

ADAM NUGENT ROSENBERGER
823 N CHURCH STREET
DUBLIN GA 31021

TO GEORGIA MILITARY COLLEGE
DUBLIN CAMPUS

TO THE ADMINISTRATION

I AM HIGH INTERESTED ON GMC COLLEGE IN DUBLIN, BUT DUBLIN CAMPUS DOES NOT HAVE A PHYSICAL LIBRARY ONLY AN ONLINE LIBRARY. IF YOU READ ARMY REGULATION 370-2 ARMY LIBRARY PROGRAM. I ASKING TO HELP IN THE CREATION OF A PHYSICAL LIBRARY ON THE CAMPUS.

ISSUES MAY INCLUDE ISSUING COMMON ACCESS CARDS TO STUDENT THAT CAN PROVE THE TRANSCRIPTS... OTHER ISSUES MAY INCLUDE THE MANDATORY DECLASSIFICATION REVIEW OF ARTICLES. PUBLIC KEY INFRASTRUCTURE AND ENABLING. ORDERING TECHNICAL PUBLICATIONS.. PROVISIONS TO CONGRESS AND THE FREEDOM OF INFORMATION ACT.

TOTAL ARMY PERFORMANCE EVALUATION SYSTEM GEARED TO ACTIVE STUDENTS ON SUCCESS LEVEL AND COMPLETION IN REVIEW CONTEXT AND DOCTRINE. SPONSOR AND VETTING LITERATURE. COMPETENCY AND POTENTIAL TO VOLUME. WITH SOLICITED, VERBAL, ACQUAINTED SUBJECT MASTERY ACQUIRED INFORMATION.

HOW AND WHERE TO SUBMIT FOR TECHNICAL ORDERING OF MANUALS AND SUBSCRIPTIONS TO GOVERNMENT SITES. SUBMITTALS, APPROVALS, AND APPEALS DEALING WITH PUBLICATIONS FOR EDUCATIONAL GROWTH THAT FACILITATES NEW AND VETERAN STUDENTS THAT FOSTERS CAREERS IN THE MILITARY AND EDUCATION. ACCURATE PUBLICATIONS SUBMITTALS

STUDENTS CAN PROVE THEIR TAPES AND TESTIMONIES WITH SYLLABUS DRAWN BY TUTORED RESEARCHED WITH THE GMC POLICY, FOR FUTURE ACCESS APPROVALS. PLEASE ASK FOR MORE COPIES OF THE DVD THAT IS INCLUDED WITH THIS LETTER FOR MORE STAFF/LIBRARIANS ARRANGEMENTS CONCERNING GMC DUBLIN CAMPUS LIBRARY FORMATION AND STEERING COMMITTEE.

THANK YOU,
ADAM NUGENT ROSENBERGER

P.S.
FILE LIST.TXT

AR 370-2

Chapter 4

Army Library Steering Committee

4-1. Establishment

The ALSC was established at the direction of the ASA (M&RA) with Secretary of the Army approval per AR 15 – 39. The committee is an intra-Army advisory committee reporting to the DCS, G – 1 through the Librarian of the Army.

4-2. Charter

The purpose of the ALSC is to provide ongoing strategic direction for the ALP, to include advice and recommendations to the DCS, G – 1 to promote, develop, and sustain the ALP to serve the library and information needs of the Army in the most timely and cost-effective manner and in accordance with ALP, industry, and military standards.

4-3. Functions

The ALSC will—

- a. Provide professional leadership and guidance to library personnel and commanders.*
- b. Provide advice and recommendations for the ALP.*
- c. Identify challenges that affect libraries and recommend solutions.*
- d. Recommend improvements to policies and procedures for managing and operating libraries.*
- e. Recommend the formation of working groups to address specific projects or issues.*
- f. Recommend performance standards and measurements for library activities.*
- g. Establish and encourage partnerships and cooperative agreements to ensure efficiencies and economies of scale in the management of library and information resources.*
- h. Foster the vision for Army libraries by investigating future needs and identifying the future roles of librarians and libraries.*
- i. Maintain a current strategic plan for the ALP.*

j. Plan training events for library personnel.

