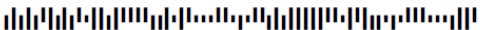


[ARMY LETTERHEAD HERE]

Date XX, 2021

10000
Keyline
Name 1
Address Line 1
Address Line 2
City, ST Zip5-Zip4


Dear (Rank) Lastname,

My duty is to take care of Soldiers. That is why I am personally writing to remind you of a unique opportunity to help me accomplish this goal. If you have already completed this survey, I thank you. If not, please respond as soon as you can. This survey is considered **Official Business** and can be taken online on any government or personal device or by filling out the enclosed survey form:



Go to **www.DoDsurveys.mil** on any computer, tablet, or smartphone.



Fill out the survey and mail it back in the pre-paid envelope.

We need your response **This is about your squad.** Your squad will only be successful if each of us takes ownership and does our part. Thousands of your fellow Soldiers have responded, and now we need you to be a voice for your squad. Your participation is voluntary.

Response is confidential Your individual response will be kept confidential and will not be shared with anyone in your unit or command. This survey has received a certificate of confidentiality from the National Institute of Health (NIH).

Your response matters Your input will be added with feedback from other Soldiers and will be used to shape future policies, programs, and trainings that impact you and your unit.

It's an honor to serve alongside you,

Michael A. Grinston

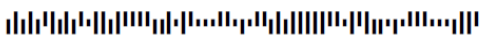
Michael A. Grinston

Sergeant Major of the Army

Title 10 U.S. Code Section 481 mandates that the DoD conducts a survey on workplace and gender issues of military 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.

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