

EVENTS

Dail

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Exchange's Holiday Pet Photo Contest 📷 DEC. 1-31

WHAT: Edwards Air Force Base shoppers can visit ShopMyExchange.com/sweepstakes to submit a photo of their pet dressed up in a holiday-themed costume for a chance to

win a share of \$3,000 in Exchange gift cards. WHEN: Dec. 1-31, 2023 WHERE: Base Exchange Two Grand-Prize winners: \$500 Exchange gift card each Eight Runner-Up winners: \$250 Exchange gift card each

Wednesday



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DEC. 06 Ms. Cheryl Boswell's Retirement Ceremony (22 Years of Service)

WHEN: Wednesday, December 6 at 3 p.m.

WHERE: Air Force Flight Test Museum, 405 N. Rosamond Blvd., Bldg. 5259, Edwards AFB, CA 93524 RSVP: NLT December 1 via https://einvitations.afit.edu/inv/anim.cfm?i=802850&k=0A6140017E57 CONTACT: Alison Vasquez, 277-3606, alison.vasquez.2@us.af.mil

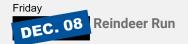
Friday DEC. 08 Brig. Gen. Matthew Higer Retirement ceremony

WHEN: Friday, December 8, at 9 a.m.

WHERE: Military and Family Readiness Center, 90 Farrell Drive, Building 5620, Edwards AFB, CA 93524

Formal invitation forthcoming

CONTACT: Ms. MỹNga (pronounced Meena) "Penny" Day, Chief of Protocol, 412th Test Wing, 661-277-3326/DSN 527-3326, cell 661-810-8748, 412tw.protocol@us.af.mil



Come have fun and run a 5k or walk a mile.

SIGN UP by scanning the QR code with your personal cell phone (Google Form won't work on AFNET devices)



WHEN: Friday, December 8. Check-In: 3:30 p.m. 🏃 🏂 🟃 Run starts at 4 p.m.

WHERE: Mayroad Community Park





WHAT: Tree Lighting, Ice Skating Rink, Giant Slide, Santa Claus, Hot Cocoa, Food Trucks, and more! WHEN: Friday, Dec. 8, 4-8 p.m. WHERE: BX Parking Lot



DEC. 08 Festive Holiday Sweater Contest (during Winterfest)

WHAT: Show off your most creative holiday sweater for the chance to win! Two categories: Adult (18 and up) and child. One prize per category: two tickets to Disneyland (Adult category) and four tickets to Medieval Times (child). Winners will be chosen by WHEN: Friday, Dec. 8 at 4:30 p.m. (during Winterfest)

WHERE: BX Parking Lot

HOW TO PARTICIPATE: Sign up at the FSS Marketing booth at 4 p.m.

RECURRING EVENTS

😑 🔁 Coffee or Tea 🖲 with Personnel Directorate (DP)

WHAT: Monthly forums with supervisors of civilians **WHEN:** Third Thursday of the month, 10-10:30 a.m. January 19: AY24 Civilian Development February 16: Civilian Employment Plan March 16: Civilian Leave Programs April 20: APDP Back-to-Basics Initiative May 18: Demystifying Reimbursable Manpower and Overhires June 15: Incentives: Recruitment, Relocation, Retention (3R's), and Student Loan Repayment (SLR) July 20: Enterprise Leader vs Functional Expert/Leader (DAF Civilian Career Model) August 17: AFTC Organizational Structure September 21: Employee Relations Topics October 19: AY25 Civilian Development (CD) November 30: Enterprise Talent Acquisition and Hiring **December:** No Meeting CONTACT: AFTC.Enterprise.Recruiting@us.af.mil HOW: Join Microsoft Teams Meeting Conference ID: 408 416 887# Call 410-874-6740 to join audio only.

🖃 🔁 Employee Assistance Program

WHAT: Webinar Dealing with Sleep Issues WHEN: Tuesday, Dec. 5, 12 p.m. PST

No pre-registration required. https://magellanhealth.adobeconnect.com/afdonwhs/

WHAT: Webinar Emotional Wellbeing for Leaders (Managers)

WHEN: Wednesday, Dec. 6, 11 a.m. PST

Click here to register (Copy weblink into browser)

When registering for webinars, we recommend using a personal email account to insure you receive calendar reminders and access webinar links . Additionally, webinars are best viewed on a personal device.

