

Appendix A
UECO Appointment Memo

(OFFICE SYMBOL)

DATE:

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Appointment as Unit Environmental Compliance Officer (UECO)

1. The following individual is appointed as Unit Environmental Compliance Officer

NAME	
LAST 4 SSN	
RANK/GRADE	
DUTY PHONE NUMBER	
E-MAIL ADDRESS	
ORGANIZATION	
OFFICE SYMBOL	
EFFECTIVE DATE	

2. Authority for this appointment is Army Regulation 200-1, paragraphs 1-27.a.(15) and 1-32.f., which require installation and tenant commanders/directors to appoint and train Unit Environmental Compliance Officers (UECO) at appropriate organizational levels to ensure required environmental compliance actions are taking place.

3. Purpose: To perform duties as Unit Environmental Compliance Officer (UECO).

4. Period: Until reassigned or relieved of these duties.

5. Special Instructions: UECO appointee must complete the on line UECO Course within two months of being appointed. <http://www.state.nj.us/military/installations/index.html>

Date UECO Course completed: _____

POC NAME:

RANK:

UNIT:

PHONE:

FAX:

COMMANDER'S/DIRECTOR'S
SIGNATURE BLOCK

DISTRIBUTION:

UNIT CDR/DIRECTOR

CURRENT UNIT UECO

NEWLY APPOINTED INDIVIDUAL

CFMO-EMB