



DEPARTMENT OF THE NAVY

BUREAU OF MEDICINE AND SURGERY
WASHINGTON D C 20372-5120

IN REPLY REFER TO
BUMEDINST 5300.7
BUMED-3C1
19 Sep 91

BUMED INSTRUCTION 5300.7

From: Chief, Bureau of Medicine and Surgery

Subj: TELEPHONE LISTING OF KEY COMMAND PERSONNEL

1. Purpose. To request submission of an up-to-date listing of telephone numbers of key naval Medical Department command personnel.
2. Cancellation. NAVMEDCOMINST 5300.1A.
3. Action. Submit the names and telephone numbers of key personnel semiannually to the Chief, Bureau of Medicine and Surgery (BUMED) (MED-3C). Submit report by letter, naval message, or NAVGRAM in the format below. This information should reach BUMED by 1 December and 1 May. A composite listing will be published semiannually by 15 January and 15 June. Parent commands should include information on subordinates not established by the Chief of Naval Operations (OP-09B2) as independent shore activities, e.g., branch clinics, annexes, detachments, or others. List both Defense Switched Network (DSN) and commercial telephone numbers for the office.

Activity: _____

<u>Name, Grade, Corps</u>	<u>DSN Office Telephone Number</u>	<u>Commercial Area Code and Number</u>
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Commander,
Commanding Officer,
Officer in Charge, or
Petty Officer in Charge

Executive Officer

Director for Administration

Director for Nursing Services

Director for Medical Services

Director for Surgical Services

Director for Ancillary Services

Director for Occupational Health
and Preventive Medicine



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BUMEDINST 5300.7
19 Sep 91

Director for Pastoral Care

Comptroller

Reserve Liaison Officer

Management Information Officer

Command Master Chief/
Senior Enlisted Advisor

Message Plain Language Address (PLA)

24-hour Duty or After Hours Telephone Number

MCI Identification Number and Formal Name

Telefax Numbers (DSN and Commercial)

4. Report. Report control symbol MED 5300-1 is assigned to the Key Command Personnel report required in paragraph 3. This report is approved by the Chief, Bureau of Medicine and Surgery for 3 years from the date of this instruction.



D. F. HAGEN

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