

OPERATIONAL SUPPORT AIRLIFT REQUEST

For use of this form, see the

(Department of the Army Travel on Government and Commercial Aircraft); the proponent agency is OAA.

SUPPORTED ORGANIZATION/UIC

DATE (YYYYMMDD)

MISSION ITINERARY INFORMATION *(Keep All Times LOCAL)*

DATE (YYYYMMDD)	DEPARTURE AIRPORT/ICAO	EARLIEST DEPART TIME	DESIRED DEPART TIME	DESTINATION AIRPORT/ICAO	DESIRED ARRIVAL TIME	LATEST ARRIVAL TIME

Earliest departure time is the earliest the passengers can be available for departure and must be a minimum of 2 hours prior to desired departure time. Desired arrival time must be a minimum of 2 hours prior to latest arrival time (IAW DODI 4500.43). If time constraints preclude the 2 hour "window", explain below.

Detailed mission purpose and why itinerary precludes a 2-hour window. Non-required users must provide a statement why commercial air or ground transport (as appropriate) cannot meet mission requirements.

PASSENGER MANIFEST

NAME <i>(Last, First, MI)</i>	SVC	GRADE	WEIGHT	OFFICE SYMBOL

24 HOUR POINTS OF CONTACT - THIS INFORMATION IS CRITICAL AND MUST BE ACCURATE

DEPARTURE: NAME <i>(Last, First, MI)</i>	RANK	DUTY PHONE <i>(DSN & COMM)</i>	AFTER DUTY HOURS
ARRIVAL: NAME <i>(Last, First, MI)</i>	RANK	DUTY PHONE <i>(DSN & COMM)</i>	AFTER DUTY HOURS

SIGNATURES

SENIOR FEDERAL TRAVELER: NAME <i>(Last, First, MI)</i>	RANK	AUTHORIZING OFFICIAL: NAME <i>(Last, First, MI)</i>	RANK
ORGANIZATION	PHONE NUMBER	ORGANIZATION	PHONE NUMBER
SENIOR FEDERAL TRAVELER <i>(Signature)</i>		AUTHORIZING OFFICIAL <i>(Signature)</i>	