

MSCoE STAFFING PAPER

SGS Control Number

ACTION OFFICER

COMMAND GROUP ACTION

NAME					ORDER	NOTED	CONCUR	APPROVAL	DISAPPROVAL	SEE ME
ACTIVITY					CG					
DATE	PHONE	OFFICE SYMBOL			DCG					
TASK NUMBER	SUSPENSE				CS					
INFORMATION	APPROVAL AND SIGNATURE				CSM					
APPROVAL	APPROVAL AND INITIALS				SGS					

SUBJECT:

CHAIN OF COMMAND APPROVAL

COORDINATION

COMMANDER/DIRECTOR	INITIALS	DATE	OFFICE-RESPONSE-DATE	(CONTINUATION)

STAFFING PAPER CONTINUATION SHEET

SUBJECT:

DATE: