



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



JAN 14 2008

PERSONNEL AND
READINESS

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEF OF STAFF
COMMANDERS OF THE COMBATANT COMMANDS
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT

SUBJECT: Developing 21st Century Third Annual, Senior Executive Service (SES)
Leaders Forum

The purpose of this memorandum is to request your Component's participation in a one-day forum hosted by the Deputy Secretary of Defense. The forum will be held on February 8, 2008, at the L. William Seidman FDIC Training Center in Arlington, Virginia, from 8:30 am to 6:00 pm.

This forum will be an opportune time to:

- Learn about how we have incorporated your feedback into our new DoD Directive 1403.03 "Career Lifecycle Management of the Senior Executive Services Leaders with the Department of Defense".
- Solicit input on our initiative to prepare executives for 21st century challenges.
- Engage in discussions around critical issues facing our community.

The forum is reserved for SES leaders only (and Non Appropriated Fund equivalents) and is limited to 200 participants. I am asking that each Military Service and the Director of Administration register no more than 47 participants, and that the Joint Chiefs of Staff register no more than 10 participants representing the Combatant Commands. Please, identify SES leaders with cross-functional expertise and who are geographically dispersed. Each Component is responsible for temporary duty (TDY) expenses.



Registration must be completed on line at www.cpms.osd.mil/sespm/conference. Information about the forum, including any read ahead materials also will be posted to this website. On-line registration will close on February 4, 2008.

If you have any questions, please contact Ms. Letty Mayoral at (703) 696-5326. We look forward to seeing you on February 8, 2008.

A handwritten signature in black ink, appearing to read "David S. C. Chu". The signature is fluid and cursive, with a large initial "D" and a long horizontal stroke at the end.

David S. C. Chu

cc:
Principal Staff Assistants