



READINESS

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
DEFENSE EQUAL OPPORTUNITY MANAGEMENT INSTITUTE
366 TUSKEGEE AIRMEN DRIVE
PATRICK AIR FORCE BASE, FL 32925-3399

MAY 16 2017

MEMORANDUM FOR EQUAL OPPORTUNITY ADVISOR COURSE (EOAC) STUDENTS

FROM: DEOMI/CC

SUBJECT: Commandant's Welcome – EOAC Class 17-3

I want to personally welcome you to the Defense Equal Opportunity Management Institute (DEOMI), the best equal opportunity training institute in the world. This course is rigorous and will require your full effort and attention. Frequently, personal experiences while at DEOMI are life changing. Upon completion, you will be poised to make positive contributions to your Service as an Equal Opportunity Advisor, Command Climate Specialist, or Program Manager.

We ask that you **report to Patrick Air Force Base Lodging, the Space Coast Inn (Building #720) by Monday, 4 September 2017 NLT 1800** for check-in. If you need assistance with your lodging, contact their office at (321) 494-6590/6591. On Tuesday, **5 September 2017 at 0745, report to DEOMI (Building #352), Auditorium 2**, for in-processing. Please ensure you bring the following required items on the first day to in-process: Copy of orders; DD Form 1610, *Request and Authorization for TDY Travel of DoD Personnel*, and DEOMI Form 31, *EO Student Behavioral and Academic Standards Acknowledgement Form* (Attached on page 11).

Contact DEOMI Student Services at DSN 854-7543/5653/4617, commercial (321) 494-7543/5653/4617, or by email at deomiss@us.af.mil with any concerns. During off duty hours contact DEOMI's First Sergeant at DSN 854-6978, commercial (321) 494-6978, or cell phone (321) 302-9356. My staff and I will work diligently to address and resolve any issues which may arise. Please ensure you read the welcome packet in its entirety as each document has valuable and important information. **Failure to comply with the information provided in this welcome packet may result in disenrollment from the course.**

Once again, welcome to DEOMI and congratulations on your selection as a member of EOAC Class 17-3. We look forward to assisting you in your continuing development as a world class Equal Opportunity professional.


MARY D. MARTIN
COL, USA
Commandant