



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS OGDEN AIR LOGISTICS CENTER (AFMC)
HILL AIR FORCE BASE, UTAH

MEMORANDUM FOR 75 MSS/DPMD
7285 4th Street, Ste. 219
Hill AFB UT 84056-5206

Date

FROM:

1. Request a one-time/weekly/monthly/quarterly DISCOVERER product fitting the following description

a. Describe in detail from what type of group you want your selection made from (i.e. officer or enlisted personnel, certain units, certain age group):

Three horizontal lines for describing the group selection criteria.

b. This requirement was established on (date):

c. Purpose of requirement: State why you need this product (i.e. IAW AFI 30-3601, HQ AFSPC, Commander requirement, etc.):

Three horizontal lines for stating the purpose of the requirement.

d. How many copies? In what form (i.e. Excel)? To be delivered in what fashion (i.e. disk, e-mail)

If e-mail, please provide e-mail address (es):

Two horizontal lines for providing copy and delivery details.

e. Sequence of product (i.e. unit by alpha, by SSAN, etc.):

f. Data fields for output (i.e. grade, name, SSAN, unit, etc):

Three horizontal lines for listing data fields for output.

2. This product does not violate the Fraud, Waste and Abuse Program and will be disposed IAW the Privacy Act of 1974. This request will be revalidated in writing annually if necessary.

3. If you have any questions, the POC for this request is (grade, name, phone number):

Printed Name of Requestor

Signature