

Enclosure 2

FORM OF ACKNOWLEDGEMENT OF RECEIPT
OF CERTIFICATE FOR
ACCREDITED CREDENTIAL

AWARD: Associate Diploma of Graphic Communication

* RECIPIENT: F181358 Major M.A. Oaten, RASVY

UNIT: Headquarters Logistic Command

RECEIVED: M. OATEN MAJ SO2 PERS SPT 10 Feb 95
(Name) (Rank) (Appointment) (Date)

REMARKS

Did the certificate arrive in good Condition? *Yes, certificate*
(If not, please give details) *arrived in good*

Condition

Do you have any other comments? *No, just thank you!*

Regards
MC

CIVIL ACCREDITATION ACTION SHEET

Note: This form is to be used in conjunction with AOSI 3/93 and DOCM-A flow charts and duty statements.

Service No.: F181358 Rank: ^{MAT}~~MAJ~~ Name: MA Oaten

Corps: RASVY Award Claimed: Ass Dip Graphic Comm AMAN No.: 367-51

SEQUENTIAL ACTION BY	ACTION REQUIRED	COMMENTS /INITIALS
SEA/CA EME/SVY	<p>Complete Offr number, rank, name, Corps and award claimed (include award number)</p> <p>Register and Attach POR to this sheet</p> <p>Check AOSI and <u>Verify</u> Entitlement</p> <p>Year Qualification gained</p> <p>Note: For PSO attach AMAN print listing prerequisites e.g. subject courses</p> <p>Graduate Diploma in Management Studies (if applicable)</p>	<p>S1175</p> <p>Date: <u>1982</u></p> <p>s22</p> <p>Initials <u>AY(CA)</u></p> <p>Year: <u>1982</u></p>
Details for Certificate		
Member's Full Name: <u>MARY ANN CATEN</u>		
Unit Postal Address: <u>HQ Log Comm</u>		
<u>PO Box 173212</u>		
<u>GPO Melb VIC 3001</u>		
REPRO CELL (DGM1)	<p>Check Action Sheet</p> <p>Check AOSI and <u>Verify</u> Entitlement</p> <p>Produce certificate and check quality</p> <p>Register and number certificate</p> <p>Enclose certificate with POR and action sheet</p> <p>Register onto Electronic Data Base</p>	<p>s22</p> <p>Initials <u>[redacted]</u></p> <p>Initials <u>[redacted]</u></p> <p>Date: <u>16 JAN 95</u></p> <p>No.: <u>8001949</u></p> <p>s22</p> <p>Initials <u>[redacted]</u></p>
SCA/CA	<p>Check certificate for content and accuracy</p> <p>Produce Covering letter and enclose with certificate</p> <p>Register covering Letter</p> <p>Separate covering letter/certificate from other documents and send to unit</p> <p>Staff POR and action sheet to Officer Records</p>	<p>Initials <u>[redacted]</u></p> <p>Date: <u>9/2/95</u></p>
OFFICER RECORDS	<p>Input POR details to AMAN</p> <p>File action sheet on DOSSIER File</p>	<p>Date: _____</p> <p>Initials _____</p>