



SECRETARY OF THE AIR FORCE  
WASHINGTON, DC

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MEMORANDUM FOR DISTRIBUTION C  
ALMAJCOMs/FLDCOMs/FOAs/DRUs

FROM: SAF/OS  
1040 Air Force Pentagon  
Washington, DC 20330-1040

SUBJECT: Department of the Air Force Policy Memorandum (DAFPM) on Reporting and Tracking Extremist and Criminal Gang Activity in the Military

This DAFPM immediately establishes specific policy and provides guidance associated with reporting and tracking extremist and criminal gang activity in the military. To the extent its directions are inconsistent with other DAF publications, the information herein prevails, in accordance with Department of the Air Force Instruction DAFI 90-160, *Publication and Form Management* and Department of the Air Force Manual (DAFMAN) 90-161, *Publishing Processes and Procedures*. Waivers to this policy are not permitted.

The William M. (Mac) Thornberry National Defense Authorization Act (NDAA) for Fiscal Year 2021, Section 554 (b)(1), requires the Secretary of Defense to establish policies, processes, and mechanisms, standard across the covered Armed Forces that ensure all allegations (and related information) that a member of a covered Armed Force has engaged in a prohibited activity, are referred to the Inspector General of the Department of Defense.

New policy will be added to next revision of Department of the Air Force Policy (DAFPD) 90-3, *Inspector General*. Additionally, the next revision to AFI 90-301, *Inspector General Complaints Resolution* will be updated to include guidance for reporting and tracking prohibited behavior in the Department of the Air Force in accordance with this DAFPM.

The policy and guidance outlined in this memorandum is effective immediately upon publication. There are no release restrictions on this publication. This policy applies to the Regular Air Force, the Air Force Reserve, the Air National Guard, and the United States Space Force and Department of the Air Force civilian personnel.

Ensure all records generated as a result of processes prescribed in this publication adhere to AFI 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System. This instruction requires the collection and or maintenance of information protected by the Privacy Act of 1974 authorized by DoDI 5400.11,

DoD Privacy and Civil Liberties Programs. The applicable System of Records Notice F036 AF PC C, *Military Personnel Records System*, is available at:  
<https://dpcl.d.defense.gov/privacy/SORNS.aspx>.

Memorandum becomes void after one year has elapsed from the date of this memorandum, or upon publishing of a new publication permanently establishing this policy, whichever is earlier.

FRANK KENDALL  
Secretary of the Air Force

Attachments:

1. Policy Guidance for Reporting and Tracking Extremist and Criminal Gang Activities in the Department of the Air Force
2. Glossary of References and Supporting Information

**ATTACHMENT 1**  
**POLICY GUIDANCE FOR REPORTING AND TRACKING EXTREMIST**  
**AND CRIMINAL GANG ACTIVITIES IN THE DEPARTMENT OF THE AIR FORCE**

**1. SECTION I: Applicability.**

This publication applies to the Regular Air Force, United States Space Force, Air Force Reserve, and Air National Guard and requires personnel to report all allegations<sup>1</sup> of a military member engaged in prohibited behavior to the Wing, Delta, or servicing Inspector General (IG) office. This guidance implements the provisions of Section 554 of the National Defense Authorization Act (NDAA) for Fiscal Year 2021. Waivers to this policy are not permitted.

Questions pertaining to this memorandum can be addressed to your Inspector General office or the Staff Judge Advocate office.

**2. SECTION II: Policy.**

It is Department of the Air Force (DAF) policy that:

- a. The Inspector General will report to the DoD Office of Inspector General (OIG), Deputy Inspector General for Diversity and Inclusion and Extremism in the Military (DIG (DIEM)):
  - (1) All allegations that an Airman or Guardian engaged in an activity prohibited under paragraphs 8 through 10 of Enclosure 3 to Department of Defense Instruction (DoDI) 1325.06, “*Handling Protest, Extremist, and Criminal Gang Activities Among Members of the Armed Forces*,” November 27, 2009, when received by a member of the chain of command of either the individual who reports the allegation or the alleged offender; a military law enforcement, counter-insider threat, counterintelligence or other security official; a military equal opportunity professional; a member of command’s servicing legal office; a family advocacy professional; or an IG representative.<sup>2</sup>
    - (a) Military Criminal Investigative Organizations, Security Police, military commanders, and other military organizations and officials must report all allegations to Wing, Delta, or servicing Inspector General (IG) office no later than 30 calendar days after receiving an allegation. For Reserve Component (RC) officials, transmission is required not later than 60 calendar days.
    - (b) IG offices receiving these allegations will electronically transmit the initial notification to SAF/IGQ within 7 calendar days.

