

Comptroller Proponency Office Announcements

Training, Education and Professional Development Opportunities



SPRING 2012



If you want one year of prosperity,
grow grain.

If you want ten years of prosperity,
grow trees.

If you want one hundred years of prosperity,
grow people.

- Ancient Chinese Proverb -



Resource Management Mentorship Program. (RMMP)	Section 1
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The Comptroller Proponency Office

**Resource Management
Mentorship Program (RMMP)
Announcement**

Suspense: September 4, 2012



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
FINANCIAL MANAGEMENT AND COMPTROLLER
109 ARMY PENTAGON
WASHINGTON DC 20310-0109
MAY 16, 2012

SAFM-PO

S: **September 4, 2012**

SUBJECT: FY 13 Resource Management Mentorship Program (RMMP) Announcement

1. The Resource Management Mentorship Program (RMMP) is an excellent opportunity to enhance technical and leadership core competencies. By partnering an experienced person (Mentor) with a less experienced person (Associate), the mentoring process promotes professional and personal growth for both by sharing knowledge and insight that have been learned over the years. The Mentor and Associate work together in a reciprocal partnership to reach specific goals and provide each other with feedback to ensure the goals are accomplished.
2. We are now taking applications for the FY 13 RMMP (October 1, 2012 – September 30, 2013). Applications are due **September 4, 2012**. Please note you can apply to be both a Mentor and an Associate. Partnership matches will be finalized and notification memorandums will be forwarded in prior to the beginning of the new fiscal year.
3. The RMMP is open to military and civilian financial management professionals Army-wide. The target audience is CP-11 careerists in grades GS-09 to SES and Branch Code 36 (Financial Management) officers and enlisted personnel. GS-05 and GS-07 careerists may also apply and their applications will be considered on a case-by-case basis.
4. Certificates will be presented to participants upon successful completion of RMMP. Successful completion is based on the participant's completion and submission of the semiannual and annual evaluation forms. To learn more about RMMP, access the ASA-FM Homepage, (www.asafm.army.mil), select 'Army Comptroller Proponency', then select 'Computer Web-based Info Tool and scroll down to 'Resource Management Mentorship Program'.
5. Please distribute this attached announcement and encourage people to participate, especially as Mentors. This announcement can be obtained from our ASA-FM Homepage at www.asafm.army.mil; then select 'Army Comptroller Proponency.'
6. If there are questions, contact the Comptroller Proponency Office, commercial (703) 695-7655 or DSN 225-7655 or FAX (703) 614-2832, DSN 224-2832.

Attachment as

Valisa Farrington-Lynch
Acting Chief, Comptroller Proponency Office

**ASSISTANT SECRETARY OF THE ARMY
(FINANCIAL MANAGEMENT AND COMPTROLLER)
COMPTROLLER PROPONENCY OFFICE**



**RESOURCE MANAGEMENT MENTORSHIP PROGRAM
FY 13 ANNOUNCEMENT
May 16, 2012**

GROW PEOPLE!

**RESOURCE MANAGEMENT MENTORSHIP PROGRAM (RMMP)
FY 13 ANNOUNCEMENT
May 16, 2012**

The Office of the Assistant Secretary of the Army (Financial Management and Comptroller), Comptroller Proponency Office, announces the FY 13 RMMP. The RMMP is a formal mentoring program with an emphasis on skill development and competency improvement. Based on career goals, interests, and needs, mentoring partners are matched with an experienced member of an organization, a Mentor, and a less experienced person, an Associate, to foster career development and growth.

The goal of the RMMP is to incorporate and improve upon three distinct, but interrelated mentoring approaches: (1) supervisory/managerial, (2) informal, and (3) formal. Managers and supervisors can use these three approaches interchangeably to assist in training, developing, and retaining a professional resource management workforce.

Certificates will be presented to participants upon successful completion of RMMP. Success is based upon the participant's completion of the program and submission of the semiannual and annual evaluation forms.

Civilian and Military Eligibility Requirements:

- Comptroller Civilian Career Program (CP-11) careerists in grades GS-09 – SES or NSPS Equivalent.
- Branch Code 36 (BC 36), Comptroller, in ranks CPT – GO; Enlisted Personnel.
- Have a personal commitment to the Department of the Army.

Application Process: The following are to be submitted:

- RMMP Application
- Current Copy of your Resume, Officer Record Brief (ORB) or Enlisted Record Brief (ERB)

Applications must be submitted through command channels. **All applications are due to HQDA, SAFM-PO, NLT September 4, 2012.** Participants will be notified in writing during September 2012.

Voluntary Information: For more information about RMMP, contact your Command/Organization Comptroller Junior Executive Council Member. If there are questions, contact the HQDA Comptroller Proponency Office, at DSN 225-7655 or (703) 695-7655 or FAX DSN 224-2832 or (703) 614-2832.

**DEPARTMENT OF THE ARMY
FY 13 RESOURCE MANAGEMENT MENTORSHIP PROGRAM (RMMP) APPLICATION**

PART I:

1. Name: _____

2. Applying as a (Circle One/or Both) Mentor Associate

3. Command/Organization, i.e., AMC, FORSCOM, TRADOC:

4. Official work mailing address:

5. Telephone numbers:
Work DSN: _____ Work Commercial: _____
Fax DSN: _____ Fax Commercial: _____

6. Email Address: _____

7. Current Grade/NSPS Equivalent/Rank and Job Series/Branch:

8. Years of Service: Civilian _____ Military _____

9. Resource Management experience: Years: _____
Series or Positions Held: _____

10. Civilians only. Last three annual performance appraisal ratings:
Rating _____ Date _____ Rating _____ Date _____ Rating _____ Date _____

11. Professional development courses/programs attended and/or applied for, i.e., ACC, ECC, DFMC, CGSC, SRMC, etc.:

12. Professional associations; community affiliations, to include your involvement, i.e., member, officer:

FY 13 RESOURCE MANAGEMENT MENTORSHIP PROGRAM (RMMP) APPLICATION CONTINUED

13. What have you done to enhance your professional development, i.e., college, and correspondence courses?

14. Highest level of education?

High School ____ Some College ____ Associate ____ Undergraduate ____ Graduate ____
Other ____

15. Have you previously participated in the RMMP? If yes, when? _____

16. Would you accept a mentoring partnership with someone in a different geographic location?
Yes ____ No ____

17. Do you prefer a civilian or military partner (Circle One)? Military Civilian

18. Do you have a preference for your Mentor or Associate? Yes ____ No ____
If yes, please identify the person's name, mailing address, telephone number, and e-mail address:

19. Supervisory acknowledgement requested but not required. "I am aware that this careerist is applying for the Resource Management Mentorship Program."

SUPERVISOR'S SIGNATURE and DATE:

20. APPLICANT'S SIGNATURE and DATE:

PART II:

1. Submit a short narrative on what you hope to achieve by participating in this program:

2. Identify your short term, 1-4 years, and long term, 5+ years, career goals:

**FY 13 RESOURCE MANAGEMENT MENTORSHIP PROGRAM (RMMP) APPLICATION
CONTINUED**

PART III:

Additional documents required: Current copy of your resume, or Officer Record Brief

Application procedure: Submit your application through your command channels.



The Comptroller Proponency Office

**Defense Comptrollership Program
(DCP)
Announcement**

Suspense: October 16, 2012



RRPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
FINANCIAL MANAGEMENT AND COMPTROLLER
109 ARMY PENTAGON
WASHINGTON DC 20310-0109
MAY 16, 2012

SAFM-PO

S: **October 16, 2012**

SUBJECT: Announcement of Defense Comptrollership Program (DCP) Class of 2014, Syracuse University (SU), and Follow-on Assignments

1. The Defense Comptrollership Program is a 14-month course of study delivered in two semesters and two summer sessions addressing Defense/Army Comptroller and Financial Management educational needs. The 60-hour graduate curriculum combines business and public administration theories. Graduates are awarded a Master of Business Administration (MBA) degree and an Executive Master of Public Administration (EMPA) degree. DCP is open to Army GS 9 thru GS 12 careerists in the Comptroller Civilian Career Program (CP 11). Applicants must have two years of government civilian or military resource management experience. Additionally, a total of three years of government service is required as of the application due date. CP 11 graduated interns must have at least one year of journey level experience as of the application due date. Employees with graduate degrees may be nominated, but it must be shown how their DCP attendance would benefit the Army.

2. This memorandum provides requirements and procedures for the nomination, selection, attendance and post-training utilization of Army civilian students in the DCP Class of 2014. It supplements guidance in AR 690-950 (Career Management) and the FY2012 Army Civilian Training, Education and Development System (ACTEDS) Catalog. Program details and application instructions are at Attachment 1, and selection criteria and forms for Army nomination packages are at Attachment 2. Syracuse University requirements for admission will be completed only by confirmation selectees. DCP starts in June 2013 and ends in August 2014. **Nominations are due October 16, 2012.**

3. Army civilian candidates will be competitively selected during 1st Qtr FY 2013 by a DA central board and placed in follow-on jobs ("operational assignments") before school starts. Candidates must take the Graduate Management Admission Test (GMAT) and receive formal test results prior to the application deadline. GMAT scores are valid for five years, and a test score of 500 or greater is required for admittance.

4. Assignments to long-term training will normally be on a TDY basis, at 100 percent of the per diem rate for Syracuse, NY. TDY begins early in May 2013 and ends the day after DCP graduation in August 2014. For more information, please call DSN 225-7655, (703) 695-7655 or e-mail usarmy.pentagon.hqda-asa-fm.mbx.proponency-mailbox@mail.mil.

Attachments as

Valisa Farrington-Lynch
Acting Chief, Comptroller Proponency Office

APPLICATION, SELECTION AND REASSIGNMENT PROCEDURES

1. **Army Application.** Submit a complete Army nomination by **October 16, 2012** to:
OASA (FM&C), SAFM-PO
109 Pentagon, Army, 3E341
Washington, DC 20310-0109

Telephone Contact: (703) 695-7655 or DSN 225-7655

The Privacy Act statement, nomination and selection criteria and forms for the Army nomination package are at Attachment 2. These forms must be submitted in **one** copy of unstapled, *single-sided* documents (reverse sides blank). Commanders and agency heads should rank candidates in priority order.

2. **Documents for Syracuse University (SU) Martin J. Whitman School of Management.** Copies of all college transcripts and GMAT scores must be submitted to the Comptroller Proponency Office. Candidates should not apply simultaneously to the Syracuse University Martin J. Whitman School of Management and Maxwell School of Citizenship and Public Affairs. Careerists selected for DCP will apply only after being formally notified of selection. For related information, contact the SU Executive Education Office, **(315) 443-2898**, or visit www.whitman.syr.edu/executive/defense .

3. **Selection.** A board of senior Army resource managers will evaluate Army nominations, interview candidates and provide a selection list to be approved by the CP 11 Functional Chief Representative. **Approved candidates will be offered the education program at Syracuse University's Martin J. Whitman School of Management and Maxwell School of Citizenship and Public Affairs with *same-grade reassignment* to a new position anywhere in the Army, in the same or a different organization/location.** Candidates must accept both the long-term training (i.e., DCP) and the new job assignment prior to admittance into the program. Candidates, supervisors and commanders have important roles in identifying, defining and recommending operational assignments in the application process, including completion of the Operational Assignment Form (Attachment 2) and letters of endorsements at all levels.

4. **Reassignment.** Army civilian DCP selectees will be reassigned by Notification of Personnel Action, SF 50, to their accepted operation assignments, with an effective report date of May 2013, **before** the Syracuse University Martin J. Whitman School of Management DCP orientation in June. Unless an operational assignment is overseas, the DCP selectee will report for in-processing at the civilian personnel advisory center (CPAC) servicing the new activity and sign a transportation agreement extending one year-beyond DCP graduation. Prior to reporting to Syracuse University, the new DCP student will sign an agreement committing to continue in DoD employment upon graduation for three times the length of the training (i.e., 42 months) and will also sign an agreement covering contingencies in the event of failure to complete DCP. All documents will be on file with the CPAC.

ATTACHMENT 1

PRIVACY ACT STATEMENT

The Privacy Act of 1974 (Public Law 93-579) requires each individual who is asked to volunteer, or is required to furnish personal information, or about whom personal information will be furnished, to be advised of the following:

Authority. Chapter 41, Title 5, United States Code.

Principal Purpose. To provide information to Department of the Army officials for use in assessing personal skills, knowledge and abilities needed to support proposed training assignments and in making selections for post-training assignments for civilian employees.

