DEPARTMENT OF THE ARMY
WASHINGTON DC 20310

AUG 18 2009

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Conversion to the New Defense Civilian Intelligence Personnel System (DCIPS)

1. References:

a. DoD Directive 1400.35, Defense Civilian Intelligence Personnel System (DCIPS), September 24, 2007.

b. DoD Instruction 1400.25, Volume 2001, DoD Civilian Personnel Management System: Volume 2001, Defense Civilian Intelligence Personnel System (DCIPS) Introduction, December 29, 2008.

c. Memorandum, Office of the Assistant Secretary of the Army (Manpower and Reserve Affairs), dated June 16, 2009, subject: Delegation of Authority for Army Defense Civilian Intelligence Personnel System (DCIPS) Implementation.

d. Memorandum, Deputy Chief of Staff, G-2, dated July 17, 2009, subject: Delegation of Authority for the Defense Civilian Intelligence Personnel System (DCIPS) and Issuance of Army Interim DCIPS Policy.

2. By references a and b, the Department of Defense (DoD) established DCIPS as the civilian personnel system for defense intelligence positions, employees, and organizations with duties and functions considered to have an intelligence function. The Army G-2, by reference c, was delegated authority to lead the implementation of DCIPS in Army and on July 19, 2009, Army activities implemented the new DCIPS personnel system, to include pay bands and performance management for intelligence positions and employees appointed under 10 U.S.C. §1601 (pay plan GG).

3. We recognize that change is difficult, especially one this significant to our workforce, but we believe this change is in the best interest of the Intelligence Community, the Army, and our employees. A key element of the success of this system will be the commitment of our senior leaders at all levels. We, therefore, ask for your commitment and leadership in being a champion for this new system.

4. We have partnered within the Headquarters, G-1 and G-2 staffs, and with the Civilian Human Resources Agency and the Office of the Assistant Secretary of the Army (Manpower and Reserve Affairs), in the development of DCIPS policy and its implementation. These efforts, along with the active engagement of Command G-1 staffs and the G-2 functional community, will help ensure the success of this new

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system. These partnerships are particularly important as we continue with communication, training, and implementation efforts throughout the Army enterprise. All DCIPS employees and all supervisors (military and civilian) of DCIPS employees need to become knowledgeable of the Army Interim DCIPS policies and flexibilities issued under reference d. I encourage your involvement in this transition by being champions within your respective organizations on two fronts: 1) by increasing Army's return on investment by utilizing those Army employees trained to deliver DCIPS training within your respective organizations and to assist other organizations with their training efforts, where needed; and 2) engaging in every opportunity to learn and communicate your support of this new system. I ask that you familiarize yourself with the Army DCIPS supplemental guidance and adhere to the roles and responsibilities described in those policies.

5. New personnel systems are dynamic. All DCIPS employees and their supervisors (military and civilian) must complete on-line DCIPS training at http://dcips.dtic.mil and attend mandatory DCIPS classroom training offered throughout the Army. Upon completion of training, employees must provide copies of their training certificates to their DCIPS Transition Manager. We strongly encourage all employees to regularly visit the Army's DCIPS website at http://www.dami.army.pentagon.mil/site/dcips to remain up-to-date on the most current information.

6. Working together we can achieve the goals and expectations of the ODNI, USD(I), and Army in implementing all aspects of DCIPS. We look forward to working with you and your staffs in achieving yet another success for Army.

7. Points of contact for the Army's DCIPS implementation is Ms. Yolanda Watson, (703) 695-2443, DSN: 225-2443, yolanda.watson@us.army.mil or Ms. Vieanna Huertas, (703) 695-1070, DSN: 225-1070, Vieanna.huertas@us.army.mil.

