



UNDER SECRETARY OF THE AIR FORCE
WASHINGTON DC

August 10, 2026

MEMORANDUM FOR DEPARTMENT OF THE AIR FORCE PERSONNEL

**SUBJECT: Conference Attendance Approval – 2026 Air and Space Forces Association (AFA)
Air, Space, and Cyber Conference**

In accordance with applicable Department of War conference guidance and supplemental guidance, I approve Department of the Air Force (DAF) attendance at the AFA Air, Space, and Cyber (ASC) Conference at Gaylord National Resort and Convention Center, National Harbor, Maryland from September 14 to September 16, 2026. This decision is based on my conclusion this event is a cost-effective opportunity to share senior leader policy and vision, encourage crosstalk, and discuss critical lessons learned, in direct support of the DAF mission.

10 U.S.C. § 2558 and DoDI 5410.19 Volume 2, *Community Outreach Activities*, Appendix 3A, authorize the Department of War to provide designated "National Military Associations" logistical and administrative support for their annual national convention or conference. The support, which is not available to other non-Federal entities, includes communications support, medical assistance, administrative support, security support, and limited air and ground transportation. The AFA is one of three National Military Associations affiliated with the DAF. Understandably, our level of speaker support and in-person attendance is significant.

Therefore, I approve the proposed level of attendance not to exceed \$5 million. Total expenditure for DAF personnel must be kept to a minimum, and expenses must be minimized to avoid any appearance of impropriety. DAF personnel must ensure the best use of government funds and strict adherence to all applicable laws, policies, and their underlying spirit.

- a. The first General Officer (GO) in the chain of command or Senior Executive Service (SES) supervisor is directed to review unit travel participation from the 2025 AFA ASC. Travel costs must not exceed these 2025 travel expenditures.
 - (1) All personnel attending the conference without the use of government travel funds (e.g., those on Leave, Permissive TDY, assigned to the National Capital Region, or traveling at personal expense) are excluded from the cost associated with the DAF.
 - (2) Spousal travel and attendance at government expense is not authorized. Participation in military family panels may justify accompanied spousal travel via Military Aircraft.
- b. DAF attendees will use Space-Available travel over commercial air and consolidate rental vehicles to the greatest extent possible.

- c. DAF personnel attending in-person must be approved by the first GO in their chain of command or SES supervisor. Authorizing officials should consider whether members:
 - (1) Presence is essential to the success of the conference, or
 - (2) Their attendance substantially furthers the mission of the Air and/or Space Force.
- d. The first GO in the chain of command or SES supervisor will also consider proportional representation of ranks for both officers and enlisted when determining in-person attendance.
- e. DAF attendees traveling on government funds must utilize the centrally approved Emergency and Special Program (ESP) code 22 designated for the event in DTS. Those traveling on government funds must coordinate with their local Comptroller, or FM function, to include ESP code 22 to the DTS Line of Accounting (LOA).
- f. All personnel not attending in-person may participate virtually.

Please refer any questions regarding this approval to MSgt Victoria Fiola, USAF, AF/DSX, at victoria.fiola.1@us.af.mil or (703) 695-2770.



Matthew L. Lohmeier
Under Secretary of the Air Force