



**DHR
Administrative
Services
Division**

ASD Link

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Message from the Chief

Welcome to the ASD Link, a condensed version of our previous newsletter. Rather than duplicating information that is already available on our web pages (that can be difficult to locate), we have developed this new single page document that will help you locate the desired information on the newest portal. Please note that the new portal requires you to select your Email certificate in order to Login.

In the ASD we provide services to the Installation on Forms, Publications, Official Mail, Records Management, Privacy Act, Freedom of Information Act, Personally Identifiable Information, and Postal Operations Management.

I look forward to any feedback you may have on any topic within our area of responsibility. Please direct your response to the following Email link: [Chief, ASD](mailto:Chief.ASD).

Fort Drum Forms and Publications

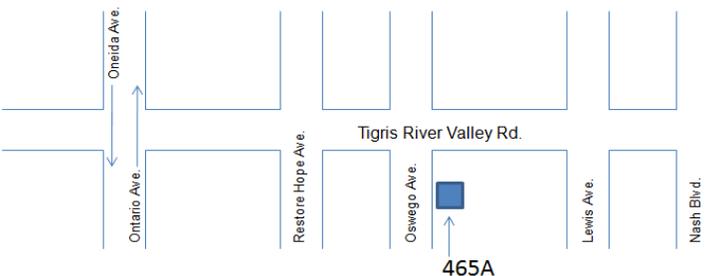
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Installation Records Manager / Privacy Act

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Where are we located?
Administrative Services Division
Bldg. 465A Oswego Avenue



Announcements / Items of Interest

Fort Drum Pamphlet 600-5 - Standards (Blue Book)



The newest version (dated 20 April 2015) is available on the [new intranet portal](#). This is a printable version. Set your printer to print 4 pages per sheet, double sided, and flip on short edge. After printing, cut and staple your booklet together.

Notes

Underlined titles are direct links to the appropriate areas as listed.

Officer promotion certificates will finally be on their way shortly. Only a limited supply will be available initially. S1 shops should submit their requests as appropriate to help ensure there is enough for everyone.

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