



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

SAMR

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Delegation of Civilian Human Resources Authorities, Version 01-2014, effective January 30, 2014: Revision to Delegation of Civilian Human Resources Authorities Matrix and Execution, Publication and Transmission of Delegation Number 36, *Delegation of Authority-Classification Program*

1. References:

- a. 10 U.S.C. 3016(b)(2).
- b. Headquarters, Department of the Army General Orders No. 1, *Assignment of Functions and Responsibilities Within Headquarters, Department of the Army*, dated June 11, 2012.
- c. ASA M&RA Memo, *Delegation of Civilian Human Resources Authorities-Version 02-2013*, dated October 25, 2013 (hereby rescinded).
- d. SA Memo, *Delegation of Authority-Classification Program* dated December 23, 2013 (enclosed).
- e. DoD Instruction (DoDI) 1400.25, Volume 511, *DoD Civilian Personnel Management System: Classification Program*, dated September 29, 2005.
- f. DoDI1400.25, Volume 2007, *DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Occupational Structure*, dated April 17, 2012.
- g. DoDI1400.25, Volume 331, *DoD Civilian Personnel Management System: Civilian Air Traffic Controllers (ATCs)*, dated June 20, 2005, administratively reissued April 6, 2009.
- h. DoDI 1400.25, Volume 336, *DoD Civilian Personnel Management System: Civilian Firefighters and Law Enforcement Officers*, dated December 19, 2001, administratively reissued April 6, 2009.

2. As I update or otherwise modify my delegations of civilian human resources authorities, I will execute, publish and transmit them to you in sequentially numbered versions of this memorandum and its accompanying matrix. Each successive version of

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these documents will republish all delegations that remain in force and will rescind all prior versions of those delegations. It is incumbent on you to ensure that you are exercising any authority that I may delegate to you in accordance with the most current version of these documents. This memorandum and the enclosed matrix comprise the first and most current version of my delegations of civilian human resources authorities in 2014.

3. Through this memorandum and its accompanying matrix, I hereby:

- a. reaffirm Civilian Human Resources Authorities Delegations Numbers 1-35;
- b. rescind Delegation Number 21, *General Schedule (GS) and Federal Wage System (FWS) Classification*; and
- c. issue Civilian Human Resources Authority Delegation Number 36, *Delegation of Authority- Classification Program* (reference 1d).

Specific guidance with respect to these three matters is provided below. However, generally, it should be noted that for purposes of these delegations, the Principal Officials of the Headquarters, Department of the Army, their staffs and other elements, Field Operating Agencies and Staff Support Agencies not specifically named as delegates fall under the purview of the Administrative Assistant to the Secretary of the Army. These delegations are effective immediately and expire as stated in the accompanying matrix, unless earlier suspended, rescinded or superseded by me.

4. This memorandum rescinds Delegation of Civilian Human Resources Authorities- Version 02-2013 (reference 1c), and its accompanying matrix. However, existing instructions and guidance issued by the Assistant G-1 for Civilian Personnel remain in effect unless expressly modified or rescinded. Additionally, I hereby authorize and direct the Assistant G-1 for Civilian Personnel to continue to issue and update implementing guidance and instructions pertaining to these civilian human resources authorities as may be necessitated by changes in rule, law, regulation or guidance issued by superior authority.

5. As to all delegations set forth in the accompanying matrix, unless expressly prohibited or restricted by law, directive, regulation, or policy, or as set forth herein, a delegate may further delegate authority in writing to other Department of Army officials as provided in the relevant portion of the accompanying matrix.

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6. With respect to Civilian Human Resources Authority Delegation Number 36, *Delegation of Authority- Classification Program* (reference 1d), classification authority for special retirement coverage (SRC) eligible positions is delegated to the Director, Civilian Human Resources Agency (CHRA) with the authority to further delegate *only* to qualified staff members of Headquarters, CHRA. Positions eligible for SRC are firefighters, law enforcement officers, and air traffic controllers. However, with respect to all other classification matters, further delegation may be expressly restricted or conditioned, but will be effective only when it is in writing, signed by the official delegating the authority and has been determined not to be legally objectionable upon review by legal counsel. I will hold the delegates identified in the accompanying matrix responsible for any and all actions taken pursuant to these delegations or any further delegations thereof. Should conditions warrant, responsible officials should suspend the use of and/or rescind further delegation of the authority, as appropriate.

7. This memorandum and its accompanying matrix are not a complete compilation of personnel authorities I have delegated or will delegate; certain such authorities have been or will be delegated separately. Updated delegations will be issued in April 2014 upon the expiration of the current CHR delegations. The delegation numbers will not necessarily remain the same on the April 2014 version of the CHR matrix.

8. To the extent this memorandum or the accompanying matrix impact employees' conditions of employment, activities are reminded to meet their collective bargaining obligations in its implementation.

2 Encls
as


KARL F. SCHNEIDER
Acting Assistant Secretary of the Army
(Manpower and Reserve Affairs)

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