



DEPARTMENT OF THE ARMY  
OFFICE OF THE ASSISTANT SECRETARY OF THE ARMY  
ACQUISITION LOGISTICS AND TECHNOLOGY  
103 ARMY PENTAGON  
WASHINGTON DC 20310-0103  
13 SEP 2006

SFAE-HR

MEMORANDUM FOR PROGRAM EXECUTIVE OFFICERS  
DIRECT REPORT PROGRAM MANAGERS  
UNITED STATES ARMY ACQUISITION SUPPORT CENTER

SUBJECT: Placement Policy on Rotating Civilian Project/Product Managers (PMs)

The purpose of this memorandum is to announce the establishment of a Post-Utilization Program to promote stability of employment for rotating board-selected civilian PMs. The Post-Utilization Program will provide maximum opportunity for the placement of our PMs, at the completion of their tours, into senior acquisition leadership positions within the Assistant Secretary of the Army for Acquisition, Logistics and Technology (ASA (ALT)) community. The United States Army Acquisition Support Center (USAASC) will have responsibility for assisting these civilian PMs with a follow-on assignment. A copy of the memorandum requesting administrative return rights is enclosed.

Our rotating civilian PMs are recognized as being members of an elite group of professionals who are instrumental to our mission to develop the critical systems and services. They are acquisition leaders and, as such, it is in our best interest to ensure that they are placed in senior acquisition leadership positions at the GS-14/15 or equivalent broad-bands where their competencies can be utilized to the fullest extent possible.

Civilian PMs completing tours will be given a choice of duty location and the opportunity to review more than one position before a decision is mandated. The individual will be afforded the opportunity to decline the first offer without prejudice. Declination of the second job offer will result in the employee being dismissed from the post-utilization program and being returned to the job of record prior to the PM assignment (in accordance with the enclosed Deputy Chief of Staff, G-1 memorandum, subject: Request for Administrative Return Rights, April 16, 2003), or to a position similar in grade/series to the original position of record.

My placement policy is as follows:

a. Nine months prior to completion of the PMs tour, each PM will provide an updated resume, Acquisition Career Record Brief (ACRB), Notice of Personnel Action (NPA)/SF50, geographical preference, and statement of interest in the Department of Defense (DoD) positions to USAASC.