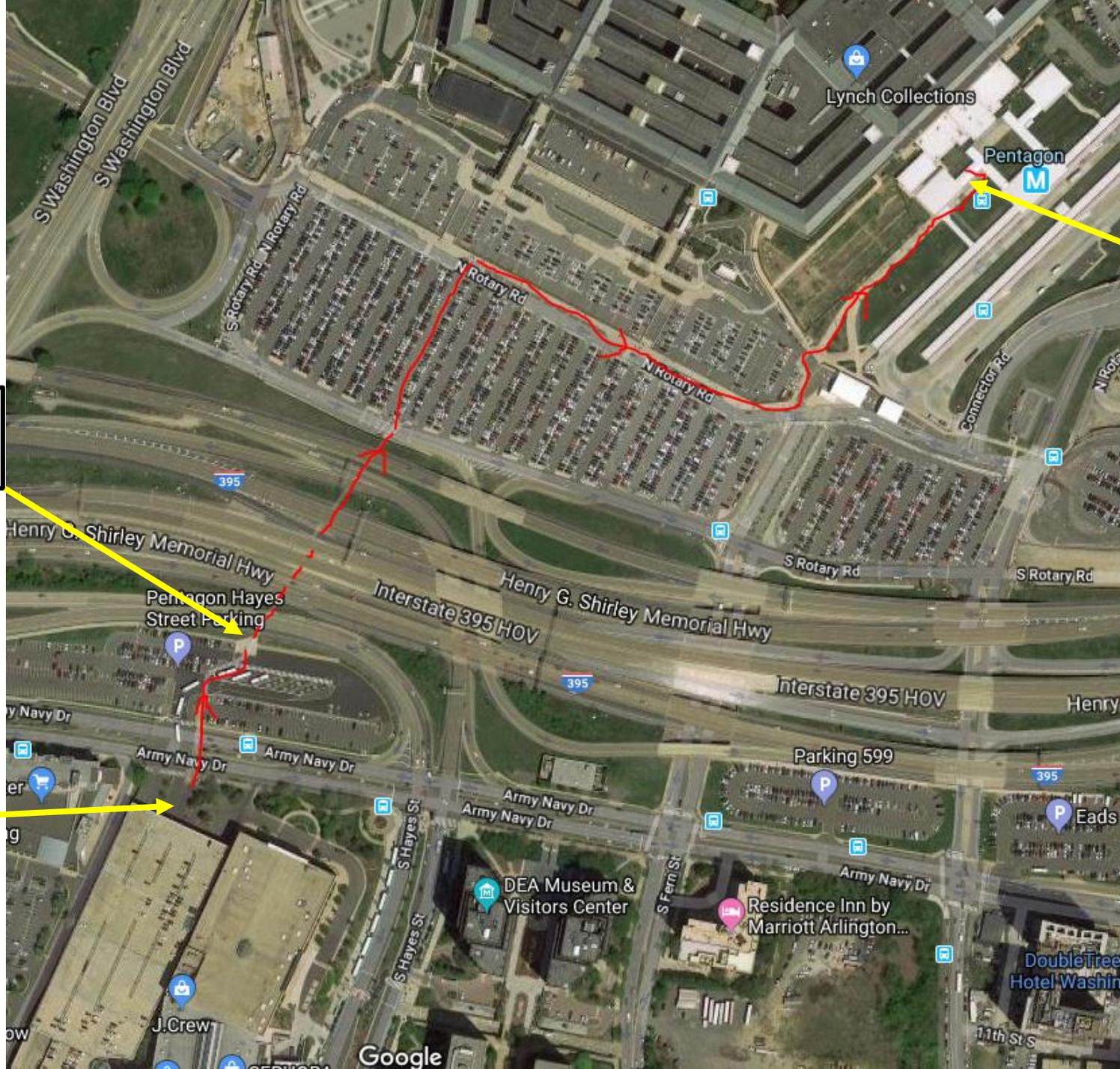


Military Education Coordination Council
Administrative Notes

1. Day One—Pentagon
 - a. Parking (See Attachment #1)
 - i. Macy's garage—pay by the hour
 - b. Metrorail—Blue Line or Yellow Line to Pentagon Station
 - c. Pentagon entry (See Attachment #1)
 - i. If you do not have Pentagon access privileges, then you must process through the Visitors Center. They will check ID, examine your belongings and give you a visitor badge.
 - ii. Our international guests will be met by a J-7 escort officer, all others may proceed to Room 1E840 as depicted in Attachment #2.
 - d. Pentagon room 1E840
 - i. The room does not allow computers/tablets/phones/smart watches/fitness trackers/blue tooth devices, etc. There is limited secure storage space near 1E840
 - e. Classified meeting
 - i. Security clearances must be passed + received or no admittance
 - ii. \$5 landing fee (coffee + lemonade) for both days
 - iii. Designated seating
 - f. Many lunch options are available in the Pentagon food court
 - g. Unclassified briefing slides are available for download and printing on the Education Tab of the Joint Electronic Library <https://www.jcs.mil/Doctrine/Joint-Education/MECC-2019/> We will only provide hard copies for our International guests. Others must bring their own copies.
 - h. Classified briefing slides will be made available on JEL+ via SIPRnet.
 - i. UoD
 - i. Class B/Service Khaki and equivalents
 - ii. Civilians = Business attire

