

a. Designate any position in the DoD Civilian Personnel Management Service as a "sensitive" position.

b. Authorize, in case of an emergency, the appointment of a person to a sensitive position in the DoD Civilian Personnel Management Service for a limited period of time and for whom a full field investigation or other appropriate investigation, including the National Agency Check, has not been completed.

c. Authorize the suspension, but not terminate the services, of a DoD Civilian Personnel Management Service employee in the interest of national security.

d. Initiate investigations, issue personnel security clearances and, if necessary, in the interest of national security, suspend, revoke, or deny a security clearance for personnel assigned, detailed to, or employed by the DoD Civilian Personnel Management Service. Any action to deny or revoke a security clearance shall be taken in accordance with procedures prescribed in DoD 5200.2-R<sup>3</sup>.

3. Authorize and approve:

a. Temporary duty travel for military personnel assigned or detailed to the DoD Civilian Personnel Management Service in accordance with volume I, Joint Federal Travel Regulations.

b. Travel for DoD Civilian Personnel Management Service civilian employees in accordance with Volume II, Joint Travel Regulations.

c. Invitational travel to non-DoD personnel whose consultative, advisory, or other highly specialized technical services are required in a capacity that is directly related to, or in connection with, DoD Civilian Personnel Management Service activities, in accordance with Volume II, Joint Travel Regulations.

d. Overtime work for DoD Civilian Personnel Management Service civilian employees in accordance with chapter 55, subpart V, of 5 U.S.C. and applicable OPM regulations.

4. Approve the expenditure of funds available for travel by military personnel assigned or detailed to the DoD Civilian Personnel Management Service for expenses incident to attendance at meetings of technical, scientific, professional, or other similar organizations in such instances where the approval of the Secretary of Defense, or designee, is required by 37 U.S.C. 412, and 5 U.S.C. 4110 and 4111.

5. Develop, establish, and maintain an active and continuing Records Management Program pursuant to 44 U.S.C. 3102 and DoD Directive 5015.2<sup>4</sup>.

<sup>3</sup>See footnote 1 to section 1. of this appendix.

<sup>4</sup>See footnote 1 to section 1. of this appendix.

6. Establish and use imprest funds for making small purchases of material and services, other than personal services, for the DoD Civilian Personnel Management Service, when it is determined more advantageous and consistent with the best interests of the Government, in accordance with DoD Directive 7360.10<sup>5</sup>.

7. Authorize the publication of advertisements, notices, or proposals in newspapers, magazines, or other public periodicals as required for the effective administration and operation of the DoD Civilian Personnel Management Service, consistent with 44 U.S.C. 3702.

8. Establish and maintain, for the functions assigned, an appropriate publications system for the promulgation of common supply and service regulations, instructions, and reference documents, and changes thereto, pursuant to the policies and procedures prescribed in DoD 5025.1-M<sup>6</sup>.

9. Enter into support and service agreements with the Military Departments, other DoD Components, or other Government Agencies, as required, for the effective performance of DoD Civilian Personnel Management Service functions and responsibilities.

10. Enter into and administer contracts, directly or through a Military Department, a DoD contract administration services component, or other Federal Agency, as appropriate, for supplies, equipment, and services required to accomplish the mission of the DoD Civilian Personnel Management Service. To the extent that any law or Executive order specifically limits the exercise of such authority to persons at the Secretarial level of a Military Department, such authority shall be exercised by the appropriate Under Secretary or Assistant Secretary of Defense.

11. Exercise the authority delegated to the Secretary of Defense by the Administrator of General Services on the disposal of surplus personal property.

12. The ASD (P&R) may redelegate these authorities, as appropriate, and in writing, except as otherwise provided by law or regulation.

13. These delegations of authority are effective August 30, 1993.

## PART 343—UNDER SECRETARY OF DEFENSE FOR PERSONNEL AND READINESS (USD(P&R))

Sec.

343.1 Purpose.

343.2 Applicability.

343.3 Definitions.

<sup>5</sup>See footnote 1 to section 1. of this appendix.

<sup>6</sup>See footnote 1 to section 1. of this appendix.

### § 343.1

343.4 Responsibilities and functions.  
343.5 Relationships.  
343.6 Authorities.

#### APPENDIX A TO PART 343—DELEGATIONS OF AUTHORITY

AUTHORITY: 10 U.S.C. 136.

SOURCE: 59 FR 14561, Mar. 29, 1994, unless otherwise noted.

#### § 343.1 Purpose.

Under the authority vested in the Secretary of Defense by 10 U.S.C. 113 and 136, this part establishes the position of USD(P&R), with the responsibilities, functions, relationships, and authorities as prescribed herein. The functions previously assigned to the Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)) by DoD Directive 5124.2,<sup>1</sup> “Assistant Secretary of Defense (Force Management and Personnel),” January 26, 1990, are incorporated herein and the ASD(FM&P) is hereby disestablished.

