

APPENDIX 1: DA FORM 1687, NOTICE OF DELEGATION OF AUTHORITY, NONEXPENDABLE

NOTICE OF DELEGATION OF AUTHORITY - RECEIPT FOR SUPPLIES <i>For use of this form, see DA PAM 710-2-1. The proponent agency is ODCSLOG.</i>				DATE MAY 01 (1)	
AUTHORIZED REPRESENTATIVE(S)					
ORGANIZATION RECEIVING SUPPLIES X COMPANY, X BATTALION (2)			LOCATION IMSA, FORT RILEY, KS 66442 (3)		
LAST NAME-FIRST NAME-MIDDLE INITIAL	SOCIAL SECURITY NUMBER	AUTHORITY		SIGNATURE AND INITIALS	
		REQ	REC		
SMITH, JOE R. (4)		YES (5)	NO (6)	<i>Joe R. Smith JRS</i>	
JONES, JOHN W.		YES	YES	<i>John W. Jones JWJ</i> (7)	
DAVIS, MICHAEL J.		YES	YES	<i>Michael J. Davis MJD</i>	
Not used					
AUTHORIZATION BY RESPONSIBLE SUPPLY OFFICER OR ACCOUNTABLE OFFICER					
THE UNDERSIGNED HEREBY (8) <input checked="" type="checkbox"/> DELEGATES TO <input type="checkbox"/> WITHDRAWS FROM THE PERSON(S) LISTED ABOVE, THE AUTHORITY TO: REQUEST/RECEIVE CLASS VIII NONEXPENDABLE SUPPLIES AND EQUIPMENT					
REMARKS THIS CARD SUPERCEDES ALL PREVIOUS CARDS (9)					
I ASSUME FULL RESPONSIBILITY					
UNIT IDENTIFICATION CODE XXXXXX (10)			DODAAC/ACCOUNT NUMBER XXXXXX (11)		
LAST NAME-FIRST NAME-MIDDLE INITIAL	GRADE	TELEPHONE NUMBER	EXPIRATION DATE	SIGNATURE	
MATHEWS, JANET M. (12)	O3 (13)	239-5555 (14)	30 APR 02 (15)	<i>Janet M. Mathews</i> (16)	

DA FORM 1687, JAN 82

EDITION OF DEC 57 IS OBSOLETE.

USAPPC V3.00

SAMPLE OF COMPLETED DA FORM 1687 TO REQUEST AND/OR RECEIVE NONEXPENDABLE CLASS VIII SUPPLIES.

- (1) ENTER THE CALENDAR DATE THE FORM IS PREPARED.
- (2) ENTER THE NAME OF THE UNIT REQUESTING SUPPLIES.
- (3) ENTER "IMSA, FORT RILEY, KS 66442."
- (4) ENTER THE NAME(S) OF THE AUTHORIZED REPRESENTATIVE.
- (5) (REQ) ENTER "YES" IN THIS BLOCK FOR EACH PERSON AUTHORIZED TO REQUEST SUPPLIES, OTHERWISE ENTER "NO".
- (6) (REC) ENTER "YES" IN THIS BLOCK FOR EACH PERSON AUTHORIZED TO RECEIVE SUPPLIES OTHERWISE ENTER "NO".
- (7) ENTER THE SIGNATURE AND INITIALS OF DELEGATED PERSON.
- (8) ENTER AN "X" IN THIS BOX TO SHOW THAT AUTHORIZED REPRESENTATIVE IS DELEGATED TO REQUEST/RECEIVE SUPPLIES. SPECIFY TO "REQUEST AND/OR RECEIVE NONEXPENDABLE CLASS VIII SUPPLIES AND EQUIPMENT."
- (9) ENTER "THIS CARD SUPERCEDES ALL PREVIOUS CARDS."
- (10) ENTER THE ASSIGNED UNIT IDENTIFICATION CODE.
- (11) ENTER THE UNIT DODAAC.
- (12) ENTER THE NAME OF UNIT COMMANDER
- (13) ENTER THE GRADE OR RANK OF THE COMMANDER
- (14) ENTER THE OFFICE PHONE NUMBER OF THE COMMANDER.
- (15) ENTER THE EXPIRATION DATE OF THE CARD.
- (16) ENTER THE SIGNATURE OF THE COMMANDER.