



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

DAPE-CPZ

21 DEC 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Army Civilian Employees Who Volunteer to Support Total Force Department of Defense (DoD) Civilian Requirements in Afghanistan

1. References:

a. Memorandum, Secretary of Defense, 19 September 2011, subject: DoD Support to Civilians Capacity Requirements in Afghanistan (Enclosure 2).

b. Memorandum, Office of the Assistant Secretary of the Army (Manpower and Reserve Affairs), 17 November 2011, subject: DoD Support to Civilians Capacity Requirements in Afghanistan (Enclosure 3).

2. The Department of the Army (DA) supports and endorses the DoD guidance set forth in the referenced memorandum. Army leaders at all levels are asked to fully support civilians accepted for Total Force assignments, and to support them and their families during their deployments. This memorandum provides new guidance to Army Commands to place a high priority on filling Civilian requirements in Afghanistan. Army Commands must work with the Under Secretary of Defense (Personnel and Readiness) (USD (P&R), Civilian Expeditionary Workforce (CEW) Program Officer to identify and approve civilian employees for deployment to Afghanistan.

3. The DoD is approaching a critical time in its efforts in Afghanistan and civilians will continue to play a key role in supporting their strategy. The CEW Program Office has been tasked with getting over 400 Civilians boots-on-ground in Afghanistan by the end of January 2012. Civilians who are currently deployed in Iraq, who are ready to be released from their deployment due to the Iraq drawdown plans, are being contacted and offered new 12-month tours in similar positions in Afghanistan. Some Army Commands have seen urgent requests to approve these reassignments and there will be more. These Civilians will not meet the total need and we expect the pace in this effort will pick up.

4. For now, Army Commands are asked to clear up all outstanding endorsements and pending denials. The CEW Program Office expects that individuals selected for deployments or reassignment to Joint Taskforce assignments in Afghanistan will be cleared, unless the CEW Program Office is notified otherwise by the Army Command within five days of the initial notification.

DAPE-CPZ

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5. A list of outstanding requests for management endorsement for Army Civilians selected for Total Force mission deployment is enclosed (enclosure not sent to all addresses) (Enclosure 1). The list at Enclosure 1 is sent to only those Army organizations that have outstanding endorsement beyond the CEW Program Office suspense. These Army Commands are asked to provide an immediate response through the Civilian Human Resources Agency (CHRA) Deployment Coordinator to the CEW Program Office. Please verify this list matches your records of outstanding requests.

6. Commands are expected to exercise due diligence in identifying Army civilians who are unsuitable for deployment, not qualified for the assignment, or whose deployment will be a significant negative impact on the losing organization. An organization that intends to deny an Army Civilian the opportunity for deployment or reassignment to Afghanistan must notify CHRA Deployment Coordinator of their intent to submit a denial and the reason within five days of the initial notification of the Army Civilian's selection. Formal denials should be submitted within 10 days, through command channels endorsed by the Commander or his/her designee, i.e., General Officer/Senior Executive Service level, through the Army Assistant G-1 for Civilian Personnel, to the Deputy Under Secretary of Defense (Civilian Personnel Policy).

7. The point of contact for guidance on civilian deployment is Ms. Denetris Winston, at (703) 325-8873, DSN 221-8873, email Denetris.a.Winston.civ@mail.mil.

FOR THE DEPUTY CHIEF OF STAFF, G-1:



SUSAN DUNCAN
Assistant G-1 for Civilian Personnel

3 Encls

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ADMINISTRATIVE ASSISTANT TO THE SECRETARY OF THE ARMY

HUMAN RESOURCE DIRECTOR
U.S. ARMY FORCES COMMAND
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CF:

DIRECTOR, CIVILIAN HUMAN RESOURCES AGENCY
DEPUTY CHIEF OF STAFF FOR INTELLIGENCE, ATTN: DAMI-CP
OFFICE, ASSISTANT SECRETARY OF THE ARMY (MANPOWER AND RESERVE
AFFAIRS), ATTN: SAMR-CQ
OFFICE OF THE GENERAL COUNSEL, ATTN: SAGC (MS. JOHNSON)
OFFICE OF THE JUDGE ADVOCATE GENERAL, ATTN: DAJA-LE (MS. NUGENT)



SECRETARY OF DEFENSE
1000 DEFENSE PENTAGON
WASHINGTON, DC 20301-1000

SEP 19 2011

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: DoD Support to Civilian Capacity Requirements in Afghanistan

This memorandum reaffirms previous guidance to DoD Components to place a high priority on filling civilian requirements in Afghanistan. Please encourage qualified individuals to volunteer for these important positions. When they do, I strongly encourage you to release accepted Total Force candidates from your organizations, and support them and their families fully during their deployments.

We are approaching a critical time in our efforts in Afghanistan and civilians will continue to play a key role in supporting the strategy. Afghan forces have begun to take the lead for security in selected areas this year, and are continuing to build capability and capacity in order to assume lead security responsibility across the country by 2014. Individuals with the right skill sets are needed to complement military efforts, supporting not only military operations but helping to develop an effective government infrastructure so that the Afghans can govern themselves effectively.

I personally thank each and every civilian who has deployed to Afghanistan and seek to encourage others to follow their lead. To continue what these individuals have started, I encourage DoD leadership to promote opportunities for deployment to their Total Force staff.

For additional information, please contact the DoD Civilian Expeditionary Workforce through its website at www.epms.osd.mil/expeditionary.

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke extending to the right.

OSD 10659-11



ENCLOSE 2



DEPARTMENT OF THE ARMY
OFFICE OF THE ASSISTANT SECRETARY
MANPOWER AND RESERVE AFFAIRS
111 ARMY PENTAGON
WASHINGTON, DC 20310-0111

17 NOV 2011

SAMR

MEMORANDUM FOR SEE DISTRIBUTION

Subject: DoD Support to Civilian Capacity Requirements in Afghanistan

1. Reference Secretary of Defense memorandum, subject: DoD Support to Civilian Capacity Requirements in Afghanistan, dated 19 September 2011.
2. I endorse the attached Secretary of Defense memorandum seeking support on filling civilian requirements in Afghanistan. Civilian employees play an important role in complementing military operations. I ask that you encourage qualified individuals who possess the requisite skills needed at this time to volunteer for the opportunity to support this important Total Force mission and endorse their requests to deploy.
3. Additional information on the DoD Civilian Expeditionary Workforce (CEW) is available on the DoD CEW website at www.cpms.osd.mil/expeditionary. Points of contact for guidance on civilian deployment are Mr. James Feagins, AG-1(CP) at (703) 325-1512 and Ms. Constance Ray, of my office at (703) 695-5149.

THOMAS R. LAMONT
Assistant Secretary of the Army
(Manpower and Reserve Affairs)

Encl
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ENCLOSURE 3

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