

# TAB B

FY19 Twelve Approval Memorandums of Conference  
Cost over \$500k

**CLEARED**  
**For Open Publication**

Dec 30, 2019

Department of Defense  
OFFICE OF PREPUBLICATION AND SECURITY REVIEW



**NATIONAL GUARD BUREAU**  
1636 DEFENSE PENTAGON  
WASHINGTON DC 20301-1636

AUG 06 2018

MEMORANDUM FOR CHIEF OF THE NATIONAL GUARD BUREAU

FROM: DIRECTOR OF AIR NATIONAL GUARD PLANS, PROGRAMS, AND  
REQUIREMENTS

Subject: Waiver Approval for Expenses above \$500,000 for 2018 Air Reserve  
Component Weapons and Tactics Conference

1. Request Chief of the National Guard Bureau (CNGB) waive conference expenditure limitation for the Air Reserve Component (ARC) Weapons and Tactics (WEPTAC) Conference hosted by the Air National Guard (ANG) and Air Force Reserve Command Test Center at Tucson ANG Station and Davis-Monthan Air Force Base, Tucson, Arizona, from 15 to 17 October 2018 (travel days 14 and 18 October).
2. The total estimated costs are \$971K, exceeding the Office of Management and Budget \$500K threshold, requiring a waiver from the Tier 1 approving official.
3. The Office of Protocol staff has verified the request for authorization to host the conference meets current policy requirements. Office of the National Guard Bureau Chief Counsel staff has provided a legal review of the request, finding no legal objection to CNGB issuing the waiver requested.
4. By signing this memorandum, CNGB determines that exceptional circumstances exist whereby hosting the above-referenced conference is the most cost-effective option.
5. Point of contact is Colonel Daniel Begin; NGB/A5/8/9; 240-612-9366.

RECOMMENDATION: CNGB approve waiver.

APPROVE: *Admeyer*

DISAPPROVE: \_\_\_\_\_

COMMENT: \_\_\_\_\_

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Dec 30, 2019

Department of Defense  
OFFICE OF PREPUBLICATION AND SECURITY REVIEW



CHIEF MANAGEMENT OFFICER  
9010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-9010

June 20, 2018

MEMORANDUM FOR CHIEF INFORMATION OFFICER OF THE DEPARTMENT  
OF DEFENSE

SUBJECT: Conference Hosting Approval - 2018 Special Access Program Information  
Technology and Cybersecurity Summit

I have reviewed your request to hold the 2018 Special Access Program (SAP) Information Technology (IT) and Cybersecurity Summit planned for October 15-19, 2018 at Wright-Patterson Air Force Base, Beavercreek, Ohio.

The purpose of the 2018 Special Access Program (SAP) Information Technology (IT) and Cybersecurity Summit is to socialize, train, and accelerate the efforts supporting the Deputy Secretary of Defense (DSD)-directed SAP IT Strategy and associated Implementation Plan of Action and Milestones. DSD directed the acceleration of the existing five-year plan, but there is currently no forum in existence for SAP IT and Cybersecurity executors. Due to the classification of disparate and unconnected communications systems within the community, it is impossible to hold a forum remotely, which makes the Summit vital to reach the community. Because of the large number of anticipated attendees the only venue with appropriate capacity and vacancy is located at Wright-Patterson Air Force Base, Beavercreek, Ohio.

The Deputy Chief Management Officer's DoD Conference Guidance, version 4.0, dated June 26, 2016, states that DoD organizations should not incur net expenses to DoD greater than \$500,000 on a single conference unless the relevant approval official issues a waiver after determining that exceptional circumstances exist whereby such a conference is the most effective option to achieve a compelling purpose. By engaging stakeholders from all Components for the Summit, the Government is spending in excess of \$500,000. However, holding a single conference reduces the need for separate events that would have a greater collective expense. I have determined this is the most cost-effective option for this collaboration, accelerating implementation, and training to execute Deputy Secretary of Defense's direction.

Accordingly, I grant a waiver for this event to proceed. This waiver is contingent on your continued efforts to ensure the best use of Government funds and your adherence to all applicable policies.