Routine Users. Information to be furnished by or about civilian employees nominated by employing activity for official assignment to the Defense Comptrollership Program will be used by Department of the Army officials to process approval of proposed assignments.

Mandatory or Voluntary Disclosure and Effect on Employee When Information is Not Provided. Disclosure by or about a civilian employee of personal information requested for nomination to the Defense Comptrollership Program such as position title, series and grade, annual salary and employment history is mandatory. Nondisclosure of information may prevent Department of the Army officials from giving employees full consideration for resources requested from Department of the Army to support proposed assignments.

ATTACHMENT 2

CRITERIA FOR NOMINATION AND SELECTION

The Whitman School of Management's MBA program consists of the following courses: Economics, Data Analysis, Management Information Systems, Financial Accounting, Marketing Management, Supply Chain/Project Management, Operations Management, Activity Based Costing/Management Accounting, Business Strategy and Human Capital Management, Government Contracting, Entrepreneurship, and Defense Comptrollership. The Maxwell School's EMPA program consists of the following courses: Managerial Leadership, Dispute Resolution of Public Managers, Policy Analysis, Public Administration & Law, an elective, and a master's project.

Two seminars in Defense Comptrollership link academic experience with students' own practical exposure to field resource management in the dynamic Defense environment. Graduates are awarded a Master of Business Administration (MBA) degree and an Executive Master of Public Administration (EMPA) degree.

University Requirements. A foundation in mathematical and accounting skills and concepts for the DCP's strong quantitative methods focus is expected and is tested upon students' arrival. Additional courses may be required. Candidates should also be conversant in the operation of personal computers and familiar with basic software application packages related to word processing, spreadsheets, graphics and Microsoft Excel. They should have as well a basic understanding of financial accounting principles.

Evaluation Factors. Evaluation criteria to be applied by the selection board include: career goals, demonstrated breadth of experience, leadership skills, potential for further advancement, and board interview results. These factors will influence ratings against the criteria:
(1) the individual's demonstrated performance; (2) the career timeliness of this training program and a reasonable expectation that the acquired knowledge and skills will be utilized upon completion of training; (3) the probability of completion of the program, based on the nominee's GMAT score (500 being the minimum score acceptable to the Syracuse University Martin J. Whitman School of Management), undergraduate grade point average and any actual experience in graduate course work; (4) Narrative from the Supervisor on Performance Potential and (5) Narrative from the applicant stating why they want to attend DCP and (6) the extent of involvement in self-development activities such as off-duty job-related education/training and participation in related professional organizations.

CIVILIAN APPLICATION PACKET INSTRUCTIONS

To be considered, a civilian DCP candidate should:

- (1) Have, at the time of application suspense of 16 October 2012:
 - (a) A "Secret" security clearance
 - (b) two years professional (GS-9 or above) Government civilian or military resource management experience
 - (c) Three years total Government service;
- (2) Be in a grade GS 9 or above when applying;
- (3) Be in a position covered by the Comptroller Civilian Career Program (CP 11)

NOTE: Contact your Career Program Manager if in any other career program (e.g., CP 13 - Supply Management; CP 14 - Contracting; CPs 16 and 18 - Engineering and Science; CP 26 - Manpower and Force Management; CP 34 - Information Technology) for application policy, procedures and funding.

NOMINATION REQUIREMENTS

Complete packages for the DCP Class of 2014 will be assembled as shown below. **Send one copy of all pages (single-sided) through the ACOM, ASCC or DRU DCSRM to OASA (FM&C) by October 16, 2012.**

A – Command Endorsements. Strong endorsements from Commands and Senior Resource Management officials (command and/or HQDA) citing recognized work accomplishments are highly desirable. Commanders should also rank-order multiple candidates. Do not submit the same or common letter of recommendation signed by multiple people. Letters of recommendation must be specific to the applicant. Multiple applicants from same command should be prioritized.

B – Application for ACTEDS Training see: http://cpol.army.mil/library/train/catalog/pkt_adt.html or the ASA (FM&) webpage at <http://asafm.army.mil/offices/PO/WebBasedTool.aspx?OfficeCode=1800>

C – Supervisor’s Statement Validation of Requirement. (accompany application). In 500 words or less, describe how the proposed Defense Comptrollership Program will contribute significantly to meeting the Army’s training requirement and accomplishing goals in the strategic plan of the Army. Further describe how this individual will be best utilized for the new skills and knowledge your employee will acquire from this training opportunity in his/her new position, and how this will benefit the Army. To access form go to http://cpol.army.mil/cgi-bin/acteds/catalog/pop_adt3.cgi

D – Nominee’s Statement of Interest (accompanying). State short and long-term career goals; express desire to attend the DCP, including how it would fit in pursuit of career goals; assess how both candidate and the Army would benefit from DCP; acknowledge AR 690-400 training agreement obligations and willingness to remain in the service of DoD for at least 42 months following DCP graduation; state willingness to abide by the Syracuse University Martin J. Whitman School of Management’s rules and regulations; describe professional and personal expectations in an operational assignment; and access ability to fill the required mobility agreement. Applicant statement form is found at http://cpol.army.mil/cgi-bin/acteds/catalog/pop_adt2.cgi

E – Operational Assignment Form (accompanying). Candidate will state preferences for work location, job series, and command level. Supervisor will identify and recommend an operational assignment in the same command or agency for the candidate. The form may also be used to describe a command assignment for another DCP candidate. See ASA (FM&C) web-based tools at <http://asafm.army.mil/offices/PO/WebBasedTool.aspx?OfficeCode=1800>

F – Functional Review Form. To access form see: http://cpol.army.mil/cgi-bin/acteds/catalog/pop_form7.cgi Note the underscore character after “pop.” Recommendation of Career Manager must be the senior resource manager in the applicant’s command/agency.

G – Supplemental Information (Includes Supervisory Rating and Endorsements) see http://cpol.army.mil/cgi-bin/acteds/catalog/pop_form8.cgi Note the underscore character after “pop.”

H – CP 11 Resume Forms, Career Employee Record (accompanying), dated and signed. Electronic version is found on the ASA (FM&C) Comptroller Proponency Web-based Info Tools under “Defense Comptrollership Program” <http://asafm.army.mil/offices/PO/WebBasedTool.aspx?OfficeCode=1800>

I – College Transcripts. Two official copies of undergraduate and graduate transcripts must be sent directly from each school to the Comptroller Proponency Office.

J – GMAT Score. Candidates must have taken the GMAT after October 2007. A test score of 500 or greater is required for admittance to Syracuse University. GMAT scores must be available at the time the DCP selection board convenes during 1st Qtr FY 2013. The board reserves the right to further consider candidates below a score of 500, as appropriate. Submit scores of GMAT taken later than June 2007 with nomination packages, and request the Educational Testing Service (ETS) to send the same scores directly to Syracuse University Martin J. Whitman School of Management, (DCP option). Otherwise, arrange with ETS to take the GMAT no later than August 2012, with results to be sent both to the candidate and to the school. **GMAT scores must be submitted with application to the Comptroller Propensity Office by October 16, 2012.** Nominees whose GMAT scores are not available when the DCP selection board convenes may not be further considered.

K. SF 181, Ethnicity and Race Identification - Available at: http://www.opm.gov/forms/pdf_fill/sf181.pdf

Defense Comptrollership Program Class of 2014 - PACKET CHECKLIST

- _____ **Command Endorsements**
- _____ **Application for ACTEDS Training**
- _____ **Supervisor’s Statement Validation of Requirement.**
- _____ **Nominee’s Statement of Interest**
- _____ **Operational Assignment Form**
- _____ **Functional Review Form**
- _____ **Supplemental Information Form**
- _____ **CP 11 Resume Forms, Career Employee Record**
- _____ **College Transcripts (Request has been submitted to all schools)**
- _____ **GMAT Score**
- _____ **SF 181, Ethnicity and Race Identification**

MAIL ALL DOCUMENTS TO:
OASA (FM&C), SAFM-PO
109 Pentagon, Army, 3E341
Washington DC 20310-0109
Contact Phone: (703) 695-7655

MILITARY APPLICATION PACKET INSTRUCTIONS

Military applications will comply with AR 621–1, Training of Military Personnel at Civilian Institutions, specifically paragraph 3–4 for the fully funded application process.

A. *Application form.* Officers may apply using DA Form 1618 (Application for Detail as Student Officer at a Civilian Educational Institution or at Training with Industry). The applicant must send the form, in duplicate, through the first field grade commander in his or her chain of command. Chain of command will endorse the application as described in paragraph c below and send it to the applicant's training agency (para 1–5c). All forms of receipt are considered binding, to include digital signatures, scanned, faxed, or copied documents. The proposed start date of school should be close to an officer's normal rotation date.

B. *Enclosures.* Applications will include the following information.

(1) Official transcripts from all institutions at which an applicant has taken college courses.

(2) For master's degree only, scores of the GRE or the GMAT, as applicable to the degree program. Test information may be obtained from the local Education Center or the Educational Testing Service, PO Box 6000, Princeton, NJ 08541–6000.

C. *Endorsement of the immediate field grade commander.* Endorsements will include a statement of the commander's opinion concerning the applicant's abilities, scholarly attitude, initiative, and aptitude, for the course of study. The commander will also describe the applicant's current duty performance. Chaplain applicants will include a recommendation from the installation chaplain.

D. *Amendments.* Amendments to or request for withdrawal of application must be sent through channels to the proper training agency (paragraph 1–5).

E. *Final approval.* Final approval of officers to attend civilian schooling, including the field of study and institution, will be made by CG, HRC (AHRC–OPL–L).

F. See Army Regulation 621-1, Training of Military Personnel at Civilian Institutions at http://www.army.mil/usapa/epubs/pdf/r621_1.pdf for complete requirements.

Active Component Officers must submit their applications by **16 October 2012** to:

US ARMY HUMAN RESOURCES COMMAND
ATTN (OPMD/FSD/OPF-F)
1600 SPEARHEAD DIVISION AVENUE DEPT 232
FORT KNOX KY 40122-5203
Telephone Contact: 502-613-6195 or DSN 983-6195

NOTE: If in a different Branch Code than BC36, send to your Career Division.

SUPERVISOR'S NOMINATION STATEMENT

State how the nominee's professional knowledge, skills and career experience will assist in being a successful participant in the Defense Comptrollership Program and also address the nominee's performance potential for future leadership roles in Resource Management.

Signature

Date

NOMINEE'S STATEMENT OF INTEREST

State, in 300 words or less on this page, (1) why you want to be a participant in the Defense Comptrollership Program, (2) the contributions you will bring to the program, and (3) what benefits to the Army you feel are likely to result from your participation. Date and sign the statement at the bottom.

Signature

Date



The Comptroller Proponency Office

**Defense Master in Business Administration
in Financial Management Program
(DMBAFMP)**

Suspense: October 16, 2012

SECTION 3



REPLY TO
ATTENTIO OF

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
FINANCIAL MANAGEMENT AND COMPTROLLER
109 ARMY PENTAGON
WASHINGTON DC 20310-0109
MAY 16, 2012

SAFM-PO

S: October 16, 2012

SUBJECT: Announcement of Defense Masters in Business Administration in Financial Management Program (DMBAFMP) Graduating Class of 2014 Request for Nominations and Applications.

1. The Defense Masters in Business Administration in Financial Management Program is an 18-month degree program of study delivered in six quarter sessions for Civilian Employees and Military Personnel at the Naval Postgraduate School Monterey, CA. The 96 credit-hour graduate curriculum combines financial management and business administration theories, principles and concepts with Defense and Army resource and financial management processes and practices. The Army funds DMBAFMP tuition for Army GS 11-13 employees registered in the Comptroller Civilian Career Program (CP 11), military resource managers CPT- MAJ (BC 36), and those in other career programs whose positions include significant resource and financial management duties. GS-9s in full-performance positions may also be considered. Employees with graduate degrees may be nominated, but they must show how their DMBAFMP attendance would benefit the Department of Defense. Military Officers with Masters of Business Administration degrees are not eligible for this program.

2. This memorandum provides requirements and procedures for the nomination, selection, and attendance of Army civilian and military students in the DMBAFMP Class of 2014. It supplements guidance in AR 690-950 (Career Management) and the FY 2012 Army Civilian Training, Education & Development System (ACTEDS) Training Catalog. Program details are at Enclosure 1. Application instructions, selection criteria and forms for Army nomination packets are at Enclosure 2. Most Naval Postgraduate School requirements for actual admission will be completed only by confirmed selectees. DMBAFMP starts in January 2013 and ends in July 2014. Nominations are due October 16, 2012.

