



PERSONNEL AND  
READINESS

OFFICE OF THE UNDER SECRETARY OF DEFENSE  
4000 DEFENSE PENTAGON  
WASHINGTON, D.C. 20301-4000

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: 39<sup>th</sup> Annual National Image, Incorporated, Training Conference and  
Exposition

National Image, Incorporated, will conduct its 39<sup>th</sup> Annual Training Conference and Exposition from April 25-29, 2011, at the Renaissance Orlando at Seaworld in Orlando, Florida. The conference will focus on career development of government employees and preparing youth to enter the workforce. Conference information and registration details may be found at: [www.nationalimageinc.org](http://www.nationalimageinc.org).

The Office of Diversity Management and Equal Opportunity (ODMEO) will participate in the conference by hosting a Department of Defense (DoD) Training Forum for attending DoD employees and coordinating support for the 24<sup>th</sup> Annual Military and Civilian Meritorious Service Award Banquet. The forum will be held on Tuesday, April 26, 2011, from 1:00 P.M. to 4:00 P.M., and the awards banquet will be held on Thursday, April 28, 2011 from 7:00 P.M. to 9:00 P.M. Both events will take place at the conference site and DoD conference attendees are expected to attend these events.

Supervisors may allow DoD personnel involved in policies and programs affecting diversity and equal employment to take advantage of this conference. Examples include military and civilian equal opportunity/diversity directors and managers, special emphasis program managers, human resources specialists, and individuals in supervisory and managerial positions. Although the selection of attendees is left to the discretion of the Components, please also consider requests from DoD personnel who may not have a programmatic responsibility but may benefit from this opportunity.

Ms. Loyola Trujillo, ODMEO, is the point of contact for DoD participation. She can be reached by telephone at (703) 614-4413, or via electronic mail at: [loyola.trujillo@osd.mil](mailto:loyola.trujillo@osd.mil). For administrative or logistical matters, please contact Freshta Tabibi, at (703) 571-9323 or [freshta.tabibi.ctr@osd.mil](mailto:freshta.tabibi.ctr@osd.mil).

A handwritten signature in black ink, appearing to read "K. J. Barrett".

K. J. Barrett  
CAPT USN

Deputy Director

Office of Diversity Management and Equal Opportunity

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