WHAT: Webinar Financial Wellbeing WHEN: Tuesday, Dec. 12, 9 a.m. and 12 p.m. (two sessions) **REGISTER:** 9 am PST | 12 pm PST (Copy weblink into browser)

WHAT: Webinar Using the Power of Meditation to Restore Wellbeing and Improved Health WHEN: Tuesday, Dec. 12, 12 p.m. PST

No pre-registration required. https://magellanhealth.adobeconnect.com/afdonwhs/

WHAT: Webinar Coping with Grief and Loss (Employees)

WHEN: Wednesday, Dec. 13, 11 a.m. PST

Click here to register (Copy weblink into browser)

When registering for webinars, we recommend using a personal email account to insure you receive calendar reminders and access webinar links . Additionally, webinars are best viewed on a personal device.

WHAT: Webinar WorkLife Orientation

WHEN: Tuesday, Dec. 19, 12 p.m. PST

No pre-registration required. https://magellanhealth.adobeconnect.com/afdonwhs/

Want to catch up on a missed AF EAP webinar? Find this quarter's webinars here.

🖃 🔁 Hard Talks

412 TW Leadership holds small group talks weekly, open to all base personnel. The form is a safe place to discuss hard issues members are facing, to include dealing with current local/world events or personal issues. Assisting leadership, members from the Chapel, EO, IG and other helping agencies are in attendance.

WHEN: Thursdays at 3 p.m.

WHERE: Chapel 1 Annex

😑 🔁 Professional Enhancement Seminar

WHO: Airman through Senior Airman who have completed CDC requirements

WHEN: December 5-8, 2023

WHERE: Bldg. 2460 room A

REGISTRATION: https://teamup.com/ksy5zdj7ji3bwyajq8

CONTACT: Staff Sgt. Luke Nowland, luke.nowland@us.af.mil

TOPICS: Communication in the chain of Command, Enlisted Force Structure, Career Progression, Thrift Savings Plan, Mentorship, and Leadership, Standards & Discipline and Ethics.

🕞 🔁 Religious Education

CATHOLIC

Mass AFRL | 2nd Wednesday at noon Higher Ground Cafe | 3rd Wednesday at 5 p.m. Bible Study | Men: Sundays at noon | Dorm: Thursdays at 5:30 p.m. | Women: Wednesdays at 5:30 p.m. Chapel 2 Annex Adoration Blessed Sacrament | 1st Wednesday at 5 p.m. Chapel 2 Religious Education | Sundays at 10:30 a.m.

PROTESTANT

Bible Study Groups | Contact 412TW.HC.Workflow@us.af.mil

MUSLIM PRAYER

Fridays 12:30-2:30 p.m. at Chapel 1, Rooms 3 & 4 | Contact maitham.dakheel@us.af.mil

BUDDHIST

3rd Saturday 4:30-5 p.m. at Chapel 2 Conference Room | Contact Ms. Dianna Kassing at 661-277-5415

OTHER RELIGIOUS/SPIRITUAL BACKGROUNDS

Please contact the Main Chapel Office at 661-277-2110

🖃 🔁 Tuition Assistance Briefing

Attention Airmen and Guardians! Want to go to college? Need a TA brief?

WHEN: Tuesdays at 9 a.m. and Thursdays at 1 p.m.

WHERE: Zoom (virtual)

Zoom link for Tuesdays: https://www.zoomgov.com/j/1612185292?pwd=ZmUzVjZYb3gzeXZwcUUwL2IrazNIQT09 Zoom link for Thursdays: https://www.zoomgov.com/j/1604912636?pwd=WHZjdmJIQzhqZE14SU5DMFdNYUhwdz09

🕞 🔁 Worship Services

PROTESTANT SERVICE (Chapel 1)

Sundays at 10 a.m.

