



GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE

1600 DEFENSE PENTAGON
WASHINGTON, DC 20301-1600

31 MAR 2020

GENERAL COUNSEL

TO WHOM IT MAY CONCERN

SUBJECT: Memorandum Regarding Travel for Official Duties

The bearer of this letter, identified by a Department of Defense Common Access Card, is a civilian employee or military member assigned to the Department of Defense and performing official duties essential to national security. He/she is traveling as part of the necessary official duties of his/her position. This travel is consistent with Sections II.b.vii, and VI.a.i of Maryland Order No. 20-03-30-01, Sections 1.f. and 7 of Virginia Executive Order 55, and Section II.2. of Washington, District of Columbia, Mayor's Order 2020-054.

Yours Truly,

A handwritten signature in blue ink that reads "Paul Ney". The signature is written in a cursive style and is enclosed within a large, hand-drawn blue oval.

Paul C. Ney, Jr.
DoD General Counsel



Common Access Card Sample