



DEPARTMENT OF THE ARMY

U.S. Army Corps of Engineers
WASHINGTON, D.C. 20314-1000

REPLY TO
ATTENTION OF:

CEIM-IR (340)

01 JUL 97

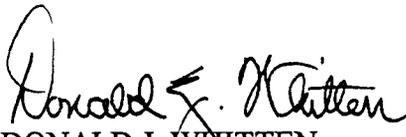
MEMORANDUM THRU All USACE Commands, ATTN: Directors and Chiefs of Information
Management

FOR Official Mail Managers

SUBJECT: Quarterly PAPAS Report (Change in Submission Date)

1. Reference TAPC-PDR memorandum, dated 08 May 1997, subject: Revision to AR 25-51.
2. The Military Postal Service Agency has changed the reporting periods from quarterly to semiannual reporting for the PAPAS Report with due dates of 1 November and 1 May. The 1 November submission will include the 3rd & 4th quarterly reports and the 1 May submission will include the 1st and 2nd quarterly reports.
3. The Official Mail Managers (OMM) will send the semiannual consolidated reports for Major Subordinate Commands, Separate Field Operating Activities and Laboratories to Headquarters' OMM in accordance with the following schedule:
 - a. For the First Semiannual report, not later than 15 April.
 - b. For the Second Semiannual report, not later than 15 October.
4. The point of contact for this action is Dianne Barnes, CEIM-IR, DSN 763-5021 or Comm (202) 761-5021, E-mail: celia.d.barnes@mail.usace.army.mil.

FOR THE COMMANDER:


DONALD J. WHITTEN
Colonel, Corps of Engineers
Director of Information Management