



PUBLIC AFFAIRS

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

9

EXECUTIVE SUMMARY/COVER BRIEF

MEMORANDUM FOR THE SECRETARY OF DEFENSE

THROUGH: THE EXECUTIVE ASSISTANT TO THE SECRETARY OF DEFENSE

FROM: *as* Kenneth H. Bacon, Assistant Secretary of Defense for Public Affairs
Prepared by: (b)(6) Linda Tripp, DPCR (b)(6)

SUBJECT: Joint Civilian Orientation Conference 60
(JCOC 60)

DISCUSSION: Planning for the Joint Civilian Orientation Conference (JCOC 60) is well underway. As you know, JCOC 59 was a great success, and we want to build on that success as we prepare for JCOC 60. This year, with the cooperation of the Services, we have selected May 4-11, 1997 as inclusive dates for JCOC 60. Identifying the week of JCOC early in the process increases the opportunity for the best qualified nominees to participate. It also will allow the Services to plan hands-on activities that best showcase people, missions and equipment.

The first week of August each year is the optimum time for you to send out the JCOC solicitation of nominations to DoD Components world-wide. With early notification of the 1 December 1996 deadline, and ample time for response, we may expect the highest caliber of nominees to be submitted by the closing date.

RECOMMENDATION: I recommend that you authorize the release of the ALDODACT MSG to all DoD Components (TAB A) and sign the memo to DoD Components (TAB B).

Attachments:
As stated



THE SECRETARY OF DEFENSE

WASHINGTON, DC 20301-1000

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DIRECTOR OSD DEFENSE RESEARCH AND ENGINEERING
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
DIRECTOR OF OPERATIONAL TEST AND EVALUATION
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR OF ADMINISTRATION AND MANAGEMENT
DIRECTORS OF DEFENSE AGENCIES
COMMANDANT, U.S. COAST GUARD
CINCEUR
CINCCENTCOM
CINCSPACECOM
CINCUSACOM
CINCPAC
CINCSTRATCOM
CINCSOC
CINC SOUTHCOM
CINCTRANSOM
CHIEF, NATIONAL GUARD BUREAU

SUBJECT: Joint Civilian Orientation Conference 60

This memorandum solicits your nominations for the Joint Civilian Orientation Conference 60 (JCOC 60), which is scheduled for May 4 - 11, 1997. JCOC is a week-long, multi-Service orientation program for approximately 60 civilian public opinion leaders who have little or no knowledge of national defense issues. JCOC participants attend briefings in the Pentagon by the highest levels of DoD civilian and military leadership. The participants then spend the rest of the week in the field with all of the Military Services observing exercises, firing weapons, and participating in training.

By sharing information about our military capabilities and providing firsthand exposure to our troops, JCOC affords the Department a unique opportunity to reach an important segment of American society and is the only program of its kind sponsored by the Secretary of Defense. I urge you to nominate with care those distinguished citizens who are opinion leaders in their occupations and communities, individuals with open points of view

who would benefit from this orientation program. They are critical to the Department's credibility with the American people.

Four items are attached for your information and use: a JCOC fact sheet; the nomination allocations; nomination instructions; and the nomination form. The nomination form may be reproduced. Please return your completed nomination form to the Assistant Secretary of Defense for Public Affairs (Attention: JCOC Conference Director) by December 1, 1996.

Attachments:
As stated

JOINT CIVILIAN ORIENTATION CONFERENCE FACT SHEET

1. **GENERAL.** The Joint Civilian Orientation Conference (JCOC) is a week-long, multi-Service orientation program for approximately 60 civilian public opinion leaders who have limited knowledge of national defense issues. JCOC participants attend briefings in the Pentagon by the highest levels of DoD civilian and military leadership. The participants then spend five days in the field with all of the Military Services observing exercises, firing weapons, and participating in training. It is a program in which the Secretary of Defense takes a personal interest and is the only civilian orientation program he sponsors. The first JCOC was held in 1948.

