



REPLY TO
ATTENTION OF

DEPARTMENT OF THE ARMY
OFFICE OF THE DEPUTY CHIEF OF STAFF, G-1
300 ARMY PENTAGON
WASHINGTON, DC 20310-0300

APR 22 2015

DAPE-CPP

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Department of Army Rotation Agreement and Non-Displaced Overseas (DoD) Priority Placement Program (PPP) Registration Procedures

1. References:

a. DoD Instruction 1400.25, Volume 1800, DoD Civilian Personnel Management System: DoD PPP, 7 June 2007 (Administratively reissued 6 April 2009).

b. DoD PPP Handbook, Chapter 1, para E9a and Chapter 5, para C4b, 9 July 2011.

c. DoD Instruction 1400.25, Volume 1230, DoD Civilian Personnel Management System: Employment in Foreign Areas and Employee Return Rights, 26 July 2012.

2. Effective immediately, employees recruited into positions requiring a rotation agreement as a condition of employment are required to sign the enclosed Addendum to Department of Army Rotation Agreements: DA 5369-R, Employees Recruited from the United States, or DA-5370, Employees Recruited Locally in Foreign Areas, or DA 5371-R, Employees Recruited from the U.S. Territories and Possessions. For employees who do not have and have not forfeited return rights, if they are serving under an existing agreement, this change will become effective upon tour extension or renewal.

3. This action is being taken to improve overseas organizations' workforce succession planning efforts and to better assist our non-displaced overseas registrants with return placement opportunities. I expect that this action will improve the placement rate of our overseas non-displaced employees. In order to do that, however, it is imperative that overseas organizations ensure that employees, who possess overseas unique skills and abilities or skills in areas that are no longer relevant, are provided opportunities to gain experience that will enhance marketability.

4. The point of contact for this action is Mr. Daniel Hester, (703) 806-3884, DSN 656-3884, or daniel.j.hester4.civ@mail.mil or Ms. Colleen Dumas, (703) 806-3867, DSN 656-3867, or colleen.m.dumas.civ@mail.mil.

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SUBJECT: Department of Army Rotation Agreement and Non-Displaced Overseas (DoD) Priority Placement Program (PPP) Registration Procedures

Encl



JAMES C. MCCONVILLE SES
Lieutenant General, GS
Deputy Chief of Staff, G-1

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SUBJECT: Department of Army Rotation Agreement and Non-Displaced Overseas
(DoD) Priority Placement Program (PPP) Registration Procedures

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Commander, U.S. Army Cyber Command

Director, Civilian Human Resources Agency

Office, Assistant Secretary of the Army (Manpower and Reserve Affairs),

ATTN: SAMR-CP

Office of the General Counsel, ATTN: SAGC (Ms. Johnson)

Deputy Chief of Staff, G-2, ATTN: DAMI-CP

Office of The Judge Advocate General, ATTN: DAJA-LE (Ms. Nugent)

**Addendum to Department of Army Rotation Agreements:
DA 5369-R, Employees Recruited from the United States or,
DA 5370, Employees Recruited Locally in Foreign Areas, or
DA 5371-R, Employees Recruited from the U.S. Territories and
Possessions**

**When Application for Return to the United States is Made Through the
Priority Placement Program (PPP):**

Employees with Return Rights to a Lower Grade: When the employee has return rights to a lower grade he or she will remain registered in DoD PPP Program A until he or she is placed, declines a valid offer, renews his or her agreement, is within 30 days of the expiration of the current tour, or until he or she is directed to return, whichever occurs first.

NOTE: If the employee with return rights to a lower grade level does not receive a valid offer within 90 days of registration, his or her registration must be amended to include all grades down to, but not including, the grade to which return rights exist (no more than the equivalent of three grade levels below the current grade).

The employee is encouraged to begin seeking employment at least 6 months prior to the tour expiration date to facilitate placement at the current grade if he or she desires to maintain his or her current grade rather than exercising return rights to a lower graded position.

Employees Without Reemployment Rights: An employee without return rights who is completing an overseas tour may remain in Program A until he or she is placed, declines a valid job offer, renews his or her agreement, or until directed to return, whichever occurs first.

NOTE: An employee without return rights who does not receive a valid offer within 90 days of registration, must have his or her registration amended to include one grade interval below his or her current grade. An employee recruited from the United States, who forfeited his or her return rights, is not required to register below the grade from which originally recruited. This serves as official notification to the employee of this change in his or her rotation agreement.

This notice should be retained for future reference.

Employee's Signature

Date