



PERSONNEL AND
READINESS

UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000



SEP 15 2005

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DIRECTOR, DEFENSE RESEARCH AND ENGINEERING
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF
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DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTOR, FORCE TRANSFORMATION
DIRECTOR, NET ASSESSMENT
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Constitution Day and Citizenship Day

Section 111 of Public Law 108-447, December 8, 2004, (36 USC Section 106), designated September 17 of each year as "Constitution Day and Citizenship Day," to commemorate the formation and signing of the Constitution on September 17, 1787, and to recognize all who, by coming of age or by naturalization, have become citizens. Beginning this year, as we observe Constitution Day and Citizenship Day within the Department of Defense, we offer all DoD employees the opportunity to reaffirm their commitment to the principles of liberty, justice, and democracy that guide our great Nation and inspire others around the world.

In accordance with Public Law 108-447, Heads of DoD Components must provide training and educational materials on the Constitution to all DoD employees on Constitution Day and Citizenship Day annually, and to all new employees as part of their new employee orientation. In support of Component efforts, we have developed a website containing educational and training materials appropriate for the DoD workforce. These materials, available at <http://constitutionday.cpms.osd.mil> beginning September 12,



may be used in full or in part to meet the statutory requirement. You are further encouraged to conduct ceremonies and special programs that celebrate our Constitution. Consistent with mission accomplishment, the DoD Components shall make duty time available for this purpose.

If September 17th occurs on a weekend or Federal Holiday then we should fulfill the statutory requirement on the last duty day prior.

In order to evaluate this year's experience and plan for next year's observance, we request that each Component submit a report on Component implementation to the Office of the Deputy Under Secretary of Defense (Civilian Personnel Policy) by December 1, 2005. The report should include:

- a statement affirming that the statutory requirement has been met by the Component;
- a description of Component efforts and initiatives to promote Constitution Day and Citizenship Day; and
- lessons learned and/or recommendations for improving DoD recognition of Constitution Day and Citizenship Day in future years.

Please join me in making Constitution Day and Citizenship Day a time for DoD employees to reflect on and reaffirm their rights and obligations as citizens, and to honor the commitments and sacrifices made by DoD personnel in defense of our Nation.

A handwritten signature in blue ink, appearing to read "David S. C. Chu". The signature is stylized with a large, looping initial "D" and a long horizontal stroke at the end.

David S. C. Chu