



**DEPARTMENT OF THE AIR FORCE**  
**31ST FIGHTER WING (USAFE)**

12 May 2008

MEMORANDUM FOR ALL COMMANDERS AND FIRST SERGEANTS

FROM: 31 FW/CC

SUBJECT: Aviano Air Base Leave Policy for New Fathers

1. The birth of a child is an exciting and stressful time. The family is required to adjust to new sleeping patterns, help with the physical limitations of the mother, register the child into the Italian system, and bond with this new child. The intent of this policy is to support our families during this crucial time in their lives.
2. All Aviano Air Base active duty fathers whose wives deliver in Italy will be granted a special pass of up to three days upon the birth of their child. In addition, supervisors and commanders should allow these new fathers a minimum of 7 days of regular leave upon completion of the pass period and at least one day of duty. Normal guidelines for special passes apply (i.e. special passes cannot be used in conjunction with leave, weekends, government holidays, etc. if it results in more than 3 consecutive days off). Decisions not to grant leave or pass should occur only in extreme circumstances where member is critical to completion of our mission and **cannot** be replaced.

A handwritten signature in black ink, appearing to read "Craig A. Franklin", is positioned above the typed name.

CRAIG A. FRANKLIN  
Brigadier General, USAF  
Commander

**"Return With Honor"**