

# SELF-ASSESSMENT PROGRAM (SAP)

## 140TH WING COLORADO AIR NATIONAL GUARD

### INSPECTION GENERAL (IG) OFFICE

Welcome to the 140th Wing, Colorado Air National Guard on Buckley Air Force Base.

This is your quarterly newsletter from the Inspection General Office. This Wing has a unique mission with geographically separated units located in Greeley, Colorado Springs, and Pueblo, Colorado.

Your primary role as a Self-Assessment Program Manager (SAPM) is to give commanders insight to their Self-Assessment Program (SAP). You are the eyes and ears of your unit. You will act as a Wing IG POC within the Group/Squadron/Flight. You will be the POC for personnel in your unit on SAP.

What is your SAP, you ask? Your SAP will start with your Program Matrix (AFIs, Regulations, and Directives). The Matrix will drive your frequency and timing of your inspections. These inspections will consist of your Wills/Musts/Shalls (i.e. deepdives), along with Unit Exercises, QA, and MICT. After Action Reports (AARs) will be uploaded into your Mission Activity Planner (MAP) and all non-compliance items will be tracked in your SAP database.

What are countermeasures? Root Cause Analysis (RCA), Corrective Action Plan (CAP), Estimated Completion Date (ECD). There is a 90 day countermeasure deadline for the RCA, CAP, and ECD to be completed. In order not to bust the 90 day countermeasure deadline, we ask you to use the suspense date in MICT (calculate 90 days out), since MICT will not autocalculate like IGEMs does.



The Air Force Inspection System (AFIS) is a 4 year continuous evaluation cycle.

#### WHAT ARE THE 4 MAJOR GRADED AREAS (MGAS)

Leading People

Managing Resources

Improving the Unit

Executing the Mission

#### Inspection Types:

Vertical-"mini ORI"

Looks at the 4 Major Graded Areas (MGAs)

Horizontal-observations that cuts across multiple units and focuses on a single program

By-Law (annual requirement) will be contacted by the IG office to run the inspection

### CCIP STRATEGIC PLAN WG/CC PRIORITIES (FROM FY16 MEMO)

1. Mission Readiness--DOC Statement and DOMOPS
2. Lessons Learned from deployment, employment, and combat capabilities
3. Level 1 Programs--Wing's highest priority programs (off of Program Matrix H1, H2, M1) to also include By-Law, Table 5.2 Mission Assurance and people critical programs



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Remember who you are:  
America's finest—the best  
Airmen in the world.

## COMMANDER'S INSPECTION BOARD (CIMB) CHECKLIST

100% review of open write-ups

1. MICT—Observation Detail Report
2. IGEMS—CAP/Countermeasure Report
3. SAP Database

Review MICT Commanders Dashboard

Review MAP and make sure After Action Reports (AARs) are being uploaded

Track Waivers and ensure proper process (use the WG Slide to get WG Approval during WG CIMB)

Track trends

Reward the **RED** Program

Reviewing the following: RCA/CAP/ECD  
(note: Commander's must approve RCAs and CAPs)

1. ECD/Suspense date (overdues)
2. 90 day countermeasure due dates

## MYTHS ABOUT...MICT

Myth: There is no way of knowing what Self-Assessment Communicators (SAC) are supposed to be assessed.

Fact: Each SAC is required to be classified by the originator when published in MICT. There are less than 10% of SACs not yet classified. Wing/Squadron MICT Administrators receive an email notification when a communicator has been classified to their wing/squadron type.

Myth: MICT=Self-Assessment Program or Commander's Inspection Program (CCIP)

Fact: Although MICT is a part of a unit's SAP or CCIP, it is not the only part. SACs are intended to identify "the most important" compliance items. Units should be assessing their ability to meet other requirements through daily operations, exercises, and/or hands on validation of compliance.)

Myth: SACs have too many items or SACs Do Not have enough items.

Fact: In June 2014, there were 2,100 SACs and 214 of those had more than 200 items listed for assessment. Currently, there are 874 SACs, none with more than 200 items, and only 12 that have more than 100 items. MICT is not intended to include every compliance item from your respective regulation. The purpose of MICT is to identify the "Most Important" elements of a program, items in which non-compliance may result in loss of life or mission failure, and/or to emphasize new requirements.

Myth: Assessors cannot close or complete an assessment because they are supposed to be continually updated.

Fact: MICT allows supervisors to "Lock and Validate" each assessment. When an assessment is "locked" the SAC can still be updated. However, the supervisor will be able to validate the assessment as it appeared when it was "locked".