PART-TIME RESERVIST. FULL-TIME CIVIL SERVANT.

ART

AIR RESERVE TECHNICIAN PROGRAM

AIR FORCE RESERVE

Experience the Best of Both Worlds

As an Air Reserve Technician (ART), you're a civilian—forty hours a week and you're a reservist in the Air Force Reserve Command (AFRC).

You're an important link in the chain of command and communications between the Air Force, the Air Force Reserve and civil service, working with approximately 10,000 professionals like yourself at locations coast-to-coast.

You're there to respond quickly to an emergency situation—to a search and rescue mission anywhere in the world; or to a relief supply mission in the wake of an Ecuadoran earthquake or even natural disasters in our country. In any crisis, you're ready to do your part to preserve and protect the people of the United States and our allies around the world.

As an ART, you work in the best of both worlds. You know it's more than just a job. It's a challenge. It's an adventure. And it's a rewarding dual career that can help you progress in your chosen profession, while you advance in military rank.

Take a look at the outstanding opportunities in careers like your own.

During the normal five-day workweek, ARTs perform as civilians

You'll Play an Important Role

The Air Force Reserve observes the proud tradition of maintaining an experienced, alert military force. Reservists train during peacetime and react in times of crisis to safeguard the American way of life, and to preserve world peace.

Serving the Unit's Needs

ARTs are one of the most important keys to combat readiness, always ready for immediate mobilization. They are full-time civilian employees who are required to serve as members of the Air Force Reserve one weekend a month and at least fourteen days a year of annual training. On these weekend Unit Training Assemblies (UTAs) and during their annual two-week tour of duty, ARTs train with fellow reservists.

During the normal five-day workweek, ARTs perform as civilians—maintaining and operating the Reserve facility in direct support of their unit. They work a regular five-day, forty-hour week with overtime and compensatory time off for time over forty hours. They are assigned an equivalent position in the Air Force Reserve, with a comparable military rank and corresponding duties.

Ready Anytime

The ART program was developed to form the experienced, full-time management and training force of the Reserve. These knowledgeable managers, planners and trainers oversee the unit's transition from peacetime to a crisis environment. Of primary importance is the fact that ARTs—essential for the operational readiness of their unit—are combat-ready and available for active duty in the event of mobilization.

When a Reserve unit is called to active duty, the ART will enter active military duty in their assigned military position and rank.

Take a Position of Authority

ARTs are highly skilled, full-time employees. ART jobs span a broad spectrum to include commander, flight instructor, aircraft mechanic, aircraft maintenance officer, nurse, loadmaster, and human resource officer. ARTs total approximately 10,000 in more than 100 occupations.

A number of commissioned officers serve as pilots, nurses, aircraft maintenance officers, civil engineers and a host of other positions. Moreover, many ART positions are in the enlisted ranks. The critical field of aircraft maintenance alone employs more than 60% of the ART work force.

With more than 55 locations available throughout the nation, ARTs usually work close to their homes. Some, primarily holding flight and aircrew assignments, have frequent opportunities to travel throughout the United States and in places such as Central America, Europe, Hawaii, and the Far East in support of their unit's mission.

If you're interested in space — consider space operations with the AFRC's associate program in space. Its mission is to provide command and control for Department of Defense and Department of Commerce satellites, augmenting test aggressor/network operations, and security for Air Force Space Command with its terrestrial based assets.

Pilots

The ART pilot is unique. The mission of each Reserve unit and aircraft flown by the ART is, to some extent, different. Yet similar duties exist when considering the role of the Reserve, the mission of the individual unit, the unique qualifications the flyer must bring to the position and the need for continuous updating of training as national or international events dictate.

The military flying mission involves duties distinctive to purely civilian flying operations—combat maneuvers involving high-speed bombing or strafing in sophisticated aircraft; airdrops of heavy equipment using parachute extraction systems; assault landing, nuclear arms movement, and special missions in cargo aircraft, refueling operations over all terrain, weather reconnaissance, rescue operations, high-speed fighter air-to-air attack and survival operations.

The Air Force Reserve pilots also train in several special type missions with peacetime applications: aerial spray, rescue, airborne fire fighting, hurricane surveillance, Air Force Test Center; support missions at Edwards and Kirkland Air Force Bases; functional check flights for depot-level maintenance at Air Force logistic centers, and augmentation of worldwide air operation center battle staffs.

