



PERSONNEL AND
READINESS

UNDER SECRETARY OF DEFENSE

4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

MAY - 9 2022

MEMORANDUM FOR CHAIR, DEFENSE ADVISORY COMMITTEE ON WOMEN IN THE SERVICES

SUBJECT: Terms of Reference – Ex Officio Member for the Advisory Committee on Women Veterans

The Secretary of Defense (SecDef) is required by 38 U.S.C. § 542(a)(2)(B)(ii), *Advisory Committee on Women Veterans*, to consult with the Defense Advisory Committee on Women in the Services (DACOWITS) prior to designating a representative to serve as the SecDef ex officio member on the Department of Veterans Affairs' Advisory Committee on Women Veterans (ACWV).

Therefore, as the Sponsor of the DACOWITS and on behalf of the SecDef, I direct the DACOWITS to discuss and deliberate on, during a noticed and public meeting, the ideal experience and characteristics desirable in the SecDef's ex officio member representative to the ACWV. The SecDef Representative will advise the ACWV on DoD policies and efforts to address issues experienced by women in the military. Following the DACOWITS discussion, please submit its advice and recommendations to me on the experience and characteristics that the SecDef should consider in selecting an ACWV ex officio member to represent the Department. The DACOWITS' written advice and recommendations will serve as the official consultation required by 38 U.S.C. § 542(a)(2)(B)(ii).

Thank you for your assistance with this important matter. The DACOWITS input will enable DoD to provide the ACWV with valuable input. My point of contact for this matter is Colonel Seana M. Jardin, DACOWITS Military Director and Designated Federal Officer, at (571) 232-7415 or seana.m.jardin.mil@mail.mil.

A handwritten signature in black ink, appearing to read "Gilbert R. Cisneros, Jr.", written in a cursive style.

Gilbert R. Cisneros, Jr.

cc:

Advisory Committee Management Office,
Office of the Director of Administration and Management