

10 August 2004

MEMORANDUM FOR See Distribution

SUBJECT: Appointment Memorandum No. 04-15 , Appointment of Little Rock District Maintenance Program Officer

1. Dennis M. Smith, Logistics Management Office, is appointed Little Rock Maintenance Officer, effective 30 July 2004.
2. Authority: ER 750-1-1, Materiel Maintenance Policies, dated 30 January 1997
3. Purpose: Serves as individual responsible executing and evaluating an effective maintenance program for civil and military personal property owned or supported by the Little Rock District throughout its life cycle, and personal property obtained from other Government agencies or leased from commercial firms.
4. Responsibilities:
 - a. Set goals and objectives for maintenance programs.
 - b. Assemble District resources needed to support maintenance.
 - c. Issue letter of instruction for maintenance management.
 - d. Supervise quality assurance programs/monitoring (i.e., AOAP, TMDE).
 - e. Evaluate feedback to ensure that goals are met.
 - f. Ensure materiel maintenance standards are being complied with.
 - g. Conduct annual written evaluations and reviews of the materiel maintenance program and maintain the report IAW AR 25-400-2.

This supersedes Appointment Memo No. 01-10, dated 17 August 2001.

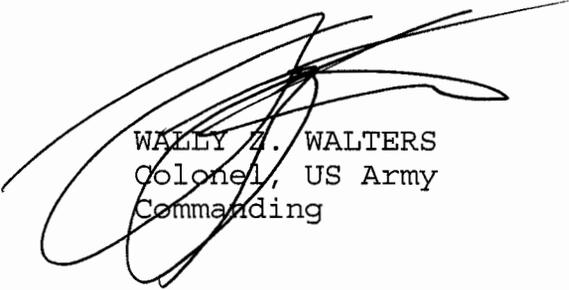
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h. Assist local supervisors in implementing policies and procedures for the materiel maintenance program.

i. Monitor the maintenance program and advise the Chief of Logistics of changes necessary to improve local maintenance policies and procedures.



WALLY Z. WALTERS
Colonel, US Army
Commanding

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