DEPARTMENT OF THE ARMY
HEADQUARTERS, UNITED STATES ARMY TRAINING AND DOCTRINE COMMAND
950 JEFFERSON AVENUE
FORT EUSTIS, VIRGINIA 23604-5700

REPLY TO
ATTENTION OF

ATBO-C

29 June 2016

MEMORANDUM FOR SEE DISTRIBUTION

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

1. References:

a. Memorandum, ASA (M&RA), 12 Feb 2016, 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 (Encl).

b. Memorandum, HQ TRADOC, ATBO-C, 23 December 2015, SAB.

2. This memorandum supersedes reference 1b.

3. As the ASA (M&RA) updates or otherwise modifies its delegations of civilian human resources authorities, it executes, publishes, and transmits them in sequentially numbered versions of its memorandum and accompanying matrix. Each successive version rescinds all prior versions. The above referenced memorandum and matrix represent the most current version of the Army's delegations of civilian human resources authorities in calendar year 2016. The memorandum reaffirms and reissues delegations 1-21, 23-36, and issues delegation 22 that expired prior to its publication.

4. Pursuant to the referenced memorandum and matrix, I hereby delegate civilian human resources authorities 1, 3-5, 7-12, 19-22, 24, 25, 28, 29, 31-36 to the following:

a. TRADOC Deputy Commanding General/Chief of Staff.

b. TRADOC Deputy Chief of Staff.

c. Major subordinate organization commanders.

d. Centers of Excellence commanders.

e. Commanders/directors of special activities who report directly to HQ TRADOC.

f. Commandant, U.S. Army Chaplain Center and School.

g. TRADOC Deputy Chiefs of General and Chiefs of Special Staff Offices.

5. In addition, I hereby delegate the "miscellaneous" authority to approve Intergovernmental Personnel Act agreements to the TRADOC Deputy Commanding General/Chief of Staff. No further delegation is authorized.

6. Unless expressly prohibited or restricted by law, regulation, or policy, or as set forth herein, the designated civilian human resources authorities may be further delegated to levels no lower than general officers and members of the Senior Executive Service, and to commandants of schools in the rank of colonel (O-6). These further delegations may be expressly restricted or conditioned, but will be effective only when they are in writing, signed by the official delegating the authority, and have been determined not to be legally objectionable upon review by legal counsel. 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. Particular attention should be paid to the "special instructions" contained in the matrix. In all cases, delegations should include consideration of financial responsibilities and processes within your command.

7. The designated delegations are effective immediately and expire as stated in the accompanying matrix, unless earlier suspended, revoked, or superseded. All previous delegations are rescinded with this current version. The referenced memorandum and its accompanying matrix are not a complete compilation of personnel authorities delegated. Consult your human resources specialist regarding any other existing authorities that may have been delegated below HQ TRADOC level.

8. Local labor relations obligations must be met prior to implementation.

Encl

DAVID G. PERKINS
General, U.S. Army
Commanding

DISTRIBUTION:
Commander
U.S. Army Combined Arms Center
U.S. Army Combined Arms Support Command
U.S. Army Center for Initial Military Training
U.S. Army Cadet Command
U.S. Army Recruiting Command
Centers of Excellence
U.S. Army Soldier Support Institute
Asymmetric Warfare Group

Commandants, TRADOC Schools

Director
Army Capabilities Integration Center
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(CONT)

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Deputy Chiefs of General and Chiefs of Special Staff Offices,
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CF:
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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.

Encl

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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.

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

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

DISTRIBUTION:
Principal Officials of Headquarters, Department of the Army
Commander
- U.S. Army Forces Command
- U.S. Army Training and Doctrine Command
- U.S. Army Materiel Command
- U.S. Army Pacific
- U.S. Army Europe
- U.S. Army Central
- U.S. Army North
- U.S. Army South
- U.S. Army Africa/Southern European Task Force
- U.S. Army Special Operations Command
- Military Surface Deployment and Distribution Command
- U.S. Army Space and Missile Defense Command/Army Strategic Command
- U.S. Army Medical Command
- U.S. Army Intelligence and Security Command
- U.S. Army Criminal Investigative Command
- U.S. Army Corps of Engineers
- U.S. Army Military District of Washington
- U.S. Army Test and Evaluation Command
- U.S. Army Installation Management Command

Superintendent, United States Military Academy
(CONT)

SAMR
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.

