



SECRETARY OF THE AIR FORCE  
WASHINGTON

JAN 14 1994

MEMORANDUM FOR THE CHIEF OF STAFF

SUBJECT: Charter for Base Closure Executive Group - ACTION MEMORANDUM

I have approved a permanent charter for a Base Closure Executive Group to assist me in selecting bases to recommend for closure and realignment in 1995 (Atch 1). This charter, which reflects our previous experience, is effective immediately. I plan to make these closure and realignment decisions after careful consideration of the BCEG's work, and in close consultation with you, the Under Secretary, and the Assistant Secretary (Manpower, Reserve Affairs, Installations, & Environment) (SAF/MI).

I have also appointed the members of the BCEG for indefinite terms beginning January 17, 1994 (Atch 2). It is imperative that these members attend all BCEG deliberative meetings. If for some extremely urgent reason, a member is unable to attend, one of the BCEG chairmen must approve alternate attendees. Individuals may be replaced by their successors in the same position without further action on my part. Further changes in the number or composition of the group will require my approval. Until January 17, 1994, the BCEG will continue to operate with its present membership under the chairmanship of Mr. James Boatright, SAF/MII.

A handwritten signature in cursive script, reading "Sheila E. Widnall", is positioned above the typed name.

Sheila E. Widnall

Attachments

1. Charter of Base Closure Executive Group
2. Appointment of Base Closure Executive Group Members

cc:

AF/CV

AF/CVA

JAN 14 1994

## CHARTER

### AIR FORCE BASE CLOSURE EXECUTIVE GROUP

The Air Force Base Closure Executive Group (BCEG) shall consist of 11 members, 6 general officers and 5 Senior Executive Service civilians, appointed from time to time by the Secretary of the Air Force. The BCEG will be co-chaired by a Senior Executive civilian and a general officer. Members shall serve as individual advisers to the Secretary and not as representatives of the offices to which they are normally assigned. Accordingly, they cannot be represented on the BCEG by substitutes, unless the substitution is approved by the one of the co-chairmen. Only an approved substitute of general officer or Senior Executive Service grade shall be permitted to vote on behalf of the principal. The members will constitute an appropriate mix of expertise including acquisition, civil engineering, financial management, installations, legal, logistics, personnel, plans and operations, and programs and evaluation. Additionally, general officers from the Office of Air Force Reserve and the National Guard Bureau will be appointed to serve as members of the BCEG.

The AF/BCEG will advise and assist the Secretary of the Air Force in selecting bases to be recommended for closure or realignment under the Defense Base Closure and Realignment Act of 1990, P.L. 101-510, as amended (DBCRA). It will oversee the processes of collecting, verifying, and analyzing data for use by the Secretary. In so doing, it will ensure that the Air Force Internal Control Plan is adhered to at all levels, and that the Secretary's guidance is properly carried out.

The BCEG will ensure that, as a minimum, all Air Force installations in the United States, its territories, and its possessions which have at least 300 DoD direct-hire civilian personnel authorizations are reviewed and properly considered in the selection process for closure or realignment on an equal basis, without regard to past consideration. The BCEG will apply to these installations the criteria approved by the Secretary of Defense and the Force Structure Plan provided for in the DBCRA, and present the results to the Secretary. The BCEG may develop and apply subelements of the Defense criteria to provide specific data points and to reflect Air Force installation characteristics, consistent with the selection criteria.

The BCEG will provide oversight to ensure data collection, verification, analysis, and review processes are documented as required by the Air Force Internal Control Plan to allow internal and external review for compliance with DBCRA. It will ensure that accurate, complete, verified information is provided in accordance with required time lines to the Secretary, the Office of the Secretary of Defense, the General Accounting Office, and the Defense Base Closure and Realignment Commission.

The BCEG will also provide support to cross-service analyses of categories of support installations directed by the Office of the Secretary of Defense. In this role, the BCEG may direct the collection, verification, and analysis of data as appropriate and may develop recommendations for the Secretary's review. In supporting cross-service analyses, any applicable guidance developed by a joint cross-service group will be followed.

The BCEG will meet frequently to carry out the requirements of this Charter. It may form a working group to support its tasking, with membership as determined by the BCEG.

A handwritten signature in black ink, appearing to read "Sheila E. Widnall". The signature is fluid and cursive, with a large initial 'S'.

**Sheila E. Widnall**  
**Secretary of the Air Force**

MEMBERS OF THE BASE CLOSURE EXECUTIVE GROUP

JAN 14 1994

Effective January 17, 1994, the following members are appointed to the Base Closure Executive Group:

Mr. James F. Boatright	Co-Chairman
Brig Gen Charles R. Heflebower	Co-Chairman
Mr. John W. Beach	SAF/FM
Maj Gen Edwin E. Tenoso	AF/XOO
Maj Gen Michael D. McGinty	AF/DPP*
Mr. Fred W. Kuhn	SAF/GCN
Mr. Gary S. Flora	AF/CE
Mr. Ronald L. Orr	AF/LGM
Brig Gen Donald W. Shepperd	NGB/CF
Brig Gen John A. Bradley	AF/RE
Brig Gen Kenneth G. Miller	SAF/AQX

\* Appointment effective immediately, but office symbol effective 24 January 1994



Sheila E. Widnall  
Secretary of the Air Force