AFRC-SLA-XXXX 19 May 2016

MEMORANDUM FOR RECORD

SUBJECT: Additional Duty Appointment

Army Physical Security Coordinator

1. Effective immediately, the individuals below has been appointed the following additional duty:
2. APPOINTED AS:
   1. **SGT Asdfg Qwerty – Primary Physical Security**
   2. **SSG Cvbn Rfvbghn– Alternate Physical Security**
3. AUTHORITY: AR 190-13, paragraph 1-23b (1).
4. PURPOSE: To plan, coordinate, and execute the Unit Physical Security Program for the XXXth Transportation Company.
5. PERIOD: Until officially relieved from appointment or reassignment
6. SPECIAL INSTRUCTIONS: Individual will become familiar with requirements as set forth in Army Regulation 190-13.
7. POC for this action is the undersigned: At cell 900-XXX-XXX or [qazws.r.ughbbvtrt.mil@mail.mil](mailto:qazws.r.ughbbvtrt.mil@mail.mil)

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| {SIGNATURE} |
| JANE E. DOE  CPT, TC  Commanding |

DISTRIBUTION:

1-Each Individual

1-MPRJ

1-Additional Duty File