DISTRIBUTION: (CONT)
Director, U.S. Army Acquisition Support Center
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
Expedited Hiring Authority (EHA) fo r Acquisition Positions Authority to appoint qualified individuals to select Defense Acquisition Workforce Improvement Act (DAWIA) career field positions at specific levels	OUSD (P&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] Secretary of the Army Memo, February 8, 2016, subj: Delegation of Authority –Extension of Expedited Hiring Authority for Acquisition Positions **Supersedes:** Secretary of the Army Memo, May 30, 2014, subj: Delegation of Authority –Expedited Hiring Authority for Acquisition Positions	**September 30, 2017**	Appointing Authority is delegated to: 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 activity 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 incorporate changes necessitated by change in rule, law, regulation or higher authority guidance.	Quarterly reporting required as outlined in USD(P&R) memorandum.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA))
Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
1	***Student Loan Repayment Program*** Authority to approve student loan repayments	Office of the Under Secretary of Defense (Personnel & Readiness) (OUSD (P&R)) Memo, 30 Sep 2004, subj: Department of Defense (DoD) Student Loan Repayment Program [Delegates authority to Secretaries of Military Departments] Secretary of the Army Memo, 31 Mar 2014, subj: Delegation of Authority - Department of Defense (DoD) Student Loan Repayment Program [Delegates authority to the ASA (M&RA) with authority to further delegate in writing] **Supersedes:** Secretary of the Army Memo, 13 Oct 2010, subj: Department of Defense (DoD) Student Loan Repayment Program	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	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. 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	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.
2	***Reduced Per Diem Rate*** Authority to authorize, in advance, zero per diem rate or per diem rates in lesser amounts than	Joint Travel Regulations, Chapter 4, Temporary Duty Travel, Part B: Per Diem, Section 1: General, para 4095: Reduced Per Diem, Section B. Authority	03 Apr 2017	Is not further delegated		

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	those permitted by the Department of Defense	Secretary of the Army Memo, 31 Mar 2014, subj: Delegation of Authority – Reduced Per Diem Rate [Delegates authority to the ASA(M&RA)] **Supersedes:** Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Reduced Per Diem Rate				
3	***Overseas Allowances and Differentials*** Authority to grant payment of appropriate allowances and differentials to eligible civilian employees who are living in foreign areas	Department of Defense Instruction (DoDI) 1400.25, Vol 1250, 23 Feb 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] Secretary of the Army Memo, 31 Mar 2014, subj: Delegation of Authority – Overseas Allowances and Differentials [Delegates authority to the ASA (M&RA) with authority to further delegate in writing] **Supersedes:** Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads 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. 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA))
Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		Authority – Overseas Allowances and Differentials				
4	***Employing Individuals Completing DoD Scholarship or Fellowship Programs*** Authority to appoint individuals completing Department of Defense Scholarship or Fellowship Programs as identified in the references	USD (P&R) Memo, 05 Apr 2010, subj: Implementation of Authority to Employ Individuals Completing Department of Defense Scholarship or Fellowship Programs [Delegates authority to DoD Component Heads with authority to further delegate in writing] Secretary of the Army Memo, 31 Mar 2014, subj: Delegation of Authority – Employment of Individuals Completing Department of Defense (DoD) Scholarship or Fellowship Programs [Delegates authority to ASA(M&RA) with authority to further delegate in writing] **Supersedes:** Secretary of the Army Memo, 05 Apr 2010, subj: Delegation of Authority – Employ Individuals Completing Department of Defense (DoD) Scholarship or Fellowship Programs	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads 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. 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 service: National Security Education Program; the Information Assurance Scholarship Program; and the Science, Mathematics and Research for Transformation. Full documentation for appointments made under this authority, sufficient to allow reconstruction of the action, must be maintained.	An annual assessment of the usage of the authority will be conducted at the start of the fiscal year (FY)
5	***Grade and Pay Retention***	DoDI 1400.25, Vol 536, 28 Jun 2006, administratively reissued 06 Apr 2009, subj: DoD Civilian Personnel Management System:	03 Apr 2017	Administrative Assistant to the Secretary of the Army*	Authority may be further delegated in writing to other department of the Army officials but not lower than	

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	Authority to extend grade and pay retention pursuant to 5 Code of Federal Regulations (CFR) 536.202(a) and 5 CFR 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	Grade and Pay Retention. [Delegates authority to the Secretaries of the Military Departments with authority to further delegate] Secretary of the Army Memo, 31 Mar 2014, subj: Delegation of Authority – Grade and Pay Retention [Delegates authority to ASA (M&RA) with authority to further delegate in writing] **Supersedes:** Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Grade and Pay Retention		Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	activity commander or civilian head of an activity.	
6	***Authenticate Personnel Actions*** Authority for the Civilian Human Resources Agency (CHRA) to approve and authenticate personnel actions for serviced organizations without the need for additional designations from Department of Army (DA) appointing authorities	HQDA General Orders No. 1, June 11, 2012 AR 690-200, Chapter 250, Personnel Management Agencies, Sep 3, 1993 ASA (M&RA) Memo, 29 Sep 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]	In effect until suspended, revoked or superseded, or upon update of AR 690-200, Ch 250 which incorporates this delegation, whichever occurs first.	Director, CHRA	Director, CHRA may further delegate authority to CHRA Regional Directors or their designees for their serviced organizations. 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,	None.

