MEMORANDUM FOR 51 MSG/CC

FROM: (TYPE IN YOUR PO NAME HERE IN CAPITAL LETTERS)

SUBJECT: Waiver of Private Organization (PO) Insurance Requirement

1. On behalf of the membership, we request an insurance waiver. In accordance with DAFI 34-106, paragraph 5.16, the Installation commander or the Mission Support Group Commander if delegated, may waive the requirement for continuous liability coverage; however, the approval document must advise the Private Organization that the commander may still require liability insurance for specific events that involve a greater risk of injury or damage. We understand that insurance waivers must be reevaluated annually.

2. We have made our PO members aware that they are jointly and severally liable for the obligations of our PO, and their understanding of the liability has been documented. We realize our responsibility to maintain adequate insurance coverage commensurate with the risk posed to the public and the PO members. As we are generally a low-risk organization in our daily activities, full coverage insurance is generally unnecessary. We consist largely of activities with extremely low liability exposure such as, monthly meetings, squadron parties, picnics, and other gatherings. However, should we engage in activities, which directly increase the risk to the public or to our membership, we would procure the appropriate insurance type and level. Such instances include, but are not limited to:

a. Bazaars, as a co-sponsor who furnishes workers.

b. Any fund-raising activities open to the general public, where athletic or sports-type activities are sponsored or conducted by the PO.

3. All members agree to hold harmless and indemnify the United States and all DoW service components, even if the request for an insurance waiver is approved. Further, we realize that claims against the organization for injury or damage caused by our negligence can impose liability on each member in the event we lack insurance coverage or in the case where the claim exceeds our coverage.

Type president's name (Do not type rank or unit symbol here)
President

1st Ind, 51 MSG/CC

MEMORANDUM FOR 51 FSS/FSR

Approved/Disapproved

YESUN YOON, Colonel, USAF,
Commander, 51st Mission Support Group

MEMORANDUM FOR 51 MSG/CC

FROM: (TYPE IN YOUR PO NAME HERE IN CAPITAL LETTERS)

SUBJECT: Liability Acknowledgement for Waiver of Private Organization (PO) Insurance Requirement

1. In accordance with DAFI 34-106, paragraph 5.16, Private Organizations must have liability insurance unless the Installation Commander waivers the requirement. Insurance should be required unless the activities of the PO are such that the risk of liability is negligible. Private Organization members must be made aware that they are jointly and severally liable for the obligations of the Private Organization, and their understanding of the liability must be documented. The absence of liability insurance places their personal assets immediately at risk in the event of Private Organization liability.

2. All members of agree to hold harmless and indemnify the United States and all DoW service components, even if the request for an insurance waiver is approved. Further, we realize that claims against the organization for injury or damage caused by our negligence can impose liability on each member in the event we lack insurance coverage or in the case where the claim exceeds our coverage.

3. This form requires the signature of all active members. However, For squadron booster club, the entire squadron does not need to sign because the entire squadron isn't part of the organization. Organization members are only those who volunteer to become a part of the organization on an unofficial, non-work related status, and accept the risk of personal liability by being a member.

**I am aware that I am jointly and severally liable for obligations of the PO. In no way is the federal government responsible and/or liable.**

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| Vice President print name | Signature |
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| Secretary print name | Signature |
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| Treasurer print name | Signature |
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