MICHAEL D. ROCHELLE
Lieutenant General, GS
Deputy Chief of Staff, G-1

RICHARD P. ZAHNER
Lieutenant General, GS
Deputy Chief of Staff, G-2

SUBJECT: Conversion to the New Defense Civilian Intelligence Personnel System (DCIPS)

DISTRIBUTION:

ADMINISTRATIVE ASSISTANT TO THE SECRETARY OF THE ARMY

COMMANDER
- U.S. ARMY FORCES COMMAND
- U.S. ARMY TRAINING AND DOCTRINE COMMAND
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- U.S. ARMY INSTALLATION MANAGEMENT COMMAND

SUPERINTENDENT, U.S. MILITARY ACADEMY

CF:
DIRECTOR, CIVILIAN HUMAN RESOURCES AGENCY
DEPUTY CHIEF OF STAFF FOR INTELLIGENCE, ATTN: DAMI-CP
ASSISTANT SECRETARY OF THE ARMY (MANPOWER AND RESERVE AFFAIRS), ATTN: SAMR-PO
GENERAL COUNSEL, ATTN: SAGC
THE JUDGE ADVOCATE GENERAL, ATTN: DAJA-LE

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

16 JUN 2009

SAMR-PO

MEMORANDUM FOR Deputy Chief of Staff for G-2

SUBJECT: Delegation of Authority for Army Defense Civilian Intelligence Personnel System (DCIPS) Implementation

1. Reference

a. Under Secretary of Defense memorandum, dated July 14, 2008, subject: Approval of Final Interim Regulations for Implementation of the Common Defense Intelligence System Architecture (Enclosure 1).

b. Secretary of the Army memorandum, dated May 22, 2009, subject: Delegation of Authority for Army Defense Civilian Intelligence Personnel System (DCIPS) Implementation (Enclosure 2).

2. By reference 1b, the Secretary of the Army delegated to me the authority to implement and administer DCIPS for the Army and to issue Army interim DCIPS policy guidance. I hereby delegate to you the authority to adopt the final interim DoD DCIPS policy guidance issued under reference 1a. Additionally, I hereby delegate to you the authority to issue Army supplemental guidance where required, subject to my oversight and approval.

3. This authority must be exercised in strict compliance with applicable laws, rules, and regulations. The current DoD DCIPS final interim regulations were approved for use and transmitted by reference 1a.

4. This delegation is effective immediately and expires on May 22, 2011 unless earlier revoked.

Encl

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

SAMR-PO
SUBJECT: Delegation of Authority for Army Defense Civilian Intelligence Personnel System (DCIPS) Implementation

CF:
ASSISTANT G-1 FOR CIVILIAN PERSONNEL
DIRECTOR, CIVILIAN HUMAN RESOURCES AGENCY
ASSISTANT SECRETARY OF THE ARMY (MANPOWER AND RESERVE AFFAIRS), ATTN: SAMR-PO
GENERAL COUNSEL
THE JUDGE ADVOCATE GENERAL, ATTN: DAJA-LE

UNDER SECRETARY OF DEFENSE
4000 DEFENSE PENTAGON
WASHINGTON, D.C. 20301-4000

PERSONNEL AND
READINESS

JUL 14 2008

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE
DIRECTOR, DEFENSE INTELLIGENCE AGENCY
DIRECTOR, DEFENSE SECURITY SERVICE
DIRECTOR, NATIONAL GEO-SPATIAL INTELLIGENCE AGENCY
DIRECTOR, NATIONAL RECONNAISSANCE OFFICE
DIRECTOR, NATIONAL SECURITY AGENCY

SUBJECT: Approval of Final Interim Regulations for Implementation of the Common Defense Civilian Intelligence Personnel System Architecture.

The following final interim Defense Civilian Intelligence Personnel System regulations (attached) are approved for use by Defense Intelligence components of the Department of Defense, subject to compliance with the 60-day advance Congressional notification requirements of section 1613 (b) of title 10, United States Code.

Volume 1001, Defense Civilian Intelligence System Introduction
Volume 1006, Defense Civilian Intelligence System Compensation Administration
Volume 1007, Defense Civilian Intelligence System Occupational Structure
Volume 1011, Defense Civilian Intelligence System Performance Management

If you have questions regarding the content of these regulations please contact Ms. Ellen McCarthy, Director, Human Capital Management Office, Office of the Under Secretary of Defense for Intelligence, or her staff, at 703-604-1124 or Ms. Patricia Bradshaw, Deputy Under Secretary of Defense (Civilian Personnel Policy) at 703-614-9487.

David S.C. Chu

Attachments:
As stated

SECRETARY OF THE ARMY
WASHINGTON

REPLY TO
ATTENTION OF:

22 MAY 2009

MEMORANDUM FOR Assistant Secretary of the Army (Manpower and Reserve Affairs)

SUBJECT: Delegation of Authority for Army Defense Civilian Intelligence Personnel System (DCIPS) Implementation

1. Reference Under Secretary of Defense memorandum, dated July 14, 2008, subject: Approval of Final Interim Regulations for Implementation of the Common Defense Intelligence System Architecture.

