



DEPARTMENT OF DEFENSE
DEFENSE CIVILIAN PERSONNEL ADVISORY SERVICE
4800 MARK CENTER DRIVE
ALEXANDRIA, VA 22350-1100

DEC 22 2014

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Extension of Schedule A Authority for Cyber Security Positions

The Office of Personnel Management (OPM) approved an extension to the Schedule A, 213.3106(b)(11) appointing authority to staff certain positions for a cyber security workforce within the Department of Defense (DoD). The attached extended authority is effective through December 31, 2015.

Requirements:

- This appointing authority may not be used when other appointing authorities are suitable. It is intended to enable the Department to fill positions with 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 occupational series for those positions requiring unique cyber security skills and knowledge.
- Appointments may be permanent; temporary in accordance with section 213.104 of Title 5, Code of Federal Regulations (CFR); or time-limited to reflect the service limitations in section 316.301(a) of Title 5, CFR.
- This 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 elsewhere in part 302 of Title 5, CFR.
- All appointments under this authority must be documented on the Notification of Personnel Action, Standard Form 50, with the authority code/legal authority "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, and as provided in OPM's Guide to Processing Personnel Actions. Use of this code for new appointments expires on December 31, 2015.
 - Accurate coding of this authority is critical for information reporting purposes.
- Use of the authority remains limited to a specific number of positions, and the attached allocations remain unchanged based on previously projected needs. If allocation additions or adjustments are needed, submit your request using the appropriate coordination to dodhra.mc-alex.dcpas-hrops.list.staffing-and-civ-transition@mail.mil, attention Special Hiring Authorities, and copy Ms. Edith Olson, Staffing Policy Advisory Branch, at edith.a.olson.civ@mail.mil.

- The Defense Agencies, DoD Field Activities, the Military Departments, and other entities and organizations with allocations are to maintain records on their use of the authority for themselves, and for their serviced organizations with allocations until the authority expires; they may be asked to submit reports on use of the authority.

If you have questions regarding use of this authority, contact Ms. Edith Olson at (571) 372-1679 or edith.a.olson.civ@mail.mil.



Deborah Breining
Director, Human Resources Operational
Programs and Advisory Services

Attachments:
As stated

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