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
					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 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.	
7	***Secretary of Defense Medal for Global War on Terrorism*** **(GWOT)** Authority to approve and administer the GWOT medal for eligible civilian employees Authority to procure, issue, and establish administrative	USD (P&R) Memo, 09 Aug 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] OUSD (P&R) Memo, 07 Apr 2008, subj: Secretary of Defense Medal for the Global War on Terrorism – Change 1 [Delegates authority to Heads of the DoD	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	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 (or equivalent) for civilian employees under their purview.	None.

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.
** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA))
Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	procedures for the approval of the GWOT medal	Components with authority to delegate in writing] Secretary of the Army Memo, 31 Mar 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] **Supersedes:** Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Secretary of Defense Medal for the Global War on Terrorism				
8	***Credit for Prior Non-Federal Work Experience and Certain Military Service for Determining Annual Leave Accrual Rate*** 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	DoDI 1400.25, Vol 631, 31 Aug 2009, subj: DoD Civilian Personnel Management System: Credit for Prior Non-Federal Work Experience and Certain Military Service for Determining Leave Accrual Rate [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing] Secretary of the Army Memo, 31 Mar 2014, subj: Delegation of Authority – Credit for Prior Non-Federal Work Experience and Certain Military Service for	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	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. 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.	Use of this incentive requires command reports be submitted annually through AG-1 CP to ASA (M&RA).

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.
** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	and certain military service if it relates directly to the skills required for the position under recruitment.	Determining Annual Leave Accrual Rate [Delegates authority to the ASA (M&RA) with authority to further delegate in writing] **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			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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance. 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.	
9	***Uniform Allowance Rates*** Authority to determine which categories of employees who are required to wear	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	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands;	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.	None.

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	uniforms may be furnished uniforms or are eligible for the uniform allowance	authority to further delegate in writing] Secretary of the Army Memo, 31 Mar 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] **Supersedes:** Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Uniform Allowance Rates for DoD Civilian Employees		- Army Service Component Commands; and - Direct Reporting Units**	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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
10	***Age Waivers for Air Traffic Controllers (ATC)*** Authority to determine maximum entry age waivers; reentry age waivers; and mandatory age separation waivers for civilian ATCs up to the age of 61	DoDI 1400.25, Vol 331, 26 Jan subj: DoD Civilian Personnel Management System: Civilian Air Traffic Controllers (ATCs) [Delegates authority to DoD Component head with limited further delegation] Secretary of the Army Memo, 31 Mar 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	03 Apr 2017	Position coverage determination is not further delegated. Maximum entry age, re-entry age and mandatory separation waiver authority is delegated to: Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands;	Authority to determine maximum entry age and re-entry age should be further delegated. Authority to approve mandatory separation waivers may be delegated to the lowest practical organizational level to ensure timely hiring decisions in support of mission requirements. The DCS, G-1 will issue additional instructions and procedures as necessary to support operational	

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		authority to further delegate in writing] **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)		- Army Service Component Commands; and - Direct Reporting Units**	requirements and ensure the appropriate use of the delegated authority. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
11	***Increased Annual Premium Pay Limitations for Calendar Year (CY) 2015*** Authority to determine eligibility of civilian employees for the increased annual premium pay limitation for Calendar Year 2015	OUSD (P&R) Memo, 09 Jun 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] Secretary of the Army Memo, 04 Sep 2015, subj: Delegation of Authority – Increased Annual Premium Pay 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]	31 Dec 2015	Administrative Assistant to the Secretary of the Army* Commanders/Heads 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 activity commander or civilian head of an activity. 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	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.

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA))
Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		Supersedes: Secretary of the Army Memo, 09 Dec 2014, subj: Delegation of Authority – Increased Annual Premium Pay Limitation for Calendar Year (CY) 2014				
12	***Delegation of Classification Authority*** Authority to exercise position classification authority for all positions in the General Schedule (GS), Federal Wage System (FWS), DCIPS and alternative personnel systems	DoDI 1400.25, Vol 511, 28 May 2015, subj: DoD Civilian Personnel Management System: Classification Program [Delegates authority to Secretaries of the Military Departments with authority to further delegate] Secretary of the Army Memo, 23 Dec 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]	03 Apr 2017	Director, Civilian Human Resources Agency for all positions subject to Special Retirement Coverage (SRC) All other non-SRC position classification authority is delegated to: Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	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. Authority to classify all other position descriptions may be further delegated in writing to other managerial and supervisory levels deemed appropriate. 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. Implementing guidance and instructions will be updated as	

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
					required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
13	***VERA/VSIP/VSIP Phase II Authority*** 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) Authority to approve VSIP for non-appropriated fund employees Authority to determine when and to what extent activities will participate as potential gaining activities under the VSIP Phase II program Authority to extend the time period required for	DoD 1400.25, Vol 1702, 13 Jun 2008, Administratively Reissued 01 April 2009, subj: DoD Civilian Personnel Management System: Voluntary Separation Programs [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing to the lowest practicable level, but not lower than local installation commander or activity head] Secretary of the Army Memo, 25 Apr 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] **Supersedes:** Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Voluntary Early Retirement Authority, Voluntary	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	Authority may be further delegated in writing to the lowest practicable level, 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	AG-1 CP to provide quarterly reports to the ASA (M&RA) on the use of this authority.

