



ASSISTANT SECRETARY OF DEFENSE

3500 DEFENSE PENTAGON
WASHINGTON, DC 20301-3500

JAN 10 2019

SUSTAINMENT

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Office of the Secretary of Defense Sustainment Fellowship Program

This memorandum solicits nominations for the Office of the Secretary of Defense (OSD) 2020-2021 Sustainment Fellowship Program, which will begin in July 2020. The program is designed to enhance career development of mid-level logistics, environmental, energy, acquisition, and engineering professionals, military O-4/O-5 and civilian GS-13/GS-14, who have demonstrated significant potential for advancement and greater responsibility in their career field.

This is a year-long, on-site, hands-on leadership and management development program. Throughout the Fellowship, OSD Sustainment Fellows will be integrated into one of the Deputy Assistant Secretary of Defense (DASD) offices within the Assistant Secretary of Defense for Sustainment (ASD(S)) portfolio.

- DASDs offices within ASD(S) include: Enterprise Solutions (ES), Materiel Readiness (MR), Product Support (PS), Logistics (LOG), Energy (E), Environment (ENV), Infrastructure (INF), and Facilities Management (FM).
- These offices span diverse sets of responsibilities that include life cycle logistics and sustainment, facility and installation management, supply chain, operational contract support, installation energy and energy sources, environmental practices, real property management and policy, transportation policy, operational contract support, vendor vetting, legislative strategy, strategic communication, and acquisition program management.

This assignment will provide participants with hands-on OSD-level experience and an opportunity to observe the nature and scope of actions taken by offices of the Secretary of Defense in formulating Sustainment policies. Participants will interact with high-level Department of Defense (DoD) and Service Sustainment officials, other government agencies, and industry/associations. Nominations for the Fellowship are due by February 28, 2020. Selection announcement will follow in early April 2020.

While in the program, participants will remain assigned to their parent organizations. All program-related expenses are covered by the parent organization in which the applicant is assigned at the time of nomination. Funding expenses include salary, course registration fees, travel expense, per diem, transportation, and living expenses for individuals selected from outside the National Capital Region.

Please submit nomination packages to Col Brian Copes, via encrypted email, at robert.b.copes.mil@mail.mil. Include the following in your package for each nominee:

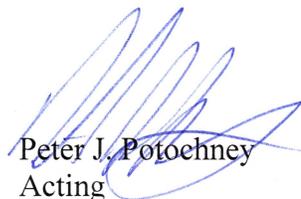
1. Resume (five page maximum, including references)
2. Three most recent performance appraisals or military performance reports
3. Signed copy of training agreement (template attached)
4. Letter of endorsement by the nomination Service or Agency GO/FO/SES
5. One page personal statement justifying favorable consideration for the program
6. One page biography

The following point of contacts are available to answer questions about their respective areas:

NAME	PHONE	EMAIL	OFFICE
Col Brian Copes	571-372-5203	robert.b.copes.mil@mail.mil	ODASD(LOG)
Ms. Carrie Limo	703-693-5716	carrie.k.limo.civ@mail.mil	ODASD(PS)
Mr. Mike Hynes	703-697-1903	michael.p.hynes.civ@mail.mil	ODASD(MR)
Mr. Oliver Fritz	571-256-0796	oliver.h.fritz.civ@mail.mil	ODASD(E)
Lt Col Chad Gemeinhardt	571-372-6889	chad.a.gemeinhardt.mil@mail.mil	ODASD(ENV)
Col Matthew Brennan	703-693-6170	matthew.s.brennan2.mil@mail.mil	ODASD(INF)
Ms. Patricia Coury	703-571-9077	patricia.l.coury.civ@mail.mil	ODASD(FM)
LTC David Krzycki	703-767-1848	david.m.krzycki.mil@mail.mil	ODASD(ES)

The OSD Sustainment Fellowship Program provides significant departmental and interagency experience, and benefits participants and the overall logistics and engineer community. Request the widest dissemination throughout the logistics, environmental, energy, acquisition, and engineering communities with vetting and endorsement at the GO/FO/SES level of the Service or Agency approving authorities.

I encourage your support in this program to further develop our future Sustainment leaders.


 Peter J. Potochney
 Acting

Distribution:

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, ENGINEERING AND FORCE
PROTECTION, U.S. AIR FORCE
DEPUTY COMMANDANT, INSTALLATIONS AND LOGISTICS, U.S. MARINE CORPS
CHIEF, NATIONAL GUARD BUREAU
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DIRECTOR, DEFENSE LOGISTICS AGENCY
ASSISTANT SECRETARY OF THE ARMY (INSTALLATIONS, ENERGY AND
ENVIRONMENT)
ASSISTANT SECRETARY OF THE ARMY (CIVIL WORKS)
ASSISTANT SECRETARY OF THE NAVY (ENERGY, INSTALLATIONS AND
ENVIRONMENT)
ASSISTANT SECRETARY OF THE AIR FORCE (INSTALLATIONS, ENVIRONMENT
AND ENERGY)

cc:

