



DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY MATERIEL COMMAND
5001 EISENHOWER AVENUE, ALEXANDRIA, VA 22333-0001

REPLY TO
ATTENTION OF

AMCPE-F

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Reshape Contingency Planning

1. References:

a. Memorandum, AMCRM-M, 9 Jun 98, subject: RESHAPE Contingency Planning Analysis Worksheets.

b. Memorandum, AMCPE-ROC, 9 Oct 98, subject: New Format for Requesting Authority to Begin Reshape Contingency Planning.

2. This Headquarters has received correspondence from several Major Subordinate Command (MSC) commanders requesting assistance in streamlining the U.S. Army Materiel Command (AMC) reshape process. Recommendations were reviewed and briefed to the Commanding General (CG) who considered them from AMC's perspective of balancing a commander's need for flexibility with a headquarters' requirement to carefully manage reductions. Congress exercises significant oversight of reductions and this Command must be prepared to support all actions. The CG has reaffirmed that our current process is effective in the current environment. The CG has agreed, however, to eliminate the need to submit the Reshape Contingency Planning Analysis Worksheets with the request for authority to begin reshape planning. The worksheets, as described in reference 1.a, will now be forwarded with the completed reshape plan. When requesting authority to begin planning, activities will now submit only a memorandum with the request form described in reference 1.b. The Civilian Execution Plan must be updated at the time the reshape plan is submitted to Headquarters, AMC for approval.

3. This Headquarters encourages MSCs to continue to forward recommendations for streamlining this process. For questions or additional assistance, please contact the HQ AMC Reshape Operations Center action officer responsible for your MSC or Mrs. Nancy Nachreiner, from the Office of the Deputy Chief of Staff for Personnel, DSN 767-5129, or commercial (703) 617-5129. The point of contact in the Office of the Deputy Chief of Staff

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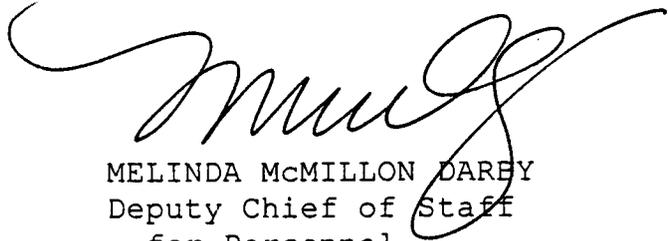
for Resource Management is Ms. Rosemary Hutchison, DSN 767-8687,
or commercial (703) 617-8687.

4. AMC -- Your Readiness Command . . . Serving Soldiers Proudly!

FOR THE COMMANDER:

Barbara A. Leiby

BARBARA A. LEIBY
Deputy Chief of Staff
for Resource Management



MELINDA McMILLON DAREY
Deputy Chief of Staff
for Personnel

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