



INTELLIGENCE

UNDER SECRETARY OF DEFENSE
5000 DEFENSE PENTAGON
WASHINGTON, DC 20301-5000

MAR 05 2013

MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE
DIRECTOR, NATIONAL SECURITY AGENCY/CENTRAL
SECURITY SERVICE
DIRECTOR, DEFENSE THREAT REDUCTION AGENCY
DIRECTOR, DEFENSE INTELLIGENCE AGENCY
DIRECTOR, NATIONAL RECONNAISSANCE OFFICE
DIRECTOR, NATIONAL GEOSPATIAL-INTELLIGENCE AGENCY
DIRECTOR, DEFENSE SECURITY SERVICE
DIRECTOR, MISSILE DEFENSE AGENCY
DIRECTOR, DEFENSE POW/MISSING PERSONNEL OFFICE

SUBJECT: Establishment of the Defense Civilian Intelligence Personnel System Retention Program

I am pleased to announce the launch of the Defense Civilian Intelligence Personnel System (DCIPS) Retention Program (DRP). This program was developed in response to my July 20, 2012, memorandum "Implementation of a Placement Program for Employees Pending Separation due to an Adjustment in Force," in which I directed implementation of an enterprise-wide placement program to effect the policy set forth in DoD Instruction 1400.25, Volume 2004.

The goal of the DRP is to place employees who are pending separation by Adjustment in Force in other DCIPS positions, thereby retaining talent within the Enterprise. The DRP Guidance provides the details of the program. Components will supplement this information to the extent necessary to facilitate internal requirements and action. The development of this program was a huge undertaking, guided by the direction of the Defense Intelligence Human Resources Board, led by the Office of the Under Secretary of Defense for Intelligence DCIPS Program Executive Office (PEO), and completed with much support by representatives from across the Defense Intelligence Enterprise.

With your support, this standardized, centrally managed program will help match employees being separated with available DCIPS positions in a consistent, equitable and timely manner. The DCIPS PEO will provide guidance, oversight, communication tools and training. My point of contact is Mr. Timothy Clayton at (703) 604-1124 or timothy.clayton@osd.mil. We welcome your thoughts and suggestions on the DRP at any time.

Michael G. Vickers

(for)



cc:

Deputy Assistant Secretary of Defense for Civilian Personnel Policy
Associate Director of National Intelligence, Intelligence Community Chief Human Capital
Officer
Director of Human Resources, Washington Headquarters Services
Chief of Staff, Office of the Under Secretary of Defense for Intelligence