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	scheduled separation under the VSIP Phase II program	Separation Incentive Pay and Voluntary Separation Incentive Pay Phase II.				
14	***Meritorious Civilian Service Award*** Authority to approve the Meritorious Civilian Service Award	Secretary of the Army Memo, 31 Oct 2013, subj: Delegation of Authority - Awards Policy Establishment, Implementation and Oversight [Delegates authority to the ASA (M&RA)] ASA (M&RA) Memo, 18 Apr 2014, subj: Delegation of Authority to Approve the Meritorious Civilian Service Award AR 672-20, Incentive Awards (Rapid Action Revisions – 17 Dec 2013 and 01 Apr 2014)	In effect until suspended, revoked or superseded	Administrative Assistant to the Secretary of the Army* Commanders/Heads of: -Army Commands; -Army Service Component Commands; and -Direct Reporting Units**	Authority may not be further delegated.	None.
15	***Suitability and Fitness Determinations for Civilians*** 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.] DoDI 1400.25 Vol 731, 24 Aug 2012, subj: DoD Civilian Personnel Management System: Suitability and Fitness Adjudication for Civilians Employees [Delegates all other suitability determinations to the Heads of the DoD Components	03 Apr 2017	Director, 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. Implementing guidance and	

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		with authority for further delegation in writing.] Deputy Secretary of Defense Memo, 03 May 2012, subj: DoD Central Adjudication Facilities (CAF) Consolidation [Favorable suitability determinations will be made by the DoD CAF.] Secretary of the Army Memo, 30 May 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]			instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
16	***Reduction in Force (RIF)*** Authority to approve RIF for less than 50 employee separations	Title 5, CFR, Part 351, Reduction in Force DoDI 1400.25, Vol 351, 19 Jan 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.] Secretary of the Army Memo, 30 May 2014, subj: Delegation of	03 Apr 2017	Authority to approve RIF separating less than 50 employees: Administrative Assistant to the Secretary of the Army* Commanders/Heads of: -Army Commands; -Army Service Component Commands; and	Secretary of the Army is the only official with authority to approve RIFs separating 50 or more employees. 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by	

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		Authority – Reduction in Force [Delegates authority to ASA (M&RA) to approve RIFs separating less than 50 employees]		-Direct Reporting Units**	changes in rule, law, regulation or higher authority guidance.	
17	***Defense Civilian Intelligence Personnel System (DCIPS) Implementation and Issuance of Supplemental Policy Guidance*** Authority to implement and administer DCIPS and issue Army DCIPS policy guidance	DoDD 1400.35, 24 Sep 2007, (incorporating Change 1, 01 Sep 2009), subj: Defense Civilian Intelligence Personnel System (DCIPS) DoDI 1400.25, Vol 2001, 29 Dec 2008, subj: DoD Civilian Personnel Management System: Defense Civilian Intelligence Personnel System (DCIPS) Introduction (incorporating Change 1, 17 Mar 2014) [Delegates authority to the Heads of the DoD Components with DCIPS positions] Secretary of the Army Memo, 30 May 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]	03 Apr 2017	Deputy Chief of Staff, G-2, the Functional Chief for Military Intelligence	The Deputy Chief Staff G-2 will issue supplemental DCIPS policies and instructions. Refer to the individual DCIPS Army Policy Volumes (AP-V's) for responsibilities and if supplementation or further delegation is permitted.	

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		Supersedes: Secretary of the Army Memo, 15 May 2012, subj: Delegation of Authority – Army Defense Civilian Intelligence Personnel System (DCIPS) Implementation				
18	***Extensions of Employment for Family Members in Foreign Areas*** Approve employment extensions of up to 1 year for employees on a Family member appointment under Schedule A, 5 CFR 213.3106(b)(6) appointing authority	Title 5, CFR, Schedule A, Section 213.3101 DoDI 1400.25, Vol 1232, 05 Jan 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] Secretary of the Army Memo, 30 May 2014, subj: Delegation of Authority – Extensions of Employment for Family Members in Foreign Areas	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads 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 the authority should be used sparingly. 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
19	***Foreign Area tour Extensions and Waivers of Physical Presence Requirement***	DoDI 1400.25, Volume 1230, 26 Jul 2012, subj: DoD Civilian Personnel Management System: Employment in Foreign Areas and Employee Return Rights [Delegates authority to DoD Component Heads to approve	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads of: -Army Commands;	In accordance with DoDI 1400.25, V1230, para 4.h.(3), (4), and (5): - The authority to grant an *initial* extension not to exceed 2 years beyond the 5-year	