2. **OBJECTIVES.** The overall purpose is to increase public understanding of national defense through a forum of free exchange among influential citizens, Department of Defense officials, and military leadership. Specific objectives are to:

a. Acquaint participants with the strength and readiness of the U.S. Armed Forces through personal observation of Army, Navy, Air Force, Marine Corps and Coast Guard activities;

b. Facilitate the candid exchange of information on defense matters between the Secretary of Defense and JCOC participants; and

c. Help the American public to obtain a better understanding of national defense policies and programs through opinion leaders who return to their communities and share firsthand observations and knowledge gained during the Conference.

3. **PROGRAM.** JCOC has two phases:

a. **Pentagon Phase.** JCOC participants meet with senior defense officials in Washington to discuss national defense matters from a strategic perspective. Defense participants normally include the Secretary of Defense, the Secretaries and Service Chiefs of the Military Departments, and the Chairman of the Joint Chiefs of Staff.

b. **Field Phase.** JCOC participants visit military commands headquartered in the United States to observe activities and operations of each Service. The locations of the field trips are determined each year and will be in the continental United States.

4. NOMINATIONS.

a. Sources. Nominations are solicited from major offices, military commands, and the Military Departments within the Department of Defense (DoD), as well as the U.S. Coast Guard (in view of its wartime mission with DoD), and JCOC alumni.

b. Eligibility. Nominees are influential leaders in their professions as well as current or future leaders in their communities. They neither possess special knowledge of DoD nor have existing strong relationships with senior members of the military. The purpose of JCOC is to reach individuals who have neutral or unformed opinions. Individuals are not nominated as a reward for their support of the military. Any U.S. citizen is eligible, except for prior participants; elected partisan officeholders; public officials; political candidates; persons engaged in paid partisan political activities; persons, working or retired, drawing any kind of Federal paycheck; and employees of government contractors whose primary work duties are military related. Nomination and selection procedures are designed to bring together a geographical, occupational, and cultural cross-section of influential Americans who are leaders in their fields and communities. JCOC participants routinely include opinion leaders such as presidents/CEOs of banks and corporations; presidents/professors of universities and colleges; publishers/editors of newspapers; lawyers; doctors; presidents of chambers of commerce; and owners of private enterprises. The Secretary also encourages the nomination of primary and secondary school educators, social service professionals, managers, writers and other professionals from fields less frequently represented in JCOC, as well as more nominations of qualified women and minorities who traditionally have not been nominated for JCOC in significant numbers. Nominations are carefully reviewed in an effort to select those participants who best reflect the specified criteria.

c. Confirmation of Intent. Nominees are contacted prior to their nomination to ensure that if selected they will accept the invitation, barring an emergency. Nominees also are clearly informed that their nomination is not a guarantee of selection.

5. **SELECTION.** With more than 400 nominations received each year, the selection process is extremely competitive. The Secretary of Defense issues invitations based on the recommendations of a Joint Selection Panel and his stated goals in achieving diverse representation. Nominating components receive information on the status of their nominees after the invitations have been extended.

6. **FUNDING.** JCOC is financially self-supporting, except for escort officers' per diem expenses during the Conference. Participants pay a pro rata registration fee (\$1,600 for JCOC 60) to cover meals, lodging, receptions and all incidental expenses associated with the Conference. A non-refundable deposit of \$250 is due with each acceptance. Each participant also pays the cost of his/her transportation to the start of the JCOC and back to the place of origin. Transportation between Washington and the military commands visited during a JCOC is arranged on routinely scheduled military training flights. JCOC registration fees are determined on a conference-by-conference basis.

7. **MANAGEMENT.** The Assistant Secretary of Defense for Public Affairs is the DoD proponent for JCOC. Within that office, the office of the Directorate for Programs and Community Relations (DPCR), is responsible for the orchestration and execution of JCOC.

