



PERSONNEL AND
READINESS

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

DEC 12 2019

MEMORANDUM FOR CHIEF MANAGEMENT OFFICER OF THE DEPARTMENT OF
DEFENSE

SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
CHIEF OF THE NATIONAL GUARD BUREAU
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
DIRECTOR OF COST ASSESSMENT AND PROGRAM
EVALUATION
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
DIRECTOR OF OPERATIONAL TEST AND EVALUATION
CHIEF INFORMATION OFFICER OF THE DEPARTMENT OF
DEFENSE
ASSISTANT SECRETARY OF DEFENSE FOR LEGISLATIVE
AFFAIRS
ASSISTANT TO THE SECRETARY OF DEFENSE FOR PUBLIC
AFFAIRS
DIRECTOR OF NET ASSESSMENT
DIRECTORS OF DEFENSE AGENCIES
DIRECTORS OF DOD FIELD ACTIVITIES

SUBJECT: Increasing the Use of Direct, Expedited, and Military Spouse Hiring Authorities for
the Civilian Workforce of the Department of Defense

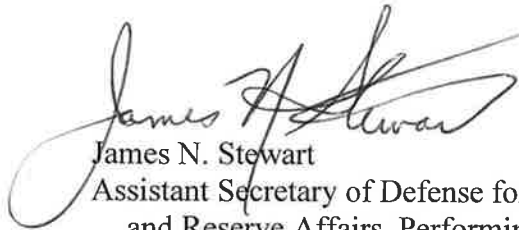
The National Defense Strategy recognizes that a highly-skilled civilian workforce is essential to accomplishing the Department's mission. Accordingly, civilian workforce hiring is a focus area for the Secretary of Defense, and he has established a 45 day time-to-hire goal for the Department. In achieving this goal, he expects the Services and other DoD Components to fully maximize the use of all available hiring authorities, as well as prioritize military spouse hiring.

Congress has granted the Department a number of direct hire authorities (DHA) and expedited hiring authorities (EHA), which are summarized in the attachment, to address critical workforce requirements. These authorities enable the Department to efficiently and effectively hire skilled talent in a competitive job market without the encumbrances of traditional hiring authorities. The Secretary recently communicated his expectation that the utilization rates of such authorities increase, consistent with conditions set forth by each. Accordingly, for these advantages to be realized and to attract the best civilian talent in a timely manner, the Secretary expects hiring officials and human resources professionals to utilize these DHA and EHA to the greatest extent possible for eligible external hiring actions.

The Secretary has also made clear his commitment to providing employment opportunities for military spouses, recognizing that military spouse employment is a critical factor in the quality of life and retention of Service members, and as such, the readiness, lethality, and capability of the Department. In addition, Executive Order (E.O.) 13832, "Enhancing Noncompetitive Civil Service Appointments of Military Spouses," 83 Fed. Reg. 22343, dated May 9, 2018, requires agencies to actively advertise and promote the military spouse hiring authority set forth in 5 U.S.C. § 3330d. Therefore, when filling positions in the competitive service, DoD Components must, to the greatest extent possible consistent with hiring needs, recruit and consider candidates under this hiring authority, in addition to candidates identified through other hiring authorities.

To achieve the Secretary's intent, and maximize the benefits provided by DHA, EHA, and the military spouse hiring authorities, DoD Component heads should ensure that the Secretary's guidance, with respect to the use of these authorities, is clearly communicated to all echelons and installation level hiring officials and human resource personnel throughout your respective organizations. They must understand how and when to use these authorities, be empowered to use them, and be provided appropriate and sufficient training to do so.

Your personal attention to this Secretary of Defense priority is greatly appreciated. Please ensure maximum distribution and awareness of this critical information throughout your respective Components. For more information, my point of contact is Ms. Melissa Lalonde, Associate Director, Employment and Compensation, Defense Civilian Personnel Advisory Service, who may be reached at (571) 372-1557, or melissa.a.lalonde.civ@mail.mil.



James N. Stewart
Assistant Secretary of Defense for Manpower
and Reserve Affairs, Performing the Duties
of the Under Secretary of Defense for
Personnel and Readiness

Attachment:
As stated



DEPARTMENT OF DEFENSE COMPETITIVE SERVICE HIRING AUTHORITIES <https://www.dcpas.osd.mil/EC/Advise>

Hiring and Other Human Resources (HR) Authorities Overview: Summarizes hiring and other HR authorities specific to the Department of Defense (DoD) competitive service civilian workforce. This list is not exhaustive. Some authorities specific to certain DoD Components or organizations may not be listed. For further information, refer to the respective DoD implementation procedures, applicable DoD Component and lower level policies and procedures, and/or other applicable regulations and procedures. Information is current as of the date of this document, and it is subject to change.