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	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 United States or nonforeign area before returning to a position in a foreign area	tour extensions beyond 5 years and to approve periods of physical presence in the U.S. or nonforeign area shorter than 2 years] AR 690-300, dated 15 Oct 1987, Ch 301, SC 5, Overseas Employment and Rotation of U.S. Citizens [When there is a conflict between DoDI 1400.25, Vol 1230 and AR 690-300, the DoDI takes precedence] Secretary of the Army Memo, 30 May 2014, subj: Delegation of Authority – Foreign Area Tour Extensions and Waivers of Physical Presence Requirement		-Army Service Component Commands; and -Direct Reporting Units**	limitation may be further delegated in writing to local commanders or civilian activity heads. - Any *subsequent* extension after an initial extension beyond 5 years may be delegated in writing to the Deputy AASA or Deputy Commanders/Heads of an ACOM, ASCC or DRU. - 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/Heads of an ACOM, ASCC or DRU. 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. Implementing guidance and instructions will be updated as	

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
					required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
20	***Recruitment, Relocation and Retention (3Rs) and Enhanced Retention Incentives*** 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	DoDI 1400.25, Vol 575, Dec 1996, incorporating through Change 8, 13 Oct 2000, administratively reissued 06 Apr 2009, subj: DoD Civilian Personnel Management System: Recruitment and Relocation Bonuses, Retention Allowances, and Supervisory Differentials [Delegates authority to Heads of DoD Components with the authority to further delegate] USD (P&R) Memo, 21 Sep 2006, subj: Implementation of Recruitment, Relocation, and Retention Incentives [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing] USD (P&R) Memo, 05 Feb 2008, subj: Implementation of Enhanced Retention Incentives Authorities [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing]	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	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. Authority does not include incentives for Senior Executive Service, Senior Level and Scientific or Professional positions (or the equivalent). 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law,	See DAPE-CPZ Memo dated March 25, 2010, subj: Re-delegation of Authority--Recruitment, Relocation, Retention and Enhanced Retention Incentives. http://cpol.army.mil/library/benefits/2010-0325-3r-del.html 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. Annual report required through DCPAS to OPM on

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Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (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, 30 May 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] **Supersedes**: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Recruitment, Relocation, Retention and Enhanced Retention Incentives			regulation or higher authority guidance.	the use of the 3Rs incentives. 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.
21	***Employment of Annuitants in Positions GS-15 and Below (or Equivalent)*** Authority to approve employment of annuitants in positions of GS-15 and below (or equivalent)	DoDI 1400.25, Vol 300, 10 Dec 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] Secretary of the Army Memo, 30 May 2014, subj: Delegation of Authority – Employment of Annuitants in Positions GS-15 and Below (or Equivalent) [Delegates authority to the	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	Authority may be further delegated in writing to Army managers and supervisors. 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law,	AG-1 CP to provide quarterly reports for ASA (M&RA) review.

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA))
Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		ASA(M&RA) with authority to further delegate in writing] **Supersedes:** Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Employment of Annuitants in Positions GS-15 and Below (or Equivalent)			regulation or higher authority guidance.	
22	***Expedited Hiring Authority (EHA) for Acquisition Positions*** Authority to appoint qualified individuals to select Defense Acquisition Workforce Improvement Act (DAWIA) career field positions at specific levels	OSD Memo, 18 Dec 2015, subj: Extension 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] Secretary of the Army Memo, 08 Feb 2016, subj: Delegation of Authority – Extension of Expedited Hiring Authority for Acquisition Positions [Delegates authority to the ASA (M&RA) with authority to further delegate in writing] **Supersedes:** Secretary of the Army Memo, 30 May 2014, subj: Delegation of Authority – Expedited Hiring Authority for Acquisition Positions	30 Sep 2017	Appointing Authority is delegated to: Administrative Assistant to the Secretary of the Army* Commanders/Heads 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 activity 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	Quarterly reporting required as outlined in OSD memorandum.

