

DEPARTMENT OF THE AIR FORCE
1130TH AEROSPACE TECHNICAL DEVELOPMENT
AND TRAINING GROUP
Edwards Air Force Base, California 93523

ATTG Reg 11-8


9 November 1972

Administrative Practices

BRIEFING ROOM UTILIZATION

This regulation establishes procedures to be followed for use of the 1130th Briefing Room.

1. Policy. These procedures are applicable to all directorates and such subsections who may desire to use the Briefing Room.
2. Responsibility. It is the responsibility of the Secretary to the Commander/Deputy Commander to make such arrangements as required for those reserving the Briefing Room. This will preclude inadvertent use of the room when a VIP briefing is scheduled.
3. Procedures.
 - a. Contact Commander's Secretary stating dates and times use of the Briefing Room is desired.
 - b. Secretary will confirm or make necessary adjustments in scheduling for the Briefing Room, depending on any prior requirements.
 - c. Arrangements can also be made for a trained operator to handle briefing aids, i.e., movie projector, slide projector, video tape, etc.
 - d. After completion of any use, the Briefing Room must be policed and left in good condition.


ROGER L. COOPER, Colonel, USAF
Commander

OPR: Command
DISTRIBUTION: X

SECRET

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10 January 1973

Administrative Practices 25X1A

UTILIZATION AND ADMINISTRATION OF [REDACTED] HOUSE

This regulation establishes procedures governing the utilization and administration of quarters known as the [REDACTED] House. 25X1A

1. Policy. The provisions of this regulation are applicable to all military, staff and contract personnel assigned to this unit.

2. Procedures: 25X1A

a. The [REDACTED] have first priority for use of these quarters. 25X1A

b. When [REDACTED] are not in residence the quarters may be used for temporary housing based upon the approval of the Director of Support, Director of Security and the Commander.

c. The quarters are considered first class quarters and military personnel will forfeit 100% of their BAQ.

d. Staff and contract personnel arriving from another area within CONUS will forfeit 50% of their Subsistence Allowance at the start of house occupancy. After the 30-day Subsistence Allowance runs out, such personnel will pay \$3.50 per day for quarters. Personnel coming from a foreign station will forfeit the Temporary Lodging Allowance at the start of quarters occupancy. After the 30-day Temporary Lodging Allowance runs out, such personnel will pay \$3.50 per day. Personnel departing for a foreign area or domestic assignment will pay \$3.50 per day starting from the beginning of occupancy. 25X1A

e. If quarters are not being used by the [REDACTED], personnel arriving at the base will have first priority for the use of the quarters vice personnel departing from the base.

Roger L. Cooper

ROGER L. COOPER, Colonel, USAF
Commander

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