



DEPARTMENT OF THE NAVY
NAVAL MEDICAL RESEARCH CENTER DETACHMENT

LIMA, PERU
UNIT NUMBER 3800
APO AA 34041 - 3800

IN REPLY REFER TO

NMRCDINST 1710.1
07 Aug 02

NMRCD INSTRUCTION 1710.1

From: Officer-in-Charge, Naval Medical Research Center Detachment
To: Distribution List No. 1

Subj: USE OF COMMAND MORALE, WELFARE, AND RECREATION
TELEVISIONS AND VCR AND/OR DVD PLAYERS.

1. Purpose. To delineate responsibility and policy for the use of Command MWR televisions, VCRs and DVD players at the Naval Medical Research Center Detachment (NMRCD), Lima, Peru.

2. Scope: The provisions of this directive shall apply to all U.S. active duty military personnel and their command sponsored dependents who are assigned to NMRCD.

3. Policy. Priority check-out and use of NMRCD MWR televisions, VCRs, and DVD players is as follows:

a. Permanently assigned U.S. military personnel within ninety days after reporting for duty or within 60 days prior to detachment from NMRCD will have first priority for checkout of MWR televisions/VCRs/DVD players.

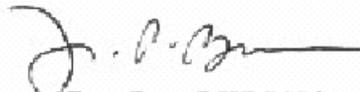
b. Permanently assigned U.S. military personnel with PCS orders of 12 months or less will have second priority for checkout of MWR televisions/VCRs/DVD players.

c. Provided all personnel needs in 4a and 4b above have been met any surplus televisions, VCRs or DVD players shall be made available for checkout to any eligible NMRCD permanently assigned Command member for a time period not to exceed 90 days from the time of checkout. Personnel in this category will be advised that the equipment must be returned immediately if their exists a higher priority need.

4. Responsibility. The MWR Property Manager will have overall responsibility for maintaining, issuing, receipt and inventory of NMRCD MWR TV/VCR/DVDs in accordance with the policies set forth in this directive. The administration and physical issue

NMRCINST 1710.1
7 Aug 02

of TV/VCR/DVDs will be performed by the Command Property Manager. The Command Property Manager will make sure that this directive is read and understood by recipients prior to the issue of equipment. The Property Manager will also be responsible for securing surplus equipment in a locked and restricted access space. Eligible personnel who checkout/use any NMRC MWR TV/VCR/DVD shall maintain and use this equipment only within their Command furnished housing unit and shall not "loan" it to anyone else. He/she will be held accountable for any damage due to neglect.



J. P. BURANS