2. I hereby delegate to you the authority to implement and administer DCIPS for Army and to issue Army interim DCIPS policy guidance. This authority may be further delegated to the Deputy Chief of Staff G-2, the Functional Chief for Military Intelligence.

3. The authority delegated must be exercised in strict compliance with applicable laws, rules, and regulations. Currently, DoD final interim regulations for implementation of DCIPS are found in referenced memorandum. I support your intent to initially adopt final DoD interim policy guidance and supplement with Army interim policy where required, until such time as DoD issues final policy guidance.

4. You are responsible for ensuring compliance on the use of this authority. I retain the authority to cancel, modify, or withdraw this delegation, in whole or in part, at any time. This delegation is effective immediately and expires two years from the date of this delegation.

Pete Geren

CF:
General Counsel

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Encl 2

Department of Defense
DIRECTIVE

NUMBER 1400.35
September 24, 2007

USD(I)

SUBJECT: Defense Civilian Intelligence Personnel System (DCIPS)

References: (a) DoD Directive 1400.35, "Defense Civilian Intelligence Personnel System (DCIPS)," March 18, 2002 (hereby canceled)
(b) Chapter 83, sections 1601, 1606, 1609, and 1614 of title 10, United States Code
(c) DoD Directive 5143.01, "Under Secretary of Defense for Intelligence (USD(I))," November 23, 2005
(d) Executive Order 12333, "United States Intelligence Activities," December 4, 1981, as amended
(e) through (h), see Enclosure 1

1. REISSUANCE AND PURPOSE

This Directive:

1.1. Reissues Reference (a) to update policy, responsibilities, and authorities for the DCIPS.

1.2. Continues to implement Reference (b) within the Department of Defense consistent with Reference (c).

1.3. Renames the Defense Civilian Intelligence Board (DCIB) as the Defense Intelligence Human Resource Board (DIHRB).

2. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense, the Military Departments (including the Coast Guard at all times, including when it is a service in the Department of Homeland Security by agreement with that Department), the Office of the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities in the Department of Defense (hereafter referred to collectively as the "DoD Components").

3. DEFINITIONS

3.1. Defense Intelligence Components. For the purposes of this Directive, DoD organizations that perform national intelligence, Defense Intelligence, and intelligence-related functions, including: the Defense Intelligence Agency, the National Geospatial-Intelligence Agency, the National Reconnaissance Office, the National Security Agency/Central Security Service, the DoD Counterintelligence Field Activity, the Office of the Under Secretary of Defense for Intelligence, the intelligence elements of the Active and Reserve components of the Military Departments, and any successor to the components specified above.

3.2. Intelligence Community (IC). The agencies and organizations enumerated in Executive Order 12333 (Reference (d)) and section 401a of title 50, United States Code (Reference (e)).

3.3. Intelligence Function. The work performed by any portion of a Military Department or other DoD Component that fulfills an intelligence mission.

4. POLICY

It is DoD policy that:

4.1. The DCIPS shall be consistent with the human resources strategies, policies, programs, and processes established by the Director of National Intelligence, and shall be the civilian personnel system for the Defense Intelligence Components and such other DoD positions, organizations, and components designated by the Under Secretary of Defense for Intelligence (USD(I)), with the concurrence of the Head of the Component affected.

4.2. The DCIPS shall enable military and civilian managers to accomplish the mission of their respective Components by:

4.2.1. Creating a system of human resource policies and management practices that will make the DoD Intelligence Components attractive places to work and establish them as "employers of choice" for top talent;

4.2.2. Providing for planned training, education, and diverse assignments that support retention and career development of Defense Intelligence professionals and other career professionals in the Defense Intelligence Components;

4.2.3. Implementing the DCIPS in a manner that is understandable, that clearly establishes employee and manager roles and responsibilities, and provides for continuous evaluation and improvement; and

4.2.4. Developing DCIPS policies and practices with appropriate consideration of both the National Security Personnel System and the Director of National Intelligence (DNI) IC Human Capital Strategy (Reference (f)).

