



OFFICE OF THE UNDER SECRETARY OF DEFENSE  
4000 DEFENSE PENTAGON  
WASHINGTON, DC 20301-4000

PERSONNEL AND  
READINESS

OCT 04 2011

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Senior Executive Service (SES) Nominations for CAPSTONE (CY 2012)

I am pleased to announce a call for nominations of Senior Executives to CAPSTONE, hosted by the National Defense University. CAPSTONE is a highly regarded, five-week intensive course consisting of seminars, case studies, informal discussions and visits to key U.S. military commands throughout the world. The course allows for interactions with American Ambassadors, embassy staffs, senior political and military leaders of foreign governments and Combatant Commanders of U.S. unified commands and examines major issues affecting national security decision making, military strategy, joint/combined doctrine, interoperability, and key allied nation issues.

Originally created in 1982 and later reformed in 1986, CAPSTONE was designed for newly selected general and flag officers. CAPSTONE remains predominantly military with limited availability for Senior Executives. SES members attending the course will develop valuable networks, while augmenting their enterprise, joint and national security competencies.

Executives nominated for this course should hold positions where a thorough understanding of the joint environment is essential for mission accomplishment and where this course will help them fulfill near-term professional requirements. Due to the high demand and extremely limited capacity for this course, all nominees must be endorsed by their supervisors, and the supervisor of each nominee must sign a certification stating that the nominee will attend the course once selected, absent a family or medical emergency.

The CAPSTONE tuition costs for Senior Executives are funded by the office of Deputy Assistant Secretary of Defense (CPP). Lodging and meals are included in the overall course cost. Components are responsible for funding travel and per diem for their executives.

CAPSTONE is scheduled for four offerings in calendar year (CY) 2012. Course dates and the associated nomination submission due dates are as follows:

<u>Course Dates</u>	<u>Nomination Due Date</u>
Jan 30 – Mar 2, 2012	Dec 9, 2011
Apr 16 – May 18, 2012	Feb 24, 2012
Jul 9 – Aug 10, 2012	May 18, 2012
Sep 17 – Oct 19, 2012	Jul 27, 2012

For the first two sessions (Jan 30 & Apr 16), OSD will accept nominations for standby seats only. For the remaining two sessions (Jul 9 & Sep 17), OSD has been allocated one

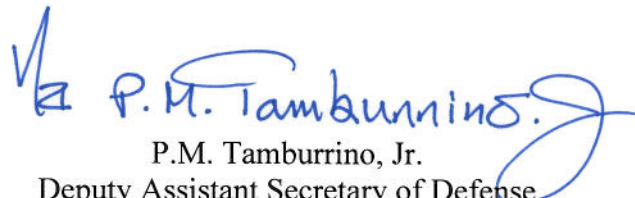


confirmed Senior Executive seat for each session, and thus OSD will accept nominations for these two confirmed seats as well as for standby seats.

***Nominations must be submitted through executives' respective Senior Executive Management Offices. Fourth Estate agencies should submit their nominations to the Executive Lifecycle Management office under the Director of Administrations and Management.***

Senior Executive Management Offices should submit nominations to Mr. Scott Derrick, Program Manager for Executive Development, Civilian Senior Executive Management Division, at [scott.derrick@cpms.osd.mil](mailto:scott.derrick@cpms.osd.mil) by the respective nomination due dates mentioned above. Questions can also be addressed to Mr. Derrick at (703) 696-1722.

This is a unique opportunity for our Department's Senior Executives, and I encourage you to take full advantage of this learning experience. The attached brochure further amplifies CAPSTONE's objectives and goals. Additional information about CAPSTONE can be found at <http://www.ndu.edu/CAPSTONE>.

  
P.M. Tamburrino, Jr.  
Deputy Assistant Secretary of Defense  
Civilian Personnel Policy

Attachment:  
As stated

cc:  
Director, Administration and Management (OSD)

## CAPSTONE

**Location:** National Defense University  
Fort McNair  
Washington, D.C.

**Frequency:** Four sessions in 2012

**Dates:** Jan 30 – Mar 2, 2012  
Apr 16 – May 18, 2012  
Jul 9 – Aug 10, 2012  
Sep 17 – Oct 19, 2012

**Duration:** 5 weeks

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**Contact:**

For Senior Executive Service (SES) Attendees:  
Scott Derrick  
Program Manager for Executive Development  
Defense Civilian Personnel Advisory Service  
scott.derrick@cpms.osd.mil  
Comm. (703) 696-1722

***Description:***

CAPSTONE is a highly intensive five-week course designed to reinforce the comprehension of joint matters and national security strategy required throughout a Senior Executive and General/Flag Officer's career. CAPSTONE learning objectives ensure that participants can:

- Analyze the national security policy process.
- Comprehend Service, joint, interagency, and multinational capabilities and their integration in order to attain national security objectives.
- Analyze relationships between the military and cabinet-level departments, Congress, NSC, DOD agencies and the public.
- Comprehend how joint, service, and multinational battle space systems are integrated in support of theater strategies.
- Comprehend the impact of defense acquisition programs and policies and their implications for enhancing joint military capabilities.

***Target Population:***

Senior Executives in positions where a thorough understanding of joint environment is essential for mission accomplishment.

***DoD Institutional Competencies Addressed:***

- Joint Perspective
- Enterprise Perspective
- National Security
- Leadership
- Business Acumen

***Funding:***

The per-seat tuition (including lodging and meals) of \$15,000 is OSD- funded. Units are responsible for funding travel to and from the seminar location.

***Pre-Course Requirements:***

No pre-course requirements.

***Remarks:***

CAPSTONE consists of classroom seminars, local area studies, U.S. based Combatant Command field studies, and overseas field studies. Personal commitment and involvement is essential to this course.