



OPERATIONAL TEST  
AND EVALUATION

OFFICE OF THE SECRETARY OF DEFENSE  
1700 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1700

ACTION MEMO

FOR: SECRETARY OF DEFENSE

THROUGH: EXECUTIVE SECRETARY

FROM: J. Michael Gilmore, Director, Operational Test and Evaluation

*J. M. Gilmore* FEB 13 2015

SUBJECT: Absence of Senior Department Official and Request for Foreign Travel Approval

- The following absence is planned relating to the foreign travel for the Honorable J. Michael Gilmore, Director, Operational Test and Evaluation:
  - Departing Washington, DC on March 12, 2015; arriving at Sydney, Australia on March 14, 2015.
  - Departing Sydney, Australia on March 15, 2015; arriving at Canberra, Australia on March 15, 2015
  - Meetings with Chief Executive Officer (CEO) Defense Materiel Organisation (DMO), various DMO staff, and the Technical Director, CEA Technologies.
  - Departing Canberra, Australia on March 18, 2015; arriving in Washington, DC on March 18, 2015.
- The point of contact during the Director's absence is Mr. David Duma, Principal Deputy Director, Operational Test and Evaluation. He may be reached at (703) 697-3655 or david.w.duma.civ@mail.mil.
- Attached is the request to the National Security Advisor for foreign travel approval.

RECOMMENDATION: Executive Secretary sign memo at TAB A.

COORDINATION: None

Attachment:  
As stated

Prepared by: (b)(6)

