

**ARMY COMPREHENSIVE ASSESSMENT (ACA) WORKSHEET (Active Tag)**

**PRIVACY ACT STATEMENT**

**AUTHORITY:** Title 28 United States Code 532 (1) (A)(1), Authority of the Air Force and AFM 70-1000.  
**DISCLOSURE:** Limited to personnel performing this duty.  
**COLLECTION:** May originate or be obtained from the ACA or a source authorized to collect it (28 U.S.C. 532(b)(3), Staff Member Privacy Act apply).  
**DISSEMINATION:** Allowed if the ACA is used in accordance as stated in AFM 70-1000.

**I. PERSONAL INFORMATION**

<b>NAME (Last, First, Middle Initial)</b>	<b>PHONE</b>	<b>UNIT</b>
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**II. TYPE OF ASSESSMENT**  INITIAL  MID-TERM  FOLLOW-UP  RATE REQUESTED  RATE DIRECTED

**III. SELF-ASSESSMENT (To be completed by Ratee and forwarded to Rater) Rating Scale: P, PAL, UNDEVELOPED, A, Need more information**

RESPONSIBILITY:	PALS:
1. Understands the importance of doing the right thing when it is unpopular or difficult.	
2. Understands the importance of responsibility in the care of and use of equipment and assets.	
3. Understands the importance of admitting shortcomings or mistakes.	
4. Understands the importance of refusing to participate in inappropriate behavior(s) despite social pressures.	
5. Understands the importance of accomplishing tasks in a timely manner.	
6. Understands the importance of providing support and welfare, of family, and ensuring they are prepared for operations and/or reunions, if applicable.	

ACCOUNTABILITY:	PALS:
7. Understands the importance of the Air Force Core Values/Standards and how others should be accountable.	
8. Understands the importance of applying situational awareness and sound judgment.	
9. Understands the importance of being within ones means (financial, budget, asset, spend, responsibility, etc.)	

AIR FORCE CULTURE:	PALS:
10. Understands the importance of leading by example.	
11. Understands the importance of respecting one's self and others.	
12. Understands the importance of looking after fellow Airman and their families (in include while fellow Airman are deployed).	
13. Understands the importance of showing appreciation to being an Airman and to inspiring others to reach their full potential.	
14. Understands the importance of upholding the proud heritage of the Air Force and the importance of displaying the professional characteristics of an Airman at all times (28 CFR).	

BUILT:	PALS:
15. Understands the importance of setting aside time to assess self, as well as personal and professional goals.	
16. Understands the importance of setting aside quality time with family and friends.	
17. Understands the importance of striving to meet personally-oriented goals. Review Section VII for discussion during feedback session.	

**IV. AIRMAN'S CRITICAL ROLE IN SUPPORT OF THE MISSION (To be completed by Rater)**

**V. INDIVIDUAL READINESS INDEX (Completed by Rater after talking to Unit Deployment Manager)**

**Is RDI (N/A) / NOT CURRENTLY DEPLOYABLE (A) OR (B) / (C) / (D) / (E) / (F) / (G) / (H) / (I) / (J) / (K) / (L) / (M) / (N) / (O) / (P) / (Q) / (R) / (S) / (T) / (U) / (V) / (W) / (X) / (Y) / (Z) / (AA) / (AB) / (AC) / (AD) / (AE) / (AF) / (AG) / (AH) / (AI) / (AJ) / (AK) / (AL) / (AM) / (AN) / (AO) / (AP) / (AQ) / (AR) / (AS) / (AT) / (AU) / (AV) / (AW) / (AX) / (AY) / (AZ) / (BA) / (BB) / (BC) / (BD) / (BE) / (BF) / (BG) / (BH) / (BI) / (BJ) / (BK) / (BL) / (BM) / (BN) / (BO) / (BP) / (BQ) / (BR) / (BS) / (BT) / (BU) / (BV) / (BW) / (BX) / (BY) / (BZ) / (CA) / (CB) / (CC) / (CD) / (CE) / (CF) / (CG) / (CH) / (CI) / (CJ) / (CK) / (CL) / (CM) / (CN) / (CO) / (CP) / (CQ) / (CR) / (CS) / (CT) / (CU) / (CV) / (CW) / (CX) / (CY) / (CZ) / (DA) / (DB) / (DC) / (DD) / (DE) / (DF) / (DG) / (DH) / (DI) / (DJ) / (DK) / (DL) / (DM) / (DN) / (DO) / (DP) / (DQ) / (DR) / (DS) / (DT) / (DU) / (DV) / (DW) / (DX) / (DY) / (DZ) / (EA) / (EB) / (EC) / (ED) / (EE) / (EF) / (EG) / (EH) / (EI) / (EJ) / 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(LK) / (LM) / (LN) / (LO) / (LP) / (LQ) / (LR) / (LS) / (LT) / (LU) / (LV) / (LW) / (LX) / (LY) / (LZ) / (MA) / (MB) / (MC) / (MD) / (ME) / (MF) / (MG) / (MH) / (MI) / (MJ) / (MK) / (ML) / (MM) / (MN) / (MO) / (MP) / (MQ) / (MR) / (MS) / (MT) / (MU) / (MV) / (MW) / (MX) / (MY) / (MZ) / (NA) / (NB) / (NC) / (ND) / (NE) / (NF) / (NG) / (NH) / (NI) / (NJ) / (NK) / (NL) / (NM) / (NN) / (NO) / (NP) / (NQ) / (NR) / (NS) / (NT) / (NU) / (NV) / (NW) / (NX) / (NY) / (NZ) / (OA) / (OB) / (OC) / (OD) / (OE) / (OF) / (OG) / (OH) / (OI) / (OJ) / (OK) / (OL) / (OM) / (ON) / (OO) / (OP) / (OQ) / (OR) / (OS) / (OT) / (OU) / (OV) / (OW) / (OX) / (OY) / (OZ) / (PA) / (PB) / (PC) / (PD) / (PE) / (PF) / (PG) / (PH) / (PI) / (PJ) / (PK) / (PL) / (PM) / (PN) / (PO) / (PP) / (PQ) / (PR) / (PS) / (PT) / (PU) / (PV) / (PW) / (PX) / (PY) / (PZ) / (QA) / (QB) / (QC) / (QD) / (QE) / (QF) / (QG) / (QH) / (QI) / (QJ) / (QK) / (QL) / (QM) / (QN) / (QO) / (QP) / (QQ) / (QR) / (QS) / (QT) / (QU) / (QV) / (QW) / (QX) / 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**VI. COMMENTS**