

**MEDICAL IMA UNIT OF ATTACHMENT**

**PRIVACY ACT STATEMENT**

**AUTHORITY:** Title 10, U.S.C., Section 12321, Personnel Records and E.O. 9397.

**PRINCIPAL PURPOSE(S):** Information is needed to process AF Reservist's request to participate in the Medical IMA Program. Use of SSN is necessary to make positive identification of the individual and records.

**ROUTINE USE(S):** Used to determine the individual's eligibility to participate at the Unit.

**DISCLOSURE:** MANDATORY. Failure to provide necessary information may result in delay or incomplete assistance.

**MEMBER INFORMATION**

|  |                    |                 |      |
|--|--------------------|-----------------|------|
| MEMBER'S NAME (Last Name, First, MI)     |                    | RANK            | SSN  |
| WEB BASED E-MAIL ADDRESS                 |                    |                 | AFSC |
| MEMBER'S CURRENT ADDRESS (NO P.O. BOXES) | MEMBER'S SIGNATURE | DATE (YYYYMMDD) |      |

**LOSING UNIT OF ATTACHMENT INFORMATION**

|   |  |                 |
|---|--|-----------------|
| <input type="checkbox"/> The Reserve member indicated DOES have an Unfavorable Information File     | LOSING COMMANDER'S SIGNATURE BLOCK AND SIGNATURE | DATE (YYYYMMDD) |
| <input type="checkbox"/> The Reserve member indicated DOES NOT have an Unfavorable Information File |  |                 |
| LOSING IMA COORDINATOR/CSS SIGNATURE BLOCK AND SIGNATURE  | NEXT OPR/EPR DUE (YYYYMMDD)                      | DATE (YYYYMMDD) |

**GAINING UNIT/RATER INFORMATION**

|   |                                   |                       |                      |
|---|-----------------------------------|-----------------------|----------------------|
| GAINING RATER'S NAME (Last Name, First, MI)               | GAINING RATER'S RANK              | GAINING RATER'S DAFSC | GAINING RATER'S SSN  |
| NEW UNIT OF ATTACHMENT AND ADDRESS                        | UNIT OF ASSIGNMENT (SGW USE ONLY) |                       | SENIOR RATER ID      |
|   |                                   |                       | DSN PHONE NO.        |
| GAINING UNIT'S PERSONNEL ACCOUNTING SYMBOL(PAS) CODE      | ASSIGNED PAS (SGW USE ONLY)       |                       | COMMERCIAL PHONE NO. |
| NEW DUTY TITLE  |                                   |                       | EFFECTIVE DATE       |
| GAINING IMA COORDINATOR/CCS SIGNATURE BLOCK AND SIGNATURE |                                   |                       | DATE (YYYYMMDD)      |

**GAINING UNIT COMMANDER'S SIGNATURE**

*The Unit of Attachment must be acceptable to HQ ARPC/SGW to insure that training in the member's duty AFSC will be accomplished.*

*After reviewing the member's qualifications, this unit verifies the member is qualified to train/perform duties in the requested AFSC, and this unit does have the capability to provide the required training in the requested AFSC. This unit accepts the member for training and administrative purposes to include, but not limited to, maintaining training records, fitness testing, weight management, and drug testing. The rating official has been advised that performance/evaluation reports (OPRs/EPRs), and promotion recommendation forms (PRFs), will be accomplished as required.*

|   |                 |
|---|-----------------|
| GAINING COMMANDER'S SIGNATURE BLOCK AND SIGNATURE | DATE (YYYYMMDD) |
|---|-----------------|

**FOR MAJCOM POSITIONS ONLY (HQ LEVEL)**

*This member is being attached to a "Unit Above Wing Level" and is restricted to this attachment for no more than 3 years. The Unit of Attachment may request a one-time, 1 year extension by submitting justification to HQ ARPC/SGW, 6760 E IRVINGTON PL #7100, DENVER CO 80280-7100. At the end of this attachment, the member must obtain another unit of attachment.*

*This attachment will end \_\_\_\_\_ (3 years from today's date).  
(YYYYMMDD)*

|                    |   |                 |
|--------------------|---|-----------------|
| MEMBER'S SIGNATURE | GAINING COMMANDER'S SIGNATURE BLOCK AND SIGNATURE | DATE (YYYYMMDD) |
|--------------------|---|-----------------|

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### **About the ITAOP/savePDF Method**

The traditional Field-by-Field creation process is extremely ineffective and slow.

The only realistic option to create high-quality forms is the Insert-Text-Anywhere-on-Page (ITAOP) method.

The field creation process is about 10,000 times faster than the traditional method; the list of ITAOP features is not even available for the traditional method.

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