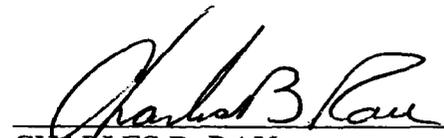


**MEMORANDUM OF UNDERSTANDING
BETWEEN THE
HUMPHREYS ENGINEER CENTER SUPPORT ACTIVITY
AND THE
HEADQUARTERS, U.S. ARMY CORPS OF ENGINEERS**

SUBJECT: Transfer of Operational Travel Support Functions

1. Purpose. This Memorandum of Understanding (MOU) identifies operational travel support functions for transfer from Headquarters, U.S. Army Corps of Engineers (HQUSACE) to Humphreys Engineer Center Support Activity (HECSA).
2. Reference. OM 10-1-1, Organization and Functions, 31 Oct 90, amended 7 Apr 94.
3. Problem. With the establishment of HECSA as the operational support unit for HQUSACE some but not all operational travel support functions were transferred. The HQUSACE Directorate of Logistics continued to perform operational tasks, such as:
 - a. Authenticating OCONUS Travel Orders and providing administrative support for HQUSACE personnel, e.g., processing official passports and VISAs for HQUSACE personnel.
 - b. Submitting personnel entry requirements to OCONUS destinations for the Chief of Engineers and the Deputy Chief of Engineers.
 - c. Acting as the validator of all military airlift requirements for HQUSACE personnel.
4. Understanding. HQUSACE hereby transfers to HECSA operational functions identified above. No resources will be transferred with these functions.
5. Effective date. 15 Nov 98.


ALBERT J. GENETTI, JR.
Major General, USA
Chief of Staff


CHARLES B. RAU
Director, HECSA

24 November 1998
Date

12 Nov 98
Date