

<b>U.S. Department of Labor</b> <b>Employment and Training Administration</b> <b>Washington, D.C. 20210</b>	CLASSIFICATION
	UI CORRESPONDENCE SYMBOL <b>TEUMI</b>
	DATE <b>January 12, 1990</b>

**DIRECTIVE:** UNEMPLOYMENT INSURANCE PROGRAM LETTER **NO.** 12-90

**TO:** ALL STATE EMPLOYMENT SECURITY AGENCIES

**FROM:** DONALD J. KULICK S/S  
 Administrator  
 for Regional Management

**SUBJECT:** UCFE – Department of the Air Force Civilian  
 Personnel Office (CPO) Addresses and  
 Routing of Claims Documents

1. Purpose. To advise State Employment Security Agencies (SESAs) of the update to the previously issued Department of the Air Force\* Civilian Personnel Office (CPO) address Listing and reemphasize the need to use the correct address for nailing UCFE claim documents to the appropriate personnel or payroll office address of all Federal agencies.

2. References. UIPL No. 48-89, U.S. Army Corps of Engineers: UIPL No. 32-89, Coast Guard Nonappropriated Fund Activities; and UIPL 22\*88, Directory of Federal and Military Agencies Requesting Quarterly UCFE or UCX Detailed Benefit Payment Data.

3. Background. Some Federal agencies have brought to the National Office's attention that UCFE claims inquiries and determinations are being sent incorrectly to their Headquarters address instead of the field personnel office/CPO where the claimant was last employed. We have also been notified by the Air Force that their CPO listing has been updated to reflect changes in office acronyms, contact persons, and telephone numbers.

4. Listing of Department of Air Force CPQ Addresses, Attached is a listing of the most recent addressee of CPOs for the Air Force; it supersedes all previous lists of Air Force CPO addresses. Effective immediately, all SESAs should begin using this new listing for nailing Forms ES-931, 931A, 934, 936, notices of determination and appeals to the Air Force when an SF-8 is not presented.

RESCISSIONS	EXPIRATION DATE January 31, 1991
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DISTRIBUTION

5. Inappropriate Use of Detailed Benefit Charges Addresses. Ideally, SESAs obtain the correct address for mailing UCFE forms from the SF-8 presented by the claimant at the time a claim is filed. In the past, CPO/field personnel office address listings have been provided for acme Federal agencies which are decentralized for SESAs to use in determining the correct mailing address when the SF-8 is not available (see referenced UIPLs). CPO addresses are to be used for mailing Forma ES-931, 931A, 934. 936, notices of determinations and appeals. The addresses provided in UIPL No. 22-88 are to be used only for the purpose of forwarding the quarterly detailed benefit payment charge listings.

6. Action Required. SESAs should:

a. Distribute the attached Air Force CPO listing to all staff responsible for claims processing.

b. Take appropriate steps to insure that all personnel having responsibility for any part of claims processing and/or detailed list of charges are instructed as to the proper use of CPO versus the detailed benefit charge listing addresses.

c. Insure that SESAs' automated address systems are updated to reflect this CPO listing. Until this is completed for Air Force and any other agencies whose addresses are not yet automated, SESAs should manually address all claims inquiries, notices of determinations and appeals to the proper CPO address.

