

DEPARTMENTAL MANUAL



TRANSMITTAL SHEET

PART 310 DM 5	SUBJECT ADMINISTRATIVE SERVICES General Flags	RELEASE NUMBER 4079
FOR FURTHER INFORMATION, CONTACT Office of Facilities and Administrative Services		DATE Jun 23, 2017

EXPLANATION OF MATERIAL TRANSMITTED:

This Departmental Manual Release, 310 DM 5 – Flags, updates the policy chapter for flags. Updates to the chapter include minor edits and updating the title of the office of responsibility from the National Business Center to the Office of Facilities and Administrative Services. Secretary's Order 3322 entitled: Restructuring and Renaming of the Department of the Interior National Business Center, dated August 23, 2012, authorized the transfer of the Administrative Operations Directorate from the National Business Center and established it as the Office of Facilities and Administrative Services under the Deputy Assistant Secretary – Technology, Information, and Business Services.

Acting Assistant Secretary – Policy, Management and Budget

FILING INSTRUCTIONS:

Remove:

310 DM 5 (5 Sheets)

Insert:

310 DM 5 (5 Sheets)