**JOINT CIVILIAN ORIENTATION CONFERENCE
NOMINATION ALLOCATIONS**

Secretaries of the Military Departments (each)	30
Chairman of the Joint Chiefs of Staff	10
Under Secretaries of Defense (each)	5
Director of Defense Research and Engineering	5
Assistant Secretaries of Defense (each)	5
Comptroller	5
General Counsel	5
Inspector General	5
Director of Operational Test and Evaluation	5
Assistants to the Secretary of Defense (each)	5
Director of Administration and Management	5
Directors of Defense Agencies (each, including Uniformed Services University of the Health Sciences)	5
Commander-in-Chief, U.S. Atlantic Command	15
Commander-in-Chief, U.S. Central Command	10
Commander-in-Chief, U.S. European Command	10
Commander-in-Chief, U.S. Pacific Command	10
Commander-in-Chief, U.S. Southern Command	10
Commander-in-Chief, U.S. Space Command	10
Commander-in-Chief, U.S. Special Operations Command	10
Commander-in-Chief, U.S. Transportation Command	10
Commander-in-Chief, U.S. Strategic Command	10
President, National Defense University	5
Commandant, U.S. Marine Corps	20
Chief, National Guard Bureau	20
Commandant, U.S. Coast Guard	5

JCOC NOMINATION FORM INSTRUCTIONS

Use the attached form to nominate individuals for Joint Civilian Orientation Conference (JCOC) 60. Information on this form is used two ways: (1) by a Joint Selection Panel to prioritize nominations for submission to the Secretary of Defense; and (2) to automate mailings and for other administrative aspects of the program. Send nominations through command channels to: Office of the Assistant Secretary of Defense for Public Affairs (Attn: Linda Tripp, JCOC Director), 1400 Defense Pentagon, Room 2E800, Washington, DC 20301-1400.

Nominees should be influential leaders in their professions as well as current or future leaders in their communities. The purpose of JCOC is to reach individuals who have neutral or unformed opinions, individuals who neither possess special knowledge of DoD nor have existing relationships with senior members of the military. Individuals should not be nominated as a reward for their dedicated support of the military. Any U.S. citizen is eligible, except for prior participants; elected partisan officeholders; political candidates; persons engaged in paid partisan political activities; persons, working or retired, drawing any kind of federal paycheck; and employees of government contractors whose primary work duties are military-related. Nomination and selection procedures are designed to bring together a geographical, occupational, and cultural cross section of influential Americans. JCOC participants routinely include opinion leaders such as presidents/CEOs of banks and corporations; presidents/professors of universities and colleges; publishers/editors of newspapers; lawyers; doctors; presidents of chambers of commerce; and owners of private enterprises. The Secretary also encourages the nomination of primary and secondary school educators, social services professionals, managers, writers and other professionals from fields less frequently represented in JCOC, as well as more nominations of qualified women and minorities who traditionally have not been nominated for JCOC in significant numbers. Nominations will be carefully reviewed in an effort to select those participants who best reflect the specified criteria.

JCOC participants walk, climb, sit, stand and handle equipment. Nominees must be capable of moderately strenuous activity and 14 - 16 hour days.

Keep in mind the spirit and intent of the Privacy Act of 1974 with regard to personal information. Information on the nominee should come from public sources or directly from the nominee.

The nominee must be contacted to verify information and to ensure that, if selected, he/she will accept the invitation barring an emergency and will be willing to pay the \$1,600 program cost. The cost of transportation to Washington, DC, and from the last site visited to the point of origin is the responsibility of the invitee. A non-refundable deposit in the amount of \$250 will be required at the time of invitation acceptance.

