



DEPARTMENT OF THE ARMY
US ARMY INSTALLATION MANAGEMENT COMMAND
HEADQUARTERS, UNITED STATES ARMY GARRISON FORT HAMILTON
113 SCHUM AVE
BROOKLYN, NEW YORK 11252

REPLY TO
ATTENTION OF

Command Policy Letter # 9

IMHA-ZA

14 January 2013

MEMORANDUM FOR All Members of the USAG Fort Hamilton Community

SUBJECT: Commander's Official Mail Postage Reimbursement from all Non US Army Garrison Units and Activities Policy

1. References:

a. August 2006, Enclosure E4.2.1.

b. DOD 4000.19, Inter-service and Inter-government Support, dated 9 August 1995,
~~paragraph 4.6 and Enclosure E6.1.1, E6.1.4.30, and E6.1.4.31.~~

2. AR 25-51, Official Mail and Distribution Management, dated 30 Nov 1992, paragraph 1-4j(6), has been superseded by the above references.

3. All non US Army Garrison units and activities operating at Fort Hamilton will have to budget for and pay all postage use at the Official Mail and Distribution Center, Directorate of Human Resources.

4. The USAG Fort Hamilton Administrative Services Division will provide units and activities with historical data to help plan their budgeting needs for postage.

5. POC for this memorandum is the Official Mail and Distribution Center at (718) 630-4237 or (718) 630-4802.

ELUYN GINES
COL, AG
Commanding