

Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
1	<p><i>Student Loan Repayment Program</i></p> <p>Authority to approve student loan repayments</p>	<p>OUSD (P&R) Memo, Sep 30, 2004, subj: DoD Student Loan Repayment Program [Delegates authority to Secretaries of Military Departments]</p> <p>Secretary of the Army memorandum, March 31, 2014, subj: Department of Defense (DoD) Student Loan Repayment Program [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army memorandum, 13 Oct 2010, subj: Department of Defense (DoD) Student Loan Repayment Program</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to the lowest practical organizational level to ensure timely hiring decisions in support of mission requirements, but not lower than managers and supervisors, and officials managing centralized intern or training programs.</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.</p>	<p>DoD Component must furnish a copy of the implementing guidance to DUSD (CPP).</p> <p>Upon request, DoD components will provide DoD with fiscal year data on the number of employees receiving the loan repayment incentive, the pay plan, series, grade of each recipient, and the total cost of the student loan repayment incentive.</p>
2	<p><i>Reduced Per Diem Rate</i></p> <p>Authority to authorize, in advance, zero per diem rate or per diem rates in lesser amounts than those permitted by the Department of Defense</p>	<p>JTR Vol 2, Ch 4: Employee Travel, Part B: Per Diem Allowances, C4095 Reduced Per Diem, para D, 06/01/13 (Change 572)</p> <p>Secretary of the Army Memo, March 31, 2014, subj: Delegation of Authority – Reduced Per Diem Rate [Delegates authority to the ASA(M&RA)]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Reduced Per Diem Rate</p>	April 3, 2017	Is not further delegated.		

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3	<p><i>Overseas Allowances and Differentials</i></p> <p>Authority to grant payment of appropriate allowances and differentials to eligible civilian employees who are living in foreign areas</p>	<p>DoDI 1400.25, Vol 1250, Feb 23, 2012, subj: DoD Civilian Personnel Management System: Overseas Allowances and Differentials [Delegates authority to Heads of the DoD Components with authority to further delegate in writing]</p> <p>Secretary of the Army Memo, March 31, 2014, subj: Delegation of Authority – Overseas Allowances and Differentials [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Overseas Allowances and Differentials</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to other Department of the Army officials.</p> <p>The DCS G-1 will issue additional instructions and procedures as necessary to support operational requirements and ensure the appropriate use of this incentive. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.</p>	
4	<p><i>Employing Individuals Completing DoD Scholarship or Fellowship Programs</i></p> <p>Authority to appoint individuals completing Department of Defense Scholarship or Fellowship Programs as identified in the references.</p>	<p>OUSD (P&R) Memo, Apr 5, 2010, subj: Implementation of Authority to Employ Individuals Completing Department of Defense Scholarship or Fellowship Programs [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing]</p> <p>Secretary of the Army Memo, March 31, 2014, subj: Delegation of Authority – Employment of Individuals Completing Department of Defense (DoD)</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to other Department of the Army officials.</p> <p>Individuals completing the following Department of Defense Scholarship or Fellowship Programs may be appointed to positions in the excepted service, with non-competitive conversion to a career or career-conditional appointment upon completion of 2 years of successful</p>	<p>An annual assessment of the usage of the authority will be conducted at the start of the FY beginning in FY 2011.</p>

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		<p>Scholarship or Fellowship Programs [Delegates authority to ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, April 5, 2010, subj: Delegation of Authority – Employ Individuals Completing Department of Defense (DoD) Scholarship or Fellowship Programs</p>			<p>service: National Security Education Program; the Information Assurance Scholarship Program; and the Science, Mathematics and Research for Transformation.</p> <p>Full documentation for appointments made under this authority, sufficient to allow reconstruction of the action, must be maintained.</p>	
5	<p><i>Grade and Pay Retention</i></p> <p>Authority to extend grade and pay retention pursuant to 5 C.F.R. 536.202(a) and 5 C.F.R. 536.302(a) in circumstances which meet the intent of grade and pay retention laws and the referenced DoDI, but are not detailed in the referenced documents</p>	<p>DoDI 1400.25, Vol 536, Jun 28, 2006, administratively reissued Apr 6, 2009, subj: DoD Civilian Personnel Management System: Grade and Pay Retention. [Delegates authority to the Secretaries of the Military Departments with authority to further delegate]</p> <p>Secretary of the Army memorandum, subj: Delegation of Authority – Grade and Pay Retention, dated March 31, 2014 [Delegates authority to ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army memorandum, subj: Delegation of Authority – Grade and Pay Retention, dated 13 October 2010</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to other department of the Army officials but not lower than activity commander or civilian head of an activity.</p>	

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6	<p><i>Authenticate Personnel Actions</i></p> <p>Authority for CHRA to authenticate personnel actions for serviced organizations without the need for additional designations from DA appointing authorities</p>	<p>HQDA General Orders No. 1, April 4, 2009</p> <p>HQDA General Orders No. 8, Dec 31, 2003</p> <p>AR 690-200, Chapter 250, Personnel Management Agencies, Sep 3, 1993</p> <p>Secretary of the Army memo, dated September 29, 2011, subj: Authority to Authenticate Personnel Actions [Delegates authority to Director, CHRA with the authority to further delegate to CHRA Regional Directors or their designees]</p> <p>Supersedes: HQDA General Orders No. 3, Jul 9, 2002</p>	<p>Upon update of AR 690-200, Ch 250 which incorporates this delegation, whichever occurs first.</p>	<p>Director, CHRA</p>	<p>Director, CHRA may further delegate authority to CHRA Regional Directors or their designees for their serviced organizations.</p> <p>Approving/authenticating officials may electronically approve a personnel action only after the responsible management official (RMO) has approved the action; are responsible for determining that the action is in accordance with all laws, rules, regulations, and governing policies; and will ensure that all fiscal requirements inherent in personnel laws and regulations have been met and will alert appropriate Command staff if a case warrants additional scrutiny</p> <p>The RMO is responsible for approving the action in accordance with law and regulation. The Appointing Officer and RMO are primarily responsible, and will be held accountable, for ensuring that a personnel action is fiscally sound and an appropriate use of Army funds.</p>	