Aircraft Maintenance

They may not fly the planes, but they keep this elite corps flying. Mechanic positions are available in areas such as sheet metal, avionics, hydraulics, jet engines, armament, and electrical, among others. Aircraft Maintenance Officer positions are available to those who are skilled and knowledgeable in managing aircraft maintenance activities; including organizational, intermediate and depot maintenance functions, removal, repair, inspection, overhaul and modification of aircraft, avionics and associated support equipment.

Civil Engineering

A range of these positions include civil engineers and production control specialists, as well as heavy equipment operators and mechanics.

Other

All told, more than 100 different occupations are represented by ARTs, including the fields of training and education, safety, personnel, intelligence, public affairs, supply, transportation, logistics, and aircrew operations.

Consider The Opportunities...

Make More than a Difference

If you're in the market for outstanding employment stability with attractive pay and retirement features, take a look at this.

As an ART, you'll receive a good salary, training and education, the opportunity to travel, and excellent benefits. You'll sharpen your skills as you work with state-of-the art equipment. Perhaps most importantly, you'll have the sense of accomplishment that comes from knowing that what you do makes a difference.

Moreover, you'll be on the receiving end of great Air Force civilian employee benefits. You'll receive additional considerations through the Air Force Reserve.

Civil Service Benefits

We offer a highly competitive salary structure for blue-collar and white-collar skills, plus additional compensation for overtime, night differential and Sunday work.

Annual and Sick Leave

For vacations and personal or emergency reasons, employees earn annual leave based upon the number of years they have been in federal civil service plus any creditable military service. Leave accrues at the rate of four hours every two weeks for the first three years of service (13 days per year), six hours for the next twelve years (20 days per year), and eight hours after 15 years of service (26 days per year).

Sick leave accrues at the rate of four hours every two weeks (13 days per year) regardless of the length of service. Sick leave can be used for illness, medical appointments, and adoption-related activities. A limited amount of sick leave can also be used for care of a family member for illness or medical appointments, and to make funeral arrangements and attend the funeral of a family member.

Federal Holidays

There may be times when other days are declared to be holidays by Federal statute or Executive order. Employees who are excused from duty because a holiday falls within their regular tour of duty are entitled to their basic rate of pay for that day. Employees who are required to work on a holiday are entitled to holiday pay. Generally, an employee who performs holiday work is entitled to pay at his or her rate of basic pay, plus an additional eight hours.

There are eleven federal holidays observed:

- **New Year's Day,** January 1
- **Martin Luther King's Birthday,** 3rd Monday in January
- **President's Birthday,** 3rd Monday in February
- **Memorial Day,** last Monday in May
- **Independence Day,** July 4
- **Labor Day,** 1st Monday in September
- **Columbus Day,** 2nd Monday in October
- **Veterans Day,** November 11
- **Thanksgiving Day,** 4th Thursday in November
- **Christmas Day,** December 25
- **Inauguration Day,** January 20 of each 4th year *(for Metropolitan DC employees only)*

Retirement

The Federal Employees' Retirement System (FERS) is a three-tiered program that provides for Social Security benefits, a Basic Benefit Plan, and a Thrift Savings Plan (TSP). In addition to employee contributions to TSP, the agency will contribute up to an additional five percent of pay to the civilian TSP account. An employee is eligible to voluntarily retire with an unreduced annuity at age 62 with at least five years of service, at age 60 with 20 years of service, or at the Minimum Retirement Age (MRA) (55-57) with 30 years of service. In addition, ARTs who are separated after involuntarily losing military status may be eligible to retire under special retirement provisions prior to reaching these age and service milestones.

Medical and Hospital Benefits

Federal Employees Health Benefits (FEHB) options include fee-for-service plans and prepaid plans, some with consumer-driven options, and high-deductible health plans. These plans offer a variety of benefits. The cost of the health benefits program is shared by the employee and the Government. Unless waived, the employee's FEHB premiums are withheld from pay pre-tax. Employees elect FEHB upon employment or during annual open seasons.

Flexible Spending Accounts

Employees are eligible to contribute pre-tax earnings to flexible spending accounts (FSA) which will reimburse them for out-of-pocket medical and dependent-care expenses. Employees elect to participate in FSAs upon employment and during annual open seasons.

