



DEPARTMENT OF THE ARMY
Headquarters, Landstuhl Dental Activity
CMR 402
APO AE 09180

REPLY TO
ATTENTION OF:

MCDS-EUL

22 June 2004

MEMORANDUM FOR All LDENTAC Personnel

SUBJECT: Landstuhl Dental Activity (LDENTAC) Policy Letter 04-01, Exemption from Duty Roster.

1. Purpose: To establish unit policy and procedure as a reference guide to assist the Unit Duty Roster Coordinator in providing Monthly Duty Roster.
2. References: AR 220-45 Duty Roster
3. Responsibilities: The commander is responsible for the overall implementation, control and administration of the Duty Roster Program.
4. Scope: This policy applies to all LDENTAC facilities and personnel assigned to or working in those facilities.
5. Policy:
 - a. Soldiers will be exempt from all duty rosters beginning 30 days from their PCS/ETS date in order to assist them with the transition process.
 - b. The commander is the only approving authority for exemption from duty roster.
6. Point of contact is MAJ Song Gotiangco at 487-4110.

A handwritten signature in black ink, reading "Mark E. Peacock", is positioned above the typed name.

MARK E. PEACOCK
Colonel, DC
Commanding