



PERSONNEL AND  
READINESS

UNDER SECRETARY OF DEFENSE  
4000 DEFENSE PENTAGON  
WASHINGTON, D.C. 20301-4000

SEP 22 2008



MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
CHAIRMAN OF THE JOINT CHIEFS OF STAFF  
UNDER SECRETARIES OF DEFENSE  
COMMANDERS OF THE COMBATANT COMMANDS  
ASSISTANT SECRETARIES OF DEFENSE  
GENERAL COUNSEL OF THE DEPARTMENT OF  
DEFENSE  
INSPECTOR GENERAL OF THE DEPARTMENT OF  
DEFENSE  
DIRECTOR, OPERATIONAL TEST AND EVALUATION  
ASSISTANTS TO THE SECRETARY OF DEFENSE  
DIRECTOR, ADMINISTRATION AND MANAGEMENT  
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION  
DIRECTOR, NET ASSESSMENT  
DIRECTORS OF THE DEFENSE AGENCIES  
DIRECTORS OF THE DOD FIELD ACTIVITIES

SUBJECT: Opportunities for Department of Defense Civilians to Serve in Global Expeditionary Positions

This is to request your support in launching the first phase of the Department's initiative to create a more robust civilian workforce expeditionary capability. This initiative was briefed to your senior leaders at the Defense Human Resources Board (DHRB) meeting on August 21, 2008. This first phase immediately expands opportunities for DoD civilians to serve in global expeditionary positions from six months and up to one year in length.

These opportunities are located on the staffs of Joint Task Force Headquarters supporting operations around the globe. Previously, these opportunities were designated as military billets and filled by active duty military personnel. This first-ever effort will expand opportunities for DoD civilians to contribute their talent now to these joint, integrated national security mission requirements. This initial effort will lead the way for designating more DoD support billets as civilian at all Joint Task Force Headquarters.

To initiate phase one, the Office of the Deputy Under Secretary of Defense will:

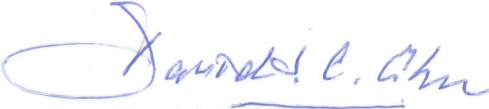
- Post all expeditionary opportunities on the DoD civilian expeditionary workforce website: [www.cpms.osd.mil/expeditionary/](http://www.cpms.osd.mil/expeditionary/) with links to Service and OSD/4<sup>th</sup> Estate websites for how to apply



- Accept and review employee resumes from employees
- Provide oversight and guidance to the Services on vetting and nominating the best qualified person
- Work with the Services on accepting and processing all resumes
- Coordinate and assist in pre and post deployment processing

My expectation is that you will communicate these opportunities to your workforce and positively support the interest and willingness of employees who volunteer for the Department's expeditionary requirements. To assist in the planning and coordination process, please identify a lead and provide contact information to the DoD coordinator, Eric Russi, Office of the Deputy Under Secretary of Defense (Civilian Personnel Policy) at 703-571-9287 or Eric.Russi@osd.mil.

I am confident that I have your support in accomplishing this important endeavor.



David S. C. Chu