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1. An "allegation" is a statement or assertion of wrongdoing by an individual containing four essential elements: who committed the alleged violation(s); what alleged violation(s) was or were committed; what law(s), regulation(s), procedure(s) or policy(ies) was

or were violated; and when the alleged violation(s) occurred (if known). See: Section G.2 of DoD Manual 5106.06, "Joint Inspectors General Manual." For purposes of section 554, an allegation is reportable when a Service member is alleged to have violated paragraphs 8-10 of enclosure 3 to DoDI 1325.06, or the corresponding paragraphs of Military Service-specific policies implementing DoDI 1325.06, either independently or alongside other laws, regulations, procedures, or policies. Congress did not limit reporting requirements under section 554 to substantiated allegations; therefore, all allegations must be transmitted to and tracked by the DIG(DIEM). A single allegation for purposes of section 554 reporting may allege multiple acts or violations committed by a single Service member (for example, a report that a single Service member actively participated in extremist activities in multiple ways would generally constitute one allegation for section 554 reporting purposes).

2. If the recipient of an allegation meeting the criteria above (for example, a family advocacy professional receiving a restricted report from a victim) is prohibited from conveying the allegation to a commander or other authority due to confidentiality obligations in accordance with established Department of the Air Force policy, then all available elements of the allegation will be reported to SAF/IGQ. The report to SAF/IGQ will also indicate that no additional reporting regarding the allegation will be forthcoming and identify the specific Air Force policy and circumstances that prohibit additional disclosure to the chain of command. SAF/IGQ will communicate this to DIG (DIEM).

- (c) SAF/IGQ will then report the allegation to DIG (DIEM) within 15 total calendar days of initial Wing, Delta, or servicing IG notification, through a mechanism coordinated with DIG (DIEM).
- (d) Allegations received must be reported to DIG (DIEM) in de-identified form. These reports will not include the name, DoD ID number, phone number, or other personally identifiable information that would directly identify alleged offenders or victims. For alleged offenders, reports should contain only the grade/rank, unit, occupational or specialty code, gender, age, Military Service, how the offender is alleged to have violated DoDI 1325.06 or other relevant Military Department or Service policies (if applicable), and the date and location of the alleged prohibited conduct (if known, while balancing the need for operational security for open investigations). For victims, if known, reports should contain only the age, gender, and Military Service or other military affiliation (as applicable), grade/rank, occupational or specialty code, and unit. SAF/IGQ will coordinate with the DIG (DIEM) to create a system of unique identification codes to assign to each allegation. This unique identifier will be provided to the commander of any alleged offender, to the organizational party or parties that reported the allegation and to the IG (unless reported in a non-official duty capacity), and to DIG (DIEM). This identifier will be used with any future reporting or tracking requirements relating to the same incident. If more than one Airman or Guardian is implicated by an allegation, the identifier should reflect this fact so that each allegation, and the number of Service members involved, can be tracked without over-reporting the total number of allegations (for example, an allegation that the joint actions of three Service members constituted active participation in extremist activities might be coded as [Code]-01, [Code]-02, [Code]-03). To the maximum extent possible, SAF/IGQ will work with the Offices of the Army Inspector General, Naval Inspector General, and Inspector General of the Marine Corps to ensure that allegations implicating Service members from multiple Military Services are assigned corresponding identification codes for concurrent tracking.