7. Inquiries. Direct questions to the appropriate Regional Office.

8. Attachment. List of Department of the Air Force Civilian Personnel Offices.

## ADDRESS AND POINT OF CONTACT LISTING FOR UNEMPLOYMENT COMPENSATION

<u>LOCATION</u>	<u>ES-931 ADDRESS</u>	<u>CONTACT NAME &amp; COMMERCIAL PHONE</u>
ALABAMA Maxwell AFB	3800 APW/DPCE Maxwell AFB 36112-5001	Ms. B. Johnson (205)293-2024
ALASKA Eielson AFB	Dept of Air Force 343 MSSQ/DPCE Eielson AFB, AK 99702-5000	Ms. D. Booth (907)377-5172
Elmendorf AFB	Dept of Air Force 21 CSG/DPC Elmendorf AFB, AK 99506-5000	Ms. K. Landfear (907)552-3216
ARKANSAS Eaker AFB	97 CSG/DPC Eaker AFB, AR 72317-5000	Ms. B. Farmer (501)762-6586
Little Rock AFB	314 CSG/DPCM Little Rock AFB, AR 72099-5000	Mr. W. M. Campbell (501) 988-8245
ARIZONA Davis-Montban AFB	836 MSSQ/HSCE Davis-Monthan AFB, AZ 65707-5705	Mr. R. A. Clawson (602)748-3712
Luke AFB	832 MSSQ/HSCE Luke AFB, AZ 85309-5705	Ms. J. B. Elrod (602)856-7758
Williams AFB	82 ABG/DPCE Williams AFB, AZ 65240-5625	Ms. M. Cantu (602)988-5744
CALIFORNIA Beale AFB	9 CSG/DPC Beale AFB, CA 95903-5000	Ms. P. Peasley (916) 634-2904
Castle AFB	93 MSSQ/DPCE Castle AFB, CA 95342-5000	Ms. H. Smith (209) 726-2466
Edwards AFB	6510 ABG/DPCB Edwards AFB, CA 93525-5050	Mr. L. Pope (805) 277-4204
George AFB	831 MSSQ/MSCE George AFB, CA 92394-5000	Mr. K. Rotker (619) 269-3540
Los Angeles AFB	SD/DPCE P.O. Box 32960 Los Angeles, CA 90009-2960	Ms. McTyler (213) 633-0356
March AFB	22 CSG/DPC	Ms. V. Mininger

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<u>LOCATION</u>	<u>ES-931 ADDRESS</u>	<u>CONTACT NAME &amp; COMMERCIAL PHONE</u>
Mather AFB	323 ABG/DPCE Mather AFB, CA 95655-5000	Ms. D. White (916) 364-4571
McClellan AFB	SM-ALC/DPCE McClellan AFB, CA 95652-5950	Mr. J. Smith/ Mr. T. Harvey (916) 643-5965
Norton AFB	63 ABG/DPCM Norton AFB, CA 92409-5965	Mr. Peckingspaugh (714) 382-7697
Travis AFB	60 ABG/DPCM Travis AFB, CA 94535-5965	Ms. B. Neilson (707) 438-2908
Vandenberg AFB	4392 AEROSB/DPC Vandenberg AFB/ CA 93437-5000	Ms. B. Dean (805) 866-5947
COLORADO AF Academy	HQ USAFA/DPCE USAF Academy Colorado Springs Co 80840-5450	MS. F. Tomlinson (303) 472-4363
Lowry AFB	3415 ABG/DPC Lowry AFB/ CO 80230-5000	Ms. J. Baker (303) 370-4457
Peterson AFB	1 SSG/DPCE Peterson AFB, CO 80914-5000	Mr. T. Bilington (719) 554-4663
DISTRICT OP COLUMBIA Andrews APB	1776 MSS/DPCE Andrews APB, D.C.20331-5964	Mr. E.B. Madden (301) 981-7422
Bolling AFB	Dept of the Air Force 1100 FWG/DPC-B Bolling AFB, D.C. 20332	Ms. R. Saine (202) 767-5207
Pentagon	Dept of the Air Force AFDW/DPCE Washington, D.C. 20330-6420	Ms. V. Perez (202) 695-7159
DELAWARE Dover AFB	436 ABG/DPCS Dover AFB, DE 19902-5065	Mr. R. Cook (302) 678-6181

FLORIDA

Eglin AFB	AD/DPCE Eglin AFB, FL 32S42-5260	Mr. D. Halvorson (304) 882-8138
Homestead AFB	31 MSSQ/MSCE Homestead AFB, FL 33039-5000	Mr. J. Breslin (305) 257-7566
MacDill AFB	56 MSSQ/MSCE MacDill AFB, FL 33608-5065	Ms. J. B. Jett (813) 830-2525
Patrick AFB	6550 ABG/DPCR Patrick AFB, FL 32925-6149	Mr. M. Reagan (305) 494-7664
Tyndall AFB	325 MSSQ/MSCE Tyndall AFB, FL 32403-5000	Mr. P. Rcmero (904) 283-3203

GEORGIA

Dobbins AFB	94 CSG/DPC Dobbins APB, GA 30069-5000	Ms. J. Vaughn (404) 421-5036
Moody AFB	347 MSSQ/MSCE Moody AFB, GA 31699-5065	Ms. Judy Leonard (912) 926-3608
Robins APB	2653 ABG/DPCEA Robins AFB, GA 31058-5900	Mr. R. Williams (912) 926-3608

