

Attachment 2

GENERAL MWR PROGRAM ELIGIBILITY AND USE

A2.1. If Force Support facilities cannot accommodate all authorized patrons, the installation commander determines specific use priorities based on [Table A2.1](#) and [Table A2.2](#). Installation commanders may limit access among active duty status members only when space is limited. Additionally, in situations where installations are collocated with or in close proximity to neighboring installations, installation commanders may establish arrangements that further subdivide the Uniformed Service members and their family members into categories (1) members assigned to or supported by the installation, and (2) members not assigned to or supported by the installation, etc.

A2.2. Family members include the spouse and the following people who receive more than 50 percent of their support from the sponsor:

A2.2.1. Parents (including adopted, stepparents, and parents-in-law).

A2.2.2. Unmarried children (including adopted, stepchildren, and wards) under 21 years old, unmarried children under 23 years old who are attending school full time, and unmarried children over 21 years old who are incapable of supporting themselves.

Table A2.1. Unlimited Program Eligibility and Use Priority.

CATEGORY	PRIORITY	AUTHORIZED GROUP	COMMENTS
Uniformed Service members and their family members	1	<p>Member of an active component (Army, Navy, Air Force, Marine Corps, and Coast Guard).</p> <p>Members of the Reserve Components (Ready Reserve, National Guard; Reservists in training).</p> <p>Cadets of Service Academies and U.S. Merchant Marine Cadets.</p> <p>Members of the Commissioned Corps of the Public Health Service and the Commissioned Corps of the National Oceanic and Atmospheric Administration</p>	<p>Reserve Officer Training Cadets refer to Note 1.</p> <p>Delayed entry personnel refer to Note 2 and 3.</p> <p>For child care priorities, refer to Note 4.</p>

		<p>in an active duty status.</p> <p>Scholarship/Contract Reserve Officer Training Corp cadets.</p> <p>Delayed Entry Personnel and their family members: officers and enlisted personnel who join the Armed Services that elect to delay entry into active duty status.</p>	
Service retirees and their family members	2	Retired from active duty status.	For child care priorities, refer to Note 4.
	3	Members of the Retired Reserve, and retired without pay (including those who have qualified for retired pay at age 60 but have not yet reached age 60), and their family members.	<p>For child care priorities, refer to Note 4.</p> <p>Priority 3 for all category A & B activities.</p> <p>For Category C activities, see Note 5.</p>
Others separated from the Armed Forces and their family members	4	<p>Honorably discharged veterans of the uniformed services.</p> <p>Members under the Transition Assistance Management Program.</p> <p>Personnel separated under the Voluntary Separation Incentive and Special Separation Benefit programs for two years after separation.</p>	For child care priorities, refer to Note 4.
	5	Medal of Honor recipients.	For child care priorities, refer to Note 4.

Former and/or surviving spouses and family members	6	Un-remarried surviving spouses of personnel who died while in an active duty status or while in retired status.	For child care priorities, refer to Note 4.
	7	Un-remarried former spouses who were married to military members for at least 20 years while the military member was in an active duty status in the Armed Forces.	For child care priorities, refer to Note 4.
	8	Orphans of military members, when not adopted by new parents, and under 21 years old (can be over 21 if the orphans are incapable of supporting themselves, or up to 23 years old if the orphans are in full-time study).	For child care priorities, refer to Note 4.
US DoD and Coast Guard civilians (including NAF employees) and their family members	9	When stationed outside the US.	For child care priorities, refer to Note 4.
Other supporters of the DoD	10	US Federal employees when assigned in areas outside the US.	For child care priorities, refer to Note 4.
	11	Medical personnel under contract to the military DoD Component during periods when the personnel are residing on the installation.	For child care priorities, refer to Note 4.
	12	Military personnel of foreign nations and their family members when on orders from the US Armed Forces, or in overseas areas when the Major Command commander grants privileges in the best interest of the U.S.	For child care priorities, refer to Note 4.
	13	Paid members of the American Red	For child care priorities,

		Cross, Young Men's Christian Association, United Services Organization and other non-Federal Entity identified in DoDI 1000.15, <i>Procedures and Support for Non-Federal Entities Authorized to Operate on Department of Defense Installations</i> when assigned with US Armed Forces outside the US.	refer to Note 4.
	14	US employees of firms under contract to the DoD working on an installation when assigned in areas outside the United States.	For child care priorities, refer to Note 4.
<p>Notes:</p> <ol style="list-style-type: none"> 1. Reserve Officer Training Cadets on scholarship or contract are members of the Ready Reserve. 2. Delayed entry personnel are considered members of the Individual Ready Reserve and may elect to delay entry into the military for as long as a year. 3. Delayed entry personnel members and their families are authorized to utilize Force Support activities. However, only delayed entry personnel members are authorized to make purchases. DD Form 4, <i>Enlistment/Reenlistment Document Armed Forces of the United States</i>, along with a photo identification is be used to gain access to Force Support activities. Eligibility expires one year from the date of entry which is reflected in block 8A of the DD Form 4. Purchase of alcohol is prohibited; however, delayed entry personnel and their families are authorized to utilize the respective officer, enlisted and collocated clubs except when the clubs are offering member-only functions. Delayed entry personnel are not eligible for club membership or check cashing. When members elect to terminate their enlistment and are discharged, recruiters stamp "Services and Force Support privileges revoked," on DD Form 4. 4. Child care priorities are established in accordance with DoDI 6060.02, <i>Child Development Programs</i>. 5. In Category C activities, retired individuals have the same priority as those from active component and their families. 			

