



SECRETARY OF THE ARMY  
WASHINGTON

19 JUN 2018

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Prioritizing Efforts—Readiness and Lethality (Update 10)

1. References:

a. Memorandum, Secretary of Defense, 21 July 2017, subject: Administrative and Personnel Policies to Enhance Readiness and Lethality.

b. Memorandum, Secretary of the Army, 13 April 2018, subject: Prioritizing Efforts—Readiness and Lethality.

2. Purpose. This memorandum serves to update reference 1b. Removal of mandatory tasks by Headquarters, Department of the Army (HQDA) at the unit level will improve the warfighting readiness of our Total Force.

3. Actions. The following items are no longer required or changed by HQDA:

a. Eliminate the requirement for commanders to publish appointment orders for Modification Work Order (MWO) coordinators (AR 750-10).

b. Eliminate the requirement for commanders to ensure unit MWO coordinators collaborate with installation/State MWO coordinators to facilitate the reporting of all MWO applications (AR 750-10).

c. Eliminate the requirement for commanders to use internal tools (AR supplements or standing operating procedures) to provide guidance and enforce program requirements (AR 750-10).

d. HQDA does not require training or activities associated with "100 Days of Summer" or "Critical Days of Summer" safety oriented campaigns.

4. Proponent. The HQDA, Deputy Chief of Staff, G-3/5/7, Director of Training, is the proponent for this policy. I will announce resolution of recommendations and detailed changes to Army policies in future memorandums, directives or policy revisions.

A handwritten signature in red ink that reads "Mark T. Esper".

Mark T. Esper

**SUBJECT: Prioritizing Efforts—Readiness and Lethality (Update 10)**

**DISTRIBUTION:**

**Principal Officials of Headquarters, Department of the Army  
Commander**

- U.S. Army Forces Command
- U.S. Army Training and Doctrine Command
- U.S. Army Materiel Command
- U.S. Army Pacific
- U.S. Army Europe
- U.S. Army Central
- U.S. Army North
- U.S. Army South
- U.S. Army Africa/Southern European Task Force
- U.S. Army Special Operations Command
- Military Surface Deployment and Distribution Command
- U.S. Army Space and Missile Defense Command/Army Strategic Command
- U.S. Army Cyber Command
- U.S. Army Medical Command
- U.S. Army Intelligence and Security Command
- U.S. Army Criminal Investigation Command
- U.S. Army Corps of Engineers
- U.S. Army Military District of Washington
- U.S. Army Test and Evaluation Command
- U.S. Army Installation Management Command
- U.S. Army Human Resources Command
- U.S. Army Financial Management Command
- U.S. Army Marketing and Engagement Brigade
- Superintendent, United States Military Academy
- Director, U.S. Army Acquisition Support Center
- Superintendent, Arlington National Cemetery
- Commandant, U.S. Army War College
- Director, U.S. Army Civilian Human Resources Agency

**CF:**

- Director, Army National Guard
- Director of Business Transformation
- Commander, Eighth Army