4–4. Composition

a. The ALSC membership is composed of Army librarians. Others may be appointed by exception with the approval of the Librarian of the Army. The committee will contain viewpoints from a diverse group of librarians representing different commands and types of libraries.

b. The ALSC will consist of permanent members and appointed members. The Librarian of the Army will maintain a current member roster.

c. Permanent members.

(1) Librarian of the Army, DCS, G – 1.

(2) Command librarian, AFC.

(3) Command librarian, AMC.

(4) Command librarian, TRADOC.

(5) Command librarian, USACE.

(6) Chief librarian, IMCOM, G – 9.

(7) Region librarian, IMCOM-Europe, G – 9.

(8) Chief librarian, U.S. Army War College.

(9) Chief librarian, U.S. Military Academy.

(10) Chief librarian, U.S. Army Command and General Staff College.

(11) Chief librarian, U.S. Army Engineer Research and Development Center.

(12) Chief librarian, Army University.

d. Appointed members.

(1) The Librarian of the Army may appoint ad hoc members to serve for specified periods of time on the ALSC based upon operational necessity or changing organizational structures.

(2) Command librarians may appoint one member each from their command to serve a term of 2 years. AR 370–2 • 5 February 2024 15

dod instructions

NUMBER 5210.60

December 4, 2005

5.2. DISCO

5.2.1. DISCO is the focal point for tracking and adjudicating personnel security investigations for U.S citizens that are hired directly by NATO civilian or military organizations.

The investigations are performed by the U.S. Office of Personnel Management (OPM). Requests

for an investigation may be submitted by mail to DISCO or by direct entry into the Joint

Personnel Adjudication System (JPAS).

5.2.2. For submission by mail, the DSS, or the U.S. Representative involved, shall forward the request, along with confirmation of a firm offer of employment and, in the case of an applicant's initial investigation, the verification of U.S. citizenship described in paragraph 5.6., to:

**Defense Industrial Security Clearance Office (DISCO)
Attn: International Branch (DOCI)
2870 Airport Drive
Suite 400
Columbus, OH 43219-2268**

5.2.3. DISCO shall forward the following forms to the NATO organization concerned for completion by the applicant:

5.2.3.1. Questionnaire for National Security Positions (SF86 Format)

5.2.3.2. Fingerprint Card (FD-258)

5.2.3.3. Authorization for Release of Information

5.2.4. The Security Officer at the NATO command or agency shall return the completed

forms directly to DISCO at the address shown in paragraph 5.2.2. The U.S. Representative shall

ensure that another U.S. citizen or representative of NATO witnesses the taking of the applicant's

fingerprints to verify that the person fingerprinted is the same as the applicant being processed

for the clearance. The U.S. Representative shall ensure the Fingerprint Card is properly

controlled and not allowed to remain in the possession of the applicant.

5.2.5. Upon receipt of the forms, DISCO shall enter the request for investigation into

JPAS and OPM shall perform the investigation. The investigation shall be conducted on each

5.3. DIRECT ELECTRONIC SUBMISSION

5.3.1. Those NATO organizations with access to JPAS shall submit an Electronic Questionnaire for Investigations Processing (e-QIP). The e-QIP application form and additional

guidance is found at the JPAS web site <https://jpas.dsis.dod/.mil>. Assistance is also available by

telephoning the DoD Security Services Call Center at 1-888-282-7682.

5.3.2. To alert DISCO that an investigation has been requested, e-QIP block 24, "Additional Comments," shall state, "DISCO – NATO DIRECT HIRE." Further, the submitting organization shall notify DISCO International Branch, telephone 1-614-827-1644, that a NATO eligibility has been requested.

5.3.3. When the e-QIP is sent, submitting organizations shall simultaneously forward to

DISCO at the address shown in paragraph 5.6.1.1. a completed Fingerprint Card (FD-258) and an Authorization for Release of Information signed and dated by the applicant.

