



DEPARTMENT OF THE ARMY  
HEADQUARTERS, EIGHTH UNITED STATES ARMY  
UNIT #15236  
APO AP 96205-5236

REPLY TO  
ATTENTION OF:

DHRM

18 JAN 2008

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Delegation of Classification Authority for National Security Personnel System (NSPS) Positions

1. Reference: EACS Memorandum, same subject, dated 18 January 2008.
2. The enclosed memorandum formally delegates classification authority for positions covered by NSPS to the immediate supervisor of the NSPS position. All newly established positions within EUSA will continue to be reviewed by the Eighth Army Council of Colonels Civilian Hire and Procurement panel for recommendation to and approval by the Commanding General. In order to maintain consistency of classification within the Command, the request will be reviewed by G3 FM, G8, and DHRM before submission to the panel. A quarterly report identifying all NSPS classification actions will be submitted to the Chief of Staff.
3. If you have questions regarding these procedures, please contact DHRM at 724-3992.

A handwritten signature in black ink, appearing to read "Sharon Y. Alsop".

SHARON Y. ALSOP  
Director, Human Resources  
Management

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**DEPARTMENT OF THE ARMY**  
HEADQUARTERS, EIGHTH UNITED STATES ARMY  
UNIT #15236  
APO AP 96205-0009

REPLY TO  
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EACS

18 JAN 2008

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Delegation of Classification Authority for National Security Personnel System (NSPS) Positions

1. References:

- a. Public Law 108-136, National Defense Authorization Act, November 24, 2003.
- b. Title 5, Code of Federal Regulations, Chapter XCIX, Part 9901, Department of Defense Human Resources Management and Labor Relations Systems.
- c. DoD Civilian Personnel Manual 1400.25-M, Chapter 1900.

2. This memorandum formally delegates responsibility for classification of positions covered by the NSPS to the immediate supervisor of the NSPS position. Review and concurrence of the second level supervisor is required prior to submitting the classification decision to the servicing Civilian Personnel Advisory Center (CPAC) for implementation.

3. Classification authority for positions not governed by NSPS remains unchanged.

4. The DoD NSPS classification regulation is designed for direct application and action by managers and individual supervisors. Management officials, as authorized by this delegation of classification authority, are fully responsible for making decisions related to application of classification criteria to individual positions. Authorized management officials are also accountable for establishing, documenting, and managing positions under their authority in keeping with DoD, Army, and Command direction.

5. Individuals exercising classification authority and the second level reviewing supervisor will:

- a. affirm the accuracy of the information describing the position and its requirements and validate in FASCLASS;

EACS

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b. affirm NSPS classification regulations and standards are the basis for the stated classification of the position and validate in FASCLASS;

c. manage the functions and positions within their purview in a manner that optimizes productivity, organizational effectiveness, and cost efficiency;

d. ensure individuals with delegated classification authority have proper training to perform their classification and position management responsibilities.

6. Human Resources practitioners are not authorized to make classification decisions. However, the servicing CPAC will be able to provide guidance and assistance regarding application of the referenced classification standards, regulations, and statutory requirements.

7. Army exercises Executive Agent authority for civilian personnel classification. Accordingly, this delegation memorandum also applies to USFK supervisors of Army civilians.

8. This delegation of classification authority is effective immediately.

  
JAMES L. CREIGHTON  
COL, GS  
Chief of Staff

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