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7	<p><i>Secretary of Defense Medal for Global War on Terrorism (GWOT)</i></p> <p>Authority to approve and administer the GWOT medal for eligible civilian employees</p> <p>Authority to procure, issue, and establish administrative procedures for the approval of the GWOT medal</p>	<p>OUSD (P&R) Memo, Aug 9, 2007, subj: Secretary of Defense Medal for the Global War on Terrorism [Delegates authority to Heads of the DoD Components with authority to further delegate in writing]</p> <p>OUSD (CPP) Memo, Apr 7, 2008, subj: Secretary of Defense Medal for the Global War on Terrorism – Change 1 [Delegates authority to Heads of the DoD Components with authority to delegate in writing]</p> <p>Secretary of the Army Memo, March 31, 2014, subj: Delegation of Authority – Secretary of Defense Medal for the Global War on Terrorism [Delegates authority to ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct, 2010, subj: Delegation of Authority – Secretary of Defense Medal for the Global War on Terrorism</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority to approve GWOT Medal may be further delegated in writing to Commanders and Activity Heads at a level not lower than LTC or GS-14.</p>	None.
8	<p><i>Credit for Prior Non-Federal Work Experience and Certain Military Service for Determining Annual Leave Accrual Rate</i></p>	<p>DoDI 1400.25, Vol 631, Aug 31, 2009, subj: DoD Civilian Personnel Management System: Credit for Prior Non-Federal Experience and Certain Military Service for Determining Leave Accrual Rate [Delegates authority</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; 	<p>Authority may be further delegated in writing to the lowest practical organizational level to ensure timely hiring decisions in support of mission requirements, but not lower than a selecting official.</p>	<p>Use of this incentive requires command reports be submitted annually through AG-1(CP) to ASA(M&RA).</p>

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	<p>Authority to authorize service credit for new employees for the purpose of determining annual leave accrual. Credit may be given for prior work experience obtained in non-Federal and certain military service if it relates directly to the skills required for the position under recruitment.</p>	<p>to Secretaries of Military Departments with authority to further delegate in writing]</p> <p>Secretary of the Army Memo, March 31, 2014, subj: Delegation of Authority – Credit for Prior Non-Federal Experience and Certain Military Service for Determining Leave Accrual Rate [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Credit for Prior Non-Federal Experience and Certain Military Service for Determining Leave Accrual Rate</p>		<ul style="list-style-type: none"> - Army Service Component Commands; and - Direct Reporting Units 	<p>Authorizing service credit for prior non-federal work experience and certain military service is not an entitlement but is meant to provide hiring officials with an additional tool to meet Command Human Capital Management Plans.</p> <p>The DCS G-1 will issue additional instructions and procedures as necessary to support operational requirements and ensure the appropriate use of this incentive. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by amendments to rule, law, regulation or higher authority guidance.</p> <p>Delegates are required to establish plans for utilizing this incentive; provisions to monitor its use and effectiveness; maintenance of documentation; and plans for further delegations. Plans will be maintained by the AG-1(CP) for review for compliance with DoD and DA implementing policies.</p>	

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9	<p><i>Uniform Allowance Rates</i></p> <p>Authority to determine which categories of employees who are required to wear uniforms may be furnished uniforms or are eligible for the uniform allowance</p>	<p>DoDI 1400.25, Vol 591, Mar 12, 2009, subj: DoD Civilian Personnel Management System: Uniform Allowance Rates for DoD Civilian Employees [Delegates authority to the Secretaries of the Military Departments with authority to further delegate in writing]</p> <p>Secretary of the Army Memo, March 31, 2014, subj: Delegation of Authority – Uniform Allowance Rates for DoD Civilian Employees [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Uniform Allowance Rates for DoD Civilian Employees</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to other Department of the Army officials but not lower than activity commander or civilian head of an activity.</p> <p>The DCS, G-1 will issue additional instructions and procedures as necessary to support operational requirements and ensure the appropriate use of this incentive. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by Secretary of the Army Memo, March 31, 2014, subj: Delegation of Authority – Uniform Allowance Rates for DoD Civilian Employees [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]changes in rule, law, regulation or higher authority guidance.</p>	None.
10	<p><i>Age Waivers for Air Traffic Controllers (ATC)</i></p> <p>Authority to determine maximum entry age waivers; reentry age waivers; and mandatory age separation waivers</p>	<p>DoDI 1400.25, Vol 331, Jun 20, 2005, administratively reissued Apr 6, 2009, subj: DoD Civilian Personnel Management System: Civilian Air Traffic Controllers (ATCs) [Delegates authority to Secretaries of Military Departments with limited further delegation]</p>	April 3, 2017	<p>Position coverage determination is not further delegated.</p> <p>Maximum entry age, re-entry age and mandatory separation waiver authority is delegated to:</p>	<p>Authority to determine maximum entry age and re-entry age should be further delegated.</p> <p>Authority to approve mandatory separation waivers may be delegated to the lowest practical organizational</p>	