DoD Hiring Authorities					
Hiring Authority	Expiration Date	Governing Statute, Regulation, Policy	Common Uses/Other Features	Ad/Public Notice	Special Requirements for Consideration of Veterans
Expedited Hiring Authority for Certain Defense Acquisition Workforce Positions -Competitive service	None—end date of 9/30/17, removed per NDAA FY16	10 U.S.C. 1705(g)-(h); P.L. 110-181, SEC. 852(a)(1); P.L. 110-417, SEC. 833; P.L. 111-84, SEC. 831, 832 (a)-(g); P.L. 112-81, SEC. 804(a); P.L. 112-239, SEC. 803; SEC. 841(a)(3)(A), P.L. 114-92 - USD (AT&L) and USD (P&R) memorandum and procedures, "Extension of Expedited Hiring Authority for Select Defense Acquisition Workforce Positions," December 18, 2015 - USD (AT&L) and USD (P&R) memorandum, "Extension of Expedited Hiring Authority for Select Defense Acquisition Workforce Positions—Removal of Sunset Date," September 6, 2017	- Targeted occupational areas (listed in the procedures) based on critical need or shortage - GS-5 through 15 levels (or equivalent) - Temp, term, and permanent	Yes	Qualified candidates with veterans' preference should be considered for appointments when they are found to best meet mission requirements
Expedited Hiring Authority for Certain Defense Health Care Occupations -Competitive service	December 31, 2020 (extended pursuant to P.L. 113-66, SEC. 1109(a)), unless amended	10 U.S.C. 1599c; P.L. 113-66, SEC. 1109 - USD (P&R) memorandum and procedures, "Extension of Expedited Hiring Authority for Shortage Category and/or Critical Need Health Care Occupations," December 14, 2015	- Targeted healthcare occupational series (listed in the procedures) based on critical need or shortage - GS-15 level and below (or equivalent) - Temp, term, and permanent	Yes	When veterans' preference eligibles and non-preference eligibles are being considered at the same time, the preference eligible must be selected if candidates are essentially equally qualified



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Direct Hire Authority (DHA) for Select Technical Acquisition Positions -Competitive service	November 22, 2020 (SEC. 1112), and December 31, 2020 (SEC. 1113), unless amended	10 U.S.C. 1701 Subchapter I; P.L. 114-92, SEC. 1112 and 1113 - USD (P&R) memorandum and procedures, "Direct-Hire Authorities for Select Technical Acquisition Positions," December 5, 2016	Both sections: - Appointments in the acquisition workforces of the Mil Deps only - GS-5 through 15 levels (or equivalent) - Temp, term, and permanent SEC. 1112 - Appoint veterans to scientific, technical, engineering, mathematic, and technician positions - Appointments in a calendar year (CY) not to exceed (NTE) 1% of that Mil Dep's acquisition workforce as of the close of the prior FY SEC. 1113 - Appoint qualified individuals with a scientific or engineering (S&E) degree to S&E positions - Appointments in a CY, NTE 5% of that Mil Dep's S&E acquisition workforce as of the close of the prior FY	No	SEC. 1112 authorizes the appointment of qualified veterans as defined by SEC. 101 of title 38, U.S.C. SEC. 1113 does not observe veterans' preference
Temporary DHA for Post-Secondary Students and Recent Graduates -Competitive service	September 30, 2025, unless amended	10 U.S.C. 1580; P.L. 114-328, SEC. 1106, 10 U.S.C. 1580; P.L. 115-232, SEC. 1102 - USD (P&R) memorandum, "Direct-Hire Authority for the Department of Defense for Post-Secondary Students and Recent Graduates," February 6, 2017	- Appoint qualified post-secondary students and recent graduates - Administrative and professional positions, GS-11 and below (or equivalent)	SEC. 1106 requires DoD to "publicly advertise" positions "to the extent practical"	No