- (2) All allegations described in paragraph 2.a.(1) that are not referred for investigation or inquiry.
  - (a) The commander, or other authority responsible for that determination will notify the Wing, Delta, or servicing IG of the decision not to proceed within 30 calendar days (60 calendar days for allegations reported to RC officials) after the decision not to investigate or inquire is made and provide the reason(s) an investigation or inquiry was not initiated.
  - (b) IG offices receiving these notifications will electronically transmit the decision to SAF/IGQ within 7 calendar days.
  - (c) SAF/IGQ will then report the disposition to DIG (DIEM) within 15 total calendar days of initial Wing, Delta, or servicing IG notification.
  - (d) The transmission of information to SAF/IGQ and DIG (DIEM) must include the unique identification code for the allegation, that the allegation is not being referred for investigation or inquiry, and the date of the decision to not refer.
- (3) The referral of any allegation described in paragraphs 8 through 10 of Enclosure 3 to DoDI 1325.06 for purposes of investigation or inquiry, to (i) a military criminal investigative organization; (ii) an IG; (iii) a military police or security police organization; (iv) a military commander; (v) the Counter-Insider Threat Hub; (vi) another organization or official of the Department of Defense; or (vii) a civilian law enforcement organization or official
  - (a) The commander or other authority responsible for the referral must report all allegations to Wing, Delta, or servicing IG office within 30 calendar days (or 60 calendar days for RC officials). In the case of referrals to civilian law enforcement organizations or officials, this timeline begins when any individual or entity who may receive an allegation becomes aware of the civilian law enforcement referral.
  - (b) IG offices receiving these allegations will electronically transmit the initial notification to SAF/IGQ within 7 calendar days.
  - (c) SAF/IGQ will report the allegation to DIG (DIEM) within 15 total calendar days of initial Wing, Delta, or servicing IG notification.
  - (d) The transmission of information to SAF/IGQ and DIG (DIEM) must include the unique identification code for the allegation, the entity to which the allegation is referred for investigation or inquiry (including contact information) and the date of the referral.
- (4) The referral of the final report of any such investigation or inquiry to a commander or other appropriate authority for action, for each allegation described in paragraph 2.a.(1).
  - (a) The receiving commander or civilian equivalent, servicing legal office, or other appropriate authority shall notify the appropriate IG

- within 15 calendar days (or 30 calendar days for RC officials).
  - (b) IG offices receiving these allegations will electronically transmit the initial notification to SAF/IGQ within 7 calendar days.
  - (c) SAF/IGQ will report the allegation to DIG (DIEM) within 15 total calendar days of initial Wing, Delta, or servicing IG notification.
  - (d) The report to SAF/IGQ and DIG (DIEM) must include, at a minimum, the unique identification code for the allegation; the name of the military commander, servicing legal office, or other authority that received the final report of the investigation or inquiry for action (including contact information); the date of the final report; and the date of receipt of the final report.
- (5) The final determination of whether any allegation described in paragraph 2.a.(1) was substantiated.
- (a) The receiving commander or and their civilian equivalents, servicing legal offices, or other appropriate approval authority shall notify the appropriate IG office within 15 calendar days (30 calendar days for RC officials) of a final determination of whether an allegation is substantiated.
  - (b) IG offices receiving these allegations will electronically transmit the initial notification to SAF/IGQ within 7 calendar days.
  - (c) SAF/IGQ will report the allegation to DIG (DIEM) within 15 total calendar days of initial Wing, Delta, or servicing IG notification.
  - (d) The transmission described above to SAF/IGQ and DIG (DIEM) must include, at a minimum, the unique identification code for the allegation; the name of the military commander, servicing legal office, or other authority that assessed the allegation was substantiated (including, if possible, contact information); the date that the allegation was deemed substantiated; and the date of receipt of the determination of whether a Service member engaged in a prohibited activity under paragraphs 8 through 10 of Enclosure 3 to DoDI 1325.06.
- (6) Any resulting action taken against a Service member (including judicial, disciplinary, adverse, or corrective administrative action, mitigation resulting from insider threat reporting, or counseling), to include no action (as the case may be), based upon the determination described in paragraph 2.a.(5).
- (a) The deciding commander or civilian equivalent, servicing legal office, or other appropriate approval authority will notify the appropriate Wing, Delta, servicing IG of such actions (or non-action), within 15 calendar days (30 calendar days for RC officials) of a final decision.
  - (b) IG offices receiving these notifications will electronically transmit the decision to SAF/IGQ within 7 calendar days.
  - (c) SAF/IGQ will then report the disposition to DIG (DIEM) within 15

total calendar days of initial Wing, Delta, or servicing IG notification.

