



DEPARTMENT OF THE NAVY
OFFICE OF THE ASSISTANT SECRETARY
(FINANCIAL MANAGEMENT AND COMPTROLLER)
1000 NAVY PENTAGON
WASHINGTON DC 20350-1000

MAY 30 2013

MEMORANDUM FOR DISTRIBUTION

Subj: DEPARTMENT OF THE NAVY PRACTICAL COMPTROLLERSHIP COURSE

Ref: (a) OASN(FM&C) memo of Sept 20 2012

Reference (a) provided information on the subject course offerings for FY 2013. As you know, due to fiscal issues and sequestration we have had to cancel four of the offerings. The last two are scheduled in July and August in San Diego and Pearl Harbor, respectively. Since these are large hubs for Department of the Navy employees, we would like to continue with these two offerings. In order to do that and allow sufficient lead time for the instructor and the students, we need your help. The following provides updated guidance:

- a. The due date for nominations for both offerings is now Wednesday, 12 June. Commands will be notified if there are enough total DON nominations to facilitate a class.
- b. To comply with existing fiscal guidance, travel is not authorized.
- c. Budget Submitting Offices must commit to the attendance of the nominee, if selected, or find an alternative nominee that meets the criteria in reference (a). In order to offer the two sessions it must be cost productive and we cannot afford to have students drop out.
- d. Nomination forms, quotas, and other nominating criteria provided in reference (a) should be used.

The point of contact within OASN(FM&C) is Ms. Brittany Smith, at 703-692-1671, or through fm_development_courses@navy.mil.

A handwritten signature in black ink that reads "Gaye L. Evans".

Gaye L. Evans
Special Assistant for Human Capital