2. Day Two— National War College, Fort McNair, Washington DC
 - a. Fort McNair entry
 - b. Parking (See Attachment #4)
 - i. Non-NDU flag officers have by-name designated parking spaces in front of Roosevelt Hall
 - ii. Open parking for all others
 - iii. Allow time to maneuver in heavy DC commuter traffic
 - c. Metrorail + walk (See Attachment #3)
 - i. Waterfront Station on Metrorail Green line; 20-minute walk to Roosevelt Hall
 - d. Roosevelt Hall entry
 - i. Use front glass doors and follow signs to third floor
 - e. Hill Conference Room
 - i. Coffee available
 - ii. Designated seating
 - f. UoD
 - i. Class B/Service Khaki and equivalents
 - ii. Civilians = Business attire

Attachment #1



Pentagon Visitor Center

Tunnel Walkway Under Freeway

Macy's Parking Garage Entrance

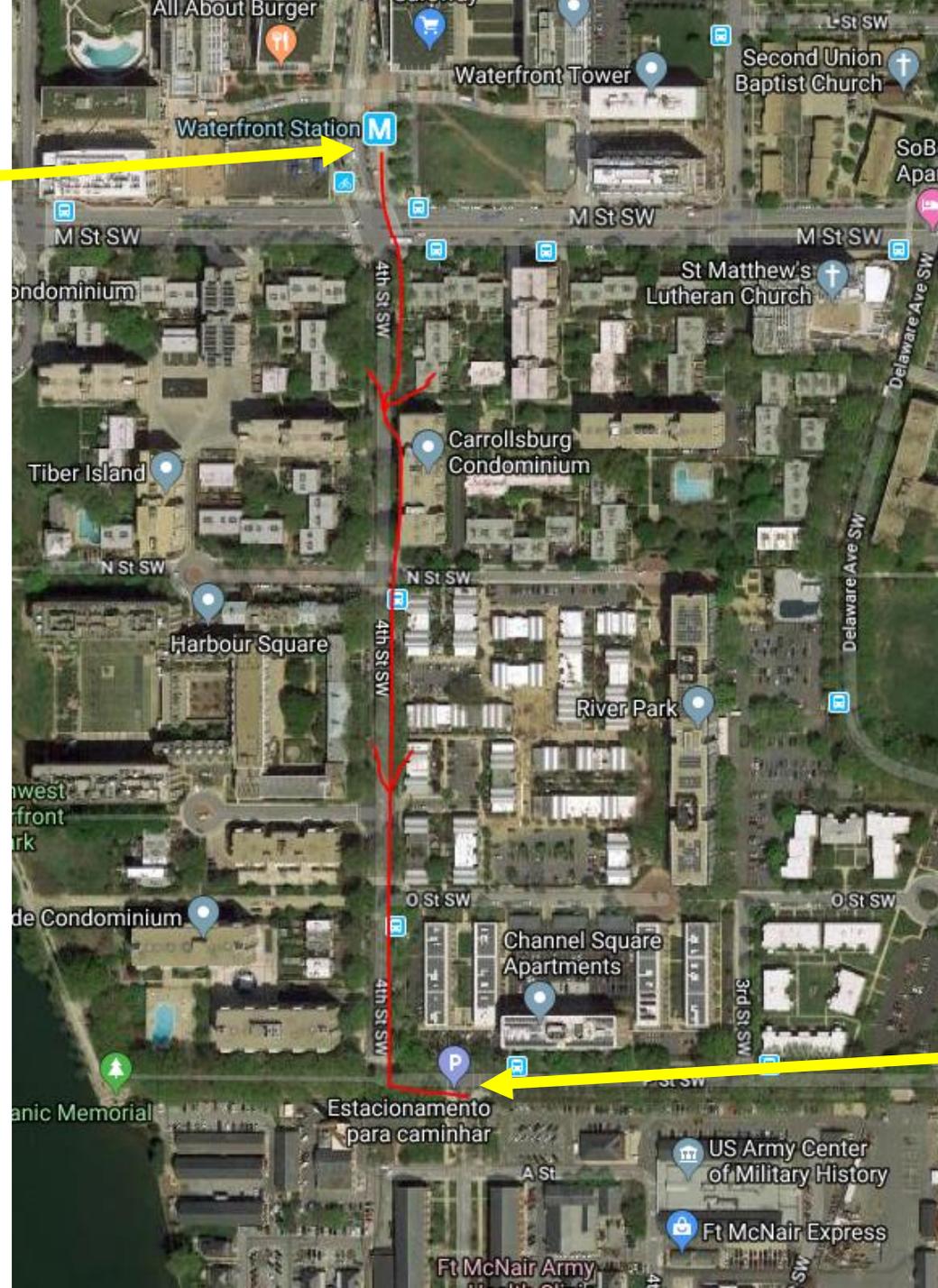
Attachment #2

Directions from the Visitors Center to Room 1E840

1. After passing through security in the Visitor Center and receiving your visitor badge make your way to the turnstiles (an officer will direct you to the proper one).
2. Remain on the first floor and go straight ahead towards the elevators. Just prior to the elevators turn left and then right to go up the slight ramp in the narrow hallway until you reach the 'T'.
3. At the 'T' turn right then make an immediate left (sign toward Food Court Concourse)
4. Go down the hallway until you enter the large utility hallway perpendicular to your path—turn right.
5. Wind through the hallway for ~140 yards to a crosswalk then turn right between two large round pillars towards the two sets of automatic glass doors (a sign above the doors reads 1C9K)
6. Continue straight until you reach a 'T' intersection; turn left and proceed down the hallway (this is the 'E' Ring) for ~170 yards until you see room 1E840 on your right.

Attachment #3

**Waterfront
Metrorail Station /
Green Line**



**Ft McNair
P Street gate**

Attachment #4

**Ft McNair
P Street gate**

**Ft McNair
2nd Street gate**

G/FO Parking

Open Parking



Titanic Memorial

Washington Channel

Anacostia River

Anacostia River

Bolling AFB Bike Trail

Robbins Rd

White House