



DEPARTMENT OF THE ARMY
HEADQUARTERS, 5th SIGNAL COMMAND
CMR 421
APO AE 09056

REPLY TO
ATTENTION OF:

NETC-SEC-PE

0 8 APR 2004

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Overseas Tour Policy for 5th Signal Command Defense Civilian Intelligence Personnel System (DCIPS) Employees

1. References:

a. DOD Civilian Personnel Manual 1400.25-M, Chapter 301, Subchapter 4, Rotation of Employees from Foreign Areas, 24 Aug 88.

b. AR 690-300, Chapter 301, Subchapter 5, Overseas Employment and Rotation of U.S. Citizens, 1 Aug 88.

c. USAREUR Supplement 1 to AR 690-300.301, Overseas Employment, 31 May 94.

d. Memorandum, HQ, USAREUR/7A, AEAGB-SA, 6 Aug 97, subject: Overseas Tour Policy for USAREUR Civilian Intelligence Personnel Management System (CIPMS) Employees.

2. Effective immediately, DCIPS employees assigned to any 5th Signal command activity will be administered IAW the DOD overseas tour policy as defined in references 1a through 1d above. The DOD policy limits employment in foreign areas to five years for appropriated fund civilian employees. Effective with the date of this policy memorandum, DCIPS employees assigned to any 5th Signal command activity are subject to the five-year limitation on overseas employment after a period of time equivalent to one renewal agreement tour of duty (24-months in Germany, Belgium, Italy, and the Netherlands). All prior service in a civilian appropriated fund capacity with DOD, which has not been interrupted by CONUS residence of 365 days, is counted in computing the five-year period.

3. The HQ 5th Signal Command, DCS, G2, in consultation with our CP-35 Activity Career Program Manager, has determined that conditions requiring DCIPS employee overseas tours to be automatically extended no longer exist. Signal commanders and staff managers should consider extension requests for their DCIPS employees on an individual basis and ensure that extension decisions are consistent with DOD criteria and USAREUR policy.

4. This change in DCIPS policy is not intended, and should not be construed, as a means to arbitrarily refuse a tour extension for a DCIPS employee up to and exceeding five years. The purpose is to bring in line our policy with that affecting the USAREUR

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DCIPS employees and to provide both management and employee a scheduled opportunity to systematically review and determine if it is in the best interest of the organization, mission and/or the individual's professional career to extend his or her overseas tour.

5. The CHRMA website (<http://www.chrma.hqusareur.army.mil/>) contains detailed information on the rotation program to include frequently asked questions and answers address most of the concerns that DCIPS employees may have about the overseas tour policy. Additional assistance may be obtained from the appropriate servicing CPAC specialist.

6. Request that the Civilian Personnel Advisory Centers (CPACs) inform our DCIPS employees of the provisions of the rotation policy and ensure that the appropriate Rotation Agreement is signed and included in each employee's official personnel folder.

7. POC for this policy is Mr. Pol Toledo, G1, Civilian Personnel Division, DSN 380-5120.


for MARK A. STEENBERG *Dep G-1*
Colonel, GS
Deputy Chief of Staff, G1

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