



MILITARY DEPARTMENT  
OFFICE OF THE ADJUTANT GENERAL  
9800 Goethe Road  
Sacramento, California 95827-3561

NGCA-TAG

24 January 2023

MEMORANDUM FOR Servicemembers and Employees of the California Military Department

SUBJECT: Official Communication with Elected Officials

1. The California Military Department's command communication process is vital to ensure we accomplish our state and federal missions. Strong, positive working relationships with the National Guard Bureau, our federal, state, and local elected officials, and the communities we serve, are essential to achieving a well-resourced and politically supported California Military Department. To achieve this, a coordinated, accurate, and timely process of engagement is required.
2. The Office of the Governor and National Guard Bureau have formal processes in place for the California Military Department to communicate its missions and identified needs to our elected officials— to include requests for funding and legislation.
3. Pursuant to California State Administrative Manual (SAM) Section 6950, Servicemembers and employees may not seek legislative action on behalf of the Department outside of the formal legislative review process managed by the Office of the Governor. All commands, activities and individuals within the California Military Department must ensure prior coordination with their component commanders and the Office of External Affairs prior to engaging with the Office of the Governor, members of the California Congressional Delegation and staff, the California State Legislature and staff, and local elected officials and staff to ensure that any communication with elected officials is consistent with the California Military Department's approved and previously communicated priorities.
4. Following coordination with component commanders and the Office of External Affairs, unit commanders and other designated personnel are encouraged to communicate and cooperate with local elected officials and their staff with professional, accurate, and timely information to the maximum extent possible. This policy ensures we continue to provide the necessary information to our elected officials and maintain good community relations by keeping them advised of the Department's activities. Commanders are required to route legislative inquiries received at the unit level directly to the Office of External Affairs; under no circumstances does the unit handle them directly.

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5. This guidance does not preclude every Servicemember's right to communicate with elected officials in a personal capacity. Title 10 United States Code Section 1034 specifically provides that "no person may restrict a member of the armed forces in communicating with a Member of Congress or Inspector General." California Military and Veterans Code Section 56 additionally provides that no person shall "restrict a member of the department from communication with a Member of Congress, the Governor, a Member of the Legislature or any state or federal inspector general." This includes legislative inquiries in which Servicemembers request assistance from their elected officials to resolve issues or problems related to their service in the California National Guard or California State Guard. Servicemembers are expected to utilize their chain of command prior to resorting to such action, however, I expect commanders and supervisors at all levels of command to ensure Servicemembers are free to pursue such communication in a personal capacity.

6. This guidance further does not prevent members of the California Military Department from communicating directly with elected officials on any matter, including fraud, waste and abuse, violation of law or regulation, abuse of authority, and substantial threats to public health or safety in accordance with the following directives: Department of Defense Directive 7050.06, Military Whistleblower Protection; Army Regulation 600-20, Army Command Policy and Procedures, paragraph 5-13. Congressional activities; Air Force Instruction 90-301, Inspector General Complaints Resolution; the federal Military Whistleblower Protection Act, Title 10 U.S.C. 1034; the California Government Code Section 8547-8547.12, California Whistleblower Protection Act and the California Military and Veterans Code Section 56 "California Military Whistleblower Protection Act."

7. This policy memorandum supersedes previous policy issued and will remain in effect until superseded or rescinded.

8. Thank you for your support and for ensuring the California Military Department's message is accurate and consistent. Should you have any questions regarding this policy, please contact the Office of External Affairs at (916) 854-3705.

A handwritten signature in black ink, appearing to read 'Matthew P. Beevers', with a long horizontal line extending to the right.

MATTHEW P. BEEVERS  
Major General  
Acting, The Adjutant General