3. Army civilian and military candidates will be competitively selected during 1st Qtr FY 2013 by a Department of the Army central board. Candidates must take the Graduate Management Admission Test (GMAT) and receive formal test results prior to the application deadline. GMAT scores are valid for five years, and a 500 minimum score is required for admittance.

4. Civilians on long-term training will be on a TDY basis to Monterey, CA funded by CP 11 ACTEDS. TDY begins late December 2012 and ends the day after DMBAFMP graduation in July 2014. The civilian participants remain on their current organization's rolls and funding for salaries and benefits are assumed by the parent organization. Military will be on PCS orders to Monterey, CA. For more information, please call, DSN 225-7655, (703) 695-7655 or e-mail proponency@hqda.army.mil.

Valisa Farrington-Lynch
Acting Chief, Comptroller Proponency Office

Encls as

**OFFICE, ASSISTANT SECRETARY OF THE ARMY
(FINANCIAL MANAGEMENT AND COMPTROLLER)
COMPTROLLER PROPONENCY OFFICE**



**DEFENSE MASTERS IN BUSINESS ADMINISTRATION IN FINANCIAL
MANAGEMENT PROGRAM (DMBAFMP)
CLASS OF 2014 ANNOUNCEMENT
MAY 16, 2012**

GROW PEOPLE!

Please Send Comments To:
Assistant Secretary of the Army (Financial Management and Comptroller)
ATTN: SAFM-PO, 109 Army Pentagon, Washington, DC 20310-0109
DSN 225-7655 Com 703-695-7655 E-mail: Proponency@hqda.army.mil

**Naval Postgraduate School
Graduate School of Business and Public Policy**

The Graduate School of Business & Public Policy is responsible for academic programs designed to educate officers and DoD civilian employees in a variety of functional management specialties. About 250 resident students are enrolled in various Master's degree programs at any point in time. The Graduate School of Business and Public Policy has the distinction of being one of only a few institutions in the world to have its graduate management programs accredited by both the Association to Advance Collegiate Schools of Business (AACSB), the premier accrediting association for schools of business, and the National Association of Schools of Public Affairs and Administration (NASPAA), the premier accrediting association for schools of public administration.

Mission and Goals

- To improve the managerial capabilities and leadership qualities of US and international officers and government civilians through graduate education, research, and professional service.
- To develop students' abilities to analyze, think critically, and take intelligent action so they can more effectively carry out their professional responsibilities, and lead their organizations in complex, and sometimes life-threatening, environments.
- To conduct research that supports military decision making, problem solving, and policy setting, improves administrative processes and organizational effectiveness, contributes knowledge to academic disciplines, and advances the mission of graduate education.
- To provide professional expertise that supports the development of the Naval Postgraduate School, the Departments of Navy and Defense, and other branches of government, as well as our professional and academic organizations.

Overview

The Master of Business Administration (MBA) is a defense-focused MBA program designed to provide officers and DoD civilians an advanced education in interdisciplinary approaches to problem solving and policy analysis by applying quantitative, financial, economic, information technology, and other state-of-the-art management techniques and concepts to military management and policy issues. Graduates of the MBA program will know the latest management theories and practices, including leadership, communication, organization design, and planning, and how to apply them within large public and private sector organizations, as well as military sub-units and activities.

The MBA degree program has been designed to meet four objectives:

- To provide a defense-focused graduate management education program of specific relevance to U.S. military officers and DoD civilians.
- To satisfy educational requirements for military subspecialties.
- To meet the Association to Advance Collegiate Schools of Business International (AACSB) and the National Association of Schools of Public Affairs and Administration (NASPAA) accreditation requirements.
- To allow officers to complete JPME requirements, if desired.

Enclosure 1

To satisfy these objectives, the MBA program consists of four parts:

- Business Core (37 credit hours)
- Mission-Related Core (16 credit hours)
- Curricular Concentration (24+ credit hours)
- Master's Application Project or Thesis

Financial Management - Curriculum 837

Brief Overview

The objective of the Financial Management Curriculum is to prepare officers and civilians for business, financial, and analysis positions within the DoD. Financial Managers assist the DoD's decision-making processes at all levels by providing accurate, timely and relevant information and analysis. They are concerned with the optimal allocation of human, physical and financial resources to achieve the DoD's goals and objectives while assuring efficient and effective expenditure of public funds. Graduates of the Financial Management Curriculum will be prepared for assignment to positions in strategic planning, business analysis, financial analysis, budgeting, accounting, business and financial management, and internal control systems and auditing.

Graduate courses cover topics such as financial reporting standards, cost standards, cost analysis, budgeting and financial management, internal control, auditing, management planning and control systems, strategic resource management, quantitative techniques used in planning and control, system acquisition and program management, and the Planning Programming, Budgeting Execution (PPBE) used within the Department of Defense.

CRITERIA FOR NOMINATION AND SELECTION

DMBAFMP seeks to develop competencies in Economics, Accounting, Finance, Management Information Systems, Human Resources, Marketing, Operational Management, Ethics, Data Analysis, Business Strategy, Dispute Resolution, Public Entrepreneurship and Budgeting, and Administrative and Business Law. DMBAFMP classes address U.S. national defense policy, contracting and activity-based costing. Seminars in Financial Management and Management Accounting link academic experience with practical exposure to field resource and financial management in the dynamic Defense environment. Students graduate with Master of Business Administration degree.

To be considered, a DMBAFMP candidate should:

- (1) By October 16, 2012: (a) a "Secret" security clearance, (b) three years professional (GS-9 and above) Government civilian or military resource management experience, and (c) Five years total Government service;
- (2) Be in grade GS 11-13 or CPT-MAJ when applying; and
- (3) Be in a position covered by (a) the Comptroller Civilian/Military Career field (CP 11 or BC 36)

NOTE: any other career program will process applications through their Career Program Manager or military branch.

University Requirements for Entry. A foundation in mathematical skills and concepts is required for the DMBAFMP's strong quantitative methods focus. A baccalaureate degree with above-average grades is required. Completion of at least two semesters of college algebra or trigonometry is considered to be the minimum mathematical preparation. Officers from the U.S. Services and DoD employees may start the program with widely varied academic backgrounds. Each student's prior academic work and related military and civilian experiences are evaluated for courses previously completed and applicable to the student's concentration area for possible validation examination to satisfy some required core courses. Candidates should also be conversant in the operation of personal computers and familiar with basic software application packages related to word processing, spreadsheets, graphics and Microsoft Excel.

Evaluation Factors. Evaluation criteria to be applied by the selection board include: career goals, demonstrated breadth of experience, leadership skills, potential for further advancement, and board interview results. These factors will influence ratings against the criteria: (1) the individual's demonstrated performance in a variety of resource management positions; (2) the timeliness of this education program and a reasonable expectation that the acquired knowledge and skills will be utilized upon completion of education; (3) the probability of completion of the program, based on the nominee's GMAT score (500 being the minimum score) acceptable to the Naval Postgraduate School Graduate School of Business and Public Policy, undergraduate grade point average and any actual experience in graduate course work; and (4) the extent of involvement in self-development activities such as off-duty job-related education/training and participation in related professional organizations.

Enclosure 2

CIVILIAN APPLICATION PACKET INSTRUCTIONS

Complete packages for the DMBAFMP Class of 2014 will be assembled as shown below. Send one copy of all pages (single-sided) through the ACOM, ASCC or DRU to OASA (FM&C) by October 16, 2012. (address listed below).

A - Command Endorsements. Strong endorsements from Commands and senior Resource Management officials (command and/or HQDA) that cite recognized work accomplishments are highly desirable. Commanders should also rank-order multiple candidates.

B - Application for ACTEDS Training:

See URL: http://cpol.army.mil/cgi-bin/acteds/catalog/pop_form3.cgi

C - Nominee's Statement of Interest (accompanying).

See URL: http://cpol.army.mil/cgi-in/acteds/catalog/pop_form1.cgi State short- and long-term career goals; express desire to attend the DMBAFMP, including how it would fit in pursuit of career goals; assess how both candidate and the Army would benefit from DMBAFMP; acknowledge AR 690-400 training agreement obligations and willingness to remain in the service of DoD for at least 42 months following DMBAFMP graduation; state willingness to abide by the Naval Postgraduate School Graduate School of Business and Public Policy's rules and regulations; describe professional and personal expectations in an operational assignment; and assess ability to fill the required mobility agreement.

D – Functional Review Form. To access form type in the following URL link, http://cpol.army.mil/cgi-bin/acteds/catalog/pop_form7.cgi note the underline character after “pop.”

E – Supplemental Information (includes Supervisory Rating and Endorsements) http://cpol.army.mil/cgi-bin/acteds/catalog/pop_form8.cgi note the underline character after “pop.”

F - CP 11 Resume Form, Career Employee Record (accompanying), dated and signed. The electronic CP11 Resume Form can be found at the ASA(FM&C) Proponency Office webpage at <http://asafm.army.mil/offices/LinksDocuments.aspx?OfficeCode=1800> under Defense Comptrollership Program (DCP) Resume Form Part 1 and Part 2 and it is also attached to this announcement electronically posted on the Internet webpage and AKO Proponency webpage.

G - College Transcripts. Two official copies must be sent directly from each school to the Admissions Office, Naval Postgraduate School (concurrently with one to the Army), and each showing undergraduate or graduate work.

H - GMAT Score. Candidates must have taken the GMAT after June 2007. A 500 score is required for admittance to Naval Postgraduate School. GMAT scores must be available at the time the DMBAFMP selection board convenes during 1st Qtr FY 2013. The board reserves the right to further consider candidates below a score of 500, as appropriate. Submit scores of GMAT taken later than June 2007 with nomination packages, and request the Educational Testing Service (ETS) to send the same scores directly to Admission Office, Naval Postgraduate School (school code 4831). Otherwise, arrange with ETS to take the GMAT no later than TBD, with results to be sent both to the candidate and to NPS - school code 4831. GMAT scores are due to the Naval Postgraduate School and to HQDA, mailing addresses above, by October 16, 2012. Nominees whose GMAT scores are not available when the DMBAFMP selection board convenes may not be further considered.

I. SF 181, Ethnicity and Race Identification - Available at:
http://www.opm.gov/forms/pdf_fill/sf181.pdf

DMBAFMP Class of 2014 - PACKET CHECKLIST

_____ **Command Endorsements**

_____ **Application for ACTEDS Training**

_____ **Nominee's Statement of Interest**

_____ **Functional Review Form**

_____ **Supplemental Information Form including Supervisor's Statement Validation of Requirement.**

_____ **CP 11 Resume Forms, Career Employee Record**

_____ **College Transcripts (Request has been submitted to all schools)**

_____ **GMAT Score**

_____ **SF 181, Ethnicity and Race Identification**

MILITARY APPLICATION PACKET INSTRUCTIONS

Military applications will comply with AR 621-1, Training of Military Personnel at Civilian Institutions, specifically paragraph 3-4 for the fully funded application process.

A. *Application form.* Officers may apply using DA Form 1618 (Application for Detail as Student Officer at a Civilian Educational Institution or at Training with Industry). The applicant must send the form, in duplicate, through the first field grade commander in his or her chain of command. Chain of command will endorse the application as described in paragraph c below and send it to the applicant's training agency (para 1-5c). All forms of receipt are considered binding, to include digital signatures, scanned, faxed, or copied documents. The proposed start date of school should be close to an officer's normal rotation date.

B. *Enclosures.* Applications will include the following information.

(1) Official transcripts from all institutions at which an applicant has taken college courses.

(2) For master's degree only, scores of the GRE or the GMAT, as applicable to the degree program. Test information may be obtained from the local Education Center or the Educational Testing Service, PO Box 6000, Princeton, NJ 08541-6000.

(3) Letter of acceptance (para g below).

C. *Endorsement of the immediate field grade commander.* Endorsements will include a statement of the commander's opinion concerning the applicant's abilities, scholarly attitude, initiative, and aptitude, for the course of study. The commander will also describe the applicant's current duty performance. Chaplain applicants will include a recommendation from the installation chaplain.

D. *Amendments.* Amendments to or request for withdrawal of application must be sent through channels to the proper training agency (para 1-5).

E. *Final approval.* Final approval of officers to attend civilian schooling, including the field of study and institution, will be made by CG, HRC (AHRC–OPL–L).

