**SUPERVISOR’S RATIONALE FOR POSITION ESTABLISH/REVIEW**

|  |
| --- |
| **POSITION INFORMATION** |
| 1. Organization/Office Symbol | 2. Position Number | 3. AFSC | 4. Position Status[ ]  New [ ]  Occupied [ ]  Vacant |
| 5. Current Job Title/Grade | 5a. Proposed Job Title/Grade |
|  |
| **JUSTIFICATION** |
| 6. Which of the following resulted for this request?[ ]  Position Establishment [ ]  Organization Restructure [ ]  AF-Directed/Organization HQ-Directed Mission Change[ ]  Other:  |
| 7. (IAW AFI 38-101, Chapter 7) Has this request been coordinated with your servicing manpower activity?[ ]  Yes [ ]  No |
| 8. Is there any major change to the purpose of the position?[ ]  Yes [ ]  NoIf answered Yes, describe how the purpose of the position had changed. |
| 9. Is this a supervisory position?[ ]  Yes [ ]  NoIf answered Yes, please give examples of types of decisions the position is expected to make independently. |
| 10. Is there any major change to the position’s duties and level of responsibility?[ ]  Yes [ ]  NoIf answered Yes, describe permanent changes to duties and responsibilities. |
| 11. Were the responsibility/additional duties described in block 9 previously assigned to any other position?[ ]  Yes [ ]  NoIf answered YES, note below the job title and position number of the position(s) which had the responsibility or additional duties. If it was a military position, state why military responsibilities and duties were transferred to a civilian position. |
| Note: Once the classification decision has been rendered and the task list has been signed by the classifier, no further review actions will take place for a period of two years, unless required by a higher headquarters-directed mission change or reorganization. |
| 12. Supervisor’s Signature | 12a. Title | 12b. Date |

718 FSCAJ Supervisor’s Rationale, 02 Sep 2022