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| Your Unit  United States Coast Guard | Your Unit Address  Your Unit City, State Zip  Staff Symbol:  Email:  1040  xx Aug 2019 |

**MEMORANDUM**

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| From: | F. M. Last, RANK  UNIT |

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| To: | Commanding Officer |
| Thru: | Executive Officer |
| Subj: | TRIP REPORT – NATIONAL NAVAL OFFICERS ASSOCIATION (NNOA) LEADERSHIP AND TRAINING SYMPOSIUM (August 7-8, 2019) | |

1. Purpose. The purpose of the National Naval Officers Association (NNOA) is to enhance operational readiness by supporting recruiting, professional development, and retention in order to achieve a diverse officer corps that reflects the demographics of our Nation. NNOA holds this Symposium annually. This year’s theme was " Charting a Course for Tomorrow’s Leaders.”
2. Attendees. There were 282 attendees to include Navy, Marine Corps, Air Force, NOAA, USPHS, and Coast Guard personnel; ­­­­­­\_\_\_\_ of which were Coast Guard members.
   1. Senior CG Leaders in attendance included:
   2. Senior Navy Leaders included:
   3. Senior Marine Corps Leaders included:
   4. National Oceanic and Atmospheric Administration (NOAA) Senior Leadership included RDML Hann.

3. Itinerary. 7-8 Aug 2019; agenda enclosure (1).

1. Day 1 included:
   1. Opening Session Keynote Speaker: \_\_\_\_\_\_\_\_\_\_\_\_\_ Discussions included: (Enter any takeaways you gained from each session and/or value)
   2. Discussions:
   3. Discussions:
   4. Discussions: (Enter any takeaways you gained from each session and/or value)
   5. Speed Mentoring and Senior and Junior Officer Networking. (Enter any takeaways you gained from each session and/or value)
2. Day 2 included:
   1. Discussions:
   2. Discussions:
   3. Discussions: (Enter any takeaways you gained from each session and/or value)

4. Conclusion. The Coast Guard is committed to building and sustaining an organizational climate in which people of diverse backgrounds, cultures, races, religions, genders, and ethnicities are fully included, valued and respected. However, retention within our service continues to be an issue; officer corps is comprised with only 14.3% minorities (compared to DoD 22.5% and U.S. resident population 21.6%). This organization’s goal of providing career mentors and peer advocates is unmatched. I would highly recommend continued command support for this and future diversity inclusion events.

5. I remain available for additional questions and information regarding this year’s NNOA Leadership, Professional Development and Training Symposium.

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Enclosure: (1) NNOA 2-day Symposium Agenda

Copy: USCG/NNOA Service Affiliate

COMDT (CG-127)

Enclosure (1)