F. See Army Regulation 621-1 at http://www.army.mil/usapa/epubs/pdf/r621_1.pdf for complete requirements.

APPLICATION SUBMISSIONS

A. Civilians must submit their complete applications thru command channels by **October 16, 2012** to:

OASA (FM&C), SAFM-PO
109 Army Pentagon
Washington, DC 20310-0109

Telephone Contact: (703) 695-7655 or DSN 225-7655

B. Active Component Officers must submit their applications by **October 16, 2012** to:

US ARMY HUMAN RESOURCES COMMAND
ATTN (OPMD/FSD/OPF-F)
1600 SPEARHEAD DIVISION AVENUE DEPT 232
FORT KNOX KY 40122-5203

Telephone Contact: 502-613-6195 or DSN 983-6195

NOTE: The Privacy Act statement below and the forms for the Army nomination packet must be submitted in one copy on unstapled, single-sided documents (reverse sides blank). Commanders and agency heads should rank candidates in priority order.

SELECTION PROCEDURES

A. Civilians: A board of senior Army resource managers will evaluate Army nominations, interview candidates and propose a selection list for approval by the CP 11 Functional Chief Representative. Approved candidates will be offered graduate education at Naval Postgraduate School Graduate School of Business and Public Policy. The CPAC will issue orders assigning the selectee to long-term training (LTT) and out-process the selectee for the Naval Postgraduate School Graduate School of Business and Public Policy. During out-processing, the new DMBAFMP student will sign an agreement committing to continue in DoD employment upon graduation for three times the length of the education (i.e., 42 months) and will also sign an agreement covering contingencies in the event of failure to complete DMBAFMP.

B. Active Duty Officers: HRC career managers and Leader Development Division will screen and approve officers' nominations before their nomination packages are forwarded to the CP 11 Functional Chief Representative for final approval for the Naval Postgraduate School – Graduate School of Business and Public Policy. Upon HRC approval, the Leader Development Division will forward approved military packages to OASA (FM&C), SAFM-PO.

Careerists selected for DMBAFMP will apply to the Admissions Office, Naval Postgraduate School after being formally notified of selection for this opportunity. For related information, visit the Naval Postgraduate School Graduate School of Business and Public Policy web site at www.nps.edu.



The Comptroller Proponency Office

**Master of Managerial Logistics
(MML)
Announcement**

Suspense: October 16, 2012



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
FINANCIAL MANAGEMENT AND COMPTROLLER
109 ARMY PENTAGON
WASHINGTON DC 20310-0109

REPLY TO
ATTENTION OF

MAY 16, 2012

SAFM-PO

S: October 16, 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Announcement of the Masters of Managerial Logistics Program Class of 2014

1. The memorandum announces the Masters of Managerial Logistics (MML) degree program at North Dakota State University (NDSU) and solicits nominations for the class to commence August 2013 and end August 2014. The MML is open to applicants from all career fields and career programs with a target audience of DA Civilians, GS 11-13 and Military Officers, Captain to Major. Each career field and career program will have their own approval process. The MML is centrally funded for CP 11 careerists and selection will be made by a CP11 competitive selection board. CP 11 prospective applicants will be notified of their application status and application packets will be forwarded to NDSU by the Comptroller Proponency Office. Applications are due October 16, 2012.

2. The 36-credit hour MML is a professional degree program targeted specifically at career military officers and Department of the Army civilians. The degree is tailored to the DoD's strategic goals of joint officer development and logistics transformation. Because of its interdisciplinary and specialized nature, the MML degree will offer a unique curriculum with emphasis on joint military logistics and transportation.

a. MML program details, objectives and themes, courses, and core competencies are at enclosure 1. Application and selection procedures are at enclosure 2. Criteria for nomination and selection are at enclosure 3, and Army nomination packet requirements are at enclosure 4.

b. The applicant must meet one of two basic requirements: (1) must take or have taken the Graduate Management Admission Test (GMAT) with a score of 500 prior to the application deadline or (2) possess an undergraduate degree with a GPA of 3.0 or higher. GMAT scores are valid for 5 years.

3. Information about NDSU can be found at <http://www.ndsu.edu>. For additional information concerning the application process, please contact the Comptroller Proponency Office, (703) 695-7655, DSN 225-7655, email Proponency@hqda.army.mil.

4. Your support and partnership in this vital joint professional development opportunity is welcome.

Valisa Farrington-Lynch
Acting Chief, Comptroller Proponency Office

4 Encls as

PROGRAM OBJECTIVES AND THEMES, COURSES, AND CORE COMPETENCIES

The prime objective of this program is to provide career military officers and Department of Defense civilians with comprehensive integrated knowledge of logistics and transportation. This program will meet the high standards and academic rigor of traditional graduate programs and tailors the National Logistics Curriculum, which is key to the success of the DoD's logistical transformation strategy.

PROGRAM FOCUS AREA:

Joint Logistical Effectiveness

Joint logistical effectiveness is the highest priority to achieve battlefield success. Effectiveness depends upon focused logistics, which is "the ability to provide the joint force the right personnel, equipment, and supplies in the right place, at the right time, and in the right quantity" through total asset visibility that effectively links operators and logisticians across services and support agencies. Focused logistics fuses information, logistics, and transportation technologies to provide rapid responses to situations and events, track and control assets while they are enroute, and deliver tailored logistics packages. In a joint service environment secure communication among multiple parties is crucial. These requirements are complicated in a joint service environment, where secure communications among multiple parties are crucial.

Joint Logistical Efficiency

In operational and reconstruction activities, time and the capacity of the supply system are often limited. The more efficiently labor and material are used, the greater the amount of material that can be procured and distributed. At times, large military operations can tax the supply chain system to such an extent that bottlenecks and shortages may occur with disastrous effects on battlefield performance. Joint logistical efficiency is also necessary to keep prices as low as possible while maximizing logistical effectiveness.

Contract Management and Operational Control

Contract management and operational control are fundamental to ensuring that success is achieved at the best possible price without putting soldiers, sailors, airmen, marines and civilians at unnecessary risk. The large amount of material moved by third-party providers must be managed to ensure the military makes maximum use of existing logistical and engineering capacity at the lowest possible cost. With contractual control over the third-party providers, military personnel must have the knowledge, techniques, and information necessary to allow operational and pricing transparencies that leads to effective and efficient delivery at reasonable prices.

Supply-Chain Security

Requirements for logistical security are extensive. Supply chain security must extend from a unit's home base in the United States to battlefields around the world as enemies seek to slow or halt an operation before personnel and material can reach the battlefield. In this environment, secure logistics is a prerequisite for effective logistics. Moreover, rapid logistical responses to crises are necessary, as is logistical support for homeland security.

ENCLOSURE 1

Joint Total Asset Visibility

In the future, Joint Total Asset Visibility (JTAV) will provide users with timely and accurate information on the location, movement, status, and identification of units, equipment, and supplies. The capability of JTAV to improve decision-making and performance depends upon the accuracy and timeliness of the information. Currently, radio frequency identification (RFID) is being used to support JTAV by providing timely material usage and location data. It is important to understand the potential uses and limitations of RFID tags and sensors in attaining military goals and securing supply chains.

Change Management

The United States Military is undergoing a transformation that encompasses all areas of logistics and operations management. In a very large organization, the management of change can be very complex. In military logistics, it is important to make changes in a planned, managed, or systematic way, so as to effectively implement new concepts and systems in a turbulent hazardous environment. Both internal and external changes must be managed, including responses to changes in the political and social environment, as well as relationships with key partners and suppliers.

Linking Logistics to Operations

A fundamental theme of the Master of Managerial Logistics program is joint logistical effectiveness to enhance operations. Improved links between operations and logistics will result in precise time-definite delivery of assets to battlefields and substantially improved operational effectiveness and efficiency. The linking of logistics will provide joint forces with improved capabilities to sustain and adjust on-going maneuvers and operations. The joint forces of the future will not need to store large quantities of supplies at forward locations because of the speed and precision of focused logistics, supported by real-time information and tracking systems. Commanders will be able to see materiel and supplies in motion, as well as the inventories available at storage locations.

CORE COMPETENCES

The uniqueness of the NDSU Master of Managerial Logistics program is reflected in its core competencies, which are a direct derivative of the National Logistics Curriculum. The core competencies define a framework for expected outcomes and curricula. The core competencies are:

- Supply chain management in the military and private sector
- Extending advanced supply chain planning across the enterprise
- Global supply chain management and the design of international logistics systems
- Change management in a turbulent global environment
- Enterprise resource planning within a global military context
- Remote sensing and adaptive logistics planning
- Joint total asset management, logistics, and security through innovative technologies such as RFID, remote sensing, and asset tracking
- Transportation analysis and planning for logistics
- Contract management and control of logistics
- Crisis analysis and rapid logistical response
- Logistics support for homeland security

MML COURSES

The MML is an interdisciplinary program. All candidates are expected to take the same courses in proper sequence. The expected sequence of courses is shown in Table 1. Course descriptions are available by clicking course numbers below.

Table 1. Expected Sequence of Courses in MML Degree Program

<u>No.</u>	<u>Course Title</u>	<u>Semester</u>
<u>TL711</u>	Logistics Systems	Fall
<u>TL715</u>	Enterprise Resource Planning	Spring
<u>TL719</u>	Crisis Analysis and Homeland Security	Fall
<u>TL721</u>	International Logistics Management	Fall
<u>TL723</u>	Advanced Supply Chain Planning	Spring
<u>TL725</u>	Technology Advances and Logistics	Spring
<u>TL727</u>	Organizational Change Management	Fall
<u>TL729</u>	Adaptive Planning in Logistics Systems	Spring
<u>TL735</u>	Acquisition Contracts: Law/Management	Spring
<u>TL731</u>	Logistics Research Methods	Summer
<u>TL733</u>	Military Case Studies in Logistics	Summer
<u>TL735</u>	Acquisition Contracts: Law/Management	Summer
<u>TL790</u>	Transportation Graduate Seminar	Fall

TL711: Logistics Systems (4) Covers foundation material on topics critical to establishing effective supply chains. Topics include inventory theory, forecasting, aggregate planning, quality management and project management. Material is presented with appropriate military applications.

TL715: Enterprise Resource Planning (3) Covers material essential to the successful implementation of an ERP, addressing enterprise-wide functionality as well as required tactical functions such as project management and project planning, and provides an overview of implementation alternatives.

TL719: Crisis Analysis and Homeland Security (3) Provides an integrated approach to crisis response and management within the contexts of military logistics and homeland security. Focus is on problems of natural, technological, civil hazards, and disasters. The role of technology is emphasized and the National Incident Management System is utilized.

TL721: International Logistics Management (4) Offers a coherent perspective on contemporary global logistics from raw materials through production to the customer. Addresses the roles of governments and intermediaries, international sourcing, and the application of local trade laws.

TL723: Advanced Supply Chain Planning (3) Continues to develop the concepts introduced in TL713. Flexible supply chains are considered. By understanding both current capabilities and evolving needs of the enterprise, the appropriate modifications to the supply chain can be identified.

TL725: Technology Advances and Logistics (3) Addresses the new technologies that help shape advanced logistics and the advantages that such technologies have brought to the end users, suppliers, and a broad spectrum of related industries. Develop the understanding of requirements for effective integration of system and components for automated systems in support of logistics through the use of radio frequency identification (RFID) and other data capture technologies.

TL727: Organizational Change Management (3) An overview of change management as the process of making either incremental improvements or radical changes to an organization's operations for the purpose of enhancing both organizational and individual effectiveness. A systems perspective and leadership implications are stressed.

TL729: Adaptive Planning in Logistics (3) Presents a systems view of organizations with a focus on how remote sensing technology enables sense and respond logistics. Military applications are emphasized at both the strategic and operational levels. Organizational structure, strategic alliances, quality, and programmed decision making will be addressed at the strategic level, while supply chain dynamics, inventory management, and the value of information transparency will be addressed at the operational level.

TL731: Logistics Research Methods (3) Covers key research concepts including: principles of scientific research; experimental, quasi-experimental, and observational studies; and continuous-dependent variable, discrete-choice, and network models. The focus is on applications and problem-solving in logistics and transportation.

TL733: Military Case Studies in Logistics (3) This course will consist of case analysis based on events from previous military operations. Focus on actual logistics cases along with solutions and how individual/organizational decisions relate to the ultimate outcome. Analyzing the processes, which, reduces or eliminates the supply chain's susceptibility to success or failure? Topics from courses within the military logistics curriculum are integrated into the cases and will provide a vehicle for the students to assimilate material from previous courses.

