

## RECORD OF INDIVIDUAL COUNSELING

**PRIVACY ACT STATEMENT OF 1974:** Authority: 10 USC 8013 and EO 9397, 22 Nov 43. Principal Purposes: To allow a supervisor to evaluate and assist in the problems of his employees in order to insure a quality force. Use of SSAN is necessary to make positive identification of the individual. Routine Uses: Normally retained by supervisor for making management decisions and providing rehabilitation or assistance to employee. May be used occasionally to document failures of rehabilitation efforts in administrative discharge proceedings. Whether disclosure is Mandatory or Voluntary and Effects on Individual of not providing information: Voluntary. Effect will be the recording of a negative counseling session indicative of the employer's lack of desire to resolve his problems.

### PART I - PERSONAL DATA

NAME (Last, First, Middle-Initial)		GRADE	SSAN	MARITAL STATUS	DUTY PHONE
Hensley Darren L.		AMN	569-59-5846	S	4056
PAFSC/DUTY TITLE	ORGANIZATION	DATE OF ASSIGNMENT	BASE	DATE OF SEPARATION (DOS)	
42735 / Structural Repairman	4444 <sup>th</sup> Mo 655	Jan '83	HAFB NM	Jan '87	

### PART II - REASON FOR COUNSELING

(Give details, facts, specific dates, names, sequence of events, etc.)

Amn Hensley showed his knowledge in the structural repair career field by rebuilding a walk in refrigerator door. His workmanship expressed vast knowledge and showed his interest in all assigned task. He is currently in the three-~~level~~ skill level.

### PART III - COUNSELING

#### SUMMARY OF COUNSELING

Amn Hensley performs all assigned task in a professional manner. This task was accomplished without tech data, which is not available.

#### RECOMMENDATIONS AND ADVICE OF COUNSELOR

Keep up the good work

#### SUMMARY OF MEMBER'S COMMENTS: (If none, so indicate)