



REPLY TO
ATTENTION OF:

DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON
4551 LLEWELLYN AVENUE, SUITE 5000
FORT GEORGE G. MEADE, MARYLAND 20755-5000

IMNE-MEA-LG

09 MAR 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Policy Memorandum # 27, Command Supply Discipline Program (CSDP)

1. The Fort George G. Meade Command Supply Discipline Program (CSDP) is my program to ensure commanders, directors and supervisors provide the personal interest and direction necessary to establish and maintain an effective CSDP. Performance measures documented in Army Regulation 710-2, Appendix B, are explicit and are directed at eliminating noncompliance with supply regulations. The program addresses responsibilities of commanders, directors and supervisors and is designed to:

- a. Install supply discipline in all operations.
- b. Provide guidance for evaluating supply discipline.
- c. Provide feedback through command and technical channels for improving supply policy and for improving procedures to monitor supply discipline.

2. Based upon my observations, records and reports, this program must receive increased emphasis and execution. We must ensure compliance with Department of the Army supply policy and procedures, as well as early identification of study problems to permit timely corrective action within the chain of command. The regulatory guidance applies to all personnel in both appropriated and non-appropriated funded activities, from hand receipt holders and unit supply operations to the Garrison Supply Support Activity.

3. The Director of Logistics is hereby designated as responsible for administering and monitoring the Fort George G. Meade CSDP. The DOL will assist with establishment and utilization of this program to overcome supply economy weaknesses. All supervisory personnel will ensure compliance with applicable regulations to improve property accountability and establish an effective CSDP in their activity or work unit. The scarce resources in the current and projected operating budgets require the concerted efforts of all supervisors and employees to conserve our limited funds through compliance with established Army supply procedures.

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4. Evidence in CSDP evaluations and Reports of Survey reveal some serious weaknesses in supply discipline, property accountability and physical security within this Command. Property Book Officers and hand receipt holders must maintain updated documentation to ensure property accountability. Reports of survey must be processed timely and losses analyzed. Emphasis must be placed on property accountability to prevent fraud, waste and abuse of government owned supplies and equipment. All leaders, supervisors and employees must be aware of their personal responsibilities for safeguarding government property, ensuring proper use and complying with applicable regulations.



EDWARD C. ROTHSTEIN
Colonel, Military Intelligence
Commanding

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