

**United States Army Garrison (USAG)
Pamphlet 25–59**

**Information Management:
Records Management**

Office Symbols

**Headquarters, USAG
Fort Knox, Kentucky 40121-5123
1 July 2023**

UNCLASSIFIED

SUMMARY of CHANGE

USAG Pamphlet 25-59
Office Symbols

This administrative revision, dated 1 July 2023:

- Create office symbols for Department of Public Works; Compliance Branch, Plans & Operations Branch, Natural Resources Branch, Housing Furniture Management Office, Housing Services Office, Housing Inspection Team, Housing Budget Office, Real Property and Geospatial Information & Services.

This revision, dated 30 June 2021:

- Corrects Office Symbols for School Age Center and Physical Security.

Headquarters, USAG
Fort Knox, KY 40121-5123
1 July 2023

*USAG, Pamphlet 25-59

Information Management: Records Management

Office Symbols

CHRISTOPHER J. RICCI
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Commanding

History. This pamphlet is an administrative revision. The portions affected by this administrative revision are listed in the summary of change.

Summary. This pamphlet provides a listing of official office symbols according to AR 25-59 (Office Symbols) and IMCOM Supplement 1 to AR 25-59 for Fort Knox Garrison.

Applicability. This pamphlet applies to all organizations within the United States Army Garrison, Fort Knox.

Proponent and exception authority. The proponent of this pamphlet is the Directorate of Human Resources, Administrative Services Division (AMIM-KNH-A).

Suggested improvements. Users are invited to send suggested improvements on Department of the Army Form 2028, Recommended Changes to Publications and Blank Forms, directly to Directorate of Human Resources, Administrative Services Division (AMIM-KNH-A), Fort Knox, Kentucky 40121.

* This Pamphlet supersedes United States Army Garrison Pamphlet 25-59, 30 JUNE 2021

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1. Purpose.

This pamphlet provides a listing of official office symbols for the United States Army Garrison (USAG), Fort Knox. Office symbols contained herein will at a minimum be used in correspondence, United States Government Messenger Envelopes (shotgun envelopes) and utilized to maintain and establish an account in the Army Records Information Management System.

2. References.

- a. Army Regulation 25-59, Office Symbols, 10 April 2018.
- b. Installation Management Command (IMCOM) Supplement 1 to Army Regulation 25-59, 5 November 2020.

3. Listing of office symbols.

a. Garrison Leadership

Garrison Commander
Deputy to the Garrison Commander
Command Sergeant Major
Administrative Office
Equal Employment Opportunity
Headquarters and Headquarters Detachment
Information Management Office
Internal Review Audit and Compliance Office
Public Affairs
Religious Support (Chaplain)
Safety
Sexual Assault Response Coordinator
Staff Judge Advocate
Center for Personnel Claims Support

AMIM-KNG-ZA
AMIM-KNG-ZB
AMIM-KNG-CM
AMIM-KNG-AO
AMIM-KNG-EE
AMIM-KNG-HH
AMIM-KNG-IM
AMIM-KNG-IR
AMIM-KNG-PA
AMIM-KNG-CH
AMIM-KNG-SO
AMIM-KNG-SA
AMIM-KNG-JA
AMIM-KNG-CP

b. Directorate Resource Management

Budget
Manpower and Agreements

AMIM-KNR
AMIM-KNR-MB
AMIM-KNR-MM

c. Plans, Analysis and Integration Office

AMIM-KNA

d. Directorate of Human Resources

Army Continuing Education System (ACES)
Testing
Army Substance Abuse Program
Bio Chemical
Community Readiness & Resilience Integrator
Employee Assistance Program

