



**DEFENSE LOGISTICS AGENCY
HEADQUARTERS
8725 JOHN J. KINGMAN ROAD, SUITE 2533
FORT BELVOIR, VIRGINIA 22060-6221**

DSS

**GENERAL ORDER
NO. 4-01**

MAY 2 2 2001

I. AUTHORITY: Approval of the Director, Defense Logistics Agency (DLA).

II. REFERENCE: HQ DLA General Order No. 10-00, dated September 11, 2000.

III. Pursuant to cited authority and effective April 8, 2001, changes in organizational structure to DLA Support Services, Corporate Communications Directorate (DSS-C) are as follows:

A. The mission, functions, and resources for photographic support to HQ DLA and supported activities are transferred from the Visual Presentations Division (DSS-CG) to the Visual Communications Division (DSS-CV).

B. The Enterprise Marketing Division (DSS-CM) is renamed the Corporate Promotion Division (DSS-CM).

C. The DLA News and Information Services Division (DSS-CN) is established. DSS-CN provides internal and external publication of mission and employee related news and information content utilizing best technology practices and techniques relating to life in DLA, its people, and learning opportunities. It will also communicate strategies, encourage innovation, and provide an interactive environment for employees. Resources will be realigned from existing DSS-C.

D. The DLA Freedom of Information Act, Privacy Act (FOIA) Division. The FOIA Division manages the FOIA program to provide policy, advice, and guidance to HQ and Field Activities. It processes request, appeals, and complaints. And oversees the collection and use of personal data and establishes safeguards for "For Official Use Only" data.

E. DLA History Division (DSS-CH) is established. Provides direct Agency services for all matters related to DLA history, and acts as the curator for the DLA Museum. Resources will be realigned from existing DSS-C.

IV. Administrative services and support will be provided by HQ DLA organizations as appropriate.

FOR THE DIRECTOR:


MARSHALL H. BAILEY, Ph.D.
Director
DLA Support Services