



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

SAMR

12 FEB 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Delegation of Civilian Human Resources Authorities, Version 02-2016, effective February 12, 2016: Revision to Delegation of Civilian Human Resources Authorities Matrix and Execution, Publication, and Transmission of Delegation #22.

1. References:

- a. Title 10, United States Code, Sections 1705, 1721 and 1722
- b. Memorandum, Office of the Under Secretary of Defense (Personnel and Readiness), December 18, 2015, subject: Extension of Expedited Hiring Authority for Select Defense Acquisition Workforce Positions.
- c. Memorandum, Secretary of the Army, February 08, 2016, subject: Delegation of Authority – Expedited Hiring Authority for Acquisition Positions
- d. Memorandum, Secretary of the Army, May 30, 2014, subject: Delegation of Authority – Expedited Hiring Authority for Acquisition Positions (rescinded).
- e. Memorandum, Assistant Secretary of the Army (Manpower and Reserve Affairs), February 12, 2016, subject: Delegation of Civilian Human Resources Authorities, Version 01-2016, effective February 12, 2016: Revision to Delegation of Civilian Human Resources Authorities Matrix and Execution, Publication, and Transmission of Delegation #31 (rescinded).

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 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 Matrix of ASA M&RA Delegated Civilian Human Resources (CHR) Authorities, Version 02-2016, dated 12 February, 2016 (enclosed) comprise the second and most current version of my delegations of civilian human resources authorities in Calendar Year 2016.

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3. 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. Through this memorandum and its accompanying matrix, I hereby affirm and reissue delegations #1 through #21, and #23 through #36, issue the *Delegation #22, Extension of Expedited Hiring Authority for Select Defense Acquisition Workforce Positions*. The authority to recruit and appoint qualified individuals directly to select acquisition positions for which there exists a shortage of candidates or there is a critical hiring need, consistent with reference 1b., is delegated to the Administrative Assistant to the Secretary of the Army, and Commanders of Army Commands, Army Service Component Commands, and Direct Reporting Units. The recruit and appoint authority may be delegated down to the lowest practical level, but not lower than the installation commander or activity head. Note: This memorandum rescinds Delegation #22, Expedited Hiring Authority for Acquisition Positions, which expired December 31, 2015.

5. In addition to the provisions outlined in paragraph 4 above, this memorandum rescinds Delegation of Civilian Human Resources Authorities - *Version 01-2016* (Reference 1d), 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 or regulation.

6. 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. 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

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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. The delegation numbers will not necessarily remain the same on the next and any future versions of the Matrix of ASA (M&RA) Delegated CHR Authorities.



**DEBRA S. WADA**

Encl

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Executive Director, Arlington National Cemetery  
Commander, U.S. Army Accessions Support Brigade  
Commandant, U.S. Army War College  
Commander, Second Army**

**CF:**

**Director, Army National Guard  
Director of Business Transformation  
Commander, Eighth Army  
Commander, U.S. Army Cyber Command**

Subject /Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
<p><i>Expedited Hiring Authority (EHA) for Acquisition Positions</i></p> <p>Authority to appoint qualified individuals to select Defense Acquisition Workforce Improvement Act (DAWIA) career field positions at specific levels</p>	<p>OUSD (P&amp;R) Memo dated Dec 18, 2015, subj: Extension of Expedited Hiring Authority for Select Defense Acquisition Workforce Positions [Extends Delegation authority to Secretaries of the Military Departments with authority to further delegate in writing]</p> <p>Secretary of the Army Memo, February 8, 2016, subj: Delegation of Authority –Extension of Expedited Hiring Authority for Acquisition Positions</p> <p><b>Supersedes:</b> Secretary of the Army Memo, May 30, 2014, subj: Delegation of Authority –Expedited Hiring Authority for Acquisition Positions</p>	<p><b>September 30, 2017</b></p>	<p>Appointing Authority is delegated to:</p> <p>Administrative Assistant to the Secretary of the Army</p> <p>Commanders of:</p> <ul style="list-style-type: none"> <li>- Army Commands;</li> <li>- Army Service Component Commands;</li> <li>and</li> <li>- Direct Reporting Units</li> </ul>	<p>Authority may be further delegated in writing to other department of the Army officials, but not lower than the activity commander or activity head.</p> <p>The DCS, G-1 will issue additional instructions and procedures as necessary to support operational requirements and ensure the appropriate use of the delegated authority. Current guidance issued by the AG-1(CP) remains in effect. Guidance issued will be updated as required to incorporate changes necessitated by change in rule, law, regulation or higher authority guidance.</p>	<p>Quarterly reporting required as outlined in USD(P&amp;R) memorandum.</p>