

MEMORANDUM FOR RECORD

SUBJECT: Appointment of English Comprehension Level (ECL) Test Control Officer (TCO) and Alternate Test Control Officer (ATCO)

REF: DLIELC Instruction 1025.15 (latest issue)

1. The following personnel are appointed subject duties for Site # _____ IAW reference, effective _____ or until officially relieved or released from appointment. Signatures below signify that the appointee has read and understood DLIELC Instruction 1025.15 and agrees to follow its provisions.

TCO (print or type name)	RANK	SERVICE
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E-MAIL ADDRESS	SIGNATURE
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ATCO (print or type name)	RANK	SERVICE
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E-MAIL ADDRESS	SIGNATURE
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ATCO (print or type name)	RANK	SERVICE
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E-MAIL ADDRESS	SIGNATURE
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ATCO (print or type name)	RANK	SERVICE
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E-MAIL ADDRESS	SIGNATURE
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2. Appointments above supersede those of the previous TCO/ATCOs (provide names):

3. Please mail to: DLIELC/LEAT 2235 ANDREWS AVE JBSA LACKLAND, TX 78236-5259	OR FAX to: DSN (312) 473-0211 COMM (210) 671-0211	OR Email to: DLI.Testing@us.af.mil
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Signature of Appointing Official (Installation Commander or SAO)	Date
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Name/Rank/Title of Appointing Official (typed or printed)	E-mail Address
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