

Unit Self-Assessment Program Foundations

How airmen at all levels improve the unit.

1) We all have multiple jobs in the AF.

AFSC specific

Wartime/Emergency readiness

Additional program responsibilities

Whole Airman Concept (i.e. Career Development, Mentorship, Evaluations)

What are yours?

2) We all have a responsibility to know the requirements associated with those jobs.

DAFIs, DAFMANs, AFTTPs, TOs, etc.

Supplements

Local guidance

How well you know them?

3) It's up to every airman to regularly check if we're truly compliant with the published requirements. (Trust but verify.)

MICT assessments

Internally created self-assessment checklists

Asking peers to assess your program(s)/function(s)

Internal exercises

How do you self-assess? Is it enough?

4) Your organization & chain-of-command needs to know the status of your area.

Strengths/Weaknesses (See something, say something.)

Regular meetings

Emails, MS Teams

Office visits

How are you communicating where you need help? Do you know who to inform?

5) Now you know where you're non-compliant, let's do something about it.

Corrective Action Plans

Seeking external assistance through chain-of-command

Compliance Waivers (ask for more info)

Continuous Improvement & Innovation (CI²) Projects (ask for more info)

How are you fixing detected non-compliance?

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Commander's Talking Points:

* *The items listed above are meant to be part of our everyday work processes and discussions, not limited to when inspections or MICT assessments are on the horizon.*

* *The Unit Self-Assessment Program (USAP) is led by your Unit Commander and managed by your USAP Manager .*

IAW USAP Business Rules.

* *The USAP is governed by the Commander's Inspection Program (CCIP) which is led by the Wing Commander and managed by the Wing Inspector General's Office.*

IAW DAFI 90-302 & CCIP Business Rules

* *The purpose behind the USAP is so you can ensure you're truly ready for contingency response through all phases by assessing compliance in a methodical way that reduces biases and errors in judgement.*

* *One way to think about USAP is like maintaining a car. You get regularly scheduled inspections at the shop and take it in or work on it yourself when issues present themselves over time. Each program or function is a car and USAP is how you manage its maintenance. Don't let your car breakdown on the road.*