



DEPARTMENTS OF THE ARMY AND THE AIR FORCE  
NATIONAL GUARD BUREAU  
1411 JEFFERSON DAVIS HIGHWAY  
ARLINGTON, VA 22202-3231

NGB-J1

23 September 2005

MEMORANDUM FOR THE HUMAN RESOURCES OFFICERS OF ALL STATES,  
PUERTO RICO, THE VIRGIN ISLANDS, GUAM AND THE DISTRICT OF  
COLUMBIA

SUBJECT: Constitution Day and Citizenship Day (TN-05-68)

1. Public Law 108-447, December 8 2004, (36 USC Section 106), designated September 17 of each year as "Constitution Day and Citizenship Day" to commemorate the formation and signing of the Constitution on September 17, 1787, and to recognize all who by coming of age or by naturalization have become citizens.

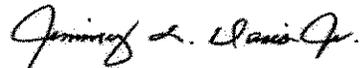
2. Public Law 108-477, also mandates all Federal agencies or departments provide training and educational materials on the Constitution to all employees on Constitution Day and Citizenship Day annually and to all new employees as part of their new employee orientation. This requirement was further mandated by the Department of Defense (DoD) for all DoD agencies. The National Guard Bureau totally supports this initiative and requires each state and territory to implement procedures to comply with DoD requirements.

3. In order to ensure employees receive training, DoD has developed a website containing educational and training materials appropriate for the DoD workforce. The website provides a multi-media presentation on the Constitution and its connection to the mission of the Department of Defense. The site also provides a wealth of related materials, including the full text of the Constitution, an interactive timeline describing the key dates and events in constitution history and information about Constitution Day and Citizenship Day. These materials are available at <http://constitutionday.cpms.osd.mil> and may be used to meet the annual requirement of PL 108-477. Human Resource Offices (HRO), supervisors and managers should ensure employees complete the course. Employees should provide a printed certificate of course completion to their HRO or supervisor. Employees may use duty time to complete the course, providing workload and other priorities permits.

4. In addition to the required training, each state is required to submit to NGB-J1-TNB by **November 22, 2005** a report on Constitution Day and Citizenship Day implementation. The report should include: A statement affirming the statutory requirement has been met; a description of efforts and initiatives to promote Constitution Day and Citizenship Day; and lessons learned and or recommendations for improving recognition of Constitution Day and Citizenship Day in future years.

5. In celebration of Constitution Day and Citizenship Day, every technician is encouraged to take the opportunity to reaffirm his or her commitment to the principles of liberty, justice and democracy that guide our great nation and inspire others around the world.

6. NGB-J1-TNB point of contact for Constitution Day and Citizenship Day is Mr. John Christie. You may telephone Mr. Christie at (703) 607-1458 or DSN 327-1458.



JIMMY L. DAVIS, JR.

Colonel, USAF

Chief, Office of Technician Personnel