

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

**HEADQUARTERS AIR FORCE
MISSION DIRECTIVE 1-36**

24 NOVEMBER 2020



**DIRECTOR, AIR FORCE HISTORY AND
MUSEUMS POLICIES AND PROGRAMS**

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SUMMARY OF CHANGES

This mission directive has been revised to include support to the United States Space Force.

1. Mission. The Director, Air Force History and Museums Policies and Programs (AF/HO), pursuant to Title 10 United States Code Sections 9013 and 9031 to 9032, and as documented by paragraph 4.3 of Air Force Mission Directive-1, Headquarters Air Force (HAF), and this HAF Mission Directive, assists the Secretary of the Air Force (SecAF), other Secretariat offices, the Chief of Staff of the Air Force (CSAF), and the Chief of Space Operations (CSO) in carrying out the history and museums program for the Department of the Air Force (DAF). The SecAF retains ultimate responsibility for all policies related to the DAF. Within his/her areas of responsibility, AF/HO prepares policies for approval and issues official guidance/procedures, via official Air Force and Space Force publications, to ensure implementation of those policies. AF/HO also assists the CSAF and, with effect from 20 December 2020, the CSO in their roles, pursuant to 10 United States Code Section 151, as members of the Joint Chiefs of Staff.

2. Organizational Relationships. The SecAF is responsible for, and has all legal authority necessary to conduct, the affairs of the DAF. The Secretariat, the CSAF, the CSO, and their respective staff offices perform their DAF functions subject to the authority, direction and control of the SecAF.

2.1. The Director, Air Force History and Museums Policies and Programs, reports directly to the HAF Director of Staff, but provides support to the SecAF, the Under Secretary of the Air Force, other Secretariat offices, the CSAF, and other Air Staff offices the CSO, and the

Office of the Chief of Space Operations (OCSO). The OCSO is informally referred to as the Space Staff. The SecAF may re-delegate authority/assign responsibility to the Director, Air Force History and Museums Policies and Programs, but the SecAF, through the CSAF and the CSO and, as appropriate, Assistant Secretaries of the Air Force, retains ultimate responsibility for responsibilities assigned, or authorities delegated in this Headquarters Mission Directive.

2.2. The Director, Air Force History and Museums Policies and Programs, is part of the Air Staff and as such works closely with other HAF offices to assist the SecAF, the CSAF, and the CSO in carrying out their responsibilities. The Director, Air Force History and Museums Policies and Programs, and the Office of the Air Force History and Museums Policies and Programs work in cooperation with other HAF Directorates, which are responsible, pursuant to Chapters 903, 905, and 908 of Title 10 (10 USC §§ 9013-9024, §§ 9031-9040, and §§ 9081 - 9082), for assisting the SecAF, the CSAF, and the CSO in carrying out their responsibilities.

2.2.1. Pursuant to Headquarters Operating Instruction 90-1, HAF Mission Directives and Department of Defense Issuances Program, two or more HAF two-letter organizations with responsibilities in the same functional area are encouraged to develop “standard operating procedures” which set forth procedures enabling covered organizations to fulfill and carry out their respective missions, roles, and responsibilities.

2.2.2. There are no standard operating procedures between the Director, Air Force History and Museums Policies and Programs, and any other HAF or Headquarters Space Force organization.

2.3. The Air Force Historical Research Agency is a field operating agency which reports to the Director, Air Force History and Museums Policies and Programs.

3. Responsibilities. The Director, Air Force History and Museums Policies and Programs, is specifically responsible for:

3.1. Establishing policy and guidance for and directing the operations necessary to create and preserve a thorough record of DAF institutions and activities.

3.2. Establishing policy for and directing the establishment and operations of command and other field history programs.

3.3. Establishing policy for and directing a program for publishing studies, monographs, and other works documenting the history of the Air Force and Space Force and examining the history of air and space power in general for distribution within the DAF, to other Government agencies, and to the public.

3.4. Overseeing compilation of the annual history of HAF, preparation of historical monographs and staff studies for the DAF, and other historical services as required.

3.5. Ensuring the establishment and efficient operation of an archival operation to preserve DAF historical documents and provide research assistance to those researching those documents.