5.3.4. The procedures cited above apply similarly to 5-year reinvestigations required to revalidate a COSMIC TOP SECRET clearance and to 10-year reinvestigations to revalidate a NATO SECRET or NATO CONFIDENTIAL clearance.

5.3.5. When a favorable determination by DISCO cannot be made on the issuance or continuance of an NSCC, and an unfavorable personnel security determination is contemplated, as defined in paragraph DL1.1.29 of reference (e), the due process procedures in paragraph C8.2.3 of reference (e) shall apply. The cases shall be referred to the Defense Office of Hearings and Appeals (DOHA) for review action according to reference (g).

5.3.6. This Instruction shall not constitute authority for reimbursement by the Department of Defense of a NATO applicant for any alleged monetary loss.

5.3. DIRECT ELECTRONIC SUBMISSION

5.3.1. Those NATO organizations with access to JPAS shall submit an Electronic Questionnaire for Investigations Processing (e-QIP). The e-QIP application form and additional guidance is found at the JPAS web site <https://jpas.dsis.dod/.mil>. Assistance is also available by telephoning the DoD Security Services Call Center at 1-888-282-7682.

5.3.2. To alert DISCO that an investigation has been requested, e-QIP block 24, "Additional Comments," shall state, "DISCO – NATO DIRECT HIRE." Further, the submitting organization shall notify DISCO International Branch, telephone 1-614-827-1644, that a NATO eligibility has been requested.

5.3.3. When the e-QIP is sent, submitting organizations shall simultaneously

forward to

DISCO at the address shown in paragraph 5.6.1.1. a completed Fingerprint Card (FD-258) and an Authorization for Release of Information signed and dated by the applicant.

5.3.4. The procedures cited above apply similarly to 5-year reinvestigations required to revalidate a COSMIC TOP SECRET clearance and to 10-year reinvestigations to revalidate a NATO SECRET or NATO CONFIDENTIAL clearance.

5.3.5. When a favorable determination by DISCO cannot be made on the issuance or continuance of an NSCC, and an unfavorable personnel security determination is contemplated, as defined in paragraph DL1.1.29 of reference (e), the due process procedures in paragraph C8.2.3 of reference (e) shall apply. The cases shall be referred to the Defense Office of Hearings and Appeals (DOHA) for review action according to reference (g).

5.3.6. This Instruction shall not constitute authority for reimbursement by the Department of Defense of a NATO applicant for any alleged monetary loss.

2. MDR REQUESTER GUIDELINES. Members of the public seeking the declassification of classified DoD records under the provisions of section 3.5 of Reference (d) and Reference (l) shall:

a. Address the written request to the appropriate DoD Component listed in the appendix to this enclosure.

b. Identify the requested record with sufficient specificity to enable the DoD Component to locate it with a reasonable amount of effort. Information that would provide the sufficient specificity would include a record identifier such as originator, date, title, subject, the National Archives and Records Administration accession number, or other applicable unique identifying number. Broad or topical MDR requests for records on a particular subject, such as “any and all documents concerning” a subject do not meet this standard.

c. Include a correct return mailing address with the request.

d. Include a statement that the requester understands that the request may incur processing charges in accordance with section 10 of this enclosure.

3. RECEIPT AND CONTROL. Upon receipt of an MDR request, the DoD Component shall send the requester an acknowledgement and open a file in a formal control system. The acknowledgement shall include the tracking number

and date of receipt of the request.

4. **SIMULTANEOUS MDR AND FOIA REQUESTS.** DoD Components should be aware of possible requests under both the MDR and the FOIA. In accordance with section 2001.33(f) of Reference (i), if a requester asks for the same record under the FOIA and the MDR, the DoD Component shall ask the requester to select only one process. If the requester does not select a process, the DoD Component shall process the requested record under the FOIA.

APPENDIX TO ENCLOSURE 2 ADDRESSING MDR REQUESTS

1. **GENERAL.** The Department of Defense does not have a central repository for DoD records. MDR requests therefore should be addressed to the DoD Component that has custody of the requested record. If a requester is not sure which DoD Component has custody or if the DoD Component is not listed below, the MDR request should be directed to the Washington Headquarters Services in subparagraph 2.a. of this appendix.

