



WARRIOR MEDIC NOTAM – 59MDW-18-14
59 MDW Deployment Tasking Process
1 August 2018



PURPOSE: To implement 59th Medical Wing (MDW) Deployment Tasking policy.

COMMANDER'S INTENT: The 59th MDW Commander's intent is to ensure a standardized process exists when tasking and notifying an individual for a deployment tasking.

BACKGROUND: This policy will put in to place the deployment tasking process for the members of the 59 MDW.

IMPLEMENTATION:

1. Effective upon signature of this NOTAM, Airmen and respective commanders will understand and follow the outlined procedures for tasking, filling, and notifying members of a deployment tasking.
2. The Installation and Personnel Readiness (IPR) office notifies Medical Readiness of a deployment requirement that must be filled by the 59 MDW. Upon notification from IPR, Medical Readiness has three business days to provide IPR with a signed tasking letter identifying a member to fill the deployment tasking.
3. Medical Readiness identifies the most qualified member to fill the tasking based on the following:
 - a. Pre-postured Unit Type Code (UTC) assignment and line remarks
 - b. Deployment history
 - c. Training requirements
 - d. Time assigned to deployable UTC
4. After selection, Medical Readiness will provide the squadron commander with a deployment tasking letter for signature. The squadron commander will return the letter to Medical Readiness immediately after signature.
5. The squadron commander will notify the member of the deployment and immediately direct the member to Medical Readiness to officially sign for their tasking letter and begin the deployment preparation process.
6. If the squadron commander is unable to fill the position on a UTC, they will contact Medical Readiness. Medical Readiness will contact the respective AFSC Functional Manager to find a suitable replacement for the UTC within the 59 MDW. If no suitable replacement is available, Medical Readiness will work the RECLAMA process.

POC: Contact the Wing Deployment Manager at DSN 554-6062 with specific questions about this NOTAM.

A handwritten signature in black ink, appearing to read "John J. DeGoes".

JOHN J. DEGOES
Major General, USAF
Commander, 59th Medical Wing