



DEPARTMENT OF THE ARMY  
OFFICE OF THE DEPUTY CHIEF OF STAFF, G-1  
300 ARMY PENTAGON  
WASHINGTON DC 20310-0300

DAPE-CPZ

JUL 28 2008

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Civilian Employees Who Volunteer for Deployment to Iraq or Afghanistan

1. References:

a. Memorandum, Under Secretary of Defense (Personnel and Readiness) (USD(P&R)), 12 February 2008, subject: Building Increased Civilian Deployment Capacity, with attachment (Enclosure 1).

b. Memorandum, USD(P&R), 7 May 2008, subject: Former Department of the Army Employees Deployed to Iraq and Afghanistan, with attachment (attachment not sent to all addressees) (Enclosure 2).

2. The Department of the Army supports and endorses the DoD policy and guidance set forth in the enclosed memorandums.

3. It is a responsibility of leaders at all levels to assist Army civilian employees who volunteer to deploy to Iraq or Afghanistan to meet contingency operation mission requirements. Army civilians who volunteer and are selected to fill valid requirements in Iraq or Afghanistan shall be released for deployment unless there is a significant negative impact on the losing organization. In accordance with reference 1.a., an organization that denies an Army civilian the opportunity to deploy must submit its reasons for denial, through command channels and the Army Assistant G-1 for Civilian Personnel, to the Deputy Under Secretary of Defense (Civilian Personnel Policy).

4. There shall be no retaliation because of an Army civilian's expression of interest in serving, or actual service in, a contingency operation. This includes threats or denials of rights to return to pre-deployment positions, promotions, training opportunities, developmental assignments, or other career enhancing opportunities.

5. Army leaders at every level can be proud that, with their support, thousands of Army civilian employees have answered the call to deploy to contingency operations. Reference 1.b. states, however, that there have been instances in which Army civilians were forced to resign their positions in order to accept deployment opportunities offered to them in support of missions in Iraq and

DAPE-CPZ

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Afghanistan. In such instances, corrective action shall be taken as proposed by in reference 1.b.

a. The attachment to reference 1.b. identifies the Army employees and organizations involved in each case identified by USD(P&R). The copies distributed with this memorandum identify only those employees for whom corrective action appears appropriate based on a further review of the circumstances. Addressees will not receive a copy if they have no such cases. If a copy of the attachment is included with this memorandum, it shows only the employees within the scope of your organization. For privacy reasons, any others have been blacked out on your copy.

b. Addressees who receive a copy of the attachment shall ensure that the appropriate local organization takes the following steps –

(1) Designate a permanent position at the same or equivalent grade level and responsibility in which the employee will be placed upon the completion of the deployment, using his or her reinstatement eligibility, and officially inform the employee of the designation.

(2) Report the employee's placement into the designated position, or the employee's formal rationale for accepting alternative employment. The report will be submitted within 10 days of the completion of the employee's deployment. It will be addressed through command channels and the Army Assistant G-1 for Civilian Personnel, to the Deputy Under Secretary of Defense (Civilian Personnel Policy).

FOR THE DEPUTY CHIEF OF STAFF, G-1:

2 Encls



SUSAN DUNCAN  
Assistant G-1 for Civilian Personnel

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