

ADMINISTRATIVE INSTRUCTIONS – Fall 2018 MECC

What: Fall 2018 MECC Meeting

When: 31 Oct 2018 from 0730-1630

Where: Room 155, Marshall Hall, National Defense University, Ft McNair, Washington DC

Who: MECC Principals and observers, +1.

* Ideal “plus” 1 is MECC WG representative (Academic Dean)

* Aide-de-Camps/EAs do not count against “+1” numbers

(EAs/Aides, etc are exclusive of the “plus one”. Contact DD JED for extra seats.

Uniform: Service Uniforms (no flight suits or camouflage)

USA: Class B

USAF: Blues with Short Sleeve Shirt

USMC: Summer Service “C”

USN: Khaki

Civilians: Business Attire

Meals and amenities: None intended, as the meeting is near to the NDU cafeteria. Coffee will be provided in the meeting room.

Parking: Designated parking for the MECC will be in the lot next to NDU’s Lincoln Hall

Access to Fort McNair is by DoD identification Card. International attendees requiring access are to contact Commander Nolan King USN, NDU.

Classification Guidance: Unclassified (“REL 5-eyes” acceptable)

J7 POC: JPME Division Chief, COL Tim Teague USA