Long Term Care Insurance

Employees are eligible to apply for and purchase long-term care insurance for themselves and their eligible dependents to cover costs associated with nursing home or assisted living care, in-home care, hospice care, etc.

Life Insurance

Federal Employees Group Life Insurance (FEGLI) consists of four types or plans of coverage: Basic Life, Option A – Standard, Option B – Additional, and Option C – Family. An employee must be enrolled in the Basic Life coverage, in order to elect any of the options. The cost of premiums is shared by the employee and the Government.

Injury Compensation

The Federal Employees' Compensation Act (FECA) provides monetary compensation, medical care and assistance, vocational rehabilitation, and reemployment rights to Federal employees who sustain disabling injuries as a result of their employment with the Federal Government.

Training and Education

ARTs receive on-the-job training. They also receive additional job-related training at other federal agencies and at facilities outside the federal government.

Promotion Opportunities

Whenever possible, ART units fill vacancies by promoting their own employees. Promotion programs are designed to make sure that promotions go to the employees who are among the best qualified to fill higher positions.

Awards and Recognition

Decorations and honors, as well as cash awards, are given for suggestions and inventions that result in saving money or improved service. Outstanding job performance or other acts which are especially deserving are also rewarded.

Physical Fitness Program

The Federal government promotes and supports physical fitness for all its employees. The Air Force has officially endorsed excused absence for physical fitness activities for civilian employees and provided general guidance on this program. Within AFRC, all full-time civilian employees are authorized time for physical fitness activities while in an official duty status. Use of this time is voluntary on the part of the employee. The following conditions apply to the use of such time:

a. The physical fitness activities will be limited to running, walking, jogging, bicycle riding, weight training, and structured exercises (i.e., push-ups, sit-ups, aerobics, etc.).

b. A maximum of three hours per week may be used for physical fitness activities.

c. The three hours per week consists of total time away from the job and includes time for changing clothes, showering, traveling to the exercise location, etc. Physical fitness periods cannot be combined with authorized breaks, but may be done in conjunction with the lunch period.

Military Leave

Members of a Reserve or National Guard component are entitled to 120 hours of military leave per year in order to perform military duty. Employees must be on a full-time or part-time work schedule and serving in an appointment that is not limited to one year or less.

Upon request, employees are granted military leave to perform active duty, inactive-duty training, or active duty for training. The 120 hours is credited to an eligible employee's account (pro-rated for part-time employees) on 1 October of each fiscal year or upon appointment. Unused military leave remaining from the prior fiscal year, not to exceed 120 hours, is also credited.

Military leave is charged on an hourly basis. No charge is made for non-workdays at the beginning and end of a period of absence on military duty. All intervening non-workdays, including holidays, falling within the period covered by the orders are not charged to military leave.

Air Force Reserve Benefits of Employment

USERRA

The Uniformed Services Employment and Reemployment Rights Act of 1994 (USERRA), provides reemployment protection and other benefits for employees who perform military service. Under USERRA, if a military member leaves their civilian job for service in the uniformed services, they are entitled to return to the job, with accrued seniority, provided they meet the law's eligibility criteria. USERRA applies to voluntary as well as involuntary service, in peacetime as well as wartime, and to virtually all civilian employers, including the Federal government, State and local governments, and private employers, regardless of size.

Civil Service employees who perform military duty are placed in a special leave without pay uniformed service category (LWOP-US) if they choose not to use paid leave. Use of LWOP-US ensures:

- All pay changes occurring during LWOP-US, are credited without penalty upon return to duty (RTD).
- Continuation of health benefits for up to 24 months if the employee chooses.
- Automatic continuation of life insurance continues for up to 12 months.
- Voluntary contributions to a military Thrift Savings Plan (TSP) account and the opportunity to make up missed contributions to the civilian account upon return to civilian duty.
- Full credit towards retirement eligibility, annuity computation, and high-3 average salary if a military deposit is completed.

Marketable Training in Private Industry

As an Air Force Reservist, you are afforded the opportunity to obtain a wide variety of training skills needed to perform your military job. However, did you know a lot of this training is highly marketable in private industry? It's true! Imagine a career in information technology, security, communication, or even a specialized medical field. The Air Force Reserve is a great way to achieve your "civilian" career goals and serve your country at the same time.

