



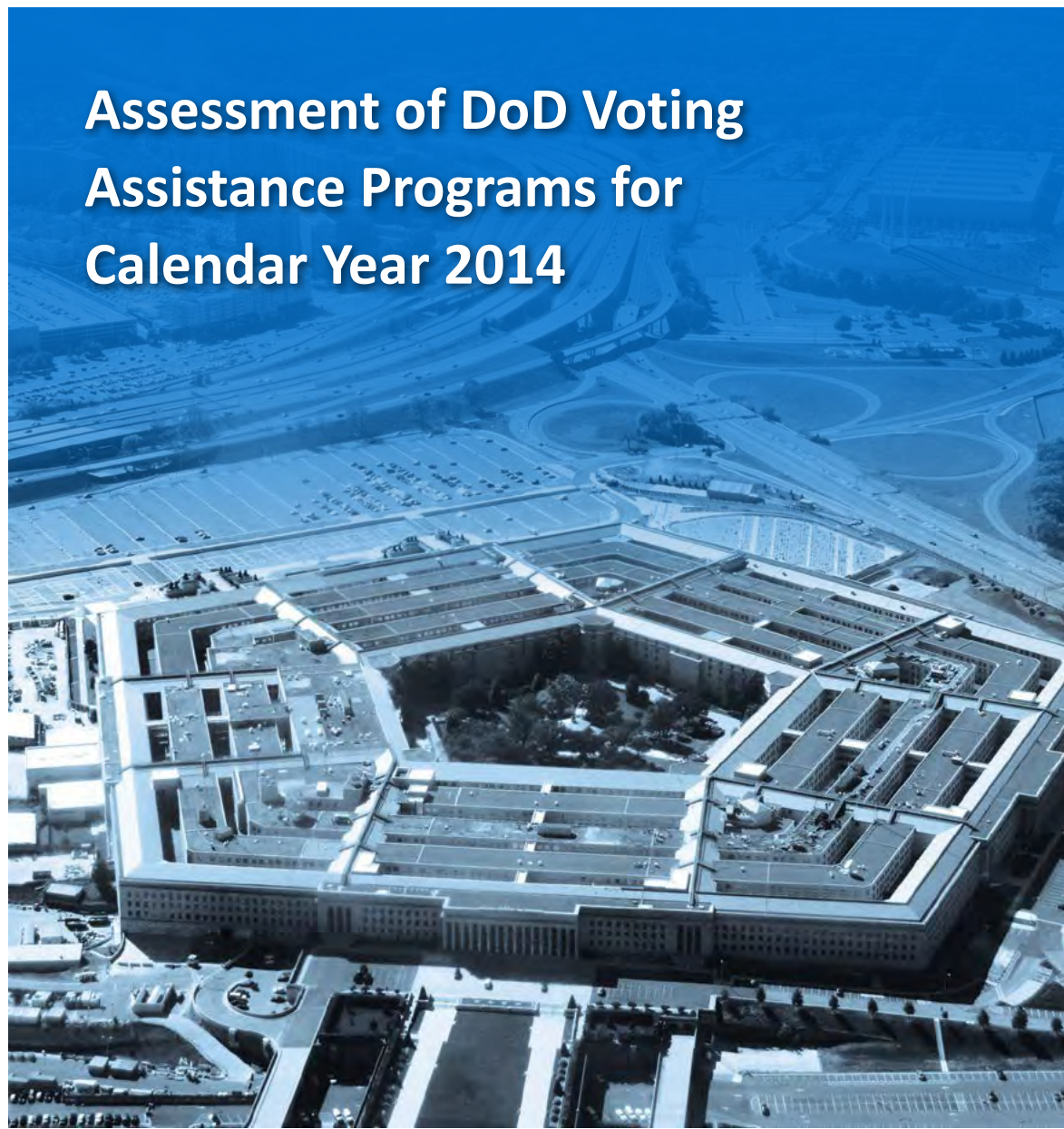
INSPECTOR GENERAL

U.S. Department of Defense

MARCH 31, 2015



Assessment of DoD Voting Assistance Programs for Calendar Year 2014



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Mission

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Vision

Our vision is to be a model oversight organization in the Federal Government by leading change, speaking truth, and promoting excellence—a diverse organization, working together as one professional team, recognized as leaders in our field.



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Results in Brief

Assessment of DoD Voting Assistance Programs for Calendar Year 2014

March 31, 2015

Objective

The objective of this project was to continue our ongoing evaluation of DoD voting assistance programs in accordance with section 1566, title 10, United States Code. This statute requires the DoD OIG to submit to Congress, not later than March 31 of each year, a report on:

- The effectiveness during the preceding calendar year of voting assistance programs; and
- The level of compliance during the preceding calendar year with voting assistance programs of the Army, Navy, Air Force, and Marine Corps.

Observation

Voting Assistance Officers' performance was not always commented on in their performance evaluations in accordance with section 1566, title 10, United States Code. This occurred because:

- the Services had varying approaches and understanding as to how Voting Assistance Officer performance was documented in Service-developed performance evaluation forms; and
- performance evaluation cycles for Service members assigned as a Voting Assistance Officer did not always align with voting assistance program inspection cycles.

As a result, some Services did not completely and accurately report compliance with this statutory requirement.

Recommendations

We recommend:

- The Commander, Navy Installations Command; the Adjutant General, U.S. Army; Air Force Director of Services; and Director, Marine and Family Programs coordinate with the personnel components of their respective Services to identify opportunities to further emphasize the requirement for Voting Assistance Officer performance to be commented on in performance evaluations in accordance with section 1566(f), title 10, United States Code.
- The Inspector General, U.S. Army; the Naval Inspector General; the Inspector General, U.S. Air Force; and the Inspector General of the Marine Corps update Service IG inspection checklists in order to more accurately report Service compliance with section 1566(f), title 10, United States Code.

Management Comments and Our Response

In regards to our first recommendation, the Air Force Director of Services addressed the recommendation and no further comments are required. The Director, Marine and Family Programs partially addressed the recommendation. Commander, Navy Installations Command and The Adjutant General, United States Army did not address the recommendation. The Commander, Navy Installations Command; The Adjutant General, United States Army; and the Director, Marine and Family Programs need to provide comments to the final report by April 20, 2015. See the Recommendation Table on page iii.



Results in Brief

Assessment of DoD Voting Assistance Programs for Calendar Year 2014

Management Comments and Our Response (cont'd)

In regards to our second recommendation, The Inspector General, United States Army; The Inspector General, United States Air Force; and the Inspector General of the Marine Corps addressed the recommendation and no further comments are required. The Naval Inspector General agreed with no comment; however, the response provided did not conform to our guidance as outlined in the transmittal letter accompanied

in the draft report. Further, the response did not describe what actions they have taken or plan to take to accomplish the recommendation or contain the signature of the authorizing official. We request that the Naval Inspector General resend their comments that conform to our guidance as outlined in the transmittal letter accompanied in the draft report by April 20, 2015. See the Recommendation Table on page iii.

Recommendations Table

Management	Recommendations Requiring Comment	No Additional Comments Required
The Inspector General, United States Army		1.b
Commander, Navy Installations Command	1.a	
Naval Inspector General	1.b	
The Inspector General, United States Air Force		1.b
Inspector General of the Marine Corps		1.b
The Adjutant General, United States Army	1.a	
Air Force Director of Services		1.a
Director, Marine and Family Programs	1.a	

* Provide Management Comments by April 20, 2015.