AMIM-KNH
AMIM-KNH-E
AMIM-KNH-ET
AMIM-KNH-S
AMIM-KNH-SB
AMIM-KNH-SC
AMIM-KNH-SE

Prevention Coordination	AMIM-KNH-SP
Risk Reduction/Suicide Prevention	AMIM-KNH-SR
Administrative Services	AMIM-KNH-A
Official Mail and Distribution Center	AMIM-KNH-AD
Military Personnel Services	AMIM-KNH-M
Military Personnel Division	AMIM-KNH-MB
Identification Card/DEERS Branch	AMIM-KNH-MI
Personnel Automation Branch	AMIM-KNH-MP
Soldier Actions Branch	AMIM-KNH-MA
Soldier Readiness Branch	AMIM-KNH-MR
Transition Services Branch	AMIM-KNH-MT
Casualty Assistance Center	AMIM-KNH-MC
Plans, Operations and Mobilization	AMIM-KNH-MO
Transition Assistance Program (Soldier for Life)	AMIM-KNH-MS
Workforce Development	AMIM-KNH-W
 e. Directorate Family and Morale, Welfare and Recreation	 AMIM-KNW
Army Community Service (ACS)	AMIM-KNW-A
Business Programs	AMIM-KNW-B
Bowling	AMIM-KNW-BB
Golf	AMIM-KNW-BG
Patriot Commons	AMIM-KNW-BT
Recreational Lodging	AMIM-KNW-BR
Saber and Quill	AMIM-KNW-BC
Samuel Adams Brew House	AMIM-KNW-BA
Child, Youth and School Services	AMIM-KNW-C
Child Development Center	AMIM-KNW-CC
Devers Middle School Teen Program	AMIM-KNW-CY
Family Care Center	AMIM-KNW-CF
Parent and Outreach Program	AMIM-KNW-CP
School Age Center	AMIM-KNW-CS
School Liaison Officer (SLO)	AMIM-KNW-CO
Youth Sports and Fitness Complex	AMIM-KNW-CT
Non-Appropriated Fund (NAF) Support Management	AMIM-KNW-S
Automation/Information Management Office	AMIM-KNW-SI
Marketing	AMIM-KNW-SM
NAF Accounting	AMIM-KNW-SF
NAF Property	AMIM-KNW-SP
Community Recreation Division	AMIM-KNW-R
Aquatics	AMIM-KNW-RA
Auto Crafts	AMIM-KNW-RV
Camp Carlson	AMIM-KNW-RC
Equipment Checkout Center	AMIM-KNW-RE
Hansen Gallery	AMIM-KNW-RG
Information Ticketing and Registration	AMIM-KNW-RI

Barr Library	AMIM-KNW-RL
Physical Fitness Center	AMIM-KNW-RP
Recreation Delivery	AMIM-KNW-RR
Sports	AMIM-KNW-RS
f. Directorate of Plans, Training, Mobilization and Security	AMIM-KNO
Airfield	AMIM-KNO-A
Installation Protection Branch	AMIM-KNO-I
Plans and Operations	AMIM-KNO-O
Mobilization and Deployment	AMIM-KNO-OM
Security and Intelligence	AMIM-KNO-S
Training	AMIM-KNO-T
Range	AMIM-KNO-TR
TSC Branch	AMIM-KNO-TT
Visual Information	AMIM-KNO-TV
g. Directorate of Emergency Services	AMIM-KNL
Fire Protection and Prevention	AMIM-KNL-F
Physical Security	AMIM-KNL-S
Access Control and Guards	AMIM-KNL-SA
Police/Provost Marshall	AMIM-KNL-P
Police Records	AMIM-KNL-PR
h. Directorate of Public Works	AMIM-KNP
Business Operations/Integration	AMIM-KNP-B
Engineering	AMIM-KNP-G
Environmental	AMIM-KNP-E
Compliance Branch	AMIM-KNP-EC
Natural Resources Branch	AMIM-KNP-EN
Plans & Operations Branch	AMIM-KNP-EP
Recycle	AMIM-KNP-ER
Housing	AMIM-KNP-H
Housing Budget Office	AMIM-KNP-HB
Housing Furniture Management Office	AMIM-KNP-HF
Housing Inspection Team	AMIM-KNP-HI
Housing Services Office	AMIM-KNP-HS
Master Planning	AMIM-KNP-M
Geospatial Information & Services	AMIM-KNP-MG
Real Property	AMIM-KNP-MP
Operations and Maintenance	AMIM-KNP-O
Plants Branch	AMIM-KNP-OP