



OFFICE OF THE UNDER SECRETARY OF DEFENSE

4000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-4000

APR 02 2010

PERSONNEL AND  
READINESS

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

Subject: Department of Defense Employee Awareness Information Campaign

This is the second bulletin issued in support of the Department's Employee Wellness Awareness Campaign, as discussed in the Under Secretary of Defense for Personnel and Readiness Memorandum of January 11, 2010.

The marketing materials and campaign information for April are available for download at [www.cpms.osd.mil](http://www.cpms.osd.mil). April's theme is "Mental Health through Lifestyle Balance." The materials developed in support of this theme provide a wealth of information on strategies for maintaining work-life balance, and avoiding and dealing with stress. It also has specific information focused on work-life balance for Executives.



I ask that you immediately download and disseminate to your workforce and your serviced Commands the campaign materials for April, and encourage you to supplement it, as needed, with initiatives specific to your Component. My point of contact for this matter is Ms. Pam Budda, the Department's Quality of Worklife Program Manager, who can be reached at [Pamela.budda@cpms.osd.mil](mailto:Pamela.budda@cpms.osd.mil).

A handwritten signature in black ink, appearing to read 'Marilee Fitzgerald', with a long horizontal flourish extending to the right.

Marilee Fitzgerald  
Acting Deputy Under Secretary  
Civilian Personnel Policy

Attachments:  
As stated