

AMSEL-LG (27-1a 65u)

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Official Speaker Support to Non-Federal Entities

1. IAW Section 3-211 of the Joint Ethics Regulation, DoD 5500.7-R (JER), if you get invited to speak in your official Government capacity at an event sponsored by a non-Federal entity, you may only do so after receiving **prior approval** from the head of your DoD Component command or organization. The Commanding General, CECOM and Fort Monmouth, has final approval for all CECOM personnel. All such requests for approval should go through AMSEL-LG-JA for review and concurrence.

2. In order to approve the speaker support, the head of the DoD Component command or organization must determine all of the following:

- a. the support does not interfere with official duties;
- b. the support serves DoD community relations;
- c. it is appropriate for DoD to associate with the event;
- d. the event is of interest and benefit to the local civilian community or any part of DoD;
- e. the command is able and willing to provide the same support to comparable events;
- f. use of DoD speakers is not restricted by other statutes; and
- g. no admission fee will be charged beyond what will cover the reasonable costs of sponsoring the event.

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3. If speaker support is approved, those speaking in their official capacity may accept unsolicited offers of free attendance at the event. This free attendance may include food, refreshments, entertainment, instruction, and materials furnished to all attendees as an integral part of the conference. Not included would be travel expenses, lodging, or entertainment collateral to the event.

4. POC on this matter is CPT Mahoney at x24444.

KATHRYN T. HOENER
Chief Counsel

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