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Dec 30, 2019

Department of Defense

OFFICE OF PREPUBLICATION AND SECURITY REVIEW

GIBSON.JOHN.H  
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Date: 2018.06.20 07:18:21  
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John H. Gibson II



# UNITED STATES TRANSPORTATION COMMAND

508 SCOTT DRIVE  
SCOTT AIR FORCE BASE, ILLINOIS 62225-5357

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Dec 18, 2020

15 May 2018

## MEMORANDUM FOR RECORD

**FROM: TCCC**

Department of Defense  
OFFICE OF PREPUBLICATION AND SECURITY REVIEW

**SUBJECT: Sixth Annual Co-Sponsored National Defense Transportation Association (NDTA) and United States Transportation Command (USTRANSCOM) 2018 Fall Meeting – Approval of Conference and Co-sponsorship; Waiver of DOD Cost Ceiling of \$500,000**

1. Since 2013, NDTA and USTRANSCOM have co-sponsored an annual Fall Meeting, a dynamic forum designed to discuss issues, share information, and provide training relating to transportation readiness for the Department of Defense (DOD) and other U.S. Government agencies. The Fall Meeting is attended by government and military personnel, a wide cross-section of representatives from the transportation industry, academia, and interested members of the public. It provides information, critical training, and strategic overview for DOD (and especially USTRANSCOM) personnel and facilitates collaboration between industry and government to assist industry in anticipating and meeting DOD's future needs.
2. The 2018 Fall Meeting will be held in the National Capital Region (NCR) at the Gaylord National Convention Center in National Harbor, MD, from 22 to 25 October 2018. This venue facilitates easy access from across the U.S. Government.
3. Given the anticipated nature of the topics and the historic levels of interchange among the spectrum of attendees at prior Fall Meetings, I believe this meeting cannot be effectively or efficiently accomplished via alternate or electronic (correspondence, video teleconferencing, or other web-based communications) means. Travel to and from the conference is necessary and the most cost-effective way to meet its compelling purposes.
4. The location of the annual Fall Meeting alternates between Scott AFB, IL, and the NCR; the two major centers of gravity for USTRANSCOM's community of interest. Scott AFB is the home of USTRANSCOM and two of its component commands. The NCR provides easy opportunity for logisticians from the Services, the Joint Staff, the Office of the Secretary of Defense, the Defense Logistics Agency, and other U.S. Government agencies. The NCR also enables robust participation from two USTRANSCOM component commands based in Norfolk, VA.
5. In accordance with Joint Ethics Regulation Section 3-206.b and the Deputy DOD Chief Management Officer Memorandum, Subject: DOD Conference Guidance Version 4.0, dated 26 June 2016, I make the following required determinations and conditions:
  - a. The subject matter of the 2018 Fall Meeting involves scientific, technical, and professional issues relevant to the DOD and USTRANSCOM mission sets;
  - b. The purpose of co-sponsoring the Fall Meeting is to educate and stimulate wider interest and inquiry into technical and professional issues involving DOD transportation requirements, and the event is open to interested parties;

c. NDTA is a recognized professional organization approved for this purpose by the USTRANSCOM Staff Judge Advocate, a designated agency ethics official, in an opinion dated 6 May 2016, after giving due consideration to the regulatory prohibitions against preferential treatment for any non-Federal entity;

d. A written agreement between NDTA and USTRANSCOM establishing a co-sponsorship arrangement will be developed in accordance with the requirements of the Joint Ethics Regulation Section 3-206.b(4); and

e. No admission fee beyond what will cover the reasonable costs of sponsoring the event will be charged for attendance at the 2018 Fall Meeting.

6. In consideration of the above, I approve a co-sponsorship arrangement between USTRANSCOM and NDTA for the 2018 Fall Meeting. My staff is authorized to negotiate the required Co-Sponsorship Agreement with NDTA and to participate in planning the Fall Meeting in accordance with applicable law or regulation. I will be kept informed of all plans and costs to ensure that no prohibited conference expenses are involved, and that the conference circumstances do not create the appearance of government impropriety. I may withdraw my permission at any point if I consider it necessary.

7. I also hereby approve attendance at the 2018 Fall Meeting by DOD military and civilian personnel where the Fall Meeting is appropriately related to the performance of their official duties and that the expense of attendance is justified on that basis. As a DOD co-sponsored event, the Fall Meeting is not an outside event, and attendance by DOD senior leaders is not limited under recent DOD and Joint Staff policy.

8. In the past, DOD costs for the Fall Meeting have not exceeded \$500,000. I have reviewed the cost for this year, estimated at \$615,232 based on anticipated registration fees and higher non-local DOD participant travel expenses in the NCR. I determine that exceptional circumstances exist whereby the 2018 Fall Meeting remains the most cost-effective option to achieve its compelling training and information-sharing purposes, and pursuant to the authority delegated to me under DOD Conference Guidance Version 4.0, I approve a waiver from the recommended conference ceiling of \$500,000 established by OMB.