5. RESPONSIBILITIES

5.1. The USD(I), in consultation with the DNI, pursuant to Reference (c), shall:

5.1.1. Develop DCIPS policy, to include the subchapters in DoD Directive 1400.25-M (Reference (g)), in conjunction with the Under Secretary of Defense for Personnel and Readiness (USD(P&R)).

5.1.2. Oversee the implementation and management of the policy developed under paragraph 5.1.1.

5.1.3. Issue guidance applicable to management of DoD intelligence personnel, in consultation with the DNI, as appropriate, consistent with applicable law, including References (b), (e), (f), and Public Law 108-458 (Reference (h)).

5.1.4. Make recommendations to the Secretary of Defense relating to the termination of employment of any employee in a Defense Intelligence position external to the Military Departments, under section 1609 of Reference (b).

5.1.5. Designate a representative to co-chair the DIHRB with a representative designated by the USD(P&R).

5.1.6. Designate, on behalf of the Secretary of Defense, the following:

5.1.6.1. DoD organizational elements that perform intelligence functions as Defense Intelligence Components, with the concurrence of the Head of the DoD Component affected, consistent with section 1614 of Reference (b).

5.1.6.2. Positions that are not located within a Defense Intelligence Component as DoD Intelligence positions, with the concurrence of the Head of the DoD Component to which the positions report, consistent with section 1601 of Reference (b).

5.1.7. Develop regulations to implement DCIPS, in coordination with the USD(P&R).

5.1.8. Coordinate and exchange DCIPS-related information with USD(P&R) and other Office of the Secretary of Defense Principal Staff Assistants and Heads of DoD Components exercising collateral or related functions.

5.1.9. Provide DCIPS guidance to the Heads of DoD Components not identified as Defense Intelligence Components, but who have designated DCIPS positions in their respective DoD Component.

5.1.10. After functional review by the Head of the Defense Intelligence Component, or Head of another DoD Component containing DCIPS positions, approve new Defense Intelligence Senior Executive Service (DISES) positions and request allocation by the Director,

Administration and Management (DA&M), if such allocation is within the statutory ceiling set for the DISES positions under section 1606 of Reference (b).

5.1.11. Establish procedures for allocation of Defense Intelligence Senior Level positions.

5.2. The USD(P&R), as the Principal Staff Assistant and advisor to the Secretary and Deputy Secretary of Defense for civilian personnel management matters in the Total Force structure, shall:

5.2.1. Incorporate and publish DCIPS subchapters in Reference (g) as developed in coordination with the USD(I).

5.2.2. Propose changes to Chapter 83 of Reference (b) to USD(I).

5.2.3. Designate a senior co-chair of the DIHRB.

5.3. The DoD General Counsel shall provide a senior representative to the DIHRB.

5.4. The DA&M shall:

5.4.1. Provide a senior representative to the DIHRB.

5.4.2. Manage the DISES and Defense Intelligence Senior Level Presidential Rank Awards program.

5.4.3. After functional review and approval by the USD(I), allocate DISES resources if such allocation is within the statutory ceiling set for DISES by section 1606 of Reference (c).

5.5. The Secretaries of the Military Departments and the Directors of Defense Intelligence Components, under the authority, direction, and control of the USD(I), each shall:

5.5.1. Provide a senior representative to the DIHRB.

5.5.2. Support the work of the DIHRB, as required.

5.5.3. Implement DCIPS policies, procedures, programs, and requirements as specified in this Directive.[1]

5.5.4. Supplement the policies, procedures, requirements, and guidance as authorized in Chapter 1000 of Reference (g) and other related DoD issuances, as appropriate, consistent with DoD policy.

---

[1] The Secretaries of the Military Departments should consider the input of the Functional Intelligence Chief to be critical to the formulation of the Department's policies and may delegate their responsibilities in this area to the Functional Intelligence Chief. As in all areas of intelligence policy formulation, the USD(I) continues to look to the Functional Intelligence Chief to represent the position of the Military Departments on the formulation of DCIPS implementing policies.

