

DEPARTMENT OF THE ARMY
Corps of Engineers, Northwestern Division
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CENWD-RBM-I
Regional Regulation
No. 25-1-1

11 August 2004

Information Management
OFFICE SYMBOLS

History. This issue is a revision of NWDR 25-1-1.

Summary. Appendix A lists Headquarters Northwestern Division (HQNWD) organizational titles and office symbols as directed by the Northwestern Division (NWD) Permanent Order 97-1. Appendix A identifies the USACE National Support Functions directed by USACE 2012. Appendix B, the NWD standardized district office symbols template, is revised to identify the District Civilian Personnel Advisory Center (CPAC) reassignment to the Army.

1. PURPOSE. This regulation establishes standard office symbols and common organizational titles. Office symbols identify organizations and facilitate delivery of communications.
2. APPLICABILITY. This regulation is applicable region-wide (HQNWD and NWD Districts).
3. REFERENCE. AR 25-1, Chapter 8-5.a.(2), Army Knowledge Management and Information Technology Management.
4. GENERAL. Information Management develops and assigns all office symbols. Compliance with organization structure is verified by Resource Management. NWD Districts must use office symbols in Appendix B and add supplements to identify branches, sections, etc.

FOR THE COMMANDER:

2 Appendices
App A – Headquarters Northwestern Division
Office Symbols
App B - Northwestern Division
Standardized District Office Symbols

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WILLIAM J. JENNINGS
Executive Assistant

Distribution:
<http://www.nwp.usace.army.mil/im/r/regs/nwdr.html>
1- NWD Records Managers (Distribution)

This regulation supersedes NWDR 25-1-1, 1 September 2003.

APPENDIX A

HEADQUARTERS NORTHWESTERN DIVISION
OFFICE SYMBOLS

Office of Commander/Division Engineer	CENWD-DE
Office of Chief of Staff/Deputy Division Engineer	CENWD-DD
Executive Assistant	CENWD-DX
Emergency Management Division	CENWD-DDE
Security and Law Enforcement Division	CENWD-DDS
Native American Coordinator	CENWD-NA
Regional Business Directorate	CENWD-RB
Business Management Division	CENWD-RBM
Contracting	CENWD-RBM-C
Information Management	CENWD-RBM-I
Western Processing Center	CENWD-RBM-W
Logistics Management	CENWD-RBM-L
Public Affairs	CENWD-RBM-P
Business Resource Division	CENWD-RBR
Business Technical Division	CENWD-RBT
Programs Directorate	CENWD-PD
Civil Works Integration Division	CENWD-PDC
Military, Environmental and IIS Integration Division	CENWD-PDE
Program Support Division	CENWD-PDS
Missouri River Basin Water Management Division	CENWD-PDM
Columbia Basin Water Management Division	CENWD-PDW
Hydrologic Engineering Branch	CENWD-PDW-H
Power Branch	CENWD-PDW-P
Hydro Power Analysis Center	CENWD-PDW-A
Reservoir Control Center	CENWD-PDW-R
District Support Team Portland/Walla Walla/Fish	CENWD-PDD-A
District Support Team Kansas City/Omaha/Seattle	CENWD-PDD-B
<u>USACE National Support Functions</u>	
Human Resources	
Equal Employment Opportunity	
Internal Review	
Office of Counsel	
Safety	
Small Business	

APPENDIX B

NORTHWESTERN DIVISION
STANDARDIZED DISTRICT OFFICE SYMBOLS

Commander/District Engineer	CENWX-DE
Deputy Commander/Deputy District Engineer	CENWX-DD
Deputy Commander – Military Procedures	CENWX-DM
Deputy District Engineer for Project Management	CENWX-DP
Executive Assistant/ Executive Officer/ Administrative Officer	CENWX-XA
Special Assistant	CENWX-SA-XX
HTRW Center of Expertise	CENWX-HX
Hydroelectric Design Center	CENWX-HDC
Information Management Office	CENWX-IM
Internal Review Office	CENWX-IR
Logistics Management Office	CENWX-LM
Native American Coordinator Office	CENWX-NA
Office of Counsel	CENWX-OC
Construction Division	CENWX-CD
Construction and Operations Division	CENWX-CO
Contracting Division	CENWX-CT
Engineering and Construction Division	CENWX-EC
Engineering Division	CENWX-ED
Equal Employment Office	CENWX-EE
Operations Division	CENWX-OD
Planning Division	CENWX-PD
Planning and Engineering Division	CENWX-PE
Planning, Programs and Project Management Division	CENWX-PM
Programs and Project Management Division	CENWX-PM
Public Affairs Office	CENWX-PA
Real Estate Division	CENWX-RE
Resource Management Office	CENWX-RM
Safety and Occupational Health Office	CENWX-SO
Security and Law Enforcement Office	CENWX-SL
Small Business Office	CENWX-SB
Regulatory Division	CENWX-RD
Civilian Personnel Advisory Center (Army Assigned)	PECP-WER-X