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	for civilian ATCs up to the age of 61	<p>Secretary of the Army Memo, March 31, 2014, subj: Delegation of Authority – Position Coverage Determination, Maximum Entry Age Waivers, Reentry Waivers, and Mandatory Age Separation Waivers for Civilian Air Traffic Controllers (ATCs) [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Position Coverage Determination, Maximum Entry Age Waivers, Reentry Waivers, and Mandatory Age Separation Waivers for Civilian Air Traffic Controllers (ATCs)</p>		<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>level to ensure timely hiring decisions in support of mission requirements.</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.</p>	
11	<p><i>Increased Annual Premium Pay Limitations for Calendar Year 2015</i></p> <p>Authority to determine eligibility of civilian employees for the increased annual premium pay limitation for Calendar Year 2015</p>	<p>OUSD (P&R) Memo, June 09, 2015, subj.: Calendar Year 2015 Waiver of Annual Pay Limitations for Certain Employees [Delegated the authority to Secretaries of Military Departments with authority to further delegate in writing to managerial and supervisory levels deemed appropriate]</p> <p>Secretary of the Army Memo, September 04, 2015, subj.: Delegation of Authority – Increased Annual Premium Pay</p>	December 31, 2015	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> -Army Commands; -Army Service Component Commands; and -Direct Reporting Units 	<p>Authority may be further delegated in writing to other Department of the Army officials, but not lower than activity commander or civilian head of an activity.</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-</p>	<p>A list of those employees by Commands or Activity Heads to whom the increased annual premium pay limitation for CY 2015 was eligible and applied will be submitted to AG-1(CP) after the close of the CY.</p>

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		<p>Limitation for Calendar Year (CY) 2015 [Delegates authority to the ASA (M&RA) with authority to further delegate in writing to a level no lower than activity commander or civilian head of an activity]</p> <p>Supersedes: Secretary of the Army Memo, December 9, 2014, subj.: Delegation of Authority – Increased Annual Premium Pay Limitation for Calendar Year (CY) 2014</p>			1(CP) remains in effect. Guidance issued will be updated as required to incorporate changes necessitated by change in rule, law, or regulation.	
12	<p><i>Delegation of Classification Authority</i></p> <p>Authority to exercise position classification authority for all positions in the General Schedule (GS), Federal Wage System (FWS), DCIPS and alternative personnel systems</p>	<p>DoDI 1400.35, V511, Sep 29, 2005 (administratively reissued Mar 31, 2010), subj: Classification Program [Delegates authority to the Heads of the Components with authority to further delegate in writing to managerial and supervisory levels deemed appropriate.]</p> <p>Secretary of the Army Memo, Dec 23, 2013, subj: Delegation of Authority—Classification [Delegates authority to the ASA(M&RA) with authority to further delegate in writing to a level no lower than activity commander or civilian head of an activity with the exception of positions eligible for Special Retirement Coverage]</p>	April 3, 2017	<p>Director, Civilian Human Resources Agency for all positions subject to Special Retirement Coverage (SRC)</p> <p>All other non-SRC position classification 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"> - Army Commands; - Army Service Component Commands; and 	<p>Authority to classify positions that are subject to Special Retirement Coverage (SRC) are delegated only to the Director, Civilian Human Resources Agency with authority to further delegate only to qualified staff members of Headquarters, CHRA.</p> <p>Authority to classify all other position descriptions may be further delegated in writing to other managerial and supervisory levels deemed appropriate.</p> <p>The DCS, G-1 will issue additional policy, instructions and procedures as necessary to support operational requirements and ensure the</p>	

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				- Direct Reporting Units	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, or regulation.	
13	<p><i>VERA/VSIP/VSIP Phase II Authority</i></p> <p>Authority to approve voluntary early retirement authority (VERA) and voluntary separation incentive pay (VSIP) for employees occupying positions up to the General Schedule 15 level (or equivalent)</p> <p>Authority to approve VSIP for non-appropriated fund employees</p> <p>Authority to determine when and to what extent activities will participate as potential gaining activities under the VSIP Phase II program</p> <p>Authority to extend the time period required for</p>	<p>DoD 1400.25, SC 1702, dtd June 13, 2008, Administratively Reissued April 1, 2009, subj: Civilian Personnel Management System: Voluntary Separation Programs [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing to no lower than installation commander or activity head]</p> <p>Secretary of the Army Memo, April 24, 2014, subj: Delegation of Authority – Voluntary Early Retirement Authority, Voluntary Separation Incentive Pay and Voluntary Separation Incentive Pay Phase II [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>SUPERSEDES: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Voluntary Early Retirement Authority, Voluntary Separation Incentive Pay and</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to the lowest practicable level, but not lower than the local 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 AG-1(CP) remains in effect. Guidance issued will be updated as required to incorporate changes necessitated by rule, law, regulation.</p>	DAPE-CPZ to provide quarterly reports to the ASA(M&RA) on the use of this authority.

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	scheduled separation under the VSIP Phase II program	Voluntary Separation Incentive Pay Phase II.				
14	<i>Meritorious Civilian Service Award</i> Authority to approve the Meritorious Civilian Service Award	Secretary of the Army memo, Oct 31, 2013, subj: Delegation of Authority - Awards Policy Establishment, Implementation and Oversight [Delegates authority to the ASA (M&RA)] ASA(M&RA) memo, April 18, 2014, subj: Authority to Approve Meritorious Civilian Service Award AR 672-20, Incentive Awards (Rapid Action Revisions – December 17, 2013 and April 1, 2014)	In effect until suspended, revoked or superseded	Administrative Assistant to the Secretary of the Army Commanders of: -Army Commands -Army Service Component Commands -Direct Reporting Units	Authority may not be further delegated.	None
15	<i>Suitability and Fitness Determinations for Civilians</i> Limited authority to adjudicate suitability and fitness determinations for Civilian employees.	Title 5, CFR, Part 731, Suitability [Delegates limited authority to DoD for the adjudication of suitability determinations.] DepSecDef memo, May 3, 2012, subj: DoD Central Adjudication Facilities (CAF) Consolidation [Favorable suitability determinations will be made by the DoD CAF.] DoDI 1400.25 V731, Aug 24, 2012, subj: Suitability and Fitness Adjudication for Civilians Employees [Delegates all other suitability determinations to the Heads of the DoD Components	April 3, 2017	Director, Civilian Human Resources Agency (CHRA) Commanders of: - U.S. Army Materiel Command; - U.S. Army Medical Command; - U.S. Army Corps of Engineers; and - U.S. Army Installation Management Command	Authority may be further delegated in writing to other Department of the Army officials, but not lower than the local Commander or activity head. 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	

