FOREWORD


It is DoD policy and National Performance Review philosophy that we should streamline and eliminate redundancy in government regulations as well as delegate authorities to the lowest practical level. To avoid proliferation of regulations, the Manual is written to establish specific parameters or prescribe procedures that ensure an appropriate level of standardization. Therefore, the need for supplementing documents should be minimal.

This Manual applies to the Office of the Secretary of Defense, the Military Departments, the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Inspector General of the Department of Defense, the Defense Agencies, and the DoD Field Activities (hereafter referred to collectively as “the DoD Components”), unless otherwise provided.

This Manual is effective immediately. Use of this Manual by all DoD Components is mandatory. Obligations to unions representing employees affected by this Manual must be satisfied before changes are implemented with respect to those employees.

Send recommended changes to the Manual to:

Deputy Assistant Secretary of Defense (Civilian Personnel Policy)
4000 Defense Pentagon
Room 3D268
Washington, DC 20301-4000

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F. Pang