



REPLY TO
ATTENTION OF

UNITED STATES ARMY CADET CORPS

HEADQUARTERS
1122 MAIN STREET
POST OFFICE BOX 277
MILLERSBURG, KY 40348-0277

Office of the Chief of Staff

15 April 2010

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Letter of Instruction (LOI) – United States Army Cadet Corps (USAC) Participation in the Association of the United States Army (AUSA) 2010 Annual Meeting and Exposition and the Army Ten-Miler.

1. References.

- a. 2010 AUSA Annual Meeting and Exposition website at:
<http://www.ausa.org/news/meetings/annualmeeting2010/Pages/default.aspx>
- b. ACR 670-1, United States Army Cadet Corps Distinctive Insignia and Uniforms
- c. 2010 Army Ten-Miler website at: <http://www.armytenmiler.com/>
- d. ACR 600-8-14, Issuance, Control and Processing of United States Army Identification Cards

2. Purpose. To announce USAC participation in the AUSA 2010 Annual Meeting and Exposition on 25-27 October 2010 and the Army Ten-Miler on 24 October 2010.

3. AUSA Annual Meeting and Exposition.

a. The AUSA Annual Meeting, held every October in Washington, D.C., is the largest landpower exposition and professional development forum in North America. The Annual Meeting consists of informative presentations, panel discussions on pertinent military and national security subjects, workshops and AUSA business meetings. Details and a complete agenda can be found on the 2010 AUSA Annual Meeting and Exposition website, reference (a).

b. The three-day event includes over 500 industry and military exhibits occupying 500,000 square feet of exhibit space. Presentations on the state of the Army and related defense subjects are given by the Secretary of the Army, the Army Chief of Staff and other senior Army and Department of Defense (DoD) representatives. Each year over 30,000 attendees, including senior leaders from the Army, DoD and Congress, as well as foreign dignitaries, participate in the AUSA Annual Meeting. The event provides a unique opportunity to showcase defense industry products and services to key Army and DoD decision-makers, discover new developments in defense technology and meet with colleagues from the world-wide defense community.

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c. USAC has participated in the AUSA Annual Meeting and Exposition since 2005, with USAC officers, NCOs and Cadets showcasing the USAC mission, capabilities, and values to Army dignitaries from around the world.

d. The 2010 AUSA Annual Meeting and Exposition will be held 25-27 October 2010 at the Walter E. Washington Convention Center in Washington, DC. USAC plans to be involved with the following scheduled events, with the understanding that the schedule may be changed based on ticket availability and personnel available:

(1) Sunday, 24 October 2010

1800 – 2200 USAC Display during Chapter Presidents and Delegates Reception and Dinner

(2) Monday, 25 October 2010

0730 – 0900 Army National Guard / Army Reserve Breakfast

0900 – 1700 Exhibits Open

0930 – 1115 Opening Ceremony

1230 – 1430 ROTC Luncheon

Corporate Member Luncheon

1830 – 2015 President's Reception honoring the Secretary of the Army; Chief of Staff, United States Army; and the Sergeant Major of the Army

(3) Tuesday, 26 October 2010

0800 – 1100 Presidents' and Delegates' Workshop

0900 – 1700 Exhibits Open

1430 – 1530 Chief, Army Reserve Seminar

(4) Wednesday, 27 October 2010

0900 – 1700 Exhibits Open

1430 – 1530 Chief, Army Reserve Seminar

1800 – 2200 George Catlett Marshall Memorial Reception and Dinner

e. Report and Detach Times. To ensure complete coverage of the entire event, personnel are to plan on attending one of the following periods:

(1) Entire event from 24-27 October 2010, including all of the above sessions and events. Report not later than 1600, 24 October 2010 and detach not earlier than 2230, 27 October 2010.

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(2) Section 1: Attend from 24-26 October 2010. Report not later than 1600, 24 October 2010 and detach after the Presidents' and Delegates' Workshop on 26 October 2010.

(3) Section 2: Attend from 25-27 October 2010. Report not later than 1600, 25 October 2010 and detach after the George Catlett Marshall Memorial Reception and Dinner on 27 October 2010.

f. Online Resources and Registration.

(1) Information regarding registration will be available at www.goarmycadets.com in the USAC Portal. Enrolled USAC personnel will register through CADTRAK. Online registration will be available on or about 1 May 2010.