TL 735 Acquisition Contracts: Law/Management. (3) This course is designed to provide an overview of contracting procedures and regulations, to include developing and initiating proposals and properly identifying short and long term contract requirements. This course will provide the student the skills to fully utilize critical funding resources in a competitive environment.

TL790: Transportation Graduate Seminar (1) This course brings in industry leaders and local business owners to discuss transportation and logistics issues, concerns, and solutions. Also seminars address policy, funding sources, and technology.

APPLICATION, SELECTION, AND REASSIGNMENT PROCEDURES

1. **Army Application:** Submit a complete application by **October 16, 2012** to:

Department of Army
Office of the Assistant Secretary of the Army
(Financial Management and Comptroller)
ATTN: SAFM-PO
109 Army Pentagon, RM 3E341
Washington, DC 20310-0109

Submitted application should consist of an original and one copy. Application should be unstapled with single-sided documents. The Privacy Act Statement, nomination selection criteria and the nomination requirements are at Enclosure 2 thru 4. Commanders and agency heads should rank candidates in priority order in a separate memorandum.

2. Upon notification by the selection board transcripts and GMAT scores will be sent to NDSU by this office.
3. A selection board will evaluate Army nominations and propose a selection list for approval. Candidates selected by the board will be offered opportunity to obtain a Master of Managerial Logistics at North Dakota State University.
4. Army civilians who are selected will serve in a Temporary Duty Status with an effective report date of July 2013, based on the date necessary to meet North Dakota State University orientation requirements. MML students will sign a continuing service agreement, committing to continue Army /DoD employment upon graduation for three-times the length of the training event (36 months), and will also sign an agreement covering contingencies in the event of failure to successfully complete the MML degree program. The participants remain on their current organization's rolls and funding for salaries and benefits are assumed by the parent organization.

ENCLOSURE 2

PRIVACY ACT STATEMENT

The Privacy Act of 1974 (Public Law 93-579) requires each individual who is asked to volunteer, or is required to furnish personal information, or about whom personal information will be furnished, to be advised of the following:

Authority. Chapter 41, Title 5, United States Code

Principal Purpose. To provided information to Department of the Army officials for use in assessing personal skills, knowledge and abilities needed to support proposed training assignments and in making selections for post-training assignments.

Routine Uses. Information to be furnished by or about civilian employees nominated by employing activity for official assignment to Army-sponsored long-term-training, such as the Masters in Managerial Logistics (MML) degree program, will be used by Department of the Army officials to process approval of proposed assignments.

Mandatory or Voluntary Disclosure and Effect on Employee when Information is Not Provided. Disclosure by or about a civilian employee of personal information requested for nomination to the Army-sponsored Masters in Managerial Logistics (MML) degree program, such as position title, series and grade, annual salary and employment history is mandatory. Nondisclosure of information may prevent Department of the Army officials from giving employees full consideration for resources requested from Department of the Army to support proposed assignments.

CRITERIA FOR NOMINATION AND SELECTION

To receive consideration to participate in the Department of the Army-sponsored Masters in Managerial Logistics (MML) degree program, a candidate should:

- 1) Obtain a "secret" security clearance prior to the start of the class
- 2) By 16 OCT 2012, have three-years of professional government civilian or military experience at GS-09 level
- 3) Be in a grade of GS 9-13 or hold rank of Captain/Major
- 4) Be in a career field/program that includes significant logistics/military logistics duties.

North Dakota State University Requirements: Applicants must have earned a cumulative grade-point average of 3.0 or greater in their undergraduate studies, meet all graduate school requirements for admission, and have the proper preparation to undertake graduate training NDSU. The minimum qualifications include courses in calculus, a course in statistics, and aptitude for quantitative analysis.

Evaluation Factors: The selection board will evaluate the following criteria: career goals, demonstrated breadth of experience, leadership skills, potential for further advancement, and board interview results. In addition, these factors will influence ratings against the criteria:

- 1) The individual's demonstrated performance in a variety of related positions;
- 2) The timeliness of this training and a reasonable expectation that the acquired competencies will be utilized upon completion of training;
- 3) The probability of completion of training
- 4) The extent of involvement in self-development activities such as off-duty job-related education/training and participation in related professional organizations.

NOMINATION REQUIREMENTS

Complete packets for the Masters in Managerial Logistics (MML) Class of 2014 will be assembled as shown below. Send an original and one copy of all pages (single-sided) through the nominee's ACOM to the OASA (FM&C) Comptroller Proponency Office by October 16, 2012.

Tab A. Command Endorsement (s): Two letters of endorsement by Command and senior financial management official (Command and/or HQDA) that cite recognized work accomplishments that are highly desirable. Commanders should rank-order multiple candidates.

Tab B – Application for ACTEDS Training.

http://cpol.army.mil/library/train/catalog/pkt_adt.html or the ASA(FM&) webpage at <http://asafm.army.mil/offices/PO/WebBasedTool.aspx?OfficeCode=1800>

Tab C. Nominee's Statement of Interest: State short and long-term career goals; express desire to attend the NDSU MML degree program and describe how it will fit in with the pursuit of career goals; assess how both the individual candidate and the Department of Army will benefit from the nominee's attendance at MML; acknowledge AR 690-400 training agreement obligations and willingness to remain in the service of the Department of Defense for at least 36 months following graduation; state willingness to abide by the North Dakota State University's rules and regulations; and describe professional and personal expectations after the completion of the program. Form is found at http://cpol.army.mil/cgi-bin/actedscatalog/pop_adt2.cgi

Tab D. Resume: Cut and paste your resume from RESUMIX into MS Word and print. **DO NOT INCLUDE SUPPLEMENTAL DATA.** CP 11 careerist must use the CP 11 Resume electronic version is found on the ASA (FM&C) Comptroller Proponency Web-based Info Tools <http://asafm.army.mil/offices/PO/WebBasedTool.aspx?OfficeCode=1800>

Tab E. College Transcripts: A copy of the applicant's transcript will accompany the nomination package. Send only one, your most recent undergrad or graduate. Do not send both. Once a nominee is notified of selection to the MML program, transcript will be forwarded directly to NDSU.

Tab F. GMAT Score: A GMAT score is required for consideration into the MML program. GMAT scores must be available to the selection board by the time the board convenes. GMAT scores are valid for 5-years therefore; the GMAT must have been taken later than October 2007. Applicant's, whose GMAT scores are not available when the selection board convenes, will not be considered. NOTE: Military service members, Active, Reserve, and National Guard, looking to take the GMAT may be eligible for reimbursement of their \$200 test fee. To receive the reimbursement the service member must:

- Have a current Armed Forces of the United States identification card
- Not have received a prior GMAT reimbursement from DANTES
- are applying to or enrolled in a graduate school requiring the GMAT or be fulfilling a legitimate service requirement

To receive the reimbursement you must file within 90 days after the test was scheduled. You will be required to have the Army Education Center or Installation Defense Activity for Non-traditional Education Support (DANTES) Test Control Officer (TCO) complete and sign the reimbursement form and attach your official scores with it. Contact your local Army Education Center for further information.

Tab G. SF 181, Ethnicity and Race Identification available at:

http://www.opm.gov/forms/pdf_fill/sf181.pdf

MAIL ALL DOCUMENTS TO:

Department of Army
Office of the Assistant Secretary of the Army
(Financial Management and Comptroller)
ATTN: SAFM-PO
109 Army Pentagon, RM 3E341
Washington, DC 20310-0109

MILITARY APPLICATION PACKET INSTRUCTIONS

Military applications will comply with AR 621–1, Training of Military Personnel at Civilian Institutions, specifically paragraph 3–4 for the fully funded application process.

A. *Application form.* Officers may apply using DA Form 1618 (Application for Detail as Student Officer at a Civilian Educational Institution or at Training with Industry). The applicant must send the form, in duplicate, through the first field grade commander in his or her chain of command. Chain of command will endorse the application as described in paragraph c below and send it to the applicant’s training agency (para 1–5c). All forms of receipt are considered binding, to include digital signatures, scanned, faxed, or copied documents. The proposed start date of school should be close to an officer’s normal rotation date.

B. *Enclosures.* Applications will include the following information.

- (1) Official transcripts from all institutions at which an applicant has taken college courses.
- (2) For master’s degree only, scores of the GRE or the GMAT, as applicable to the degree program. Test information may be obtained from the local Education Center or the Educational Testing Service, PO Box 6000, Princeton, NJ 08541–6000.
- (3) Letter of acceptance (para g below).

C. *Endorsement of the immediate field grade commander.* Endorsements will include a statement of the commander’s opinion concerning the applicant’s abilities, scholarly attitude, initiative, and aptitude, for the course of study. The commander will also describe the applicant’s current duty performance. Chaplain applicants will include a recommendation from the installation chaplain.

D. *Amendments.* Amendments to or request for withdrawal of application must be sent through channels to the proper training agency (AR 621-1, para 1–5).

E. *Final approval.* Final approval of officers to attend civilian schooling, including the field of study and institution, will be made by CG, HRC (AHRC–OPL–L).

F. See Army Regulation 621-1 at http://www.army.mil/usapa/epubs/pdf/r621_1.pdf for complete requirements.

Active Component Officers must submit their applications by **October 16, 2012** to:

US ARMY HUMAN RESOURCES COMMAND
ATTN (OPMD/FSD/OPF-F)
1600 SPEARHEAD DIVISION AVENUE DEPT 232
FORT KNOX KY 40122-5203
Telephone Contact: 502-613-6195 or DSN 983-6195

Addresses and websites for the application process

Army CP 11 applicants submit application packet to the following address by October 16, 2012

Department of Army
Office of the Assistant Secretary of the Army
(Financial Management and Comptroller)
ATTN: SAFM-PO
109 Army Pentagon, RM 3E341
Washington, DC 20310-0109

<http://www.asafm.army.mil/>

Comptroller Proponency Office

<http://cpol.army.mil/library/train/catalog/> (**ONLINE FORMS**)

Training Catalog 2012 – Army Civilian Training Education and Development System

MML Checklist http://cpol.army.mil/library/train/catalog/pkt_mml.html

Active Army Officers submit applications to your branch at Human Resource Command:

US ARMY HUMAN RESOURCES COMMAND
ATTN (OPMD/FSD/OPF-F)
1600 SPEARHEAD DIVISION AVENUE DEPT 232
FORT KNOX KY 40122-5203

Force Sustainment Division (FSD) supports the following officers:

Logistics Transportation (88) Ordnance (91) Quartermaster (92) Logistician (90)

Soldier Support: Adjutant General (42) Finance (36)

Acquisition: Acquisition (51)

- If interested or have questions contact your Branch Career Manager at US Army Human Resources Command at: <https://www.hrc.army.mil/site/protect/branches/officer/index.htm>

Advanced Civilian Schooling (ACS) information:

<https://www.hrc.army.mil/site/protect/branches/officer/LeaderDev/CivSchool/index.htm>

Other Components – contact your military or civilian Human Resources Office

Upper Great Plains Transportation Institute, North Dakota State University (NDSU) webpage is <http://www.ugpti.org/mml/> OR <http://www.ndsu.edu/transportation/mml/>

NDSU MML point of contact is Jody Bohn, Academic Program Coordinator, (701) 231-7938
jody.bohn@ndsu.edu



The Comptroller Proponency Office

Training with Industry (TWI) Announcement

Suspense: October 16, 2012



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
FINANCIAL MANAGEMENT AND COMPTROLLER
109 ARMY PENTAGON
WASHINGTON DC 20310-0109
MAY 16, 2012

SAFM-PO

CLOSING DATE: October 16, 2012

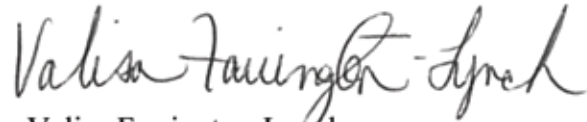
MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Announcement for Training With Industry (TWI) Program in the Comptroller Civilian Career Program (CP 11)

1. Once again, we are happy to announce the opening of two (2) CP 11 assignments available for careerists in the grades GS12 through GS14 who are seeking further professional growth in a TWI assignment. The Army's continued partnership with four corporations offers participants assignments to, and rotations through, positions within a private sector corporation. This is a unique opportunity for participants to benchmark Army performance against industry standards and identify areas needing improvement and to be immersed within the industry to understand the internal workings of the industry partners.
2. Participants of the program are exposed to the industry partner's broad financial management operations; they are not interns nor are they observers. They actively participate and contribute while learning through hands-on experiences. This program benefits the assigned participant, the government and industry by expanding the participant's exposure to the private sector's decision-making processes, financial management operations, and strategic objectives, while also exposing industry to practices of how the government's financial management operates; it is an enriching learning experience for all.
3. The TWI Program is a 12-month developmental assignment and although start dates are negotiable, the assignments will begin in July 2013. The participants remain on their current organization's rolls and funding for salaries and benefits are assumed by the parent organization. Modified per diem and travel to and from the industry partner's location are centrally funded. Specific program details and list of industry partners and locations are attached.
4. Request your continued support of the TWI Program and ask that you ensure the broadest distribution of the announcement.
5. Application procedures are in accordance with the guidelines contained in the catalog of Civilian Training, Education and Professional Development Opportunities and can be found by logging on at <http://www.cpol.army.mil>. The actual application can be found at http://cpol.army.mil/cgi-bin/acteds/catalog/see_form3.cgi.