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Temporary DHA for Financial Management Experts in the DoD Workforce -Competitive service		USD (P&R) memorandum, "Modification of Direct-Hire Authority for the Post-Secondary Students and Recent Graduates," January 15, 2019	- Post-secondary students hired via term appointment with noncompetitive conversion eligibility to permanent upon completion of degree requirements. - Recent graduates hired via permanent appointment - Appointments DoD-wide may not exceed 25% of total competitive like hires during the previous FY (DCPAS provides allocations to Components)		
	December 31, 2022, unless amended	10 U.S.C. 1580; P.L. 114-328, SEC. 1110; amended per P.L. 115-91, SEC. 1106, 10 U.S.C. 1580; P.L. 115-232, SEC. 1113 - USD (P&R) memorandum, "Direct-Hire Authority for Financial Management Experts in the Department of Defense Workforce Implementation Procedures," June 1, 2017 - USD (P&R) memorandum, "Temporary Direct-Hire Authority for Financial Management Experts in the Department of Defense Workforce—Expansion of Organizational Coverage," April 2, 2018 - USD (P&R) memorandum, "Inclusion of Office of Secretary of Defense Among Components of the Department of Defense Covered by Direct-Hire Authority for Financial Management Experts," October 30, 2018	- Appoint qualified candidates possessing a finance, accounting, management, or actuarial science degree, or related degree to specific occupational areas - For appointments in Defense Agencies, Military Departments, the Office of the Chairman of the Joint Chiefs of Staff, the Joint Staff, Combatant Commands, the Office of the Inspector General of the DoD, DoD Field Activities, and the Office of the Secretary of Defense - Appointments in a CY NTE 10% of that Component's	No	No



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DoD Hiring Authorities					
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Temporary DHA for Domestic Defense Industrial Base Facilities and the Major Range and Test Facilities Base in the DoD -Competitive service	September 30, 2021, unless amended	10 U.S.C. 1580; P.L. 114-328, SEC. 1125(a)(c); amended per P.L. 115-91, SEC. 1102 - USD (P&R) memorandum, "Temporary Direct-Hire Authority for Domestic Defense Industrial Base Facilities and the Major Range and Test Facilities Base in the Department of Defense," June 1, 2017 - USD (P&R) memorandum, "Extension of Temporary Direct-Hire Authority for Domestic Defense Industrial Base Facilities and the Major Range and Test Facilities Base in the Department of Defense," July 19, 2018 - U.S. Office of Personnel Management memorandum, "NDAA for FY 2017 – Eligibility of certain time-limited Defense Industrial Base Facility or the Major Range and Test Facilities Base," March 6, 2019	FM, accounting, auditing, & actuarial positions in the FM workforce as of the close of the prior FY - GS-5 through 15 levels (or equivalent) - Temp, term, and permanent - Appoint qualified candidates at any Domestic Defense Industrial Base Facilities or Major Range and Test Facilities Base - GS or FWS, up to GS-15 (or equivalent) - Temp, term, and permanent	No	No



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DoD Hiring Authorities					
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Temporary DHA for the DoD Office of the Director of Operational Test and Evaluation -Competitive service	September 30, 2021, unless amended	10 U.S.C. 1580; P.L. 114-328, SEC. 1125(b) - USD (P&R) memorandum, “Direct-Hire Authority for The Department of Defense Office of the Director of Operational Test and Evaluation Implementation Procedures,” June 1, 2017	- Appoint qualified candidates possessing an advanced degree to S&E positions within the Office of the Director of Operational Test and Evaluation - GS-9 through 15 levels (or equivalent) - Temp, term, and permanent - The Secretary of Defense may make a noncompetitive temporary or term appointment up to a <i>maximum of 18 months</i> to meet a critical hiring need - Provides no provision for extension or conversion - GS or FWS, up to GS-15 (or equivalent) - Temp and term	No	No
Noncompetitive Temporary and Term Appointments To Meet Critical Hiring Needs in the Department of Defense -Competitive service	None	10 U.S.C 1580; P.L. 114-328, SEC. 1105(b) - DSD memorandum, “Noncompetitive Temporary and Term Appointments To Meet Critical Hiring Needs in the Department of Defense,” July 14, 2017	- The Secretary of Defense may make a noncompetitive temporary or term appointment up to a <i>maximum of 18 months</i> to meet a critical hiring need - Provides no provision for extension or conversion - GS or FWS, up to GS-15 (or equivalent) - Temp and term	No	No
DHA for Cyber Workforce Positions -Competitive Service	Upon implementation of SEC. 1599f of title 10, U.S.C., “United States Cyber Command recruitment and retention”	10 U.S.C. 1599f; P.L. 114-328, SEC. 1643(a)(3) - USD (P&R) memorandum, “Direct Hiring Authority for Cyber Workforce Positions,” August 22, 2017	- Appointment of qualified individuals into Cyber Workforce - Specific occupational series identified in the table at para. 3.c of the procedures - Additional occupations may be considered based on the definition for “severe shortage of candidates” and “critical hiring need” in	Yes	No