Built in Part-Time Job

As a condition of your employment as an ART, you must also affiliate and maintain satisfactory participation as a member of the Air Force Reserve. This requires at least one weekend per month and two weeks throughout the year to satisfy statutory training requirements. Plus, there are also opportunities for additional days of volunteerism to add even more supplemental income to your annual earnings. Not only does this part-time job presents you with a rewarding opportunity to supplement your income, it provides you the opportunity to make an investment in your future with benefits such as the TSP and a retirement annuity at age 60, after you have aggregated 20 years of satisfactory service. This part-time job provides you many opportunities for training and travel, and fosters many memorable relationships along the way.

On-The-Job Personal Exercise Program

The Chief of Staff, Air Force (CSAF) has put great emphasis on physical fitness with our "Fit to Fight" program. ARTs, just like all reservists, will be afforded the opportunity for physical conditioning, with access to "state-of-the-art" gymnasiums, in order to meet prescribed military standards. This not only fosters a professional appearance in your military uniform, the dividends to your personal health are immeasurable.

Commissary & Base Exchange Privileges

Your dual-status as a "Citizen Airman" provides you economical advantages by affording you unlimited shopping visits to the Commissary and the Base Exchange. The Commissary provides you a thrifty way to meet your family's food and produce needs at less cost when compared to your local grocery store. At the Base Exchange (BX), you will find "top-of-the-line" named products including clothing, jewelry, audio and video equipment, lawn and garden needs, and a host of family needs. The BX also includes laundry and dry cleaning service, hair and beauty care, and optical shops, as well as other retail services.

Fitness Center Privileges

Staying fit is a requirement of any military member, but sometimes one needs some help in maintaining a healthy lifestyle. As an ART, you will have access to the Fitness Center (also known as Health and Wellness Center). The Fitness Center provides you with all kinds of ways to maintain healthy living, and they have trained professionals who can provide you with counseling (i.e. diet, smoking clinics, aerobics planning) to ensure you stay on the right path.

Free Immunizations

With the rising cost of medical care, many people choose not to keep their immunizations current. As an ART and a member of the Air Force Reserve, this is not an issue. All immunizations required to keep you healthy and as a ready member of the Air Force Reserve are provided to you at the proper intervals with no charge to the member.

Free Uniform (Enlisted Only)

A distinguishing characteristic of any military member is the pride and professionalism they display in their military uniform. The Air Force Reserve takes great pride in the professional and tapered appearance of its uniform, and for our enlisted members, this uniform is provided at no charge. In fact, as uniform items tend to wear (as any clothing items do), you will be able to replenish or exchange old uniform items at no cost to the member.

Free Periodic Physicals

Good health is imperative to any military member, and the Air Force Reserve ensures you stay in good health by providing you free periodic physicals to assess your physical condition. You will be examined by highly trained medical professionals who, also as Citizen Airmen, typically maintain medical practices within their respective community. This leaves no doubt that you receive the same quality care as you receive in the private sector, however, with no cost to yourself.

Servicemens' Group Life Insurance (SGLI) and Survivor Benefit Plan (SBP)

The Air Force Reserve is sensitive to the needs of its members regarding financial security for surviving family members. As such, you will be afforded the opportunity to apply for SGLI. With nominal monthly premiums (deducted from your monthly weekend training pay), you can insure yourself for a maximum of $400,000, or you can elect a lesser amount (premiums will be proportionate to the amount elected). Once a member has attained 20 years of satisfactory service in the Air Force Reserve, this will entitle you to enroll in a SBP, which will also provide you variable options with regard to premiums. Both SGLI and SBP provide our members with the peace of mind that their loved ones will be well provided for.

Montgomery GI Bill-Selected Reserve (MGIB-SR) Chapter 1606

The MGIB-SR Program became effective 1 July 1985. It is not only designed to aid in recruiting but also recognizes the vital role of the Reserve Components in our defense and extends educational benefits to these "Citizen-Service members." Additional, MGIB-SR benefits became to include post graduate study, and courses leading to a second baccalaureate degree, vocational and technical training, on-the-job training and apprenticeship training, flight training (must have private license), correspondence study and independent study.

