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

APR 1 2014

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MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Delegation of Civilian Human Resources Authorities, Version 02-2014, effective March 31, 2014: *Revision to Delegation of Civilian Human Resources Authorities Matrix and Execution, Publication and Transmission of Delegations #1 through #12, and Extension of Delegations #14 through #28*

1. References:

a. 10 U.S.C. 3016(b)(2)

b. Headquarters, Department of the Army General Orders No. 1, dated 11 Jun 12, subject: *Assignment of Functions and Responsibilities Within Headquarters, Department of the Army*

c. Memorandum, Assistant Secretary of the Army (Manpower and Reserve Affairs) (ASA M&RA), 10 Feb 14, subject: *Delegation of Civilian Human Resources Authorities – Version 01-2014* (hereby rescinded)

d. *Matrix of ASA M&RA Delegated Civilian Human Resources (CHR) Authorities, Version 02-2014, dated March 31, 2014* (Encl 1)

e. Memorandum, Secretary of the Army (SA), 31 Mar 14, subject: *Issuance of New Delegations of Civilian Human Resources (CHR) Authorities and Extensions of Previous Delegations of CHR Authorities* (Encl 2)

f. Memorandum, SA, 31 Mar 14, subject: *Delegation of Authority – Department of Defense (DoD) Student Loan Repayment Program* (Encl 3)

g. Memorandum, SA, 31 Mar 14, subject: *Delegation of Authority - Reduced Per Diem Rate* (Encl 4)

h. Memorandum, SA, 31 Mar 14, subject: *Delegation of Authority – Overseas Allowance and Differentials* (Encl 5)

i. Memorandum, SA, 31 Mar 14, subject: *Delegation of Authority – Employment of Individuals Completing DoD Scholarship or Fellowship Programs* (Encl 6)

j. Memorandum, SA, 31 Mar 14, subject: *Delegation of Authority – Grade and Pay Retention* (Encl 7)

k. Memorandum, ASA M&RA, 29 Sep 11, subject: *Delegation of Authority – Authority to Authenticate Personnel Actions* (Encl 8; expires upon update of AR 690-300)

l. Memorandum, SA, 31 Mar 14, subject: *Delegation of Authority – Secretary of Defense Medal for Global War on Terrorism (GWOT)* (Encl 9)

m. Memorandum, SA, 31 Mar 14, subject: *Delegation of Authority – Credit for Prior Non-Federal Work Experience and Certain Military Service for Determining Annual Leave Accrual Rate* (Encl 10)

n. Memorandum, SA, 31 Mar 14, subject: *Delegation of Authority – Uniform Allowance Rates for DoD Civilian Employees* (Encl 11)

o. Memorandum, SA, 31 Mar 14, subject: *Delegation of Authority – Position Coverage Determination, Maximum Entry Age Waivers, Reentry Waivers and Mandatory Age Separation Waivers for Civilian Air Traffic Controllers* (Encl 12)

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 02-2014, dated March 31, 2014* (Encl 1) comprise the second and most current version of my delegations of civilian human resources authorities in 2014.

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 issue the following *Civilian Human Resources Authorities*:

a. *Delegation #1, Student Loan Repayment Program* (reference 1.f.).

b. *Delegation #2, Reduced Per Diem Rate* (reference 1.g.)

c. *Delegation #3, Overseas Allowance and Differentials* (reference 1.h.)

d. *Delegation #4, Employing Individuals Completing DoD Scholarship or Fellowship Programs* (reference 1.i.)

e. *Delegation #5, Grade and Pay Retention* (reference 1.j.)

f. *Delegation #6, Authenticate Personnel Actions* (reference 1.k.)

g. *Delegation #7, Secretary of Defense Medal for Global War on Terrorism (GWOT)* (reference 1.l.)

h. *Delegation #8, Credit for Prior Non-Federal Work Experience and Certain Military Service for Determining Annual Leave Accrual Rate* (reference 1.m.)

i. *Delegation #9, Uniform Allowance Rates for DoD Civilian Employees* (reference 1.n.)

j. *Delegation #10, Age Waivers for Air Traffic Controllers* (reference 1.o.)

4. Through this memorandum and its accompanying matrix, I hereby re-affirm and reissue the following two delegations:

a. *Delegation #11, Increased Annual Premium Pay Limitations for Calendar Year 2013,* expires December 31, 2014.

b. *Delegation #12, Delegation of Classification Authority,* expires April 3, 2017.

5. Through this memorandum and its accompanying matrix, I hereby extend *Civilian Human Resources Authorities Delegations #14 through #28* until May 30, 2014.

6. This memorandum rescinds *Delegation of Civilian Human Resources Authorities – Version 01-2014* (reference 1.c.), and its accompanying matrix. However, existing

instructions and guidance issued by the Assistant G-1 for Civilian Personnel remain in effect unless expressly modified or rescinded. Additionally, I hereby authorize and direct the Assistant G-1 for Civilian Personnel to continue to issue and update implementing guidance and instructions pertaining to these civilian human resources authorities as may be necessitated by changes in rule, law, regulation or guidance issued by superior authority.

7. 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.

8. 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. Additional updated delegations will be issued no later than May 30, 2014, upon the expiration of the current CHR delegations #14 through #28. 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.

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

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

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