CATHOLIC SERVICE (Chapel 2)

Mass | Mondays, Tuesdays and Thursdays at 11:30 a.m. | Sundays at 9 a.m. and 4:30 p.m. Confessions (Room 5) | Mondays, Tuesdays and Thursdays 8:30-10:30 a.m. and 1:30-2:30 p.m. or by appointment

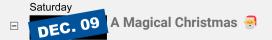
COMMUNITY EVENTS

Below events and notices are NOT endorsed by a federal entity



WHEN: Thursday, December 7, 6-8 p.m.

WHERE: Lancaster Community Center, 44611 Yucca Ave., Lancaster, CA 93534

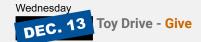


WHAT: Enjoy the sights, sounds, and feel of the holiday season with "A Magical BLVD Christmas," Lancaster's winter wonderland celebration.

WHO: Bring the entire family and spend the evening with music, dancing and festive fun with Santa Claus.

WHEN: Saturday, December 9, 5-9 p.m.

WHERE: Lancaster BLVD



BY: California Highway Patrol + Mojave Air and Space Port WHEN: No later than Wednesday, Dec. 13 WHAT: New and unwrapped toy donation WHERE:

California Highway Patrol Mojave Office (any day) Tehachapi Walmart: Nov. 25-26, Dec. 2-3, Dec. 9-10, 9 a.m. - 5 p.m. Ridgecrest Walmart: Nov. 25-26, Dec. 2-3, Dec. 9-10, 10 a.m. - 6 p.m.



WHAT: Join us for hot chocolate, photos with Santa Claus, Christmas tree raffle, and toy giveaway
BY: California Highway Patrol + Mojave Air and Space Port
WHEN: Saturday, Dec. 16, 12-2- p.m.
WHERE: Stuart O Witt Event Center, Mojave Air & Space Port, Riley St, Mojave, CA 93501

OFFICIAL NOTICES

😑 🧩 2023 Combined Federal Campaign (CFC)



This is our opportunity to give back to our communities, neighbors, and causes. For maximum flexibility, you can make a one-time or recurring donations to the charities you believe in and want to support.

We pushed the limit last year to raise \$100K. In CFC23 this year, we are aiming for \$103,500. This is a goal we will achieve together!

- 1. Give through payroll deduction for a greater impact over time.
- 2. Give to multiple charities and pledge volunteer hours in one place.
- 3. Give for greater impact the world is a better place when we give together.

4. GIVE HAPPY! Studies show that when you give happiness, you get happy too.

https://cfcgiving.opm.gov/offerings

😑 🏋 Closure: Arnold Park

The park has been closed to remove the old gazebos and replace them with new ones. It will be reopened with tables in place by Friday, Dec. 1.

□ X Edwards Air Force Base is a NO DRONE ZONE

As a reminder with the holidays fast approaching, Edwards Air Force Base is a **No Drone Zone**. This includes toys and all Commercial of the Shelf (COTS) quadcopters, multirotor, and fixed-wing drones. Please keep this in mind if you receive a drone as a gift, as Unmanned Aircrafts Systems (UAS) flight is prohibited except as specifically authorized by the Installation Commander. Unauthorized UAS may be disabled, damaged, destroyed, seized or confiscated. Furthermore, unauthorized UAS operators may be subject to criminal prosecution, fines, and loss of operator privileges.



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(49 U.S.C. §40103(B)(3)&§46307, 14 CFR Parts 101 and 107 and 10 U.S.C. §130i – where applicable)

🖃 🏹 Fam Camp (Phase 2 Update)

Phase 1 has been completed, and Phase 2 has started on Tuesday, Nov. 21. Concrete work has been scheduled for Monday, Dec. 4, and paving for Monday, Dec. 11. Depending on weather conditions, Phase 2 might be completed on Friday, Dec. 22. New guest reservations are temporarily unavailable. Thank you for your understanding and patience during the project.

Hazardous Waste Support and Consolidated Recycling and Universal Waste Facilities (Reduced Hours)
 Nov. 23-24 --- closed
 Dec. 20 --- open 8 a.m. - noon
 Dec. 25-26 --- closed
 Jan. 1 --- closed

For any hazardous waste related questions, please call 277-3681 or 277-1885.