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Temporary DHA for Childcare Services Providers for Department Child Development Centers -Competitive Service	September 30, 2021, unless amended	10 U.S.C. 1792; NDAA FY18, P.L. 115-91, SEC. 559 - USD (P&R) memorandum, "Temporary Direct-Hire Authority for Childcare Services Providers for Department Child Development Centers," April 27, 2018	SECs. 337.202(b) and (c) of 5 CFR - Up to GS-15 level (or equivalent) - Temp, term, and permanent		
			- The SecDef may recruit and appoint qualified childcare service providers to positions within CDCs without regard to subchapter I of chapter 33 of 5 U.S.C. if the SecDef determines there is a critical hiring need or shortage - Current coverage for 1701 and 1702 occupational series at GS-02 through 11 levels (or equivalent) - Temp, term, and permanent	No	No



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Temporary DHA for the DoD for Personnel to Assist in Business Transformation and Management Innovation -Competitive Service	September 30, 2021, unless amended	10 U.S.C 1580; NDAA FY18, P.L. 115-91, SEC. 1101 - USD (P&R) memorandum, "Temporary Direct Hire Authority for the Department of Defense for Personnel to Assist in Business Transformation and Management Innovation," August 10, 2018	- The SecDef may recruit and appoint qualified candidates for the purpose of assisting and facilitating the efforts of the Department in business transformation and management innovation - Up to GS-15 level (or equivalent) - Requests for allocation(s) must be submitted by DoD Components to DCPAS for approval - Limited to no more than 10 appointees DoD-wide - Term	No	No
Temporary DHA for Certain Competitive Service Positions -Competitive Service	September 30, 2025, unless amended	- NDAA FY19, P.L. 115-232, SEC. 1101 - USD (P&R) memorandum, "Department of Defense Temporary Direct Hire Authority for Certain Competitive Service Positions," February 1, 2019	The SecDef may appoint qualified candidates to any of the following positions in the competitive service in DoD: positions involved with Department maintenance activities, including depot-level maintenance and repair; any position involved with cybersecurity; any individual in the acquisition workforce that manages any services contracts necessary to the operation and maintenance of programs of the Department; any science, technology, or	No	No



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			engineering position, including any such position at the Major Range and Test Facilities Base, in order to allow development of new systems and provide for the maintenance of legacy systems Up to GS-15 level (or below)		



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Other Assignment Options					
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New Beginnings: DHA in DoD -Competitive service <i>(This is a delegation of authority—it does not constitute a hiring authority in itself)</i>	None	5 U.S.C. 9902(b)(2) - DSD memorandum, “Implementation of Direct-Hire Authority for Shortage Category and/or Critical Need Positions,” June 6, 2017	- DoD assumes from the Office of Personnel Management (OPM) the responsibility for determining a severe shortage of candidates or critical hiring need for civilian occupations within the Department - Enables the Department to adjudicate DoD Components’ DHA requests based on the criteria for “severe shortage of candidates” and “critical hiring need” in SECs. 337.204(b) and 337.205(b) of 5 CFR	Yes	No
New Beginnings: Modification of Temporary and Term Appointments Within the DoD -Competitive service <i>(This authority provides a flexibility—it does not constitute a hiring authority in itself; however, it provides eligibility for noncompetitive conversion to permanent)</i>	None	5 U.S.C. 9902(b)(2) - USD (P&R) memorandum, “Modification of Temporary and Term Appointments Within the Department of Defense,” June 12, 2017	- Modification of current OPM regulations for temporary and term appointments allowing longer durations ✓ Temporary appointments up to a total of 3 years ✓ Term appointments up to a total of 6 years - Allows noncompetitive conversions of term appointments to permanent appointments under specific conditions	See implementation procedures	N/A



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<i>appointment under specific conditions)</i> Extensions of Term Appointments in the Competitive Service in the DoD -Competitive Service (This authority provides a flexibility-- it does not constitute a hiring authority in itself)	None	10 U.S.C 1580; P.L. 114-328, SEC. 1105(a) and (d) - Reference USD (P&R) memorandum, "Modification of Temporary and Term Appointments Within the Department of Defense," June 12, 2017 - DSD memorandum, "Extensions of Term Appointments in the Competitive Service in the DoD," August 10, 2018	- Extensions of term appointments from 6 years up to 8 years - Requests for extensions beyond 8 years must be submitted by DoD Components to DCPAS for approval	The potential for extensions beyond 6 years must be stated in the vacancy announcement (if applicable) or otherwise documented before the appointment of the employee	N/A
Public- Private Talent Exchange (This authority provides a flexibility- it does not constitute a hiring authority in itself)	None	10 U.S.C 1955(g) - DSD memorandum "Public- Private Talent Exchange", July 19, 2018.	The SecDef with agreement with a private-sector organization and the consent of the employee, to arrange for the temporary assignment of a DoD civilian employee to that private-sector organization, or an employee of their private-sector organization to the DoD.	No	No