HAWAII

Hickam AFB	15 ABW/DPCE Hickam AFB, BI 96BS3-5000	Ms. L. Young (449] 5588/1041
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INDIANA

Grisson APB	305 CSG/DPC Grisson AFB, IN 46971	MS. N. Briner (317) 689-2993
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IDAHO

Mountain Home	366 MSS/MSCE Mountain Home AFB 83648-5000	Ms. M. Landers (208) 628-6793
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ILLINOIS

Chanute AFB	3345 ABG/DPC Chanute AFB, IL 61868-5000	Ms. R. Bouse (217) 495-4216
O'Hare ARFF	928 TAC/DPC O'Hare ARFF, JL 60666-5000	Ms. V. Hurlbutt (312) 694-6487



<u>LOCATION</u>	<u>ES-931 ADDRESS</u>	<u>CONTACT NAME &amp; COMMERCIAL PHONE</u>
MISSISSIPPI Columbus AFB	14 ABG/DPC Columbus AFB, MS 39201-5000	Ms. D. Harris (601) 434-2649
Keesler AFB	3380 MSS/DPC Keesler AFB, MS 39534-5000	Ms. J. Ballard (601)377-3142
MISSOURI Richard-Gebaur AFB	442 TFW/DPC Richard-Gebaur AFB NO 64030-5000	Ms. C. Ketchum (816)346-2148
Whitenan APB	351 CSG/DPC Whiteman AFB, MO 65350-5000	Ms.S. Horne (816)687-3441
MONTANA Malmstrom AFB	341 CSG/DPC Malmstrom AFB, KT 59402-9401	Mr. A. Peterson (406) 731-2869
NEBRASKA Offutt AFB	55 CSG/DPC Offutt AFB, NE 68113-5000	Ms. T. Shank (402) 294-5486
HQ SAC	HQ SAC/DPCP Offutt AFB, NE 68113-5000	Ms. F. Pritchard (402)294-5272
NEVADA Nellis AFB	554 MSS/KSCE Nellis AFB, NV 89191-5705	Mr. J. F. McHugh (702)643-5204
NEW HAMPSHIRE Pease AFB	509 CSG/DPC Pease AFB, NH 03801-5000	Ms. K. Athans (603)430-2231
NEW JERSEY McGuire AFB	438 MHAW/ACP McGuire APB, NJ 08641-5260	Ms. Michelle Oster (609)724-3414
NEW MEXICO Cannon AFB	27 KSS/MSCE Cannon AFB, NM 88103-5705	Ms. K. Faires (505)784-2402/4846

<u>LOCATION</u>	<u>ES-931 ADDRESS</u>	<u>CONTACT NAME &amp; COMMERCIAL PHONE</u>
Holloman AFB	833 KSS/MSCE Holloman AFB, NM 88330-5705	Mr. T. Wurtz (505) 479-7204
Kirtland AFB	1606 ABW/DPCE Kirtland AFB, NM 87117-5964	Mr. A. Carrillo (505) 844-1697
NEW YORK		
Griffiss AFB	416 CSG/DPC Griffiss AFB/ NY 13441-5000	Ms. D Shaver (315) 330-4246
Niagara Falls IAP	914 TAG/DPC Niagara Falls IAP	Ms. K. Blazick (716) 236-2204
Plattsburgh AFB	380 MSS/DPC Plattsburgh AFB, NY 12903-5000	Ms. B. Browne (518) 565-5505
NORTH CAROLINA		
Pope AFB	317 CSG/DPC Pope AFB, NC 28308-5065	Ms. C. A. Bland (919) 394-2695
Seymour Johnson AFB	4 MSS/HSCE Seymour Johnson AFB NC	Mr. L. Grant 27531-5705 (919)736-5639
NORTH DAKOTA		
Grand Forks AFB	321 CSG/DPC Grand Forks AFB, NO 56205-5000	Ms. H. Kinard (701)747-5063
Minot AFB	857 MSS/DPCE Minot AFB, ND 58705-5000	Ms. F. Poster (614)492-4565
OHIO		
Newark AFB	2803 ABG/DPC Rickenbacker ANGB,OH 42317-5001	Ms. L. Sickles (614)492-456S
Rickenbacker ANGB	Det 1, HQ OH ANGB/DPCE Rickenbacker ANGB, OH 42317-5001	Ms. L. Jones (614)492-4172
Wright-Patterson AFB	ASD/DPCR WP-AFB, OH 45433-6503	MS. L. Gabriel (513) 255-4548
	2750 ABW/DPCE	MS. K. FOX



