

# **EXHIBIT F**

[Date]

**Applicant Name**  
**Address Line 1**  
**Address Line 2**  
**City, ST #####**

### **NOTICE OF POTENTIAL RIGHT TO APPLY FOR RECONSIDERATION**

You are receiving this notice as part of a settlement agreement in a class-action lawsuit filed against the Department of the Air Force in federal court in Connecticut, *Johnson et al. v. Kendall*, Case No. 3:21-cv-01214. As part of the settlement, the Department of the Air Force has agreed to permit certain applicants to the Air Force Discharge Review Board (AFDRB) to apply and request reconsideration of their cases to ensure appropriate application of Department of Defense and Department of the Air Force guidance regarding the potential effects of Post-Traumatic Stress Disorder (PTSD), Traumatic Brain Injury (TBI), other mental health conditions, and sexual assault or sexual harassment on conduct leading to an individual's discharge characterization. Review of the AFDRB's file system indicates that you may qualify as a class member with the right to apply for reconsideration.

Class members with the right to apply for reconsideration are former airmen and guardians who received Under Honorable Conditions (General) or Under Other Than Honorable Conditions (UOTHC) discharge service characterizations, who applied to the AFDRB between September 13, 2006 and September 12, 2015, and who have not received an upgrade to an Honorable service characterization.

To exercise your right to reconsideration of your case, you must apply for reconsideration to the correct review board. If you were discharged 15 years ago or less as of the day you apply for reconsideration, you may apply to the AFDRB. If the date of your discharge is older than 15 years as of the day you apply for reconsideration, you must apply to the Air Force Board for Correction of Military Records (AFBCMR).

Once you apply for reconsideration, the AFDRB will obtain your prior application records from its archives for the reconsideration. You are not required to submit additional evidence to either the AFDRB or AFBCMR. If you apply for reconsideration, you will receive reconsideration whether you submit additional documentation or not. However, you are entitled to supplement your previous application with new evidence if you choose. More information regarding supporting materials or evidence you may wish to submit with your application can be found in this notice's enclosure, **"Additional Information for AFDRB Applicants."**

**To apply to the AFDRB for a new review and determination regarding your case, please submit your online request at <https://afrba-portal.cce.af.mil/#board-info/drb/navbar> or written request with a new DD Form 293 application to the following address:**

Department of the Air Force  
Air Force Discharge Review Board  
SAF/MRB  
3351 Celmers Lane  
Joint Base Andrews, MD 20762-6435

**Your application for reconsideration, with your new DD Form 293 and any evidence you wish to provide, must be submitted and/or postmarked to the AFDRB within one (1) year of this notice. If your new DD Form 293 is not postmarked within one (1) year of this notice, it will not be considered. It is imperative that you submit a new Form DD 293 and any additional information or new evidence you wish to be considered together.**

More information about the AFDRB, application process, resources, and frequently asked questions can be located on the AFDRB's website.

- Web Link: <https://afrba-portal.cce.af.mil/#board-info/drb/navbar>
- See also an online version of the DD Form 293 at:  
<https://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd0293.pdf>

**To apply to the AFBCMR for a new review and determination regarding your case, you must submit your written request and application, and any supporting materials, to the AFBCMR online at <https://afrba-portal.cce.af.mil/#board-info/bcmr/navbar>, by e-mail at [SAF.MRBC.workflow@us.af.mil](mailto:SAF.MRBC.workflow@us.af.mil), or by mail to:**

Air Force Board for Correction of Military Records  
3351 Celmers Lane  
Joint Base Andrews, MD 20762

Application submissions may include whatever supporting unclassified documentary evidence the applicant wishes to submit. However, all applications for reconsideration submitted to the AFBCMR must include a completed DD Form 149 application, available online at <https://www.esd.whs.mil/Portals/54/Documents/DD/forms/dd/dd0149.pdf>.

More information about the AFBCMR, application and review process, resources, and frequently asked questions can be located on the AFBCMR website, available online at the following location: <https://www.afpc.af.mil/Career-Management/Military-Personnel-Records/>.

You may additionally review Department of Defense and Department of the Air Force guidance documents, on the AFDRB's website. The guidance documents most applicable to the application for reconsiderations include: (1) the September 3, 2014 Department of Defense memorandum signed by Secretary Chuck Hagel (often referred to as the "Hagel Memo"); (2) the August 25, 2017 Department of Defense memorandum signed by Under Secretary A.M. Kurta (often referred to as the "Kurta Memo"); and (3) the July 25, 2018 Department of Defense memorandum signed by Secretary Robert K. Wilkie (often referred to as the "Wilkie Memo").

If you have any questions regarding this notice, please feel free to reach out to the AFDRB Administrative Staff, available via e-mail at [SAF.MR.DRB.workflow@us.af.mil](mailto:SAF.MR.DRB.workflow@us.af.mil), or by telephone at [phone number to be updated after AFDRB moves offices], for additional information.

Sincerely,

Air Force Discharge Review Board

Enclosure: Additional Information for AFDRB Applicants