

POLICY AND PROCEDURE MANUAL (PPM) SUBMISSION FORM

6.3.4 ACC31 POLICY AND PROCEDURE MANUAL SUBMISSION FORM

Please refer to the PART 3, Section 3.1 for submission information. Use a separate Form for each submission to the National web site PPM. Submit Form ACC31 attached to the submission to the League Headquarters by Mail or Email.

SUBMISSION INFORMATION		
TITLE OF SUBMISSION		
PPM PART NUMBER		PPM SECTION NUMBER
Select One Box Only	Select One or More Boxes	Provide if known
INSERTION	POLICY	(Approval Reference)
AMENDMENT	PROCEDURE	(Approval Reference)
DELETION	GUIDELINE	Comment:
	GENERAL INFORMATION	
ELECTRONIC LINKAGE: Select: TO WEBSITE TO PART / SECTION TO FORM OTHER		Specify:
CONTACT INFORMATION		
NAME AND / OR COMMITTEE		
DATE		PHONE NUMBER
EMAIL ADDRESS		
APPROVING ACTION BY PPBLC		STAFFING ACTION BY LEAGUE HQ
Date Approved for Publication		Date of Transfer to PPM Web Site
Date Forwarded to League HQ		Date Added to PPM Amendment List
Special Instructions:		Date Added to Web Site Alert (if applicable)
		Comments:

ACC 31 (Jul 2007)