



**JOINT TASK FORCE  
NATIONAL CAPITAL REGION MEDICAL**  
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BETHESDA, MD 20889-5600

MAY 05 2011

MEMORANDUM FOR CIVILIAN WORKFORCE

FROM: Commander, Joint Task Force, National Capital Region Medical

SUBJECT: JTF CapMed Classification Policy

We are all invested in our mission to provide World-Class health care, particularly for Wounded Warriors and in the transition to the best way of delivering medical care in the National Capital Region. I am proud of what we have been able to accomplish together in planning for that transition and in preserving jobs to keep our workforce together. For our facilities to take the best care of our patients, the center of gravity that I identified within the NCR is the skilled civilian workforce in our hospitals. Next to taking care of casualties, care of our workforce is my highest priority.

Everyone has the right to expect to be treated equitably as a part of our workforce during transition. That includes conducting any future restructuring or reorganization consistently across the National Capital Region. We have learned that we can accomplish many of the restructuring tasks using normal attrition and job reengineering to mitigate potential adverse impact on individual employees. I intend to continue to use such tools aggressively as we work to refine the delivery of world class care at these great hospitals. As we restructure, it is my intent to preserve the grades of our transitioning employees to the maximum extent possible.

If you are interested in learning more about JTF CapMed classification planning and the many protections available to our civilian workforce, please review the materials available on <http://capmed.mil> under Civilian Personnel.

A handwritten signature in black ink, appearing to read "J. M. Mateczun".

J. M. MATECZUN  
Vice Admiral, MC, U.S. Navy  
Commander