



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
UNITED STATES ARMY GARRISON VICENZA  
UNIT 31401 BOX 41  
APO AE 09630

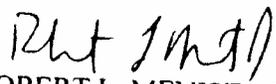
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27 December 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: U. S. Army Garrison Vicenza Policy Memorandum 33-14, Official Mail Postage Reimbursement from All Non-US Army Garrison Units and Activities

1. References:
  - a. DODI 4000.19, Interservice and Intragovernmental Support, 9 August 1995
  - b. DODI 4525.08p, DOD Official Mail Management, 11 August 2006
  - c. AR 37-49, Budgeting, Funding, and Reimbursement for Base Operations Support of Army Activities, 15 October 1978
  - d. Memorandum, DOD Military Postal Service Agency, MPSA-OMM (310-1q), 2 May 1994  
Subject: Non-reimbursement for Postage
  - e. Installation Management Command FY14 Narrative Funding Guidance, 06 Aug 2013
2. In accordance with the aforementioned directives, Department of Defense components and tenant activities are required to pay for official mail support.
3. Non-GFEBS units will pay using a DD Form 448, Military Interdepartmental Purchase Request (MIPR); GFEBS units will provide direct funding in GFEBS. The approximate yearly cost will be based on previous year expenditures. MIPRs will be submitted to the US Army Garrison Vicenza Resource Management Office. To ensure official mail service is uninterrupted, all units will continue MIPR or GFEBS funding as described above. Without unit funding, the Postal Service Center will not be able to continue in providing official mail postage services.
4. The point of contact for this memorandum is the Garrison Official Mail Manager/  
Postmaster, Vicenza Postal Service Center at DSN 634-6337.

  
ROBERT L. MENIST, JR.  
COL, IN  
Commanding

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