

MILPERSMAN CHANGE REQUEST

Complete one request for each article per MILPERSMAN 5215-010 and submit to NAVPERSCOM (PERS-332F)

SUPPORTING DOCUMENTATION MILPERSMAN 5215-010

1. Article Number:	2. Article Title:				
3. Type Change: (Review MILPESMAN 5215-010 requirements.)					
<input type="checkbox"/> Reviewed <input type="checkbox"/> Changes Required <input type="checkbox"/> No Changes Required					
<input type="checkbox"/> Minor Administrative					
<input type="checkbox"/> Policy and/or Procedure					
<input type="checkbox"/> New Article (Recommend follow MILPERSMAN article number .)					
<input type="checkbox"/> Article Deletion					
<input type="checkbox"/> Change of Responsible Office: <input type="checkbox"/> Functional Change <input type="checkbox"/> Code Correction Only					
4. Reason for Change: (Law, regulation, conference, directive, message, etc.)					
5. Complete Summary of Change(s): (Provide wording that can be used on official change summary to be reviewed/approved by DCNP. Attach page if more space is required.)					
6. <input type="checkbox"/> Directives/Forms used in article were reviewed and are current, or have been updated. Article policy and procedures have been changed, if needed per updated references.					
7. Office Requesting Change: (Forward to Responsible Office.)					
ORG CODE	POC NAME	INITIALS	TELEPHONE	DATE	
8. Responsible Office: (May be same as above.)					
ORG CODE	POC NAME	INITIALS	TELEPHONE	DATE	
9. Interested Party Clearances Required: (Responsible Office must obtain chops prior to submission to NAVPERSCOM (PERS-332F). Interested parties return article to Responsible Office.)					
ORG CODE	INITIALS	DATE	ORG CODE	INITIALS	DATE
ORG CODE	INITIALS	DATE	ORG CODE	INITIALS	DATE
10. Authorized Signature: (If jointly owned, requires both authorizations.)					
ORG CODE	STAFF OFFICE DIRECTOR, SPECIAL ASSISTANT, OR ACNPC				DATE
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11. Final Approval:					
PERS-332	INITIALS	DATE	PERS-00J	INITIALS	DATE
PERS-OOS	INITIALS	DATE	PERS-OOBAC	INITIALS	DATE
PERS-00BA	INITIALS	DATE	PERS-OOB (DCNP)	INITIALS	DATE