

Additional Class Information

Kirtland AFB Lodging

IMPORTANT - Do not use DTS to make your lodging reservations for AF Safety Center classes held at Kirtland AFB. AFSEC/SETM generates group billeting reservations on-base for all students and will e-mail the reservation number to students NLT 2 weeks before class start dates. Decline on-base lodging in DTS, choose a proper reason code in the DTS pre-audit, and write in the audit flag block that on-base lodging is being used and was secured by the schoolhouse. If you already completed lodging in DTS and received a non-availability letter, please be advised that all non-A letters, regardless of how they are acquired, will not apply.

Group lodging reservations begin one day before class start date and end the night after graduation. Check-in is between 1400-2400 at the Kirtland Inn, Bldg 22016, which is on the east side of Kirtland AFB. All rooms have microwaves, refrigerators, coffee pot, and free WI-FI. Please contact the Kirtland Inn at DSN 246-9663/9653/3894 (Comm 505-846) to confirm your reservation with your government credit card. Reservations will be dropped 1 week before class start date if you have not confirmed with a credit card.

TDY Travel Orders Preparation (AETC-funded Quotas Only)

- “Variations Authorized”: Variations are NOT authorized when attending a school or course.
- Rental car: Rentals must be under the unit fund cite, not the TDY-to-School fund cite.
- Meals and Lodging: All are available at Kirtland AFB.
- Verbal Orders/Confirmatory Verbal Order (VOC – Verbal Order of Commander): Do not issue verbal orders unless absolutely necessary. Verbal orders are authorized only when time or errors prevent written orders from being published in advance of travel. Confirmatory orders can be amended if done before completion of the TDY. If an amendment is needed after the member returns from the TDY, the order has to be revoked and a new confirmatory order generated. Use the following statement on the order/amendment as follows: “The verbal orders of the Commander (VOC) on [date] are confirmed; circumstances preclude written orders in advance.” Confirmatory orders cannot be amended once the member has completed the TDY.
- Orders Block 18: Ensure this block (Travel Approving/Directing Official) is filled in.
- Orders Block 22: Ensure orders have a valid travel order number (For example, “DOKIRTLANDAFB022413_A01-01” is not a travel order number; the travel order number is SIX digits – alpha/numeric: 1ESP5B, ESS88X, etc.).

Transportation

Students will be billeted on the east side of base, approximately 3 miles to training location and dining facility. Recommend rental car or call Kirtland Vehicle Operations at DSN: 246-2297 to request a U-Drive-It vehicle.

Weather

Albuquerque's altitude is 5,314 feet. Visitors should take necessary precautions to prevent exhaustion, overexposure and overheating during physical activities. There are four distinct seasons, but all are characterized with sunny days. Wear sunglasses and drink plenty of fluids to prevent dehydration.

Average Temperatures

- December through March: Cold and windy with occasional light snow; 25-70 degrees
- April through May: 40-80 degrees
- June through July: Very hot and dry; daytime temperature 90 degrees to low 100's
- August through September: Monsoon season; warm temperatures with afternoon thunderstorms likely
- October through November: 40-70 degrees

High Altitude Precautions

- Wear sunglasses
- Drink plenty of fluids to prevent dehydration
- Drink plenty of liquids while exercising (16-32 oz/hour or more in hotter weather)
- Use sunscreen to help prevent sunburn

If you feel your performance drop, rest and try to cool off. Don't drink alcohol/caffeine before or immediately after exercising at high altitude.

Altitude Sickness Symptoms

Headaches are the primary symptom used to diagnose altitude sickness, although a headache is also a symptom of dehydration. A headache occurring at an altitude above 7,874 feet, combined with any one or more of the following symptoms, may indicate altitude sickness:

- Lack of appetite, nausea, or vomiting
- Fatigue or weakness
- Dizziness or light-headedness
- Insomnia
- Shortness of breath upon exertion
- Nosebleed
- Persistent rapid pulse
- Drowsiness
- Peripheral edema (swelling of hands, feet, and face).
- Diarrhea