2. DoD COMPONENT MDR ADDRESSES

a. **OSD and the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff.** Department of Defense, Washington Headquarters Services, Records, Privacy, and Declassification Division, Suite 02F09-02, 4800 Mark Center Drive, Alexandria, VA 22350-3100. **EXCEPTION: DoD Inspector General.** DoD Office of Inspector General, FOIA/PA Chief, 4800 Mark Center Drive, Suite 17F18, Alexandria, VA 22350-1500.

b. **Department of the Army.**

(1) For Army records with unknown originator and less than 25 years old, submit MDR request to: Army Declassification Activity, 7701 Telegraph Road, Room 102, Casey Building, Alexandria, Virginia 22315-3860.

(2) For Army records 25 years old or older, submit the MDR request to: National Archives and Records Administration Chief, Special Access/FOIA Staff (NWCTF), 8601 Adelphi Road, College Park, MD 20740- 6001.

c. **Department of the Navy.** DON/AA DRMD, 6000 MacArthur Boulevard, Suite 2000, Bethesda, MD 20816-3208.

d. **Department of the Air Force.** Department of the Air Force, SAF/AAlI (MDR), 1000 Air Force Pentagon, Washington, DC 20330-1000.

e. **United States Marine Corps.** Commandant of the Marine Corps.

HQMC Code PP&O Security Division (PS), 3000 Marine Corps Pentagon, Room 4A324, Washington, DC 20350-3000.

f. **Defense Information Systems Agency.** Defense Information Systems Agency, P.O. Box 549, Fort Meade, MD 20755

g. **Defense Intelligence Agency.** Defense Intelligence Agency, Attention: DLOC/MDR, 200 MacDill Boulevard, Washington, DC 20340-5100

DoDM 5230.30, December 22, 2011

Change 3, 02/08/2022 APPENDIX TO ENCLOSURE 2 10

h. Defense Logistics Agency. Defense Logistics Agency, Attention: DLA/DSS-S, 8725 John J. Kingman Road, Suite 2533, Fort Belvoir, VA 22060-6221.

i. Defense Security Service. Defense Security Service, Office of FOIA & Privacy, 27130 Telegraph Road, Quantico, VA 22134

j. Defense Threat Reduction Agency. Defense Threat Reduction Agency, Attention: SCR

8725 John J. Kingman Road, Stop 6201, Fort Belvoir, VA 22060-6201.

k. Missile Defense Agency. Missile Defense Agency, Missile Defense Agency/EIR, Attention: Information Safeguards, Building 5222, Martin Road Redstone Arsenal, AL 35898.

l. National Geospatial-Intelligence Agency.

National Geospatial-Intelligence Agency, 7500 GEOINT Drive, Springfield, VA 22150-7500.

m. National Reconnaissance Office. National Reconnaissance Office, NRO-DDA-MSO-ASG-IMSC-IART, 14675 Lee Road, Chantilly, VA 20151-1715.

n. National Security Agency/Central Security Service. National Security Agency, Declassification Office, DJP5, 9800 Savage Road, Suite 6881, Fort George G. Meade, MD 20755-6881.

o. North American Aerospace Defense Command and United States Northern Command. 250 Vandenberg Street, Suite B016, Peterson Air Force Base, CO 80914-3804.

p. United States Africa Command. United States Africa Command, Unit 29951, ATTN: COS-FOIA, APO AE 09751.

q. United States Central Command. United States Central Command, Attention: CCJ6-RDD, 7115 South Boundary Blvd., MacDill AFB, FL 33621-5101.

r. United States European Command. United States European Command, Attention: ECJ1-AX, Unit 30400, APO AE 09131.

s. United States Indo-Pacific Command. United States Indo-Pacific Command, Attention: J151 FOIA, Box 64017, Camp Smith, HI 96861-4017.

t. United States Southern Command. United States Southern Command, Attention: Attn: SCSJA (MDR), 9301 NW 33rd Street, Doral, FL 33172.

u. United States Special Operations Command. United States Special Operations Command, Attention: SOCS-SJS-VI, 7701 Tampa Point Blvd, MacDill AFB, FL 33621-5323.

v. United States Strategic Command. United States Strategic Command, Attention: CS50, 901 SAC Blvd., STE 1C17, Offutt AFB, NE 68113-6000.