**INSPECTOR GENERAL
DEPARTMENT OF DEFENSE
4800 MARK CENTER DRIVE
ALEXANDRIA, VIRGINIA 22350-1500**

March 31, 2015

MEMORANDUM FOR THE INSPECTOR GENERAL, UNITED STATES ARMY
COMMANDER, NAVY INSTALLATIONS COMMAND
NAVAL INSPECTOR GENERAL
THE INSPECTOR GENERAL, UNITED STATES AIR FORCE
INSPECTOR GENERAL OF THE MARINE CORPS
THE ADJUTANT GENERAL, UNITED STATES ARMY
AIR FORCE DIRECTOR OF SERVICES
DIRECTOR, MARINE AND FAMILY PROGRAMS

SUBJECT: Assessment of DoD Voting Assistance Programs for Calendar Year 2014
(Report No. DODIG-2015-098)

We are providing this report for review and appropriate action. We conducted this assessment from December 2014 to March 2015 in accordance with the "Quality Standards for Inspections and Evaluations," published in January 2012 by the Council of Inspectors General on Integrity and Efficiency.

Management comments to a draft of this report were considered when preparing the final report. We request additional information on the implementation of recommendations from the Commander, Navy Installations Command; Naval Inspector General; The Adjutant General, United States Army; and the Director, Marine and Family Programs as outlined in the Recommendations Table on page iii.

We should receive your comments by April 20, 2015. Your comments should describe what actions you have taken or plan to take to accomplish the recommendations and include the completion dates of your actions. Please send copies of documentation supporting the actions you may have already taken.

Please provide comments that conform to the requirements of DoD Instruction 7650.03. If possible, send your comments in electronic format (Adobe Acrobat file only) to SPO@dodig.mil. Copies of your comments must have the actual signature of the authorizing official for your organization. We are unable to accept the /Signed/ symbol in place of the actual signature. If you arrange to send classified comments electronically, you must send them over the SECRET Internet Protocol Router Network (SIPRNET).

Please direct questions to [REDACTED] or [REDACTED]. We will provide a formal briefing on the results if management requests.

Kenneth P. Moorefield
Deputy Inspector General
Special Plans and Operations



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Introduction

Objective

The objective of this assessment was to continue the DoD Office of Inspector General (OIG) evaluation of DoD's Voting Assistance Programs in accordance with our responsibilities under section 1566, title 10, United States Code. Section 1566, title 10, United States Code (10 U.S.C. § 1566 (c)(3) [2006]) requires that:

Not later than March 31 each year, the Inspector General of the Department of Defense shall submit to Congress a report on –

- (A) the effectiveness during the preceding calendar year of voting assistance programs; and
- (B) the level of compliance during the preceding calendar year with voting assistance programs of each of the Army, Navy, Air Force, and Marine Corps.

During the assessment we focused on the Military Services' Voting Assistance Programs (VAPs) and the portion of the Federal Voting Assistance Program (FVAP) Office responsibilities that fall within DoD.

Background

The FVAP Office works closely with the Service VAPs to ensure Service members, eligible dependents, and overseas citizens receive worldwide support and access to the tools and resources needed to exercise their right to vote.

Criteria

Federal Guidance

Title 52, United States Code, "Voting and Elections," outlines the voting rights of citizens of the United States who are otherwise qualified by law to vote. Chapter 203 – Registration and Voting by Absent Uniformed Services Voters and Overseas Voters in Elections for Federal Office, specifically addresses the voting rights of eligible service members and overseas U.S. citizens covered under Public Law 99-410, "The Uniformed and Overseas Citizens Absentee Voting Act," (UOCAVA) August 29, 1986. Section 20310, title 52, United States Code (52 U.S.C. § 20310 [2014]) defines an eligible "absent uniformed services voter" as:

- a member of the uniformed services on active duty who, by reason of such active duty, is absent from the place of residence where the member is otherwise qualified to vote;

- a member of the merchant marine who, by reason of service in the merchant marine, is absent from the place of residence where the member is otherwise qualified to vote; and
- a spouse or dependent of a uniformed services or merchant marine voter who, is absent from the place of residence where the spouse or dependent is qualified to vote.

In addition, 52 U.S.C. § 20310 (2014) defines an eligible “overseas voter” as:

- an absent uniformed voter who, by reason of active duty or service is absent from the United States on the date of the election involved;
- a person who resides outside the United States and is qualified to vote in the last place in which the person was domiciled before leaving the United States; or
- a person who resides outside the United States and (but for such residence) would be qualified to vote in the last place in which the person was domiciled before leaving the United States.

For the purposes of this report, the term “service member,” only includes eligible DoD military and civilian personnel and eligible spouses and dependents.

For further discussion on the roles and responsibilities of DoD, the Services, and FVAP in accordance with Federal law, see Appendix B, Federal Voting Assistance Program Overview.

DoD Criteria

DoD Instruction 1000.04, “Federal Voting Assistance Program (FVAP),” September 13, 2012, assigns responsibilities to FVAP in accordance with UOCAVA. DoD Instruction 1000.04 states that the FVAP shall ensure eligible voters receive, pursuant to 52 U.S.C. § 20301 (2014), information about registration and voting procedures and material pertaining to scheduled elections, including dates, offices, constitutional amendments, and other ballot proposals. DoD Instruction 1000.04 further outlines the roles and responsibilities of the Under Secretary of Defense for Personnel and Readiness, DoD Components, the Services, and FVAP. For further discussion on the roles and responsibilities of DoD, the Services, and FVAP in accordance with DoD criteria, see Appendix B, Federal Voting Assistance Program Overview.

Service Criteria

Each Service has its own VAP to implement law and DoD policy. Service policy governing the Army, Navy, Air Force, and Marine Corps VAPs are as follows:

- Army Regulation 608-20, “Army Voting Assistance Program,” April 22, 2014;
- Chief of Naval Operations Instruction (OPNAVINST) 1742.1B, “Navy Voting Assistance Program (NVAP),” May 15, 2007¹;
- Air Force Instruction 36-3107, “Voting Assistance Program,” February 27, 2014; and
- Marine Corps Order 1742.1B, “Voting Assistance Program,” April 1, 2013.

Each of the Services supplements their VAP policies with regularly updated Voting Action Plans. These Voting Action Plans provide lower level guidance to Commanders and Voting Assistance Officers (VAO)² on the implementation of law and DoD Policy. Additionally, the plans identify key dates and activities that occur between election years, such as Armed Forces Voter’s Week, recommended ordering and mailing dates for voting material, and reporting dates for voting assistance metrics.

¹ OPNAVINST 1742.1B is currently under revision in response to a DoD OIG recommendation from DoDIG-2013-074, “Assessment of Voting Assistance Programs for Calendar year 2012,” April 29, 2013, for the Services to update VAP policy to further align with DoD Instruction 1000.04. The Army, Air Force, and Marine Corps have since updated their Service VAP policies.

² For the purposes of this report, the term VAO will refer to all VAOs that are serving at various levels of command across the Services, to include at the Installation and unit levels.



Part I

Military Service Voting Assistance Program Compliance

The Service IGs reported to the DoD OIG on the results of their CY 2014 Voting Assistance Program compliance and effectiveness assessments in accordance with 10 U.S.C. § 1566 (2006). The DoD OIG reviewed the results to determine the effectiveness and compliance with applicable laws and regulations. This section will discuss the results of the Service IG reports presented to the DoD OIG.



Army Voting Assistance Program Compliance

The United States Army Inspector General Agency issued its “Calendar year 2014 Annual Report of the U.S. Army Compliance with Department of Defense (DoD) Federal Voting Assistance Program (FVAP) Requirements.” Based on the consolidated results of Army Command IG inspections at sampled Army organizations, the Department of the Army (DA) IG reported that the Army complied with both DoD Instruction 1000.04 and Army Regulation 608-20. DAIG also reported that the Army VAP continued to enable Soldiers, DA civilians, family members, and contractors to fully participate in the American election process.