Questions about JCOC should be directed to the Office of the Assistant Secretary of Defense for Public Affairs, (Attn: Linda Tripp, JCOC 60 Director) at DSN

(b)(6)

SUBMIT NOMINATIONS THROUGH COMMAND CHANNELS

JCOC NOMINATION FORM

ALL INFORMATION MUST BE TYPED

FULL NAME OF NOMINEE: i.e., JOHN E. DOE

DATE OF APPLICATION: _____

TITLE OF NOMINEE: _____

COMPLETE BUSINESS MAILING ADDRESS:

(Nominators must ensure information is correct and complete)

WORK PHONE NO. _____

HOME PHONE NO. _____

FAX NO. _____

E-MAIL ADDRESS _____

PERSONAL INFORMATION:

Is Nominee a U.S. citizen? _____

Gender _____

DOB _____

Blood Type: _____

Is nominee in good health? _____

(Capable of moderate activity, including walking, standing, and some climbing and 14-16 hour days)

Prior Military Service (include Reserve Component service):

Branch: _____ From: _____ To: _____

EDUCATION:

SCHOOL/DEGREE/YEAR _____

PROFESSIONAL/BUSINESS/COMMUNITY/SOCIAL AFFILIATIONS:

(specify elected/appointed/committee positions. ***Use separate sheet if necessary.***)

(The information contained herein is governed by the PRIVACY ACT of 1974. Material will not be released for purposes other than JCOC 60 without the consent of the individual(s) concerned.)

JCOC NOMINATION FORM

NOMINATOR INFORMATION:

NAME AND CIVILIAN GRADE/MILITARY RANK

CURRENT POSITION/TITLE

UNIT/AGENCY

UNIT/AGENCY ADDRESS AND PHONE NUMBER

RELATIONSHIP TO NOMINEE

NOMINATOR'S POC AND COMMERCIAL NUMBER, IF DIFFERENT FROM NOMINATOR'S.

SIGNATURE OF NOMINATOR

JCOC NOMINATION FORM

THIS IS THE MOST IMPORTANT SECTION.

Please use specific examples. (Narratives should be typed on a separate page, if needed, and attached to the form).

1. Give a brief description of nominee's position or occupation.

2. Is this person an opinion leader? Which groups does the nominee regularly address and influence? **Use specific examples.**

3. How would you characterize the nominee's knowledge of and attitude toward the military?

4. Please describe why you think this nominee will benefit from the information learned in JCOC 60. **Please be specific.**

JCOC NOMINATION FORM

NOMINATOR INFORMATION:

NAME AND CIVILIAN GRADE/MILITARY RANK

CURRENT POSITION/TITLE

UNIT/AGENCY

UNIT/AGENCY ADDRESS AND PHONE NUMBER

RELATIONSHIP TO NOMINEE

NOMINATOR'S POC AND COMMERCIAL NUMBER, IF DIFFERENT FROM NOMINATOR'S.

SIGNATURE OF NOMINATOR

S A R A H D I S K E T T E T A B L E O F C O N T E N T S
R E L E A S I N G D O C U M E N T

CREATION DATE: 230796

CREATION TIME: 19140000

VERSION NUMBER: 3.03

MINIMUM CLASSIFICATION OF THIS DISKETTE: UUUU

HIGHEST CLASSIFICATION ON THIS DISKETTE: UUUU

DISKETTE RELEASING OFFICIAL'S NAME: (b)(6)

ORG: SECDEF OFFICE: EXEC PHONE: (b)(6)

TOC FILE CRC: 2194

FILENAME	MSG PREC ACTION			DATE/TIME	FILETIME		TOT/	SPECAT	
	TYPE	CLASS		GROUP	SSN		TOR	CIC	CRC
JCOC60.ASC	DD173	PP	UU	REDY	061609	ZAUG98		ZYUW	N 22447

SECDEF/EXEC (b)(6)
ORGANIZATION/OFFICE SYMBOL/PHONE NUMBER

(b)(6)