- 3.6. Establishing policy and guidance for and directing the operations of the Air Force Historical Research Agency.
- 3.7. Establishing guidance for and broad oversight of the oral history, end of tour reports, and personal papers programs.
- 3.8. Preparing guidance for document disposition to ensure important historical materials are preserved.
- 3.9. Preparing guidance for microfilming, electronically digitizing, and retrieving documents held by the Air Force History and Museums Programs.
- 3.10. Providing guidance and policy to the National Museum of the United States Air Force and the other museums and components of the Air Force Museum System and Heritage Program.
- 3.11. Serving as Chairman of the Air Force History and Museums Civilian Career Program.
- 3.12. Serving as the Air Force History and Museums Program Career Field Manager and Development Team Lead.
- 3.13. Planning, programming, budgeting, and allocating resources for the Air Force Historical Support Office (AF/HOH), the Air Force Historical Research Agency, and program-wide activities including the initial and continuing training of personnel within the Air Force History and Museums Program.
- 3.14. Maintaining relationships with the history programs of the other military services, other United States government agencies, and appropriate foreign government organizations.
- 3.15. Representing the DAF at meetings of historical and other learned societies to encourage interest by educational and professional institutions in military aerospace history, subject to funding.
- 3.16. Preparing guidance, in cooperation with the Air Force Deputy Chief of Staff, Manpower, Personnel and Services, for managing historians, archivists and curators working within the Air Force History and Museums Program.

4. Delegations of Authority/Assignment of Responsibility. **Attachment 1** lists delegated authorities and assigned responsibilities to the Director, Air Force History and Museums Policies and Programs. The authorities delegated/responsibilities assigned to the Director, Air Force History and Museums Policies and Programs, by this HAF Mission Directive may generally be re-delegated to other DAF officials unless re-delegation is expressly prohibited by the attached delegation or superseding law, regulation, or Department of Defense issuance. While the authorities are delegated/responsibilities assigned to the Director, Air Force History and Museums Policies and Programs, the exercise of the authorities/responsibilities remains subject to the oversight and control of the SecAF, any Assistant Secretary of the Air Force having oversight, the CSAF, and the CSO. Any re-delegation of authority/assignment of responsibility made shall not be effective unless it is in writing. Any person re-delegating authorities in accordance with this Directive may further restrict or condition the authority being re-delegated.

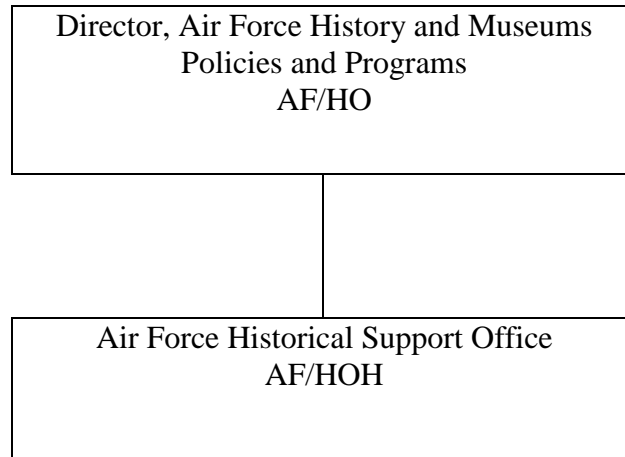
5. Continuation of Prior Re-Delegations of Authority/Assignment of Responsibility. Re-delegations of authority/assignments of responsibility made prior to the date of issuance of this HAF Mission Directive remain effective insofar as such re-delegations are not inconsistent with the terms of this document, unless superseded by new issuances.

BARBARA BARRETT
Secretary of the Air Force

ATTACHMENT 1

**DELEGATIONS OF SECRETARY OF THE AIR FORCE AUTHORITY/ASSIGNMENT
OF RESPONSIBILITY TO THE DIRECTOR, AIR FORCE HISTORY AND MUSEUMS
POLICIES AND PROGRAMS**

There are no delegations documented at this time.

ATTACHMENT 2**DIRECTOR, AIR FORCE HISTORY AND MUSEUMS POLICIES AND PROGRAMS
(AF/HO)****Figure A2.1. Organizational Chart.**

A2.1. The Director, Air Force History and Museums Policies and Programs (AF/HO): AF/HO is responsible for the overall supervision of all matters pertaining to Department of the Air Force policies and standards for historical products and services; management oversight to its subordinate division, the Air Force Historical Support Office (AF/HOH), and its field operating agency, the Air Force Historical Research Agency (AFHRA); and furnishing guidance and policy for the Air Force Museum and Heritage Program.

A2.1. Three-letter/digit subordinate offices include:

The Air Force Historical Support Office (AF/HOH). AF/HOH is responsible for matters pertaining to the preparation of studies and other publications; and providing historical support to Headquarters Air Force, government agencies, and individuals.