UNDER SECRETARY OF DEFENSE
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AUG 18 2008

PERSONNEL AND
READINESS

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
COMMANDERS OF THE COMBATANT COMMANDS
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTOR, NET ASSESSMENT
DIRECTORS OF DEFENSE AGENCIES
DIRECTORS OF DOD FIELD ACTIVITIES

SUBJECT: 2008 Constitution Day and Citizenship Day

The Department of Defense (DoD) will observe Constitution Day and Citizenship Day on Wednesday, September 17, 2008. In accordance with Public Law 108-447, Heads of DoD Components shall provide annual training and educational materials on the Constitution to all DoD employees on Constitution Day and Citizenship Day, and to all new employees as part of their new employee orientation. Again, this year, you are 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.

To highlight this year's observance, I am pleased to announce that the Department will host a videotaped presentation by The Honorable Sandra Day O'Connor, Retired Associate Justice of the Supreme Court. The video will be made available on the Civilian Personnel Management Service (CPMS) Web site, http://constitutionday.cpms.osd.mil, on or about September 15, 2008, for use by Components in their commemorative efforts.

In addition, the CPMS Web site will continue to offer a variety of other training and educational materials, to include the interactive course on the Constitution originally launched in 2005. The information contained on the CPMS Web site may be used in full or in part to meet the statutory requirement.

In order to document compliance, evaluate this year's experience, and plan for next year's observance, we request that each Component submit a report on its implementation to the Office of the Deputy Under Secretary of Defense (Civilian Personnel Policy) by December 4, 2008. 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.

David S. C. Chu