4–5. Direction and control

- a. The ALSC will convene at the direction of the DCS, G – 1. A minimum of six meetings will be held each fiscal year. Meetings will be held virtually or in person when authorized or in conjunction with an ALP training event. Additional working sessions may be held as needed.**
- b. The Librarian of the Army is the permanent chair. The permanent chair may delegate the facilitation of a meeting to another member.**
- c. *Appointed members will serve a term of 2 years.***
 - d. *A quorum will be ten members. A simple majority will carry the vote if needed.***

- a. *Budget Justification Books. Material prepared by the Department of Defense at the direction of and in the format prescribed by congressional committees to explain and justify in detail the estimates contained in DoD budgets.***
- b. *Executive Session Testimony. Testimony taken in closed congressional hearings, transcripts of which may contain information requiring the protection of a security classification.***
- c. *Inserts for the Record (IFRs). Amplifying and/or supplemental information prepared by the Department of Defense and intended for inclusion in the record of congressional hearings.***
- d. *Prepared Statement. A statement, including supplemental material such as graphs or charts, prepared by a DoD witness for presentation to a congressional committee in open or executive session.***
- e. *Questions for the Record (QFRs). Questions posed by a member of Congress to be answered by the Department of Defense for inclusion in the record of congressional hearings.***

DoDI 5400.04, March 17, 2009

6 ENCLOSURE 2

- a. *Coordinate all draft testimony and statements with the ASD(LA); gain approval of the DoD Office of Security Review (OSR), in accordance with DoD Instruction 5230.29 (Reference (i)); and secure clearance from the OMB through the DoD Office of Legislative Counsel (OLC), under the GC, DoD, in accordance with Deputy Secretary of Defense Memorandum (Reference***

(j)). Unclassified draft testimony shall be e-mailed to the OLC at OLCTestimony@dodgc.osd.mil, no later than 3 days prior to the scheduled appearance before Congress.

b. Edit their respective transcripts, IFRs, and QFRs according to deadlines established by the congressional committee that held the hearing.

3. CONGRESSIONAL INVESTIGATIONS

a. The ASD(LA) oversees compliance governing legislative investigations of DoD activities, including liaising with the Congress to coordinate DoD response and keeping appropriate DoD personnel informed of the status of such investigations (except for those affecting budgets and appropriations, and those related to financial matters).

b. DoD Components shall furnish information copies of all direct written communications to and from the Congress, with respect to such investigations, to the ASD(LA).

4. PUBLIC RELEASES. Replies to congressional inquiries or requests or other transmittals that may result in the release of information with significant public affairs implication will be coordinated in advance with the ASD(PA) pursuant to DoD Directive 5122.05 (Reference (m)).

Processing Changes in the DoD Telephone Directory. Designated Component Representatives shall:

6.2.1. As changes occur in the alphabetical section of the DoD Telephone Directory, forward a completed DD Form 218, “DoD Telephone Directory Alphabetical Section Change Order,” to the Director, Administration and Program Support Directorate (APSD), WHS, at the

following email address: APSDUpdates@whs.mil for transmission to the DTS-W.

6.2.2. As changes occur in the Organizational Section of the DoD Telephone Directory,

forward a completed DD Form 218-1, “DoD Telephone Directory Classified Section Change

Order,” to the Director, APSD, WHS, at the following email address:

APSDUpdates@whs.mil

for consolidation and transmission to the DTS-W

AI 1, October 19, 2006

6

6.3. Obtaining a Copy of the DoD Telephone Directory

6.3.1. The DoD Telephone Directory alphabetical sections are available on-line through the DTS-W website (www.dtsw.army.mil). For questions regarding accessing the DTS-W website, contact the TSCO.