UNCLASSIFIED

01 05 061609Z AUG 98 PP

UUUU

ZYUW DCR 123

SECDEF WASHINGTON DC

ALDODACT

UNCLAS

SUBJ: JCOC 60 NOMINATIONS

1. THE SECRETARY OF DEFENSE REQUESTS THAT THE MAJOR DOD COMPONENTS NOMINATE PARTICIPANTS FOR JOINT CIVILIAN ORIENTATION CONFERENCE (JCOC) 60 NO LATER THAN 1 DECEMBER 1996. THIS PROGRAM ALLOWS APPROXIMATELY 60 INFLUENTIAL CITIZENS FROM ACROSS THE COUNTRY TO LEARN ABOUT NATIONAL DEFENSE ISSUES DIRECTLY FROM THE SECRETARY OF DEFENSE, THE CHAIRMAN OF THE JCS, THE SERVICE SECRETARIES, AND OTHER SENIOR PENTAGON OFFICIALS IN WASHINGTON, DC. TRAVELING AS [REDACTED] AL/FLAG OFFICER EQUIVALENTS, PARTICIPANTS VISIT ARMY, NAVY, AIR FORCE, MARINE CORPS AND COAST GUARD INSTALLATIONS WHERE THEY OBSERVE TRAINING, FIRE WEAPONS AND GAIN FIRSTHAND KNOWLEDGE OF CURRENT MILITARY CAPABILITIES.
2. THE SECRETARY OF DEFENSE TAKES A PERSONAL INTEREST IN THIS WEEK-LONG, MULTI-SERVICE PROGRAM FOR PUBLIC OPINION LEADERS. IT IS THE ONLY CIVILIAN ORIENTATION PROGRAM HE SPONSORS. SERVICE INVOLVEMENT AT THE HIGHEST LEVELS IS REQUIRED TO ENSURE THE OASD:PA

LINDA TRIPP, JCOC DIRECTOR
DPCR, (b)(6)

(b)(6) EXEC SEC

CF 22447

UNCLASSIFIED

061609ZAUG98

UNCLASSIFIED

02 05 061609Z AUG 98 PP

UUUU

ZYUW DCR 123

SUCCESS OF THIS PROGRAM.

3. JCOC 60 IS SCHEDULED FOR 4 - 11 MAY 1997 AT INSTALLATIONS IN THE UNITED STATES. MILITARY TRANSPORTATION BETWEEN SITES IS PROVIDED AT NO COST TO THE PARTICIPANTS BY OPPORTUNE AIRLIFT/TRAINING FLIGHTS. THE OVERALL COST TO EACH PARTICIPANT WILL BE \$1,600 PLUS THE COST OF TRANSPORTATION TO WASHINGTON, DC, AND FROM THE LAST SITE VISITED TO THE POINT OF ORIGIN.

4. ELIGIBILITY FOR NOMINATION: NOMINEES SHOULD BE INFLUENTIAL LEADERS IN THEIR PROFESSIONS AS WELL AS CURRENT OR FUTURE LEADERS IN THEIR COMMUNITIES. THE PURPOSE OF JCOC IS TO REACH INDIVIDUALS WHO HAVE NEUTRAL OR UNFORMED OPINIONS, PEOPLE WHO NEITHER POSSESS REAL KNOWLEDGE OF DOD NOR HAVE EXISTING RELATIONSHIPS WITH SENIOR MEMBERS OF THE MILITARY. INDIVIDUALS SHOULD NOT BE NOMINATED AS A REWARD FOR THEIR SUPPORT OF THE MILITARY. PRIOR MILITARY SERVICE DOES NOT PRECLUDE SELECTION, BUT THE PROGRAM IS DIRECTED TOWARD THOSE WITH LITTLE OR NO EXPOSURE TO THE DEPARTMENT OF DEFENSE. NOMINEES MUST BE U.S. CITIZENS WHO HAVE NOT PARTICIPATED IN EARLIER JCOCs. IN ADDITION, ELECTED PARTISAN OFFICE HOLDERS, POLITICAL CANDIDATES, PERSONS ENGAGED IN PAID PARTISAN

OASD:PA

LINDA TRIPP, JCOC DIRECTOR

DPCR, (b)(6)

(b)(6)

EXEC SEC

CP 22447

UNCLASSIFIED

061609ZAUG98

UNCLASSIFIED

03 05 061609Z AUG 98 PP

UUUU

ZYUW DCR 123

POLITICAL ACTIVITIES, PERSONS, WORKING OR RETIRED, DRAWING ANY KIND OF FEDERAL PAYCHECK, AND EMPLOYEES OF GOVERNMENT CONTRACTORS WHOSE PRIMARY WORK DUTIES ARE MILITARY RELATED ARE EXCLUDED.