The DAIG report reflects responses from higher headquarters and 15 installations encompassing 266 organizations across 11 Army-level commands. The report documented compliance with 723 VAOs serving at Army command through company level. DAIG reported that Installation Voter Assistance offices were present at all 15 of the installations inspected. Additionally, the DAIG report included information from the U.S. Army Recruiting Command pertaining to enlistee voting requirements.

The DAIG developed a rotational system to determine which Army major commands would be inspected over the 4-year election cycle. As a result, every Army major command is inspected at least twice over the 4-year election cycle with some Army Components being inspected annually.

DAIG, in coordination with the DoD OIG and the other Service IGs, developed a standardized inspection tool based on 10 U.S.C. § 1566 (2006) and DoD Instruction 1000.04. DAIG provided this inspection tool to selected command IGs who in turn inspected their subordinate organizations as part of the Army’s annual VAP assessments. The DAIG report provided compliance assessments in six specific categories: staffing, training, material distribution, communication and information network, commander/installation-level involvement, and voting assistance program effectiveness.

While the DAIG reported the Army VAP complied with Federal and DoD policies, the DAIG report did identify one area where the Army VAP struggled to comply with Federal statute. DAIG reported only 68 percent of Installation and Unit VAOs had their duty performance documented in their performance evaluations, a requirement identified in 10 U.S.C. § 1566(f)(1) (2006). DAIG reported that 93 percent of Installation Voting Assistance Officers (IVAOs) had their performance as a VAO commented on in their performance evaluations – a 22 percent increase

from the DAIG's 2013 report on Army VAP compliance. However, significantly fewer Unit Voting Assistance Officers (UVAOs) had their performance commented on in CY 2014, therefore driving down the Army's overall compliance percentage. This issue is discussed in further detail in Part II, Observation.

Overall, the DoD OIG agreed with the DAIG determination that the Army VAP was compliant with Federal statutes and DoD VAP policies. The DAIG report also identified several areas where the Army VAP's compliance increased from last year's report. For example, the DAIG report stated the Army's continued emphasis on VAO training resulted in a 4 percent increase in the number of inspected VAOs who received training prior to assuming duties. Additionally, the DAIG reported an increased use in electronic and social media as primary a means for delivering information and continues to explore further outreach opportunities to provide voting assistance to Soldiers and eligible voters.

Navy Voting Assistance Program Compliance

The Naval Inspector General (Naval IG) issued its “Report of Assessment of Navy Voting Assistance Program (NVAP) for Calendar Year 2014.” The Naval IG stated that the Navy’s VAP was compliant with DoD Instruction 1000.04 and 10 U.S.C. § 1566 (2006).

The Naval IG independently assessed compliance with DoD Instruction 1000.04, OPNAVINST 1742.1B, and the 2014-2015 Navy Voting Action Plan during CY 2014’s scheduled area visits and command inspections through on-site interviews with IVAOs and UVAOs.

The Naval IG report reflects inspection results from six Echelon 2 Command inspections, three geographic area visits, and Echelon 2 Command IG self-assessments. The Naval IG developed an inspection cycle to ensure that operational commands and their subordinate commands are inspected on a rotating basis. Most Echelon 2 Commands inspect at least 10 percent of their subordinate commands annually. Additionally, the Naval IG reported that the presence of Installation Voter Assistance offices was confirmed using a combination of inspections and self-reporting by IVAOs.

The Naval IG report provided compliance assessments in six specific categories: staffing, training, material distribution, communication and information network, commander/installation-level involvement, and voting assistance program effectiveness. The Navy also provided a detailed description of developments made toward establishing VAP goals, performance indicators, as well as related analysis and results. For example, a revamped Navy Voting Assistance webpage was published in October 2014, providing direct contact information of all IVAOs, which provided Sailors and their family members’ access to their local IVAO.

As discussed, the Navy is in the process of updating Service VAP guidance to better reflect the requirements of DoD Instruction 1000.04. The Navy Voting Program Office published the 2014-2015 Navy Voting Action Plan to coordinate voting assistance efforts and clearly detail the difference between DoD Instruction 1000.04 and OPNAVINST 1742.1B. The Naval IG report stated that a pending revision to OPNAVINST 1742.1B will address changes in fleet and regional shore installations management, placing added emphasis on program oversight of afloat units. The revision will update the NVAP self-assessment checklist to include effectiveness measures and a data collection template that reflects the type of voter assistance program data and reporting format required by DoD.

While the Naval IG reported the Navy complied with Federal law and DoD policies, the Naval IG did identify one area where the Navy VAP struggled to comply with Federal Statute. Less than 20 percent of VAOs had their performance as a VAO documented on their performance evaluation in accordance with 10 U.S.C. § 1566(f)(1) (2006). However, the Naval IG report did state that VAO duties were routinely listed as a collateral duty in Fitness Reports or Enlisted Evaluations. This issue is discussed in further detail in Part II, Observation.

Overall, DoD OIG agreed with the Naval IG determination that the Navy VAP was compliant with Federal statutes and DoD VAP policies. The Naval IG reported that it identified minor discrepancies which were corrected at commands during their inspection visits. The Naval IG report also stated their principal focus was to ensure that the voting assistance program has mechanisms in place that continue to identify and correct discrepancies identified through self-assessments and inspections by higher echelons.

Air Force Voting Assistance Program Compliance

The Office of the Inspector General of the Air Force (Air Force IG) issued its “Annual United States Air Force (USAF) Federal Voting Assistance Program (FVAP) Inspection Report - 2014” which provided a summary of their assessment of the FVAP throughout the Air Force and compliance with Federal statutes and requirements.

The Air Force IG report reflected reviews and inspections of the Air Force VAP at all levels by Major Command and Wing IGs at Wings and Wing Equivalent units. In accordance with new inspection criteria in Air Force Instruction 90-201, the total number of VAP inspections across the Air Force increased from 75 inspections in CY 2013 to 258 inspections in CY 2014. The Air Force IG reported that these inspections resulted in 273 identified deficiencies and represented a 100 percent inspection rate at the installation-level for the Air Force. The Air Force IG reported that, as of December 30, 2014, 171 of the 273 deficiencies identified were closed and the remaining open deficiencies had associated closure plans and were being tracked to closure by the Wings. Major Command IG evaluations were made by conducting personal interviews with IVAOs along with UVAOs and by reviewing program implementation and management. The Air Force had updated VAP policies and guidance with Air Force Instruction 36-3107 and the Air Force Voting Action Plan, 2014-15.

The Air Force IG, in coordination with DoD OIG and the other Service IGs, developed a standardized inspection tool based on 10 U.S.C. § 1566 (2006) and DoD Instruction 1000.04. The Air Force IG provided the inspection tool to Major Command IGs who in turn inspected their subordinate organizations as part of the Air Force’s annual VAP assessments. The Air Force IG report provided compliance assessments in six specific categories: staffing, training, material distribution, communication and information network, commanders/ installation-level involvement, and voting assistance program effectiveness.

The Air Force IG reported VAOs’ performance was commented on in their performance evaluation per policy found in the Air Force Voting Action Plan, 2014-15. However, the U.S. Air Force Service Voting Action Officer reported that officer performance reports no longer contained an “additional duty block” and the inclusion of Voting Action Officer in officer performance reports had great potential of being viewed by promotion boards as “filler” for someone with no “significant” accomplishments. This issue is discussed in further detail in Part II, Observation.