A2.3. Patrons described in **Table A2.2** are authorized limited use of Force Support resiliency and readiness activities and programs at the discretion of the installation commander. Commanders open programs to these patrons based on local demand and capacity. Resale of food and state tax-free beverages are restricted to amounts consumed on the premises, and to convenience merchandise incidental to daily participation (such as golf tees). Unless prohibited by status-of-forces or other country-to-country agreements, APF and NAF civilian personnel employed by Force Support units, and their family members, may purchase goods and services from their respective activities, without restrictions.

Table A2.2. Limited Program Eligibility and Use Priority.

CATEGORY	PRIORITY	AUTHORIZED GROUP	COMMENTS
US DoD and Coast Guard civilians and their family members	15	Both APF and NAF, retired DoD, and Coast Guard civilians	See Note 1.
DoD contractor personnel and technical representatives	16	Working on the installation.	See Note 1.
Others associated with DoD	17	Reserve Officer Training Cadets (other than those addressed in Priority 1 above) when participating in field training.	See Note 1.
	18	Former Prisoners of War and spouses of Prisoners of War or service members missing in action.	See Note 1.
Other US Federal employees	19	All appropriated and nonappropriated employees of US Federal employers.	See Note 1, Note 2 and Note 3.
Military Housing Privatization Initiative employees and residents and privatized Army lodging employees	20	Military Housing Privatization Initiative employees or residents and privatized Army lodging employees.	See Note 1.
Guests	21	Those otherwise not eligible to use Force Support resiliency and readiness programs, when specifically invited and accompanied by an authorized person.	See Note 1.
Au pair	22	A young adult, 18-26 years of age, from another country, accepted by the United States Information Agency-approved au pair organization, and afforded the opportunity to learn and live with a	See Note 1.

		military family within the US while attending an accredited post-secondary institution of higher education for not less than six hours of academic credit or its equivalent.	
Members of the public	23	Local leaders (Honorary Squadron Commanders, etc.) as designated by the installation commander.	See Note 2.
	24	Gold Star and Surviving Family Members as defined by next of kin who receive the Gold Star or Next of Kin lapel button in accordance with AFI 36-3002. Refer to paragraph 12.3.2.20.	
Members of the public within the US	25	Members of the general public can attend infrequent Force Support-sponsored resiliency and readiness events, such as tournaments and competitions, as authorized by the installation commander.	
	26	Members of the general public within the US and its territories and possessions, with AF/AIS approval, may use category C programs on a recurring, self-directed basis.	
	27	Students without MWR eligibility and enrolled in a K-12 school located on a DAF led installation may be granted access to MWR facilities for school-sponsored or private organization-sponsored educational activities.	See Note 4.

	28	Students without MWR eligibility and enrolled in an off-installation K-12 school servicing DAF students may be granted access to MWR facilities for school sponsored educational activities. Memorandum of Agreement is recommended to outline specific roles and responsibilities.	See Note 5.
	29	Patrons authorized by current DoD issuance (e.g. DoD directive type memorandums, manuals, regulations).	See Note 6.

Notes:

1. Rules governing local procedures on the number of guests and the frequency of use at specific facilities will be put into an installation policy letter or installation regulation. **(T-1).**

2. Before authorizing use by DoD members, other federal employees and students in the local community priorities listed in **Table A2.2**, the installation commander determines that adequate facilities are available and the facilities are currently underutilized by higher priority users. **(T-1).** The installation commander must:

- a. Assess if allowing use of facilities to these individuals is beneficial to both the military members and civilians in the community. **(T-1).**
- b. Ensure no conflict exists with Federal, State, or local laws (including Status-of-Forces Agreements). **(T-0).**
- c. Ensure authorized members are designated by letter maintained on file by the Force Support commander or civilian leader.
- d. Ensure fees for non-DoD personnel are set higher than rates charged to active component military, dependents, retirees, and DoD civilians. **(T-1).**

3. Limit memberships of non-federal civilians to a specific period, not to exceed one year. **(T-3).** Installation commander re-certifies memberships annually. Re-certification documentation is maintained by Force Support units.

4. For use of Cat C MWR activities by members of the public, installations submit a non-DoD use waiver package which must be endorsed by the respective MAJCOM/A1 or FIELD COM/S1/or equivalent and AFSVC/CC before submitting to AF/A1S for approval or disapproval. AF/A1S may grant the non-DoD use

waiver for up to 5 years; expiration date of waiver will be specified in the waiver approval memorandum. **(T-1).**

a. In accordance with DoDI 1015.10, when allowing members of the public to use a Category C Force Support facility the local Chamber of Commerce affected by the proposed expanded use concurs. **(T-0).** Authorization must be limited to attendance and purchase of food and beverages, and convenience merchandise incidental to participation. **(T-0).** Refer to Status-of-Forces Agreements for overseas areas.

b. The installation must identify the current utilization level of the facilities and the financial and non-financial benefits to the installation for approving such access. **(T-1).** The installation must assess if allowing use of facilities to these non-DoD personnel is beneficial to both the military members and civilians in the community. **(T-1).**

c. For any approved waivers authorizing non-DoD use approaching the expiration date, a renewal package must be recertified through MAJCOM or FLDCOM/S1 and AFSVC/CC, to AF/A1S for approval prior to the expiration specified in the AF/A1S waiver approval memorandum.

5. The installation designates MWR facilities available for student use. These students must be accompanied by a sponsor or designee while in attendance at the MWR activity. **(T-3).** When sponsoring a group of guests on a recurring basis (e.g., a youth sports team, class of students), the Force Support facility manager may act as the sponsor of the guests and delegate the accompaniment duty to the team coach, program manager, faculty teacher or school staff member. Such a practice must not undermine the safety requirements (e.g., pool lifeguard ratios) associated with such guests or materially interfere with the use of the Force Support facilities or equipment by authorized patrons. **(T-1).**

6. Access must be limited to what is specified in the DoD issuance.