ACTION ROUTING SHEET

Naval Health Clinic Charleston

PURPOSE CODES: A - ACTION C - COMMENT E – ENDORSEMENT I - INFORMATION R - RETAIN S - SIGNATURE	FROM (ORIGINATOR): SUBJECT: DATE ROUTED:	ACTION DUE DATE:

ROUTE ORDER	ROUTE TO	PURPOSE CODE	DATE IN	DATE OUT	INITIALS	COMMENTS
1ST						
2ND						
3RD						
4TH						
5TH						
6TH						

AFTER ROUTING IS COMPLETED, RETURN TO ORIGINATOR.

NHCCHASN 5216/002 (Rev APR/2013)