

HQ DLA ROUTING SLIP				ACTION DUE NO LATER THAN		DLA CONTROL NUMBER	
ACTION TO	INFO TO		TITLE	ACTION TO	INFO TO		TITLE
		D	DIRECTOR, DLA			MM	DEPUTY DIRECTOR (MATERIEL MANAGEMENT)
		DD	PRINCIPAL DEPUTY DIRECTOR, DLA				
			EXECUTIVE (D)				
			EXECUTIVE (DD)			AQ	DEPUTY DIRECTOR (ACQUISITION)
			SECRETARY (D)				
			SECRETARY (DD)				
		CA	DEPUTY DIRECTOR (CORPORATE ADMINISTRATION)				
		GC	GENERAL COUNSEL				
		FO	CHIEF FINANCIAL OFFICER (COMPTROLLER)				
SUBJECT							
FOR							
	PREPARATION OF REPLY FOR SIGNATURE OF				COORDINATION		
					DATA ON WHICH TO BASE REPLY		
	DIRECT REPLY				PER CONVERSATION		
	APPROPRIATE ACTION				SEE ME		
	INFORMATION				SIGNATURE		
	COMMENTS AND/OR RECOMMENDATIONS				SEE REMARKS BELOW		
REMARKS							
FROM				EXTENSION		DATE	