9. For any questions, please contact my project officers Mr. Jonathan Svoboda, TCJ5-I, at DSN 770-1465, commercial (618) 220-1465, or by email at [jonathan.l.svoboda.civ@mail.mil](mailto:jonathan.l.svoboda.civ@mail.mil); and Timothy Ringdahl, TCJ5-I, at DSN 770-4126, commercial (618) 220-4126, or by email at [timothy.p.ringdahl.ctr@mail.mil](mailto:timothy.p.ringdahl.ctr@mail.mil).

DARREN W. McDEW  
General, USAF  
Commander

cc:  
TCJ5/4  
TCJ8  
TCJA



UNDER SECRETARY OF THE AIR FORCE  
WASHINGTON

AUG -7 2018

MEMORANDUM FOR AMC/CC

SUBJECT: Conference Approval – 2018 AMC and Airlift/Tanker Association (A/TA)  
Symposium

In accordance with Department of Defense (DoD) Conference Guidance, dated 26 June 2016, as implemented by the Air Force, I have reviewed your request to co-sponsor the AMC and A/TA Air Mobility Symposium on 25-28 October 2018. Subject to my comments in this memo and the conditions listed below, I approve a waiver of the \$500,000 cap on conference attendance costs for this event.

I am approving this event with the following conditions and limitations:

- 1) Total expenditures for participation by Air Force personnel in the AMC-A/TA Symposium will not exceed \$1 million.
- 2) Training missions using government aircraft should not be planned or used to transport passengers unless you as the commander personally certify the training benefit of each individual mission. There is no limitation on the number of passengers for a given sortie as long as every effort is made to optimize training gained from each sortie you authorize.
- 3) Consistent with DoD guidance, all conference details must be entered into the DoD Conference Tool 30 days prior to the beginning of the conference, and all expenses associated with this conference must be reported through the DoD Conference Tool within 15 days of completion of the event.

Costs attributable to training missions in government aircraft that support attendance and flown as part of Air Force O&M flying hour program will not be reported as a conference expense. However, you must capture those costs and provide them in a separate report to my office and SAF/AA.

Please direct any questions to my POC, Mr. Jeffery Shelton, 703-695-9492.

Matthew P. Donovan

cc:  
SAF/OS  
AF/CC  
AF/CV  
SAF/AA

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Dec 30, 2019



UNDER SECRETARY OF THE AIR FORCE  
WASHINGTON

JUN 26 2018

MEMORANDUM FOR AF/SG

SUBJECT: Final Conference Approval-2018 Medical Service Senior Leadership Workshop

I have reviewed your request to host the 2018 Medical Service Senior Leadership Workshop, scheduled for 3-7 Dec 2018, in Leesburg, VA. In accordance with DoD Conference Guidance, dated 26 June 2016, and the Air Force Supplement to DoD Conference Guidance 4.0, dated 8 September 2017, I grant a waiver to the \$500,000 conference limit. This determination is based upon my conclusion that this conference is the most cost-effective option to impart a common knowledge base of the most up-to-date policy developments and directives in the AF Medical Service (AFMS), AF, DoD and health care, and to provide actionable tools to all affected AFMS leadership facilitating implementation of necessary changes at each military treatment facility.

Due to the anticipated level of Air Force participation at this event, total expenditures for participation by all Air Force personnel must not exceed \$728,000. This includes all individual travel and transportation costs, registration fees, and exhibit/vendor fees. AF/SG will be responsible for ensuring compliance with this limitation. Additionally, AF/SG will provide SAF/AA with a copy of a memorandum signed by AF/SG, which includes for each individual proposed for local area TDY that individual's place of residence, duty location, commuting time and distance (residence to duty location and residence to event location) and a reason for having to be present at the conference site on a 24-hour basis, as well as AF/SG's approval of that individual's local area TDY for that purpose and that the justification for the overnight stay is more than personal convenience (for example, ease of commuting) of the individual.

All conference details must be entered into the DoD Conference Tool 30 days prior to the beginning of the conference. Further, all expenses associated with these training events must be reported through the DoD Conference Tool within 15 days of completion of the event. Please refer any questions regarding this approval to my SAF/AA POC, Ms. Jadee Purdy, who can be reached at [jadee.a.purdy.civ@mail.mil](mailto:jadee.a.purdy.civ@mail.mil) or 703-695-9321.

