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ASSISTANT SECRETARY OF DEFENSE
WASHINGTON, D.C. 20301-1400

PUBLIC AFFAIRS

MEMORANDUM FOR ASSISTANT COMMANDANT, U.S. MARINE CORPS

SUBJECT: Joint Civilian Orientation Conference 60 Participation

You are cordially invited to join the Secretary of Defense in greeting the participants of the Joint Civilian Orientation Conference (JCOC 60) at the program's welcome reception and dinner on Sunday, May 4, 1997, at the Willard Inter-Continental Hotel, 1401 Pennsylvania Avenue, NW, Washington, D.C. The reception will begin at 6:00 p.m., followed by dinner at 7:00 p.m. The dress is Service Alphas. Valet parking is available at the Willard.

I hope you can attend these events, but if not, I would appreciate having the Director of Marine Corps Staff stand in for you. Please respond by March 19, 1997, to Ms. Linda Tripp, JCOC 60 Director, at (b)(6)

A handwritten signature in cursive script, appearing to read "Ken H. Bacon", is located below the typed name.

Kenneth H. Bacon
Assistant Secretary of Defense
for Public Affairs