CIVILIAN PERSONNEL MANUAL (CPM)

ASSISTANT SECRETARY OF DEFENSE (MANPOWER, RESERVE AFFAIRS, AND LOGISTICS)

DISTRIBUTION STATEMENT A
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CPM 272 DEPARTMENT OF DEFENSE CIVILIAN PERSONNEL MANUAL SYSTEM

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JOHN P. WHITE
Assistant Secretary of Defense
(Manpower, Reserve Affairs & Logistics)

The CPM is effective immediately. Recommendations for improvements or changes to the Manual are encouraged. They should be addressed, through DoD Component channels, to:

Department of Defense
OASD(MRA&L)(Civilian Personnel Policy)
Washington, D.C. 20301

JOHN P. WHITE
Assistant Secretary of Defense
(Manpower, Reserve Affairs & Logistics)
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Subchapter 1. Department of Defense Civilian Personnel Issuances

1-1. The DOD Directives System. DOD civilian personnel policies and procedures are issued through the DOD Directives System, which is comprised of the following types of issuances:

   a. Department of Defense Directives, which publish Secretary of Defense decisions relating to policies, plans, programs, charters, delegations of authority, or other major actions.

   b. Department of Defense Instructions, which provide supplementary guidance implementing Secretary of Defense decisions.

   c. Department of Defense Transmittals, which amend or cancel DOD directives, instructions, and certain other DOD publications.

   d. Directive-type Memoranda of continuing application, issued by officials in the Office of the Secretary of Defense, which, for significant reasons, cannot be published in the DOD Directives System at the time of signature. They are reissued as formal issuances within 90 days.

   e. Department of Defense Manuals, and manual-type issuances, which are authorized by a DOD directive or instruction. They include handbooks, regulations, standards, directories, and similar publications containing detailed procedural, operational, or administrative material to achieve uniformity or disseminate information DOD-wide.


   a. Purpose. The DOD Civilian Personnel Manual (CPM) system provides for the development and implementation of uniform DOD-wide civilian personnel regulations based on selected chapters of the Federal Personnel Manual (FPM), published by the U.S. Civil Service Commission, and on other civilian personnel policy issuances.

   b. Authority and Applicability. The CPM is authorized by DOD Directive 1400.25 dated January 24, 1978 (see appendix A). It contains governing DOD policies, procedures and other provisions. It applies to all DOD Components and their civilian personnel programs, which are established under Title 5, United States Code.
Department of Defense Directive

SUBJECT: Department of Defense Civilian Personnel Manual System


A. PURPOSE

This Directive (1) establishes the Department of Defense Civilian Personnel Manual (DoDCPM) system, and (2) assigns responsibilities and authorities governing the DoD-wide development and implementation of uniform DoD-wide regulations based on selected chapters of (a) the Federal Personnel Manual (FPM) (reference (a)) published by the U. S. Civil Service Commission and (b) other civilian personnel policy issuances.

B. APPLICABILITY

The provisions of this Directive apply to the Office of the Secretary of Defense, the Military Departments, and the Defense Agencies (hereafter referred to as "DoD Components").

C. POLICY

Civilian personnel policy subjects which should be uniform throughout the Department of Defense will be identified, jointly developed, and issued as the governing civilian personnel regulations for application DoD-wide.

1. To the extent practicable, DoD regulations will be prepared for direct use by operating civilian personnel offices. This does not preclude a department or agency from issuing internal operating directives or regulations.
APPENDIX A

2. Policies needing supplementation or extension by the headquarters or intermediate levels of the Department of Defense will be determined and specified as each regulation is developed.

D. ADMINISTRATION

1. The DoD Civilian Personnel Regulation Council is hereby established. The Council shall be comprised of the directors of civilian personnel of the Office of the Secretary of Defense, the Military Departments, and the Defense Logistics Agency. The Director of Personnel, OSD, also represents the civilian personnel directors of the other DoD Components. The Assistant Secretary of Defense (Manpower, Reserve Affairs and Logistics), or his designee, the Deputy Assistant Secretary of Defense (Civilian Personnel Policy), will serve as Chairperson of the Council.

2. Working Committees comprised of subject matter specialists from each of the DoD Components represented on the Council will be established as needed to develop policy drafts for the approval of the Council. Working Committee members will be designated by Council members. The DASD(CPP) will designate the lead agency which will chair the Working Committee.

3. Policy areas identified for consolidated regulations by the Council will be assigned to a Working Committee for development. Draft policies will be coordinated formally with each DoD Component and labor organizations accorded National Consultation Rights by the Department of Defense prior to publication.

4. The DoDCPM regulations will be issued by the DASD(CPP) in a DoD Manual. The format and numbering system of the Manual will follow that of the FPM (reference (a)).

E. EFFECTIVE DATE AND IMPLEMENTATION

This Directive is effective immediately. Forward two copies of implementing documents to the ASD(MRA&L) and one copy to the ASD(C) within 60 days.

[Signature]
Deputy Secretary of Defense
# APPENDIX B. LISTING OF CURRENT DOD CIVILIAN PERSONNEL MANUAL ISSUANCES

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