Prescribed Burns (Dec. 7-10, 2023)



The Air Force Wildland Fire Branch in coordination with Environmental Management and the Fire and Emergency Services Flight will be conducting prescribed burns at Edwards Air Force Base, weather permitting, beginning Thursday, Dec. 7 thru Sunday, Dec. 10, 2023. Prescribed burns will be at Branch Memorial Park. Ignitions may begin as early as 7 a.m. local time daily with operations continuing throughout the day. The vegetation to be burned will be cattails/tules and slash piles. Smoke will be visible in the area. If you have any further questions, please contact Environmental Management at 661-277-1401.

🗉 🌂 Santa Hotline 📞 🐵 💩

The North Pole Hotline is now active and ready to spread the Christmas spirit through stories, songs, and even the option to leave a voicemail for Santa Claus! The North Pole Hotline will be active until Christmas Eve.

661-277-2682 (27-SANTA)

😑 🏅 Thrift Savings Plan (TSP) Max Contributions

Each year the Internal Revenue Service (IRS) places limits on the dollar amount of contributions that can be contributed to the Thrift Savings Plan (TSP). The limit for regular contributions (Traditional and/or Roth) is referred to as the elective deferral limit, per Internal Revenue Code (IRC) Section 402(g). For 2024, the elective deferral limit is \$23,000, which is an increase from calendar year 2023. Once you reach the IRS limit; your contributions will automatically stop and will resume the next tax year if you are still enrolled in TSP. If you are a Federal Employees Retirement System (FERS) employee, it is very important you do not reach the elective deferral limit before the end of the year; as once your contributions stop, agency matching contributions will also stop.

For those individuals who are 50 or older and for those turning 50 within the 2024 calendar year amounts beyond the elective deferral of \$23,000 will automatically spill over toward the catch-up limit. The spillover method is additional tax-deferred contributions to your TSP account. Catch-Up contributions are in addition to your regular contributions and have their own annual limit. For 2024, the annual limit for Catch-Up contributions remain at \$7,500. Deductions for catch-up contributions will automatically stop when you reach the annual limit, or the last pay date of the calendar year, whichever comes first.

Employees who plan to change or terminate contributions to TSP must make their election through the Government Retirement Benefit Platform (GRB), https://grbplatform.us.af.mil/

For more information regarding regular TSP or Catch-Up contributions, visit myFSS, <u>https://myfss.us.af.mil/USAFCommunity/s/knowledge-detail?pid=kA0t00000010wizCAA</u> to review the TSP program page. TSP also provides various webinars for employees to attend online additional information regarding their webinars may be located at <u>https://www.tsp.gov/online-learning/</u>.

NOTE: If you are not eligible to participate in the TSP program, please disregard this message.

🖃 🏋 New Hours: Oasis Aquatic Center

Lap swim only | Mon-Fri: 6-8 a.m. and 10 a.m. - 1 p.m. Open/Lap swim | Mon-Thurs: 3:30-6 p.m.

😑 🏹 Branch Memorial Park Pond

The water level at the Branch Memorial Park Pond is being lowered approximately two feet in preparation of a prescribed burn that will occur in December of 2023 to help manage the vegetation in the pond. Following the prescribed burn, the water level will be increased to the normal water level. If you have any further questions, please contact the Environmental Management Division at 277-1401.



OUR PEOPLE

Please join us in congratulating Chief Master Sgt. Eric Tabb!





The Air Force has selected, Senior Master Sgt. Eric Tabb, the senior enlisted leader of our 412 Security Forces Squadron, for promotion to chief master sergeant!

This is an incredible honor and phenomenal achievement. Only 1% of our enlisted force ever achieves the prestigious rank of "chief" in our service. This year, the Air Force selected just 506 chief master sergeants out of the 2,249 eligible senior master sergeants (a selection rate of only 22.5%). Selection for promotion to the highest enlisted rank is a milestone in a career, but more than a reward for prior excellence it reflects the expectations we have for further leadership at the next level. Tabb is an exceptional leader, and we are fortunate for his continued willingness to serve and lead with the character, honor, humility, care, and commitment to excellence that he has displayed through his already distinguished career.