WP-AFB, OH 45433-6503 (513) 257-3733

Youngstown MAP 910 TAG/DPC Mr. K. Moore  
Youngstown MAP, OH 44473-5000 (216) 392-1382

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<u>LOCATION</u>	<u>E5-931 ADDRESS</u>	<u>CONTACT NAME &amp; COMMERCIAL PHONE</u>
OKLAHOMA		
Altus AFB	443 ABG/DPCB Altus AFB, OK 73523-5065	MS.S.C. Pike (405) 481-6648
Tinker AFB	2854 ABG/DPCEM Tinker AFB, OK 73145-5990	Ms. K . Johnson (405) 739-7516
Vance AFB	71 ABG/DPC Vance APB, OK 73705-5000	Ms J. Heim (405) 249-7748
OREGON		
Portland I AP	939 ARRG/DPC Portland IAP, OR 97218-2797	Mr. D. Saub (503)335-4613
PENNSYLVANIA		
GTR Pittsburgh IAP	911 TAG/DPC GTR Pittsburgh IAP PA 15231-5000	Mr. A. Tambucci (412)269-8543
Willow Grove ARFF	913 TAG/DPC Willow Grove ARFF PA 19090-5130	Mr. C.DiBerardino (215) 443-1035
SOUTH CAROLINA		
Charleston AFB	437 ABG/DPCS Charleston AFB, SC 29404-5000	Mr. W. Williams (803)554-3651
Myrtle Beach APB	354 MSSQ/WSCE Myrtle Beach AFB, SC 29404-5065	Ms.0.Harris (803)668-3964
Shaw AFB	363 MSSQ/MSCE Shaw AFB, SC 29152-5705	Ms. E. Bailey (803)668-3964
SOUTH DAKOTA		
Ellsworth AFB	812 CSG/DPCE Ellsworth AFB, SD 57706	Mr. J. Niggeman (605)385-2473
TENNESSEE		
Arnold AFB	AEDC/DPC Arnold AFB, TN 37389-5000	Mr. D. Dickens (615)454-4313

<u>LOCATION</u>	<u>ES-931 ADDRESS</u>	<u>CONTACT NAME &amp; COMMERCIAL PHONE</u>
TEXAS Bergstrom APB	67 MSSQ/MSCE Bergstrom AFB/ TX 78743-5705	Ms. E. Mason (512)479-2320
Brooks AFB	6570 ABG/DPCE Brooks APB, TX 78235	Mr. H. Keesler (512) 536-3729
Carswell APB	7 CSG/DPC Carswell AFB, TX 76127	Ms. M. Karsh (817)782-5448
Dyess AFB	96 CSG/DPC Dyess APB, TX 79607	Mr. T. Bentley (915)696-2644
Ellington ANGB	147 CSG/DPC Bldg 1057, Rm 243 Ellington Fld Houston, TX 77034-5586	Ms. R. Acrey (713)481-1400 Ext 2822
HQ ATC/DPC	HQ ATC/DPCE Randolph AFB, TX 78150	Ms. L. Kaznowski (512) 652-5686
Goodfellow AFB	3480 ABG/DPC Goodfellow AFB, TX 76908-5000	Ms. D. Harrison (915) 657-3331
Kelly AFB	DAF DPCEO San Antonio Air Logistics Center Kelly APB, TX 78241-5000	Ms. P. Marbut (512)925-6854
Lackland AFB	3700 PRG/DPC Lackland AFB, TX 78236-5000	Ms. V. Wagner (512)671-3911
Laughlin AFB	47 ABG/DPC Laughlin AFB, TX 78B43-5000	Mr. B. Flores (512)298-5266
Randolph AFB	12 ABG/DPC Randolph AFB, TX 78150-5000	Mr. K. Sheincss (512)652-5153
Reese AFB	3500 MSS/DPC Reese AFB, TX 79489-5000	Ms. N. Daley (806)885-3803
San Antonio AFB	3700 PRG/DPCE Box 6295 Wainwright Station San Antonio, TX 78202-0295	MS. L. Weldon (512)221-4174

