



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

SAMR

02 FEB 2011

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: 30-Day Suspension of Civilian Employment Offers

1. We are operating under a Continuing Resolution Authority and anticipate a requirement to operate at Fiscal Year (FY) 2010 budgeted Civilian manpower levels. The Army's current on-board Civilian strength exceeds FY 2010 levels by approximately 10,000 personnel. Therefore, effective immediately, I am directing a suspension of Civilian employment offers for the next 30 days.

2. This suspension precludes the issuance of any job offer, subject to the following exceptions:

- a. Positions in direct support of, and funded by, a Military Construction appropriation
- b. Positions in direct support of, and funded by, Army Working Capital Fund activities in Industrial Operations, Supply Management and Transportation business activities
- c. Military Technician positions in either U.S. Army Reserve or U.S. Army National Guard programs
- d. Positions funded by Defense appropriations other than Army appropriations, to include the Defense Health Program, Special Operations Forces and the Counternarcotics Program
- e. Positions funded by other than Army or DoD appropriations to include Civilian positions in the Army National Cemeteries Program and employees funded by Civil Works projects
- f. Positions in direct support of the U.S. Army National Guard activities
- g. Positions in direct support of National Intelligence Programs
- h. Positions in the DoD Acquisition Workforce Development Fund (DAWDF) or any permanent Army position into which a DAWDF-funded civilian employee is transferring
- i. Positions being relocated with a command/organization undergoing Base Realignment and Closure (BRAC) movement or ANY permanent Army Civilian position vacated by an Army Civilian employee who is transferring to a BRAC-relocated position
- j. Positions in direct support of Army health, safety and first responders to include counselors for the Alcohol and Substance Abuse Program and Sexual Assault Prevention and Response Program

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3. This suspension will not be applied to positions designated for Overseas Contingency Operations funding; however, these placements must be temporary or limited-term appointments--not permanent--to reflect the non-enduring nature of these missions.

4. The Civilian Human Resources Agency (CHRA) will continue to recruit without restriction during this period. This suspension applies only to the issuance of any offer of employment during the next 30 days. Placement for offers made prior to the issuance of this directive may be completed.

5. I reserve the authority to approve, on a case-by-case basis and when in the best interests of the Army, requests from commands/organizations for any critical exceptions outside those outlined above. Addressees may submit requests thru the Employment Policy Division, Assistant Deputy Chief of Staff, G-1 for Civilian Personnel to the Assistant Secretary of the Army (Manpower and Reserve Affairs) for approval.

6. Questions regarding this policy should be directed to Ms. Shelia R. Dent, 703-325-9989, or Ms. Anna Miller, 703-325-3680, Employment Policy Division, Office of the Deputy Assistant Chief of Staff, G-1 for Civilian Personnel.



THOMAS R. LAMONT
Assistant Secretary of the Army
(Manpower and Reserve Affairs)

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