



DEPARTMENT OF THE ARMY
UNITED STATES ARMY EUROPE
UNIT 29351
APO AE 09014-9351

AEAGF-C

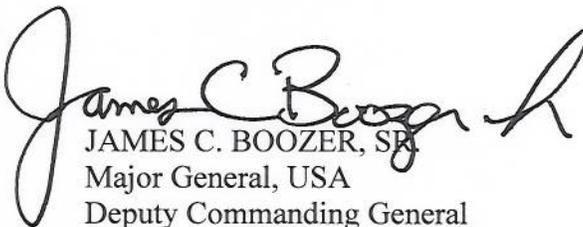
26 January 2012

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Appointment of USAREUR Conference Manager

1. Reference memorandum, Secretary of the Army, 14 October 11, subject: Army Directive 2011-20 (Department of the Army Conferences) (encl).
2. In accordance with the reference, enclosure 1, paragraph 7a, I appoint the Secretary of the General Staff (SGS), HQ USAREUR, as the USAREUR Conference Manager (CM). As the CM, the SGS will—
 - a. Be the primary POC for USAREUR conferences.
 - b. Oversee the administrative and technical details of conferences.
 - c. Process conference requests requiring the approval of the DCG, USAREUR, and the Department of the Army.
 - d. Submit semiannual reports of conferences to the Administrative Assistant to the Secretary of the Army.
3. To assist the CM, conference-requesting authorities will strictly comply with Army Directive 2011-20 and other applicable laws, regulations, and policy.
4. This appointment remains in effect until modified, canceled, or withdrawn.

Encl


JAMES C. BOOZER, SR.
Major General, USA
Deputy Commanding General

DISTRIBUTION:
HQ USAREUR Staff Principals
MSC Commanders
BCT Commanders