SUBJECT: Announcement for Training With Industry (TWI) Program in the Comptroller Civilian Career Program (CP 11)

6. For more information, please call the Comptroller Proponency Office, DSN 225-7655, and (703) 695-7655 or email: usarmy.pentagon.hqda-asa-fm.mbx.proponency-mailbox@mail.mil.

A handwritten signature in black ink that reads "Valisa Farrington-Lynch". The signature is written in a cursive, flowing style.

Valisa Farrington-Lynch
Acting Chief, Comptroller Proponency Office

Attachment as

DISTRIBUTION:

Principal Officials of Headquarters, Department of the Army

ARMY COMMANDS (ACOMs)

U.S. Army Forces Command (FORSCOM)
U.S. Army Training and Doctrine Command (TRADOC)
U.S. Army Materiel Command (AMC)

ARMY SERVICE COMPONENT COMMANDS (ASCCs)

U.S. Army Europe (USAREUR)
U.S. Army Central (USARCENT)
U.S. Army North (USARNORTH)
U.S. Army South (USARSOC)
U.S. Army Pacific (USARPAC)
U.S. Army Special Operations Command (USASOC)
Military Surface Deployment and Distribution Command (SDDC)
U.S. Army Space and Missile Defense Command / U.S. Army Forces Strategic
Command (SMDC/ARSTRAT)
Eighth U.S. Army (EUSA)

DIRECT REPORTING UNITS (DRUs):

U.S. Army Network Command (NETCOM)
U.S. Army Medical Command (MEDCOM)
U.S. Army Intelligence and Security Command (INSCOM)
U.S. Army Criminal Investigation Command (USACIDC)
U.S. Army Corps of Engineers (USACE)
U.S. Army Military District of Washington (MDW)
U.S. Army Test and Evaluation Command (ATEC)
U.S. Army Military Academy (USMA)
U.S. Army Reserve Command (USARC)
U.S. Army Acquisition Support Center (USAASC)
U.S. Army Installation Management Command (IMCOM)

CP 11 Executive Council Members

CJEC Members

**OFFICE, ASSISTANT SECRETARY OF THE ARMY
(FINANCIAL MANAGEMENT AND COMPTROLLER)
COMPTROLLER PROPONENCY OFFICE**



**TRAINING WITH INDUSTRY
FY13 ANNOUNCEMENT**

MAY 16, 2012

GROW PEOPLE!

Please Send Comments To:

Assistant Secretary of the Army (Financial Management and Comptroller)

ATTN: SAFM-PO, 109 Army Pentagon, Washington, DC 20310-0109

DSN 225-7655 Com 703-695-7655 E-mail: usarmy.pentagon.hqda-asa-fm.mbx.propoenncy-mailbox@mail.mil

ELIGIBILITY REQUIREMENTS: This announcement is open to Department of the Army (DA) careerists at GS12, GS13 and GS14 grade levels, who have career status and are serving in permanent competitive appointments, without time limitation and have a minimum of three years of consecutive DA service under one or more permanent appointments. CP 11 careerists selected for these training assignments are expected to continue in DA or other Department of Defense (DoD) service for a period equal to three times the length of the training assignment. Following the tenure at the TWI assignment, participants will return to their previous assignments within the Department of the Army.

LENGTH OF PROGRAM: 12 months

TIME PERIOD: July 2013 – July 2014 (start dates are negotiable)

NUMBER OF SPACES: Two (2) CP 11 TWI Positions

LOCATION OF ASSIGNMENTS: Assignments in a variety of locations in the Mid-Atlantic region: Gaithersburg, MD; Erie, PA; Libertyville, IL; and St. Louis, MO.

BACKGROUND: The Comptroller Civilian Career Program (CP 11) Comptroller Proponency Office is negotiating terms of the CP 11 TWI Program with Boeing Integrated Defense Systems; General Electric Transportation Systems; Global eXchange Services; and Motorola Incorporated (hereafter referred to as the “industry partners”).

CP 11 personnel are temporarily assigned to serve as Financial Management Analysts in one of the listed industry partners for 12 months. The CP 11 TWI Program will provide participants the opportunity to gain private sector business insights that can be incorporated into Army business practices. The program will also provide the industry partners with seasoned professionals who could apply their diverse experiences and perspectives to client engagements.

Over the course of the 12-month program, Army TWI Financial Management Analysts are assigned to work on client engagements as associates under the direct supervision of engagement managers and/or project supervisors at one of the industry partners. While the industry partners should endeavor to schedule the TWI selectee(s) on a variety of assignments in multiple lines of business, actual assignments will depend upon the availability, nature, timing, and required skill sets of engagements at the time and are at the sole discretion of the industry partners. However, in no circumstance is the TWI selectee(s) assigned to Department of the Army engagements.

The specific terms of the program are subject to the agreement between the industry partners and the Army.

OBJECTIVES: The CP 11 Training with Industry Program is a work experience program intended to provide extensive exposure to managerial techniques and industrial procedures within corporate America to competitively selected Department of the Army CP 11 careerists.

The main objective is to provide private industry companies the knowledge and experience of how the government does business and how it operates. Both the differences and the similarities between public and private sector financial management are addressed. The process is a two-way experience for the industry and the government: the industry learns about the best practices from the Army and vice-versa.

GOALS: The goals of the program are for Army CP 11 personnel to gain more experience with standard business practices, procedures and analyses performed in the private sector. Specifically, the goals include understanding of:

- The resource allocation decision making process;
- How company management controls costs, leverages resources, and analyzes risk;
- How company strategic objectives are linked to their definitions of core competencies;
- The resource decisions involved as the company moves from concept to research and development to delivery;
- The determination process for the distribution of funds/resources to company businesses.

ASSIGNMENT DUTIES: TWI Financial Management Analysts are responsible for performing client engagement, project work and financial analyses. Typically, this work will include one or more of the following: client data review and analysis, external data research and analysis, deliverable/report development, and internal status reporting. The duration of client projects could vary from a few weeks to several months. The amount of travel required for the project depends on the client location and the scope of the project.

TWI Financial Management Analysts must be flexible and bring a professional reputation to the organization; must develop and follow up on the goals established for the program; and must achieve goals and objectives established.

PROPOSED ONE-YEAR PROGRAM STRUCTURE: The program spans a 12-month timeframe of 4 quarters. The work typically includes one or more of the following: client data review and analysis, external data research and analysis, deliverable/report development, and internal status reporting.

1st Quarter: The industry partner provides the Financial Management Analyst a formal company orientation. Key events include:

- Orientation to the industry partners' products and services
- Training on client-service delivery and engagement processes and procedures
- Participation on client engagements

During this Quarter, a Mentor and Managing Partner provides direction and assistance to the TWI Financial Management Analyst. At the end of the quarter, the Mentor reviews the Financial Management Analyst's progress and offers constructive advice on performance.

2nd Quarter: Project work performance of the first quarter continues, and the Financial Management Analyst may assist on other projects. At the end of the second quarter, the TWI Managing Partner formally reviews the progress, and meets with Department of the Army officials to appraise the program from a mid-year perspective. Key characteristics for the quarter are:

- Participation on client engagements
- Formal appraisal of program
- Mid-year review with DA and TWI Managing Partner

3rd Quarter: The key event for this quarter is continued participation on client engagements.

4th Quarter: The Financial Management Analyst continues on project work. At the end of the fourth quarter, the whole TWI program is formally reviewed and the overall effectiveness of the program is evaluated. The Mentor and the Financial Management Analyst have the ability to comment on the program's success. Key events include:

- Continued client delivery and mastery of products and skill-sets
- Year-end review with all participants in the TWI project
- Mentor appraisal of program success
- DA and TWI Managing Partner discussion of program effectiveness

AUTHORIZED EXPENSES: Attendance at TWI involving government or non-government facilities generally is a temporary duty assignment. In connection with a training assignment, an employee may be authorized one of the following:

Reimbursement of cost of common carrier transportation for travel to and from the training location in accordance with the JTR, Para C2401. And either:

1. Per Diem that is based on authorized expenses of the established rate at the training location site (while in training). Local travel is not authorized.

OR

2. Transportation for dependents and household goods to and from training site. Such moves do not include per diem for dependents (only the employee's per diem is authorized) to the training site; house hunting trips; temporary quarters' substance expenses; non-temporary storage; real estate/unexpired lease expenses; or miscellaneous expenses are not authorized. Reimbursement for travel is not authorized.

ADDITIONAL INFORMATION: Careerists selected from outside their duty location receive per diem and travel to and from the duty location to their home organization.

The TWI Financial Management Analysts continue to receive pay and benefits from the Department of Army. The TWI program recognizes the industry partners' holiday schedule.

The TWI Financial Management Analysts are assigned Mentors who monitor, train, and manage the day-to-day work of the TWI Financial Management Analysts. The Program Coordinator is responsible for handling the administrative processes and documentation of the program and the TWI Financial Management Analysts. The Mentor helps the TWI Financial Management Analyst complete the goals of the project. The Mentor also completes an evaluation of the process. The Mentor trains the TWI Financial Management Analyst on policies and procedures, acts as a resource to him/her, provides oversight for day-to-day utilization and project engagement, reviews job training and administrative issues.

EVALUATION AND SELECTION PROCEDURES: Careerists nominated under this announcement are evaluated competitively based on information provided pertaining to experience (including outside activities), education, training and/or awards, and motivation for seeking the assignment. Consideration is given to applicants' abilities to (a) analyze, (b)

innovate and synthesize, (c) communicate orally and (d) communicate in writing. Careerists must ensure that accomplishment statements for these abilities are addressed in detail. Performance appraisals are considered at time of selection.

WHAT TO FILE: On-line and hard copy documents for CP 11 careerists can be found at http://cpol.army.mil/library/train/acteds/CP_11/

Address queries to (703) 695-7655, DSN 225-7655,
usarmy.pentagon.hqda-asa-fm.mbx.proponency-mailbox@mail.mil
or

Comptroller Proponency Office, (SAFM-PO),
109 Army Pentagon, Rm. 3E341
Washington, DC 20310-0109.

HOW AND WHEN TO APPLY: Submit completed application, CP 11 resume and ACTEDS catalog forms through career program managers and command channels to arrive at the Comptroller Proponency Office by **October 16, 2012.**

EQUAL EMPLOYMENT OPPORTUNITY: All eligible applicants receive consideration for this training program without regard to race, religion, color, national origin, sex, age, handicapping conditions, political affiliation, gender identity or any other non-merit factor.



The Comptroller Proponency Office

**Resource Management (RM) Awards
Announcement**

Suspense: October 23, 2012



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY
FINANCIAL MANAGEMENT AND COMPTROLLER
109 ARMY PENTAGON
WASHINGTON DC 20310-0109
MAY 16, 2012

SAFM-PO

S: October 23, 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Fiscal Year (FY) 2012 Resource Management Awards Program

1. Request you recognize our resource management community's best performers by submitting their outstanding accomplishments for an FY 2012 Resource Management Award, covering the period October 1, 2011 through September 30, 2012. Attached with this memo is this year's guidance and administrative instructions for submitting nominations. Forward all FY 2012 nominations through command channels to reach the Comptroller Proponency Office no later than October 23, 2012.
2. Please distribute this information to all managers, supervisors, military and civilian personnel working in our resource management community. This program provides an excellent opportunity to acknowledge the outstanding contributions of individuals, teams and organizations whose accomplishments continue to enhance the professional management and stewardship of the Army's resources.
3. The FY 2012 awards will be presented to the winners during a formal ceremony at Army Day 2013 in late May of next year.
4. If you have any questions, please feel free to contact the Comptroller Proponency Office at (703) 695-7655, DSN 225-7655 or email: usarmy.pentagon.hqda-asa-fm.mbx.proponency-mailbox@mail.mil.

