

## Personal & Family Readiness

Provides proper planning, education and training to alleviate some of the family stressors associated with deployments, evacuations and peacetime/wartime emergencies.

- Pre-deployment / Re-integration
- Deployed Family Events / Hearts Apart
- Noncombatant Evacuation Operation (NEO)
- Emergency Family Assistance Center (EFAC)

## The Air Force Personnel Accountability & Assessment System (AFPAAS)

Air Force web-based tool designed to help AF personnel and their families who are directly affected by major natural and man-made disasters such as fires, hurricanes, floods and earthquakes. It is accessed through the user friendly website: <https://afpaas.af.mil>

The Misawa Airman & Family Readiness Center is a one-stop location where individuals can obtain reliable information and assistance on a wide range of important topics.

### Services include:

- Information and referral
- Consultation and follow-up
- Support to all Active Duty service members, retirees, DoD/DoDEA civilians and their eligible family members



## Exceptional Family Member Program

A family support element that provides assistance for family members with special needs.

## School Liaison Office

The school liaison serves as the central point of contact for school-related matters between commanders, military families and local school districts.

## Voting Assistance Program

Assists military personnel, their family members and all other voting age citizens with access to the installation voter assistance office, to register by absentee ballot.

## Casualty Affairs

Provides assistance to designated family members of seriously ill/injured or deceased members. Assistance, includes counseling on benefits and entitlements as well as any other concerns the next of kin may encounter.

## Survivor Benefits Plan

Provides Survivor Benefits Plan education and counseling to retiring members and their spouses. SBP ensures annuity to make up for the loss of retirement income.

## Military & Family Life Consultant (MFLC) 226-2147

Licensed clinical counselors provide short term situational and problem solving counseling services to service members and their families to augment existing military support services.



### Hours of Operation

Monday–Friday 8 a.m.–4 p.m.  
Closed at 1 p.m. the first Thursday of every month,  
weekends, federal holidays & PACAF Family Days  
Torii Building 656

DSN 226-4735  
Commercial: 011-81-3117-77-4735

Website:  
<https://35fss.com/afrc>

Facebook:  
<https://www.facebook.com/Misawa.AFRC>

## Relocation Assistance

Helps all military and DoD members prepare for relocation. Assists in planning moves, provides information about the new location, deal with unique situations and addresses concerns that may occur.



### Smooth Move

Outbound briefing to assist military members transitioning out of Misawa.  
Mandatory for O-4/E-6 and below.  
Optional for O-5/E-7 and above.

### Sponsorship Training

Provides information to newly assigned sponsors about their training duties and responsibilities.

### Newcomers–Right Start

Newcomer's in-processing briefing and information for new military and civilian personnel. Spouses are highly encouraged to attend.

## Personal and Work Life

Improving quality of individual and family life by providing the knowledge and skills needed for effective living.

### Heartlink–Spouse Orientation

Strengthen military families and enhance mission readiness by increasing spouse awareness of the Air Force mission, traditions, protocol, as well as available resources and services.

### Key Spouse Training

Volunteers represented in squadrons across the base that provide vital support to all unit families.

## Volunteer Opportunities

Offers recruitment, placement, recognition and training opportunities for base and community volunteers.

## Employment Assistance

Delivers individual assessment, assistance with resume and job searches for military members, families and DoD civilian members.

## Personal Financial Management

Education, information and counseling on personal financial topics including debt management, retirement planning, budgeting, investing and purchasing decisions.

## Air Force Aid Society

Provides emergency financial assistance to eligible military members for basic needs such as basic living expenses, emergency leave or unexpected vehicle repairs. Community enhancement programs sponsored by AFAS:

- Give Parents a Break
- Child Care for PCS
- Bundles for Babies
- Car Care Because We Care



## Transition Assistance Program



### Pre-separation Briefing

Mandatory for all military personnel retiring/separating. Retirees can participate as soon as 24 months prior to retirement and separatees 12 months prior to separation. Members must attend the pre-separation briefing prior to attending TAP GPS. Spouses and/or significant others are welcome and encouraged to attend.

### TAP GPS Five-Day Workshop

This mandatory five-day program is for those who are preparing to retire or separate. The workshop includes counseling on completing a post separation spend plan, Military Occupational Code Crosswalk, Department of Labor Employment Workshop and Veteran's Affairs briefing. Spouses and/or significant others are welcome and encouraged to attend on a space-available basis.

### Capstone

Capstone is mandatory for all separating/retiring service members. Capstone will validate and verify their preparedness to be successful following the completion of their military service by producing documentation to meet all of the required Career Readiness Standards. Capstone appointments are accomplished 150 to 90 days prior to date of separation.