



DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF, G-1
300 ARMY PENTAGON
WASHINGTON DC 20310-0300

REPLY TO

DAPE-CPZ

AUG 27 2013

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Sexual Harassment/Assault Response and Prevention (SHARP)
Exceptions to the Current Hiring Freeze and the SHARP Strategic Hiring Pause

1. References:

a. Memorandum, Assistant Secretary of the Army (Manpower and Reserve Affairs), 23 May 2013, subject: Additional Exception to Fiscal Year (FY) 2013 Administrative Furlough.

b. Memorandum, Secretary of the Army, 28 May 2013, subject: Ensuring the Quality of Sexual Assault Response Coordinators, Sexual Assault Prevention and Response Victim Advocates and Others in Identified Positions of Significant Trust and Authority.

c. Email, DAPE-CPZ, Mr. Jay D. Aronowitz, 5 June 2013, subject: Strategic Hiring Pause – Civilian SHARP Personnel.

2. Reference 1a provided an exception to the current hiring freeze for SHARP Sexual Assault Response Coordinators (SARC), Victim Advocates (VA), and full time headquarters Program Managers. Exceptions to the hiring freeze for other SHARP Program Managers must be obtained through command channels.

3. This memorandum does not apply to Training Instructor (SHARP) positions; guidance regarding Training Instructors will be issued separately.

4. Appointing authorities are identified in paragraph 3 of Reference 1b for SARCs and VAs. The appointing authority for SHARP Program Managers will be the first General Officer or member of the Senior Executive Service in the Program Manager's chain of command.

5. Appointing authorities may approve exceptions to the strategic hiring pause (Reference 1c) for SARCs, VAs, and Program Manager positions, if **all** of the following conditions are met:

a. The position is not in a bargaining unit.

b. The tentative selectee accepts the conditions of employment listed in paragraph 5d in writing, and is notified in writing that additional conditions of employment will be

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forthcoming in soon-to-be-published Assistant Secretary of the Army (Manpower and Reserve Affairs) guidance. Your servicing Civilian Personnel Advisory Center (CPAC) will make the notification and obtain the acceptance from the tentative selectee.

c. The tentative selectee has a current Moderate Background Investigation or higher (e.g., completed Background Investigation or investigation for Secret or Top Secret clearance).

d. The appointing authority positively adjudicates results of the following background checks in accordance with interim SHARP adjudicative guidance, to be issued under separate cover. (The servicing CPAC will have initiated the checks and forwarded the results to the appointing authority.)

(1) Army Central Registry;

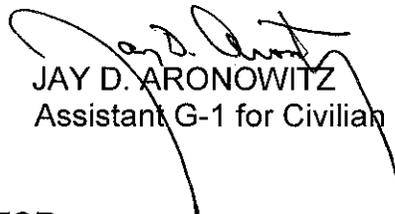
(2) Crime Records Center;

(3) Department of Justice Sex Offender Registry;

(4) Federal Bureau of Investigation Fingerprint Check if the current background investigation is more than one year old; and

(5) The investigation file for the current background investigation (obtained from the Office of Personnel Management).

6. My point of contact is Mr. Daniel Hester, daniel.j.hester4.civ@mail.mil, or (703) 806-3884 (DSN 656).


JAY D. ARONOWITZ
Assistant G-1 for Civilian Personnel

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