COMSEC MATERIAL REPORT

This is FOR OFFICIAL USE ONLY unless otherwise stamped.

(Updated 20260211)

1. *(x one)*

☐ TRANSFER ☐ INVENTORY ☐ DESTRUCTION ☐ HAND RECEIPT ☐ OTHER *(Specify)*

2. **FROM**	ACCT. NO.	3. DATE OF REPORT *(Year, Month, Day)*	4. OUTGOING NUMBER
		5. DATE OF TRANSACTION *(Year, Month, Day)*	6. INCOMING NUMBER
7. **TO**	ACCT. NO.	8. ACCOUNTING LEGEND CODES* 1 - Accountable by serial number. 2 - Accountable by quality 3 - Initial receipt required, locally accountable by serial number thereafter, local accounting records must be maintained for a minimum of 90 days after suppression. 4 - Initial receipt required, may be controlled in accordance with Service/ Agency directives.	

	9. SHORT TITLE/DESIGNATOR - EDITION	10. QUANTITY	11. ACCOUNTING NUMBERS BEGINNING	11. ACCOUNTING NUMBERS ENDING	12.* ALC	13. REMARKS
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14. THE MATERIAL HERON HAS BEEN *(X one)* → ☐ RECEIVED ☐ INVENTORIED ☐ DESTROYED

15. AUTHORIZED RECIPIENT — 16. *(X one)* ☐ WITNESS ☐ OTHER *(Specify)*

a. Signature	b. Grade	a. Signature	b. Grade
c. Typed or Stamped Name	d. Service	c. Typed or Stamped Name	d. Service

17. FOR DEPARTMENT OR AGENCY USE