



NATIONAL GUARD BUREAU

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MEMORANDUM FOR THE ADJUTANTS GENERAL AND THE COMMANDING GENERAL OF THE DISTRICT OF COLUMBIA

Subject: Implementation Guidance for the National Guard 2023 Force Wide Climate Assessment (FWCA) and Workplace Gender Relations (WGR) Surveys

References: See Attachment 5

1. This memorandum, and the attachments, provide guidance to the National Guard of the States, Territories, and District of Columbia regarding the implementation of the Department of Defense 2023 Force Wide Climate Assessment (FWCA) and Workplace Gender Relations (WGR) surveys in accordance with References (6) and (7). The Office of People Analytics (OPA) will conduct a Department-wide Defense Organizational Climate Survey (DEOCS), along with the Congressionally mandated bi-annual Workplace Gender Relations survey.

2. Historically, DoD Climate Assessments in the National Guard were conducted biannually or within 180 days of a change of command. The Secretary of Defense (SECDEF) directed an annual approach to measuring the climate of units and development of plans of action post survey to tackle unhealthy trends early and reinforce protective behaviors.

3. Each State/Territory/District is responsible for initiating the 2023 FWCA / DEOCS no later than 31 Oct 2023. Commanders may appoint responsible members of their organization to serve as Action Officers, to include, but not limited to, members of Equal Opportunity, Sexual Assault Prevention and Response, and Integrated Primary Prevention Offices. Per USECDEF directive, the survey window of 1 Aug to 30 Nov 2023 will be utilized, with surveys to be open no later than 31 Oct 2023 to meet the close-out deadline of 30 Nov 2023.

4. Participants will receive an email with survey access information. Please note that WGR participants will receive a separate Office of People Analytics (OPA) email to participate in the survey. It is imperative that we obtain maximum participation for this voluntary survey in order to provide baseline information to inform future Primary Prevention work for each Brigade/Wing. We are seeking your assistance in encouraging advertisement and participation in the surveys. We have developed Implementation Guidance (FWCA and WGR) (Attachment 1) and Plan of Actions and Milestones (Attachment 3) that outline actions to assist with the deployment of the surveys, along with Public Affairs guidance and resources.

5. Documents and guidance for the implementation of the 2023 National Guard FWCA are located on the NGB J1 GKN: [https://armyeitaas.sharepoint-mil.us/sites/NGB-J1/SitePages/Force-Wide-Climate-Assessment-\(Army-and-Air-National-Guard\).aspx](https://armyeitaas.sharepoint-mil.us/sites/NGB-J1/SitePages/Force-Wide-Climate-Assessment-(Army-and-Air-National-Guard).aspx).

8. Point of contacts are MAJ Louise Waweru, NGB-DEI, 703-627-7790, Lt Col Dicie Hritz, NG-J1-S, 703-607-3585 and LTC Mehdi Kohanbani, NGB-J1-W, 703-607-7776

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cc:
SEEMs
IPPW
DEI Practitioners (EO/EEO)
SARCs and SAPR Victim Advocates

Attachments:

- 1- National Guard Bureau Force Wide Climate Assessment and Workplace Gender Relations Survey Implementation Guidance
- 2 - Survey Administration and Marketing Guidance
- 3 - Plan of Action and Milestones: Force Wide Climate Assessment and Workplace Gender Relations Survey Implementation
- 4 - Definitions
- 5 - References