



DEPARTMENT OF THE AIR FORCE  
6TH AIR REFUELING WING (AMC)  
MACDILL AIR FORCE BASE, FLORIDA



DD Month YYYY

MEMORANDUM FOR 6 FSS/FSWU

FROM: (Unit CC/CD)

SUBJECT: Appointment of Unite POC's

1. You are hereby appointed as UNIT NAME Unite program Point of Contact (POC)

PRIMARY:

NAME/RANK

SMITH, JOHN

OFFICE SYMBOL

FSWU

ALTERNATE:

NAME/RANK

ROSE, JULIE

OFFICE SYMBOL

FSWP

2. Your responsibilities as the Squadron POC are as follows:

a. Plan programs that contribute to unit cohesion and encourage all squadron personnel to participate in Unite events. To the maximum extent, POCs should use FSS programs and facilities to achieve desired effects through cost savings and geographic proximity to meet our needs.

b. The intent of Unite provides our squadron with the maximum flexibility to develop and deliver programs to build cohesion. There are three types of events: Ready-To-Execute programs (RTE), Unit-Developed Programs (UDP) that capitalize on opportunities available in the geographic area and volunteer opportunities.

3. The C3 (Community Cohesion Coordinator) is your main focal point for the planning, developing and execution of Unite programs. Please contact Unite POC Ms. Selina Dellafosse, 6 FSS/FSWU, at (813) 828-6266 or via email at [selina.dellafosse.1@us.af.mil](mailto:selina.dellafosse.1@us.af.mil)

SIGNATURE BLOCK OF SQUADRON CC

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