5.6. The Heads of the DoD Components that are not Defense Intelligence Components and are outside the Military Departments with designated intelligence positions shall each:

5.6.1. Provide a senior representative to the DIHRB.

5.6.2. Support the work of the DIHRB, as required.

5.6.3. Implement DCIPS policies, procedures, programs, and requirements as specified in this Directive.

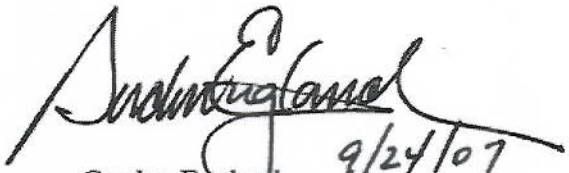
5.6.4. Supplement the policies, procedures, requirements, and guidance as authorized in Chapter 1000 of Reference (g) and other related DoD issuances, as appropriate, consistent with DoD policy.

5.7. The Secretaries of the Military Departments each shall exercise the authority of the Secretary of Defense under section 1609 of Reference (b) relating to the termination of employment of any employee in a Defense Intelligence Position in their respective Military Departments in accordance with Reference (b), and shall notify the USD(I) of each exercise of this authority.

5.8. The DIHRB shall advise the Intelligence, Surveillance, and Reconnaissance Integration Council; the USD(I); and USD(P&R) on DCIPS matters, including the development, implementation, administration of, and proposed changes to the DCIPS.

6. EFFECTIVE DATE

This Directive is effective immediately.



Gordon England 9/24/07

Enclosures – 1
E1. References, continued

E1. ENCLOSURE 1

REFERENCES, continued

(e) Section 401, et seq, of title 50, United States Code, as amended by Reference (h)
(f) Director of National Intelligence, Strategic Human Capital Plan, June 22, 2006[2]
(g) DoD 1400.25-M, "Civilian Personnel Manual," Chapter 1000, "Alternate Civilian Personnel Management Systems," December 3, 1996
(h) Public Law 108-458, "Intelligence Reform and Terrorism Prevention Act of 2004," 118 Stat 3638, December 17, 2004

[2] Copies are available to authorized users via the Defense Joint Worldwide Intelligence Communications System [JWICS] at http://chco.dni.ic.gov/content/chco_002207.pdf.

Department of Defense
INSTRUCTION

NUMBER 1400.25, Volume 2001
December 29, 2008

USD(P&R)

SUBJECT: DoD Civilian Personnel Management System: Volume 2001, Defense Civilian Intelligence Personnel System (DCIPS) Introduction

References: See Enclosure 1

1. PURPOSE

a. Overall Instruction. In accordance with the authority in DoD Directive (DoDD) 5124.02 (Reference (a)), this Instruction establishes and implements policy, establishes uniform DoD-wide procedures, provides guidelines and model programs, delegates authority, and assigns responsibilities regarding civilian personnel management within the Department of Defense.

b. This Volume. In accordance with the guidance in Reference (a) and DoDD 5143.01 (Reference (b)), the guidance in DoDDs 1400.25 and 1400.35 (References (c) and (d)), and pursuant to subchapter I of chapter 83 of title 10, United States Code (U.S.C.), (Reference (e)), this Volume of this Instruction prescribes policies and responsibilities for the development, management, evaluation, and evolution of DCIPS.

2. APPLICABILITY

a. This Volume applies to OSD, the Military Departments, the Office of the Chairman of the Joint Chiefs of Staff and the Joint Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the Department of Defense (hereafter referred to collectively as the "DoD Components").

b. This Volume does not apply to employees covered by the Federal Wage System or equivalent, non-appropriated fund employees, or foreign national employees. It does not apply to members of the Defense Intelligence Senior Executive System or the Defense Intelligence Senior Level unless specifically addressed in other Volumes of this Instruction.

3. DEFINITIONS. Unless otherwise noted, these terms and their definitions apply to the DCIPS Volumes of this Instruction.

a. Defense Intelligence Components. Defined in Reference (d).

b. DoD Components with DCIPS Positions. The Defense Intelligence Components and the DoD Components with positions, employees, and organizations with duties and functions considered to have an intelligence function and that have been so designated by the Head of the Component, with the concurrence of the Under Secretary of Defense for Intelligence (USD(I)).

c. Functional Chief. The Senior Military Intelligence Officer of each Military Department.

d. rank in position. Personnel management construct in which the organization's position structure establishes workforce requirements at both the occupational and work levels and provides the basis for establishing the title and pay band level of an employee assigned to a position in the organization.

e. rank in person. Personnel management construct in which the organization's position structure establishes aggregate workforce requirements at the occupational and work levels for the purposes of planning recruitment, development, and assignment activities based on aggregate assessment of workforce capabilities, but in which individual personnel capabilities are separately assessed against mission requirements to establish title and pay band level of an employee of the organization.

