



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

**SEP 2 2009**

**MEMORANDUM FOR DISTRIBUTION**

**Subj: DEFENSE FINANCIAL MANAGEMENT & COMPTROLLER SCHOOL**

**Encl: (1) DFMC - DDSC Student Nomination Form**

The Defense Financial Management and Comptroller School (DFM&CS), located at Maxwell AFB in Montgomery, AL, has as its mission to provide quality joint operational-level professional continuing education to DoD financial management personnel. Two courses, the Defense Financial Management Course (DFMC) and the Defense Decision Support Course (DDSC), are offered in furtherance of this mission. Course descriptions and the FY 2010 schedules are available at <http://www.au.af.mil/au/cpd/dfmcs/index.htm>.

To attend either course, eligible Department of the Navy personnel (civilian and military) must be nominated by their commands by completing the nomination form at enclosure (1) and submitting it, along with a supervisor's endorsement, to Maricela Vargas by email at [fm\\_development\\_courses@navy.mil](mailto:fm_development_courses@navy.mil). Enclosure (1) also contains eligibility criteria for both military and civilian personnel.

Nominations should be received approximately eight weeks prior to the start of the desired course. Nominees accepted into either course will be notified by OASN (FM&C) approximately four weeks before the start of class. Those accepted will also receive an information package from the DFM&CS Course Coordinator outlining registration requirements, local logistics, and other pertinent information. Note that commands are responsible for all travel and per diem costs associated with attendance for either course, with the exception that officers attending the DFMC while on Permanent Change of Station (PCS) orders will be financed by the Bureau of Naval Personnel or Headquarters, U.S. Marine Corps, as appropriate. There are no other costs or fees for attending either course.

The point of contact within the Office of the Assistant Secretary of the Navy (Financial Management and Comptroller) is Ms. Maricela Vargas, at 703-692-4826.

A handwritten signature in cursive script that reads "Gaye L. Evans".

**Gaye L. Evans**  
**Special Assistant for Human Capital**

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