Overall, DoD OIG agreed with the results of the Air Force IG assessment of the Air Force VAP in accordance with Federal statutes and DoD policies. Further, the Air Force IG report identifies several areas where the Air Force VAP took proactive steps to improve their program. For example, Wing Inspection Teams provide all IVAOs and Installation Voter Assistance offices the opportunity to run self-assessments on a recurring basis. According to the Air Force IG, the self-assessment program created an environment of continuous improvement. Additionally, the Air Force IG report states that the Service Voting Action Officer encouraged teamwork across the Air Force VAP by establishing an online repository for all current documents and guidance, a best practices repository, a standardized continuity folder, and VAO training resources.

Marine Corps Voting Assistance Program Compliance

The Inspector General of the Marine Corps (IGMC) issued its “Annual Assessment of the Marine Corps Voting Assistance Program for Calendar Year 2014” in accordance with 10 U.S.C. § 1566 (2006). The guiding policies for the IGMC inspections were DoD Instruction 1000.04 and Marine Corps Order 1742.1B. Based on consolidated results of the inspections and quarterly voting reports, the IGMC concluded that the Marine Corps complied with all policies and had a VAP that was effective in assisting eligible voters.

The IGMC report reflects the results of 19 inspections conducted by the Marine Corps IG Inspections Division. Inspections were conducted at all levels of commands – Major Subordinate, installation, and unit. During the inspections, some commands reported findings or minor deficiencies. To address the deficiencies, inspectors provided immediate training, or if able, had commands make on-the-spot corrections. Where deficiencies were found, inspected commands were given 30 days to provide corrective action and notify the IGMC.

The IGMC inspects every Marine Forces Command biennially (every 2 years) while every Marine Expeditionary Force, Installation, and Major Subordinate Command is inspected triennially (every 3 years). In addition to the IGMC inspections, Marine Corps commanding generals use their own inspection programs to inspect their units every 2 years (biennially).

IGMC and commanding generals use a functional area checklist to ensure standardization of every VAP inspection. Both inspections processes included interviews with Major Command Voting Officers, IVAOs, UVAOs, commanding officers, and randomly selected Marines. This verified whether the Marines Corps had VAOs in place and ensured oversight of Marine Corps VAP compliance.

The inspection teams also reviewed documents and procedures to ensure compliance with applicable Marine Corps orders and directives. Facilities were inspected to ensure voting assistance materials were displayed in accordance with Marine Corps Order 1742.1B. Inspections of the facilities also determined whether Installation Voter Assistance offices were operational. The IGMC reported that all 18 of the installations inspected had specifically designated Installation Voter Assistance office locations. Each inspection was graded as mission capable, mission capable with discrepancies, mission capable with findings, or non-mission capable.

The DoD OIG agreed with the Marine Corps IG determination that the Marine Corps VAP was compliant with Federal statutes and DoD policies. Additionally, the Marine Corps recently updated Marine Corps Order 1742.1B to incorporate best practices and reflect new Marine Corps capabilities, particularly in communication and information networks. The new order allows Marine Corps VAO networks to carry all three main methods of communications – voicemail, e-mail, and dedicated phone numbers. The Marine Corps Voting Action Plan extends their FVAP outreach methods even further by incorporating social media to provide voting assistance to Marines and eligible voters.

Part II

Observation

The following observation was made during the DoD OIG review of the FVAP and the Service's VAP reports for CY 2014:

- Voting Assistance Officer Performance Evaluations



Observation

Voting Assistance Officer Performance Evaluations

The performance of Voting Assistance Officers was not always commented on in their performance evaluations in accordance with 10 U.S.C. § 1566(f)(1) (2006).

This occurred because:

- the Services had varying approaches and understanding as to how VAO performance was documented in Service-developed performance evaluation forms; and
- performance evaluation cycles for service members assigned as a VAO did not always align with the VAP inspection cycles.

As a result, some Services did not completely and accurately report compliance with this Federal requirement.

Discussion

Section 1566(f)(1), title 10, United States Code states:

Performance evaluation reports pertaining to a member who has been assigned to serve as a voting assistance officer shall comment on the performance of the member as a voting assistance officer.³

Opportunity Exists to Improve Service Approaches to Documenting VAO Performance

The DoD OIG has reported in previous years' assessment reports that some Services did not fully comply with the requirement for VAO performance to be commented on in performance evaluations. As a result, the Services have included the requirement in either their VAP policies or in the regularly updated Service Voting Action Plans. However, some Services had difficulties fulfilling this requirement despite having addressed it within their Service's VAP policies and guidance.

DAIG and the Air Force IG reported that including an Officer's performance as a VAO in their annual performance evaluation could have a negative impact on that individual's career by emphasizing performance of their collateral duties over performance of their primary duties.

³ 10 U.S.C. § 1566(f)(1) (2006).

DAIG reported the restrictive nature of their Service-developed performance evaluation forms as reason for limiting their ability to fully comply with the statutory requirement. The DAIG reported that the current form used for performance evaluations of company grade officers⁴ allowed only four lines to document the officer's annual accomplishments. Additionally, the DAIG reported, "It would be detrimental to an officer's career for their commander to dedicate one line (25%) of their annual evaluation of overall performance to an additional duty that will not get them promoted."

While the Air Force IG did report that the Air Force was in compliance, they stated "Inclusion of VAO duties in an Officer's performance reports has the potential for being reviewed by promotion boards as "filler" for someone with no "significant" accomplishments." The Air Force IG reported that officer performance reports⁵ no longer had a block for comments on "additional duties." The removal of the collateral duty box further limited the amount of space available to comment on an individual's annual accomplishments.

While the Service forms identified by the Air Force and DAIGs do have restrictions, there are opportunities to include comments on VAO performance. For example, the Army's form contains additional sections outside of the principal duty position description and accomplishments for a rater or intermediate rater to include comments on a Soldier's performance as a VAO. Further, the Air Force form identified contains a section for an additional rater's overall assessment. However, the Army and Air Force's policies⁶ on developing annual performance evaluations do not address the Federal requirement or discuss additional opportunities to include comments on a VAO's performance within their performance evaluations.

In discussions with FVAP personnel and the Service IGs, FVAP personnel stated that the law was not specific as to where or how VAO performance should be commented on in a performance evaluation. Therefore, as long as the VAO's performance is commented on somewhere in their performance evaluation, then the requirement has been met.

The Naval IG reported that less than 20 percent of VAOs inspected had their performance commented on in their performance evaluations. On the other hand, the Naval IG report did state that VAO performance is, "routinely listed as a

⁴ DA Form 67-10-1, "Company Grade Plate (O1-O3; WO1-CW2) Officer Evaluation Report," March 2014.

⁵ Air Force Form 707, "Officer Performance Report (Lt thru Col)," January 1, 2014.

⁶ Army Regulation 623-3, "Evaluation Reporting System," March 31, 2014, and Air Force Guidance Memorandum 2014_14, September 17, 2014, to Air Force Instruction 36-2406, "Officer and Enlisted Evaluation Systems," April 5, 2013.

collateral duty in the fitness report or enlisted evaluation.” The Naval IG stated that based on FVAP’s understanding of the requirement, the Navy’s compliance with this requirement should improve going forward.

The Marine Corps IG reported that the Marine Corps had no issues with compliance for this requirement. The Marine Corps IG stated that performance of VAO duties is included in evaluation reports as either primary or collateral duty and therefore meets the requirement.

Despite the Services’ efforts to include this requirement in Service VAP policies and guidance, opportunities still exist to further disseminate the requirement across the Services. Since VAO duties are often collateral duties, individuals responsible for rating VAOs may not be familiar with Service VAP policies or the statutory requirement to comment on VAO performance in a VAO’s performance evaluation. Thus, the Senior Service Voting Representative of each of the Services should coordinate with the personnel components of their respective Services to identify additional opportunities to further emphasize this Federal requirement to improve compliance across the Services.

