Date

MEMORANDUM FOR: Program Manager, Defense Enterprise Data Standards Office

SUBJECT: Appointment to the Finance Process Review Committee (PRC)

REFERENCES:

 (a) DoDD 8190.01E, “Defense Logistics Management Standards (DLMS),” January 9, 2015

 (b) DoDI 4140.01, “DoD Supply Chain Materiel Management Policy,” March 6, 2019

 (c) DoDM 4140.01, “DoD Supply Chain Materiel Management Procedures,” Volume 8, Materiel Data Management and Exchange, February 10, 2014

 (d) DLM 4000.25, “Defense Logistics Management Standards (DLMS), Volume 1, Concepts and Procedures” May 19, 2014

In accordance with References (a) through (d), the following individuals are hereby appointed to the Finance PRC to represent the <Enter Service/Agency> in all matters relevant to this PRC/WG/. This includes any Proposed DLMS Changes (PDCs), Approved DLMS Changes (ADCs), and any data calls or other tasks that may be directed from time to time by the Office of Under Secretary of Defense for Acquisition, Technology, and Logistics (OUSD AT&L); Deputy Assistant Secretary of Defense, Supply Chain Integration (DASD SCI); Director, Defense Procurement and Acquisition Policy (DPAP); or the Under Secretary of Defense Comptroller, Business Integration Office (BIO):

Primary Representative:

Name: (First MI. Last)

Official mailing address: (Mailing Address)

Email: XXXXXX@XXX.XXX

Comm: 999-999-9999; DSN: 999-9999

Alternate Representative:

Name: (First MI. Last)

Official mailing address (if different than Primary): (Mailing Address)

Email: XXXXXXX@XXX.XXX

Comm: 999-999-9999; DSN: 999-9999

All previous appointees are hereby removed for this Service/Agency.

If there are any additional questions or concerns, please email: dedso.finance@dla.mil

Upon completion of this appointment letter, please send to dedso.finance@dla.mil

XXXXX X. XXXXXX

Authorized Service/Agency Representative

cc:
PRC/WG Chair