

CHECK IN/OUT SHEET STAFF (USAF)

Name (Last, First, MI)		Rate	
Command Reported From		Detachment Date	UIC
Date Reported to NAVCONSTRACEN	New Duty Station	Detachment Date	UIC

CONTACT	CHECK IN	CHECK OUT
1. COMMAND SERVICES STAFF, BLDG. 1300 (Return Sheet After Completion)		
2. CO, XO, CMDCM SECRETARY, BLDG. 1300		
3. COMPANY CHIEF/SCHOOL DIRECTOR, BLDG. 1415		
4. COMPANY COMMANDER, BLDG. 1415		
5. AIR FORCE SUPERINTENDENT, BLDG. 1415		
6. TRAINING OFFICER, BLDG. 1300		
7. TRAINING CHIEF, BLDG. 1300		
8. TRAINING SPECIALIST, BLDG. 1300		
9. COMMAND SAFETY MANAGER, BLDG. 1300		
10. INFORMATION TECHNOLOGY MANAGER, BLDG. 1300		

REMARKS: