



DEPARTMENT OF THE ARMY  
US ARMY INSTALLATION MANAGEMENT COMMAND  
HEADQUARTERS, UNITED STATES ARMY GARRISON, REDSTONE  
4488 MARTIN ROAD  
REDSTONE ARSENAL, ALABAMA 35898-5000

REPLY TO  
ATTENTION OF

06 SEP 2018

IMRE-HR

MEMORANDUM FOR Redstone Community

SUBJECT: Designation 25-6, Designation of Installation Official Mail Manager (OMM)

1. SOURCE OF AUTHORITY: AR 25-51, Official Mail and Distribution Management, 14 January 2015, Chapter 1, Paragraph 1-4i (2), requires that the senior commanders, or their delegated garrison commander will appoint in writing an installation OMM within the garrison as installation OMM for overall program management within the installation, including Department of Defense (DOD) and Army tenant activities.
2. DESIGNEE: I hereby designate Mr. Glen D. Reese as installation OMM. This designation carries with it responsibility to centrally manage the installation official mail program and authority to sign correspondence for this function.
3. LIMITATIONS AND RESTRICTIONS: This will be effective 1 October 2018. No re-designation of this authority may be made.

  
KELSEY A. SMITH  
COL, AV  
Commanding