(2) Registration for the AUSA 2010 Annual Meeting and Exposition is free. USAC personnel must register online at www.ausa.org. Dinners, luncheons and other social functions require advanced purchase of tickets.

g. Location. The 2010 AUSA Annual Meeting and Exposition will take place at the Walter E. Washington Convention Center located between 7th and 9th Streets and between N Street and Mount Vernon in Washington, D.C. The address is:

801 Mount Vernon Place NW
Washington, D.C. 20001
Telephone: 202-249-3000
www.dcconvention.com

h. Transportation. Take the Metrorail Green or Yellow lines to the Mt Vernon Square / 7TH ST Convention Center stop. For more details, see the Washington Metropolitan Area Transit Authority website at: www.wmata.com

i. Participants. Select members of the USAC Officer Corps and select Cadets (not recruits) may participate in the AUSA Annual Meeting and Exposition with the approval of the Chief of Staff. In the past, USAC personnel have had the opportunity to interface, and explain our program, to Army leaders of all levels, including the Secretary of the Army, Army Chief of Staff and Sergeant Major of the Army, as well as countless general officers. As a result, and due to the highly visible nature of this event, it is imperative that only the most professional, well-spoken and motivated personnel participate. USAC personnel who wish to participate in this event, either individually or as a unit, are to contact the Chief of Staff, COL Joseph M. Land, Sr., at joseph.m.landsr@armycadets.org by 15 September 2010 to request approval.

j. Uniforms and Equipment.

(1) USAC Cadets and members of the Officer Corps will wear the Army Combat Uniform (ACU), per reference (b), to all events, except the following:

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(a) President’s Reception: Class A Green, or Dress Army Service Uniform

(b) Marshall Reception and Dinner: Officers: Dress Army Service Uniform, Dress Blue or Mess Dress uniform. NCOs and Cadets: Dress Blue, Dress Army Service Uniform, or Class A Green uniform with white shirt and bow tie

(2) All personnel must have a complete summer Improved Physical Fitness Uniform

(3) Enrolled USAC Civilians must wear the USAC Civilian Alternative uniform consisting of an official USAC polo shirt and khaki slacks

(4) Appropriate civilian clothing will be authorized after-hours. Civilian clothing must be neat, clean, in good repair and reflect positively upon both the Army and USAC.

4. Army Ten-Miler (ATM).

a. The mission of the Army Ten-Miler is to promote the Army, build esprit de corps, support fitness goals, and enhance community. Each year, tens of thousands of runners and spectators participate in this prestigious event. The race starts and finishes at the pentagon, passing by D.C. landmarks including the Lincoln Memorial, Washington monument, the National Mall, and the Capital Building.

b. Highlights of race weekend include:

(1) Team Competition – Over 700 military and civilian teams vie for team titles, such as the Commander’s Cup, International Competition, and USCAA Ten-Mile Championship.

(2) ATM Race Expo – A two-day event with running clinics and over 50 exhibitors featuring the latest in fitness apparel, running shoes, health and specialty items.

(3) GEICO Pasta Dinner – Traditionally attended by over 700 civilians and soldiers, the Commanding General of the Military District of Washington and the Sergeants Major of the Army, Reserve, and Guard.

(4) Post Race Party - Features bands, entertainment, and a live broadcast. HOOAH Tent Zone – Over 50 tents show their Army spirit and celebrate the race.

(5) Health Net Federal Services Youth Activity Zone / Youth Runs – Families can have fun on race day with the Hill, mascots, inflatables, and more. Over 400 kids, ranging in age from five to thirteen, participate in the Youth Runs

c. The Army Cadets of the National Capital Region has volunteered in support of the Army Ten-Miler since 2008. This year, for the first time, the USAC will run in formation under the USAC guidon.

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d. Report and Detach Times. Runners are to meet at the start line no later than 0700 and detach, as directed by the Project Officer, no earlier than 1900 on 24 October 2010.

e. Online Resources and Registration. Runners must register at the Army Ten-Miler website individually. Note. Registration for the Army Ten-Miler has SOLD OUT. Please check the Army Ten-Miler registration website on 1 May 2010 for a chance to purchase tickets through the online transfer process. <http://www.armytenmiler.com/Register/Individuals.cfm>. It is also recommended that you visit Craigslist and ebay for a chance to buy tickets.

f. Location. The Army Ten-Miler will be held at the Pentagon in Washington D.C. Follow the signs to the start line. The Project Officer will provide further details regarding the assembly point prior to the event.

g. Transportation. Take the Metrorail Blue or Yellow lines to the Pentagon stop. For more details, see the Washington Metropolitan Area Transit Authority website at: www.wmata.com

h. Participants. Participation in the ATM is limited to runners 15 years of age, or older, who can run one mile in ten minutes (ten-mile pace). Those considering participation are encouraged to start a training regime as soon as possible in order to comply with the performance requirement. Potential participants should consult their doctor and personal trainer before training for the event. USAC personnel wishing to participate in this event are to contact the ATM Project Officer, OC Danny Benbassat, at danny.benbassat@armycadets.org, by 1 August 2010. The request for approval must include the following statement:

