|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **STANDARDIZATION DOCUMENT IMPROVEMENT PROPOSAL RFC NTB xyz** | | | | |
| INSTRUCTIONS  1. The preparing activity must complete blocks 1 ,2, 3, and 8. In block 1, both the document number and revision letter  should be given.  2. The submitter of this form must complete blocks 4, 5, 6, and 7.  3. The preparing activity must provide a reply within 30 days from receipt of the form.  NOTE: This form may not be used to request copies of documents, nor to request waivers, or clarification of  requirements on current contracts. Comments submitted on this form do not constitute or imply authorization to  waive any portion of the referenced document(s) or to amend contractual requirements. | | | | |
| **I RECOMMEND A CHANGE:** | 1. DOCUMENT NUMBER | 2. DOCUMENT DATE (YYYY/MM/DD) | | |
| 3. DOCUMENT TITLE | | | | |
| 4. NATURE OF CHANGE *(Identify paragraph number and include proposed rewrite, if possible. Attach extra sheets as needed.)*  **Proposed change**: | | | | |
| 5. REASON FOR RECOMMENDATION | | | | |
| 6. SUBMITTER | | | | |
|  | | | b. ORGANIZATION | |
| c. ADDRESS *(Include Zip Code)* | | | d. TELEPHONE *(Include Area Code)*  Commercial | 7. DATE SUBMITTED |
| 8. PREPARING ACTIVITY | | | | |
| a. NAME  **Bryan E. Blank / NTB Chair** | | | b. TELEPHONE *(Include Area Code)*  (571) 557-6051 | |
| c. ADDRESS *(Include Zip Code)*  **NGA TCAG**  **7500 GEOINT Drive,**  **Springfield, Virginia 22150** | | | **IF YOU DO NOT RECEIVE A REPLY WITHIN 45 DAYS, CONTACT:**  Defense Standardization Program Office (DLSC-LM)  8725 John J. Kingman Road, Suite 2533 Ft. Belvoir, VA  22060-2533  Telephone (703) 767-6888 DSN 427-6888 | |