



DEPARTMENT OF THE AIR FORCE
AIR FORCE RESERVE COMMAND

6 January 2022

MEMORANDUM FOR LT COL [REDACTED]

FROM: 4 AF/CC

SUBJECT: Letter of Reprimand

1. It has come to my attention you have failed to follow both of my lawful orders to receive the COVID-19 vaccine. The first order was issued to you on 8 September 2021 and provided to you on 11 September 2021, by Col Miles Heaslip, 4 AF Director of Staff. This order required you to submit a Religious Accommodation Request and/or a medical exemption by 3 October 2021. While you did submit a Religious Accommodation Request timely, you failed to initiate a medical exemption until 18 December 2021. When your first medical exemption request was denied on 5 January 2022, you then submitted a second request for a medical exemption. Both of your requests for a medical exemption were well after the initial deadline of 3 October 2021. As such, you failed to follow my lawful order.

2. My second order was issued 1 November 2021 as amended on 8 December 2021, and forwarded to you on 15 December 2021 by Col Heaslip. In accordance with SECAF's policy, dated 7 December 2021, and my order you were required, by close of business on 19 December 2021, to (1) to begin vaccination within 5 calendar days from denial of your appeal of your religious accommodation request, (2) request a second opinion of the denial of your medical exemption, or (3) refuse to receive the vaccine in writing. You did not complete any of these options. Instead, you choose to join a COVID-19 study on 13 December 2021, and sent an email to Col Heaslip on 18 December 2021, stating that you are requesting an exemption for 9 months to avoid invalidating clinical trial results. Thereafter, when AFRC/SG and 452 AMDS denied your request for a medical exemption, you chose to submit a second request for a medical exemption for a different reason. Again, you have failed to follow the orders by adhering to the specific timelines.

3. You are hereby reprimanded! As a member of the United States Air Force, it is your duty to obey the lawful orders of your Commander. It is clear you are attempting to avoid receiving the COVID-19 vaccine. As an officer, in particular a field grade officer, I expect you to follow my orders and Air Force policy. You should have concurrently raised all medical issues in which you were seeking a medical exemption in accordance with the first order you received. By continuing to raise issues one by one, you have caused me to question your judgement. In the future, I expect you to obey the orders of your Commander and adhere to Air Force policy. Further misconduct may result in more severe action.

3. The following information required by the **Privacy Act** is provided for your information. **AUTHORITY:** 10 U.S.C. 9013. **PURPOSE:** To obtain any comments or documents you desire to submit (*on a voluntary basis*) for consideration concerning this action. **ROUTINE USES:** Provides you an opportunity to submit comments or documents for consideration. If provided,

the comments and documents you submit will become a part of the action. **DISCLOSURE:** Your written acknowledgment of receipt and signature is mandatory. Any other comment or document you provide is voluntary.

4. You will acknowledge receipt within 24 hours and return this letter to me within forty-five (45) calendar days of your receipt of this letter. Your signature on this document is solely for receipt purposes and is not an admission of guilt. If this LOR is sustained, it will be placed in an UIF. Additionally, if sustained, I will place the LOR in your Officer Selection Record, in accordance with DAFPM 2021-36-03. Any comments or documents you wish to be considered concerning this document must be submitted at that time. If you submit supporting documents they will become part of the record. Ensure you provide any comments regarding UIF and OSR placement in your response to this LOR if you choose to respond.

PENNINGTON.JEFFREY.T. 
JEFFREY T. PENNINGTON, Maj Gen, USAF
Commander

Digitally signed by PENNINGTON.JEFFREY.T. Date: 2022.01.06 15:27:08 -0800

7 Attachments:

1. E-mail communication, dated 11 Sep 21, forwarding 4 AF/CC Order, 1 page
2. E-mail communication, dated 12 Sep 21, confirming receipt of 4 AF/CC Order, dated 8 Sep 21, 2 pages
3. 4 AF/CC Order, dated 8 Sep 21, 3 pages
4. Order to Receive COVID Vaccination, 1 Nov 21, with amendment 8 Dec 21, 2 pages
5. SECAF Policy, 7 Dec 21, 6 pages
6. COVID-19 Vaccination Exemption Request, dated 16 Dec 21 (submitted via e-mail on 18 Dec 21), 17 pages
7. Medical Exemption Request, dated 4 Jan 2022 (submitted via e-mail on 5 Jan 22), 3 pages

1st Ind to 4 AF/CC, Lt Col 

MEMORANDUM FOR 4 AF/CC

I acknowledge receipt and understanding of this letter on 6 January 2022. I understand that I have until 20 February 2022, which is no earlier than forty-five (45) calendar days from my receipt of this letter, to provide a response and that I must include in my response any comments or documents I wish to be considered concerning this letter.

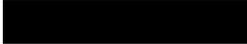
, USAF

2nd Ind, Lt Col 

____ February 2022

MEMORANDUM FOR 4 AF/CC

I have reviewed the allegations contained in this Letter of Reprimand. (I am submitting the attached documents in response) (I hereby waive my right to respond).

, Lt Col, USAF

3rd Ind, 4 AF/CC, 6 January 2022, Letter of Reprimand, Lt Col [REDACTED]

MEMORANDUM FOR LT COL [REDACTED]

1. (I have considered the response you submitted on _____.) (You waived your right to submit a response to this action.)
2. I have decided to (withdraw the Letter of Reprimand) (sustain the Letter of Reprimand) (reduce the Letter of Reprimand to a Letter of Admonishment / Counseling) (and will file this action in a UIF).

JEFFREY T. PENNINGTON, Maj Gen, USAF
Commander

4th Ind, Lt Col [REDACTED]

MEMORANDUM FOR 4 AF/CC

I acknowledge that on _____ you advised me that you had considered the matters submitted by me in response to the above reprimand and informed me of your final decision regarding the same.

[REDACTED], Lt Col, USAF