



OFFICE OF THE UNDER SECRETARY OF DEFENSE

4000 DEFENSE PENTAGON  
WASHINGTON, D.C. 20301-4000

MAR 14 2008

PERSONNEL AND  
READINESS

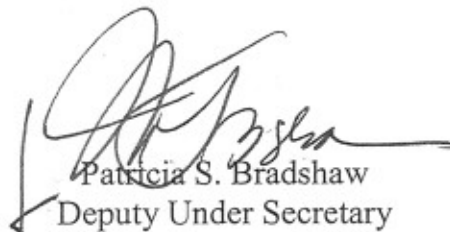
MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Job Exchange Program

This memorandum waives the 12-month service requirement before closure and the 12-month position certification requirement for job exchanges specified in Subchapters (SC) 1705.4.2 and 1705.4.3., respectively, of DoD 1400.25-M, SC 1705, "Operational Continuity During Closure," January 24, 2007.

Job exchanges allow employees who are eligible for optional or discontinued service retirement on or before the installation's closure date to qualify for certain separation benefits if they exchange positions with an employee at a closing base who is not eligible or ready to retire. As a result, this waiver will allow approving officials greater flexibility in administering this program and should enhance the number of employees willing to participate, particularly for those in the same commuting areas as the closure installations.

This waiver will remain in effect until it is either rescinded or it is incorporated into DoD 1400.25-M, SC 1705. If you require additional information, please contact the Civilian Personnel Management Service, Civilian Assistance and Re-employment Division at (703) 696-1799 (DSN: 426).

  
Patricia S. Bradshaw  
Deputy Under Secretary  
Civilian Personnel Policy

DISTRIBUTION: ASSISTANT G-1 FOR CIVILIAN PERSONNEL POLICY  
(DEPARTMENT OF THE ARMY)  
DEPUTY ASSISTANT SECRETARY, CIVILIAN HUMAN  
RESOURCES (DEPARTMENT OF THE NAVY)  
DIRECTOR, PERSONNEL POLICY  
(DEPARTMENT OF THE AIR FORCE)  
DIRECTOR FOR MANPOWER AND PERSONNEL (J1)  
(JOINT CHIEFS OF STAFF)  
DIRECTOR, PERSONNEL AND SECURITY  
(DEPARTMENT OF DEFENSE INSPECTOR GENERAL)  
DIRECTOR, HUMAN RESOURCES MANAGEMENT  
(DEFENSE COMMISSARY AGENCY)  
CHIEF, HUMAN RESOURCES MANAGEMENT DIVISION  
(DEFENSE CONTRACT AUDIT AGENCY)  
CHIEF, CIVILIAN PERSONNEL DIVISION  
(DEFENSE THREAT REDUCTION AGENCY)  
DIRECTOR, CIVILIAN HUMAN RESOURCES MANAGEMENT  
(UNIFORMED SERVICES UNIVERSITY OF THE HEALTH  
SCIENCES)  
DIRECTOR FOR HUMAN RESOURCES  
(NATIONAL GUARD BUREAU)  
DIRECTOR (CIVILIAN PERSONNEL MANAGEMENT  
SERVICE)  
DIRECTOR FOR CORPORATE RESOURCES  
(DEFENSE FINANCE AND ACCOUNTING SERVICE)  
DIRECTOR, MANPOWER PERSONNEL AND SECURITY  
(DEFENSE INFORMATION SYSTEMS AGENCY)  
CHIEF, OFFICE FOR HUMAN RESOURCES  
(DEFENSE INTELLIGENCE AGENCY)  
DIRECTOR, HUMAN RESOURCES OFFICER  
(DEFENSE SECURITY SERVICE)  
EXECUTIVE DIRECTOR, HUMAN RESOURCES  
(DEFENSE LOGISTICS AGENCY)  
DIRECTOR, HUMAN RESOURCES  
(NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY)  
DIRECTOR, HUMAN RESOURCES SERVICES  
(NATIONAL SECURITY AGENCY)  
PERSONNEL DIRECTOR  
(DEPARTMENT OF DEFENSE EDUCATION ACTIVITY)  
DIRECTOR FOR HUMAN RESOURCES  
(WASHINGTON HEADQUARTERS SERVICES)  
EXECUTIVE DIRECTOR, HUMAN RESOURCES  
(DEFENSE CONTRACT MANAGEMENT AGENCY)