#### § 343.2 Applicability.

This part applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, the Unified Combatant Commands, the Inspector General of the Department of Defense, the Defense agencies, and the DoD Field Activities (hereafter referred to collectively as “the DoD Components”).

#### § 343.3 Definitions.

(a) *Reserve components.* Refers collectively to the Army National Guard of the United States, Army Reserve, Naval Reserve, Marine Corps Reserve, Air National Guard of the United States, Air Force Reserve, and Coast Guard Reserve, when the Coast Guard is operating as a Service of the Department of the Navy.

(b) *Total force.* The organizations, units, and individuals that comprise the Defense Department’s resources for meeting the national security strategy. It includes DoD Active and Reserve military personnel, military retired

<sup>1</sup>Copies of the canceled Directive may be obtained from the Directives Division, Attn: Room 2A286, Washington Headquarters Services, 1155 Defense Pentagon, Washington, DC 20301-1155.

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members, DoD civilian personnel (including foreign national direct- and indirect-hire, as well as non-appropriated fund employees), contractor staff, and host-nation support personnel.

#### § 343.4 Responsibilities and functions.

The Under Secretary of Defense for Personnel and Readiness is the principal staff assistant and advisor to the Secretary and Deputy Secretary of Defense for Total Force management as it relates to readiness; National Guard and Reserve component affairs; health affairs; training; and personnel requirements and management, including equal opportunity, morale, welfare, and quality of life matters. In this capacity, the USD(P&R) shall:

(a) Develop policies, plans, and programs for:

(1) Total force personnel and their allocation among DoD Components and between the active and reserve components to ensure efficient and effective support of wartime and peacetime operations, contingency planning, and preparedness.

(2) Reserve component affairs to promote the effective integration of Reserve component capabilities into a cohesive total force.

(3) Health and medical affairs sufficient to provide, and maintain readiness to provide, medical services and support to members of the Armed Forces during military operations, and to provide medical services and support to members of the Armed Forces, their dependents, and others entitled to DoD medical care.

(4) Recruitment, training, equal opportunity, compensation, recognition, discipline, and separation of all DoD personnel, to include both military (active, reserve, and retired) and civilian.

(5) The quality of life of DoD personnel and their dependents, including family support, allowances, transition assistance, community services, and dependent education.

(6) DoD morale, welfare, and recreation programs and supporting non-appropriated fund revenue-generating programs including commissaries and exchanges.

(7) Interagency and intergovernmental activities, special projects, or

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## § 343.5

external requests that create a demand for DoD personnel resources.

(b) Serve as OSD focal point for readiness issues; develop policies, management structures, and administrative processes to ensure forces have sufficient readiness to execute the National Military Strategy; oversee Total Force personnel and medical readiness; and coordinate with other Principal Staff Assistants and cognizant officials in the Office of the Chairman of the Joint Chiefs of Staff and in the Services on other aspects of readiness.

(c) Analyze the total force structure as related to quantitative and qualitative military and civilian personnel requirements, utilization, readiness and support. Administer and implement controls on military and civilian personnel strengths for Military Departments, Defense Agencies, and other DoD Components.

(d) Review and evaluate the requirements of the Defense Acquisition Board's major defense acquisition programs and proposed weapon systems for personnel, training, and readiness implications, and the implications of weapon systems maintainability for qualitative and quantitative personnel requirements and for readiness.

(e) Formulate policy for and ensure coordination of DoD Noncombatant Evacuation Operations (NEO).

(f) Participate in those planning, programming, and budgeting activities that relate to assigned areas of responsibility.

(g) Serve on boards, committees, and other groups pertaining to assigned functional areas and represent the Secretary of Defense on personnel, readiness, Reserve component, health, and compensation matters outside of the Department.

(h) Perform such other functions as the Secretary of Defense may prescribe.

### § 343.5 Relationships.

(a) In the performance of assigned functions and responsibilities, the USD(P&R) shall:

(1) Report directly to the Secretary and Deputy Secretary of Defense.

(2) Exercise authority, direction, and control over:

(i) The Assistant Secretary of Defense for Health Affairs.

(ii) The Assistant Secretary of Defense for Reserve Affairs.

(iii) The Director, Defense Commissary Agency.

(iv) The Director, DoD Education Activity.

(v) The Director, Defense Manpower Data Center.

(vi) The Director, DoD Civilian Personnel Management Service.

(vii) The Director, Defense Institute for Training Resources Analysis.

(viii) The Commandant of the Defense Equal Opportunity Management Institute.

(ix) The Director, Defense Medical Programs Activity, through the Assistant Secretary of Defense for Health Affairs (ASD(HA)).

