



**DEPARTMENT OF THE AIR FORCE
HEADQUARTERS, 673D AIR BASE WING
JOINT BASE ELMENDORF-RICHARDSON, ALASKA**

26 Jan 2022

MEMORANDUM FOR 673 FSS/FSG

FROM: 673 FSS/CC

SUBJECT: Unit Volunteer Manager Appointment Letter

References: (a) IAW DODI 1100.21, Volunteer Services in the Department of Defense
(b) AFI 36-3009, Airman and Family Readiness Centers
(c) AR 608-1, Army Community Service
(d) JBER Commander's Guidance on Volunteer

1. The following individuals have been appointed as Unit Volunteer Manager(s):

PRIMARY/ ALTERNATE	NAME	GRADE	DUTY PHONE	OFFICIAL E-MAIL	DEROS
PRIMARY	Snuffy, Joe	SSgt	552-0000	Joe.snuffy@ us.af.mil	12/12/2022
ALTERNATE					

2. Point of contact for this action is Amn Wing, Airbell; DSN 907-552-0000 or airbell.wing@us.af.mil.

3. This letter supersedes all previous letters, same subject.

INSERT COMANDERS NAME, RANK, USAF
Commander