DIRECTOR, WASHINGTON HEADQUARTERS SERVICE
DIRECTOR FOR LOGISTICS (J-4), JOINT STAFF
COMMANDER, ARMY MATERIEL COMMAND
COMMANDER, NAVAL SUPPLY SYSTEMS COMMAND
COMMANDER, AIR FORCE MATERIEL COMMAND
DEPUTY ASSISTANT SECRETARY OF THE ARMY (ACQUISITION POLICY AND
LOGISTICS)
DEPUTY ASSISTANT SECRETARY OF THE NAVY (EXPEDITIONARY PROGRAMS
AND LOGISTICS)
DEPUTY ASSISTANT SECRETARY OF THE AIR FORCE (LOGISTICS AND PRODUCT
SUPPORT)
COMMANDER, MARINE CORPS LOGISTICS COMMAND
COMMANDER, MARINE CORPS SYSTEMS COMMAND
DIRECTOR, DEFENSE CONTRACT MANAGEMENT AGENCY
PRESIDENT, DEFENSE ACQUISITION UNIVERSITY
PRESIDENT, NATIONAL DEFENSE UNIVERSITY
ARMY ASSISTANT CHIEF OF STAFF, INSTALLATION MANAGEMENT
DIRECTOR, FACILITIES AND LOGISTICS, U.S. ARMY INSTALLATION
MANAGEMENT COMMAND (G4)
CHIEF, INSTALLATIONS DIVISION, ARMY NATIONAL GUARD BUREAU

DIRECTOR, SHORE READINESS DIVISION (N46)
DEPUTY CHIEF OF STAFF, LOGISTICS, ENGINEERING AND FORCE PROTECTION
(AF/A4)
DIRECTOR, FACILITIES SERVICES DIVISION, WASHINGTON HEADQUARTERS
SERVICE
DIRECTOR, DEFENSE ADVANCED RESEARCH PROJECTS AGENCY
CHIEF FINANCIAL EXECUTIVE, DEFENSE COMMISSARY AGENCY
DIRECTOR, DEFENSE CONTRACT AUDIT AGENCY
DIRECTOR, DEFENSE FINANCE AND ACCOUNTING SERVICE
DIRECTOR, DEFENSE INFORMATION SYSTEMS AGENCY
CHIEF OF STAFF, DEFENSE THREAT REDUCTION AGENCY
CHIEF, FACILITIES BRANCH, DOD EDUCATION ACTIVITY
DIRECTOR, ACCOUNTING DIRECTORATE, MISSILE DEFENSE AGENCY
DIRECTOR, FACILITIES DIVISION, DEFENSE HEALTH AGENCY

**TRAINING AGREEMENT
OSD LOGISTICS FELLOWSHIP PROGRAM**

TRAINEE'S NAME:

TRAINING ASSIGNMENT (Circle Preference): Life Cycle Logistician, Logistics Specialist, Logistics Management Specialist, Logistics Readiness Officer, Equipment Specialist, Civil Engineer, Environmental Protection Specialist, Program Analyst, General Engineer, Safety Engineer, Mechanical Engineer, Architect, Electrical Engineer, Industrial Engineer, Facility Operations Specialist, Facilities Management Specialist, Legislative Strategy Specialist, Strategic Communication Specialist,

Office of the Assistant Secretary of Defense
(Sustainment)
Washington, D.C. 20301-3500

I. GENERAL OBJECTIVES:

- 1) The purpose of the Office of the Secretary of Defense (OSD) Sustainment Fellowship Program is to:
 - a) Enhance career development of mid-level management personnel engaged in Sustainment activities to include sub-areas of Logistics, Material Readiness, Product Support, Enterprise Solutions, Energy, Environment, Facilities Management and Infrastructure.
 - b) Provide an opportunity for OSD-level experience to enable more effective sustainment managers and improve warfighter support.
 - c) Provide a cross training opportunity through the interagency work experience.
- 2) The Fellowship includes placement in ASD(Sustainment) under one of the following Office of the Deputy Assistant Secretary of Defense (DASD) portfolios: Enterprise Solutions, Materiel Readiness, Product Support, Logistics, Energy, Environment, Infrastructure, and Facilities Management. This assignment will provide participants with hands-on OSD-level experience and an opportunity to observe the nature and scope of actions taken by OSD in formulating Sustainment policies. Participants will interact with high-level Department of Defense (DoD) and Service Sustainment officials, other government agencies, and industry/associations.

II. TRAVEL AND TRAINING OPPORTUNITIES:

All trips and training are coordinated and approved by OSD and funded by the participant's parent organization to which the applicant was assigned upon nomination. Travel and training opportunities will include trips to U.S. government and private sector logistics organizations and academic institutions. The estimated cost of travel and training will not exceed \$10,000 per individual for the year.

III. OFFICIALS RESPONSIBLE FOR PROGRAM:

OSD Sustainment Fellowship Program Manager, Acting Deputy Assistant Secretary of Defense for Logistics, Brig Gen Steven Whitney.

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 where the Fellow was assigned will review and evaluate the Fellow’s progress and forward a memorandum to the Fellow's parent organization, which remains responsible for formal feedback/performance assessment.

CONCUR:

TRAINEE NAME

SIGNATURE/ DATE

APPROVED:

SUPERVISOR NAME

SIGNATURE/ DATE

ENDORSED:

Service or Agency 4

SIGNATURE/ DATE

Expectations:

1. Participate in all scheduled events (training and academic, orientation visits, executive level engagements, industry trips, and assignments)
2. Continuous feedback and engagement with home station
3. Readiness to take on new challenges, expand knowledge base and grow through leadership training feedback.
4. Flexibility in work schedule and leave/absence requests. Fellows are required to comply with the “core hours” of the office in which they are assigned. Leave is allowed, but it’s requested that use or lose leave be taken before the program starts.