Opportunity Exists to Improve Accuracy of Reporting on Compliance with the Federal Requirement

The DAIG reported that only 68 percent of all Army Installation and Unit VAOs had their performance commented on in their performance evaluation. The Army partially attributed this to a high turnover rate among UVAOs.

For example, a Soldier’s performance could be assessed at the beginning of the calendar year as part of their annual performance evaluation cycle. Mid-Year, the same Soldier could be assigned as a UVAO for their assigned unit. If the Army Command IG inspected the unit for compliance with Federal, DoD, and Service VAP requirements prior to that Soldier’s next scheduled performance evaluation cycle, the inspection results would show the Soldier’s last performance evaluation did not comment on their performance as a UVAO.

The DAIG inspection checklist, which was provided to Army Command IGs to conduct inspections, only requested whether or not performance was documented in the inspected VAO's evaluation report. The inspection checklist did not allow for inspections teams to account for VAOs who were not assigned as a VAO during their last performance evaluation cycle. Thus, VAOs in this out-of-cycle category would be inaccurately reported as being not compliant with the Federal requirement.

Service IGs should adjust their inspection checklists to account for assigned VAOs that did not perform VAO duties during their previous period of performance. Overall, providing clarity to subordinate IGs and improving the accuracy of how the subordinate IGs report data on this requirement should improve the accuracy of how the Service IGs are reporting on their respective Service VAP's compliance with the Federal requirement. Further, Service IGs should continue to ensure that VAOs that fall into this out-of-cycle category are still designated and assigned in writing in accordance with DoD policy.⁷

⁷ DoD Instruction 1000.04, Enclosure 4, paragraphs 2.d. and 2.f.

Recommendation, Management Comments, and Our Response

Recommendation 1.a

We recommend Commander, Navy Installations Command; the Adjutant General, U.S. Army; Air Force Director of Services; and Director, Marine and Family Programs coordinate with the personnel components of their respective Services to identify opportunities to further emphasize the requirement for Voting Assistance Officer performance to be commented on in performance evaluations in accordance with section 1566(f), title 10, United States Code.

Commander, Navy Installations Command Comments

The Inspector General, Navy Installations Command, responding for the Commander, Navy Installations Command, neither agreed nor disagreed with the recommendation. The Commander, Navy Installations Command comments stated the Navy Voting Assistance Program will continue to reinforce this requirement via the Navy Voting Action Plan and in all subsequent revisions. Doing so will reaffirm that listing VAO in the collateral box on performance evaluations will denote duties and responsibilities required of a VAO. VAOs who contact the Service VAO for program guidance will also receive informal reminders and guidance to comply with this directive.

Our Response

The Inspector General, Navy Installations Command did not address the recommendation. While including the requirement in the Navy Voting Action Plan does emphasize the requirement within the voting assistance community, it does not further emphasize the requirement to the Navy personnel outside the of the voting assistance community. Since VAO duties are often collateral duties, a VAO's primary rater would most likely be someone outside of the voting assistance community and who may be unfamiliar with voting assistance program guidance and therefore unfamiliar with the requirement. The Commander, Navy Installations Command needs to provide further clarification as to whether or not they intend to reach out to the Navy's personnel component to address the recommendation or identify additional opportunities outside of their current practices to further emphasize the requirement and ensure compliance with section 1566(f), title 10, United States Code.

Adjutant General, U.S. Army Comments

The Adjutant General, U.S. Army, disagreed, based on “space limitations on the new Officer Evaluation Report (OER)” and further stating, “the new OER focuses on the officer’s primary duty performance. Adding comments about the officer’s performance on additional duty has no value added to the officer’s evaluation report and will not get the officer selected for promotion or command.”

Our Response

The Adjutant General, U.S. Army, did not address the recommendation. The requirement mandating comments on VAO performance in their evaluations derives from section 1566 (f)(1), title 10, United States Code, and the physical design of the evaluation report is not an exception to that requirement. Therefore, the Army needs to ensure that all service members assigned as a VAO should have their performance documented in accordance with the statute. If the Army-developed form prevents the Army from commenting on an officer’s performance as a VAO, then the Army needs to identify additional opportunities to ensure compliance with this statute. The Adjutant General, United States Army needs provide further clarification on how they plan to address the recommendation and ensure compliance with section 1566 (f)(1), title 10, United States Code.

Air Force Director of Services Comments

The Deputy Director of Services, Headquarters Air Force Services, responding for the Director of Air Forces Services, agreed, stating the U.S. Air Force Service Voting Assistance Officer has already coordinated with the personnel community regarding the requirement for VAO evaluation reports to contain comments regarding the VAO’s performance of VAO duties.

Our Response

Comments from the Deputy Director of Services addressed the recommendation, and no further comments are required.

Director, Marine and Family Programs Comments

The Deputy Director, Marine and Family Programs Division, responding for the Director, Marine and Family Programs agreed, stating the requirement could be expanded further with inclusion of the requirement in Marine Corps personnel policy.

Our Response

Comments from the Deputy Director, Marine and Family Programs Division partially addressed the recommendation. The Director, Marine and Family programs needs to provide further clarification as to whether or not the inclusion of the requirement in Marine Corps personnel policy was coordinated with the Marine Corps Personnel component.

Recommendation 1.b

We recommend the Inspector General, U.S. Army; the Naval Inspector General; the Inspector General, U.S. Air Force; and the Inspector General of the Marine Corps update Service IG inspection checklists in order to more accurately capture and report Service compliance with section 1566(f), title 10, United States Code.

Inspector General, U.S. Army Comments

The Principal Director to the Inspector General (Inspections), responding for the Inspector General, United States Army, agreed, stating DAIG will update their inspection checklist.

Additionally, the DAIG noted that the DoD OIG only included quantifiable data from two of the Services and suggested the DoD OIG revise its reporting requirements to capture all Services' quantifiable data to increase specificity of its conclusions.

Our Response

Comments from the Principal Director to the Inspector General (Inspections) addressed the recommendation, and no further comments are required. In response to the DAIG's additional comments, the DoD OIG agrees and will address the issue with the Service IGs during planning meetings for the CY 2015 assessment.

Naval Inspector General Comments

The Naval Inspector General agreed with no comment; however, the response provided did not conform to our guidance as outlined in the transmittal letter accompanied in the draft report. Further, the response did not describe what actions they have taken or plan to take to accomplish the recommendation or contain the signature of the authorizing official.

Our Response

We request that the Naval Inspector General resend their comments that conform to our guidance as outlined in the transmittal letter accompanied in the draft report.

Inspector General, U.S. Air Force

The Deputy Director of Services, Headquarters Air Force Services, responding for the Inspector General, U.S. Air Force, agreed, stating IG checklists for the Air Force Voting Assistance Program are being updated with an estimated implementation date of April 2015. The DoD OIG will follow-up on the implementation of the recommendation with the Air Force IG during planning meetings for the CY 2015 assessment.

Our Response

Comments from the Deputy Director of Services addressed the recommendation, and no further comments are required.

Inspector General of the Marine Corps

The Deputy Director, Marine and Family Programs Division, responding on behalf of the Inspector General of the Marine Corps, disagreed, stating reviewing completed performance evaluations is not an acceptable means to validate compliance with 10 U.S.C. § 1566(f)(2006) due to the sensitivity and privacy of performance evaluations, and the requirements to treat completed reports as privileged information. However, in follow-on discussions, IGMC personnel stated they are working with the Marine and Family Programs Division to determine how to meet the intent of verifying compliance without jeopardizing personal or private information.

Our Response

Comments from the Deputy Director, Marine and Family Programs Division did not address the recommendation. However, the follow-on actions taken by the IGMC were responsive and meet the intent of the recommendation when implemented. No further comments are required. The DoD OIG will follow-up on the implementation of the recommendation with the IGMC during planning meetings for the CY 2015 assessment.

