MEMORANDUM FOR ALL DLA EMPLOYEES

SUBJECT: Directive-Type Memorandum (DTM 14-011), Interim Policy Guidance for DLA Active Shooter Awareness Card, DLA Form 7005, DEC 2013

References: (a) DLA Instruction 4301, Security of DLA Installations, Activities, and Resources
(b) DLA Instruction 6308, Antiterrorism Program, Document is “For Official Use Only”
(c) DLA Active Shooter Awareness Card, DLA Form 7005, DEC 2013, See Attachment

Purpose. This DTM clarifies guidance for issuing the DLA Active Shooter Awareness Card, DLA Form 7005, DEC 2013. This DTM is effective immediately, and will be incorporated into DLAI 4301 and DLAI 6308.

Applicability. This DTM applies to all DLA employees Enterprise-wide.

Definitions. None.

Policy. It is DLA policy that DLA Form 7005, DEC 2013 is the only approved Enterprise Active Shooter Awareness Card issued.

Responsibilities. DLA Installation Support Site Directors shall ensure DLA Form 7005, DEC 2013, Active Shooter Awareness Card is distributed Enterprise-wide, throughout their area of responsibility.

Procedures. This memorandum establishes the issuance of DLA Form 7005, DEC 2013.

Information Requirements. None.

Internal Controls. DLA Installation Support Site Directors will ensure the provisions within this DTM. During Security Program compliance reviews, the dissemination of DLA Form 7005, DEC 2013 will be observed for adherence to this memorandum/policy.
Releasability. Unlimited within DLA.

POC for this DTM is Carla Mullen, DS-S, (703) 767-3031, DSN 427-3031, or email: carla.mullen@dla.mil.

DAVID RODRIGUEZ
Director
DLA Installation Support

Attachment
As stated