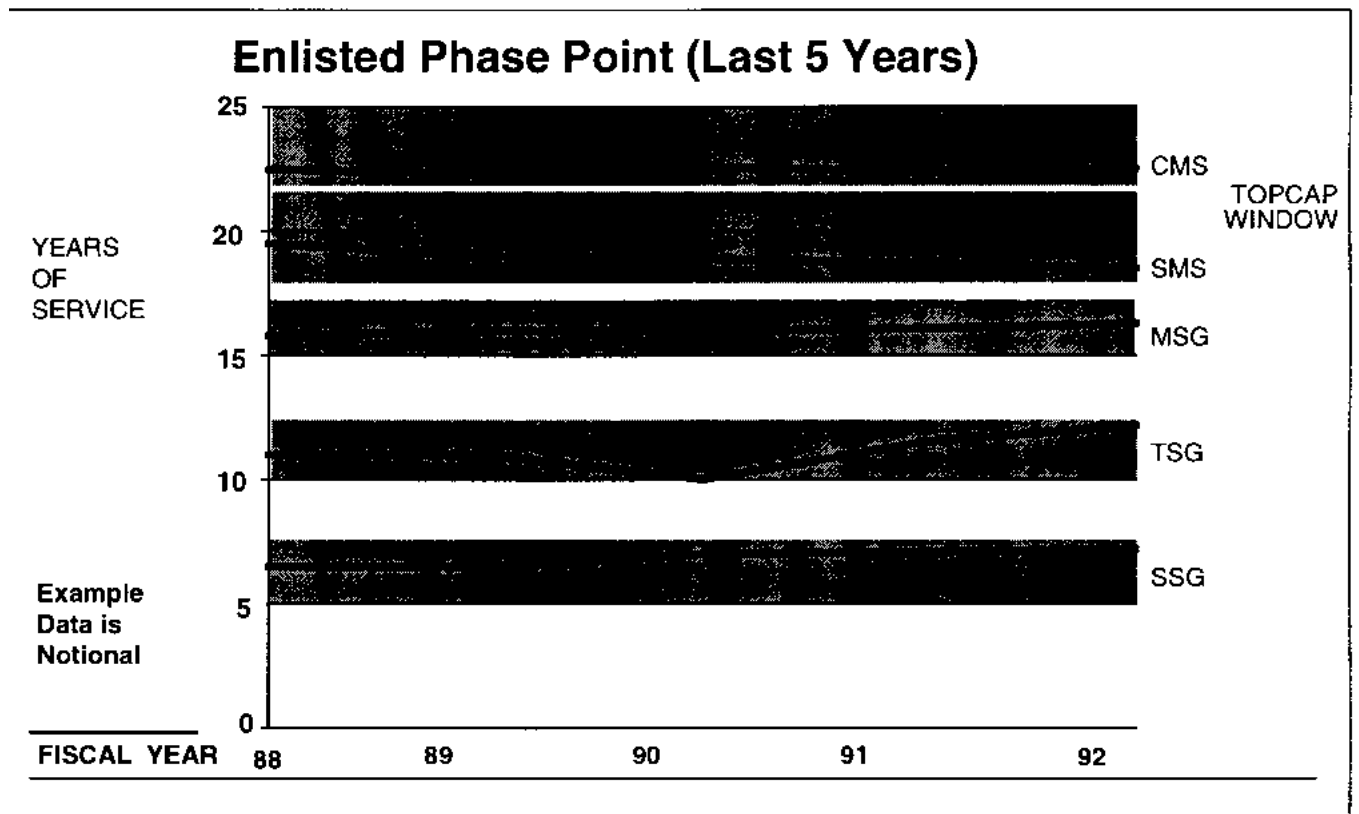


Figure A1.4. Sample Metric of Enlisted Phase Point (Last 5 Years).



## Attachment 2

### RELATED DOCUMENTS AND INTERFACING PUBLICATIONS

#### *Implemented Publications*

This directive implements the public laws contained in Table 10, *Armed Forces*, United States Code, and the following publications:

DoD Directive 1304.20, *Enlisted Personnel Management System*, December 19, 1984

DoD Directive 1320.7 and Change 1, *Grades, Promotion Policies, and Authorized Strengths in Grade for Medical and Dental Officers*, July 7, 1981

DoD Directive 1320.11, *Special Selection Boards*, October 22, 1985

DoD Directive 1320.12, *Defense Officer Promotion Program*, February 4, 1992

DoD Directive 1320.13, *Defense Officer Promotion Reports and Procedures*, August 17, 1992

DoD Directive 1334.2, *Frocking of Commissioned Officers*, March 13, 1987

DoD Directive 1400.33, *Employment and Volunteer Work of Spouses of Military Personnel*, February 10, 1988

#### *Interfaced Publications*

AFI 36-2302, *Professional Development* (formerly AFP 36-13)

AFPD 36-24, *Military Evaluations*(no former publication)

AFI 36-2402, *Officer Evaluation System* (formerly AFRs 36-6, 36-9, and 36-10)

AFI 36-2403, *Enlisted Evaluation System* (formerly AFP 39-15 and AFR 39-62)

AFI 36-2501, *Promotion of Active Duty List Officers* (formerly AFR 36-89)

AFI 36-2502, *Promotion of Airmen* (formerly AFR 39-29)

AFI 36-2503, *Administrative Demotion of Airmen* (formerly AFR 39-30)

AFI 36-2504, *Reserve of the Air Force Officer Promotions* (formerly AFR 36-11)

AFI 36-2604, *Service Dates and Dates of Rank* (formerly AFR 35-3)

AFI 36-2605, *Air Force Military Personnel Testing System* (formerly AFR 35-8)

AFI 36-2606, *US Air Force Reenlistment, Retention, and NCO Status Programs* (formerly AFR 35-16, Volume 1)

Air Force Pamphlet (AFP) 36-2611, *Officer Professional Development Guide* (formerly AFP 36-13)

AFI 36-2613, *Selective Continuation Program* (formerly AFR 36-21)

AFI 36-2614, *Officer Professional Development* (formerly AFR 36-23)

AFP 36- 2615, *Officers' Planning Guide* (formerly AFP 36-20)

AFP 36-2616, *Airman Career Planner* (formerly AFP 39-19)

National Guard Regulation (NGR[AF]) 36-1, *Federal Recognition of General Officer Appointment and Promotion*, July 1, 1975

NGR(AF) 36-3, *Federal Recognition Boards for Appointment or Promotion in the Air National Guard*, September 9, 1983

NGR(AF) 36-4, *Federal Recognition of Promotion in the Air National Guard*, February 1, 1992

NGR(AF) 39-29, *Promotion of Airmen, Air National Guard*, January 25, 1991

NGR(AF) 39-30, *Administrative Demotion of Airmen*, September 15, 1992