Part III

Follow-up on Prior Observations and Recommendations

The following observation was included in DoD IG Report No. DoDIG-2013-074, "Assessment of Voting Assistance Programs for Calendar Year 2012," April 29, 2013, and is still a work in progress:

- Measuring the Effectiveness of Voting Assistance Programs



Measuring the Effectiveness of Voting Assistance Programs

The DoD OIG stated in DoD IG Report No. DoDIG-2013-074, "Assessment of Voting Assistance Programs for Calendar Year 2012," April 29, 2013, that while the FVAP Office and Military Services had developed and applied some VAP goals and metrics, they were not sufficient to be able to comprehensively evaluate and report on the effectiveness of program accomplishment.

This occurred because while the DoD FVAP Office has identified some voting assistance activity goals and metrics consistent with congressional intent, it had not aligned its activity to outcome-focused goals to ensure its activity is focused on continually improving program performance and effectiveness. Further, the DoD FVAP Office had not provided sufficient guidance to the Military Services for them to comprehensively assess the effectiveness of their VAP performance, nor coordinated implementation with them.

As a result, although the Services reported the results of compliance inspections of their respective VAP programs with indicated levels of required activity, the metrics did not clearly show the actual effectiveness of program performance with respect to specific VAP goals.

In its report, DoD OIG recommended that:

The Director, Federal Voting Assistance Program Office, on behalf of the Under Secretary of Defense for Personnel and Readiness, coordinate with the Adjutant General, Army; Commander, Navy Installations Command; [Air Force Director of Services]; and Deputy Commandant of the Marine Corps for Manpower and Reserve Affairs to:

1. Enhance performance goals and indicators for annual assessment of voting assistance activities to enable measurement of program effectiveness.
2. Provide guidance to the Military Services regarding voting assistance program performance goals and indicators to enable them to measure program effectiveness at the Service level. (Recommendation 3.a) The Army, Navy, Air Force, and Marine Corps Inspectors General: upon receipt of the performance goals and indicators from the Federal Voting Assistance Program Office, include an evaluation of their respective voting assistance programs' effectiveness in their annual voting assistance program reports to the Department of Defense Inspector General. (Recommendation 3.b)

The FVAP Office concurred with our recommendations and stated that the collection of metrics to measure effectiveness can be improved, and they have been working with the Military Services to gather VAP metrics.

The FVAP Office engaged with the RAND Corporation to examine the Department's voter assistance responsibilities and the role played by Installation Voter Assistance offices, and to help define new metrics and refine those currently collected. In September 2014, FVAP provided the Services with new "Measures of Effect and Performance" which reflect the adjustments to FVAP's current metrics based on research provided by RAND combined with the ongoing assessment FVAP applied to voting assistance.

The Services' tracking of these new Measures of Effect and Performance commenced on January 1, 2015. Therefore, CY 2015 will be the first full reporting cycle where Service VAP outreach data will be tracked and reported under the new metrics. Installation Voter Assistance office personnel, UVAOs, and Recruiting personnel will collect data on these metrics and report results through the FVAP portal on a quarterly basis. These metrics are designed to provide FVAP with a more accurate representation of the utilization of select resources for voting assistance and determine the level and type of assistance that is being sought by service members.

The DoD OIG will continue to coordinate with FVAP and the Services during CY 2015 as they collect and analyze data during the baseline year of these new measures of effect and performance.

Appendix A

Scope and Methodology

We conducted this assessment from December 2014 through March 2015 in accordance with our responsibilities under 10 U.S.C. § 1566 (2006); “Quality Standards for Inspection and Evaluation,” Council of the Inspectors General on Integrity and Efficiency, January 2012; and DoD Instruction 1000.04.

During the CY 2014 reporting cycle, we reviewed relevant Federal laws, DoD policies, Service policies, and other appropriate documents. In accordance with 10 U.S.C. § 1566 (2006), we received assessment reports from the Army, Navy, Air Force, and Marine Corps IGs covering CY 2014. We reviewed the Service IG reports and supporting data, as needed; met with Service IG representatives and Service Voting Action Officers from the Army, Navy, Air Force, and Marine Corps; and discussed their data collection procedures and criteria used as a basis for their conclusions. We did not validate the information the Service IGs provided. However, we applied alternate qualitative assessment techniques, such as discussion with senior program officials and knowledgeable personnel.

Use of Computer-Processed Data

We used computer-processed data to perform this assessment. However, the DoD OIG Assessment Team relied on the reports generated by the Service IGs based on their inspections of the Service VAPs. We did not test the validity or verify the results of any computer processed data used by the Service IGs in their reporting because we determined that the reliability of the data would not materially affect our ability to make conclusions on the Services’ compliance with applicable VAP laws and regulations.

Prior Coverage

During the last 5 years, the Government Accountability Office (GAO) and the Department of Defense Inspector General (DoD IG) issued seven reports discussing DoD’s support to service members who qualify under UOCAVA. Unrestricted GAO reports can be accessed at <http://www.gao.gov>. Unrestricted DoD IG reports can be accessed at <http://www.dodig.mil/pubs/index.cfm>.

GAO

Report No. GAO-10-476, "Elections: DoD Can Strengthen Evaluation of Its Absentee Voting Program," June 17, 2010

DoD IG

Report No. DODIG-2014-051, "Assessment of DoD Voting Assistance Programs for Calendar Year 2013," March 31, 2014

Report No. DODIG-2013-074, "Assessment of Voting Assistance Programs for Calendar Year 2012," April 29, 2013

Report No. DoDIG-2012-123, "Assessment of the Federal Voting Assistance Program Office Implementation of the Military and Overseas Voter Empowerment Act," August 31, 2012

Report No. DoDIG-2012-068, "Assessment of Voting Assistance Programs for Calendar Year 2011," March 30, 2012

Report No. SPO-2011-006, "2010 Evaluation of the DoD Federal Voting Assistance Program (FVAP)," March 22, 2011

Report No. SPO-2010-004, "2009 Evaluation of the DoD Federal Voting Assistance Program (FVAP)," September 27, 2010

Appendix B

Federal Voting Assistance Program Overview

Section 20301, title 52, United States Code requires the President to delegate the head of an executive department to have primary responsibility for the functions related to the registration and voting by absent Uniformed Services voters and Overseas voters in elections for Federal office. Specifically, the Presidential designee shall –

- (1) consult State and local election officials in carrying out this chapter, and ensure that such officials are aware of the requirements of this Act;
- (2) prescribe an official post card form, containing both an absentee voter registration application and an absentee ballot application, for use by the States as required under section 20302(a)(4) of this title;
- (3) carry out section 20303 of this title with respect to the Federal write-in absentee ballot for absent uniformed services voters and overseas voters in general elections for Federal office;
- (4) prescribe a suggested design for absentee ballot mailing envelopes;
- (5) compile and distribute
 - (A) descriptive material on State absentee registration and voting procedures, and
 - (B) to the extent practicable, facts relating to specific elections, including dates, offices involved, and the text of ballot questions;
- (6) not later than the end of each year after a Presidential election year, transmit to the President and the Congress a report on the effectiveness of assistance under this chapter, including a statistical analysis of uniformed services voter participation, a separate statistical analysis of overseas nonmilitary participation, and a description of State-Federal cooperation;
- (7) prescribe a standard oath for use with any document under this chapter affirming that a material misstatement of fact in the completion of such a document may constitute grounds for a conviction for perjury;
- (8) carry out section 20304 of this title with respect to the collection and delivery of marked absentee ballots of absent overseas uniformed services voters in elections for Federal office;

- (9) to the greatest extent practicable, take such actions as may be necessary –
 - (A) to ensure that absent uniformed services voters who cast absentee ballots at locations or facilities under the jurisdiction of the Presidential designee are able to do so in a private and independent manner; and
 - (B) to protect the privacy of the contents of absentee ballots cast by absentee uniformed services voters and overseas voters while such ballots are in the possession or control of the Presidential designee;
- (10) carry out section 20305 of this title with respect to Federal Voting Assistance Program Improvements; and
- (11) working with the Election Assistance Commission and the chief State election official of each State, develop standards –
 - (A) for States to report data on the number of absentee ballots transmitted and received under section 20302(c) of this title and such other data as the Presidential designee determines appropriate; and
 - (B) for the Presidential designee to store the data reported.