Montgomery GI Bill-Selected Reserve (MGIB-SR Kicker) Chapter 1606

The MGIB-SR Kicker is a supplemental educational assistance benefit of up to $350 per month designed to encourage SR members to fill critical specialties, skills, or units. The MGIB-SR Kicker became effective 1 June 2000. The kicker is based on command-wide critical Air Force Specialty Codes (AFSCs). The AFSCs are based on current number of vacancies and percentages of manning, coupled with historical manning and reenlistment rates. The approved critical AFSCs have potential serious impact on AFRC's mission. Kicker payments are issued by the VA. Benefits for less than half-time are prorated.

Tuition Assistance (TA) Program

The AFRC TA Program is available to all participating members (for pay and points), and in good standing, of the Air Force Reserve. TA is intended as an educational incentive program for participating selected reserve members. TA is paid on a reimbursable basis, after student pays all school costs and successfully completes the course(s) for which TA was requested and approved. TA is available to Reserve and IMA members for both distance learning and on-campus courses. However, the college or school offering the course(s) must be a National or Regional Accredited Institution and recognized by the U.S. Department of Education (USDE). If the educational institution does not appear in the directory, have the member ask for proof of accreditation in writing or contact the accrediting body in their region to verify if accreditation exists. The educational institution does not qualify if they have applied for accreditation, lose their accreditation, or have not yet received authorization of accreditation. Accrediting bodies can be found at http://www.ed.gov/about/offices/list/ope/index.html.

Participation in Two Retirement Systems

The dual status of an ART also provides two ways to earn a retirement: from Civil Service, and from the Air Force Reserve. Provided the member remains in good health, and maintains satisfactory participation in the Air Force Reserve, one can be assured of two annuities (Civil Service and Air Force Reserve retirement eligibility is at age 60). Depending on the amount of contribution made throughout one's productive years, this may add up to a very comfortable lifestyle after retirement.

Commissioning Program

The ART program is open to both enlisted and officer personnel, and for the enlisted member who has pursued or envisioned pursing a college education, a commission as an officer in the United States Air Force Reserve awaits you. There are a number of specialties that offer ART positions to deserving candidates. The maximum age for commissioning is 35 years of age (exception for medical professionals), so there is room to grow within the ART program.

Space Available (or Space "A") Travel

If you have a desire to travel to distant lands, why not check into military travel? As a member of the Air Force Reserve, you have the benefit of traveling on military aircraft provided there is space available to you. With training and missions taking place all over the globe, there are countless opportunities to "jump on board" and take advantage of some free travel.

One word of caution though, the operative phrase here is "space available." There must be available space to afford you the opportunity to travel via military aircraft, and that is for both the initial travel and the return travel. Have a contingency if you are able to hop aboard at no cost, but cannot find the available space for the return trip.

Overseas TDY Opportunities

ARTs are part of a ready force; one that is prepared to respond to training needs and the needs of foreign nations. Hence, temporary duty (TDY) is staple of the Air Force Reservist. In today's environment, there are plenty of opportunities for our members to volunteer for overseas duty. So if a motivating factor for you is to see the world, then the Air Force Reserve is for you.

Becoming an Air Reserve Technician

ARTs are a force to be respected. They are leaders, thinkers and doers who take charge of the situation – who take responsibility for their actions – and who take the time to get the job done right.

If this sounds like you, make your move to join the ART program.

Qualifications

Applicants to the ART program must meet specific qualifications for Air Force Civilian employment, as well as for active Air Force Reserve duty. You may be eligible if you meet the following requirements:

1. You are eligible and willing to join the active Air Force Reserve
   - A) Meet Air Force Reserve physical/medical standards
   - B) Under maximum age requirements
   - C) Meet moral standards
   - D) Be eligible for a security clearance consistent with the position
2. You satisfy appropriate Office of Personnel Management (OPM) qualifications

All qualified applicants are considered for employment without regard to race, religion, color, sex, national origin, political affiliation, or any other non-merit factor.

Disqualifications

A candidate may be disqualified on the basis of military status and for certain uniform physical disabilities.

Contact your local Air Force Reserve recruiter for details or call 1-800-257-1212.

What career fields are available?

For information on qualification requirements for specific positions, and to receive application forms – call The Air Force Reserve Special Examining Unit:

(SEU) at 1-800-223-1784 Extension 497-0113 or log on to:

www.afrc.af.mil/About-Us/Job-Opportunities/

http://www.usajobs.gov

A Great Way To Work

Good pay. Great benefits.
Technical training.
A spirit of camaraderie and adventure.