4. POLICY. It is DoD policy that, within the Department of Defense, DCIPS shall be the only civilian personnel system for defense intelligence positions, employees, and organizations designated as having an intelligence function, and shall:

a. Provide a human resource system that supports military and civilian managers in the accomplishment of the intelligence missions of the DoD Components with DCIPS positions.

b. Create a system of human resource policies and management practices that will make the Defense Intelligence Components attractive places to work and establish them as "employers of choice" for top talent, and that will make DCIPS positions "positions of choice" for top talent.

c. Provide for planned training, education, and diverse assignments that support retention and career development of intelligence professionals in the DoD Components with DCIPS positions, and of other career professionals in the Defense Intelligence Components.

d. Be implemented in a manner that is understandable, clearly establishes employee and manager roles and responsibilities, and provides for continuous evaluation and improvement.

e. Be developed with appropriate consideration of the National Security Personnel System, the Department of Defense Human Capital Strategy, and the Director of National Intelligence (DNI) Intelligence Community Human Capital Strategy.

f. Be developed and implemented in a manner that supports both rank-in-position and rank-in-person personnel management constructs.

g. Be designed and implemented to incorporate the merit systems principles in section 2301 of title 5, U.S.C., (Reference (f)) at all organizational levels in accordance with section 1612 of Reference (e).

5. RESPONSIBILITIES. See Enclosure 2.

6. PROCEDURES. Procedures for implementing DCIPS are published in the DCIPS Volumes of this Instruction. Managers and supervisors of DCIPS employees, positions, and organizations shall carry out DCIPS policies, procedures, and programs in Reference (d) and in the DCIPS Volumes and shall exercise DCIPS personnel management authorities as delegated by the Heads of the DoD Components with DCIPS positions and consistent with Reference (f).

7. RELEASABILITY. UNLIMITED. This Instruction is approved for public release and is available on the Internet from the DoD Issuances Web Site at http://www.dtic.mil/whs/directives.

8. EFFECTIVE DATE. This Instruction is effective immediately.

David S. C. Chu
Under Secretary of Defense for
Personnel and Readiness

Enclosures
1. References
2. Responsibilities

ENCLOSURE 1

REFERENCES

(a) DoD Directive 5124.02, "Under Secretary of Defense for Personnel and Readiness USD(P&R))," June 23, 2008
(b) DoD Directive 5143.01, "Under Secretary of Defense for Intelligence (USD(I))," November 23, 2005
(c) DoD Directive 1400.25, "DoD Civilian Personnel Management System," November 25, 1996
(d) DoD Directive 1400.35, "Defense Civilian Intelligence Personnel System (DCIPS)," September 24, 2007
(e) Section 1612 and subchapter I of chapter 83 of title 10, United States Code
(f) Section 2301 of title 5, United States Code
(g) Public Law 108-458, "Intelligence Reform and Terrorism Prevention Act of 2004," December 17, 2004
(h) DoD Directive 5145.4, "Defense Legal Services Agency," December 15, 1989

ENCLOSURE 2

RESPONSIBILITIES

1. UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS (USD(P&R)). The USD(P&R), in addition to the responsibilities in paragraph 4 of this enclosure, shall develop and maintain DCIPS policy in conjunction with the USD(I).

2. USD(I). The USD(I), in addition to the responsibilities in paragraph 4 of this enclosure, shall:

a. Oversee the implementation and management of the policy developed pursuant to Reference (d).

b. Develop DCIPS policy in conjunction with the USD(P&R) and provide DCIPS Volumes to the USD(P&R) for inclusion in this Instruction. The DCIPS Volumes shall:

(1) Define DCIPS policies and procedures.

