

From: [Defense Civilian Personnel Advisory Service](#)
Subject: UPDATED DCPAS Message 2026070 - Maximum Use of Military Spouse Employment Flexibilities
Date: Friday, September 11, 2026 2:01:39 PM

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UPDATED DCPAS Message 2026070 (Change 1)

This DoW reporting requirement is being tasked under CATMS-260826-QJQ4

SUBJECT: Maximum Use of Military Spouse Employment Flexibilities

ACTION: Disseminate to Department of War (DoW) Human Resources (HR) Managers and Practitioners

SUSPENSE: 15th of Each Month following the month covered by the report

REFERENCES:

1. Under Secretary of War for Personnel and Readiness (USW(P&R)) Memorandum, Maximum Use of Military Spouse Employment Flexibilities, dated April 1, 2026, https://www.dcpas.osd.mil/sites/default/files/2026-05/ref_1_uswpr_memoirandum_maximum_use_of_military_spouse_employment_flexibilities.pdf
2. Military Spouse Employment Flexibilities Reporting Requirements Template, https://www.dcpas.osd.mil/sites/default/files/2026-09/2026060610_Military%20Spouse%20Employment%20Flexibilities%20Reporting%20Requirements%20Template_v4_Share_6_29_2026%20%281%29.pdf
3. Department of Defense Instruction 1400.25, Volume 315, "DoD Civilian Personnel Civilian Personnel Management System: Employment of Spouses of Active-Duty Military," dated March 19, 2012, as amended <https://www.esd.whs.mil/Portals/54/Documents/DD/issuances/140025/140025v315.pdf?ver=2019-03-01-094144-790>

BACKGROUND: On April 1, 2026, the (USW(P&R)) signed reference (1) which highlights key actions DoW Components should take to improve opportunities for military spouse employment. This message outlines immediate actions required to implement the policies in reference (1). The new policy directs hiring managers to make maximum use of military spouse employment flexibilities to address the significant unemployment rate among military spouses.

KEY POLICY CHANGE: Effective immediately, for all competitive and excepted service hiring actions, hiring managers must consider qualified military spouses for non-competitive appointment *before* considering candidates who are not otherwise eligible for a hiring preference. This policy applies to all hiring actions, regardless of personnel system or hiring authority being used. Hiring managers are required to document their reasons for the non-consideration of any military spouse resume and the non-selection of any military spouse candidate.

CANDIDATE IDENTIFICATION: HR professionals will support hiring managers by developing lists of qualified military spouses using two primary methods:

- Open Continuous Job Announcements: Agency Talent Teams will create open continuous announcements, not tied to a specific vacancy, to build a resume bank. These announcements will be limited to military spouses, veterans, Priority Placement Program applicants (Military Reserve and National Guard Technicians and Retained Grade Preference eligibles who must self-certify through the application-based process) and individuals eligible under the Interagency Career Transition Assistance Program (ICTAP).
- DoW Candidate Inventory: Agency Talent Management Teams will coordinate with the Office of Spouse Employment (OSE) to access and utilize the Military Spouse Education and Career Opportunities (MySECO) candidate inventory to identify eligible military spouses candidates. For access, agency HR professionals can contact OSE at: mc-alex.ousd-p-r.mbx.spouse-employment-team@mail.mil.

REPORTING REQUIREMENTS: DoW Component heads must submit monthly to the Defense Civilian Personnel Advisory Service (DCPAS) at prma.mc-alex.dcpas.list.ec-policy@mail.mil by the 15th of the month following the month covered. For example, the report for April 2026 is due on or before May 15, 2026. Using the template at reference (2) reports will include:

- Number of recruit/fill requests
- Number of requests for which military spouse candidates were identified (and how);
- Number of requests for which military spouse candidates were selected;
- The top three reasons that a military spouse was not selected; and,
- Recommendations for improving military spouse hiring opportunities.

The monthly reporting template has been updated and is available at reference (2). To ensure compliance with the latest format, DoW Components should retrieve the template for each reporting cycle prior to submission. Additionally, each DoW Component should submit a single, consolidated response. Servicing Components (e.g., WHS, Air Force, Army, etc.) should respond on behalf of their serviced agencies and identify each supported entity covered within the submission.

References (1) and (2) are also included via CATMS tasker: **CATMS-260826-QJQ4**

PILOT PROGRAM: Following the date of signature of reference (1), a pilot program eliminating unnecessary barriers to employment will go into effect. The pilot program includes an 18-month exception to policy that suspends the time limitations on when a military spouse may use their military spouse preference (MSP). Prior to this exception, the time period for MSP eligibility was 30 days before the military sponsor's reporting date to the new duty station within CONUS, and not until the spouse's arrival OCONUS. Suspension of these limitations means that military spouses will now be able to use MSP at any point before or after relocation.

POINT OF CONTACT: DCPAS Employment and Compensation Policy Team, pmra.mc-alex.dcpas.list.ec-policy@mail.mil

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