



DEPARTMENT OF THE NAVY
COMMANDER TRAINING AIR WING SIX
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COMMANDER, TRAINING AIR WING SIX NOTICE 1050

From: Commander, Training Air Wing SIX

Subj: FISCAL YEAR 2017 SAFETY STAND DOWN (SSD), LEAVE AND LIBERTY PERIODS

1. Purpose. To announce Commander, Training Air Wing SIX guidelines for the FY-17 SSD, leave and liberty periods for all Wing SIX military and civilian personnel.

2. Policy. The following schedule is promulgated:

a. Training Air Wing SIX will conduct a SSD on the dates below. All military personnel shall be present during these events unless specifically excused by the proper authority. The SSD events will generally begin at the start of the normal work day. Exact times and places will be published one month prior to each event. Following each Stand Down period, squadrons are encouraged to conduct their own unit level training. Flight and simulator operations may resume in the afternoon after the stand down period. However, there will not be any contractor provided academics scheduled on the day of a SSD event.

(1) 23 November 2016. Pre-Holiday Period SSD; VT-10 hosting

(2) 3 January 2017. Back in the saddle SSD; VT-86 hosting

(3) 26 May 2017. 100 Days of Summer; VT-4 hosting

(4) 1 September 2017. Pre-Labor Day weekend SSD; VT-10 hosting

b. Leave and Liberty Periods

(1) Federal Holidays that fall on a Monday will be days of liberty for military personnel and paid days off for civilian. The Friday preceding a Monday which is a Federal holiday will be a liberal leave and liberty day for military personnel at the discretion of the respective Squadron Commanding Officers. Civilian personnel are highly encouraged to take leave during these times.

(a) Monday, 10 October 2016 (Columbus Day)

(b) Monday, 16 January 2017 (Martin Luther King Day)

(c) Monday, 20 February 2017 (Presidents Day)

(d) Monday, 29 May 2017 (Memorial Day)

(e) Monday, 4 September 2017 (Labor Day)

(2) Veterans Day. Friday, 11 November 2016 will be a day of liberty for military personnel and paid day off for civilian personnel.

(3) Thanksgiving. Thursday, 24 November 2016, through Sunday, 27 November 2016, will be considered a 96 hour liberty period for military personnel. Civilian personnel are encouraged to take leave on Friday, 25 November 2016 as this will be a liberty day for military personnel and no flight operations or training will be conducted. Unless on leave, civilian personnel will be required to work a normal work day.

(4) Christmas and New Year's Day

(a) Leave. Each Command's holiday leave should be conducted between 1630, 16 December 2016 and 0600, 03 January 2017. All personnel that take leave are required to designate an alternate to cover their duties while on leave. These designated personnel must be annotated on each member's leave request. Holiday leave for students currently enrolled in training will be at the discretion of their respective squadron Commanding Officers.

(b) Leave Periods. The overall leave period will be at the squadron Commanding Officer's discretion. Commanders will strike the balance of leave and production opportunities that is best for their respective squadron.

(c) Primary, Intermediate, T-45 Advanced and MCS academics will cease at the close of business on 16 December 2016 and will resume on 4 January 2017.

(d) Available training days for flight and simulator operation are 19, 20, 21, 22, 27, 28, 29, December 2016. The airfield will be open from 0800-1700 on these days. Squadron Commanders are encouraged to maximize training opportunities on these days. Squadron Operation officers shall submit their respective holiday training plans to Wing Operations no later than 1 December 2016.

(e) Liberty. The designated holiday liberty periods for military and civilian personnel are as follows:

1. Christmas

a. Friday, 23 December 2016, through Monday, 26 December 2016 will be considered a 96 hour liberty period for military personnel.

b. Civilian personnel are encouraged to take leave on Friday, 23 December 2016, since this will be a liberty day for military personnel and no flight operations or training will be conducted. Unless on leave, civilian personnel will be required to work a normal work day.

c. Normal work days will resume at 0730, Tuesday, 27 December 2016 for all civilian and military personnel not on leave.

2. New Years

a. Friday, 30 December 2016, through Monday, 2 January 2017 will be considered a 96 hour liberty period for military personnel.

b. Civilian personnel are encouraged to take leave on Friday, 30 December 2016, since this will be a liberty day for military personnel and no flight operations or training will be conducted. Unless on leave, civilian personnel will be required to work a normal work day.

c. Normal work days will resume at 0730, Tuesday, 03 January 2017 for all civilian and military personnel not on leave.

(5) Independence Day. Saturday, 1 July 2017 through, Tuesday, 4 July 2017 will be considered a 96 hour liberty period for military personnel. Civilian personnel are encouraged to take leave on Monday, 3 July 2017 as this will be a liberty day for military personnel and no flight operations or training will be conducted. Unless on leave, civilian personnel will be require to work a normal work day.

c. The Blue Angel Homecoming Airshow is schedule for 11-12 November 2016. Squadrons will be required to develop an operations plan to make up any lost production due to the airshow

(1) Monday, 7 November 2016. The flight line shall be clear of aircraft at the conclusion of flight operations.

(2) Tuesday, 8 November 2016. Aircraft will be allowed to launch from the NASP Transient line (T-line). Squadrons may conduct a full flight schedule. The T-line should be clear of TW-6 aircraft by the close of business on this day. Any remaining aircraft shall be clear no later than 0930 on Wednesday, 9 November.

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(3) Wednesday, 9 November 2016 through Sunday 13 November 2016. No local operations will be conducted from NAS Pensacola. Squadrons operating locally out of nearby airfields such as Pensacola International or Jack Edwards shall utilize a CDO.

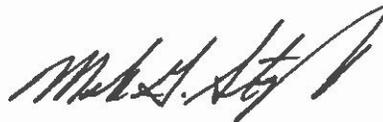
(4) Thursday, 10 November. Academic ground school and simulators will conduct normal schedules.

(5) Friday, 11 November. Veteran's Day.

(6) Monday, 14 November. The day will begin with a FOD walk-down at 0800. Normal flight operations begin at 1200. Academic ground school and simulators will conduct a normal schedule. All military personnel will participate in the FOD walk down with the exception of those on their respective flight schedule for an academic ground school, simulator or flight event during the FOD walk down time.

3. Records Management. Records created as a result of this instruction, regardless of media and format, must be managed per Secretary of the Navy Manual 5210.1 of January 2012.

4. Review and Effective Date. Per OPNAVINST 5215.17A, the Training Air Wing SIX Admin Officer will review this instruction annually on the anniversary of its effective date to ensure applicability, currency, and consistency with Federal, DoD, SECNAV, and Navy policy and statutory authority using OPNAV 5215/40 Review of Instruction. This instruction will automatically expire 5 years after effective date unless reissued or canceled prior to the 5-year anniversary date, or an extension has been granted.



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Releasability and distribution:

This instruction is cleared for public release and is available electronically only via TW-6 Website, <https://www.cnatra.navy.mil/tw6/>