



DEPARTMENT OF THE AIR FORCE
WASHINGTON DC

MEMORANDUM FOR SAF/AQ 3-Letter Directors

JUL 15 2025

FROM: SAF/AQ

SUBJECT: SAF/AQ Organization Directive – SAF/AQ Re-optimization

References: (a) DSD Workforce Recapitalization Initiative Organizational Review Memo, 7 Apr 25
(b) DAF Workforce Acceleration & Recapitalization Initiative Review Memo, 23 Apr 25

Purpose: In alignment with the Deputy Secretary of Defense's Guiding Principles for Department of Defense Workforce Optimization, SAF/AQ will implement structural and functional changes to enhance operational efficiency and resource allocation. These changes will include consolidating offices and functions, streamlining organizational hierarchies, and optimizing workforce size to support the Department's strategic objectives of rebuilding the military, reinforcing the warrior ethos, and maximizing deterrence. Implementation of the decisions listed below will commence within 30 days of this memo being signed.

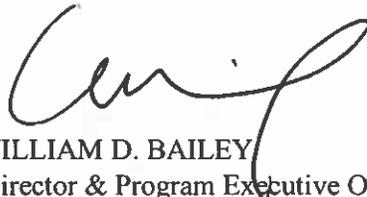
Decisions:

- 1) SAF/AQD, SAF/AQR, and SAF/AQB will merge into a single 3-Letter Directorate, Assistant Deputy Assistant Secretary of the Air Force (Science, Technology, Maturation and Logistics) (SAF/AQT).
- 2) Personnel currently assigned to carry out duties associated with Strategic Engagement activities, at individual AQ 3-ltrs, will be centralized into one single team aligned under SAF/AQX, but under the direction/supervision of the SAF/AQ Strategic Engagements Director (NH-IV), who will report directly to the Principal Deputy Assistant Secretary (Acquisition, Technology & Logistics).
- 3) Personnel currently assigned to carry out duties associated with Acquisition Workforce Development and/or Career Field Management functions, at individual AQ 3-ltrs (SAF/AQH, SAF/AQC, and SAF/AQR), will be realigned into a single Division within SAF/AQH. This action should not preclude the continued support relationship between Functional Area/Functional Managers and CFM teams. The division will report to the Director, Acquisition Career Management (DACM), SAF/AQH.
- 4) Personnel currently assigned to carry out duties associated with Integrating Activities (Budget and Finance), at individual AQ 3-ltrs (SAF/AQI, SAF/AQP, SAF/AQQ, SAF/AQB, SAF/AQD, and SAF/AQR (SAF/AQT)) will be merged into a single Division within SAF/AQX.
- 5) Transfer personnel currently assigned to AQ 3-ltrs (including AQE), whose duties are focused on IT support, Parking Management, General Admin and non-SAP Security to a Division within SAF/AQH.
- 6) Realign Section Command Duties from AQE to AQH and realign an Enlisted Admin from AQL to AQH.

- 7) Realign personnel currently assigned to AQ 3-ltrs (including SAF/AQE) whose primary duties are in support of Task Management (TMT-workflow) activities to a Division within SAF/AQX.
- 8) Eliminate any 5th level organizational elements (Branches) across all SAF/AQ 3-ltr Directorates, with personnel "rolled into" the next higher-level within the respective Directorate (Division level).
- 9) Across all SAF/AQ 3-ltr Directorate, a supervisory ratio of 1:10 will be adhered to unless an exception is granted by the Principal Deputy Assistant Secretary (Acquisition, Technology & Logistics) for unique mission critical circumstances.
- 10) Transfer the MIT-AIA (Artificial Intelligence Accelerator) organization from SAF/AQ to AFRL or the AFMC's Integrated Development Office (IDO).

Actions:

- 1) SAF/AQH - Initiate Organizational Change Request(s) and provide progress updates to SAF/AQ every 14 days or until all OCRs have been approved.
- 2) SAF/AQH - Coordinate with affected SAF/AQ 3-ltrs to ensure respective Unit Manpower Documents (UMDs) are updated to reflect new organizational constructs.
- 3) SAF/AQH - Once OCRs have been approved, take immediate action to update the mapping of first and second level supervisors for affected employees within CAS2Net, DCPDS and MILPDS, as well as the restructuring of the Pay Pool, and ATAPPS as needed.
- 4) SAF/AQH - Coordinate with applicable AFMC elements and initiate Inter-Command Transfer of MIT-AIA to AFMC.
- 5) SAF/AQX - Initiate updating the Air Force Instruction/Mission Directive (HAF MD 1-10)



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