Matthew P. Donovan

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Dec 30, 2019

Department of Defense  
OFFICE OF PREPUBLICATION AND SECURITY REVIEW



NATIONAL GUARD BUREAU  
1636 DEFENSE PENTAGON  
WASHINGTON DC 20301-1636

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Dec 30, 2019

Department of Defense  
OFFICE OF PREPUBLICATION AND SECURITY REVIEW

NOV 01 2018

MEMORANDUM FOR CHIEF OF THE NATIONAL GUARD BUREAU

FROM: AIR NATIONAL GUARD READINESS CENTER CHIEF OF STAFF

Subject: Waiver Approval for Expenses Above \$500,000.00 for the 2018 Air National Guard Civil Engineer Installations Conference

1. Request the Chief of the National Guard Bureau (CNGB) waive the conference expenditure limitation for the Air National Guard (ANG) Civil Engineer Installations Conference, hosted by the Deputy Director of Installations at the Westin La Paloma Resort and Spa in Tucson, Arizona from 04 to 06 December 2018.
2. The ANG Engineer Installations Conference will allow National Guard Bureau Installations staff to provide ANG units the training and resources necessary to effectively meet their current and future State and Federal missions. This conference will enhance ANG programming in a constrained budget environment, develop more robust sustainable installation planning, construction, and provide best practices for training and operation requirements. Attendance is appropriately related to the performance of the official duties of the employees/military members proposed to attend. Physical attendance at the ANG Civil Engineer Installations Conference is the most beneficial and cost-effective method to achieve conference goals.
3. Total estimated costs are \$717,316.67 for approximately 500 personnel.
4. The Office of Protocol certifies that they are in compliance with all conference policy requirements.
5. Point of contact is Major Christopher Mayor; NGB/A4AIO; 240-612-7393.

RECOMMENDATION: CNGB approve the exception to policy for the ANG Engineer Installations Conference.

APPROVE: *[Signature]*

EXEMPT: \_\_\_\_\_

DISAPPROVE: \_\_\_\_\_

COMMENT: \_\_\_\_\_



ACQUISITION  
AND SUSTAINMENT

THE UNDER SECRETARY OF DEFENSE  
3010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-3010

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Dec 30, 2019

Department of Defense  
OFFICE OF PREPUBLICATION AND SECURITY REVIEW

JUN - 1 2018

MEMORANDUM FOR ASSISTANT SECRETARY OF DEFENSE FOR LOGISTICS AND  
MATERIEL READINESS

SUBJECT: 2018 Department of Defense Maintenance Symposium

I have reviewed the 2018 Department of Defense (DoD) Maintenance Symposium planned for Tampa, Florida, from December 17-20, 2018. The symposium will allow leaders from Government and industry to engage on key issues, share approaches and initiatives underway, educate each other on best practices, and jointly develop strategies for efficient use of maintenance resources to benefit the DoD maintenance community. Additionally, it presents an opportunity for associated meetings which reduces requirements for other separate meetings. In 2012-2017, the United States Marine Corps conducted associated meetings at the DoD Maintenance Symposium saving in excess of \$600,000 each year compared to methods previously used. In 2017, other associated meetings included the United States Air Force Senior Maintenance Leaders Forum, Army Maintenance Board, Army Equipment Modification Workshop, Army Equipment Safety and Maintenance Workshop, Condition Based Maintenance Plus Workshop, and the 2017 Public-Private Partnering Workshop. The associated meeting opportunity is extended to all Services and agencies.

I am satisfied that exceptional circumstances exist whereby spending in excess of \$500,000 on this conference is the most cost-effective option to achieve its compelling purpose, and attendance and expenses have been limited to the levels required to carry out the mission of the symposium.

I therefore grant a waiver for this event to proceed in accordance with the Deputy Chief Management Officer's DoD Conference Guidance, version 4.0, dated June 26, 2016. This waiver is contingent on your continued efforts to ensure the best use of Government funds and adherence with all applicable policies.

The Office of the Secretary of Defense point of contact is Mr. Kenneth D. Watson, the Deputy Assistant Secretary of Defense for Maintenance Policy and Programs, at [kenneth.d.watson1.civ@mail.mil](mailto:kenneth.d.watson1.civ@mail.mil) or 703-697-7980.

