



**DEPARTMENT OF THE AIR FORCE
22D AIR REFUELING WING (AMC)
MCCONNELL AIR FORCE BASE KANSAS**

2 June 2020

MEMORANDUM FOR 22D AIR REFUELING WING

FROM: 22 ARW/CC

SUBJECT: Local Area Definition

1. In an effort to provide a consistent basis for Airmen to plan travel and local leave, this memo serves to define the local area for members of the 22d Air Refueling Wing.
2. For the purposes of local leave and local travel (including passes), the local area is defined as the locations to which a member can travel via private automobile from McConnell AFB in a responsible fashion in approximately 8 hours.
3. Supervisors should review travel plans with Airmen to assess risks and discuss contingency plans and recall procedures before approval.

A handwritten signature in blue ink, appearing to read "R. C. Tanner", is positioned above the typed name.

RICHARD C. TANNER, Colonel, USAF
Commander