



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 RESERVE COMPONENT  
COURSE (EOARCC) STUDENTS

FROM: DEOMI/CC

SUBJECT: Commandant's Welcome – EOARCC Class 17CD

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 Saturday, 29 July 2017 NLT 1500** for check-in. If you need assistance with your lodging, contact their office at (321) 494-6590/6591. On Sunday, **30 July 2017 at 0800, report to DEOMI (Building #352), Auditorium 2, for in-processing in Class B Uniform (short sleeve without neck tie/tab)**. 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*.

Contact DEOMI Student Services at DSN 854-7543/5653/4617, commercial (321) 494-7543/5653/4617, or by email at [deomiss@us.af.mil](mailto: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 EOARCC Class 17CD. We look forward to assisting you in your continuing development as a world class Equal Opportunity professional.

  
MARY L. MARTIN  
COL, USA  
Commandant