



SECRETARY OF THE ARMY
WASHINGTON

13 Oct 2010

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

SUBJECT: Delegation of Authority – Recruitment, Relocation, Retention and
Enhanced Retention Incentives

1. References:

a. [Under Secretary of Defense \(Personnel and Readiness\) memorandum, September 21, 2006](#), subject: Implementation of Recruitment, Relocation and Retention Incentives.

b. [Under Secretary of Defense \(Personnel and Readiness\) memorandum, February 5, 2008](#), subject: Implementation of Enhanced Retention Incentives Authorities.

c. [Department of Defense Instruction 1400.25, Volume 575, April 6, 2009](#), subject: DoD Civilian Personnel Management System: Recruitment and Relocation Bonuses, Retention Allowances, and Supervisory Differentials.

d. [DoD 7000.14-R, DoD Financial Management Regulation](#), March 4, 2010.

e. Secretary of the Army memorandum, March 24, 2010, subject: Redelegation of Authority – Recruitment, Relocation, Retention and Enhanced Retention Incentives (hereby rescinded).

2. I hereby delegate to the Assistant Secretary of the Army (Manpower and Reserve Affairs) the authority to authorize payment of recruitment, relocation and retention incentives. This delegation does not include incentives for Senior Executive Service (SES), Senior Level (SL) and Scientific or Professional (ST) positions, or equivalent positions, and must be used in accordance with the referenced Department of Defense (DoD) implementing policy and plan.

3. Unless expressly prohibited or restricted by law, directive, regulation, or policy, or as set forth herein, you may re-delegate this authority to other Department of the Army officials. Should you elect to re-delegate this authority,

SUBJECT: Delegation of Authority – Recruitment, Relocation, Retention and Enhanced Retention Incentives

you may further restrict or condition your delegate's exercise of same. A re-delegation of authority shall not be effective unless it is in writing, is signed by you and has been determined not to be legally objectionable upon review by the Office of the Army General Counsel. No re-delegation shall take effect until a record copy of same has been provided to the Office of the Administrative Assistant for archiving. I will hold you responsible for any and all actions taken pursuant to this delegation or any re-delegation thereof. Should conditions warrant, you will suspend the use of and/or rescind further delegation of the authority, as appropriate.

4. Although not a limitation on your authority to act in my behalf, in those cases specified above where your proposed decision represents a change in precedent or policy; is of significant White House, Congressional, Department, or public interest; or has been, or should be, of interest or concern to me, for any reason, you will brief me prior to the decision unless the exigencies of the situation preclude such action. Continue my practice of coordination with the Office of the Army General Counsel. Should conditions warrant, you will suspend the use of and/or rescind further delegation of the authority, as appropriate.

5. This delegation is effective immediately and expires September 30, 2013, unless earlier suspended, revoked or superseded.

/Original signed/
John M. McHugh

CF:
General Counsel