



SECRETARY OF WAR
1000 DEFENSE PENTAGON
WASHINGTON, DC 20301-1000

SEP 30 2025

MEMORANDUM FOR SENIOR PENTAGON LEADERSHIP
DEPARTMENT OF WAR AGENCY AND DOW FIELD ACTIVITY
DIRECTORS

SUBJECT: Reduction of Mandatory Training Requirements to Restore Mission Focus

The Department of War is committed to enabling our warfighters to focus on their core mission of fighting and winning our Nation's wars without distraction. Mandatory Department training will be directly linked to warfighting or otherwise be consolidated, reduced in frequency, or eliminated.

To ensure these actions are implemented expeditiously, I direct the Military Departments to work, in coordination with the Components listed herein, on the following actions:

- Chief Information Officer of the Department of War:
 - Narrowly tailor *Records Management* training to Service member roles and allow flexibility in training delivery.
 - Relax the mandatory frequency for *Cybersecurity* training.
 - Automate information management systems to eliminate training requirements.
- The Under Secretary of War for Intelligence and Security:
 - Relax the mandatory frequency for *Controlled Unclassified Information (CUI)* training.
- The Assistant to the Secretary of War for Privacy, Civil Liberties, and Transparency:
 - Remove *Privacy Act Training* from the *Common Military Training (CMT)* list.
- The Under Secretary of War for Personnel and Readiness:
 - Eliminate mandatory frequency for *Combating Trafficking in Persons* refresher training after appropriate legislation is enacted.
 - Consolidate mandatory training topics, as appropriate.



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CMT Consolidation. The Military Departments will provide the Under Secretary of War for Personnel and Readiness an integrated CMT program plan, incorporating the following guidelines:

- Coordinate with the Office of the Secretary of War Components that oversee CMT topics to ensure all learning objectives meet expected outcomes.
- CMT focused on harmful behaviors must clearly delineate the differences between prevention and response, identifying appropriate response procedures and resources to adequately address Service member support, chain of command actions, and requirements for investigation and legal action.
- Integrated training programs may be delivered online, in-person, or in hybrid formats, and may incorporate Service-mandated content along with CMT topics. The use of test-out options is strongly encouraged for refresher training.

These critical efforts to eliminate, reduce, and consolidate focus topics advances my emphasis on warfighting. The Department will prioritize these actions and execute with urgency to strengthen the lethality of our Nation's fighting Force.

A handwritten signature in black ink, appearing to read "P. B. W." with a stylized flourish at the end.