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		<p>with authority for further delegation in writing.]</p> <p>Secretary of the Army memorandum, May 30, 2014, Delegation of Authority – Suitability and Fitness Adjudication for Civilian Employees [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p>			<p>incorporate changes necessitated by change in rule, law, regulation or higher authority guidance.</p>	
16	<p><i>Reduction in Force (RIF)</i></p> <p>Authority to approve RIF for less than 50 employee separations.</p>	<p>Title 5, CFR, Part 351, Reduction in Force</p> <p>DoDI 1400.25 V351, dated Jan 19, 2011, subj: Coordination and Clearance Requirements for Personnel Reductions, Closures of Installations and Reductions of Contract Operations in the United States [Delegates authority to the Component Heads to approve RIFs of less than 50 employee separations.]</p> <p>Secretary of the Army memo, May 30, 2014, subj: Delegation of Authority – Reduction in Force [Delegates authority to ASA(M&RA) to approve RIFs separating less than 50 employees]</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army</p> <p>Commanders of:</p> <ul style="list-style-type: none"> -Army Commands -Army Service Component Commands -Direct Reporting Units 	<p>Secretary of the Army is the only official with authority to approve RIFs separating 50 or more employees.</p> <p>This delegation provides ASA M&RA authority to approve RIFs separating less than 50 employees.</p> <p>ASA M&RA is delegating authority to approve RIFs separating less than 25 employees to the AASA and Commanders.</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</p>	

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					updated as required to incorporate changes necessitated by change in rule, law, regulation or higher authority guidance.	
17	<p><i>Defense Civilian Intelligence Personnel System (DCIPS) Implementation and Issuance of Supplemental Policy Guidance</i></p> <p>Authority to implement and administer DCIPS and issue Army DCIPS policy guidance</p>	<p>DoDD 1400.35, September 24, 2007 (incorporating Change 1, September 1, 2009), subj: Defense Civilian Intelligence Personnel System (DCIPS)</p> <p>DoDI 1400.25, Vol 2001, December 29, 2008, subj: DoD Civilian Personnel Management System: Introduction (incorporating Change 1, March 17, 2014) [Delegates authority to the Heads of the DoD Components with DCIPS positions]</p> <p>Secretary of the Army Memo, May 30, 2014, subj: Delegation of Authority – Army Defense Civilian Intelligence Personnel System (DCIPS) Implementation [Delegates authority to the ASA(M&RA) with authority to further delegate this authority to the Deputy Chief of Staff G-2, the Functional Chief for Intelligence]</p> <p>Supersedes: Secretary of the Army Memo, May 15, 2012, subj: Delegation of Authority – Army Defense Civilian</p>	April 3, 2017	Deputy Chief of Staff, G-2, the Functional Chief for Military Intelligence	<p>The Deputy Chief Staff G-2 will issue supplemental DCIPS policies and instructions.</p> <p>Refer to the individual DCIPS Army Policy Volumes (AP-V's) for responsibilities and if supplementation or further delegation is permitted.</p>	

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		Intelligence Personnel System (DCIPS) Implementation				
18	<p><i>Extensions of Employment for Family Members in Foreign Areas</i></p> <p>Approve employment extensions of up to 1 year for employees on a Family member appointment under Schedule A, 213.3106(b)(6) appointing authority <i>he</i></p>	<p>Title 5, CFR, Schedule A, Section 213.3101</p> <p>DoDI 1400.25, V1232, dated Jan 5, 2012, subj: Employment of Family Members in Foreign Areas [Delegates authority to the Heads of the DoD Components to approve exceptions to the time limitations when it is determined the extension is in the best interest of management or for humanitarian reasons]</p> <p>Secretary of the Army memorandum, dated May 30, 2014, subj: Delegation of Authority – Extensions of Employment for Family Members in Foreign Areas</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army</p> <p>Commanders of:</p> <ul style="list-style-type: none"> -Army Commands -Army Service Component Commands -Direct Reporting Units 	<p>Authority may be further delegated in writing to other Department of the Army officials, but the authority should be used sparingly.</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>	
19	<p><i>Foreign Area tour Extensions and Waivers of Physical Presence Requirement</i></p> <p>Authority to approve extensions beyond 5 years for Civilians employed in the competitive service in foreign areas; and to waive the 2 years of physical presence in the</p>	<p>DoDI 1400.25, V1230, dated Jul 26, 2012, subj: Employment in Foreign Areas and Employee Return Rights [Delegates authority to DoD Component Heads to approve tour extensions beyond 5 years and to approve periods of physical presence in the U.S. or nonforeign area shorter than 2 years]</p> <p>AR 690-300, dated Oct 15, 1987, Ch 301, SC 5, Overseas</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army</p> <p>Commanders of:</p> <ul style="list-style-type: none"> -Army Commands -Army Service Component Commands -Direct Reporting Units 	<p>In accordance with DoDI 1400.25, V1230, para 4.h.(3), (4), and (5):</p> <ul style="list-style-type: none"> - The authority to grant an <i>initial</i> extension not to exceed 2 years beyond the 5-year limitation may be further delegated in writing to local commanders or civilian activity heads. 	

