



PERSONNEL AND
READINESS

OFFICE OF THE UNDER SECRETARY OF DEFENSE

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

DEC 18 2024

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARY OF DEFENSE FOR RESEARCH AND
ENGINEERING
UNDER SECRETARY OF DEFENSE FOR ACQUISITION AND
SUSTAINMENT
UNDER SECRETARY OF DEFENSE FOR POLICY
UNDER SECRETARY OF DEFENSE (COMPTROLLER)/CHIEF
FINANCIAL OFFICER OF THE DEPARTMENT OF DEFENSE
UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE AND
SECURITY
CHIEF OF THE NATIONAL GUARD BUREAU
COMMANDANT OF THE COAST GUARD
ASSISTANT SECRETARY OF DEFENSE FOR LEGISLATIVE
AFFAIRS
ASSISTANT TO THE SECRETARY OF DEFENSE FOR PUBLIC
AFFAIRS
SPECIAL ASSISTANT TO THE SECRETARY OF DEFENSE,
WHITE HOUSE LIAISON OFFICE

SUBJECT: Nominations for Appointment to the Defense Advisory Committee on Women in the Services

I am soliciting nominations for appointment to the Defense Advisory Committee on Women in the Services (DACOWITS), established in 1951, as an independent advisory committee that provides the Secretary of Defense with advice and recommendations on matters and policies relating to the recruitment, retention, employment, integration, well-being, and treatment of women in the Armed Forces.

Committee members serve as Special Government Employee members, not as official representatives of any group or organization with which they may be affiliated. Members include civilian women and men with diverse and inclusive backgrounds, experience, and thought from academia, industry, private and public sectors, and other professions. Selection is based on experience in the military or with women-related workforce issues. Members are appointed for a 4-year term of service, serve without compensation, and perform a variety of duties, including visiting military installations annually, conducting a review and evaluation of current research on military women, and developing an annual report with recommendations on these issues for the Secretary of Defense.

I request you submit one or more nominees for consideration. There are multiple positions to be filled. Nomination packages should include the individual's resume and

biography outlining his or her professional background and qualifications. Please forward your nomination(s) directly to the DACOWITS office via email to jessica.c.myers4.civ@mail.mil no later than March 31, 2025.

My point of contact is Colonel Seana Jardin, DACOWITS Military Director and Designated Federal Officer, at (571) 629-2574.



Ashish S. Vazirani
Performing the Duties of the Under Secretary of
Defense for Personnel and Readiness