- (d) The transmission of information to SAF/IGQ and DIG (DIEM) must include, at a minimum, the unique identification code for the allegation, and whether any action was taken against a Service member. If action was taken against the Service member, the transmission should also include the type(s) of action taken, and in the case of an administrative separation or judicial action, the basis for the action (i.e., the specific policy or Uniform Code of Military Justice (UCMJ) article violated), the sentence or decision reached (i.e., acquittal or conviction and sentence, retention or separation and characterization of discharge, etc.) and contact information for the servicing legal office. If no action was taken despite a finding that an allegation was substantiated, the transmission should explain the reasons why no action was taken.

### **3. SECTION III: Additional Quarterly Reporting Requirements.**

- a. Effective immediately upon publication of this policy, DAF will submit quarterly reports to Office of the Under Secretary of Defense for Personnel and Readiness (OUSD(P&R)) and the Office of the Under Secretary of Defense for Intelligence and Security (OUSD(I&S)) within 30 calendar days of the end of each quarter of the fiscal year (including the fiscal quarter during which the policies are published).
  - (1) Each quarterly report will contain aggregate data for the preceding fiscal quarter. At a minimum, the report will aggregate the following data for the reporting period, broken down by military service and component (active, reserve, national guard):
    - (a) The number of allegations referred to DIG (DIEM)
    - (b) The number of investigations and inquiries reported to DIG (DIEM)
    - (c) The number of allegations not referred for investigation or inquiry, as reported to DIG (DIEM)
    - (d) The number of final reports of investigation or inquiry referred to DAF commanders or other appropriate authorities for action, as reported to DIG (DIEM)
    - (e) The number of allegations found to be substantiated and not substantiated, as reported to DIG (DIEM)
    - (f) The number of Service members who, on the basis of determinations described in paragraph 2.a.(5) (that they engaged in prohibited activities), were subject to some form of punitive and/or administrative action, as reported to DIG (DIEM)
    - (g) The number of Service members who, on the basis of determinations described in paragraph 2.a.(5) (that they engaged in prohibited activities), were subject to each of the following forms of punitive and/or administrative action, as reported to DIG (DIEM):
      - 1. Court-Martial
      - 2. Other criminal prosecution

3. Non-judicial punishment under Article 15 of the UCMJ
  4. Involuntary administrative separation from the Armed Forces
  5. Denial of reenlistment due to a substantiated allegation
  6. Insider Threat mitigation
  7. Counseling
- (h) The number of Service members who, notwithstanding determinations that allegations were substantiated under paragraph 2.d., were not subject to any action reportable under paragraph 2.a.(6) of this DAFPM, as reported to DIG (DIEM).
- (2) The second, third, and final quarterly report of each fiscal year will also contain aggregate data for the fiscal year-to-date.
- (3) The final report of each fiscal year will:
- (a) Discuss any new or amended Air Force or Space Force policies, processes, and mechanisms implementing the requirements of William M. (Mac) Thornberry National Defense Authorization Act for Fiscal Year 2021, Pub. L. No. 116-283, Section 554
  - (b) Discuss the data submitted for the preceding fiscal year, noting any major incidents or trends observed
  - (c) Provide an attachment containing the raw data submitted by IG to DIG (DIEM) in de-identified form, as described in paragraph 1 during the preceding fiscal year
  - (d) Starting in FY 2026, discuss data trends observed across at least the preceding three fiscal years



## **ATTACHMENT 2**

### **GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION**

#### **PART I. REFERENCES**

DoDI 1325.06, *Handling Protest, Extremist, and Criminal Gang Activities Among Members of the Armed Forces*, November 27, 2009

