

STAFF SUMMARY SHEET

	TO	ACTION	SIGNATURE GRADE AND DATE		TO	ACTION	SIGNATURE GRADE AND DATE
1	75 ABW/JA	Review		6	75 MSG /CC	Sign	
			Sign				Sign
2	75 FSS/CLEA	Review		7			
			Sign				Sign
3	75 FSS/CC	Coord		8			
			Sign				Sign
4	75 MSG/CCE	Review		9			
			Sign				Sign
5	75 MSG/CC	Sign		10			
			Sign				Sign

NAME AND GRADE OF ACTION OFFICER Monika Johns, NF- 02	SYMBOL 75FSS/FSR	PHONE 775-6793	SUSPENSE DATE MM/DD/YYYY
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SUBJECT Liability Insurance Waiver Request for	DATE MM/DD/YYYY
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SUMMARY

1. PURPOSE: Obtain 75 MSG/CC approval
2. DISCUSSION: AFI 34-223, para.10.11 Private Organizations (PO) are required to have Liability Insurance unless the Installation Commander, or the MSG/CC if authority has been delegated, waives the requirement. Insurance should be required unless the activities of the PO are such that the risk of liability is negligible. Insurance waivers must be reevaluated annually.
3. DISCUSSION: Annual renewal of Liability Insurance Waiver as required by AFI 34-223.
4. VIEW OF OTHERS: N/A
5. RECOMMENDATION: Recommend 75 MSG/CC sign tab 1 Liability Insurance Waiver.

X

ROBERT L. COKER, NH-03, DAF
Resource Manager

- 1 Tab
1. Liability Insurance Waiver