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	United States or nonforeign area before returning to a position in a foreign area	<p>Employment and Rotation of U.S. Citizens [When there is a conflict between DoDI 1400.25, V1230 and AR 690-300, the DoDI takes precedence]</p> <p>Secretary of the Army memorandum, dated May 30, 2014, subj: Delegation of Authority – Foreign Area Tour Extensions and Waivers of Physical Presence Requirement</p>			<p>- Any <i>subsequent</i> extension after an initial extension beyond 5 years may be delegated in writing to the Deputy AASA or Deputy Commanders of an ACOM, ASCC or DRU.</p> <p>- The authority to approve, on a case-by-case basis, a shorter period of physical presence in the United States or non-foreign area than the 2 years required in para 4.h. may be further delegated in writing to the Deputy, AASA or Deputy Commanders of an ACOM, ASCC or DRU.</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) is being rescinded; updated guidance will be issued to incorporate changes necessitated by change in rule, law, or regulation.</p>	
20	<i>Recruitment, Relocation and Retention (3Rs) and Enhanced Retention Incentives</i>	DoDI 1400.25, Vol 575, Dec 1996, administratively reissued April 6, 2009, subj: DoD Civilian Personnel Management System: Recruitment and Relocation	April 3, 2017	Administrative Assistant to the Secretary of the Army* Commanders of:	Authority may be further delegated in writing to the lowest practical organizational level to ensure timely hiring decisions in support of mission	See DAPE-CPZ Memo dated March 25, 2010, subj: Re-delegation of Authority--Recruitment, Relocation, Retention and

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	<p>Authority to approve payment of recruitment, relocation, retention and enhanced retention incentives to attract, retain and relocate employees with critical skills in support of mission requirements</p>	<p>Bonuses, Retention Allowances, and Supervisory Differentials [Delegates authority to Heads of DoD Components with the authority to further delegate]</p> <p>OUSD (P&R) Memo, Sep 21, 2006, subj: Implementation of Recruitment, Relocation, and Retention Incentives [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing]</p> <p>OUSD (P&R) Memo, Feb 5, 2008, subj: Implementation of Enhanced Retention Incentives Authorities [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing]</p> <p>Secretary of the Army Memo, May 30, 2014, subj: Delegation of Authority – Recruitment, Relocation, Retention and Enhanced Retention Incentives [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Recruitment, Relocation, Retention and Enhanced Retention Incentives</p>		<ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>requirements, but no lower than officials who exercise personnel appointing authority.</p> <p>Authority does not include incentives for Senior Executive Service, Senior Level and Scientific or Professional positions (or the equivalent).</p> <p>The Deputy Chief of Staff G-1 (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 Assistant G-1 for Civilian Personnel (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>Enhanced Retention Incentives. http://cpol.army.mil/library/benefits/2010-0325-3r-del.html</p> <p>AG-1(CP) will monitor compliance and plan accomplishment, and will complete and submit to ASA(M&RA) an annual review of the use of these incentives to identify best practices for Secretary of the Army and to maximize the budget conscious, efficient, effective use of both individual and group incentives to meet staffing requirements.</p> <p>Annual report required through CPMS to OPM on the use of the 3Rs incentives.</p> <p>Delegates are required to establish plans for utilizing these incentives, provisions to monitor the use and effectiveness of these incentives, and plans for further delegations. Plans will be maintained by the AG-1(CP) for review for compliance with DoD implementing policies.</p>

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
21	<p><i>Employment of Annuitants in Positions GS-15 and Below (or Equivalent)</i></p> <p>Authority to approve employment of annuitants in positions of GS-15 and below (or equivalent)</p>	<p>DoDI 1400.25, Vol 300, Dec 10, 2008, subj: DoD Civilian Personnel Management System: Employment of Federal Civilian Annuitants in the Department of Defense [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing]</p> <p>Secretary of the Army Memo, May 30, 2014, subj: Delegation of Authority – Employment of Annuitants in Positions GS-15 and Below (or Equivalent) [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Employment of Annuitants in Positions GS-15 and Below (or Equivalent)</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to Army managers and supervisors.</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>	AG-1(CP) to provide quarterly reports for ASA(M&RA) review.
22	<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&R) Memo dated Aug 28, 2010, subj: Implementation of Expedited Hiring Authority for Select Defense Acquisition Workforce Positions [Delegates authority to Secretaries of the Military Departments with authority to further delegate in writing]</p> <p>Secretary of the Army Memo, May 30, 2014, subj: Delegation of</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and 	<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</p>	

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		<p>Authority –Implementation of Expedited Hiring Authority for Acquisition Positions [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority –Implementation of Expedited Hiring Authority for Acquisition Positions</p>		- Direct Reporting Units	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.	
23	<p><i>Secretary of Defense Medal for the Defense of Freedom (DFM)</i></p> <p>Authority to approve the Defense of Freedom Medal for eligible civilian employees</p>	<p>AR 672-20, Decorations, Awards, Honors, Incentive Awards, April 1, 2014.</p> <p>DoDI 1400.25, Volume 451, DoD Civilian Personnel Management System: Awards, Nov 4, 2013.</p> <p>Secretary of the Army Memo, May 30, 2014, subj: Delegation of Authority – Secretary of Defense Medal for the Defense of Freedom (DFM) [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Secretary of Defense Medal for the Defense of Freedom (DFM)</p>	In effect until suspended, revoked or superseded	No further delegation	<p>The Secretary of the Army retains authority to approve for certain qualifying non-DoD personnel.</p> <p>This authority rescinds AR 672-20 paragraph 12-1 (e-g).</p>	None