PARTICIPANTS MUST BE IN GOOD HEALTH AND ABLE TO WITHSTAND 14-16 HOUR DAYS OF MODERATE CLIMBING, WALKING, VEHICLE DRIVING, AND WEAPONS FIRING. NOMINEES WHO WERE NOT SELECTED IN PREVIOUS YEARS, OR THOSE WHO WERE SELECTED BUT DECLINED TO PARTICIPATE, WILL NOT BE CONSIDERED UNLESS RE-NOMINATED.

5. NOMINATION IS NOT A GUARANTEE OF INVITATION. IN FACT, BECAUSE MORE THAN 400 NOMINATIONS ARE RECEIVED EACH YEAR, THE SELECTION PROCESS IS EXTREMELY COMPETITIVE. JCOC PARTICIPANTS ROUTINELY INCLUDE OPINION LEADERS SUCH AS PRESIDENTS/CEOS OF BANKS AND CORPORATIONS; PRESIDENTS/PROFESSORS OF UNIVERSITIES AND COLLEGES; PUBLISHERS/EDITORS OF NEWSPAPERS; LAWYERS; DOCTORS; PRESIDENTS OF CHAMBERS OF COMMERCE; AND OWNERS OF PRIVATE ENTERPRISES. THE SECRETARY ALSO ENCOURAGES THE NOMINATION OF PRIMARY AND SECONDARY SCHOOL EDUCATORS, SOCIAL SERVICE PROFESSIONALS, MANAGERS, WRITERS, AND OTHER PROFESSIONALS FROM FIELDS LESS FREQUENTLY REPRESENTED IN JCOC, AS WELL AS MORE NOMINATIONS OF QUALIFIED WOMEN AND MINORITIES WHO TRADITIONALLY HAVE NOT BEEN NOMINATED FOR JCOC IN OASD:PA

LINDA TRIPP, JCOC DIRECTOR

DPCR, (b)(6)

(b)(6)

EXEC SEC

CP 22447

UNCLASSIFIED

061609ZAUG98

UNCLASSIFIED

04 05 061609Z AUG 98 PP UUUU ZYUW DCR 123

SIGNIFICANT NUMBERS.

6. THE FOLLOWING IS A LIST OF COMPONENTS ELIGIBLE TO SUBMIT JCOC NOMINATIONS AND THEIR ALLOCATIONS: SERVICE SECRETARIES, 30 EACH; CJSC, 10; COMMANDANT, U.S. MARINE CORPS, 20; UNDER AND ASSISTANT SECRETARIES OF DEFENSE, 5 EACH; DIRECTOR OF DEFENSE RESEARCH AND ENGINEERING, GENERAL COUNSEL, AND INSPECTOR GENERAL, 5 EACH; DIRECTOR OF OPERATIONAL TEST AND EVALUATION, 5; ASSISTANTS TO THE SECRETARY OF DEFENSE, 5 EACH; DIRECTOR OF ADMINISTRATION AND MANAGEMENT, 5; DIRECTORS OF DEFENSE AGENCIES (INCLUDING UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES), 5; CINCUSACOM, 15; CINCPAC, CINC SOC, CINCTRANSCOM, CINCCENTCOM, CINCEUR, CINC SOUTHCOM, CINCSPACECOM, AND CINCSTRATCOM, 10 EACH; DIRECTOR, NATIONAL DEFENSE UNIVERSITY, 5; CHIEF, NATIONAL GUARD BUREAU, 20; AND COMMANDANT, US COAST GUARD, 5. THESE ARE THE ONLY COMPONENTS ELIGIBLE TO SUBMIT NOMINATIONS. SUBORDINATE ORGANIZATIONS MUST SUBMIT NOMINATIONS THROUGH THEIR CHAINS OF COMMAND. SUBMISSIONS RECEIVED OUTSIDE THE NOMINATING CHAIN WILL BE RETURNED WITHOUT ACTION. NOMINATION FORMS WILL BE PROVIDED BY SEPARATE CORRESPONDENCE TO NOMINATING ACTIVITIES.

