

**UNCLASSIFIED**

<b>STAFF ACTION SUMMARY</b> (AE Reg 1-10)		Control Number: TA 20052015D7XMU7		Suspense Date: 11 Jun 15	
Internal Staff Control #:		Higher Headquarters #:		Headquarters #:	
Division #:		Other #:			
<b>Subject:</b> CG Sign: Delegation of Authority to Approve VERA, VSIP and VSIP Phase II					
Office Symbol: AEPE-CE	Action Officer: Demetrie Hinton	Telephone #: 537-1534	E-Mail: demetrie.l.hinton.civ@mail.mil		
Command Group Routing:		CoS <input type="checkbox"/>	CSM <input type="checkbox"/>	DCG <input type="checkbox"/>	CG <input checked="" type="checkbox"/>
Staff Routing (check for):		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Standard: <input checked="" type="checkbox"/>	Specific: <input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For:	Information <input type="checkbox"/>	Decision <input type="checkbox"/>	Read-Ahead <input type="checkbox"/>	Approval <input checked="" type="checkbox"/>	Signature <input checked="" type="checkbox"/>
<p>1. <b>PURPOSE.</b> To obtain the CG signature on memorandum at RED TAB, delegating authority to approve Voluntary Early Retirement Authority (VERA), Voluntary Separation Incentive Pay (VSIP), and VSIP Phase II.</p> <p>2. <b>BOTTOM LINE.</b> IAW ASA (M&amp;RA), Delegated Civilian Human Resources Authorities Matrix, dated 16 December 2014, authority to approve VERA, VSIP and VSIP Phase II is delegated to the ASC Commander. This authority may be further delegated in writing to the lowest practicable level, but not lower than the local Commander or activity head.</p> <p>3. <b>DISCUSSION.</b> The authority to approve subject separation incentives for civilian employees grades GS-01 through GS-15, is being granted to the DCG, to act on behalf of the CG.</p>					
Recommendation: CG approve and sign memorandum at RED TAB					
Releaser: Mr. Larry Gottardi, Deputy Chief of Staff, G1				20 May 2015	
Command Group Approval:		Approved <input checked="" type="checkbox"/>	Disapproved <input type="checkbox"/>	Returned <input type="checkbox"/>	See Me <input type="checkbox"/>
Other <input type="checkbox"/>		Name		Signature	Date
Approving Authority		FREDERICK "BEN" HODGES Lieutenant General, USA Commanding		Memo signed by CG. CmH	20 Jul 15

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Coordination:			
Organization	Name/Position Title	Concur/Nonconcur	Date
ODCS, G1, HQ USAREUR	Vera A. Garcia, Director, CPD Civilian Personnel Directorate	Concur	20150515
ODCS, G1, HQ USAREUR	COL John L. Pollock, DG1	<i>Concur</i>	<i>20150519</i>
DMB	Kennedy, Kristine	Edited	2 Jun 15
OJA, HQ USAREUR	Litak, Mike	No Legal Objections	2 Jun 15
<i>SGS</i>	<i>James Pette</i>	<i>Concur</i>	<i>23 JUN 15</i>

End of Coordination (click button to add/remove additional coordination page) Delete Page 3

**Command Group Routing:**

CoS      Approved  Disapproved  Returned  See Me  Other       Date: \_\_\_\_\_

Comments:

*Y 24/6*

CSM      Approved  Disapproved  Returned  See Me  Other       Date: \_\_\_\_\_

Comments:

DCG      Approved  Disapproved  Returned  See Me  Other       Date: \_\_\_\_\_

Comments:

CG      Approved  Disapproved  Returned  See Me  Other       Date: \_\_\_\_\_

Comments:



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY EUROPE AND SEVENTH ARMY  
UNIT 29351  
APO AE 09014-9351

AEPE-CB

14 July 2015

MEMORANDUM FOR HQ USAREUR Staff Principals, Commanders of USAREUR Major Subordinate Commands and NATO Brigade

SUBJECT: Delegation of Authority to Approve Voluntary Early Retirement Authority (VERA), Voluntary Separation Incentive Pay (VSIP) and VSIP Phase II

This memorandum expires in 2 years.

1. This memorandum supersedes memorandum, USAREUR, AEPE-CE, 01 December 2012, subject: Delegation of Authority to Approve Voluntary Early Retirement Authority (VERA) and Voluntary Separation Incentive Pay (VSIP).
2. References:
  - a. Memorandum, Assistant Secretary of the Army (Manpower and Reserve Affairs), SAMR, 16 December 2014, subject: Delegation of Civilian Human Resources Authorities, Version 06-2014, effective December 16, 2014: Revision to Delegation of Civilian Human Resources Authorities Matrix and Execution, Publication and Transmission of Delegations #37.
  - b. Memorandum, Office of the Under Secretary of Defense, 12 September 2013, subject: Civilian Workforce Shaping.
3. The Deputy Commanding General, HQ USAREUR, is hereby authorized to approve VERA/VSIP/VSIP Phase II, on behalf of the HQ USAREUR, Commanding General. This authority is applicable to employees GS-01 through GS-15 or equivalent pay level, including non-appropriated fund employees.
4. This authority will be used to reduce or restructure the civilian workforce to create vacancies for the placement of surplus employees who may be subject to involuntary separation by reduction-in-force actions.
5. This authority will be exercised in strict compliance with applicable laws, policies, regulations, standards, decisions, and other requirements as prescribed by DA, DOD, Congress, the President, or outside control agencies.
6. This authority may be not be further delegated.

FREDERICK "BEN" HODGES  
Lieutenant General, USA  
Commanding