



**OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
HEALTH AFFAIRS**

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DEC 5 2012

**TRICARE
MANAGEMENT
ACTIVITY**

MEMORANDUM FOR LINDA THOMAS, DIRECTOR, TRICARE
MANAGEMENT ACTIVITY PRIVACY AND CIVIL LIBERTIES
OFFICE

SUBJECT: Appointment of TRICARE Management Activity Chief Civil Liberties Officer and
Primary Civil Liberties Point of Contact

You are hereby appointed the Chief Civil Liberties Officer (CCLO) and Primary Civil Liberties Point of Contact (POC) for TRICARE Management Activity (TMA). Public Law 110-53, "Implementing Recommendations of the 9/11 Act," requires the Department of Defense (DoD) Civil Liberties Office to consider civil liberties and privacy issues when conducting its activities and when proposing, developing, or implementing laws, regulations, policies, procedures, or guidelines related to efforts to protect the Nation against terrorism. The DoD Civil Liberties Officer requested that the head of each DoD Component designate an individual to serve as CCLO and Primary Civil Liberties POC within the component.

As the TMA CCLO and the Primary Civil Liberties POC, you have the overall responsibility for implementing DoD's Civil Liberties program within TMA. This includes ensuring TMA has adequate procedures to receive, investigate, respond to, and redress complaints alleging civil liberties violations; submitting quarterly reporting data to the Defense Privacy and Civil Liberties Office; ensuring appropriate TMA employees are trained regarding the protection of civil liberties; serving as a member of the DoD Civil Liberties Board and attending regularly scheduled meetings; and monitoring general compliance with the Defense Civil Liberties Program. You have signature authority for approval of routine Civil Liberties correspondence.

Jonathan Woodson, M.D.
Director