Executive Order 12642, “Designation of the Secretary of Defense as the Presidential designee under title I of the Uniformed and Overseas Citizens Absentee Voting Act,” identified the Secretary of Defense as the Presidential designee. The Secretary of Defense delegated this authority and the reporting requirement to the Under Secretary of Defense for Personnel and Readiness. The Under Secretary of Defense further delegated this authority to the Director, FVAP.

The FVAP Office is required to report the UOCAVA specified information to Congress not later than March 31 of each year. Their report is required to include descriptions of Military Department voter registration assistance programs and their utilization, absentee ballot collection and delivery, cooperation between States and the Federal Government, as well as, assessments of absent uniformed services and overseas voter registration and participation.

Management Comments

Inspector General, United States Army Response



DEPARTMENT OF THE ARMY
UNITED STATES ARMY INSPECTOR GENERAL AGENCY
INSPECTIONS DIVISION
2350 CRYSTAL DRIVE
ARLINGTON, VA 22202

MAR 06 2015

SAIG-ZC

MEMORANDUM FOR Department of Defense Inspector General, ATTN: Special Plans and Operations

SUBJECT: Department of the Army Inspector General (DAIG) concurs with comment to the Department of Defense Inspector General (DoDIG) Calendar Year (CY) 2014 Federal Voting Assistance Program (FVAP) Report

1. **Purpose:** To provide DoDIG with DAIG concurrence with comments to recommendation 1.b of the DoDIG CY14 FVAP Report.

2. **References:**

a. Inspector General of the Department of Defense, DRAFT (Assessment of DoD Voting Assistance Programs for Calendar Year 2014), 27 February 2015.

b. Department of the Army Inspector General Memorandum, (Calendar Year 2014 Annual Report of the US Army compliance with DoD Federal Voting Assistance Program (FVAP) Requirements), 23 January 2015

3. **DoDIG Report Finding:**

a. The DoDIG CY14 VAP report agreed with the DAIG findings "that the Army VAP was compliant with Federal statutes and DoD VAP policies." The DoDIG Report provided analysis of each Service's compliance with the FVAP and concluded with one observation. DoDIG observed that "The performance of Voting Assistance Officers was not always commented on in their performance evaluations in accordance with 10 U.S.C. § 1566(f) (2006)." Within the observation, DoDIG identifies two root causes:

(1) The Services had varying approaches and understanding as to how VAO performance was documented in Service-developed performance evaluation forms.

(2) Performance evaluation cycles for service members assigned as a VAO did not always align with the VAP inspection cycles.

DoDIG concluded the observation with the assessment that "As a result, some Services did not completely and accurately report compliance with this Federal requirement."

Inspector General, United States Army Response (cont'd)

SAIG-ZC

SUBJECT: Department of the Army Inspector General (DAIG) concurs with comment to the Department of Defense Inspector General (DoDIG) Calendar Year (CY) 2014 Federal Voting Assistance Program (FVAP) Report

b. The DoDIG CY14 VAP assessment contains a section titled "Opportunity Exists to Improve Accuracy of Reporting on Compliance with the Federal Requirement." In the discussion, DoDIG includes the DAIG comments that the routine turnover of UVAOs led to many UVAOs being new to the position and not having a completed evaluation report. DoDIG correctly notes that there is a potential for these UVAOs to be incorrectly counted as not in compliance with the requirement to document UVAO performance in their evaluation report.

c. DoDIG recommends Service IGs update inspection checklists in order to more accurately capture and report Service compliance with section 1566(f), title 10, United States Code.

4. DAIG Concur with Comment:

a. DAIG concurs with DoDIG that opportunities exist to improve the Army's approach to documenting VAO performance. DAIG will revise the inspection checklist to provide greater detail on the percentage of UVAOs who have not been in the position long enough to have their performance documented in an evaluation report (Recommendation 1.b, page 20 of DoDIG CY14 VAP Report).

b. DAIG notes that the observation and root causes are supported by quantifiable data from only two of the four Services. DoDIG documented the DAIG's finding that 68% of UVAOs had their performance documented in their performance evaluation and the U.S. Navy's reported compliance rate of 20%. The other two Services' compliance rates were missing from the DoDIG Report. Based on the lack of quantifiable data from the U.S. Air Force and USMC, DAIG recommends DoDIG revise its reporting requirements to capture all Services' quantifiable data to increase specificity of its conclusions (Observation - Discussion, page 18 of DoDIG CY14 VAP Report).

5. The point of contact for this report is [REDACTED] DAIG Inspections Division, at [REDACTED]



JOSEPH F. GUZOWSKI
Principal Director to The Inspector General
(Inspections)

Commander, Navy Installations Command Response



DEPARTMENT OF THE NAVY
COMMANDER, NAVY INSTALLATIONS COMMAND
716 SICARD STREET, SE, SUITE 1000
WASHINGTON NAVY YARD, DC 20374-5140

5740
Ser N00G/15U998
4 Mar 2015

From: Commander, Navy Installations Command
To: Deputy Inspector General, Special Plans and Operations,
Inspector General, Department of Defense
Subj: ASSESSMENT OF DOD VOTING ASSISTANCE PROGRAMS FOR CALENDAR
YEAR 2014 (PROJECT NO. D2015-D005PO-0084.000)

Ref: (a) DoD IG Memo of 27 Feb 15

Encl: (1) CNIC Responses to Subject Draft Report

1. Per reference (a), Commander, Navy Installations Command's
(CNIC's) response to the subject follow-up report is provided in
enclosure (1).

2. The technical point of contact is [REDACTED], CNIC
Navy Program Manager, at [REDACTED] or email
[REDACTED] The Audit Liaison POC is [REDACTED]
[REDACTED], CNIC OIG, at [REDACTED] email

G. R. Manley for
G. R. MANLEY
By direction

Copy to:
CNIC (N00, N9)
NAVINGEN

Commander, Navy Installations Command Response (cont'd)

ASSESSMENT OF DOD VOTING ASSISTANCE PROGRAMS FOR CALENDAR
YEAR 2014 (PROJECT NO. D2015-D00SPO-0084.000)

Recommendation 1.a: We recommend Commander, Navy Installations Command; the Adjutant General, U.S. Army; Air Force Director of Services; and Director, Marine and Family Programs coordinate with the personnel components of their respective Services to identify opportunities to further emphasize the requirement for Voting Assistance Officer performance to be commented on in performance evaluations in accordance with section 1566(f), title 10, United States Code.

CNIC Response: The Navy Voting Assistance Program will continue to reinforce this requirement via the Navy Voting Action Plan and in all subsequent revisions. Doing so will reaffirm that listing Voting Assistance Officer (VAO) in the collateral duty block (29) of FITREPs and EVALs denotes the duties and responsibilities required of a VAO. VAOs who contact the Service Voting Assistance Officer (SVAO) for program guidance will also receive informal reminders and guidance to comply with this directive.

