



**DEFENSE LOGISTICS AGENCY**  
**HEADQUARTERS**  
**8725 JOHN J. KINGMAN ROAD**  
**FORT BELVOIR, VIRGINIA 22060-6221**

SEP 14 2017

MEMORANDUM FOR NEW DEFENSE LOGISTICS AGENCY EMPLOYEES

SUBJECT: Greetings from the Director

Welcome to the Defense Logistics Agency (DLA). We are the Nation's Combat Logistics Support Agency. Our core mission is to support the world's finest military with the supplies and logistics services they need to accomplish their mission on land, at sea, in air, and in space. As Director, I am committed to ensuring you have the tools, training, and resilience to meet the challenges ahead, and creating a work environment in which you are treated as a valued member of the team and have every opportunity to contribute and excel.

From your first day with DLA, we have activities planned to provide a solid foundation upon which you can grow your skills and abilities as you seek to become a star performer. I encourage you to use your New Employee Checklist, complete the DLA Enterprise Newcomers Getting a Global Entrance (ENGAGE) curriculum, attend your local organization's orientation, ask questions, and seek feedback.

Your ENGAGE sponsor will help you navigate the organization and introduce you to your colleagues. Your supervisor will describe the duties of your position, discuss your performance expectations, and collaborate with you on your individual development plan.

We are pleased to have you join our highly skilled and agile workforce, which is the keystone to our success. These men and women work tirelessly to adapt to the changing logistics landscape. You are joining an organization with a proud tradition, and we look forward to having you as a member of our team.

A handwritten signature in black ink, appearing to read "D.K. Williams", is positioned above the printed name.

DARRELL K. WILLIAMS  
Lieutenant General, USA  
Director