

## Martinez, Alfonso E.

**From:** nason.earl  
**To:** DavisD  
**Cc:** gould; martinez; SchiefeM; smith.archie; yuris.carmen; Pratt.Carolyn; priddle.john; counts.laura  
**Subject:** HRRD Transfer Requirements and Timeline  
**Date:** Wednesday, May 13, 1998 10:15AM  
**Priority:** High

Dennis,

In the next few minutes I will be faxing you a memo from SSgt Martinez, the research database administrator at Brooks AFB. The memo provides some of the information (specifications and timeline) we need to begin the transition of the Human Resources Research Database to AFPC. Please share this with Col Schiefer and your DPD counterparts.

Notice that SSgt Martinez's timeline indicates the database will not move until the end of FY99. To avoid any last minute surprises, we do not want to wait until the end of the FY before making this move and I have already talked with Sgt Martinez about the need to revise the transition schedule. I'm not sure when the transfer should occur but I'd like to leave at least a couple months buffer. We'll have to work that out.

As I see it, our next step should be to get reps from AFPC, AFRL and DP together to create a memorandum of agreement that specifies who will do what to whom and when. Please get back to me after you all have had a chance to digest the fax and we'll arrange a way to make the MOA happen. Given the reorg we're having and our TDY schedule, I'd like to shoot for the first week of June. Let me know what works for you.

Thanks,

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*Need to FedEx ASAP  
over night / next day*

*Major Nason*

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