

DEPARTMENT OF THE ARMY  
Corps of Engineers, Omaha District  
215 North 17th Street  
Omaha, Nebraska 68102-4978

DM 1130-1-1

CEMRO-OP-N  
CEMRO-OP-H

Memorandum

No. 1130-1-1

1 June 1991

Project Operation  
REQUEST FOR OPERATIONS DIVISION  
FACILITY ACCOUNT SERVICES

1. Purpose. To establish policy for the continuation and the management of Revolving Fund Facility Account Service Shops (Sign Shop and Electronics Maintenance Unit) and procedures for requesting services from these shops.
2. Applicability. This memorandum is applicable to all elements of the Omaha District involved in using service shops.
3. Authority. Revolving Fund Facility Account Shops are authorized and established under the provisions of ER 10-1-3, ER 37-2-10, paragraph 2-23, and DM 10-1-3, Appendix N.
4. Policy. The above noted Revolving Fund Facility Account Shops are to be maintained and staffed by Operations Division at a nominal level to provide services for all elements of Omaha District and the Missouri River Division (MRD). Services will be provided on a request basis, subject to reimbursement by the requesting office element. Priority for accomplishment of the requested services will be established by Chief, Operations Division.
5. General. The following facilities are located at the Omaha District Missouri River Project Office, 9501-9901 John J. Pershing Drive, Omaha, Nebraska 68112-1547.
  - a. Sign Shop - Building No. 29. Capability exists for the manufacture of signs and markers for interior and exterior purposes, utilizing heat-activated reflective sheeting, with pre-cut letters and/or numbers baked on either 0.08" or 0.125" thick aluminum sheet backing. The finished sign is sprayed with clear coat lacquer for preservation.
  - b. Electronics Maintenance Unit - Building No. 49. Capability exists for the operation, repair, servicing, modification, calibration, testing, and fabrication of a wide variety of communications-electronics and telephone equipment.

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This memorandum supersedes DM 1130-1-1 dated 30 November 1981.

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6. Procedures. Office elements requiring any of the above services must submit a memorandum, citing their appropriate cost code, as follows:

a. Sign Shop. Memorandum and sign order worksheet (available from CEMRO-OP-N) to Chief, Natural Resource Branch, Operations Division (CEMRO-OP-N). Using elements are reminded that the U.S. Army Corps of Engineers Sign Standards Manual, EP 310-1-6, para. a. & b., provides policy and guidance on use and placement of signs. Any variation from this manual requires MRD or HQUSACE (Headquarters, U. S. Army Corps of Engineers) approval.

b. Electronics Maintenance Unit. To request assistance on the maintenance of existing systems and equipment; notify the Electronics Maintenance Unit via telephone or by memorandum with the system problem, equipment serial number, and required priority. For the acquisition of new equipment; submit a memorandum to CEMRO-OP-H containing system requirements, cost code, and justification.

FOR THE COMMANDER:



DONALD E. NEEDHAM  
LTC, EN  
Deputy Commander

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