



SECRETARY OF THE ARMY
WASHINGTON

04 JAN 2016

MEMORANDUM FOR ASSISTANT SECRETARY OF THE ARMY (MANPOWER AND RESERVE AFFAIRS)

SUBJECT: Delegation of Authority—Suitability and Fitness Adjudications for Civilian Employees

1. References:

- a. Department of Defense (DoD) Instruction 1400.25, Volume 731, (DoD Civilian Personnel Management System: Suitability and Fitness Adjudication for Civilian Employees), August 24, 2012.
- b. Title 5, Code of Federal Regulations, Part 731 (Suitability).
- c. DoD Instruction 1400.25, Volume 1403 (DoD Civilian Personnel Management System: Nonappropriated Fund (NAF) Employment), March 20, 2015.
- d. Army Regulation 215-3 (Nonappropriated Funds Instrumentalities Personnel Policy), 16 September 2015.
- e. Memorandum, Secretary of the Army, 30 May 2014, subject: Delegation of Authority – Suitability and Fitness Adjudications for Civilian Employees (hereby superseded).

2. I hereby delegate to the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) the authority that was delegated to me by reference 1a to make suitability and fitness determinations and take subsequent actions in cases involving applicants and appointees to covered positions in the grades of GS-15 (or equivalent) and below as defined by reference 1b. I also delegate to the ASA (M&RA) the authority that was delegated to me by reference 1a to adjudicate and make suitability or fitness determinations and take appropriate actions for NAF positions as prescribed by references 1c and 1d. These authorities will be exercised consistent with law, U.S. Office of Personnel Management regulations, DoD policy and procedures, and the listed references, as applicable.

3. When the position of the ASA (M&RA) is vacant, as defined by the law governing vacancies, or the ASA (M&RA) is temporarily absent or otherwise not available to take timely action, the Principal Deputy Assistant Secretary of the Army (PDASA (M&RA)) or the designated Senior Official performing the duties of the ASA (M&RA) may exercise the authorities set forth in paragraph 2.

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4. Unless expressly prohibited or restricted by law, directive, regulation, or policy, or as set forth herein, the ASA (M&RA), the PDASA (M&RA), or the designated Senior Official, as appropriate under the circumstances outlined in paragraph 3, may further delegate this authority, in whole or in part, to other Department of the Army officials down to the lowest practicable level. Should the ASA (M&RA), PDASA (M&RA), or designated Senior Official elect to further delegate this authority, each will remain cognizant of and accountable for all actions taken in the exercise of this authority at any level of the Army. Any further delegation may restrict or condition the delegate's exercise of this authority. A further delegation of authority will not be effective unless it is in writing; signed by the ASA (M&RA), PDASA (M&RA), or Senior Official; and has been determined not to be legally objectionable upon review by the Office of the Army General Counsel. No further delegation will take effect until the Office of the Administrative Assistant to the Secretary of the Army receives a record copy of the delegation for archiving.

5. Although not a limitation on the authority of the ASA (M&RA), PDASA (M&RA), or Senior Official to act in those cases specified, where the proposed decision represents a change in precedent or policy; is of significant White House, congressional, Department, or public interest; or has been, or should be, of interest or concern to me for any reason, brief me before rendering your decision, unless the exigencies of the situation prevent a briefing.

6. This delegation is effective immediately and expires 3 April 2017, unless earlier suspended, revoked, or superseded.



Eric K. Fanning
Acting

CF:
Administrative Assistant to the Secretary of the Army
Acting General Counsel