



DEPARTMENT OF THE NAVY

NAVY RECRUITING DISTRICT NEW YORK
990 STEWART AVENUE
2ND FLOOR, SUITE 220
GARDEN CITY, NY 11530-4858

"MASTER"

NAVCRUITDISTNYINST 4651.1J CH-1
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13 Dec 11

NAVCRUITDIST NEW YORK INSTRUCTION 4651.1J CHANGE TRANSMITTAL 1

Subj: GOVERNMENT TRAVEL CHARGE CARDS

1. Purpose. To promulgate changes to the basic directive.

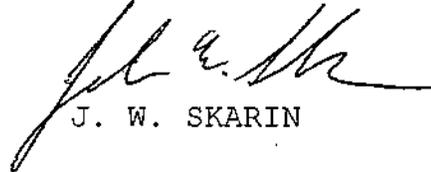
2. Action. All holders of basic directive are to make the following pen and ink changes:

a. Page two paragraph five subparagraph b line three cross-out "Logistic Supply Officer (LSO)" and write in "Supply Officer (SUPPO)."

b. Page two paragraph five subparagraph c line four cross-out "Transportation Officer" and write in "Administrative Technician."

c. Page three paragraph seven subparagraph c line four after "car rental" write in "and" after the word "lodging" write in "as", after the word "applicable" cross out "TDY fees" and put a period.

d. Page four subparagraph f line five. After the sentence ending with "of TDY travel." Add the sentence "The documents will be forwarded to the Defense Finance and Accounting Services via facsimile as substantiated records".


J. W. SKARIN

Distribution:
NRDNYINST 5216.1G
List I, II