



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

AEPE-CB

12 June 2013

MEMORANDUM FOR

HQ USAREUR Staff Principals  
Commanders of USAREUR Major Subordinate Commands  
Commander, USANATO Brigade

SUBJECT: USAREUR Administrative Furlough Update #2

This memorandum expires 30 September 2013.

1. References:

a. Memorandum, AEPE-CB, 13 May 2013, subject: USAREUR Administrative Furlough Planning Guidance.

b. Memorandum, AEPE-CB, 23 May 2013, subject: USAREUR Administrative Furlough Update

c. Memorandum, HQDA, SAMR, 23 May, 2013, subject: Additional Exception to Fiscal Year (FY) 2013 Administrative Furlough

2. References 1a and 1b provide the most recent USAREUR furlough guidance. Reference 1c provides recent Secretary of the Army guidance. Change 2 to Annex A (attached) modifies USAREUR guidance as follows:

a. Paragraphs A-3e, g and h clarify or provide new exceptions from the furlough.

b. Clarifies paragraph A-6b so that a change in furlough days can be one-time or continuing.

c. In paragraph A-7a clarifies that notices must be physically, not electronically, signed and distinguishes the deciding official's authority between providing relief from furlough and recalling an employee from furlough.

d. In paragraph A-7a(1) clarifies the need to retain record copies of notices and supporting furlough documentation.

e. In paragraph A-7a(3) clarifies that email is an acceptable delivery method as necessary.

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f. In paragraphs A-7d(1)(c) and A-7d(2)(b) clarifies for Deciding Officials when notice to the DCG/MSD commander is required in considering relief from furlough and the NOTE at the end of paragraph A-7d clarifies when it is not necessary.

g. For HQ USAREUR deciding officials paragraph A-7-d(2)(b) clarifies that notice to the DCG is via a SAS.

h. In paragraph A-7e provides details on the notification requirements to the USAREUR CG when furlough relief is going to be granted to an employee which will result in limiting or reducing the number of furlough days or hours to which an employee is subject in FY 2013, including a SAS and memorandum to the ASA (M&RA) for signature by the USAREUR CG.

i. In paragraph A-7g clarifies reporting requirements.

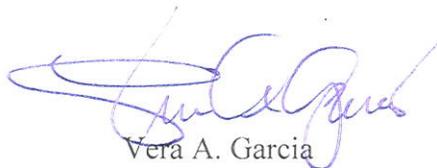
j. In paragraph A-8a(2) clarifies restrictions to the use of overtime.

k. Paragraph A-8a(4) addresses use of flexible work schedules and the earning of credit hours.

l. In paragraph A-8b(1) clarifies that the restriction applies to compressed work schedules.

m. Eliminates prohibition on overtime/compensatory time during TDY in paragraph A-8f.

3. As conditions change or senior leadership decisions provide clarity or modify direction, we will provide further guidance. The command continues to appreciate everyone's patience, hard work and understanding as we advance through this difficult and fluid fiscal situation.



Vera A. Garcia  
Assistant Deputy Chief of Staff, G1  
Civilian Personnel

Encl  
Change 2 to Annex A