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
23	***Secretary of Defense Medal for the Defense of Freedom (DFM)*** Authority to approve and administer Secretary of Defense Medal for the Defense of Freedom Medal for eligible civilian employees	AR 672-20, Decorations, Awards, Honors, Incentive Awards, April 1, 2014. DoDI 1400.25, Volume 451, 04 Nov 2013, subj: DoD Civilian Personnel Management System: Awards Secretary of the Army Memo, 30 May 2014, subj: Request for Delegation of Authority – Secretary of Defense Medal for the Defense of Freedom (DFM) [Sec Army retains authority] **Supersedes**: Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Secretary of Defense Medal for the Defense of Freedom (DFM)	In effect until suspended, revoked or superseded	No further delegation	The Secretary of the Army retains authority to approve for certain qualifying non-DoD personnel. This authority rescinds AR 672-20 paragraph 12-1 (e-g).	None.
24	***Priority Placement Program (PPP) Component Coordinator Designation*** Authority to designate a Component PPP Coordinator	DoDI 1400.20, 26 Sep 2006, subj: DoD Program for Stability of Civilian Employment [Directs the Head of the DoD Component to designate a PPP Component Coordinator] Secretary of the Army Memo, 30 May 2014, subj: Delegation of Authority – DoD Program for Stability of Civilian Employment	03 Apr 2017	Authority to designate a PPP Component Coordinator is delegated to ASA (M&RA) only. Authority to exercise the provisions of the PPP is delegated to:	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. The DCS, G-1 will issue additional instructions and	

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Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	Authority to exercise the provisions of the PPP	[Delegates authority to ASA (M&RA) with the authority to further delegate in writing] **Supersedes:** Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – DoD Program for Stability of Civilian Employment		Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	procedures as necessary to support operational requirements and ensure the appropriate use of the delegated authority. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
25	***Authority to Approve Lump Sum Severance Payments to Eligible Employees***	DoDI 1400.25, Volume 550, 20 Mar 2015, subj: DoD Civilian Personnel Management System: Pay Administration (General), Change 2, effective 08 May 2015 Secretary of the Army Memo, 30 May 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] **Supersedes:** Secretary of the Army Memo, 20 Sep 2011, subj: Delegation of Authority to Pay Severance Pay in a Lump Sum	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads 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 activity commander or civilian head of an activity. 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law,	

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
					regulation or higher authority guidance.	
26	***Voluntary Early Retirement Authority (VERA) for Nonappropriated Fund (NAF)*** Authority to approve VERA for NAF employees	Army Regulation 215-3, 16 Sep 2015, Nonappropriated Funds Instrumentalities Personnel Policy [Designates the ASA (M&RA) as the responsible agency official with authority to approve VERA for NAF employees and to further delegate this responsibility] ASA (M&RA) Memo, 06 Jun 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.] **Supersedes:** ASA (M&RA) Memo, 14 Nov 2012, subj: Delegation of Authority – Voluntary Early Retirement Authority (VERA) for Nonappropriated Fund (NAF)	03 Apr 2017	Commander, U.S. Army Installation Management Command (IMCOM)	The authority may not be further delegated. 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
27	***Direct Hire Authority (DHA) for Scientific &***	USD Memo, 16 Dec 2008, subj: Redelegation of Authority under Section 1108 of the Duncan	03 Apr 2017	Commanders of:	Authority may be further delegated in writing to other Department of the Army	See DAPE-CPZ Memo dated Jun 16, 2009, subj: Instructions for Reporting

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA))
Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	Engineering Positions at Demo Labs 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.	Hunter National Defense Authorization Act for Fiscal Year 2009 [Delegates authority to Secretaries of Military Departments with authority to further delegate in writing] Secretary of the Army Memo, 18 June 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] **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		- U.S. Army Materiel Command; - U.S. Army Medical Command; and - U.S. Army Corps of Engineers	officials, but not lower than the activity 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	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 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.

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
28	***Authority to Waive the Limitations on Donating Annual Leave*** Authority to waive limitations on donating annual leave under the Voluntary Leave Transfer Program (VLTP) under the criteria listed herein	5 CFR 630.908(c) [Authorizes agencies to waive limitations on donating annual leave under the VLTP] ASA (M&RA) Memo, 18 Jun 2014, subj: Army Civilian Voluntary Leave Transfer Program – Waiving the Limitation on Donating Annual Leave **Supersedes:** ASA (M&RA) Memo, 02 Jun 2009, subj: Delegation of Authority to Waive the Limitations on Donating Annual Leave under the Voluntary Leave Transfer Program	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads 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 no lower than the second level supervisor of the leave donor. 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	The DCS, G-1, will monitor the exercise of this authority and will submit a 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).
29	***Restoration of Annual Leave – Authority to Approve Exigencies*** Authority to determine, under 5 CFR §630.305, that an exigency is of such importance that it prevents the use by their employees of annual leave subject to forfeiture	5 CFR 630.305 [Authorizes agencies to determine that exigencies are of major importance in order to restore annual leave] DoDI 1400.25, Volume 630, 19 Mar 2015, Change 2, effective 08 May 2015, subj: DoD Civilian Personnel Management System: Leave	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and	Authority may be further delegated in writing to other Department of the Army officials. Those exercising this authority are responsible for establishing dates for the period covered by the exigencies as required under 5 CFR §630.306(a)(2).	None.