Ellen M. Lord



COMMANDER, U.S. INDO-PACIFIC COMMAND  
(USINDOPACOM)  
CAMP H M SMITH, HAWAII 96861-4028

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For Open Publication

13  
Dec 30, 2019

Department of Defense  
OFFICE OF PREPUBLICATION AND SECURITY REVIEW

January 2, 2019

MEMORANDUM FOR ASSISTANT SECRETARY OF DEFENSE FOR LOGISTICS AND  
MATERIAL READINESS

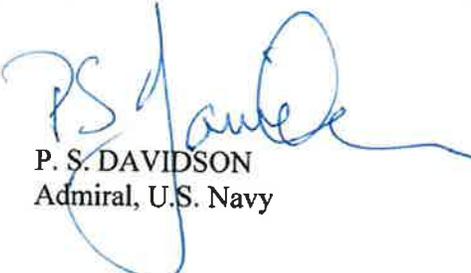
SUBJECT: 2019 Pacific Operational Science and Technology (POST) Conference

I reviewed the 2019 POST Conference planned for the Sheraton Waikiki Hotel and Marine Corps Base Hawaii from March 4-8, 2019. The 2019 POST Conference theme of "Contributing to a Free and Open Indo-Pacific through Science and Technology" is in direct support of our National Defense Strategy to modernize key capabilities and strengthen alliances and partnerships. POST will improve the relationship and responsiveness of the research and development community to United States Indo-Pacific Command (USINDOPACOM) needs. It will also build international partnerships through science and technology engagement. Additionally, the conference will enhance communications between DoD acquisition professionals and their industry counterparts and provides a forum for USINDOPACOM to brief industry representatives on our capability gaps in a group setting, which mitigates appearances of favoritism. Several dozen international dignitaries and leaders will be invited to speak and/or attend POST. The associated meeting opportunity is extended to all Services and agencies.

I am satisfied that exceptional circumstances exist whereby spending in excess of \$500,000 on this conference is the most cost-effective option to achieve its compelling purpose, and attendance and expenses have been limited to the levels required to carry out the mission of the symposium.

I therefore grant a waiver for this event to proceed in accordance with the Deputy Chief Management Officer's DoD Conference Guidance, version 3.0, dated September 23, 2015. This waiver is contingent on your continued efforts to ensure the best use of Government funds and adherence with all applicable policies.

The point of contact is Ms. Cynthia Holland, USINDOPACOM Science and Technology Advisor, [cynthia.holland1@pacom.mil](mailto:cynthia.holland1@pacom.mil), (808) 477-8041.



P. S. DAVIDSON  
Admiral, U.S. Navy



**NATIONAL GUARD BUREAU**  
1636 DEFENSE PENTAGON  
WASHINGTON DC 20301-1636

**MAR 25 2019**

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**13**  
Dec 30, 2019

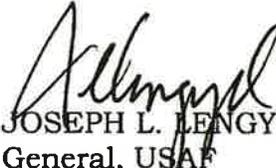
Department of Defense  
OFFICE OF PREPUBLICATION AND SECURITY REVIEW

**MEMORANDUM FOR SEE DISTRIBUTION**

**Subject: Attendance and Travel to the 2019 American Society of Military Comptrollers' Professional Development Institute**

**Reference: Under Secretary of Defense (Comptroller), "Waiver for 2019 American Society of Military Comptrollers' Professional Development Institute," 04 January 2019**

1. The American Society of Military Comptrollers (ASMC) will host the 2019 Professional Development Institute (PDI), 29-31 May 2019, in San Antonio, Texas. The event provides a targeted training opportunity for personnel assigned to positions requiring they obtain or maintain Department of Defense Financial Management Certification Program credentials.
2. National Guard attendance must be related to the performance of the employee's or military member's official duties in conjunction with mandatory Financial Management Certification and will be paid for by their organization. Federally funded travel to the ASMC-PDI Conference for each State, Territory, and the District of Columbia is limited to four Army National Guard (ARNG) Soldiers or civilians and four Air National Guard (ANG) Airmen or civilians. Travel to the conference from the National Guard Bureau is limited to 15 each for ARNG, ANG and the Joint Staff, for a total of 45.
3. The Directorate of Programs and Resources and Comptroller is responsible for oversight and reporting attendance. The United States Property and Fiscal Officers will track, by participant name and certification level, the obligation of funding for attendance at this event. Each will report their participation along with the cost and assigned Travel Authorization Number per attendee.
4. Points of contact are Colonel Alecia D. Biddison; NGB-J83; 703-607-5624 and Mr. Jeffrey L. Landau; NGB-J83; 703-607-0025.