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

AFI 90-301, *Inspector General Complaints Resolution*, 28 December 2018

OSD Memo: *Reporting Allegations of Active Participation in Extremist and Criminal Gang Activities to the DoD Office of Inspector General*, July 27, 2022

Section 554, *Inspector General Oversight of Diversity, and Inclusion in Department of Defense: Supremacist, Extremist, or Criminal Gang Activity in the Armed Forces, of the William M. (Mac) Thornberry National Defense Authorization Act for Fiscal Year 2021* (Public Law 116-283)

#### **PART II. ABBREVIATIONS AND ACRONYMS**

**DAF** - Department of the Air Force

**DAFPM** - Department of the Air Force Policy Memorandum

**DIG DIEM** - Deputy Inspector General for Diversity and Inclusion and Extremism in the Military

**DoD IG** - Department of Defense Inspector General

**DoDI** - Department of Defense Instruction

**IG** - Inspector General

**IGQ** - Inspector General Complaints Resolutions

**NDAA** - National Defense Authorization Act

**OSD** - Office of the Secretary of Defense

**RC** - Reserve Component

**BY ORDER OF THE  
SECRETARY OF THE AIR FORCE**

**DEPARTMENT OF THE AIR FORCE  
POLICY DIRECTIVE 90-3**



**3 FEBRUARY 2021**

***Special Management***

**INSPECTOR GENERAL**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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**ACCESSIBILITY:** Publications and forms are available for downloading or ordering on the e-Publishing website at [www.e-publishing.af.mil](http://www.e-publishing.af.mil).

**RELEASABILITY:** There are no releasability restrictions on this publication.

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Certified by: SAF/IG  
(Lt Gen Sami D. Said)

Supersedes: AFPD 90-3, 9 June 2016;  
AFPD 90-2, 13 July 2018

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Pages: 4

This directive implements Title 10 United States Code Section 9020, *Inspector General*; Title 10 United States Code Section 1034, *Protected communications; prohibition of retaliatory personnel actions*, Title 32 United States Code Section 105, *Inspection*; Department of Defense Directive 5106.04; *Defense Inspectors General*; Department of Defense Directive 5505.06, *Investigations of Allegations Against Senior DoD Officials*; and Department of Defense Directive 7050.06, *Military Whistleblower Protection*, Department of Defense Instruction 7050.01, *DoD Hotline Program*, and is consistent with Department of Defense Instruction 1320.04, *Military Officer Actions Requiring Presidential, Secretary of Defense, Or Under Secretary of Defense for Personnel and Readiness Approval Or Senate Confirmation*. It applies to all civilian employees and uniformed members of the Regular Air Force, the United States Space Force, the Air Force Reserve, the Air National Guard, and those who are contractually obligated to comply with Department of the Air Force publications. This publication may not be supplemented or further implemented or extended. Refer recommended changes and questions about this publication to the Office of Primary Responsibility using the Air Force Form 847, *Recommendation for Change of Publication*; route Air Force Forms 847 from the field through the appropriate major command inspector general. This instruction requires the collection and maintenance of information protected by the Privacy Act of 1974 authorized by Title 10 United States Code Section 9013, *Secretary of the Air Force*; and Title 10 United States Code Section 9020. The applicable System of Records Notice F090 AF IG B, Inspector General Records is available at: <https://dpcl.d.defense.gov/privacy/SORNS.aspx>. Ensure all records generated as a result of processes prescribed in this publication adhere to Air Force Instruction 33-322, *Records Management and Information Governance Program*, and are disposed in accordance with the

Air Force Records Disposition Schedule, which is located in the Air Force Records Information Management System.

### ***SUMMARY OF CHANGES***

This document has been substantially revised and must be completely reviewed. Major changes include combining this publication with Air Force Policy Directive 90-2, *Inspector General - The Inspection System*. Additionally, it has been refined to only include essential policy statements.

