

**BY ORDER OF THE COMMANDER  
AIR EDUCATION AND TRAINING  
COMMAND**

**AIR EDUCATION AND TRAINING  
COMMAND INSTRUCTION 36-2909**

**2 DECEMBER 2013**



*Personnel*

**RECRUITING, EDUCATION, AND  
TRAINING STANDARDS OF CONDUCT**

**COMPLIANCE WITH THIS PUBLICATION IS MANDATORY**

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This instruction implements AFPD 1-1, *Air Force Culture*, AFI 1-1, *Air Force Standards*, AFPD 36-29, *Military Standards*, and AFI 36-2909, *Professional and Unprofessional Relationships*, with an emphasis on recruiting, training, and education environments. It applies to the following individuals assigned or attached to an Air Education and Training Command (AETC) unit, or participating in an AETC-sponsored training or education program, as faculty, staff, trainees, cadets, or students: active duty military, Air National Guard of the United States (ANGUS), and Air Force Reserve Command members; Department of Defense (DoD) civilians; Air Force Reserve Officer Training Corps (AFROTC) cadets; international military or civilian personnel; and contractor personnel. It also applies to entry-level status Airmen assigned or attached to AETC units. It also applies to recruiting personnel and first-term Airmen who participate in the Recruiter Assistance Program (RAP). **Military members, including Reserve members on activity duty or inactive duty for training and ANGUS members, who violate a prohibition in paragraphs 1.3.1., 2.3., 3.3., 4.2., or 5.2 (or any subparagraphs thereunder) of this instruction, and/or paragraph 3.5 (or any subparagraphs thereunder) of AFI 36-2909 are subject to prosecution under Article 92 of the Uniform Code of Military Justice (UCMJ) as well as any other applicable article of the UCMJ.** Civilian personnel who violate a prohibition in paragraphs 1.3.1., 2.3., 3.3, or 4.2, or 5.2 (or any subparagraphs thereunder) of this instruction and/or paragraph 3.5 (or any

subparagraphs thereunder) of AFI 36-2909 are subject to administrative disciplinary action under AFI 36-704, *Discipline and Adverse Actions*, without regard to otherwise applicable criminal or civil sanctions for violations of related laws. *Contractor* personnel who violate any prohibition of this instruction are subject to penalties according to local laws and the terms of the governing contract. The ability to take adverse action against personnel from other Services, international personnel, or contractor personnel will depend on the existence and applicability of a current memorandum of understanding, memorandum of agreement, international agreement, or contract. This instruction may only be supplemented with the prior approval of HQ AETC/JA. Ensure that all records created as a result of processes prescribed in this publication are maintained in accordance with AFMAN 33-363, *Management of Records*, and disposed of in accordance with the Air Force Records Information Management System (AFRIMS) Records Disposition Schedule (RDS). Refer recommended changes and questions about this publication to the Office of Primary Responsibility (OPR) using Air Force Form 847, *Recommendation for Change of Publication*; route AF Forms 847 from the field through the appropriate functional's chain of command. **Attachment 1** contains a glossary of references and supporting information.

### ***SUMMARY OF CHANGES***

This document has been substantially revised and must be completely reviewed. Major changes include: the document title was changed from *Professional and Unprofessional Relationships to Recruiting, Education, and Training Standards of Conduct* and the document was broken into five chapters to address specific standards of conduct. Chapter 1 specifies initial disposition authorities for certain classes of misconduct, establishes individual and command reporting requirements, and mandates personnel information files for derogatory information. Chapter 2 clarifies the applicability of unprofessional relationships rules in various training, education, and recruiting environments; requires individuals to provide notice of past relationships with trainees, students, or recruits; provides commanders authority to grant exceptions to policy in certain limited circumstances; prohibits personal relationships between faculty/staff and Airmen in entry-level status; and provides specific guidance on unprofessional relationships for Building Partnership Capacity (BPC) training programs. Chapter 3 is new and establishes command-wide prohibitions and responsibilities regarding trainee abuse and hazing. Chapter 4 is new and details command-wide policy on academic integrity. Chapter 5 is new and details recruiting standards of conduct.

applicants, recruits, RAPPers, trainees, cadets, students, ELS Airmen, and their immediate family members. Specifically:

2.3.2.1. Faculty and staff will not engage in the activities detailed in paragraph 2.3.3 with applicants, recruits, trainees, cadets, students, ELS Airmen, and/or their immediate family members.

2.3.2.2. Trainees, cadets, students, and ELS Airmen assigned to AETC will not engage in the activities detailed in paragraph 2.3.3 with faculty, staff, recruiters, and/or their immediate family members.

2.3.2.3. Recruiters will not engage in the activities detailed in paragraph 2.3.3 with recruits, applicants, RAPPers, trainees, cadets, students in initial skills training, ELS Airmen, and/or their immediate family members.

2.3.2.4. RAPPers will not engage in the activities detailed in paragraph 2.3.3 with recruiters, recruits, applicants, and/or their immediate family members. This instruction does not govern otherwise proper relationships between RAPPers and trainees, cadets, students, other RAPPers, and/or ELS Airmen.

2.3.3. **Prohibited Activities.** Personnel shall not engage, or try to engage, in the following activities within the context of relationships covered by paragraph 2.3.2

2.3.3.1. Engaging in *personal, social contact* by any means. Prohibited contact includes, but is not limited to, personal, social media contact, such as: e-mail, texting, Facebook, Twitter, and similar virtual social networks.

2.3.3.2. Developing, establishing, or carrying on *personal, social relationships*. This includes, but is not limited to: attending or hosting unofficial social gatherings; frequenting clubs, bars, theaters, or sporting events; participating in personal sports activities (e.g., golf, racquetball, bowling); or providing alcohol to, accepting alcohol from, or consuming alcohol with such personnel.

2.3.3.3. Establishing, developing or conducting *intimate or sexual relationships*. This includes, but is not limited to, dating, handholding, kissing, embracing, caressing, and engaging in sexual activities. Prohibited *intimate or sexual relationships* may be conducted in person and/or via cards, letters, telephone calls, e-mails, texting, instant messaging, videos, photographs, or any other means of communication or social media.

2.3.3.4. Making sexual advances toward, or seeking or accepting sexual favors.

2.3.3.5. Using one's grade or position, threats, pressure, or promises of return favors or favorable treatment to gain, or attempt to gain, sexual favors.

2.3.3.6. Establishing a common household (that is, sharing the same living area in an apartment, house, or other dwelling). This prohibition does not extend to situations where military operations reasonably require the sharing of living accommodations.

2.3.3.7. Soliciting donations, except for official Air Force campaigns or pursuant to approved fundraisers.

2.3.3.8. Gambling, lending money, borrowing money, or otherwise becoming indebted.

2.3.3.9. Accepting personal goods for storage or any other reason.