

APPENDIX A

SERVICES REFLECTED HEREIN MAY NOT BE AVAILABLE. Levels of Service; their frequency, quality, quantity and timeliness are influenced by the installations' funding posture and changes from higher headquarters. Customers will reimburse for all services above Common Levels of Support (CLS) in accordance with DODI 4000.19 for any service that ". . . increases the support supplier's direct costs (i.e., incremental direct cost). Costs associated with common use infrastructure are non-reimbursable, except for support provided solely for the benefit of one or more tenants. . ." Reimbursable costs may include but are not limited to overtime for Garrison employees, actual cost of contract support or any other incremental direct costs to provide services beyond the common level of support for a tenant or other customer.

NOT UNDER COMMON LEVEL OF SUPPORT

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INFORMATION STRATEGIES

Public Affairs Office (PAO)

Point of Contact: paoorg@conus.army.mil

301-677-1433/DSN 622-1433

Building 4550

Common Level of Support: Acquire, produce, and distribute information to achieve specific communication objectives while protecting non-releasable or classified information. Develop the US Army Garrison, Fort George G. Meade Installation Guide and map and 50 weekly issues annually of the Soundoff!, the post newspaper.

Receiver Responsibilities:

Per info Paper 10 Jul 07:

Provide 10 days notice in advance of any coverage requested to ensure a photographer and reporter are available. Photographs, briefs and stories are due to the Editor on the Friday before the next Soundoff! edition and in the format prescribed by the POCs above.

Reimbursable Support: Support provided beyond the non-reimbursable support level described above to include overtime or travel required to support the requestor's mission.