



DEPARTMENT OF THE ARMY
UNITED STATES ARMY COMBINED ARMS SUPPORT COMMAND
2221 ADAMS AVENUE
FORT LEE VIRGINIA 23801-2102

ATCL-CG (25-50a)

MEMORANDUM FOR Chief of Staff, U.S. Army Combined Arms Support Command (CASCOM), Fort Lee, Virginia 23801

SUBJECT: Delegation of Signature Authority

1. References.

- a. Army Regulation 600-8-11 (Reassignments), 01 May 2007.
- b. Army Regulation 600-8-10 (Leaves and Passes), 03 June 2020.
- c. Army Regulation 600-20 (Army Command Policy), 24 July 2020.
- d. Army Regulation 25-50 (Preparing and Managing Correspondence), 10 October 2020.

2. The CASCOM Chief of Staff is delegated the signature authority for requests for Voluntary Retirement Actions (LTC and below), Administrative Absence (previously known as "permissive temporary duty" or "permissive TDY"), High School Stabilizations, Compassionate Reassignments, Assignment Deletions/Deferments/Extensions, Requests for Early Reporting, Headquarters' CASCOM Staff Policies and Procedures, Request and Authority for Leave Forms, all Noncommissioned Officer Education System (NCOES) deferments or rescheduled attendance requests, and recommended approvals for attendance to all Professional Military Education (PME) and Functional courses.

- a. This authority can be cancelled or withdrawn by me at any time.
- b. Upon Change of Command, all delegations are subject to review by the new Commanding General.
- c. Delegated authority is automatically cancelled upon retirement, change of duties or change of position of the individuals given this authority.
- d. Individuals delegated signature authority will use their own signature blocks and titles.

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3. All correspondence that directs a change to established policy, states an official non-concurrence, is required by Army Regulation/Federal Statutes or is directed/addressed for Flag or General Officer attention (to include emails) will be forwarded to the Command Group for signature/authentication.

4. Point of contact for this action is the Secretary of the General Staff at (804) 734-1616/0647/1573.

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MARK T. SIMERLY
Major General, U.S. Army
Commanding