



THE SECRETARY OF THE NAVY
WASHINGTON DC 20350-1000

January 16, 2015

MEMORANDUM FOR ASSISTANT SECRETARY OF THE NAVY (RESEARCH,
DEVELOPMENT & ACQUISITION)
DIRECTOR, NAVY STAFF
DIRECTOR, MARINE CORPS STAFF

SUBJECT: Approval for the Western Conference and Exposition 2015,
February 10-12, 2015, San Diego, CA

Reference: (a) OSD DCMO memo of November 6, 2013
(b) SECNAV memo of January 9, 2015, SUBJECT: Approval for the 2015
Armed Forces Communications and Electronics Association Western
Conference and Exposition, February 10-12, 2015, San Diego, CA

Per the authority delegated to me by reference (a), I approve the Department of the Navy (DON) participation in the Armed Forces Communications and Electronics Association (AFCEA) and U.S. Naval Institute Western Conference and Exposition (WEST 2015), February 10-12, 2015, San Diego, CA. This approval rescinds reference (b).

This approval is subject to the following:

- Assistant Secretary of the Navy (Research, Development and Acquisition) (ASN (RD&A)), Director, Navy Staff (DNS) and Director, Marine Corps Staff (DMCS) must:

- Monitor and track registration to ensure that the number of attendees in a Temporary Additional Duty (TAD) status does not exceed 129 and costs for travel and exhibits do not exceed \$180,000 without prior approval. Temporary Additional Duty allocations (to include speakers and support personnel) are:

- ASN (RD&A) - 4
- DNS - 116
- DMCS - 9

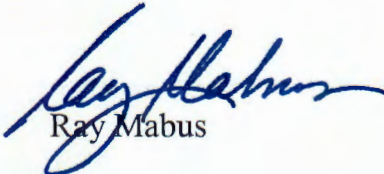
- Report the number of attendees with a by-name roster of all TAD attendees to Department of the Navy/Assistant for Administration by March 5, 2015. Send e-mail to W_DONAA_PTGN_CSD_US01@navy.mil.

- Local attendance at no cost to the government is approved for all others with their supervisor's approval.

- Acceptance by the United States Marine Corps of a gift offer from AFCEA to waive booth expenses.

SUBJECT: Approval for the Western Conference and Exposition 2015,
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- The attendees must annotate their travel vouchers if meals are provided by the conference host.
- Sixteen rental cars are authorized as follows:
 - ASN (RD&A) -3
 - DNS -11
 - DMCS -2
- Lodging and meals will be reimbursed to the attendees in a TAD status only, at the authorized per diem rate.
- If applicable, the attendees are required to file tax exemption forms to reduce lodging expenses.
- The travelers are reminded that high-quality government/military lodging options such as Bachelor Officer Quarters, Navy Lodges, and Transient Lodging Facilities are available at www.dodlodging.net. Their use is highly encouraged within the guidelines of the Joint Travel Regulations.
- The attendees must be good stewards of taxpayer dollars in attending this event.
- Travel authorizing officials and certifying officers are responsible for protecting taxpayer funds from fraud, waste, abuse and mismanagement.


Ray Mabus

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