



May 2025

# Your Friendly IG Quarterly

## The HQI is Approaching

Our scheduled HQI was postponed from March 2025 to November 2025, so we wanted to take the opportunity to put it back on the radar.

An HQI is a non-graded inspection conducted on organizations above the wing level including DRUs like HQ USAFA. Our first-ever HQI will be in November 2025 conducted by the Air Force Inspection Agency (AFIA).

The framework of our HQI will use Commander's Duties and Responsibilities outlined in AFI 1-2. It will assess the support and execution of the USAFA Commander's Strategic Priorities and emphasize areas relating to our mission execution.

Even though an HQI inspects the HQ staff, it WILL involve all major units to some degree! AFIA will engage with our major units to validate the support they receive from the HQ A-Staff but will include holistic institutional processes.

We organized our preparation for the HQI into four phases: 1) concept



design; 2) communication plan; 3) local testing; and 4) execution..

We are currently in the communication and local testing phases.

The local testing phase consists of executing our horizontal inspection (HI) concept during an institution-wide Logistics HI scheduled for 9-13 June 2025.

The week before the HQI, AFIA will execute a Unit Readiness Inspection (URI) on USAFA. Our URI will be a horizontal inspection of all major units and the HQ, focusing on their primary mission output and military readiness programs and processes.

We will continue to communicate important information regarding the URI/HQI via newsletters and various meetings.

- Col Joyce R. Storm

## Inspections, Assessments, and Micro-Assessments; Oh My!

As USAFA's inspection system develops, we are continuously working to provide actionable, accurate, and timely reports to our command teams. In our latest iteration, we recognized the need to work small-scale compliance checks into our job jar.

Typical inspections are formally graded events that encompass large-scale efforts to evaluate an organization, function, and process. Our USAFA assessments are risk based reviews, not formally graded, to examine our capacity to organize, train, and equip to support the USAFA mission.

We created "micro-assessments" to provide MAJCOM level compliance checks and oversight

on a specific CC driven focus area.

Micro-assessments are designed to be agile and efficient. The lifespan of the inspection cycle averages fifteen days from execution to actionable and accurate data.

So, what is the process involved in a micro-assessment? Any major unit CC can request a micro-assessment from the USAFA/IG via the corporate process. USAFA Pertinent Oversight Authorities (POA) are highly encouraged to join micro-assessment teams to meet their annual requirements. After execution, an executive summary with actionable data will be provided to commanders and help feed the installation's RBSS for future inspection considerations.

- Mr. Paul Dunbar



**Air Force Inspector General**  
**Hotline: File a Complaint**



**USAFA Inspector General:**  
**File a Complaint**



**USAFA Inspector General:**  
**General Inquiries**





## Complaint Dismissal

In our June 2023 newsletter, we explained the 5 resolution paths a complaint can take based on the complaint analysis. Those 5 paths are: 1) Transfer; 2) Assist; 3) Refer; 4) Dismiss; 5) Investigate.

We have published information regarding referrals; however, today we will focus on the dismiss resolution path.

After a thorough analysis, we determine whether or not the dismiss path is appropriate. This may be for a variety of reasons. The primary reason is there are no assertions or evidence of a standard being violated. Another common reason for dismissal is timeliness of the complaint. One of the responsibilities of the complainant is to contact the IG within 90 days of learning of the alleged misconduct and within one year of learning of alleged reprisal. There is no time limit for restriction complaints. While there may be reasons a complaint will be accepted outside that timeframe, if there are no extraordinary circumstances justifying the delay, the complaint may be dismissed.

The most important consideration for dismissing a complaint based on time requirements is the potential to gather sufficient information to determine the facts and circumstances surrounding the alleged misconduct. With the passage of time, it becomes increasingly difficult to gather relevant evidence, testimony, and information.

Finally, when a complainant concurrently files the same complaint with another non-IG grievance channel and that complaint remains active/open, the complaint will be dismissed. This is particularly true when it comes to congressional inquiries. When complainants send the same or similar complaints to several levels of the government, the highest level with which the complainant corresponds will reply.

While three of the most common reasons for dismissal have been highlighted, there are several other less common rules that can lead to this resolution path. Regardless of the reason for dismissal, all complainants will receive a closure letter providing the rationale behind the dismissal, along with information on how to request reconsideration of the dismissal with SAF/IGQ and/or instruction on appealing to the Air Force Board for Correction of Military Records.

- Ms. Kay Soldano



## Beyond the Open Ranks: True Readiness Through Standards and Reviews

The crisp uniform, the shiny shoes, perfectly level ribbons, half-inch spaced badges—these are often the first things that come to mind when considering military standards. But, true readiness goes far beyond appearances. It's about ensuring that every individual, every piece of equipment, and every process is prepared to perform at the highest level when it matters most. This is where standards and readiness reviews become beneficial.

About a year ago, getting back to basics was a broad topic; now it should be a common thought for most Airmen. Standards are not just about uniformity, they ensure interoperability, allowing different members, units, wings, and services to work together seamlessly. They establish best practices, efficiency, and mitigate risk. In short, standards provide a blueprint for success.

Readiness Reviews are quality control checks. They are the assessments that determine whether individuals and units are meeting those standards. These reviews go beyond simple inspections; they

involve making sure each Airman is organized, trained, and equipped according to standards. They identify weaknesses, gaps in supply, highlight areas for improvement, and ultimately ensure that every Airman is prepared for the real-world challenges they may face.

Think of a cadet undergoing field training exercises. It's not about looking sharp in their uniform; it's about applying classroom knowledge in a practical setting, developing leadership skills, and demonstrating the ability to operate effectively under pressure. This field training serves as a readiness review, assessing the cadet's progress against established standards and preparing them for the rigors of military life.

So, while a sharp uniform and a polished appearance are important "symbols" of military professionalism, true readiness goes much deeper ensuring every Airman, every system, and every process is prepared to execute the mission, anytime, anywhere.

- SRLE