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FM DA WASHINGTON DC//CFSC//
TO AIG 7406, AIG 7446
INFO RUEAHOF/CDRUSACFSC ALEXANDRIA VA//CFSC-ZA//

BT

UNCLAS

PLEASE PASS TO YOUR CHIEF OF STAFF, IG, SCHOOLS, SJA & TJAG
SUBJECT: PRIVATE ORGANIZATIONS ON ARMY INSTALLATIONS---USE OF DOD COMPONENT AND
INSTALLATION NAMES REFERENCES.

A. ASD MEMO, SUBJ. USE OF DOD COMPONENT AND INSTALLATION NAMES IN TITLES OF
PRIVATE ORGANIZATIONS, 29 MAY 2002.

B. DOD INSTRUCTION 1000.15, PRIVATE ORGANIZATIONS ON DOD INSTALLATIONS.

C. AR 210-22, PRIVATE ORGANIZATIONS ON DEPARTMENT OF THE ARMY INSTALLATIONS.

1. CERTAIN RESTRICTIONS TO PREVENT THE APPEARANCE OF OFFICIAL SANCTION OR
SUPPORT OF ORGANIZATIONS APPROVED TO FUNCTION ON DOD INSTALLATIONS ARE LIFTED.

2. EFFECTIVE IMMEDIATELY, THE FOLLOWING DOD POLICY CHANGE SUPERSEDES REF. C:

**A. "PRIVATE ORGANIZATIONS MAY INCLUDE THE NAME OR ABBREVIATION OF THE DOD
COMPONENT, ORGANIZATIONAL UNIT OR INSTALLATION IN THEIR NAME, PROVIDED THAT THEY
TAKE EFFECTIVE STEPS TO ENSURE THEIR STATUS AS A PRIVATE ORGANIZATION IS APPARENT
AND UNAMBIGUOUS. SUCH STEPS INCLUDE, AT A MINIMUM:**

**1. PRIVATE ORGANIZATIONS MAY NOT USE THE SEALS, LOGOS, OR INSIGNIA OF ANY DOD
COMPONENT ORGANIZATION, UNIT, OR INSTALLATION ON THE PRIVATE ORGANIZATION'S
LETTERHEAD, CORRESPONDENCE, OR IN ITS TITLE.**

2. ANY USE OF THE NAME OR ABBREVIATION OF A DOD COMPONENT OR INSTALLATION MAY
NOT MISLEAD MEMBERS OF THE PUBLIC TO ASSUME A PRIVATE ORGANIZATION IS AN
ORGANIZATIONAL UNIT OF THE DEPARTMENT OF DEFENSE.

3. PRIVATE ORGANIZATIONS THAT INCORPORATE NAMES OR ABBREVIATIONS OF DOD
COMPONENTS, ORGANIZATIONAL UNITS, OR INSTALLATIONS MUST RECEIVE PRIOR APPROVAL
FOR SUCH USE BY THE HEAD OF THE APPROPRIATE DOD ORGANIZATION. (FOR THE ARMY, THIS
IS THE LOCAL COMMANDER THAT HAS APPROVED THE ORGANIZATIONS' FUNCTIONING ON THE
INSTALLATION.

**4. PRIVATE ORGANIZATIONS SHALL USE A PROMINENT DISCLAIMER ON ALL PRINT AND
ELECTRONIC MEDIA CONFIRMING THAT THE PRIVATE ORGANIZATION IS NOT PART OF THE
DEPARTMENT OF DEFENSE."**

3. POC IS MARGARET MCMULLEN, DSN 761-7434, COMM. (703) 681-7434 AND E-MAIL----
MARGARET.MCMULLEN@CFSC.ARMY.MIL

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Note: See also letter HQDA (OCPA) Aug 30, 1999, on use of U.S. Army in USAWOA name.

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