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xx Aug 20xx

## MEMORANDUM

From: I. B. Awesome, LT  
CG AIRSTA Hectic

To: COMDT (CG-1131)  
Thru: CG AIRSTA Hectic (CO)

Subj: REQUEST FOR ADVANCED FLIGHT SAFETY OFFICER TRAINING

Ref: (a) Safety and Environmental Health Manual, COMDTINST M5100.47  
(b) COMDT COGARD WASHINGTON DC msg R xxxxxxZ AUG xx

1. I respectfully request consideration for Advanced Flight Safety Officer training.
2. Qualifications per reference (a):
  - a. Present designation and flight hours: Aircraft Commander, MH-60T. xxxx total flight hours, xxxx in type.
  - b. Commissioning source and date: U.S. Coast Guard Academy, 2008.
  - c. Education and Degree: Bachelor of Science, Marine & Environmental Science, U.S. Coast Guard Academy.
  - d. Safety Experience: [n/a or list any aviation experience, i.e. CG schools, GSO collateral, civilian education]
  - e. Rotation Date: Summer 2011. [discuss any special requests, i.e. early rotation, extension or consecutive overseas tour, and command endorsement on said request]
  - f. Aviation Experience:
    - (1) Total Flight Time:
    - (2) MH-60J: xxxx; MH-60T: xxxx
  - g. Prior Service Aviation Experience/ Qualifications: [n/a or list prior service/ enlisted aviation experience/ qualifications]
3. Describe your personal reasons for wanting a career as a FSO.

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