



DEPARTMENT OF THE NAVY
UNITED STATES NAVAL ACADEMY
121 BLAKE ROAD
ANNAPOLIS MARYLAND 21402-1300

5000
28/AO

NOV 18 2010

USNA NOTICE 5000

From: Superintendent

Subj: CHIEF OF STAFF (COS), U.S. NAVAL ACADEMY SIGNATURE BLOCK

Ref: (a) USNAINST 5216.1M

1. Purpose. To publish signature format for Captain Steven S. Vahsen, COS.

2. Action

a. Effective this date, correspondence prepared for signature of the COS will be typed as follows:

(1) Standard Naval letters and "By direction" correspondence

S. S. VAHSEN
Chief of Staff

(2) Business correspondence

S. S. VAHSEN
Captain, U.S. Navy
Chief of Staff

b. Refer to reference (a) for specific guidelines concerning local correspondence procedures.

/S/

S. S. VAHSEN
Chief of Staff

Distribution:
All Non Mids (electronically)