“I (Full Name) have no known medical condition that will prevent me from completing the Army Ten-Miler or risk my well-being; trained for the event and able to run a 10-minute pace, registered for the event with the Army Ten-Miler website; and memorized the USAC Core Values, U.S. Army Values, Army song and USAC mission statement.”

i. Uniforms and Equipment. USAC personnel, both officers and Cadets, will wear the USAC Improved Physical Fitness Uniform, consisting of a USAC PT T-Shirt, Army short, running shoes, white socks, sweat cloth (hidden from view) and patrol cap. NO other items are permitted.

5. Accommodations and Travel

a. Lodging will be arranged at an approximate daily rate of \$30.00 per room. Details regarding lodging will be released on approximately 15 September 2010.

b. For transportation planning purposes, the Ronald Reagan Washington National Airport (DCA), located in Arlington, VA, is the best location for inbound flights. Travel within the National Capital Region will be by the Washington Metropolitan Area Transit Authority (METRO).

6. Registration

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a. In order to coordinate lodging and ground transportation, approved participants must enroll in the USAC Travel Database, which is linked from www.goarmycadets.com in the USAC Portal, not later than five days prior to their report date. Note registration guidelines for the AUSA Annual Symposium and Exposition in 3(f)(2) and Army Ten-Miler in 4(e).

7. Costs

a. There is not a set fee associated with this event. Each member is responsible for their own day-to-day expenses, including lodging, meals, ground transportation, participation in AUSA's luncheons, dinners, etc, and Army Ten-Miler registration fee.

b. Authority to Expend Unit Funds. Unit funds may be expended to pay for transportation and lodging associated with the AUSA 2010 Annual Meeting and Exposition and the Army Ten-Miler.

c. There are no training grants for the AUSA 2010 Annual Meeting and Exposition and Army Ten-Miler. Headquarters, U.S. Army Cadet Corps (HQ, USAC) cannot fund individual or unit participation in these events, except those personnel who are identified by the Commanding General as mission-essential.

8. Administration

a. Training Authority. Use of USAC Form 14/1, Training Authority is required for this event. Officers who need written orders to provide to their employer are to submit USAC Form 14/1, with contact information for their employer (full name, address and email address), to the DCS, G1 to arrive not later than 15 September 2010.

b. Personnel Records Jacket (201 Files). 201 files are not required for this program of instruction. Cadets must have an original USAC Form 4/1, Record of Emergency Data, and Standard Release, in their possession, which will be collected upon reporting.

c. Current Enrollment. All USAC participants must be currently enrolled in CADTRAK. Personnel arriving with an expired membership will be required to return to their unit, without participating in the AUSA 2010 Annual Meeting and Exposition or Army Ten-Miler. Unit Commanders are personally responsible to ensure that personnel assigned to their command are currently enrolled.

d. Identification Cards. Each USAC participant must be in possession of the new digitally produced plastic identification card, per reference (d).

9. Emergency Contact. In the event of an emergency during the AUSA 2010 Annual Meeting and Exposition or Army Ten-Miler, contact COL Joseph M. Land, Sr. at (352) 514-4222 at anytime.

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10. Points of Contact

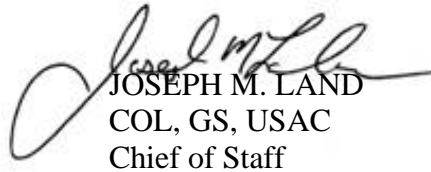
a. Chief of Staff: COL Joseph M. Land, Sr. can be reached at joseph.m.landsr@armycadets.org or 866-GO-CADETS, Ext. 807.

b. Deputy Chief of Staff for Personnel: MAJ David L. Grimm can be reached at david.l.grimm@armycadets.org or 866-GO-CADETS, Ext. 826.

c. Army Ten-Miler Project Officer: OC Danny Benbassat can be reached at danny.benbassat@armycadets.org or 703-902-7099.

11. Action. Unit Commanders are to ensure widest dissemination of this information, with a photocopy or digital copy to all personnel.

FOR THE COMMANDER:



JOSEPH M. LAND
COL, GS, USAC
Chief of Staff

DISTRIBUTION:
UNIT COMMANDERS
HQ, USAC STAFF

CF
CHAIRMAN, USAC BOARD OF ADVISORS
MEMBERSHIP DIRECTOR, AUSA HEADQUARTERS