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**SITREP #2**

**Date of Issue – 12 Jan 19**

**Functional Area – Tours**

**Situation to Date:**

Tours of notable sites in Washington, D.C. area will be offered to attendees. Based on demand to be discerned through a survey of attendees, tours will be coordinated to assure the most informative and meaningful visits possible. There will be a wreath-laying ceremony for all attendees at the Three-Soldier monument near the Vietnam Memorial on the Mall to honour our deceased classmates. There may be a second wreath-laying ceremony at Arlington National Cemetery to honour all deceased. Other tours will be optional.

**Actions to Date**:

Contact has been made with the office of Sen. Moran (R-KS) to arrange VIP tours of the Capitol and the White House. Contacts have been identified through which to arrange a Pentagon Tour. To secure the best times for these tours, we need to have dates and headcount determined 3 months in advance of the Reunion. We have explored the possibility of visiting the National Museum of the United States Army now under construction, but it will not yet be open for a visit. Visits to other sites outside the D.C. area were also considered but rejected as impractical for the time we will have available.

**Actions to Be Completed:**

A survey will need to be developed to send to attendees to solicit their desired tours. That survey should ideally be *completed* 3 months before the Reunion. The survey will ask for interest in tours to the Capitol Building, the White House, and the Pentagon so that formal tours of those sites with guides can be arranged. The survey will also offer tours to Arlington National Cemetery and sites along the National Mall, including the Smithsonian Museum complex and memorials other than the VN Memorial which will be an event we expect all attendees to attend. We will also ask for other suggested tours for consideration. We will then determine a schedule of events depending on the levels of interest expressed and arrange transportation and other arrangements as needed. Visitors Guides with maps of the District of Columbia and Arlington, VA area and brochures of other events in the area will be assembled and provided to attendees in their welcome packets.

**Issue(s):**

* Will group transportation be needed to transport attendees to tour sites?
* If so, will accommodations for disabilities need to be considered?
* What other tours would attendees like to see included as options?
* Should we plan wreath-laying ceremonies for both the Three Soldiers Monument at the Vietnam Memorial *and* Arlington National Cemetery*?*
* What should be the dress code for any planned wreath-laying ceremonies and who will participate as principals in those events?

**Prepared By**: Jeff Ellis