A handwritten signature in black ink, reading "Valisa Farrington-Lynch".

Valisa Farrington-Lynch
Acting Chief, Comptroller Proponency Office

Attachment as

SUBJECT: Fiscal Year (FY) 2012 Resource Management Awards Program

DISTRIBUTION:

Principal Officials of Headquarters, Department of the Army

ARMY COMMANDS (ACOMs)

- U.S. Army Forces Command (FORSCOM)
- U.S. Army Training and Doctrine Command (TRADOC)
- U.S. Army Materiel Command (AMC)

ARMY SERVICE COMPONENT COMMANDS (ASCCs)

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- U.S. Army Central (USARCENT)
- U.S. Army North (USARNORTH)
- U.S. Army South (USARSOC)
- U.S. Army Pacific (USARPAC)
- U.S. Army Special Operations Command (USASOC)
- Military Surface Deployment and Distribution Command (SDDC)
- U.S. Army Space and Missile Defense Command / U.S. Army Forces Strategic Command (SMDC/ARSTRAT)
- Eighth U.S. Army (EUSA)

DIRECT REPORTING UNITS (DRUs):

- U.S. Army Network Command (NETCOM)
- U.S. Army Medical Command (MEDCOM)
- U.S. Army Intelligence and Security Command (INSCOM)
- U.S. Army Criminal Investigation Command (USACIDC)
- U.S. Army Corps of Engineers (USACE)
- U.S. Army Military District of Washington (MDW)
- U.S. Army Test and Evaluation Command (ATEC)
- U.S. Army Military Academy (USMA)
- U.S. Army Reserve Command (USARC)
- U.S. Army Acquisition Support Center (USAASC)
- U.S. Army Installation Management Command (IMCOM)

CP 11 Executive Council Members
CJEC Members

**OFFICE, ASSISTANT SECRETARY OF THE ARMY
(FINANCIAL MANAGEMENT AND COMPTROLLER)
COMPTROLLER PROPONENCY OFFICE**



**RESOURCE MANAGEMENT AWARDS PROGRAM
FY 12 ANNOUNCEMENT**

MAY 16, 2012

GROW PEOPLE!

Please Send Comments To:

Assistant Secretary of the Army (Financial Management and Comptroller)

ATTN: SAFM-PO, 109 Army Pentagon, Washington, DC 20310-0109

DSN 225-7655 Com 703-695-7655

E-mail: usarmy.pentagon.hqda-asa-fm.mbx.proponency-mailbox@mail.mil

1. Purpose and Scope. The Office, Assistant Secretary of the Army (Financial Management and Comptroller) (OASA (FM&C)) Resource Management Awards Program recognizes and encourages outstanding performance of individuals, teams, and organizations at all command levels. It complements installation, major command, and field agency recognition programs by focusing attention on the most deserving and commendable individuals, teams, and organizations that make significant contributions to the improvement of resource management. All military or civilian employees of the Army are eligible for nomination.

2. Award Categories.

a. **Capstone Individual Awards** recognize the “best-of-the-best” from among the winners recommended from all the award categories. Award nominations are not separately submitted for the following Capstone Individual Awards:

(1) ASA (FM&C) Civilian Award recognizes a civilian Army employee serving in a leadership capacity who the Assistant Secretary personally cites for outstanding contributions to the field of resource management.

(2) ASA (FM&C) Military Award recognizes a military member serving in a leadership capacity who the Assistant Secretary personally cites for outstanding contributions to the field of resource management.

(3) Functional Chief Representative (FCR) Special Award recognizes a civilian Army employee serving in a leadership capacity who the FCR personally cites for outstanding contributions to the Comptroller Civilian Career Program (CP 11).

b. **Civilian Individual Awards** recognize outstanding Army civilian employees that make significant contributions to the field of resource management in the categories listed below. The two award levels are: 1- ACOM, ASCC, DRU Headquarters, and 2- Below ACOM, ASCC, DRU Headquarters:

(1) Accounting and Finance
Planning/working within the accounting/finance operation and initiating and adapting programs to best serve managements’ requirements and the customers’ needs. Formulating, establishing, reviewing, and revising accounting policies and procedures to enhance business operations. Providing financial statements/accounting reports in a timely and efficient manner. Recommending better ways to do business within accounting and finance. Assisting the organization to achieve a clean audit report.

(2) Analysis and Evaluation
Application of statistical techniques to contemporary programs, analysis policy, strategic guidance, Army programs, special studies, and cost effectiveness analysis. Improvement to existing methodologies used to compute statistical data or provide assessments of the impact of changes in policies and procedures that lends to sound management decisions.

(3) Auditing

Providing management a competent and independent appraisal of the results of financial operations and other such matters. Performing audits that result in monetary or intangible benefits for the Army and for the Department of Defense. Initiates and maintains liaison with external auditing agencies to work as a team to develop improved audit procedures and customer relations.

(4) Budgeting

Formulation, justification, execution and hands-on preparation of the organization's budget and/or budget related supervisory responsibilities. Innovative leadership creating a positive change within the organization's financial environment.

(5) Cost Analysis

Awarded for using cost analysis to improve mission effectiveness through wiser use of limited resources. Providing viable recommendations to streamline or improve cost estimating techniques. Provides management with accurate statistical data and analysis on costs for existing and planned programs. Identifies trends that will require management changes in order to be effective.

(6) Cost Saving Initiatives

Recognizes achievements associated with the implementation or improvement of processes. Awarded for initiatives that produce cost savings for the organization.

(7) Comptroller/Deputy Comptroller (DRM/DCSRM/ACSRM)

Primary staff member responsible for obtaining, administratively controlling, and accounting for funds needed to secure required resources. Coordinating efficient and effective utilization of organization resources and identifying innovative ways to improve fiscal management and financial processes.

(8) Education, Training, and Career Development

Ability to develop, promote, and execute a realistic and effective program in the development and advancement of the profession of military comptrollership. Educating, training, and mentoring personnel in the financial management career field.

(9) Resource Management

Awards outstanding performance in planning, programming, budgeting, accounting or execution of financial programs. (i.e. Gains efficiencies in financial processes, improvements in internal control procedures, identifiable decreases in costs...) Successfully defends and executes the budget to accomplish the organization's mission.

(10) Resource Management in an Acquisition Environment (RMAE)

Awards financial managers who work in the acquisition environment that effectively improve the processes or systems within their organizations. Improving the communication and establishing direct relationships between the contracting and financial fields. Fostering understanding of contracting requirements saving time and reducing costs with financial contracting processes.

c. **Military Individual Awards** recognize outstanding Army military members that make significant contributions to the field of resource management in the categories listed below. The two award levels are: 1- ACOM, ASCC, DRU Headquarters, and 2- Below ACOM, ASCC, DRU Headquarters:

(Same categories and definitions as above civilian awards)

- (1) Accounting and Finance
- (2) Analysis and Evaluation
- (3) Auditing
- (4) Budgeting
- (5) Cost Analysis
- (6) Cost Saving Initiatives: recognizes achievements associated with the implementation or improvement of processes.
- (7) Comptroller/Deputy Comptroller (DRM/DCSRM/ACSRM)
- (8) Education, Training, and Career Development
- (9) Resource Management
- (10) Resource Management in an Acquisition Environment (RMAE)

d. **Examples of appropriate efforts for Civilian and Military Individual Awards include:**

- (a) Reducing problem disbursements,
- (b) Reducing aged accounts receivable and payable,
- (c) Improving the quality and timeliness of report content,
- (d) Prompt recording of commitments and obligations,
- (e) Reducing paperwork,
- (f) Improving funds control,
- (g) Consolidating organizations under tight deadlines,
- (h) Training to enhance performance,
- (i) Interfacing with other areas to ensure more efficient processes,
- (j) Improving accounting policies and procedures,
- (k) Improving budget formulation and execution, and
- (l) Reducing repair cycle time.

e. **Organization, Team, Intern, Educator, and Author Awards** recognize outstanding Army organizations, teams, interns, educators and authors as follows:

(1) Outstanding Resource Management Organization Award recognizes an organizational element (office, division, or directorate) of not more than 20 members to include the team leader, that has made the most significant contribution to Army resource management. The two award levels are:

- 1- ACOM, ASCC, DRU Headquarters
- 2- Below ACOM, ASCC, DRU Headquarters

This award is limited to one organization, not multiple organizations. If an organization award nomination includes more than one organization, the nomination will be disqualified.

-ORGANIZATIONS CANNOT HAVE MORE THAN TWENTY MEMBERS-

(2) Outstanding Resource Management Team Award recognizes a specified working group of Army individuals (ad-hoc committee, audit team, special study group, etc.) for significant contributions to Army resource management. The two award levels are: 1- ACOM, ASCC, DRU Headquarters, and 2- Below ACOM, ASCC, DRU Headquarters. **A team is defined as a group of at least four, but not exceeding 20, individuals in an existing organization or brought together temporarily to perform a specific task. If a team exceeds 20 members, the nomination will be disqualified.**

(3) Outstanding Intern Award recognizes an outstanding individual who has been in the Career Program 11 Intern Program for a minimum of six months during the fiscal year, and who has contributed significantly to the Comptroller Civilian Career Program. The two award levels are:

- 1- ACOM, ASCC, DRU Headquarters
- 2- Below ACOM, ASCC, DRU Headquarters.

(4) Resource Management Educator of the Year Award separately recognizes, at any level, both the single most outstanding Army civilian and military instructors in the educating and/or training of resource management personnel.

(5) Resource Management Author of the Year Award separately recognizes, at any level, both the Army civilian and military author of an article or manuscript published in a periodical judged as outstanding in its:

- (a) Broad applicability to resource management disciplines,
- (b) Treatment of contemporary and timely issues, and,
- (c) Readability, informative substance and style.

-The article or manuscript must be included in this award nomination-

3. Award Criteria. Nominations will be evaluated on leadership, cost reductions (in dollars and/or human resources), improvements in the timeliness and accuracy of information, enhanced customer service, streamlined policies and procedures, and

standardized policies, procedures and systems. Organizations and teams demonstrating highest efficiency and effectiveness in group mission/function accomplishment (up to twenty members) will be selected for awards. **No one will be permitted to be a repeat winner in the same category within a three year time period.**

4. Nomination Procedures.

- a. Any Army civilian employee or military service member regardless of their organization or command level may submit no more than two nominations through command channels.
- b. Nominators cannot submit more than one nomination per category.
- c. In addition, nominators cannot submit one individual for more than one category.
- d. An organization or team award nomination must be submitted by the group's manager, supervisor or leader.
- e. Nominations will be submitted on the Resource Management Awards Program Nomination Forms. The Nomination Form consists of two pages (Data and Justification) for Individual and Team Award Nominations and consists of three pages (Data, Supplemental Data and Justification) for Organization Award Nominations. "Author of the Year" Nominations must have the authored article(s) attached along with information on where it (they) was (were) published.
- f. Period covered for all nominations is Fiscal Year 2012, October 1, 2011 – September 30, 2012. Suspense date for submission of nominations is **October 23, 2012.**
- g. Signed nominations are to be sent through command channels to the following address:

Office, Assistant Secretary of the Army
(Financial Management and Comptroller)
ATTN: SAFM-PO
109 Army Pentagon, Room 3E341
Washington, DC 20310-0109

- h. E-mail nominations are sent to: usarmy.pentagon.hqda-asa-fm.mbx.propopency-mailbox@mail.mil

5. Selection and Announcement Procedures. Subject Matter Expert (SME) Panels will be convened at HQDA during November-December to evaluate individual, team and organization nominations using the award criteria, and will recommend winners in a specific category applying special focus on criteria requirements. A Capstone Award Panel composed of the SME Panel chairs and/or other duly designated members will meet in December to review the SME Panels' recommendations and to identify from

among these recommended winners proposed recipients of the Capstone Awards, ASA (FM&C) Civilian Award, ASA (FM&C) Military Award and FCR Special Award. The ASA (FM&C) will receive and review the list of all proposed awardees. The ASA (FM&C) will decide and announce the winners in January 2012, by a written message to commanders and agency senior resource managers.

6. Presentation of Awards. The announced winners will be recognized at Army Day 2012 by the Assistant Secretary of the Army (Financial Management & Comptroller) (ASA (FM&C)), and their accomplishments will be described in a quarterly *Resource Management* publication.

