



# Joint Civilian Orientation Conference (JCOC 92) Registration Form

November 3-8, 2020  
(This Form Must Be Typed)

OMB CONTROL NUMBER: 0704-0562  
OMB EXPIRATION DATE:XX/XX/XXXX

## AGENCY DISCLOSURE NOTICE

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## CONFERENCE REGISTRATION FORM

**(This registration form is considered confirmation of attendance. Registration is not complete without the "Required Documents" listed below.)**

### Required Documents:

- Typed Registration Form *(emailed by Sep 27, 2020)*
- Updated 250 Word Biography *(emailed by Sep 27, 2020)*
- Digital Hi-Res Headshot Photograph *(emailed by Sep 27, 2020)*
- Medical Form *(May be emailed by Oct 18, 2020)*

Please email all items or direct questions to:  
**Ms. Laura Ochoa, JCOC Program Manager, at**  
**[laura.c.ochoa.civ@mail.mil](mailto:laura.c.ochoa.civ@mail.mil) or (703) 614-3246**  
**AND**  
**Major Vincent Gothard, at**  
**[vincent.c.gothard.mil@mail.mil](mailto:vincent.c.gothard.mil@mail.mil) or (703) 695-3381**

## ATTENDEE INFORMATION

<b>Last Name</b>	<b>First Name</b>	<b>Middle Name</b>	<b>Preferred Name (for badge)</b>
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<b>Title</b>	<b>Company</b>	<b>Work Address</b>
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<b>Work Phone:</b>	<b>Work Email</b>
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<b>Home Address</b>	<b>Personal Email</b>	<b>Home Phone</b>	<b>Cell Phone</b>
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**Your Preferred Method of Contact**  
*(Select preference for phone and email)*

**Work Phone**

**Cell Phone**

**Work Email**

**Personal Email**

**Emergency Contact**

**Name:**

**Home Phone:**

**Cell Phone:**

**Email:**

**Relationship:**

## **Dietary Restrictions *(List Allergies Only)***

*(Please remember that meals will be served at the hotels or military dining facilities. We may not be able to accommodate food preferences.)*

### **PRIVACYACT STATEMENT**

**AUTHORITY:** 10 U.S.C. 113, Secretary of Defense; DoD Directive 5122.05, Assistant Secretary of Defense for Public Affairs (ASD/PA); DoD Directive 5410.18, Public Affairs Community Relations Policy; and DoD Instruction 5410.19, Public Affairs Community Relations Policy Implementation.

**PRINCIPAL PURPOSE(S):** To administer the Joint Civilian Orientation Conference (JCOC) Program; to verify the eligibility of nominators and candidates and to select those nominated individuals for participation in JCOC.

**ROUTINE USE(S):** Applicable Routine Use(s) are: Law Enforcement Routine Use, Congressional Inquiries, Disclosure to the Department of Justice for Litigation Routine Use, Disclosure of Information to the National Archives and Records Administration Routine Use, and Data Breach Remediation Purposes Routine Use. The DoD Routine Uses set forth at the beginning of the Office of the Secretary of Defense (OSD) compilation of systems of records notices may apply to this system. The complete list of DoD Routine Uses can be found online at: <http://dpcl.d.defense.gov/Privacy/SORNsIndex/BlanketRoutineUses.aspx>. The applicable system of records notice is DPA 03, Joint Civilian Orientation Conference (JCOC) Program and can be found online at: <http://dpcl.d.defense.gov/Privacy/SORNsIndex/DOD-wide-SORN-Article-View/Article/570580/dpa-dcra-01/>

**DISCLOSURE:** Voluntary; however, failure to provide the required information may delay or result in not being accepted into the JCOC Program.