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
24	<p><i>Priority Placement Program (PPP) Component Coordinator Designation</i></p> <p>Authority to designate a Component PPP Coordinator</p> <p>Authority to exercise the provisions of the PPP</p>	<p>DoDI 1400.20, Sep 26, 2006, subj: DoD Program for Stability of Civilian Employment [Directs the Head of the DoD Component to designate a PPP Component Coordinator]</p> <p>Secretary of the Army Memo, May 30, 2014, subj: Delegation of Authority – DoD Program for Stability of Civilian Employment [Delegates authority to ASA(M&RA) with the authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 October 2010, subj: Delegation of Authority – DoD Program for Stability of Civilian Employment</p>	April 3, 2017	<p>Authority to designate a PPP Component Coordinator is delegated to ASA M&RA only.</p> <p>Authority to exercise the provisions of the PPP is delegated to:</p> <p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to the lowest practical organizational level to ensure timely hiring decisions in support of mission requirements, but no lower than officials who exercise personnel appointing authority.</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>	
25	<p><i>Authority to Approve Lump Sum Severance Payments to Eligible Employees</i></p>	<p>Title 5, United States Code (U.S.C.), Section 5595(i)</p> <p>Title 5, Code of Federal Regulations (CFR), Part 550</p> <p>Secretary of the Army Memo, May 30, 2014, subj: Delegation of Authority to Pay Severance Pay in a Lump Sum [Delegates authority to the ASA (M&RA) with authority to further delegate in writing]</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to other Department of the Army officials, but not lower than activity commander or civilian head of an activity.</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</p>	

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		<p>Supersedes: Secretary of the Army Memo, 20 Sep 2011, subj: Delegation of Authority to Pay Severance Pay in a Lump Sum</p>			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.	
26	<p><i>Voluntary Early Retirement Authority (VERA) for Nonappropriated Fund (NAF)</i></p> <p>Authority to approve VERA for NAF employees</p>	<p>U.S. Army NAF Employee Retirement Plan, Dec 31, 2008 [Designates the ASA (M&RA) as the responsible agency official with authority to approve VERA for NAF employees and to further delegate this responsibility]</p> <p>ASA(M&RA) Memo, June 6, 2014, subj: Delegation of Authority – Voluntary Early Retirement Authority (VERA) for Nonappropriated Fund (NAF) [Delegates authority to Commander, Installation Management (IMCOM) to approve VERA for NAF employees who are eligible for and participate in the Army NAF Employee Retirement Plan.]</p> <p>Supersedes: ASA(M&RA) Memo, Nov 14, 2012, subj: Delegation of Authority – Voluntary Early Retirement Authority (VERA) for Nonappropriated Fund (NAF)</p>	April 3, 2017	Commander, U.S. Army Installation Management Command (IMCOM)	<p>Authority may be further delegated in writing to other Department of the Army officials, but not lower than the local 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>	

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
27	<p><i>Direct Hire Authority (DHA) for Scientific & Engineering Positions at Demo Labs</i></p> <p>Authority to appoint qualified candidates with advanced degrees to scientific and engineering positions within personnel demonstration laboratories identified in section 9902(c)(2) of title 5, United States Code, without regard to the provisions of subchapter I of chapter 33 of title 5, United States Code.</p>	<p>OUSD (P&R) Memo, Dec 16, 2008, subj: Redelegation of Authority under Section 1108 of the Duncan Hunter National Defense Authorization Act for Fiscal Year 2009 [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing]</p> <p>Secretary of the Army Memo, June 13, 2014, subj: Delegation of Authority – Direct Hire Authority for Scientific and Engineering Positions Within Personnel Demonstration Laboratories [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Direct Hire Authority for Scientific and Engineering Positions Within Personnel Demonstration Laboratories</p>	April 3, 2017	<p>Commanders of:</p> <ul style="list-style-type: none"> - U.S. Army Materiel Command; - U.S. Army Medical Command; and - U.S. Army Corps of Engineers 	<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</p>	<p>See DAPE-CPZ Memo dated Jun 16, 2009, subj: Instructions for Reporting Use of the Direct Hire Authority for Scientific and Engineering Position within Personnel Demonstration Laboratories. http://cpol.army.mil/library/staff/2009-0616-dcosg1.html</p> <p>AG-1(CP) will identify the number of scientific and engineering positions encumbered as of the close of the fiscal year and each quarter provide the number of appointments made using the authority, number of veterans appointed under the authority, the number of declinations and the reason for each declination, and a narrative describing the difficulties encountered and the effectiveness of the authority in meeting Army hiring needs. In addition, AG-1(CP) will provide any best practices that were established in conjunction with the use of this authority.</p>
28	<p><i>Authority to Waive the Limitations on Donating Annual Leave</i></p>	5 CFR 630.908(c) [Authorizes agencies to waive limitations on	April 3, 2017	Administrative Assistant to the Secretary of the Army*	Authority may be further delegated in writing to other Department of the Army	The DCS, G-1, will monitor the exercise of this authority and will submit a

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	Authority to waive limitations on donating annual leave under the Voluntary Leave Transfer Program (VLTP) under the criteria listed herein	<p>donating annual leave under the VLTP]</p> <p>ASA (M&RA) Memo, June 13, 2014, Delegation of Authority to Waive the Limitations on Donating Annual Leave under the Voluntary Leave Transfer Program</p> <p>Supersedes: ASA(M&RA) Memo, June 02, 2009, subj: Delegation of Authority to Waive the Limitations on Donating Annual Leave under the Voluntary Leave Transfer Program</p>		<p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>officials, but no lower than the second level supervisor of the leave donor.</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>report in March of each year, covering the prior calendar year and providing the number of waivers granted, the amount of leave in excess of the donation limitations under each waiver, and a description of the circumstances justifying each waiver to the ASA(M&RA).</p>
29	<p><i>Restoration of Annual Leave – Authority to Approve Exigencies</i></p> <p>Authority to determine, under 5 C.F.R. §630.305, that an exigency is of such importance that it prevents the use by their employees of annual leave subject to forfeiture</p>	<p>5 CFR 630.305 [Authorizes agencies to determine that exigencies are of major importance in order to restore annual leave]</p> <p>ASA (M&RA) Memo, June 13, 2014, subj: Restoration of Annual Leave – Delegation of Authority to Approve Exigencies</p> <p>Supersedes: ASA(M&RA) Memo, June 2, 2009, subj. Restoration of Annual Leave – Delegation of Authority to Approve Exigencies</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to other Department of the Army officials.</p> <p>Those exercising this authority are responsible for establishing dates for the period covered by the exigencies as required under 5 C.F.R. §630.306(a)(2).</p> <p>Exigencies may not be approved by any official whose leave would be affected by the decision.</p>	None.

