



INSPECTOR GENERAL  
DEPARTMENT OF DEFENSE  
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ARLINGTON, VIRGINIA 22202-4704

AUG 22 2005

MEMORANDUM FOR CIVILIAN AND MILITARY PERSONNEL  
EMPLOYED BY AND ASSIGNED TO THE OFFICE  
OF THE INSPECTOR GENERAL OF THE  
DEPARTMENT OF DEFENSE

SUBJECT: Designation of Office of Inspector General Chief Human Capital Officer

- References:
- (a) Inspector General Act of 1978, as amended
  - (b) Chief Human Capital Officers Act of 2002
  - (c) Deputy Secretary of Defense Memorandum of May 22, 2003, "Designation of Department of Defense Chief Human Capital Officer"
  - (d) Inspector General Policy Memorandum of February 10, 2003, "Inspector General Act Implementation and Office of Inspector General Policy Guidance"
  - (e) Inspector General Policy Memorandum of June 20, 2003, "Designation of Office of Inspector General Human Capital Officer" (Superseded by this memorandum)

This supersedes the June 20, 2003, memorandum in Reference (e).

Purpose: Pursuant to Section 6(a)(7) of Reference (a), the Inspector General "is authorized . . . to select, appoint, and employ such officers and employees as may be necessary for carrying out the functions, powers, and duties of the Office subject to the provisions of [various federal statutes]." Reference (b) requires agencies to designate a Chief Human Capital Officer (CHCO) to advise and assist the head of the agency in managing and developing the workforce and implementing applicable laws and regulations. Although the definition of "agency" in reference (b) does not extend to the Office of Inspector General (OIG) of the Department of Defense, neither reference (b) nor reference (c) precludes the Inspector General from designating an OIG CHCO. Given the importance of this position, I hereby designate the First Assistant as OIG CHCO and the Chief of Staff as Deputy OIG CHCO.

The First Assistant will perform the duties of the OIG CHCO in addition to the duties of the position of First Assistant. The OIG CHCO may delegate duties as needed.

Responsibilities: Consistent with the statutory duties in reference (b), as implemented by reference (c), and consistent the letter and spirit of reference (a), as implemented by reference (d), the OIG CHCO is the official responsible for setting the workforce development strategy of the OIG; assessing workforce characteristics and future needs based on the OIG mission and strategic plan; aligning the OIG human resource policies and program with organization mission, strategic goals, and performance outcomes; developing and advocating a culture of continuous learning to attract and retain employees with superior abilities; identifying best practices and benchmarking studies; and applying methods for measuring intellectual capital and identifying links of that capital to organizational performance and growth. The OIG CHCO is crucial to the success of the Office of Inspector General.

Effective date: This designation is effective immediately.

  
Joseph E. Schmitz