



## AGENCY LETTERHEAD

AGENCY DIVISION NAME  
HEADQUARTERS  
ALEXANDRIA, VA 22350-1100

Headquarters Hometown USA  
1010 Anywhere Drive, Suite 1010  
Washington, DC 10101-1010

Mr. Daniel Hester  
Director, Defense Civilian Personnel Advisory Service  
Department of Defense  
4800 Mark Center, Suite 06G13  
Alexandria, VA 22350

Dear Mr. Hester:

The purpose of this correspondence is to request the termination of the Delegated Examining (DE) authority used by the Delta Agency Headquarters, Washington, D.C. and to report the transfer of the Department of USA Beta Agency authority currently assigned to the Beta Agency Command in Washington, D.C.

The Interagency Delegated Examining Agreement between Office of Personnel Management (OPM) and Department of Defense (DoD), dated December 2, 2010, delegates' competitive examining authority to DoD, who further delegates this authority to subordinate offices within the components, i.e., Delegated Examining Units (DEUs). All DEUs receive a DEU identification number and the competitive examining delegation of authority normally renews every two years, unless there are violations identified during the regular Defense Civilian Personnel Advisory Service evaluations that are unresolved.

Prior to the Beta Agency disbanding in December 2020, the Beta Agency Processing Center processed all DE's (under the DD-XX-1010 authority) assigned to the Pentagon. Realignment of all DE work occurred December 2020 to Charlie Agency in Any City, USA under the DD-XX-1010 authority. The next DE evaluation for Beta Agency Washington, D.C. DEU is May 9-20, 2022, and the DEU's authority is set to expire on August 28, 2022, the Department of USA is requesting the immediate termination of the Beta Agency Washington, D.C. authority, as all recruitment efforts under DD-XX-1010 is complete.

In an effort to streamline and improve our time to hire, we reviewed our DD-XX-1010 authority and associated processes at the Beta Agency, Washington, D.C. As a result, we moved the delegated authority currently assigned to the Beta Agency to Charlie Agency, Any City, USA to gain more efficiencies in the hiring process. Effective August 21, 2021, Charlie Agency, Any City, USA will process all new recruitment actions. The Department of USA is requesting a location update for the DD-XX-1010 authority currently assigned to the Beta Agency, Washington, D.C. to the Charlie Agency, Any City, USA. Beta Agency will complete all actions prior to August 21, 2021. The new POC for the DEU authority is Ms. Human Resource Specialist, (234) 222-333, humanresourcespecialist@mail.mil.

In conclusion, the Department of USA is requesting the termination of the DD-XX-1010 authority assigned to Beta Agency, Washington, D.C. Once DCPAS approves the termination request, the organizational unit is no longer subject to further DE Evaluations; however, the Beta

Agency, Washington, D.C. will remain subject to other Accountability evaluations such as Human Capital Framework and Personnel Suitability evaluations and recurring organization self-assessments.

My point of contact for accountability and policy related questions is Ms. Accountability Delegated Examining Director; [humanresourcespecialist@mail.mil](mailto:humanresourcespecialist@mail.mil)

Sincerely,

MS. / MR. HR DIRECTOR, SES  
Director, Human Resource Management

EXAMPLE