



DEPARTMENT OF THE ARMY
U.S. ARMY MILITARY DISTRICT OF WASHINGTON
103 THIRD AVENUE
FORT LESLEY J. MCNAIR, DC 20319-5058

REPLY TO
ATTENTION OF

ANEO

18 June 2008

MEMORANDUM FOR Military District of Washington (MDW) Equal Opportunity Leader Course, Class #08-3

SUBJECT: Welcome Letter

1. On behalf of the MDW staff, I would like to welcome you to the MDW Equal Opportunity Leader Course (EOLC). The EOLC is designed to prepare individuals to perform duties as an Equal Opportunity Leader. Graduates of the course will be knowledgeable about current trends and strategies necessary to effectively assist commanders in carrying out their unit Equal Opportunity program.

2. The EOLC will convene at 0800 on Monday, 28 July 2008. Students must report to the Fort Myer Community Center, 228 McNair Road (Bldg 405) no later than 0745. If you are not familiar with Fort Myer, go to the following website link for directions and a map of the installation, <http://www.fmmc.army.mil/sites/about/directions.asp>. Each student will receive a schedule, note-taking guide and required reference manuals upon arrival. The uniform for military personnel is the **Army combat uniform (ACU)** or equivalent.

3. Students will be required to pass a written examination and prepare an oral presentation to successfully complete this course. In addition, attendance at all classes is mandatory. Therefore, the place of duty for students from 28 July to 5 August 2008 is the training site. Military members who will be on TDY status while attending the course must notify the MDW EO Office and provide lodging information for accountability purposes.

4. Mandatory physical training sessions will not be conducted during the course. Students are required to conduct physical training on their own. At the end of the course, there will be an informal graduation ceremony. Commanders and First Sergeants are welcome to attend the ceremony. If you have any questions concerning the EOLC, please contact your EO Advisor or the MDW EO office at (202) 685-3357.

//ORIGINAL SIGNED//
JOHN PAGLIANITE
LTC, GS
MDW EO Program Manager