



**DEPUTY SECRETARY OF DEFENSE**

1010 DEFENSE PENTAGON  
WASHINGTON, DC 20301-1010

APR - 3 2007

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
CHAIRMAN OF THE JOINT CHIEFS OF STAFF  
UNDER SECRETARIES OF DEFENSE  
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE  
DIRECTOR, OPERATIONAL TEST AND EVALUATION  
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE  
ASSISTANTS TO THE SECRETARY OF DEFENSE  
DIRECTOR, ADMINISTRATION AND MANAGEMENT  
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION  
DIRECTOR, NET ASSESSMENT  
DIRECTORS OF THE DEFENSE AGENCIES  
DIRECTORS OF THE DOD FIELD ACTIVITIES

**SUBJECT: Payment of Fees for Guest Speakers, Lecturers, and Panelists**

On January 5, 1995, the Deputy Secretary established a policy that fees paid by DoD organizations for individuals to conduct speeches, lectures, and presentations in amounts greater than \$500 must be approved by the next higher organizational echelon.

In order to increase the Department's flexibility and ability to compete for individuals of higher caliber and expertise, the level of approval authority has been increased from \$500 to \$2,000.

It is understood that the intent of the original policy is still appropriate. DoD organizations remain responsible for ensuring that each payment is commensurate with the speaker's expertise and consistent with fiscal and federal regulations.

OSD 04512-07



4/3/2007 3:50:44 PM