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
30	<p><i>Civilian Academic Degree Training (ADT)</i></p> <p>Authority to approve planned, systematic and coordinated programs of professional development consistent with specific criteria</p>	<p>OUSD (FMP) Memo, Aug 15, 2001, subj: Civilian Academic Degree Training [Delegates authority to Heads of DoD Components with authority to further delegate in writing]</p> <p>Secretary of the Army Memo, June 13, 2014, subj: Delegation of Authority – Civilian Academic Degree Training [Delegates authority to the ASA(M&RA) to exercise the provisions of section 4107 of title 5, U.S.C., with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Civilian Academic Degree Training</p>	April 3, 2017	<p>None. The ASA(M&RA) retains authority to approve policies and actual academic degree training applications, regardless of funding source.</p> <p>There are 4 exceptions in which employees may receive ADT without ASA(M&RA) approval:</p> <ol style="list-style-type: none"> 1. Employees selected to attend the Defense Comptrollership Program. 2. Acquisition Corps members seeking to meet Defense Acquisition Workforce Improvement Act requirements may receive ADT identified in an approved Acquisition Corps individual development plan. 3. Army Medical Command civilian employees competitively selected to participate in the Army / Fayetteville State University Master of Social Work Program 	<p>DAMO-TR Memo dtd Sep 17, 2009, subj: Academic Degree Training and DAMR-TR Memo dtd Oct 22, 2009, subj: Routing and Approval of Academic Degree Training provide guidance on submission of ADT requests.</p> <p>Additional guidance is contained in the ACTEDS Catalog on www.cpol.army.mil.</p>	<p>The DCS, G-3 will provide monthly updates to the ASA(M&RA).</p> <p>In coordination with the ASA(M&RA) the DCS, G-3 will develop policies and procedures for administering the Army's ADT programs.</p>

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
				4. Comptroller Career Program employees selected to participate in the DOD Inspector General program at Georgetown University		
31	<p><i>Expedited Hiring Authority (EHA) for Shortage Category and/or Critical Need Health Care Occupations</i></p> <p>Authority to appoint qualified individuals to shortage category and/or critical need healthcare professional positions, as designated by the Department of Defense</p>	<p>USD (P&R) Memo, Dec 14, 2015, subj: Extension of Expedited Hiring Authority for Shortage Category and/or Critical Need Health Care Occupations [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing]</p> <p>Secretary of the Army Memo, February 8, 2016, subj: Delegation of Authority – Expedited Hire Authority for Shortage Category and/or Critical Need Health Care Occupations [Delegates authority to the ASA(M&RA) with authority to further delegate in writing]</p> <p>Supersedes: Secretary of the Army Memo, June 18, 2014, subj: Delegation of Authority – Expedited Hire Authority for Shortage Category and/or Critical Need Health Care Occupations</p>	December 31, 2020	<p>Appointing Authority is delegated to:</p> <p>Administrative Assistant to the Secretary of the Army</p> <p>Commanders/Heads of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units <p>Authority to approve non-selection of 30% or more disabled veterans (when appropriate) is delegated to Deputy Surgeon General or equivalent.</p>	<p>Appointing authority may be further delegated in writing to Department of the Army officials, down to the lowest practical level, but no lower than the installation commander or activity head.</p> <p>Authority to approve non-selection of 30% or more disabled veterans may not be delegated.</p> <p>Request for designation of additional health care professional occupations as shortage category positions must be submitted thru the Office of The Surgeon General to AG-1 CP for OSD approval.</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</p>	Annual reporting required as outlined in USD (P&R) memorandum.

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
					updated as required to incorporate changes necessitated by change in rule, law, regulation or higher authority guidance.	
32	<p><i>Benefits, Allowances and Gratuities for Department of Defense (DoD) Civilian Employees under Public Law (PL) 109-234, Emergency Supplemental Appropriations Act for Defense, the Global War on Terror, and Hurricane Recovery, June 2006</i></p> <p>Authority to approve the benefits covered by the referenced 4 May 2007 memo from USD (P&R) and 27 December 2011 memo from USD for employees under their purview for service through 30 September 2015.</p>	<p>OUSD(P&R) Memo, May 4, 2007, subj: Benefits, Allowances and Gratuities for Department of Defense (DoD) Civilian Employees under Public Law (PL) 109-234, Emergency Supplemental Appropriations Act for Defense, the Global War on Terror, and Hurricane Recovery, June 2006 [Delegates authority to the Secretaries of the Military Departments with authority to further delegate]</p> <p>OUSD Memo, Oct 20, 2008, subj: Clarification of Memorandum Regarding Benefits, Allowances and Gratuities for Department of Defense (DoD) Civilian Employees Assigned to Iraq or Afghanistan Under the Authority of Section 1603 of Public Law (P.L.) 109-234, as amended [Announced extension of benefits to September 30, 2011]</p> <p>OUSD Memo, Dec 27, 2011, subj: Clarification of Memorandum Regarding Benefits, Allowances and Gratuities for Department of Defense (DoD) Civilian Employees Assigned to Iraq or</p>	September 30, 2015	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to other Department of the Army officials but not lower than activity commander or civilian head of an activity.</p> <p>Benefits and gratuities retroactive back to June 15, 2006 for employees on official duty in Iraq and Afghanistan. Delegates must review the circumstances of any employee's assignment to Iraq or Afghanistan between June 15, 2006 and September 24, 2007 to determine retroactive eligibility.</p> <p>Ensure all civilian employees assigned to Iraq or Afghanistan during the covered period are informed of these new benefits.</p> <p>See DAPE-CPZ memorandum dtd: 21 Jul 2009, subj: Excused Absence During Authorized Rest and Recuperation (R&R) Breaks for Employees Assigned to Iraq and Afghanistan.</p>	None.