(2) Be issued to comply with applicable provisions of law, including References (e) and Public Law 108-458 (Reference (g)) and may, at the discretion of the USD(I), in conjunction with the USD(P&R), comply with applicable Intelligence Community Directives issued by the DNI.

c. Approve the designation of DoD Components with DCIPS positions as Defense Intelligence Components when such Components are engaged in the performance of intelligence functions as defined by Reference (d).

d. Approve DCIPS coverage, upon the request, for DoD occupations in which the primary responsibility is the performance of an intelligence function as defined by Reference (d).

e. Concur, as appropriate, with the designation of selected positions or organizational elements as DCIPS-covered at the request of the Heads of the DoD Components.

f. Conduct ongoing evaluations of the implementation, management, and administration of DCIPS; advise the USD(P&R) of policy issues identified as a result of these evaluations; and direct such corrective actions or policy updates as necessary to achieve the goals and objectives of DCIPS.

3. HEADS OF THE DoD COMPONENTS WITH DCIPS POSITIONS. The Heads of the DoD Components with DCIPS positions shall:

a. Implement and comply with DCIPS policies and programs in Reference (d) and the DCIPS Volumes.

b. Obtain the approval of the General Counsel, Department of Defense, (GC, DoD)/Director, Defense Legal Services Agency (DLSA), concerning personnel policies and actions taken with regard to or affecting DLSA members in accordance with DoD Directive 5145.4 (Reference (h)).

c. Issue internal supplements or guidance to the extent authorized by Reference (d) and the DCIPS Volumes. The supplementation and guidance may not modify or conflict with the overarching DCIPS policy contained in Reference (d) or with the provisions of any DCIPS Volume.

d. Submit internal supplemental regulations and policy issuances implementing DCIPS policy to the USD(I) for oversight and program evaluation within 30 days of issuance.

4. HEADS OF ALL THE DoD COMPONENTS. The Heads of all the DoD Components shall:

a. Designate positions or organizations within their respective Components for DCIPS coverage, with the concurrence of the USD(I), when such positions or organizations are engaged in performing an intelligence function as defined in Reference (d) and meet the coverage criteria defined in paragraph 3.b. of the front matter of this Volume.

b. Not establish a position within their Components without the approval of the USD(I) if the position:

(1) Will perform functions that have been determined by the USD(I) to be intelligence functions;

(2) Will be in an occupational category designated by the USD(I), with the concurrence of the USD(P&R), as having responsibilities in the intelligence field; or

(3) Is determined by the USD(I) to be an intelligence position necessary to carry out the intelligence functions of the Department of Defense.

5. FUNCTIONAL CHIEFS OF THE MILITARY DEPARTMENTS. The Functional Chiefs of the Military Departments, under the authority, direction, and control of the Secretaries of the Military Departments, shall:

a. Implement and administer DCIPS.

b. In conjunction with the Secretaries of the Military Departments, recommend DCIPS coverage for positions having intelligence functions to the USD(I).

c. Ensure all supplemental regulations, policy issuances, and standards that implement DCIPS within each of their Departments are consistent with Reference (d) and the DCIPS of Volumes of this Instruction.

DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF, G-2
1000 ARMY PENTAGON
WASHINGTON, DC 20310-1000

DAMI-CP

JUL 17 2009

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Delegation of Authority for the Defense Civilian Intelligence Personnel System (DCIPS) and Issuance of Army Interim DCIPS Policy

1. References:

a. Memorandum, Under Secretary of Defense, 14 Jul 08, subject: Approval of Final Interim Regulations for Implementation of the Common Defense Civilian Intelligence Personnel System Architecture (Enclosure 1).

b. Memorandum, Secretary of the Army, 22 May 09, subject: Delegation of Authority for Army Defense Civilian Intelligence Personnel System (DCIPS) Implementation (Enclosure 2).

c. Memorandum, Assistant Secretary of the Army for Manpower and Reserve Affairs, 16 Jun 09, subject: Delegation of Authority for Army Defense Civilian Intelligence Personnel System (DCIPS) Implementation (Enclosure 3).

d. Interim Department of the Army DCIPS Policy, all volumes.

2. The Army G-2 has approved the release of the Army Interim DCIPS Policy for implementing DCIPS within the Department of the Army. This interim policy is effective immediately. Additionally, the key authorities, roles, and responsibilities for DCIPS implementation are delegated to Army Commanders (Enclosure 4).

