



## Army Regulation AR 25-50 Preparing and Managing Correspondence 17 May 2013

By United States Government US Army

CreateSpace Independent Publishing Platform. Paperback. Book Condition: New. This item is printed on demand. Paperback. 108 pages. Dimensions: 11.0in. x 8.5in. x 0.2in. Army Regulation AR 25-50 Preparing and Managing Correspondence establishes three forms of correspondence authorized for use within the Army: a letter, a memorandum, and a message. This regulation applies to the Active Army, the Army National Guard Army National Guard of the United States, and the U. S. Army Reserve, unless otherwise stated. The proponent of this regulation is the Administrative Assistant to the Secretary of the Army. The proponent has the authority to approve exceptions or waivers to this regulation that are consistent with controlling law and regulations. The proponent may delegate this approval authority, in writing, to members of the Senior Executive Service within the proponent agency. Activities may request an exception or waiver to this regulation by providing justification that includes a full analysis of the expected benefits and a formal review by the activity's senior legal officer. All requests for exceptions or waivers will be endorsed by the commander or senior leader of the requesting activity and forwarded through their higher headquarters to the proponent. Refer to AR 2530 for specific guidance. Chapter 1 Preparing...



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