



DEPARTMENT OF THE ARMY  
ORGANIZATIONAL NAME/TITLE  
STANDARD STREET ADDRESS  
FORT GORDON GEORGIA 30905-5735

OFFICE SYMBOL

22 April 2016

MEMORANDUM FOR: Director Public Works, Environmental Division, ATTN: Compliance Branch

SUBJECT: Environmental Officer and Building Energy Monitor Appointment

1. Effective 22 April 2016, the following personnel are appointed as Environmental Officers (EO) and Building Energy Monitor (BEM) for (unit/activity) Fort Gordon, GA 30905-5735.
  - a. Primary: NAME; Phone #; email address
  - b. Secondary: NAME; Phone #; email address
2. Authority: AR 200-1, AR 420-1, EO 13148, EO13514
3. Purpose: To plan, execute and monitor all aspects of the Command energy conservation & environmental program.
4. Period: Until officially relieved.
5. Special Instruction: Designated EO/BEM must be familiar with program directives referenced in paragraph 2 above and implement/execute Building Energy Monitor and Environmental Officer program accordingly.
6. The POC for this action (name of personnel), (rank/grade), 706-791-XXXX, and Email.

AUTHORITY LINE:

Encl  
Training Certificate

(Commander or Director)  
Signature Block  
Chief, Services Branch

CF:  
Individual