



OFFICE OF THE UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, DC 20301-4000

NOV 15 2010

PERSONNEL AND
READINESS

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Senior Executive Service (SES) Nominations for CAPSTONE (CY 2011)

The Department of Defense Civilian Personnel Policy (CPP) Office is pleased to announce a call for nominations of Senior Executives to CAPSTONE, hosted by the National Defense University. CAPSTONE is a highly regarded, six-week intensive course consisting of seminars, case studies, informal discussions and visits to key U.S. military commands throughout the world. The course allows for interactions with American Ambassadors, embassy staffs, senior political and military leaders of foreign governments and Combatant Commanders of U.S. unified commands and examines major issues affecting national security decision making, military strategy, joint/combined doctrine, interoperability, and key allied nation issues.

Originally created in 1982 and later reformed in 1986, CAPSTONE was designed for newly selected general and flag officers. CAPSTONE remains predominantly military with limited availability for Senior Executives. SES members attending the course will develop valuable networks, while augmenting their enterprise, joint and national security competencies.

Executives nominated for this course should hold positions where a thorough understanding of the joint environment is essential for mission accomplishment and where this course will help them fulfill near-term professional requirements. Due to the high demand and extremely limited capacity for this course, all nominees must be endorsed by their supervisors, and the supervisor of each nominee must sign a certification stating that the nominee will attend the course once selected, absent a family or medical emergency.

The CAPSTONE tuition costs for Senior Executives are funded by the office of Deputy Under Secretary of Defense (CPP). Lodging and meals are included in the overall course cost. Components are responsible for funding travel and per diem for their executives.

CAPSTONE is scheduled for four offerings in CY 2011. Course dates and the associated nomination submission due dates are as follows:

<u>Course Dates</u>	<u>Nomination Due Date</u>
Jan 24 – Mar 4, 2011	Dec 6, 2010
Apr 18 – May 27, 2011	Feb 21, 2011
Jul 11 – Aug 19, 2011	May 16, 2011
Sep 26 – Nov 4, 2011	Aug 1, 2011

For the first two sessions (Jan 24 & Apr 18), OSD will accept nominations for standby seats only. For the remaining two sessions (Jul 11 & Sep 26), OSD has been allocated one

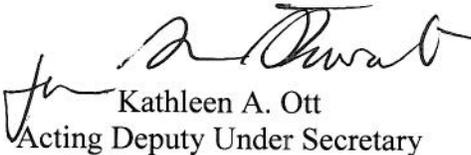


confirmed Senior Executive seat for each session, and thus OSD will accept nominations for these two confirmed seats as well as for standby seats.

Nominations must be submitted through executives' respective Senior Executive Management Offices. Fourth Estate agencies and intelligence agencies should submit their nominations to the PEO for Executive Lifecycle Management (PEO-ELM). The Military Departments are to include COCOM SES nominations. The Military Departments and PEO-ELM can each nominate up to two executives for each course offering.

Senior Executive Management Offices and the PEO-ELM should submit nominees to Mr. Scott Derrick, Program Manager for Executive Development, DoD Senior Executive Management Office, Civilian Personnel Management Service, at scott.derrick@cpms.osd.mil by the respective nomination submission due dates mentioned above. Questions can also be addressed to Mr. Derrick at (703) 696-1722.

This is an extremely unique opportunity for our Department's Senior Executives and I encourage you to take full advantage of this learning experience. The attached brochure further amplifies CAPSTONE's objectives and goals. Additional information about CAPSTONE can be found at <http://www.ndu.edu/CAPSTONE>.


Kathleen A. Ott
Acting Deputy Under Secretary
Civilian Personnel Policy

Attachment:
As stated

cc:
Director, Administration and Management (OSD)
Program Executive Officer, Executive Lifecycle Management

DISTRIBUTION: ASSISTANT G-1 FOR CIVILIAN PERSONNEL POLICY
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CAPSTONE

Location: National Defense University
Fort McNair
Washington, D.C.

Frequency: Four sessions in 2011

Dates: January 24 – March 4, 2011
April 18 – May 27, 2011
July 11 – August 19, 2011
September 26 – November 4, 2011

Duration: 6 weeks

CPMS Contact

For Senior Executive Service (SES) Attendees:
Scott Derrick
Program Manager for Executive Development
DoD Senior Executive Management Office
Civilian Personnel Management Service
scott.derrick@cpms.osd.mil
Comm. (703) 696-1722

Description:

CAPSTONE is a highly intensive six-week course designed to reinforce the comprehension of joint matters and national security strategy required throughout a Senior Executive and General/Flag Officer's career. CAPSTONE learning objectives ensure that participants can:

- Analyze the national security policy process.
- Comprehend Service, joint, interagency, and multinational capabilities and their integration in order to attain national security objectives.
- Analyze relationships between the military and cabinet-level departments, Congress, NSC, DOD agencies and the public.
- Comprehend how joint, service, and multinational battle space systems are integrated in support of theater strategies.
- Comprehend the impact of defense acquisition programs and policies and their implications for enhancing joint military capabilities.

Target Population:

Senior Executives in positions where a thorough understanding of joint environment is essential for mission accomplishment.

DoD Institutional Competencies Addressed:

- Joint Perspective
- Enterprise Perspective
- National Security
- Leadership
- Business Acumen

Funding:

The per-seat tuition (including lodging and meals) of \$15,000 is OSD-funded. Units are responsible for funding travel to and from the seminar location.

Pre-Course Requirements:

No pre-course requirements.

Remarks:

CAPSTONE consists of classroom seminars, local area studies, U.S. based Combatant Command field studies, overseas field studies, and a Joint Operation Module. Personal commitment and involvement is essential to this course.