



SECRETARY OF DEFENSE
1000 DEFENSE PENTAGON
WASHINGTON, DC 20301-1000

FEB 7 2012

MEMORANDUM FOR CHAIRMAN, DEFENSE BUSINESS BOARD

SUBJECT: Defense Business Board Terms of Reference – “Promoting Veterans’ Employment Through Concurrent Credentialing”

The United States military’s Service members are among the most highly trained individuals in their career fields and job specialties. However, as departing Service members seek post-service employment, they require a wide range of government and trade qualifications to meet private sector standards. Veterans could secure private sector jobs more expeditiously if the Military Services awarded professional credentials and licenses to Service members concurrent with their military training.

As the Department’s independent advisory board and resource for best business practices, I request you form a Task Group to study current methods for Service member credentialing and provide recommendations to accomplish the following:

- Award professional credentials and licenses concurrent with military training;
- Identify DoD-wide process improvements to consolidate, streamline, and facilitate credentialing and licensing; and
- Improve Service member access to credentialing and licensing programs.

The Office of the Under Secretary of Defense for Personnel and Readiness will provide technical assistance to the group. This effort should be completed by the Board’s April 2012 quarterly meeting.

As a subcommittee of the Board, and pursuant to the Federal Advisory Committee Act of 1972, the Government in the Sunshine Act of 1976, and other appropriate federal regulations, this Task Group shall not work independently of the Board’s charter and shall report its recommendations to the full Board’s public deliberation. The Task Group does not have the authority to make decisions on behalf of the Board, nor can it report directly to any federal officer who is not also a Board member. The Task Group will avoid discussing “particular matters” according to title 18, U.S.C, section 208.

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cc:
USD(P&R)



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