6.3.2. DoD Telephone Directory organizational sections will be distributed on an asneeded basis. To request a printed version of the DoD Telephone Directory organizational sections, the Designated Component Representatives shall submit the request through the on-line telecommunications requisition system to the Director, Telecommunications Division, ITMD, WHS. Include in the on-line request:

6.3.2.1. The name of the DoD Component and the point of contact.

6.3.2.2. The “Ship-To” mailing address of the DoD Component.

6.3.2.3. The number of boxes of the DoD Telephone Directories required. Each box contains 30 copies of the DoD Telephone Directories.

6.4. Long Distance Telephone Services are available from designated unrestricted telephone numbers through the Defense Switched Network, International Direct Distance Dialing, or commercial telephone circuits. Instructions for direct-dial access to these systems are contained in the organizational sections of the DoD Telephone Directory.

7. INTERNET AVAILABILITY OF DD FORMS 218 and 218-1

DD Forms 218 and 218-1 are available on the Internet under the DoD Forms Management

Program website (www.dtic.mil/whs/directives/infomgt/forms/formsprogram.htm)

TO 00 5-19

SECURITY ASSISTANCE TECHNICAL ORDER PROGRAM

DISTRIBUTION STATEMENT: Approved for public release; distribution is unlimited.to

Appendix A

References

Section I

Required Publications

A0215 1 DAPE

[https://dpcl.d.defense.gov/privacy/sorns/.](https://dpcl.d.defense.gov/privacy/sorns/)) (Cited in para 2 7a.)

ALA Core Values of Librarianship

(Available at

<https://www.ala.org/advocacy/advocacy/intfreedom/corevalues> .)

(Cited in para 2 1d.)

ALA Freedom to Read Statement

(Available at

<https://www.ala.org/advocacy/intfreedom/freedomreadstatement> .)

(Cited in para 2 7b.)

ALA Interlibrary Loan Code for the United States

(Available at [https://www.ala.org/rusa/interlibrary-loan-code-united-states-explanatory-text.](https://www.ala.org/rusa/interlibrary-loan-code-united-states-explanatory-text)) (Cited in para 3 12a.)

ALA Interpretations of the Library Bill of Rights

(Available at

<https://www.ala.org/advocacy/intfreedom/librarybill/interpretations> .)

(Cited in para 2 7b.)

ALA Library Bill of Rights

(Available at [https://www.ala.org/advocacy/intfreedom/librarybill.](https://www.ala.org/advocacy/intfreedom/librarybill))

(Cited in para 2 7b.)

ALA Statement on Book Censorship

(Available at [https://www.ala.org/advocacy/statement-regarding-censorship.](https://www.ala.org/advocacy/statement-regarding-censorship)) (Cited in para 2 7b.)

AR 215 1

Military Morale, Welfare, and Recreation Programs and Nonappropriated Fund Instrumentalities (Cited in para 2 3e(1).)

AR 380 5

Army Information Security Program (Cited in para 3 9.)

AR 600 20

Army Command Policy (Cited in para 2 7b.)

AR 608 1

Army Community Service (Cited in para 3 5g.)

AR 690 950

Career Program Management (Cited in para 1 4c(8).)

AR 735 17

Accounting for Library Materials (Cited in para 1 4c(11).)

DoDI 1015.10

Military Morale, Welfare, and Recreation (MWR) Programs (Available at <https://www.esd.whs.mil/dd/>.)

(Cited in para 2 2c(1).)

DoDI 1100.21

Voluntary Services in the Department of Defense (Available at <https://www.esd.whs.mil/dd/>.) (Cited in

para 3 5g.)

ER 25 1 96

U.S. Army Corps of Engineers Library Program (Available at <https://www.publications.usace.army.mil/>.)

(Cited in para 2 3e(3).)

FC 4 760 10N

Navy Museums and Historic Resource Facilities (Available at <https://www.wbdg.org/>.) (Cited in para 3

10a(1).)