

CO Suggestion Box

PRIVACY ACT STATEMENT

AUTHORITY: 10 U.S.C. 5013, Secretary of the Navy; 10 U.S.C. 5041, Headquarters, Marine Corp

PURPOSE: To provide service members, DoD employees, retirees and family members an equal opportunity to share their ideas and concerns with the installation Commanding Officer.

ROUTINE USES: In addition to those disclosures generally permitted under 5 U.S.C. 552a(b) of the Privacy Act, these records or information contained therein may specifically be disclosed outside the DoD as a routine use pursuant to 5 U.S.C. 552a(b)(3) as follows: The DoD 'Blanket Routine Uses' that appear at the beginning of the Navy's compilation of systems notices apply to this system.

DISCLOSURE: Voluntary. However, failure to provide the requested information may cause lengthy delays and/or the inability to complete the request.

Commander Fleet Activities (CFA) Sasebo Suggestion Program

The CFA Sasebo Suggestion Program is designed to provide an easy and efficient way for any member of our community an equal opportunity to share your idea(s) about how we can make the base function better. Although the form asks for personal information, anonymous suggestions may also be submitted and will be considered. Providing contact information allows for follow-up questions and discussion regarding the suggestion submitted.

Please note the CFA Sasebo Suggestion Program does not deal with big Navy or workforce matters, i.e., workforce reductions or position eliminations, nor is it a vehicle to deal with employee grievances or workplace concerns as those items should be submitted through the normal channels or chain of command.

Thank you for taking the time to share your ideas! All inputs are welcome!

Please complete all questions below.

Last name, First Name

Daytime Telephone

1. As far as you know, is this suggestion being considered?*

Yes

No

2. Does this suggestion relate to a policy that is not being applied properly?*

Yes

No

3. Have you submitted this suggestion before, within the past year?*

Yes

No

4. Describe the present situation, condition, method, or procedure to be improved.*

5. How will your suggestion improve the present situation or benefit CFA Sasebo?*