



DEPARTMENT OF THE ARMY  
UNITED STATES ARMY COMBINED ARMS SUPPORT COMMAND  
2221 ADAMS AVENUE  
FORT LEE VIRGINIA 23801-2102

ATCL-CG

78 MAY 2016

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Delegation of Authority for Position Management and Position Classification

1. As leaders, we have the responsibility of managing workforce requirements within the constraints of the resources provided. Position Management and Position Classification are instrumental in this process. Consistent with the Office of Personnel Management (OPM) regulations, I require all leaders to manage their civilian workforce structures in accordance with the resources provided and applicable regulations.

2. Because the General Schedule is a classification based compensation system, position management and classification and performance management are intrinsically linked. It is not only inherent that our senior leaders define the scope of duties performed, but we must do so within the resource constraints. It is the responsibility of each leader to assign work accordingly to the position assigned. In order to balance current and future requirements, we are undergoing a full scale Position Management Review (PMR), the purpose of which is to align our requirements with our resources and draw a line of sight to our mission. Failure to manage work assignments and position classification within the resources provided does not constitute position classification errors, and is viewed as a deficiency in management's ability to manage their workforce.

3. It is hereby delegated that:

a. Approval authority for changes to classification criteria resulting in a grade or series change is to be no lower than the Deputy to the Commanding General.

b. Approval authority to initiate an RPA to request any classification change is delegated no lower than the Deputy (O-6/GS-15) level.

4. Point of contact is Mr. Michael Parker, 765-7967, [mike.parker4@us.army.mil](mailto:mike.parker4@us.army.mil), CASCOM G1.

  
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