DEPUTY SECRETARY OF DEFENSE
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MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
COMMANDERS OF THE COMBATANT COMMANDS
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTOR, NET ASSESSMENT
DIRECTORS OF THE DEFENSE AGENCIES
DIRECTORS OF THE DEFENSE FIELD ACTIVITIES

SUBJECT: *Check It* Campaign Phase Two

On July 28, 2006, the Department of Defense (DoD) launched the *Check It* Campaign to heighten awareness on the importance of effective internal management controls, which act as a safety net to ensure that what should happen, does happen—every day. Maintaining good internal management control requires vigilant review and improvement to ensure we get the job done right. The slogan of the campaign is, *"Check It. What gets checked, gets done."*

During Phase One of the *Check It* Campaign, we concentrated on communicating awareness each month for various functional areas, e.g., logistics, medical, finance, etc. Phase Two focuses on process improvement. We will bi-annually recognize, in February and August of 2008, Components who can provide the best evidence of improvements to a process as a result of "checking it."

Phase Two provides an opportunity to showcase your improvements using the attached form. There are two windows of opportunity for submitting input, i.e., by December 14, 2007 for recognition in February, 2008 and by June 13, 2008 for recognition in August, 2008. I encourage you to participate.

If you have questions, my point of contact is Ms. Peggy Johnson. Ms. Johnson can be reached at (703) 602-0300, extension: 112 or peggy.johnson@osd.mil.

Attachment:
As stated

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