

MEMORANDUM FOR: 78 FSS/FSR
78ABW/JA
78 MSG/CC

FROM: _____

SUBJECT: Insurance Waiver Request for Private Organization

IAW AFI 34-223 10.15., POs must have liability insurance unless the Installation Commander waives the requirement. Insurance should be required unless the activities of the PO are such that the risk of liability is negligible. PO members must be made aware that they are jointly and severally liable for the obligations of the PO, and their understanding of the liability must be documented. The absence of liability insurance places their personal assets immediately at risk in the event of PO liability. Forward all waiver requests through the servicing legal office prior to approval. This waiver authority may be delegated to the Mission Support Group Commander. No further delegations are authorized. The commander or delegates may waive the requirement for continuous liability coverage; however, the approval document must advise the PO that the commander may still require liability insurance for specific events that involve a greater risk of injury or damage. Insurance waivers must be reevaluated annually.

1. Request _____ be granted a waiver of the requirement for liability insurance pursuant to AFI 34-223.

2. Activities of this private organization or unofficial activity consist largely of activities with extremely low liability exposure such as, monthly meetings, squadron parties, picnics, and other gatherings.

1st Ind, 78 FSS/FSR

MEMORANDUM FOR 78 ABW/JA

Reviewed Request

JEANA D. MILLER, NF-3, USAF
PO Monitor, 78th Force Support Squadron

2nd Ind, 78 ABW/JA

MEMORANDUM FOR 78 MSG/CC

Recommend approval/disapproval for the following reasons:

3d Ind, 78 MSG/CC

Request for Waiver of Insurance Coverage Requirement

MEMORANDUM FOR

Approved/Disapproved

Keith E. Quick, Colonel, USAF
Commander, 78th Mission Support Group

In accordance with AFI 34-223, Paragraph 10.1.2.3. POs must prominently display the following disclaimer on all print electronic media mentioning the POs name confirming that the PO is not part of the DoD:

***“THIS IS A PRIVATE ORGANIZATION. IT IS NOT A PART OF THE
DEPARTMENT OF DEFENSE OR ANY OF ITS COMPONENTS AND IT HAS NO GOVERNMENTAL
STATUS.”***