

ACTION MEMO

December 1, 2010

FOR: COMMANDER, NAVAL LEGAL SERVICE COMMAND

FROM: CAPT Joel Doolin, Director, Management & Plans (Code 63)

SUBJECT: Cancellation of COMNAVLEGSVCCOMINST 7321.1

- Request approval of the cancellation of COMNAVLEGSVCCOMINST 7321.1, MANAGEMENT OF CLASS 3 PLANT AND MINOR PROPERTY.
- Subject instruction, promulgated in 1992, does not incorporate requirements set forth in DoD INST 5000.64 of 2006 nor SECNAVINST 7320.10A of 2004, and misstates the Commanding Officer's (and other NLSC personnel's) responsibility based upon newly applied division of labor/technologies.
- DoD INST 5000.64 of 2006 states that accountability of property shall, "be established and maintained using information technology."
- SECNAV Inst 7320.10A of 2004 states, "personal property assets shall be recorded and tracked in a compliant personal property system approved by DON."
- The Defense Property Accountability System (DPAS) has been established as a virtual tool through which DoD commands track and verify the inventory of property.
- Subject instruction directs commanding officers, officers in charge, and other appointed subordinates to implement and maintain a variety of property management activities at respective commands in their role as property managers.
- Code 64 has been working in DPAS to manage property inventory for both OJAG and CNLSC commands for at least the past 10 months, and has therefore assumed the role of "property manager" for OJAG and CNLSC.

RECOMMENDATION: Approve cancellation of COMNAVLEGSVCCOMINST 7321.1. by initialing as appropriate:

Approve MD Disapprove _____

COORDINATION: None.

ATTACHMENTS:

As stated

Prepared By: Amy Stevens, OJAG Code 64, (202) 685-5286