



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

JUL 18 2007

PERSONNEL AND  
READINESS

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Planning for Constitution Day and Citizenship Day

Planning has begun for the Department of Defense (DoD) third observance of Constitution Day and Citizenship Day which is scheduled for Monday, September 17, 2007. Federal workforce recognition of Constitution Day and Citizenship Day, on the day the U.S. Constitution was signed, was successfully launched in 2005, in accordance with Public Law 108-447, which designates September 17 each year as "Constitution Day and Citizenship Day."

The law also requires Heads of Federal agencies and departments to provide educational and training materials on the U.S. Constitution to employees on September 17, and to each new employee as part of his or her initial orientation. Based on past commemorations, Heads of DoD Components should begin to plan their own publicity and develop programs or materials as needed to supplement the DoD materials to meet unique Component needs.

The highlight of the DoD commemoration this year will be a special presentation in the Pentagon Auditorium at 10:00 a.m on September 17, featuring The Honorable Allen Weinstein, the Archivist of the United States of America, who is also the chief administrator of the National Archives and Records Administration. He will speak on the importance of our Constitution and its meaning for us as members of the DoD community. We will ensure this program is widely distributed through the Pentagon Channel and other means. More information on this event will be provided in the near future.

In addition, the Civilian Personnel Management Service (CPMS) will once again support DoD Component efforts with a suite of online educational and training materials on the U.S. Constitution for use throughout the Department. The brief (15-20 minute) interactive course remains the centerpiece of the website. In addition, promotional posters and other materials are available for direct download from the website. This website will be updated with new information suggested by the Components by the middle of August. It is always available through the CPMS homepage: [www.cpms.osd.mil](http://www.cpms.osd.mil).

If you have a Constitution Day and Citizenship Day contribution for the CPMS website, we would like to share it with the entire Defense community. Please send your ideas and suggestions to Dr. John R. Dill, CPMS, at 703-696-1471, DSN 426-1471, or [john.dill@cpms.osd.mil](mailto:john.dill@cpms.osd.mil).

A handwritten signature in black ink that reads "Patricia S. Bradshaw". The signature is written in a cursive style with a large, flowing "P" and "B".

Patricia S. Bradshaw  
Deputy Under Secretary  
Civilian Personnel Policy

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