



REPLY TO  
ATTENTION OF

DEPARTMENT OF THE ARMY  
INSTALLATION MANAGEMENT AGENCY  
2511 JEFFERSON DAVIS HIGHWAY  
ARLINGTON, VA 22202-3926

NOV 18 2003

SFIM-OP-R

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Utilization of Morale, Welfare and Recreation Standard Management Information Systems

1. References:

- a. Memorandum, CFSC-IM, 11 Jan 96, subject: Management Information Systems Standards and Fielding
- b. Memorandum, CFSC-IM, 29 Feb 96, subject: Management Information Systems Standards and Fielding
- c. Army Regulation 215-1
- d. Morale, Welfare and Recreation Board of Directors Minutes, 21 Oct 94

2. On 21 October 1994, the Morale, Welfare and Recreation (MWR) Board of Directors (BOD) approved the central funding and mandatory utilization of a standard suite of MIS software applications.

3. Existing policy, AR 215-1, Chapter 7 states, "use of these standard systems is mandatory." These standard systems include, but will not be limited to RecTrac; Golftrac; Catermate (EventMaster); TLMS; SMIRF; PRISM; ALPMS; CYMS; FMBS.

4. Each region, garrison, and MWR facility is expected to comply with existing policy and fully support all efforts to standardize and implement all MWR MIS software applications.

5. Please address any requirement for information to my staff action officer, Ms. Kimberly A. Combs, DSN 232-1662, email: [kimberly.combs@hqda.army.mil](mailto:kimberly.combs@hqda.army.mil).

  
THOMAS E. SITTNICK  
Colonel, IN  
Chief, Operations Division



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