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (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. 18 Jun 2014, subj: Delegation of Authority – Approval of Exigencies for Restoration of Annual Leave [Delegates authority to the ASA (M&RA) with authority to further delegate in writing.] **Supersedes:** ASA (M&RA) Memo, 02 Jun 2009, subj. Restoration of Annual Leave – Delegation of Authority to Approve Exigencies		- Direct Reporting Units**	Exigencies may not be approved by any official whose leave would be affected by the decision.	
30	***Civilian Academic Degree Training (ADT)*** Authority to approve planned, systematic and coordinated programs of professional development consistent with specific criteria	DoDI 1400.25, Volume 410, 25 Sep 2013, subj: DoD Civilian Personnel Management System: Training, Education, and Professional Development Secretary of the Army Memo, 18 Jun 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] **Supersedes:** Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of	03 Apr 2017	None. The ASA (M&RA) retains authority to approve policies and actual academic degree training applications, regardless of funding source. There are 4 exceptions in which employees may receive ADT without ASA (M&RA) approval: 1. Employees selected to attend the Defense Comptrollership Program.	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. Additional guidance is contained in the ACTEDS Catalog on www.cpol.army.mil.	The DCS, G-3 will provide monthly updates to the ASA (M&RA). In coordination with the ASA (M&RA) the DCS, G-3 will develop policies and procedures for administering the Army's ADT programs.

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		Authority – Civilian Academic Degree Training		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 4. Comptroller Career Program employees selected to participate in the DOD Inspector General program at Georgetown University		
31	***Expedited Hiring Authority (EHA) for Shortage Category and/or Critical Need Health Care Occupations***	USD (P&R) Memo, 14 Dec 2015, subj: Extension of Expedited Hiring Authority for Shortage Category and/or Critical Need Health Care Occupations [Delegates authority to Secretaries of Military	31 Dec 2020	Appointing Authority is delegated to: Administrative Assistant to the Secretary of the Army Commanders/Heads of:	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.	Annual reporting required as outlined in USD (P&R) memorandum.

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	Authority to appoint qualified individuals to shortage category and/or critical need healthcare professional positions, as designated by the Department of Defense	Departments with authority to further delegate in writing] Secretary of the Army Memo, 08 Feb 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] **Supersedes:** Secretary of the Army Memo, 18 Jun 2014, subj: Delegation of Authority – Expedited Hire Authority for Shortage Category and/or Critical Need Health Care Occupations		- Army Commands; - Army Service Component Commands; and - Direct Reporting Units** Authority to approve non-selection of 30% or more disabled veterans (when appropriate) is delegated to Deputy Surgeon General or equivalent.	Authority to approve non-selection of 30% or more disabled veterans may not be delegated. 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. 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
32	***Benefits, Allowances and Gratuities for Department of Defense (DoD) Civilian Employees under Public Law (PL) 109-***	USD (P&R) Memo, 04 May 2007, subj: Benefits, Allowances and Gratuities for Department of Defense (DoD) Civilian Employees under Public Law (PL) 109-234, Emergency	30 Sep 2015	Administrative Assistant to the Secretary of the Army* Commanders/Heads of:	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.	None.

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	234, Emergency Supplemental Appropriations Act for Defense, the Global War on Terror, and Hurricane Recovery, June 2006 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.	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] OUSD Memo, 20 Oct 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] USD Memo, 27 Dec 2011, subj: Continuation of Certain Benefits, Allowances and Gratuities for Department of Defense (DoD) Civilian Employees Assigned to Iraq or Afghanistan Under the Authority of 5 U.S.C. 9904 Upon the Expiration of Section 1603 of Public Law 109-234, as amended. **Supersedes:** ASA (M&RA) memo, 24 Sep 2007, subj: Delegation of		- Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	Benefits and gratuities are 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. Ensure all civilian employees assigned to Iraq or Afghanistan during the covered period are informed of these new benefits. 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. The DCS, G-1 will issue additional instructions and procedures as necessary to support operational requirements and ensure the appropriate use of the	

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA))
Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		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			delegated authority. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
33	***Pay Plan for Army Civilian Physicians and Dentists Covered by the General Schedule*** Authority to implement the Physicians and Dentists Pay Plan for eligible physicians and dentists 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	DoDI 1400.25, Vol 543, 18 Aug 2010, subj: Pay Plan for DoD Civilian Physicians and Dentists Covered by the General Schedule. [Delegates authority to Heads of DoD Components with limited further delegation.] Secretary of the Army Memo, 18 Jun 2014, subj: Delegation of Authority – Designation as Authorized Management Official and Implementation of Pay Plan for DoD Civilian Physicians and Dentists Covered by the General Schedule [Delegates authority to ASA (M&RA) with limited further delegation.] **Supersedes:** Secretary of the Army Memo, 13 Oct 2010, subj: Delegation of Authority – Pay Plan for Army Civilian Physicians and Dentists	03 Apr 2017	Authority to implement and oversee the use of the PDPP pay authorities within their areas of responsibility to: Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units** Authority to serve as AMO in all determinations of market pay amounts for covered	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. The Surgeon General of the Army may further delegate, in writing, the authority to serve as AMO to: Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units;	Status report within 6 months of implementation of the pay plan to ASA M&RA and AG-1 CP

