



READINESS AND FORCE
MANAGEMENT

OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

MAR 27 2013

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Extension of Schedule A Authority for Cyber Security Positions

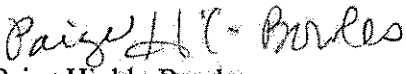
The Office of Personnel Management (OPM) has approved an extension to the Schedule A appointing authority for cyber security positions. The attached extended authority is effective through December 31, 2013.

Requirements:

- This appointing authority may not be used when other appointing authorities are suitable. This authority is intended to enable the Department to fill positions where the Department has special requirements that are not currently reflected in the existing OPM qualification standards.
- Only the U.S. Cyber Command is authorized to hire individuals in the 0301 series when those positions require unique cyber security skills and knowledge.
- Appointments may be either permanent or temporary in accordance with section 213.104 of title 5, Code of Federal Regulations (CFR) or time-limited to mirror the service limitations stated in section 316.301(a) of title 5, CFR.
- This Schedule A appointing authority is not covered by section 302.101 (c) of title 5, CFR, "Positions exempt from appointment procedures." Positions filled under this authority for which applicants have been solicited must follow the veterans' preference provisions stipulated in part 302 of title 5, CFR.
- All appointments under this authority must be documented on the Notification of Personnel Action, SF-50, with authority code "XZM/Sch A, 213.3106(b)(11)."
 - The XZM authority code may be used together with nature of action codes 170, 171, 570, 571, or 760. Use of this code for new appointments expires on December 31, 2013.
 - NOTE: Accurate coding of use of this authority is critical for information reporting purposes.
- Use of the authority remains limited to a specific number of positions and the allocations remain unchanged based on previously projected needs. If an adjustment to the allocation is needed, a request should be submitted through the appropriate chain.

- The Office of the Secretary of Defense, Military Departments, Defense Agencies, Department of Defense Field Activities with independent appointing authority, and other entities and organizations that use this authority must submit quarterly reports detailing its use until the authority expires. Reports should include the information shown on the attached sample report. Please submit your reports to staffing@cpms.osd.mil, attention Special Hiring Authorities. The next report is due on April 15, 2013, and subsequent reports are due on the 15th of the month following the end of the quarter until the authority expires.
- Schedule A authority allocations are attached. Additional allocations are available, if required.

Should you have any questions regarding the use of this authority, my point of contact for this guidance is Mr. Jeff Nelson, DCPAS, Chief, Staffing Policy Advisory Branch. Mr. Nelson may be reached at (571) 372-1540 or Jeffrey.Nelson@cpms.osd.mil.


Paige Hinkle-Bowles
Deputy Assistant Secretary
Civilian Personnel Policy

Attachments:
As stated

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Allocation and Usage Summary Report for

Component	Projected	FY13Q1	FY13Q2	FY13	FY13Q4
Air Force	683				
XVIII Airborne Corps NCO Academy	2				
Defense Information Systems Agency (DISA)	151				
Defense Logistics Agency (New Cumberland, PA)	26				
Defense Logistics Agency (DLA/DES-SI)	2				
Defense Threat Reduction Agency (DTRA)	20				
Fort Detrick NEC (DOIM)	4				
Missile Defense Agency (MDA)	25				
Naval Safety Center Norfolk, VA	1				
Department of Navy	1,012				
USA TRADOC	15				
USJFCOM	15				
HQ USMC	31				
Department of Army	180				
Defense Acquisition University	10				
Defense Finance and Accounting Service	13				
	2190				

Submit on 15 Jan., 15 Apr., 15 Jul. and 15 Oct 2013 to STAFFING@CPMS.OSD.MIL

FY/Qt'r _____

Cyber Security Usage Report

Organization (e.g., Army, Navy, AF, etc)	Pay Plan	Series	Grade	Position Title	Number of Positions Filled	Nature of Action Code	Nature of Action	Legal Authority Code	Legal Authority