  
JOSEPH L. LENGYEL  
General, USAF  
Chief, National Guard Bureau

**DISTRIBUTION:**

**VICE CHIEF OF THE NATIONAL GUARD BUREAU  
SENIOR ENLISTED ADVISOR  
DIRECTOR OF THE ARMY NATIONAL GUARD  
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THE ADJUTANTS GENERAL  
THE COMMANDING GENERAL OF THE DISTRICT OF COLUMBIA  
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CHIEF OF STAFF OF THE NATIONAL GUARD BUREAU JOINT STAFF  
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NATIONAL GUARD BUREAU CHIEF COUNSEL  
THE INSPECTOR GENERAL  
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DIRECTOR OF STRATEGY, POLICY, PLANS AND INTERNATIONAL AFFAIRS  
DIRECTOR OF C4 SYSTEMS AND CHIEF INFORMATION OFFICER  
DIRECTOR OF PROGRAMS AND RESOURCES AND COMPTROLLER**



UNDER SECRETARY OF THE AIR FORCE  
WASHINGTON DC

JAN 22 2019

MEMORANDUM FOR AF/A9

SUBJECT: Conference Approval – 2019 Military Operations Research Society Symposium

In accordance with Department of Defense (DoD) Conference Guidance Version 4.0 (dated 26 June 2016), I have reviewed your request to sponsor the 87<sup>th</sup> Military Operations Research Society Symposium at the United States Air Force Academy on 17-20 June 2019. Subject to the conditions listed below, I approve a waiver of the \$500,000 cap on total conference cost to the DoD. This determination is based upon my conclusion that exceptional circumstances exist whereby this conference is the most cost-effective option to enhance the quality of the military operations research analysis which results in better nation and homeland security decisions.

My approval is subject to the following conditions/limitations. Total expenditures for conference participation by United States Air Force (USAF) personnel will not exceed \$275,000 (approximately 10 percent over the estimated cost). In addition, attendance cost for other DoD agencies are estimated to be \$250,000 for United States Navy (USN) and United States Marine Corps (USMC) personnel, \$280,000 for United States Army (USA) personnel, and \$50,000 for Office of the Secretary of Defense (OSD) and Joint Chiefs of Staff (JCS) personnel. The USN, USMC, USA and OSD/JCS points of contact are requested to monitor attendance to ensure costs do not exceed estimated levels for each agency.

All conference details must be entered into the DoD Conference Tool 30 days prior to the start of the conference, and all expenses associated with this event must be reported through the DoD Conference Tool within 15 days of completion. A copy of this report should be provided to my office and SAF/AA.

Please refer any questions regarding this approval to my SAF/AA POC, Ms. Jadee Purdy, at [jadee.a.purdy.civ@mail.mil](mailto:jadee.a.purdy.civ@mail.mil).

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Dec 30, 2019

Department of Defense

OFFICE OF PREPUBLICATION AND SECURITY REVIEW

Matthew P. Donovan  
Under Secretary of the Air Force



**UNITED STATES SPECIAL OPERATIONS COMMAND**  
OFFICE OF THE DEPUTY COMMANDER  
7701 TAMPA BOINT BOULEVARD  
MACDILL AIR FORCE BASE, FLORIDA 33621-5323

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Dec 30, 2019

Department of Defense  
OFFICE OF PREPUBLICATION AND SECURITY REVIEW

**NOV 20 2019**

**MEMORANDUM FOR THE OFFICE OF THE DEPUTY CHIEF MANAGEMENT OFFICER, 9010 DEFENSE PENTAGON, WASHINGTON, DC 20301-9010**

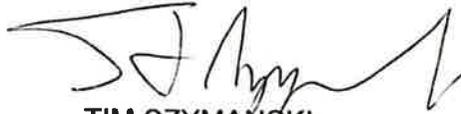
**SUBJECT: Countering Weapons of Mass Destruction Coordination Conference**

