



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

NOV 20 2007

PERSONNEL AND
READINESS

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: Exception to 24-Month Time Limit for Temporary Employment

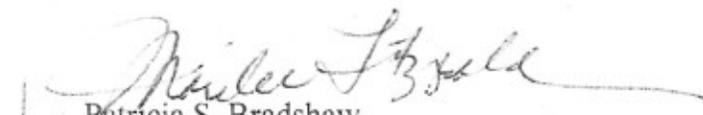
The Office of Personnel Management (OPM) recently granted expanded authority to make case-by-case exceptions to the 24-month time limit for temporary employees working at installations scheduled to close or realign as a result of the 2005 BRAC and Department of Defense (DoD) global repositioning decisions. The attached exception is effective immediately and may be used by commanders and activity heads within two years of the affected installation's approved closure or realignment date. The authority expires September 15, 2011.

This authority provides DoD organizations the flexibility necessary to manage the dynamic base closure process while continuing to meet mission requirements. The ability to retain skilled temporary employees is essential in balancing staffing requirements while completing installation closure or realignment activities.

To fulfill OPM's annual reporting requirement, each Component will be required to submit the following information for each extension granted: the employee's name, social security number, organization, job title, series, grade/pay band, appointment authority, duty station, effective date and not-to-exceed date. This information should be consolidated and sent to the Civilian Personnel Management Service, Civilian Assistance and Re-Employment (CARE) Division by the 30th of October each year up to and including the year 2011.

OPM is requiring that a copy of the OPM approval letter (attached) be filed in each affected employee's Official Personnel Folder.

If you have any questions on this authority you may contact CARE at (703) 696-1799.


Patricia S. Bradshaw
Deputy Under Secretary
Civilian Personnel Policy

Attachment
As stated

DISTRIBUTION: ASSISTANT G-1 FOR CIVILIAN PERSONNEL POLICY
(DEPARTMENT OF THE ARMY)
DEPUTY ASSISTANT SECRETARY, CIVILIAN HUMAN
RESOURCES (DEPARTMENT OF THE NAVY)
DIRECTOR, PERSONNEL POLICY
(DEPARTMENT OF THE AIR FORCE)
DIRECTOR FOR MANPOWER AND PERSONNEL (J1)
(JOINT CHIEFS OF STAFF)
DIRECTOR, PERSONNEL AND SECURITY
(DEPARTMENT OF DEFENSE INSPECTOR GENERAL)
DIRECTOR, HUMAN RESOURCES MANAGEMENT
(DEFENSE COMMISSARY AGENCY)
CHIEF, HUMAN RESOURCES MANAGEMENT DIVISION
(DEFENSE CONTRACT AUDIT AGENCY)
CHIEF, CIVILIAN PERSONNEL DIVISION
(DEFENSE THREAT REDUCTION AGENCY)
DIRECTOR, CIVILIAN HUMAN RESOURCES MANAGEMENT
(UNIFORMED SERVICES UNIVERSITY OF THE HEALTH
SCIENCES)
DIRECTOR FOR HUMAN RESOURCES
(NATIONAL GUARD BUREAU)
DIRECTOR (CIVILIAN PERSONNEL MANAGEMENT
SERVICE)
DIRECTOR FOR CORPORATE RESOURCES
(DEFENSE FINANCE AND ACCOUNTING SERVICE)
DIRECTOR, MANPOWER PERSONNEL AND SECURITY
(DEFENSE INFORMATION SYSTEMS AGENCY)
CHIEF, OFFICE FOR HUMAN RESOURCES
(DEFENSE INTELLIGENCE AGENCY)
DIRECTOR, HUMAN RESOURCES OFFICER
(DEFENSE SECURITY SERVICE)
EXECUTIVE DIRECTOR, HUMAN RESOURCES
(DEFENSE LOGISTICS AGENCY)
DIRECTOR, HUMAN RESOURCES
(NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY)
DIRECTOR, HUMAN RESOURCES SERVICES
(NATIONAL SECURITY AGENCY)
PERSONNEL DIRECTOR
(DEPARTMENT OF DEFENSE EDUCATION ACTIVITY)
DIRECTOR FOR HUMAN RESOURCES
(WASHINGTON HEADQUARTERS SERVICES)
EXECUTIVE DIRECTOR, HUMAN RESOURCES
(DEFENSE CONTRACT MANAGEMENT AGENCY)



UNITED STATES OFFICE OF PERSONNEL MANAGEMENT
Washington, DC 20415

Human Capital Leadership
and Merit System
Accountability Division

Ms. Patricia S. Bradshaw
Deputy Under Secretary
Civilian Personnel Policy
Office of the Under Secretary of Defense
4000 Defense Pentagon
Washington, DC 20301-4000

JUL 20 2007

Dear Ms. Bradshaw:

The U.S. Office of Personnel Management (OPM) is pleased to approve your request for an agency-wide exception to the 24-month time limit for temporary employees working at Department of Defense (DOD) installations scheduled to close or realign as a result of the 2005 Base Realignment and Closure (BRAC) and DOD global repositioning decisions. This authority may be used to extend temporary appointments for up to two years beyond the usual 24-month limit. This extension authority may only be used within two years of the affected installation's approved closure or realignment date and expires September 15, 2011.

The significant staffing challenges anticipated as a result of the BRAC provide a proper basis under section 316.401(d)(2) of title 5, Code of Federal Regulations to grant such an exception. This exception will allow DOD to continue to use temporary employees to help facilitate the base closure process, while at the same time, prevent activities from expanding their rolls of permanent employees or terminating current temporary employees. Most importantly, it will assist DOD in carrying out its mission as it completes base closure and realignment activities.

We request DOD submit an annual report to OPM on the use of this exception. For each extension granted, include the employee's name, social security number, organization, job title, series, grade, appointment authority, duty station and duration (effective and end or not-to-exceed date). Please mail or fax your annual report by November 30th of each year, up until the completion of the BRAC, to the following address.

Associate Director
Human Capital Leadership and Merit System Accountability
U.S. Office of Personnel Management
1900 E Street, NW
Room 7470
Washington, DC 20415
(202) 606-1359 (Fax)

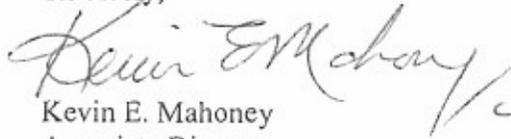
In addition, please ensure a copy of this approval letter is filed in each affected employee's Official Personnel Folder.

Ms. Patricia S. Bradshaw

Page 2

We appreciate the opportunity to assist you. If you have further questions, please contact Ms. Margaret Haack, OPM's Human Capital Officer for DOD, at (404) 331-3451, ext. 231, or by email at Margaret.Haack@opm.gov.

Sincerely,

A handwritten signature in cursive script that reads "Kevin E. Mahoney". The signature is written in dark ink and is positioned above the printed name and title.

Kevin E. Mahoney
Associate Director
Human Capital Leadership
and Merit System Accountability