It's a great way to serve and a way to discover yourself while helping your country. It's all yours, if you're ready to make the commitment.

Get the details for yourself. For information, call: 1-800-223-1784 extension 497-0113

Or write: HQ AFRC/A1CSU
155 Richard Ray Blvd, Bldg. 210
Robins AFB, GA 31098

www.afrc.af.mil/About-Us/Job-Opportunities/

http://www.usajobs.gov

See what it's like to have the best of both worlds as an ART. It could be the best experience of your life.

Where You Can Work

Alabama
- **Montgomery**
  - –Maxwell AFB

Alaska
- **Anchorage**
  - –JB Elmendorf-Richardson

Arizona
- **Tucson**
  - –Davis-Monthan AFB
- **Glendale**
  - –Luke AFB

Arkansas
- **Little Rock**
  - –Little Rock AFB

California
- **Maryville**
  - –Beale AFB
- **Riverside**
  - –March ARB
- **Fairchild**
  - –Travis AFB

Colorado
- **Denver**
  - –Buckley AFB
- **Colorado Springs**
  - –Peterson AFB
  - –Schriever AFB
  - –USAF Academy

Deleware
- **Dover**
  - –Dover AFB

Florida
- **Valparaiso**
  - –Eglin AFB/Duke Field/ Hurlburt Field
- **Miami**
  - –Homestead ARB
- **Tampa**
  - –MacDill AFB
- **Cocoa Beach**
  - –Patrick AFB
- **Panama City**
  - –Tyndall AFB

Georgia
- **Atlanta**
  - –Dobbins ARB GA
- **Valdosta**
  - –Moody AFB
- **Warner Robins**
  - –Robins AFB

Guam
- **Yigo**
  - –Andersen AFB

Hawaii
- **Honolulu**
  - –JB Pearl Harbor-Hickam

Illinois
- **Belleville**
  - –Scott AFB

Indiana
- **Peru**
  - –Grissom ARB

Kansas
- **Wichita**
  - –McConnell AFB

Louisiana
- **Shrieveport**
  - –Barksdale AFB

Maryland
- **Camp Springs**
  - –JB Andrews

Massachusetts
- **Bedford**
  - –Hanscom AFB
- **Chicopee Falls**
  - –Westover ARB

Minnesota
- **Minneapolis**
  - –Minn-St Paul IAP ARS

Mississippi
- **Columbus**
  - –Columbus AFB
- **Biloxi**
  - –Keesler AFB

Missouri
- **Knob Noster**
  - –Whiteman AFB

Nebraska
- **Omaha**
  - –Offutt AFB

Nevada
- **Indian Springs**
  - –Creech AFB
- **Las Vegas**
  - –Nellis AFB

New Jersey
- **Trenton**
  - –JB McGuire-Dix-Lakehurst

New Mexico
- **Albuquerque**
  - –Holloman AFB

New York
- **Niagara Falls**
  - –Niagara Falls IAP ARS

North Carolina
- **Fayetteville**
  - –Pope AAF
- **Goldsboro**
  - –Seymour-Johnson AFB

Ohio
- **Fairborn**
  - –Wright-Patterson AFB
- **Youngstown**
  - –Youngstown-Warren ARS

Oklahoma
- **Altus**
  - –Altus AFB
- **Oklahoma City**
  - –Tinker AFB
- **Enid**
  - –Vance AFB

Oregon
- **Portland**
  - –Portland IAP

Pennsylvania
- **Pittsburgh**
  - –Pittsburgh IAP ARS

South Carolina
- **Charleston**
  - –JB Charleston
- **Sumter**
  - –Shaw AFB

Texas
- **San Antonio**
  - –Brooks AFB
  - –JBSA-Lackland
  - –JBSA Randolph
- **Abilene**
  - –Dyess AFB
- **Del Rio**
  - –Laughlin AFB
- **Fort Worth**
  - –NAS JRB Fort Worth
- **Wichita Falls**
  - –Sheppard AFB

Utah
- **Ogden**
  - –Hill AFB

Virginia
- **Hampton**
  - –JB Langley-Eustis

Washington
- **Tacoma**
  - –JB Lewis-McChord

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