1. The Countering Weapons of Mass Destruction (CWMD) Fusion Cell (CWMD-FC), exercising the Department of Defense (DoD) Coordinating Authority for CWMD, conducted a semi-annual CWMD Coordination Conference from 16-19 September 2019 at the National Geospatial-Intelligence Agency headquarters in Springfield, Virginia. The Conference brought together CWMD experts from U.S. Combatant Commands, the Office of the Secretary of Defense, Joint Staff, Military Services, U.S. Government Agencies, and Allied Partner Nations. The purpose advanced the CWMD Global Campaign by providing a current sight picture and analysis of the mission, allowed for identification of issues, gaps and seams, was a platform for the development of plans of action and milestones, and furthered progress on existing CWMD program objectives.
2. The initial \$435,570 cost estimate was based on anticipation of 180 funded personnel with a total estimate of 840. The conference was appropriately approved by the Tier 2 approval official, in accordance with the DOD Conference Guidance v. 4.0, dated 26 June 2016. After the conference concluded, the actual reported cost of \$587,011, a 35% increase, was attributed to a 40% increase in participation by funded personnel (180 estimated attendees under Temporary Duty Status; 252 actually attended). A total of 920 personnel attended, which was a 10% increase. These numbers represent the highest participation recorded to date in the conference.
3. I have been briefed on the difference between the estimate and actual cost. The CWMD-FC has been directed to continue keeping participant travel to an absolute minimum consistent with mission requirements. Careful consideration will be given to potential participants to ensure they are essential prior to registration approval. Registration at future conferences will be actively monitored and registration closure dates strictly enforced to increase the accuracy of costs estimates. This will ensure approval at the appropriate threshold, and, when necessary, a waiver to the Office of Management and Budget Memorandum 12-12, dated 11 May 2012, as amended, will be obtained.

**SODC**

**SUBJECT: Countering Weapons of Mass Destruction Coordination Conference**

4. Our point of contact is Mr. Sean Hankard, CWMD-FC, DSN 312-299-6937, unclassified email [sean.m.hankard.civ@socom.mil](mailto:sean.m.hankard.civ@socom.mil).

A handwritten signature in black ink, appearing to read 'T. Szymanski', with a stylized flourish at the end.

**TIM SZYMANSKI**  
**Vice Admiral, U.S. Navy**  
**Deputy Commander**



PERSONNEL AND  
READINESS

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

MAR 28 2019

CLEARED  
For Open Publication

13  
Dec 30, 2019

Department of Defense  
OFFICE OF PREPUBLICATION AND SECURITY REVIEW

MEMORANDUM FOR DIRECTOR, DEFENSE SUICIDE PREVENTION OFFICE

SUBJECT: Waiver of Prohibition on Spending in Excess of \$500,000 on a Conference and Approval as a Department of Defense Co-Hosted Conference

The Department of Defense (DoD) and the Department of Veterans Affairs (VA) have held a biennial suicide prevention conference since 2004. This event is the only national suicide prevention conference that specifically addresses suicide in military and Veteran populations. In recent years, the VA and the DoD have extended their suicide prevention reach by partnering with internal and external stakeholders across the suicide prevention space.

The 2019 VA/DoD Suicide Prevention Conference held in Nashville, Tennessee (tentative), from August 26-29, 2019, is the best choice to achieve the Department's goals and objectives. These objectives cannot be accomplished via other means, such as video teleconference (VTC), local meetings, and teleconferencing. Additionally, it would be impossible to leverage and enhance the collaborative relationships the DoD has established with the VA, Department of Health and Human Services, other public and private entities, and academia through other means such as VTC or teleconferencing. The interaction and dialogue generated from a national conference significantly facilitates the educational experience for those Service members and leaders who are usually unable to avail themselves of traditional learning opportunities. The workshops bring together experts from a variety of disciplines for cross-training and collaboration on research findings, clinical pathways, and experience that cannot be effectively achieved via other means. Additionally, the conference provides a means for the VA Employee Education System to provide Continuing Education Units for participating clinicians who require information provided at the conference for continued licensure to practice.

Thus, pursuant to my authority as a Tier 1 conference approval authority under the "DoD Conference Guidance 4.0," June 26, 2016, I have determined that exceptional circumstances exist, whereby spending in excess of \$500,000 on a single conference is the most cost-effective option to achieve this compelling purpose.

I am waiving the prohibition on spending in excess of \$500,000 on a single conference, and am approving the joint hosting of the 2019 VA/DoD Suicide Prevention Conference as a conference co-hosted by the Defense Suicide Prevention Office.

James N. Stewart  
Assistant Secretary of Defense for Manpower  
and Reserve Affairs, Performing the Duties  
of the Under Secretary of Defense for  
Personnel and Readiness