By 412 TW History Office

□ On December 8, 1967, Major Robert Lawrence, Jr., America's first African-American astronaut, perished in an F-104 Starfighter crash at Edwards Air Force Base.



Robert Lawrence was born on June 30, 1935. He graduated high school at 16 and from Bradley University at 20 before joining the Air Force. He earned a PhD from The Ohio State University in physical chemistry, in 1965. A year later, he attended the United States Air Force Aerospace Research Pilot School (as the Test Pilot School was named between 1961 and 1972) and graduated with class 66B in June of 1967. Immediately afterwards, he was selected as a part of the Manned Orbiting Laboratory (MOL) program. The MOL was a joint program between the Air Force and the National Reconnaissance Office that aimed to acquire photographic intelligence. Tragically, Lawrence's bright career was cut short by a crash that occurred while he was teaching another pilot the so-called "flare" - a technique that would later prove fundamental to landing the space shuttles. Though both pilots ejected, Lawrence did not survive. When the Nixon administration cancelled the MOL program in 1969, the MOL crews formed the majority of NASA's Astronaut Group 7. Had Lawrence survived, his education and experience would have all but guaranteed his inclusion in that number. Those pilots went on to fly the space shuttle in the 1980s. It took decades for Maj Lawrence to receive credit for his efforts: an effort in the 1990s resulted in his recognition as America's first African-American Astronaut and he has received a number of other honors since then. His contributions and legacy are the planned focus of an event during this coming February's Black History Month celebration, currently scheduled for February 15, 2024.

Read more

VANPOOLS

😑 🚒 East Lancaster

DAYS: Monday-Friday

TIMES: Departs from the East side of Lancaster at 6:10 a.m. to reach our destination on base by 6:55 a.m. Returns from the base at 4:30 p.m. to arrive back at the East side of Lancaster around 5:15 p.m.

CONTACT: Kendall King at kendall.king@us.af.mil or 661-275-6057

🖃 🚒 Lancaster

DAYS: Monday - Friday

TIMES: Departs from the City of Lancaster Park and Ride at 6:05 a.m. to reach our destination on base by 6:45 a.m. Returns from the base at 4 p.m. to arrive back at the City of Lancaster Park and Ride around 4:45 p.m.

CONTACT: Vinh.Pham@us.af.mil or 661-802-2627

☐ ₩ Ridgecrest CONTACT: Nicholas.Kuttor@us.af.mil or 661-275-3545

□ ♥♥ Victorville, Hesperia and Adelanto CONTACT: Hector at 661-810-3868

😑 🚒 West Lancaster

TIMES: Departs from Park and Ride (Ave. K8 / 10th St. W) at 6 a.m. Departs Edwards AFB at 4:15 p.m. FEE: \$220/month BUT Military/Civil Service personnel may qualify for the Transportation Incentive Program (TIP) and ride for FREE! CONTACT: 661-903-0915

😑 🚓 West Palmdale

DATES/TIMES: Meets at the mall, Monday - Friday, around 6 a.m. to arrive on base around 7 a.m. Departs base at 4:30 p.m. **CONTACT:** 661-277-7290

LEGAL CORNER

😑 🖕 Deployment Readiness

Combat readiness is key in the post-9/11 environment. A key to ensure combat readiness is to make sure one's legal affairs are in order. This starts with a visit to the base legal office.

The legal office assists Airmen with routine matters such as claims and notaries, but we are also equipped to deal with more complicated issues such as power of attorney and wills. The legal office advises customers about readiness issues and preventive measures to take care of military and their family members; these include education and advice about the SCRA and USERRA.

When the deployment rotation begins, family members will be left behind.

It's important for military members to have all their affairs in order before they deploy. Otherwise, it's the spouse, kids or other family member left behind who will potentially be affected.

The legal office is ready to assist deployers with issues such as wills, powers of attorney, providing for incapacity, personal finances, etc.

There are good reasons for adults to have wills. A will can assist in ensuring wishes for property division are carried out. This may seem like a difficult thing to do, but you will but you will want to take control, instead of letting the courts decide.

Powers of attorney are a way of permitting others to act on one's behalf.

