



DEFENSE COMMISSARY AGENCY  
HEADQUARTERS  
1300 E AVENUE  
FORT LEE, VIRGINIA 23801-1800

IN REPLY  
REFER TO

MPS

March 12, 2020

NOTICE TO THE TRADE – DeCA NOTICE 20-41

SUBJECT: Meetings with Industry – Electronic Until Further Notice

Effective March 16, 2020, and until further notice, all category management, category review, new item presentations, marketing, promotions, pricing, etc., meetings with Industry will be held electronically (versus in person) via teleconference or Webex. Presentations should be delivered via email in preparation for meetings.

This measure is being implemented due to ongoing concerns regarding the spread of COVID-19 and an overabundance of caution for the safety of our employees and Industry partners.

Point of contact for this NTT is Ms. Sallie Cauthers at [sallie.cauthers@deca.mil](mailto:sallie.cauthers@deca.mil) or 804-734-8000 extension 48769 or the undersigned.

Thank you for your continued support!

Tracie L. Russ  
Director, Sales