7. Award Description.

a. For each Individual and Capstone Award, the award recipient will receive a plaque engraved with awardee's name and award category. Additionally, each individual will receive a certificate signed by the ASA (FM&C). Plaque and accompanied certificate will be presented to each recipient at Army Day. If awardee is unable to attend Army Day, the plaque and certificate will be mailed to recipient's Commander/ACOM/Agency DCSR for presentation.

b. For each team and organization award, the group will receive one plaque engraved with the group's name and award category. Additionally, each member of the team and organization will receive a certificate signed by the ASA (FM&C). Each group plaque and accompanied certificates will be presented to the recipient at Army Day. If awardees are unable to attend Army Day, the plaque and certificate will be mailed to recipient's Commander/ACOM/Agency DCSR for presentation.

8. Questions. Address questions to the Comptroller Proponency Office, DSN 225-7655 or commercial (703) 695-7655, or email to usarmy.pentagon.hqda-asa-fm.mbx.proponency-mailbox@mail.mil.

9. Nominators are encouraged to send nominations to other award programs such as the Association of Government Accountants (AGA), website:

<http://www.agacgfm.org/membership/awards/> or the American Society of Military Comptrollers (ASMC), website:

<http://www.asmconline.org/national/nationalawards.shtml> which is now an online submission, and you can search the internet for other award program opportunities.

NOMINATION FORM PREPARATION GUIDANCE

1. Award Category Section:

- a. The “**Individual**” category consists of only one person.
- b. The “**Team**” category consists of at least four personnel but not more than 20 (to include the Team Leader). **In addition, a team is defined as a group of at least four, but not exceeding 20, individuals in an existing organization or brought together temporarily to perform a specific task.**
- c. The “**Organization**” category is an award for one organization, not multiple organizations.
- d. Please use the appropriate form for each category.
- e. Use Times New Roman font, no less than font size 10 for all nominations.
- f. Ensure that the rank/grade/structure is completed on all nomination forms.

2. Nominee Data Section:

- a. **Command Level:** Place an “**X**” on the line preceding either “ACOM, ASCC, DRU Headquarters” or “Below ACOM, ASCC, DRU Headquarters” which accurately represents the command level of the nominee whether for an individual, team or organization. **Identify the Command on the form.**
- b. **Name:** For individual nominations, provide the rank/grade, first name, middle initial, and last name of the nominee in that sequence. For team and organization nominations, provide the name of the team or organization. Also provide team members’ names (rank/grade, first name, middle initial, last name) in the spaces provided. For organizations, please provide member names and rank/grade on the Supplemental Data Form provided. **It is very important that all names are spelled correctly and the way that the award winner would like to see it on his/her plaque---please double check for accuracy.**
- c. **Position Title:** For individual nominations, enter the position title of the nominee. For team and organization nominations, this is not necessary.
- d. **Office Address:** For all categories (i.e., individual, team and organization), provide the official mailing address of the nominee’s office to include an office symbol or attention line, a building or number and street name, city, state and zip code. For all overseas addresses, provide the APO information.

e. **Telephone:** For individual nominations, provide the work telephone number of the nominee to include the Defense Switch Network (DSN)/Federal Telecommunications System (FTS) number, area code and commercial number. For team or organization nominations, provide the same information for the senior member of the team or organization.

f. **Facsimile:** For individual nominations, provide the nominee's facsimile number to include the DSN/FTS number, area code and commercial number. For team or organization nominations, provide the same information for the senior member of the team or organization.

3. Nominator Data Section:

a. **Name:** Provide the rank/grade, first name, middle initial, and last name of the nominator in that sequence. Additionally, the nominator signs his/her name on the line above the word "*signature*" and enters the date that the nomination was signed.

b. **Office Address:** Enter the official mailing address of the nominator's office to include an office symbol or attention line, a building or number and street name, a city, state and zip code.

c. **Telephone:** Provide the work telephone number of the nominator to include the DSN/FTS number, area code and commercial number.

d. **Facsimile:** Provide the nominator's facsimile number to include the DSN/FTS number, area code and commercial number.

4. Justification Section: (Recommended format)

a. **Name:** For individual nominations, provide the rank/grade, first name, middle initial and last name of the nominee in that sequence. For team and organization nominations, provide the name of the team or organization.

b. **Tasking/Responsibilities:** Briefly state what the tasking was. Explain who directed the tasking or mission and what the expectations or outcomes were.

c. **Accomplishment:** Describe clearly and concisely the accomplishments achieved. Comprehensively convey how the task was accomplished. Show, in specific detail, how the nominee clearly exceeded performance objectives, standards or expectations and how the nominee clearly went beyond the scope and magnitude of assigned duties and responsibilities. Reference to existing formal recognition such as awards, citations, evaluation reports and/or accolades should be provided. Particularly for team and organization nominations, focus on the overall efficiency and effectiveness which contributed directly to the groups' exceeding expectations in the accomplishment of assigned mission and functions. Group results achieved should be expressed in terms of significance of impact on the installation, command, resource management community, HQDA, or the entire Army.

d. **Significance:** Express the results, impact and/or significance of completing the tasking. Results are expressed best in ways such as savings in funds, manpower, or time. Results can also be expressed as increases in productivity, as beneficial long-range implications and as having utility or advantage when applied to other resource management activities, agencies, and organizations. Quantitative data and well-defined projections add substance and force to narrative descriptions, and should be used whenever possible. **Avoid using acronyms, abbreviations, and specialized jargon.**

e. The spacing for the justification subparagraphs B, C, and D may vary according to how the nomination can best be justified. The total space used must not exceed on 8-1/2" x 11" typewritten page with margins of one inch on the sides and type font Times New Roman no smaller than 10 points, 12 characters to the inch.

f. **Justification must be limited to the space provided.** Do not attach supporting documentation or additional justification. It will not be considered during the evaluation process. **Exception:** Author of the Year Nominations **must** have the authored article(s) attached along with information on where it (they) was (were) published.

5. Supplemental Data Form for Organization Nominations (**if required**):

a. Purpose: The supplemental form is used to show additional information not provided on the nomination forms. It is used to show an organization or installation commander's (if not the nominating official) address and/or the members of a nominated organization.

b. Command Address: Include the name, rank, and mailing address of organization or installation commander if not the nominating official.

NOMINATION FORMS

Current OASA (FM&C) RM Award Nomination Forms for all categories are available on the ASAFM web site:

<www.asafm.army.mil/proponency/POWBT/careerdevelopment/rmaap.html>

and on the AKO site, "Comptroller Proponency Office"

These nomination forms were created in MS Word as "fillable" documents to facilitate data entry and completion.

A. Individual Nomination Form (Example)



Resource Management Awards Program Individual Nomination Form

Nominations must be received by October 23, 2012

Award Category: *(Select One)*

- | | | | |
|---|------------------------------------|--|--|
| <input type="checkbox"/> Accounting/Finance | <input type="checkbox"/> Budgeting | <input type="checkbox"/> Resource Mgmt | <input type="checkbox"/> Analysis/Evaluation |
| <input type="checkbox"/> Cost Analysis | <input type="checkbox"/> Auditing | <input type="checkbox"/> Intern * | <input type="checkbox"/> Author of the Year |
| <input type="checkbox"/> Comptroller/Deputy Comptroller | | <input type="checkbox"/> Education/Training/Career Development | |
| <input type="checkbox"/> Resource Mgmt/Acquisition | | <input type="checkbox"/> Cost Savings Initiative | |

(* Intern/Trainee From: YY/MM/DD _____ To: _____)

Nominee Data

Command Level *(Must be checked)*

- ACOM, ASCC, DRU Headquarters
 Below ACOM, ASCC, DRU Headquarters

**** Command:**

Name: _____

RANK/GRADE
FIRST
M.I.
LAST

Position/Title: _____

Office Address: *(Include Zip Code or APO/FPO #)*

Telephone: _____ **Facsimile:** _____

DSN/FTS COMMERCIAL
DSN/FTS COMMERCIAL

E-Mail Address: (Required) _____

Nominator Data

Name: _____

RANK/GRADE
FIRST
M.I.
LAST

Signature
Date

Position/Title: _____

Office Address: *(Include Zip Code or APO/FPO #)*

Telephone: _____ **Facsimile:** _____

DSN/FTS COMMERCIAL
DSN/FTS COMMERCIAL

E-Mail Address: _____



Resource Management Awards Program Individual Nomination Form

Justification Data; Specific FY Accomplishments (must be limited to one page)

Name: For individual nominations, provide the rank/grade, first name, middle initial and last name of the nominee in that sequence. Use Times New Roman font, no less than font size 10.

Tasking/Responsibilities: Briefly state what the tasking was. Explain who directed the tasking or mission, and what the expectations or outcomes were.

Accomplishment: Describe clearly and concisely the accomplishments achieved. Comprehensively convey how the task was accomplished. Show in specific detail, how the nominee clearly exceeded performance objectives standards or expectations, and how the nominee clearly went beyond the scope and magnitude of assigned duties and responsibilities. Reference to existing formal recognition such as awards, citations, evaluation reports and/or accolades should be provided. Particularly for team and organization nominations, focus on the overall efficiency and effectiveness which contributed directly to the groups' exceeding expectations in the accomplishment of assigned mission and functions. Group results achieved should be expressed in terms of significance of impact on the installation, command, resource management community, HQDA, or the entire Army.

Significance: Express the results, impact and/or significance of completing the tasking. Results are expressed best in ways such as savings in funds, manpower, or time. They can also be expressed as increases in productivity, as beneficial long-rang implications, and as having utility or advantage when applied to other resource management activities, agencies, and organizations. Quantitative data and well-defined projections add substance and force to narrative descriptions and should be used whenever possible. **Avoid using acronyms, abbreviations, and specialized jargon.**

B. Team Nomination Form (Example)

Use Times New Roman font, no less than font size 10.



Resource Management Awards Program Team Nomination Form

Fiscal Year (FY): 2012
Nominations must be received by October 23, 2012

Nominee Data

Team Name: _____ **Command:** _____

Command Level (Must be checked) **ACOM, ASCC, DRU Headquarters**
 Below ACOM, ASCC, DRU Headquarters

Team Leader: _____
RANK/GRADE FIRST M.I. LAST

Permanent Office Address of Team Leader (Include Zip Code or APO/FPO #)

Telephone: _____ **Facsimile:** _____
DSN/FTS COMMERCIAL DSN/FTS COMMERCIAL

E-Mail Address: _____

Team Members: *(Include Rank/Grade and Full Name).*

- | | | | |
|-----|-------|-----|-------|
| 1. | _____ | 11. | _____ |
| 2. | _____ | 12. | _____ |
| 3. | _____ | 13. | _____ |
| 4. | _____ | 14. | _____ |
| 5. | _____ | 15. | _____ |
| 6. | _____ | 16. | _____ |
| 7. | _____ | 17. | _____ |
| 8. | _____ | 18. | _____ |
| 9. | _____ | 19. | _____ |
| 10. | _____ | 20. | _____ |

Nominator Data

Name: _____
RANK/GRADE FIRST M.I. LAST

Signature

Date

Position Title: _____

Office Address (Include Zip Code or APO/FPO #)

Telephone: _____ **Facsimile:** _____ **E-Mail Address:** _____



Resource Management Awards Program Team Nomination Form

Justification Data; Specific FY Accomplishments (must be limited to one page)
(Up to and not more than 20 Team Members)

Use Times New Roman font, no less than font size 10.

SAMPLE

C. Organization Nomination Form (Example)

Use Times New Roman font, no less than font size 10.



Resource Management Awards Program Organization Nomination Form

Organization Members: (One Organization)

NAME	RANK/GRADE
1. _____	_____
2. _____	_____
3. _____	_____
4. _____	_____
5. _____	_____
6. _____	_____
7. _____	_____
8. _____	_____
9. _____	_____
10. _____	_____
11. _____	_____
12. _____	_____
13. _____	_____
14. _____	_____
15. _____	_____
16. _____	_____
17. _____	_____
18. _____	_____
19. _____	_____
20. _____	_____

SAMPLE



Resource Management Awards Program Organization Nomination Form

Justification Data; Specific FY Accomplishments (must be limited to one page)

Use Times New Roman font, no less than font size 10.

Justification



Contact Information

Mailing Address:

Comptroller Proponency Office
ATTN: SAFM-PO Rm. 3E341
109 Army Pentagon
Washington, DC 20310-0109

DSN:
225-7655

Com:
(703) 695-7655

Fax Com:
(703) 614-2832

Email:
Proponency@hqda.army.mil

Web:
<http://www.asafm.army.mil>

AKO:
Comptroller Proponency Office



Comptroller Proponency Office

Announcements

