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

SAMR-PO

07 MAY 2009

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Defense Civilian Intelligence Personnel System (DCIPS) Implementation

1. Reference Department of Defense Instruction Number 1400.25, Volume 2001, dated December 29, 2008, subject: DoD Civilian Personnel Management System: Volume 2001, Defense Civilian Intelligence Personnel System (DCIPS) Introduction.

2. In referenced Instruction, the Department of Defense established DCIPS as the only civilian personnel system for defense intelligence positions, employees, and organizations designated as having an intelligence function. Consistent with this policy, the Department of the Army will soon implement DCIPS in the Intelligence Community. The majority of Army's excepted service intelligence civilian employees will convert to the new personnel system in July 2009. The Headquarters, Department of the Army, Office of the Deputy Chief of Staff, G-2 employees converted to the DCIPS performance management system in April 2009 to perform a beta test and share lessons learned to ease the transition to the new performance system.

3. As the Functional Chief for the Army, the Deputy Chief of Staff, G-2 shall exercise the authority of the Secretary of the Army in the design, implementation, administration and sustainment of DCIPS. Such authority shall include responsibility for ensuring all supplemental regulations, policy issuances, and standards that implement DCIPS within the Army are consistent with DoD directives.

4. The conversion to DCIPS pay for performance system represents a historic milestone for the Intelligence Community. The DCIPS human resources system leverages best business practices in human resource flexibilities from the National Geospatial-Intelligence Agency's (NGA) Total Pay Compensation system.

5. I solicit your dedicated commitment to implementing DCIPS in your respective organizations. I ask that you engage in every opportunity to communicate your support of this new system. It is through active and continuing leadership that this important change will realize success. A critical facet to implementing DCIPS is a dynamic partnership by Commands' and Headquarters' G-1 and G-2 staffs, the Civilian Human Resources Agency, and our intelligence functional communities. This is particularly important as we launch implementation and communication plans and training strategies to our workforce. All supervisors and DCIPS employees must be trained on the new human resource policies and flexibilities. To aid in this effort, I ask that you

leverage your organizations' capabilities by using Army employees trained to deliver DCIPS training within your organizations.

RONALD J. JAMES 07 May 09
Assistant Secretary of the Army
(Manpower and Reserve Affairs)

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