ASSISTANT SECRETARY OF DEFENSE
3500 DEFENSE PENTAGON
WASHINGTON, DC 20301-3500

LOGISTICS AND
MATERIEL READINESS

JAN 6 2013

MEMORANDUM FOR CHIEF, NATIONAL GUARD BUREAU
COMMANDER, U.S. TRANSPORTATION COMMAND
DEPUTY CHIEF OF STAFF FOR LOGISTICS (G-4), U.S. ARMY
DEPUTY CHIEF OF NAVAL OPERATIONS FOR FLEET READINESS AND LOGISTICS (N4), U.S. NAVY
DEPUTY CHIEF OF STAFF FOR LOGISTICS, INSTALLATIONS AND MISSION SUPPORT, U.S. AIR FORCE
DEPUTY COMMANDANT, INSTALLATIONS AND LOGISTICS, U.S. MARINE CORPS
COMMANDER, ARMY RESERVE COMMAND
COMMANDER, NAVY RESERVE FORCE
COMMANDER, AIR FORCE RESERVE COMMAND
COMMANDER, MARINE CORPS FORCES RESERVE
DIRECTOR, DEFENSE LOGISTICS AGENCY

SUBJECT: Office of the Secretary of Defense Supply and Transportation Fellows Program Nominations

The purpose of this memorandum is to invite nominations for the Office of the Secretary of Defense (OSD) 2013-2014 Supply and Transportation Fellows Program, which will commence on or about July 8, 2013. This Fellows Program is a year-long, hands-on leadership and management development program under the direction of the Assistant Secretary of Defense for Logistics and Materiel Readiness. It is designed to enhance the career development of selected mid-level logistics professionals in military grades 0-4 to 0-5, and civilian grades GS13-14 and equivalent who have demonstrated top potential.

Nominations are due not later than February 22, 2013, and must be approved by the agency or command flag officer/Senior Executive Service member. Applications should be screened for those individuals that have demonstrated significant potential for advancement in the logistics career field. We will confirm the selection of the candidates in March 2013.

Request addressees submit nominations to the point of contacts listed below and include the following:

1) A resume or military biographical summary;

2) The most recent performance appraisal or military performance report;

3) A signed copy of training agreement (attached); and

4) A statement from the nominee, not to exceed one page, explaining why he or she should be favorably considered for the program.

Selected Fellows will be integrated into the OSD Supply Chain Integration and Transportation Policy offices, but will remain assigned to their parent organizations. All program related expenses during the year are borne by the nominee's parent organization. Program related expenses include salary, official travel and per diem, transportation costs, and living expenses. Travel, per diem, and registration costs associated with Fellows' training and trips to Government and private sector logistics organizations outside the National Capital Region are estimated to be no more than $7,000 per individual for the year.

The Fellows Program provides significant headquarters-level experience and benefits to the participants, their Department of Defense Component, and the logistics community as a whole. I encourage your strong support of this program to further the executive development of our future logistics leaders.

My point of contacts are Mr. Adam Yearwood, Transportation Policy, at 571-372-5215 or adam.yearwood@osd.mil; and Mr. Paul Blackwell, Supply Chain Integration, at 571-372-5200 or paul.blackwell@osd.mil. Additional information on this program is at http://www.acq.osd.mil/log/tp/tranmgt.htm.

Alan F. Estevez

Attachment:
As stated

cc:
Director For Logistics (J-4), Joint Staff
Commander, Army Materiel Command
Commander, U.S. Army Combined Arms Support Command
Commander, Naval Supply Systems Command
Commander, Air Force Materiel Command
Commander, Air Mobility Command
Commander, Air Education And Training Command
Commander, Marine Corps Logistics Command
Commander, Military Sealift Command
Commander, Military Surface Deployment And Distribution Command
Director, Defense Contract Management Agency
Director, Army National Guard
Director, Air National Guard
Deputy Chief Of Staff For Operations, Plans, And Training, U.S. Army Training And Doctrine Command
Commandant, U.S. Army Quartermaster School
Commandant, U.S. Army Transportation School
Commandant, U.S. Army Ordnance School
President, Defense Acquisition University
President, National Defense University

TRAINING AGREEMENT
OSD SUPPLY AND TRANSPORTATION FELLOWS PROGRAM

TRAINEE'S NAME:

TRAINING ASSIGNMENT AS: Logistics Specialist
Offices of the Deputy Assistant Secretaries of Defense
(Supply Chain Integration and Transportation Policy),
Washington, D.C. 20301-3500

I. GENERAL OBJECTIVES:

a. The purpose of the Office of the Secretary of Defense (OSD) Supply and Transportation Fellows Program is to:

1. Enhance career development of mid-level management personnel engaged in transportation, supply, and logistics;
2. Provide an opportunity for OSD level experience to enable more effective transportation, supply, and logistics managers; and
3. Provide a cross training opportunity.

b. The Program includes rotational assignments in the Offices of the Deputy Assistant Secretaries of Defense for Supply Chain Integration [ODASD (SCI)] and Transportation Policy [ODASD (TP)]. This assignment will provide participants with hands-on OSD-level experience and an opportunity to observe the nature and scope of actions taken by the Secretary of Defense in formulating supply and transportation policies. Participants will interact with members of the logistics industry, high-level DoD logistics officials, DoD Components, and other Government agencies.

II. TRAVEL AND TRAINING OPPORTUNITIES:

All trips and training are coordinated and approved by OSD and funded by the participant's parent organization. Travel and training opportunities will include trips to U.S. Government and private sector logistics organizations and will be funded by the parent organization. We estimate that these costs will not exceed $7,000 per individual for the year.

III. OFFICIALS RESPONSIBLE FOR PROGRAM:

Deputy Assistant Secretary of Defense for Supply Chain Integration and Deputy Assistant Secretary of Defense for Transportation Policy

Director, Personnel, _____
(Trainee's Parent Organization)

IV. FLEXIBILITY PROVISIONS:

When evaluation of a Fellow's progress indicates it is necessary, the training/program may be modified.

V. EVALUATION OF PROGRESS:

At the conclusion of the Fellows Program, the DASD (SCI) and DASD (TP) will review and evaluate the Fellow's progress and forward a memorandum to the Fellow's parent organization, which remains responsible for formal performance appraisals.

CONCUR:

_____

TRAINEE's NAME SIGNATURE/ DATE

APPROVED:

_____

SUPERVISOR's NAME SIGNATURE/ DATE

Attachment