



ASSISTANT SECRETARY OF DEFENSE

WASHINGTON, D.C. 20301-1400

JUL 10 1996

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PUBLIC AFFAIRS

MEMORANDUM FOR CHIEF OF PUBLIC AFFAIRS
OFFICE OF THE SECRETARY OF THE ARMY

CHIEF OF INFORMATION
DEPARTMENT OF THE NAVY

DIRECTOR OF PUBLIC AFFAIRS
OFFICE OF THE SECRETARY OF THE AIR FORCE

DIRECTOR OF PUBLIC AFFAIRS
HEADQUARTERS, U.S. MARINE CORPS

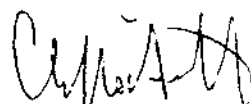
CHIEF OF PUBLIC AFFAIRS
U.S. COAST GUARD

SUBJECT: Joint Civilian Orientation Conference 60 (JCOC 60)

JCOC 59 was a great success and we want to build on that success as we plan for JCOC 60. Selecting a date early in the process will increase the opportunity for the best qualified nominees to participate, and it will help the Services plan hands-on activities that best showcase people, missions and equipment. We recommend JCOC 60 be conducted from Sunday to Sunday, during the period April 27 - May 3 (primary), 1997 or May 4 - May 10 (alternate), 1997.

Each Service is free to pick the installation and location that best demonstrates that Service's story. Once the dates are established, I request that you consider scheduling any currently unscheduled exercises and demonstrations during that time at the designated locations. Taking advantage of major training exercises, such as the Marine Corps CAPEX, greatly enhances the JCOC experience.

I plan to schedule a Public Affairs Working Group shortly; however, I would appreciate your concurrence on the date NLT July 19, 1996, so that we can get a jump on the planning cycle and allocate more time to you for planning and execution. If you know at this time your preferred location, that information would also be helpful.


Clifford H. Bernath
Principal Deputy Assistant
Secretary of Defense for
Public Affairs