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		<p>Afghanistan Under the Authority of 5 U.S.C. 9904 Upon the Expiration of Section 1603 of Public Law 109-234, as amended .</p> <p>Supersedes: ASA(M&RA) memo, 24 Sep 2007, subj: Delegation of Authority – Benefits, Allowances and Gratuities for Department of Defense (DoD) Civilian Employees under Public Law (P.L.) 109-234, Emergency Supplemental Appropriations Act for Defense, the Global War on Terror, and Hurricane Recovery, June 2006</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 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>	
33	<p><i>Pay Plan for Army Civilian Physicians and Dentists Covered by the General Schedule</i></p> <p>Authority to implement the Physicians and Dentists Pay Plan for eligible physicians and dentists</p> <p>Authority to serve as authorized management official (AMO) in determinations of market pay amounts for civilian physicians and dentists as provided for in referenced DoDI</p>	<p>DoDI 1400.25, Vol 543 dtd 18 August 2010, subj: Pay Plan for DoD Civilian Physicians and Dentists Covered by the General Schedule. [Delegates authority to heads of DoD components that employ civilian physicians and dentists with the authority to further delegate]</p> <p>Secretary of the Army Memo, June 13, 2014, subj: Delegation of Authority – Pay Plan for Army Civilian Physicians and Dentists [Delegates authority to ASA(M&RA) with the authority to further delegate in writing]</p> <p>SUPERSEDES:</p>	April 3, 2017	<p>Authority to implement the PDPP to:</p> <p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority to implement the PDPP may be further delegated in writing to an official who exercises personnel appointing authority at a level not lower than O-6, GS-15, or the equivalent.</p> <p>The Surgeon General may further delegate, in writing, the authority to serve as AMO to a level not lower than a commander (or equivalent) at or above the O-6, GS-15, or equivalent level. In the event that the commander of an ACOM, ASCC, DRU, AASA, or a major subordinate command is delegated AMO</p>	<p>Status report within 6 months of implementation of the pay plan to ASA M&RA and AG-1(CP)</p>

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		Secretary of the Army Memo, 13 October 2010, subj: Delegation of Authority – Pay Plan for Army Civilian Physicians and Dentists		Authority to serve as Authorized Management Official (AMO) to: The Surgeon General of the Army	authority that commander may delegate the AMO authority to his or her Deputy Commander at or above the O-6, GS-15, or equivalent level.	
34	<i>Hours of Duty and Authority to Determine Adverse Agency Impact Stemming from Flexible and Compressed Work Schedules</i>	Title 5, United States Code, 6101-6133 Title 5, Code of Federal Regulations, Part 510, Hours of Duty DoDI 1400.25, Volume 610, December 1996, administratively reissued April 6, 2009, subject: DoD Civilian Personnel Management System: Hours of Duty ASA(M&RA) Memo, June 13, 2014, subj: Delegation of Authority- Hours of Duty and Authority to Determine Adverse Agency Impact Stemming from Flexible and Compressed Work Schedules	April 3, 2017	Administrative Assistant to the Secretary of the Army* Commanders of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units	Authority may be further delegated in writing to other Department of the Army officials, but not lower than the local Commander or activity head. 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.	None
35	<i>Approval of Professional Liability Insurance (PLI) Reimbursement Requests</i>	Section 636 of the Treasury, Postal Service, and General Appropriations Act, 1997 (Public Law (PL) 104-208), as amended by Section 642 of the Treasury and General Government Appropriations Act for Fiscal Year 2000 (PL 106-58)	April 3, 2017	Administrative Assistant to the Secretary of the Army* Commanders of: - Army Commands;	Authority may be further delegated in writing to other Department of the Army officials, but not lower than the local Commander or activity head. The DCS G-1 will issue additional instructions and	

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Matrix of ASA (M&RA) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		<p>Office of the Assistant Secretary of Defense (Force Management Policy) memorandum, June 6, 2000, subject: Professional Liability Insurance.</p> <p>Secretary of the Army memo, June 13, 2014, subj: Delegation of Authority – Approval of Professional Liability Insurance (PLI) Reimbursement Requests [Delegates authority to ASA(M&RA) with the authority to further delegate in writing].</p>		<ul style="list-style-type: none"> - Army Service Component Commands; and - Direct Reporting Units 	<p>procedures as necessary to support operational requirements and ensure the appropriate use of the delegated authority.</p>	
36	<p><i>Pay Pursuant to Title 38 – Additional Pay for Certain Healthcare Professionals</i></p>	<p>Department of Defense (DoD) Instruction 1400.25, Volume 540, dated December 2006 and administratively reissued April 6, 2009, subject: DoD Civilian Personnel Management System: Pay Pursuant to Title 38 – Additional Pay for Certain Healthcare Professionals</p> <p>Secretary of the Army memo, June 13, 2014, subj: SUBJECT: Delegation of Authority for Pay Pursuant to Title 38 – Additional Pay for Certain Healthcare Professionals [Delegates authority to ASA(M&RA) with the authority to further delegate in writing]</p>	April 3, 2017	<p>Administrative Assistant to the Secretary of the Army*</p> <p>Commanders of:</p> <ul style="list-style-type: none"> - Army Commands; - Army Service Component Commands; and - Direct Reporting Units 	<p>Authority may be further delegated in writing to other Department of the Army officials, but not lower than commanders of medical or dental treatment facilities or equivalents.</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</p>	

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