

[ARMY LETTERHEAD HERE]

Date X, 2021

Dear (Rank) Lastname,

People are the Army, and I am committed to the health and well-being of all Soldiers. That is why I am personally contacting you to learn more about your experience in the Army. Please take this opportunity to add your voice to work we are doing to improve the lives of every Soldier. I need you to help me, and all of your leaders, understand how to better serve you.

To participate:

1. Go to **www.dodsurveys.mil** on any computer, tablet, or smartphone
2. Complete the survey by **Date XX, 2021** to be removed from the contact list

Your response matters. This survey is so important that it is considered **Official Business** and can be completed during the duty day on **any government or personal device**.

Your individual responses will be kept strictly **confidential** and will not be shared with your commanders. Your participation in this survey is completely voluntary and will be used to shape programs and training that impacts you and your fellow Soldiers.

I know that you are very busy, so I deeply appreciate you taking your time to complete this survey. Thank you for your service and your commitment to our Army and our Nation.

People First - Winning Matters - Army Strong!

James C. McConville

General James C. McConville,
Chief of Staff of the Army

Title 10 U.S. Code Section 481 mandates that the DoD conducts a survey on workplace and gender issues of active duty members every 2 years. In accordance with DoD Instruction 8910.01, all data collection in the Department must be licensed and show that license as a Report Control Symbol (RCS) with an expiration date. The RCS for this survey is **[RCS License # will go here]**, expiring **XX/XX/XX**. Your unique Survey ID is **[XXXXXXXX]**. To verify the authenticity of this survey, call 372-2014 from any DOD or other government telephone with DSN. If you do not have access to a DSN telephone line, and if you have you have any questions about this survey, please call our Survey Processing Center toll-free at 1-800-881-5307, or e-mail WGR-Survey@mail.mil.