(x) The Director, Office of Civilian Health and Medical Programs of the Uniformed Services, through the ASD(HA).

(xi) The President, Uniformed Services University of the Health Sciences (USUHS), through the ASD(HA), pursuant to the authority vested in the Secretary of Defense by 10 U.S.C. chapter 104, except that the authority to appoint the President, USUHS, is reserved to the Secretary of Defense.

(xii) such other subordinate officials as may be assigned.

(3) Provide policy guidance and management supervision for the DoD Office of the Actuary, DoD Office of Special Events, U.S. Military Entrance Processing Command, Defense Activity for Non-Traditional Education Support, and the Armed Forces Professional Entertainment Program.

(4) Coordinate and exchange information with other OSD officials, Heads of the DoD Components, and Federal officials having collateral or related functions.

(5) Use existing facilities and services of the Department of Defense and other Federal Agencies, whenever practicable, to avoid duplication and to achieve maximum efficiency and economy.

(b) Other OSD officials and the Heads of the DoD Components shall coordinate with the USD(P&R) on all matters related to the responsibilities and functions cited in § 343.4.

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### § 343.6 Authorities.

(a) The USD(P&R) is hereby delegated authority to:

(1) Establish and allocate civilian personnel authorizations of the DoD Components and review and approve military and civilian personnel authorization changes during program execution.

(2) Issue DoD Instructions, DoD publications, and one-time directive-type memoranda, consistent with DoD 5025.1-M,<sup>2</sup> that implement policy approved by the Secretary of Defense in assigned fields of responsibility. Instructions to the Military Department shall be issued through the Secretaries of those Departments. Instructions to Unified Combatant Commands shall be communicated through the Chairman of the Joint Chiefs of Staff.

(3) Obtain reports, information, advice, and assistance, consistent with DoD Directive 8910.1,<sup>3</sup> as necessary to carry out assigned functions.

(4) Communicate directly with the Heads of DoD Components. Communications to the Commanders of the Unified Combatant Commands shall be transmitted through the Chairman of the Joint Chiefs of Staff.

(5) Communicate with other Government officials, representatives of the legislative branch, members of the public, and representatives of foreign governments, as appropriate, in carrying out assigned functions.

(b) Other authorities specifically delegated by the Secretary of Defense are in appendix A to this part.

#### APPENDIX A TO PART 343—DELEGATIONS OF AUTHORITY

Pursuant to the authority vested in the Secretary of Defense, and subject to the authority, direction, and control of the Secretary of Defense, and in accordance with DoD policies, Directives, and Instructions, the USD(P&R) is hereby delegated authority to:

(a) Act for the Secretary of Defense in conducting a review of the military compensation system.

<sup>2</sup>Copies may be obtained, at cost, from the National Technical Information Service (NTIS), US Department of Commerce, 5285 Port Royal Road, Springfield, VA 22161.

<sup>3</sup>See footnote 1 to § 343.6(a)(2).

(b) Issue DoD issuances pertaining to the management of commissioned officers that are required to be issued by the Secretary of Defense under pertinent sections of 10 U.S.C., including those added by Public Law 96-513, "Defense Officer Personnel Management Act," December 12, 1980, as amended by Public Law 77-22, "Defense Office Personnel Management Act Technical Corrections Act," July 10, 1981, except when such delegation is specifically prohibited.

(c) Act for the Secretary of Defense to approve or disapprove recommendations for the Secretary of Defense Award for Productivity Excellence.

(d) Act for the Secretary of Defense to review and approve procedures established by the Secretaries of the Military Departments for the correction of military records under the authority of 10 U.S.C. 1552.

The USD(P&R) may redelegate these authorities, as appropriate, and in writing, except as otherwise provided by law or regulations. These delegations of authority are effective March 29, 1994.

## PART 344—ASSISTANT SECRETARY OF DEFENSE FOR RESERVE AFFAIRS (ASD(RA))

Sec.

- 344.1 Purpose.
- 344.2 Applicability.
- 344.3 Definitions.
- 344.4 Responsibilities and functions.
- 344.5 Relationships.
- 344.6 Authorities.

AUTHORITY: 10 U.S.C. 136.

SOURCE: 59 FR 14563, Mar. 29, 1994, unless otherwise noted.

### § 344.1 Purpose.

Under the authority vested in the Secretary of Defense by 10 U.S.C. 113 and 138, this part updates the responsibilities, functions, relationships, and authorities of the ASD(RA), as prescribed herein.

### § 344.2 Applicability.

This part applies to the Office of the Secretary of Defense (OSD), the Military Departments, the Chairman of the Joint Chiefs of Staff, the Unified Combatant Commands, the Inspector General of the Department of Defense, the Defense Agencies, and the DoD Field Activities (hereafter referred to collectively as "the DoD Components").