

# SELF-ASSESSMENT PROGRAM (SAP)

## 140TH WING COLORADO AIR NATIONAL GUARD

### INSPECTOR GENERAL (IG) OFFICE

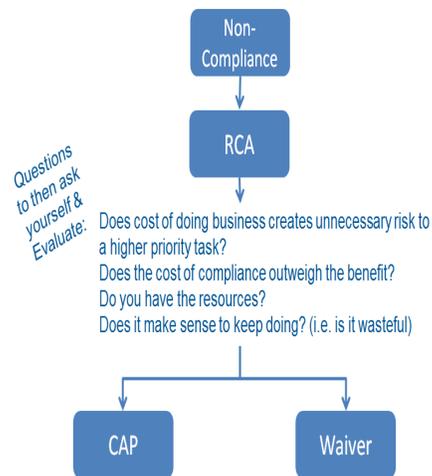
This is your quarterly newsletter from the Inspector General Office. This Wing has a unique mission with geographically separated units located in Greeley, Colorado Springs, and Pueblo, Colorado.

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.

There are 2 options to choose from for non-compliance. Either CAP or the waiver process after you conduct your RCA. What is the purpose of the WAIVER Process? A waiver is processed when a unit is unable to comply with official policy, guidance, and/or procedures. Submitting a waiver will enhance mission effectiveness at all levels, while preserving resources and safeguarding health and welfare. It allows a commander to communicate a risk management decision on: Cost of compliance creates unacceptable risk to a higher priority or Expected cost of compliance outweighs the benefit or Personnel cannot comply with the requirement due to lack of resources.



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

#### Reward the Red: Possible ways to Reward the Red

CC Recognition: CC/Calls; Letter of Appreciation; During Walk-Abouts; Beginning of WG CIMB  
 Time off Award: DSG--authorized up to 2 hrs off per drill period; Techs--authorized up to 40 hrs per award, not to exceed 80 hrs annually; AGRs--authorized up to a 3- or 4-day special pass  
 Military Decorations: O-6 CCs may present the CO Commendation Ribbon & the CO Achievement Ribbon; O-5 CCs may present the CO Achievement Ribbon; GR/CCs (Lt Col or higher) or above may approve the AF Achievement Medal; GR/CCs (Col or higher) or above may approve the AF Commendation Medal

#### 140TH WING'S THREE PROGRAMS OF RECORD:

1. MICT – two way communicator established for HAF FAMs to periodically review data
  - Can and will be monitored at any time, w/o notice, from WIG up to SECAF
2. IGEMS – IG’s program of record for SAP
  - All AF can see final reports
3. SAP database (everything else not in MICT or IGEMS)
  - Way of tracking your SAP write-ups. They must have the same info as MICT and IGEMS (RCA/CAP/ECD)

\*\*\* All 3 assists with the Photo album for the UEI period \*\*\*



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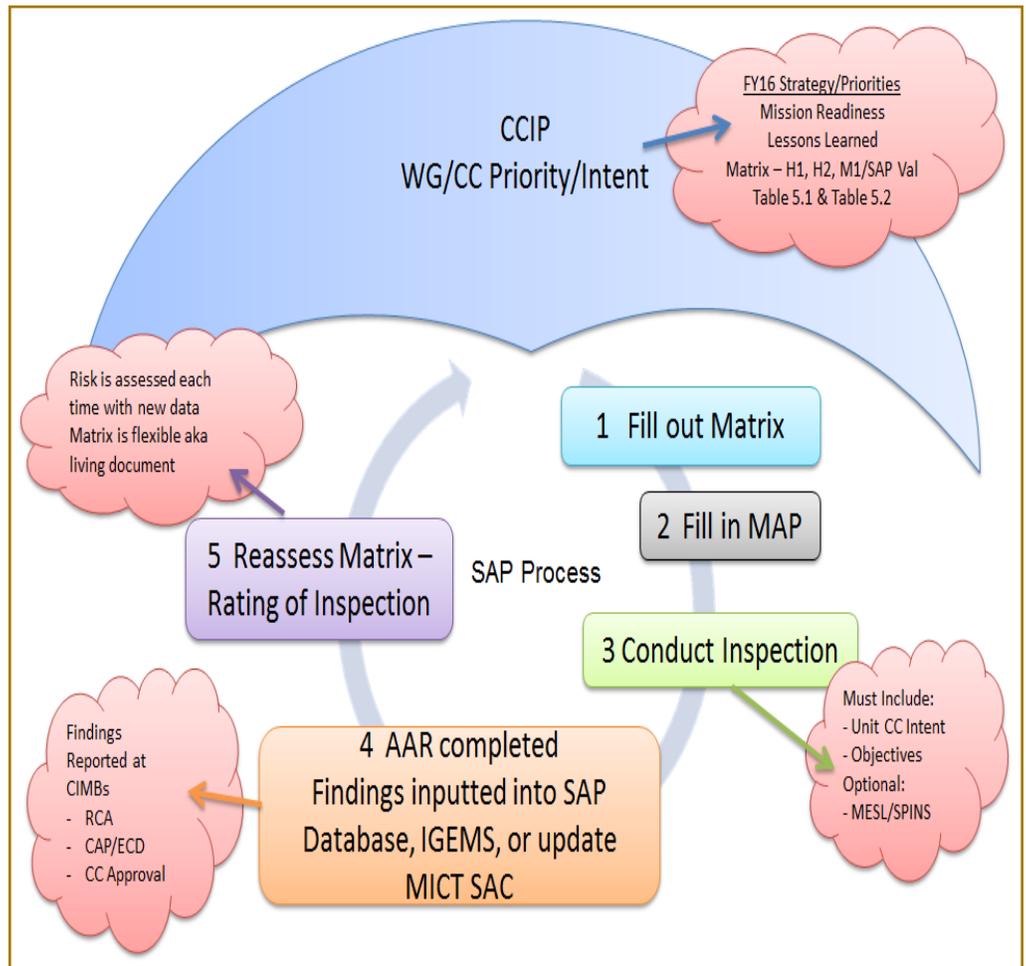
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**MSGT ANGELA CATTNACH-**  
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Remember who you are:  
 America's finest—the best  
 Airmen in the world.



## MYTHS ABOUT...MICT

**Myth:** Changing the name from checklist to communicator is semantics.

**Fact:** The name change is significant in identifying the purpose of MICT. A Self-Assessment Communicators (SAC) is a two-way communication tool designed to improve compliance with published guidance and communicate risk and program health up and down the chain of command in near real-time.

**Myth:** The numbers found on different types of reports in MICT are not consistent.

**Fact:** Trending type reports are based on a date. The default is two years from request date. Then trend data is compared to other reports (snapshots of near-real time data) the numbers will not be the same because the data range is not the same.

**Myth:** MICT does not display multiple observations for an assessment item. Adding an additional observation removes previous observation.

**Fact:** MICT v.2.0.13 which was released in March 2015 fixed this issue. Items in MICT can have multiple observations identified toward a single assessment item.

**Myth:** Assessment items have to be marked as N/A each time an assessment is conducted.

**Fact:** Once N/A is marked for an assessment item it will remain. However, there is the capability for administrators and reviewers to reset or "roll over" an assessment so that all items must be assessed. This feature can be used at the discretion of supervision.