

ALL PURPOSE CHECKLIST		PAGE	OF	PAGES
TITLE/SUBJECT/ACTIVITY/FUNCTIONAL AREA		OPR	DATE	
INDIVIDUAL MOBILIZATION AUGMENTEE (IMA) CONTINGENCY TDY OUTPROCESSING GUIDELINES AND CHECKLIST		ARPC/ DPAR		
NO.	ITEM <i>(Assign a paragraph number to each item. Draw a horizontal line between each major paragraph.)</i>			
1.	_____ is processing for TDY in support of _____ with a Date Required In Place (DRI) of _____ Estimated TDY length _____ MPA Days _____ Mbr on Tour _____ to _____ PM Tour _____ to _____ MPA Waiver Approved _____ MPA Order # _____ OR PM Order # _____ TDY Notification Date: _____ AF Form 49 completed: _____ Program Manager #: _____ AEF Center: DSN: 575-1357 or Comm 757-225-1357 Fax for AF Form 49: 575-0053 comm 757-225-0053			
2.	This checklist covers the mandatory deployment outprocessing which must be completed prior to your TDY deployment. Additional items may be required by your tasking MAJCOM or location.			
3.	Items to be completed by MEMBER prior to deployment a. Pre-Deployment Health Assessment: _____ b. Travel Arrangements: _____ c. Immunizations/Medications _____ d. ID Card verification _____ e. Chemical Warfare Training _____ f. 9MM/M-16 Training _____ g. Legal Support _____ h. Finance Support _____ i. Deployment Bags (A, A1, B, C, D) _____ j. LOAC/INTEL/Anti-Terrorism Brf _____ k. Self Aid Buddy Care _____ l. Deployment Specific Training _____			
4.	Items to HANDCARRY to deployed location: a. Military ID Card b. Immunization Record c. DD Form 93 (Emergency Data Card) d. Passport (if required) e. 10 copies of orders (MPA/CED/NATO) f. Deployment Bags g. Deployment Specific Items h. Metal ID Tags i. Government/Stateside drivers license j. Geneva Convention Card (Chaplain/Medical) k. Airline tickets l. Completed AF Form 245 m. Medical Health Assesment n. Other: _____			
5.	FINAL OUTPROCESSING a. Provide a copy of CED/MPA orders to Unit of Assignment b. Provide a copy of CED/MPA orders to Owing Program Manager/BIMAA c. Provide a copy of CED/MPA orders to Active Duty MPF PRU			
6.	RETURN HOME ITEMS: a. Post Deployment Health Assessment b. Inprocess through Owing Program Manager c. Inprocess with Unit of Assignment d. Turn in all deployment bags e. File travel voucher			
7.	Any questions regarding the TDY outprocessing checklist should be referred to HQ ARPC/DPAR, DSN: 926-7081, Commercial 303-676-7081, or 1-800-525-0102 ext 71206. You may also contact us via email at arpc.prc@arpc.denver.af.mil. Maintain copy for self.			
8.	Helpful websites: www.military.com https://www.aefcenter.acc.af.mil/aefonline www.afpc.randolph.af.mil - Virtual MPF			