7. INDIVIDUALS MUST BE CONTACTED PRIOR TO THEIR NOMINATION AND

OASD:PA

LINDA TRIPP, JCOC DIRECTOR

DPCR, (b)(6)

(b)(6)

EXEC SEC

22447

UNCLASSIFIED

061609ZAUG98

UNCLASSIFIED

05 05 061609Z AUG 98 PP UUUU ZYUW DCR 123

INFORMED OF THE PROGRAM DATES AND THE \$1,600 COST, INCLUDING A \$250 NON-REFUNDABLE DEPOSIT DUE AT THE TIME OF ACCEPTANCE. IF SOMEONE IS NOT LIKELY TO ATTEND, DO NOT NOMINATE THAT PERSON. NOMINEES MUST ALSO BE INFORMED THAT THEIR NOMINATION IS NOT A GUARANTEED INVITATION. BY FEBRUARY 1997 THE SECRETARY OF DEFENSE WILL ISSUE INVITATIONS TO NOMINEES BASED ON THE RECOMMENDATIONS OF A JOINT SELECTION PANEL AND IN ACCORDANCE WITH THE GOAL OF ACHIEVING DIVERSE REPRESENTATION. THE INVITEES WILL BE GIVEN A DEADLINE BY WHICH TO ACCEPT OR DECLINE THE INVITATION. ACCEPTANCES WILL BE CONSIDERED CONFIRMED WHEN THE NON-REFUNDABLE DEPOSIT ACCOMPANIES THE ACCEPTANCE FORM. ALTERNATES WILL BE SELECTED TO FILL ANY REMAINING VACANCIES. NOMINATING ELEMENTS WILL RECEIVE INFORMATION ON THE STATUS OF THEIR NOMINEES AFTER INVITATIONS HAVE BEEN EXTENDED.

8. POC IN OSD PUBLIC AFFAIRS IS LINDA TRIPP, JCOC 60 DIRECTOR,

AT (b)(6)

OASD:PA

LINDA TRIPP, JCOC DIRECTOR

DPCR, (b)(6)

(b)(6)

EXEC SEC

22447

UNCLASSIFIED

061609ZAUG98

MEMORANDUM

TO: ASD(PA) Ken Bacon
PDASD(PA)Cliff Bernath
DASD(PA)(Comm)Willie Blacklow

DATE: 07/31/96

FROM: DIRECTOR: (b)(6) Initials (b)(6) **DATE** _____

***ACTION OFFICER/DRAFTER: Linda Tripp** Initials _____ Telephone _____

(b)(6)
***(REQUIRED)**

SUBJECT: Joint Civilian Orientation Conference 60

PROBLEM: Planning for JCOC 60 is well underway. To allow nominators world-wide ample opportunity to select qualified nominees, it is necessary to begin the nomination process at this time.

DISCUSSION: The first week of August each year is the optimum time for SecDef to send out the JCOC solicitation of nominations to all DoD Components. This year, we have already identified May 4 - 11, 1997 as the week that JCOC will take place. With this information in hand, and with a four month window for response, we may expect the highest caliber of nominees to be submitted by the 1 Dec 96 closing date. We have also included all CINCs as primary addressees this year. In years past, the CINCs have received courtesy copies only, resulting in either very late receipt or, in some cases, lack of receipt.

RECOMMENDATION: That ASD(PA) approve the ALDODACT MSG at TAB A and the SECDEF memo to all DoD components at TAB B.

COORDINATION: N/A
(As needed. . . .
Name, Telephone #
Position)

ATTACHMENTS: None

(This portion to be completed by Director for Management and/or Executive Assistant)

Disposition/Comments: TO: _____