OFFICE OF THE UNDER SECRETARY OF DEFENSE
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JUN 4 2009

PERSONNEL AND
READINESS

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
CHAIRMAN OF THE JOINT CHIEFS OF STAFF
UNDER SECRETARIES OF DEFENSE
DEPUTY CHIEF MANAGEMENT OFFICER
THE COMMANDERS OF THE COMBATANT COMMANDS
ASSISTANT SECRETARIES OF DEFENSE
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, OPERATIONAL TEST AND EVALUATION
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
ASSISTANTS TO THE SECRETARY OF DEFENSE
DIRECTOR, ADMINISTRATION AND MANAGEMENT
DIRECTOR, PROGRAM ANALYSIS AND EVALUATION
DIRECTOR, NET ASSESSMENT
DIRECTORS OF DEFENSE AGENCIES
DIRECTORS OF THE DOD FIELD ACTIVITIES

Subject: Department of Defense (DoD) Civilian Support to Global Expeditionary Requirements

I urgently need your help to identify and make available DoD civilian employee volunteers that may be needed to support DoD global expeditionary requirements, including those that support the President's surge initiative in Afghanistan.

The Secretary has offered to staff temporarily with DoD civilian employees and military reservists, any Afghanistan shortfall requirements that State Department identifies. DoD staff may be needed as early as June 2009 to support the new civilian requirements. By memorandum of May 11, 2009, the Secretary requested that the Under Secretary of Defense (Personnel and Readiness) identify DoD civilian employee volunteers as the first option for a potential DoD "bridging force," and volunteers from the Reserve Components as the fallback option if the DoD civilian expeditionary capability cannot meet the immediate needs.

My expectation is that you will positively support civilian employee requests to serve and expeditiously release employees to serve not only the Afghanistan civilian

requirements, but also the DoD global expeditionary requirements at Joint Task Force Headquarters operations around the globe. I realize that you have critical mission requirements in each of your organizations; however, unless there is a significant, negative impact on your mission, I am asking you to lean forward and release employees to serve these expeditionary requirements. Cases where you are unable to support an employee's request to volunteer must be forwarded to the Deputy Under Secretary of Defense for Civilian Personnel Policy for review.

Incremental costs for civilians deploying to Iraq and Afghanistan are an appropriate Overseas Contingency Operation (OCO) expense, including such expenses as premium pays, transportation, training, equipment and other related deployment requirements. Further, OCO funds may be used for temporary DoD civilian employee backfills to assist you in covering your organizational requirements while your employees are deployed. Deployments are generally one year in length and will be made in accordance with DoD Directive 1404.10, "DoD Civilian Expeditionary Workforce." If Components are unable to fund these costs, they are required to notify the Office of Under Secretary of Defense for Comptroller (OUSD(C)) accordance with OUSD(C) memorandum of September 22, 2008 and Mr. William Bruen of the DoD Civilian Expeditionary Workforce (CEW) Office (William.Bruen@cpms.osd.mil, telephone: (703) 696-5756) promptly so the funding issue may be resolved. Costs associated with the deployment of civilians to support the Department of State (DoS) missions will be reimbursed by the DoS. The funding procedures for DoS deployments will be promulgated separately.

Staffing the DoD global expeditionary requirements, including the Afghanistan civilian requirements, is one of the highest national priorities. By building the capacity of the Afghanistan government to deliver essential services and development projects to its citizens, we also build the skills necessary for a self-sustaining government. The success of this effort depends greatly upon the collective efforts of the DoS, DoD, and other U.S. Government Agency partners.

Our DoD civilian employees have played a vital role in support of our U.S. Armed Forces in all phases of the Department's contingency operations. Those who have answered the call to serve consider it an honor and privilege to support our war fighters and our country through deployments. The mission continues and the nation's need for the services of the capable members of our civilian workforce remains. Their service benefits the Department as they return with broadened perspectives, critical experiences, and a deeper understanding of their role in support of DoD's contingency operations.

Information about the job opportunities may be found at: http://www.cpms.osd.mil/expeditionary/. My point of contact for this effort is Mr. Joe Daniel, Director of the CEW Staffing Unit, Civilian Personnel Management Service, Joe.Daniel@cpms.osd.mil, telephone: (703) 696-8637.

I appreciate your leadership in this important national security endeavor.

Gail H. McGinn
Performing the Duties of the
Under Secretary of Defense
(Personnel and Readiness)

Attachments:
1. May 11, 2009 Memo
2. September 22, 2008 Memo