



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

14 May 2025

MEMORANDUM FOR 6 FSS/FSWU

ATTN: COMMUNITY COHESION COORDINATOR (C3)

FROM: XXX/CC

SUBJECT: Squadron Unite POC Appointment

1. I have assigned the following members to represent our unit as the appointed Unite program POCs:

	<b>Last Name, First / Rank</b>	<b>Office Symbol</b>	<b>Duty Phone</b>	<b>E-Mail</b>
<b>Primary</b>				
<b>Primary</b>				
<b>Alternate</b>				

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

- a. Coordinate with Unit Commander (CC) or Civilian Leader (CL) to plan Unite programs and events that contribute to unit cohesion and encourage all squadron personnel to participate. To the maximum extent. POCs are encouraged to utilize FSS programs and facilities to achieve desired effects through cost savings and geographic proximity to meet organizational needs. A spending plan must be in place by **1 October 2025**.
- b. Keep the Unit CC updated on current Unite funding allocations and spending.

3. I understand that the MacDill Unite execution rate goals are as follows: **50% by 30 June and 100% by 15 Dec**. Unobligated Unite allocations as of **1 October 2025** will be redistributed by the installation C3 as needed towards team building and morale events open to other units, all MacDill AFB members and their families. Impacted commanders will receive direct communication from the 6 FSS Unite coordinator. **Note:** Unite funds are executed on a Calendar Year (CY) basis.

4. Questions or concerns will be directed to the 6 FSS Unite POC MSgt Gloria Humphrey at (813) 828-7806 or via email at [gloria.humphrey@us.af.mil](mailto:gloria.humphrey@us.af.mil).

FIRST MI. LAST NAME, Rank, USAF  
Commander