Enclosure (1)

The Adjutant General, United States Army Response



DEPARTMENT OF THE ARMY
U.S. ARMY HUMAN RESOURCES COMMAND
1600 SPEARHEAD DIVISION AVENUE, DEPT 400
FORT KNOX, KY 40122-5400

MAR 13 2015

AHRC-PDZ-A

MEMORANDUM FOR Department of Defense, Office of the Inspector General,
4800 Mark Center Drive, Alexandria, VA 22350-1500

SUBJECT: Army Response to DOD Assessment of Voting Assistance Programs for Calendar
Year (CY) 2014

1. References:

a. Department of Defense (DOD) Office of the Inspector General (IG) Assessment of the
Voting Assistance Programs for CY 2014.

b. Department of Defense Instruction (DODI) 1000.04, Federal Voting Assistance Program
(FVAP), 13 September 2012.

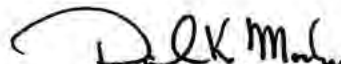
2. The Army was asked to respond to an observation addressed within the DODIG assessment
of Voting Assistance Programs. The observation and recommendation are listed below.

Observation. The performance of Voting Assistance Officers was not always commented on
in their performance evaluations in accordance with section 10, U.S.C. 1566 (f) (2006).

Recommendation: We recommend the Adjutant General, U.S. Army coordinate with
personnel components of their respective Services to identify opportunities to further emphasize
the requirement for Voting Assistance Officer performance to be commented on in performance
evaluations in accordance with section 10, U.S.C. 1566 (f) (2006).

3. The Army non-concurs with the recommendation from the DoDIG due to space limitations on
the new Officer Evaluation Report (OER). The new OER focuses on the officer's primary duty
performance. Adding comments about the officer's performance on additional duty has no
value added to the officer's evaluation report and will not get the officer selected for promotion
or command.

4. My point of contact for this action is [REDACTED] or
[REDACTED]


DAVID K. MACEWEN
Brigadier General, USA
The Adjutant General

Air Force Director of Services Response



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS UNITED STATES AIR FORCE
PENTAGON, WASHINGTON DC

9 March 2015

MEMORANDUM FOR DoD IG

FROM: Headquarters Air Force Services (AF/AIS)
1040 Air Force Pentagon
Washington, DC 20330

SUBJECT: USAF SSVR Response to Draft CY2014 FVAP Report (Project No. D2015-D00SPO-0084.000)

1. DOD IG RECOMMENDATION 1.a.: We recommend Commander, Navy Installations Command; the Adjutant General, U.S. Army; Air Force Director of Services; and Director, Marine and Family Programs coordinate with the personnel components of their respective Services to identify opportunities to further emphasize the requirement for Voting Assistance Officer performance to be commented on in performance evaluations in accordance with section 1566(f), title 10, United States Code.

2. USAF SSVR RESPONSE TO RECOMMENDATION 1.a: USAF SSVR agrees with the recommendation. The USAF SVAO has already coordinated with the Personnel community regarding the requirement for military VAO evaluation reports (both officer and enlisted) to contain comments regarding the VAO's performance in VAO duties. We are awaiting a response at this time.

Additionally, on 29 Sep 2014, the Director, FVAP released his "Military Services Voting Assistance Guidelines" memorandum to clarify DoDI 1000.04 policies. The first bullet of the memorandum addressed the Title 10, Section 1566 requirement for evaluation report comments. This law was not previously addressed in the 13 Sep 2012 publication of DoDI 1000.04. The USAF, however, never abandoned the requirement in law, and the AF Voting Action Plan for 2014-15 (v1, published 24 Dec 2013) can be seen in para 3k(13) to include this requirement.

3. DOD IG RECOMMENDATION 1.b.: We recommend the Inspector General, U.S. Army; the Naval Inspector General; the Inspector General, U.S. Air Force; and the Inspector General of the Marine Corps update Service IG inspection checklists in order to more accurately capture and report Service compliance with section 1566(f), title 10, United States Code.

4. USAF SSVR RESPONSE TO RECOMMENDATION 1.a: USAF SSVR agrees with the recommendation. All four IG checklists associated with the AF Voting Assistance Program are being updated and are scheduled to be implemented in the Mar/Apr 2015 timeframe.

Air Force Director of Services Response (cont'd)

5. My point of contact for any questions you may have is [REDACTED] AFPC at DSN
[REDACTED] or Commercial [REDACTED]



H.L. LARRY, SES, USAF
Deputy Director of Services
DCS, Manpower, Personnel, and Services

Director, Marine and Family Services Response

1700
MFP-4
04 MAR 2015

MARINE AND FAMILY PROGRAMS DIVISION COMMENTS on MCATS Tasker
DMCS_MCATS@HQMC.USMC.MIL-2015-2-29185

Subj: SECNAV TASK - ASSESSMENT OF DOD VOTING ASSISTANCE PROGRAMS
FOR CALENDAR YEAR 2014

1. The Marine Corps make the following recommendations on the subject draft report:


1.a - The Commander, Navy Installations Command; the Adjutant General, U.S. Army; Air Force Director of Services; and Director, Marine and Family Programs coordinate with the personnel components of their respective Services to identify opportunities to further emphasize the requirement for Voting Assistance Officer performance to be commented on in performance evaluations in accordance with section 1566(f), title 10, United States Code.

Agree: MCO 1742.1B, "Voting Assistance Program" contains direction for Reporting Seniors and Supervisors to annotate the fitness report or performance appraisals of VAOs, commenting on their performance as a VAO. This requirement can be expanded further with inclusion of a similar statement into MCO 1610.7 "Performance Evaluation System".

1.b - The Inspector General, U.S. Army; the Naval Inspector General; the Inspector General, U.S. Air Force; and the Inspector General of the Marine Corps update Service IG inspection checklists in order to more accurately report Service compliance with section 1566(f), title 10, United States Code.

Disagree: Ensuring Service compliance with Section 1566 (f) through an update of the Service IG Inspection Checklist may prove to be too difficult. The purpose of performance evaluations is to accurately record the history of an individual's performance and support personnel management decisions. Reviewing completed performance evaluations is not an acceptable means to validate compliance with section 1566 (f) due to the sensitivity and Privacy of performance evaluations, and the requirement to treat completed reports as privileged information.

2. The Marine Corps point of contact regarding this matter is CW05 [REDACTED] Voting Officer, Headquarters U.S. Marine Corps, email [REDACTED], telephone [REDACTED]



K. J. LEWIS
By direction

Acronyms and Abbreviations

Air Force IG	Office of the Inspector General of the Air Force
DAIG	Department of the Army Inspector General
FVAP	Federal Voting Assistance Program
IG	Inspector General
IAGO	Installation Voting Assistance Officer
Marine Corps IG	Inspector General of the Marine Corps
Naval IG	Naval Inspector General
OIG	Office of the Inspector General
OPNAVINST	Chief of Naval Operations Instruction
UOCAVA	Uniformed and Overseas Citizens Absentee Voting Act
UVAO	Unit Voting Assistance Officer
U.S.C.	United States Code
VAP	Voting Assistance Program
VAO	Voting Assistance Officer



Whistleblower Protection

U.S. DEPARTMENT OF DEFENSE

The Whistleblower Protection Enhancement Act of 2012 requires the Inspector General to designate a Whistleblower Protection Ombudsman to educate agency employees about prohibitions on retaliation, and rights and remedies against retaliation for protected disclosures. The designated ombudsman is the DoD Hotline Director. For more information on your rights and remedies against retaliation, visit www.dodig.mil/programs/whistleblower.

For more information about DoD IG reports or activities, please contact us:

Congressional Liaison

congressional@dodig.mil; 703.604.8324

Media Contact

public.affairs@dodig.mil; 703.604.8324

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www.dodig.mil
Defense Hotline 1.800.424.9098

