



PERSONNEL AND
READINESS

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



SEP 23 2005

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
ASSISTANT SECRETARIES OF DEFENSE
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DIRECTOR, OPERATIONAL TEST AND EVALUATION
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DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTOR, NET ASSESSMENT
DIRECTOR, FORCE TRANSFORMATION
DIRECTORS OF DEFENSE AGENCIES
DIRECTORS OF DOD FIELD ACTIVITIES

**SUBJECT: Additional Resources for Department of Defense (DoD) Civilian Employees
and Families Affected by Hurricane Rita**

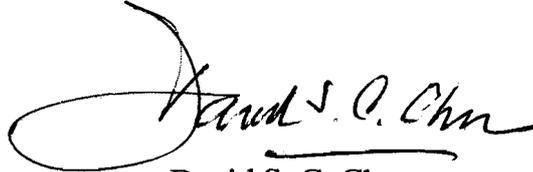
The Department is concerned for the well-being of our military, DoD civilian personnel, and their families affected by Hurricane Rita. As part of our ongoing relief efforts, we have expanded access to the counseling services to our civilian employees and their families. This face-to-face counseling service provides access to licensed, credentialed professional counselors to help individuals and families through this very difficult transition period. Each eligible individual may obtain up to six face-to-face sessions, provided appropriate professional staff and necessary resources are available.

There will be no cost to DoD civilians and their families for this counseling service. The service can be centrally accessed through your civilian human resources offices or other offices you designate to serve as points of contact (POC) for DoD civilian employees. Your POCs should contact with Managed Healthcare Network (MHN) on an as required basis to designate a qualified counselor. MHN can be reached at 1-888-755-9355, 24 hours a day, seven days a week. Components will be responsible for designating and publicizing POCs to ensure that our DoD civilian employees and their families receive the support services they need. Individual and group counseling sessions are available and will be limited to six sessions per person (the attached Frequently Asked Questions provide additional information about this resource). This service is



available to military personnel through Military-one source or the military installation Family Support Center.

We know that Hurricane Rita has affected members of our DoD community. Thousands of lives have been touched and changed by this disaster. We want to ensure that our employees have access to resources that can provide support during this stressful time. I encourage you to disseminate this information as widely as possible, especially to employees directly involved with the Hurricane Rita relief efforts.

A handwritten signature in black ink, appearing to read "David S. C. Chu". The signature is fluid and cursive, with a large loop at the beginning.

David S. C. Chu

Attachment:
As stated