Sheppard AFB

3750 ABG/DPC  
Sheppard AFB, TX 76311-5000

Ms. S. Wonderlin  
(817)676-4657

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<u>LOCATION</u>	<u>ES-931 ADDRESS</u>	<u>CONTACT NAME &amp; COMMERCIAL PHONE</u>
UTAH Hill APB	2849 ABG/DPCEB Civilian Personnel Hill AFB, UT 84056-5069	Ms. D. Mabey (804) 777-6142
VIRGINIA Langley AFB	1 MSSQ/MSCE Langley AFB, VA 23665-5705	Ms. D. Vaught (804)764-7961
WASHINGTON Fairchild AFB	92 CSG/DPC Fairchild AFB, WA 99011-5000	Mr. B. Lynch (509) 247-2456
McChord AFB	62 MSSQ/DPCM McChord AFB, WA 98438-5965	Ms. B. Busse (206)964-5684
WISCONSIN Gen Mitchell FLD	440 TAW/CPC Gen Billy Mitchell FLD	Mr. R. Springer (414) 481-6400 Ext 9451
WYOMING F E Warren	90 CSG/DPCE F E Warren APB, WY 82005-5000	Ms. K. Zakar (307) 775-3376

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OVERSEAS BASES

<u>LOCATION</u>	<u>ES-931 ADDRESS</u>	<u>CONTACT NAME &amp; COMMERCIAL PHONE</u>
AZORES Lajes field	1605 MSSQ/DPCB APO NY 09406-5000	MS. V. Lindsay no comm. phone
GERMANY Bitburg AB	36 CSG/DPC APO NY 09132	Ms. J. Fielder (011)49-6561-61-7951
Hahn AB	50 CSG/DPC APO NY 09122	Ms. J. Peterson (011)49-06543-51-7151
Lindsey AB	7100 CSW/DPC Lindsey AS, Weisbaden APO NY 09634	Ms. J. Thomas (011)49-6121-82-3307
Ramstein AB	377 CSW/DPC Ramstein AB, Germany APO NY 09012	Ms. J. Ruppert (011)49-6371-47-2006
Rhein Main AB	7100 ABG/ACPPC APO NY 09633	Mr. J. Justus (011)49-69-699-7881
Sembach AB	66 CSG/DPC APO NY 09136	Ms. T. Ernestes (011)49-6302-67-6117
GREECE Hellenikon AB	7206 ABG/DPC Hellenikon AB, Greece APO NY 09223	Ms. J. Branson No comm. phone
GUAM Andersen AFB	43 CSG/DPC Andersen AFB, Guam APO San Francisco 96334	Ms. C. Ricketts (671) 366-5103
ITALY Aviano AB	40 MSSQ/DPC APO NY 09293	Ms. L. Connell (39)434-652444/68

<u>LOCATION</u>	<u>ES-931 ADDRESS</u>	<u>CONTACT NAME &amp; COMMERCIAL PHONE</u>
JAPAN Kadena AB Okinawa	18 CSW/DPCE APO SF 92639-5000	Ms. K. Toyoda (011)81-98938-1111 Ext. 634-2582
Yokota	475 ABW/DPCE APO SF 96328-5000	Mr. E. Banka (0425) 52-2511 Ext. 225-390
KOREA Osan AB	51 CSG/DPC APO SF 96570-5000	Mr. F.Spicer (011)82-333-4-4434
PANAMA Howard APB	24 MSSQ/HSCE Howard AFB, PN	Ms. D. Garcia (011)507-84-5545
PHILIPPINES Clark AB	3 MSSQ/DPCE APO SF 96274-5000	Ms. V. Lindsay (011)634535-25205
SPAIN Torrejon AB	401 MSSQ/MSCE Torrejon AB, Spain APO NY 09283	Ms. R. Harbour 665-5216/3226
TURKEY Incirlik AB	39 CSS/DPC Incirlik AB, Turkey APO NY 09289	Ms. E. Henderson no comm. phone
UNITED KINGDOM RAP Alconbury	10 MSSQ/DPC APO <b>NY</b> 09238	Ms. L. Hilton no comm. phone
RAF Bentwaters	81 KSSQ/DPC APO <b>NY</b> 09755	Ms. C. Boswell (011)44-473-2553
RAF Mildenhall	513 MSSQ/DPC APO NY 09755	Ms. D. Roberts no comm.phone
RAF Upper Heyford	20 CSG/DPC RAF Upper Heyford APO NY 09194	Mr. J. Chavis (011)44-869-23-4620