Whether it is taking a child to the hospital for a medical appointment or allowing a trusted agent access to one's bank account, a power of attorney can alleviate deployment headaches, allowing the warfighter to focus on the task at-hand. A power of attorney can make sure deploying member's children are taken care of when it comes to enrolling in school.

Powers of attorney and notaries are on walk-in basis from 0900-1500 Monday thru Thursday. Will appointments and legal assistance appointments must be scheduled in advance by contacting the legal office.

For more information, Airmen should contact the 412 TW/JA base legal office at 661-277-4310.

😑 🖕 Hatch Act Guidance

With some political campaigns underway, including the re-election campaigns of President Biden and former President Trump, the legal office reminds Edwards Air Force Base civilian employees of the following dos and don'ts under the Hatch Act:

The Hatch Act applies to ALL civilian employees in the executive branch, with VERY FEW EXCEPTIONS. 5 USC 7322(1); 5 CFR 734.101.

The Act prohibits any political activity while:

• On duty.

- Wearing a uniform, badge, insignia, or other similar item that identifies the employing agency or the position of the employee.
- In a government building or space, or in any room or building while performing official duties.
- Using a government-owned or leased vehicle or using a privately-owned vehicle in the discharge of official duties.

5 USC 7324 (a); 5 CFR 734.306.

"Political activity" is any activity, including speech and social media activity, directed toward the success or failure of a political party, candidate for partisan political office, or partisan political group. 5 CFR 734.101.

It is also a Hatch Act violation to display in the workplace coffee mugs, buttons, or other paraphernalia with messages supporting or opposing a partisan political candidate, party, or group. 5 CFR 734.306.

The Hatch Act prohibits political bumper stickers on government vehicles. But employees can place bumper stickers on their personal vehicles so long as they do not regularly use them for official government business. 5 CFR 734.306.

Generally, civilian employees must be careful to avoid any political activity when on duty, in the federal workplace, wearing a government uniforms or insignia, using a government vehicle, or invoking official authority. If you have specific questions about whether a particular activity is permitted or prohibited, we recommend you address your questions to your supervisor or chain of command.

😑 🖕 Legal Assistance Brochures

Cars Children Divorce Fundraisers Household Goods Housing Name Changes Small Claims California Wills, Trusts, Estates

😑 啦 Relocation Notice

412 TW/JA has relocated to building 2800. All JA phone numbers remain the same. The front desk number is 661-277-4310.

LEAVE SHARING

□ Mr. Ben Blanton, 412 AMXS/MXMW

• Donations are requested due to the employee's emergency. If you are interested in donating annual leave please complete OPM Form 630A.

 Please send completed OPM 630A and a copy of your LES to: janelle.acheronti@us.af.mil. LES's are used to validate donor SCD leave dates and available leave balances and may be redacted of any/all pay related information.

Contact(s): Civ Janelle Acheronti - Work: 277-8798

□ Ms. Brittney Martin, 412 TENG/ENG

- Donations are requested due to the employee's medical emergency. If you are interested in donating annual leave please complete OPM Form 630A.
- Please send completed OPM 630A and a copy of your LES to: janelle.acheronti@us.af.mil. LES's are used to validate donor SCD leave dates and available leave balances and may be redacted of any/all pay related information.
- Contact(s): Civ Janelle Acheronti Work: 277-8798
- □ Ms. Kimberly Murray, 412 CPTS/FMA
- Donations are requested due to the employee's medical emergency. If you are interested in donating annual leave please complete OPM Form 630A.
- Please send completed OPM 630A and a copy of your LES to: janelle.acheronti@us.af.mil. LES's are used to validate donor SCD leave dates and available leave balances and may be redacted of any/all pay related information.
- Contact(s): Civ Janelle Acheronti Work: 277-8798

□ Ms. Melissa Young, Plant 42, 412 TW/CEXF

- Donations are requested due to the employee's medical emergency. If you are interested in donating annual leave please complete OPM Form 630A.
- Please send completed OPM 630A and a copy of your LES to: janelle.acheronti@us.af.mil. LES's are used to validate donor SCD leave dates and available leave balances and may be redacted of any/all pay related information.

• Contact(s): Civ Janelle Acheronti - Work: 277-8798