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
				civilian physicians and dentists to: The Surgeon General of the Army	who in turn, may further delegate authority to serve as the AMO to a level not lower than their Executive Officer or Deputy Commander/Head of their Command/DRU.	
34	***Hours of Duty and Authority to Determine Adverse Agency Impact Stemming from Flexible and Compressed Work Schedules***	Title 5, United States Code, 6101-6133 Title 5, Code of Federal Regulations, Part 610, Hours of Duty DoDI 1400.25, Volume 610, December 1996, subj: DoD Civilian Personnel Management System: Hours of Duty, administratively reissued April 6, 2009 Secretary of the Army Memo, 13 Jun 2014, subj: Delegation of Authority- Hours of Duty and Authority to Determine Adverse Agency Impact Stemming from Flexible and Compressed Work Schedules	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	None.
35	***Approval of Professional Liability Insurance (PLI)***	Section 636 of the Treasury, Postal Service, and General Appropriations Act, 1997 (Public Law (PL) 104-208), as amended	03 Apr 2017	Administrative Assistant to the Secretary of the Army*	Authority may be further delegated in writing to other Department of the Army officials, but not lower than the	

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
	Reimbursement Requests	by Section 642 of the Treasury and General Government Appropriations Act for Fiscal Year 2000 (PL 106-58) Office of the Assistant Secretary of Defense (Force Management Policy) memorandum, June 6, 2000, subject: Professional Liability Insurance. Secretary of the Army Memo, 18 Jun 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].		Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
36	***Pay Pursuant to Title 38 – Additional Pay for Certain Healthcare Professionals***	DODI 1400.25, Volume 540, Dec 2006 and administratively reissued 06 Apr 2009, subj: DoD Civilian Personnel Management System: Pay Pursuant to Title 38 – Additional Pay for Certain Healthcare Professionals Secretary of the Army Memo, 18 Jun 2014, subj: Delegation of Authority for Pay Pursuant to Title 38 – Additional Pay for Certain Healthcare Professionals [Delegates authority to ASA	03 Apr 2017	Administrative Assistant to the Secretary of the Army* Commanders/Heads 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 commanders of medical or dental treatment facilities or equivalents. The DCS, G-1 will issue additional instructions and procedures as necessary to support operational requirements and ensure the appropriate use of the	

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
		(M&RA) with the authority to further delegate in writing]			delegated authority. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law, regulation or higher authority guidance.	
MISCELLANEOUS DELEGATIONS OF AUTHORITIES						
	Intergovernmental Personnel Act Program Policy	Title 5, United States Code, 3371-3375 Title 5, Code of Federal Regulations, Part 334, Temporary Assignments under the Intergovernmental Personnel Act (IPA) Assistant Secretary of the Army (Manpower and Reserve Affairs) Memo, 26 Feb 2016, subj: Intergovernmental Personnel Act Program Policy General Order, 2012-01, dtd 11Jun 2012, Assignment of Functions and Responsibilities Within Headquarters, Department of the Army	In effect until suspended, revoked or superseded	Administrative Assistant to the Secretary of the Army* Commanders/Heads of: - Army Commands; - Army Service Component Commands; and - Direct Reporting Units**	Authority may be further delegated in writing to the Deputy Commanders, Chiefs of Staff, or Directors in the Senior Executive Service. For HQDA, the AASA may further delegate to the Principal Officials. No further delegation is authorized. 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. Implementing guidance and instructions will be updated as required to incorporate changes necessitated by changes in rule, law,	Semi-annual report due to AG-1 CP to be submitted to DASA-CP

* For purposes of this delegation, 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 of the described authority fall under the purview of the Administrative Assistant to the Secretary of the Army.

** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.

Matrix of the Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA (M&RA)) Delegated Civilian Human Resources (CHR) Authorities

#	Subject / Description	References	Expiration Date	Delegated To	Special Instructions	Reporting Requirements
					regulation or higher authority guidance.	

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** For all DRUS except for U.S. Army Acquisition Support Center (USAASC). For purposes of these CHR delegations, the delegation line of authority is from the ASA (M&RA) to the Assistant Secretary of the Army (Acquisition, Logistics, and Technology) (ASA (ALT)) to the USAASC.