#### **1. Policy.** It is Department of the Air Force policy to:

- 1.1. Provide a credible, independent and responsive Complaints Resolution Program.
- 1.2. Provide a Department of the Air Force Inspection System to inquire into and report upon the discipline, economy, efficiency, and readiness of the Department of the Air Force.
- 1.3. Provide Department of the Air Force personnel full access to the Inspector General System to address complaints without fear of retaliation or reprisal.

#### **2. Roles and Responsibilities.**

##### 2.1. The Inspector General of the Department of the Air Force (SAF/IG):

- 2.1.1. Has responsibility for administrative guidance and oversight of three field operating agencies: the Department of the Air Force Inspection Agency, whose mission is documented in Air Force Mission Directive 31, *Air Force Inspection Agency (AFIA)*; the Office of Special Investigations, whose mission is documented in Air Force Mission Directive 39, *Air Force Office of Special Investigations (AFOSI)*; and the Defense Cyber Crimes Center, whose mission will be documented in a future Department of the Air Force mission directive.
- 2.1.2. Issues policy guidance and direction for the administration, management, and training of inspector general personnel.
- 2.1.3. Issues policy guidance and direction for the Department of the Air Force Inspection System and Complaints Resolution Program.
- 2.1.4. Directs, conducts, recommends, or delegates Inspector General investigations and provides administrative oversight authority for all Department of the Air Force Inspector General investigations. This includes the authority to comment on and, when warranted, to overturn the findings and conclusions of any Department of the Air Force Inspector General investigation.
- 2.1.5. Assesses and determines the disposition of all allegations of misconduct made against Department of the Air Force senior officials; acts as repository for adverse information on Department of the Air Force senior officials; drafts adverse information summaries as needed for possible inclusion in a senior officer unfavorable information files; screens all officer promotion lists for open investigations or inquires; and conducts file checks for adverse or reportable information in support of military personnel actions.

2.1.6. Serves as the single point of contact, also known as the gatekeeper, for all inspections, evaluations, assessments, and other inspection-related visits (including audits) conducted by outside entities (Government Accountability Office and others).

2.2. U.S. Space Force Field Command, U.S. Air Force Major Command, and equivalent commanders will:

2.2.1. Appoint an independent inspector general for their respective organizations who is directly responsible to the commander.

2.2.2. Maintain independent inspection and complaints resolution programs in accordance with governing policies issued by the Department of the Air Force Inspector General.

2.2.3. Appoint a single point of contact, also known as the gatekeeper, for their organization responsible for ensuring the notification of evaluations by all Department of the Air Force and non-Department of the Air Force agencies.

JOHN P. ROTH  
Acting Secretary of the Air Force

**Attachment 1****GLOSSARY OF REFERENCES AND SUPPORTING INFORMATION*****References***

Title 10 United States Code, Section 1034, *Protected communications; prohibition of retaliatory personnel actions*

10 United States Code 9013, *Secretary of the Air Force*

Title 10 United States Code, Section 9020, *Inspector General*

Title 32 United States Code, Section 105, *Inspection*

DoDD 5106.01, *Inspector General of the Department of Defense (IG DoD)*, 20 April 2012

DoDD 5106.04, *Defense Inspectors General*, 22 May 2014

DoDD 5505.06, *Investigations of Allegations Against Senior DoD Officials*, 6 June 2013

DoDD 7050.06, *Military Whistleblower Protection*, 17 April 2015

DoDI 7050.01, *DoD Hotline Program*, 17 October 2017

DoDI 1320.04, *Military Officer Actions Requiring Presidential, Secretary of Defense, or Under Secretary of Defense for Personnel and Readiness Approval or Senate Confirmation*, 3 January 2014

DAFPD 90-1, *Policy, Publications, and DoD Issuance Management*, 7 March 2018

AFI 33-322, *Records Management and Information Governance Program*, 23 March 2020

AFMD 31, *Air Force Inspection Agency (AFIA)*, 28 January 2015

AFMD 39, *Air Force Office of Special Investigations (AFOSI)*, 14 April 2020

***Adopted Forms***

AF Form 847, *Recommendation for Change of Publication*

***Abbreviations and Acronyms***

None.