3. The Army G-2 hereby delegates to Commanders of the Army Commands, Commanders of the Army Service Component Commands, Commanders/Superintendent of the Direct Reporting Units (DRUs) and the Administrative Assistant to the Secretary of the Army various DCIPS authorities, as set forth in the Department of Defense Instruction 1400.25 Volume 2001, 29 Dec 08, and where permitted as set forth in the Army Interim DCIPS Policy. For purposes of this delegation, the Principal Officials of the Headquarters, Department of the Army, their staffs and other elements, including Field Operating Agencies, Staff Support Agencies, and DRUs not covered above, to include the U.S. Army Acquisition Support Center, fall under the purview of the Administrative Assistant to the Secretary of the Army.

4. The Army G-2 encourages the further delegation of this authority to the lowest practicable level, consistent with this policy. Organizations shall forward copies of any supplements to these policies to the Intelligence Personnel Management Office, Office of the Deputy Chief of Staff, G-2, Headquarters, Department of the Army, 1000 Army Pentagon, Room 2D350, Washington, DC 20310-1000. Authority must be exercised in strict compliance with applicable laws, rules and regulations.

5. This delegation supersedes any previous delegation of authority given to the above delegates. This delegation shall remain in effect until earlier cancelled, modified or withdrawn.

4 Encls

RICHARD P. ZAHNER
Lieutenant General, GS
Deputy Chief of Staff, G-2

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PERSONNEL AND
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JUL 14 2008

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
UNDER SECRETARY OF DEFENSE FOR INTELLIGENCE
DIRECTOR, DEFENSE INTELLIGENCE AGENCY
DIRECTOR, DEFENSE SECURITY SERVICE
DIRECTOR, NATIONAL GEO-SPATIAL INTELLIGENCE AGENCY
DIRECTOR, NATIONAL RECONNAISSANCE OFFICE
DIRECTOR, NATIONAL SECURITY AGENCY

SUBJECT: Approval of Final Interim Regulations for Implementation of the Common Defense Civilian Intelligence Personnel System Architecture.

The following final interim Defense Civilian Intelligence Personnel System regulations (attached) are approved for use by Defense Intelligence components of the Department of Defense, subject to compliance with the 60-day advance Congressional notification requirements of section 1613 (b) of title 10, United States Code.

Volume 1001, Defense Civilian Intelligence System Introduction
Volume 1006, Defense Civilian Intelligence System Compensation Administration
Volume 1007, Defense Civilian Intelligence System Occupational Structure
Volume 1011, Defense Civilian Intelligence System Performance Management

If you have questions regarding the content of these regulations please contact Ms. Ellen McCarthy, Director, Human Capital Management Office, Office of the Under Secretary of Defense for Intelligence, or her staff, at 703-604-1124 or Ms. Patricia Bradshaw, Deputy Under Secretary of Defense (Civilian Personnel Policy) at 703-614-9487.

David S.C. Chu

Attachments:
As stated

Enclosure: Authorities Delegated to Commanders for Army
Defense Civilian Intelligence Personnel System (DCIPS) Implementation

1. The purpose of this enclosure is to provide a synopsis of the primary human capital authorities, roles, and responsibilities as outlined in the seven Army Interim DCIPS Policies that the Deputy Chief of Staff, G-2 is delegating to Army Commanders with DCIPS employees.

2. The following authorities/roles/responsibilities are delegated to Army Commanders with DCIPS employees to:

a. Direct implementation of DCIPS, ensuring that any supplemental command-wide DCIPS policies and procedures are flexible, cost-effective and efficient.

b. Manage command classification, employment and placement, compensation, awards, employee relations, performance management, and pay pool management programs and issue supplemental guidance where permitted.

c. Evaluate the implementation and effectiveness of DCIPS programs to ensure alignment with the goals and objectives of the Human Capital Strategic Plan.

d. Act as the DCIPS Performance Management Performance Review Authority (PM PRA) and establish PM PRA structure. Ensure consistency of performance management policies and decisions within the command.

e. Act as the Pay Pool Performance Review Authority and ensure the consistency in application across the command. Certify in writing to the Deputy Chief of Staff, G-2 the outcome of the pay pools before pay outs can occur.

f. Establish command-wide goals and objectives for all aspects of DCIPS in support of EEO.

g. Appoint in writing Intelligence Career Program managers.

h. Determine, recommend, and monitor personnel management resource requirements necessary to support intelligence functions within their command.

i. Ensure DCIPS employees and their rating and reviewing officials receive DCIPS training.

j. Manage command compensation program and establish supplemental compensation administration guidance.

3. All command guidance must be in compliance with Army and OSD policy/programs.