

Department of the Army
Headquarters, United States Army Forces Command
1777 Hardee Avenue, SW.
Fort McPherson, Georgia 30330-1062
1 June 1983

***FORSCOM Regulation 690-3**

**Civilian Personnel
MANAGEMENT OF CIVILIAN POSITIONS**

Applicability. This regulation applies to all elements of FORSCOM.

Supplementation. Supplementation of this regulation is prohibited without prior approval of Commander, FORSCOM, ATTN: AFPR-CP, 1777 Hardee Avenue, SW., Fort McPherson, GA 30330-1062.

Suggested Improvements. The proponent of this supplement is DCSPER. Users are invited to send comments and suggested improvements on DA Form 2028 (Recommended Changes to Publications) to Commander, FORSCOM, ATTN: AFPR-CP, 1777 Hardee Avenue, SW., Fort McPherson, GA 30330-1062.

1. Purpose. To provide policy guidance and procedures on position management and associated actions consistent with Department of the Army and Office of Personnel Management regulations.

2. Objective. To insure that regulations and guidance are followed uniformly in implementing position management and related considerations.

3. Policies. The civilian position/grade structure will be established and maintained under AR 690-500, **Chapter 501.**

4. Responsibilities.

a. The commander and staff/operating officials will insure position management objectives are accomplished under applicable regulations.

b. The commander may elect to serve as position management officer or may designate one principal assistant such as the chief of staff or deputy installation commander to perform position management responsibilities on an activity-wide basis. This authority will be in writing.

5. Procedures.

a. Headquarters, FORSCOM has been designated as an appellate level within the Department of the Army for civilian employees subordinate to this command.

(1) Position classification appeals sent to HQ FORSCOM will be submitted in three copies to Commander, FORSCOM, ATTN: AFPR-CPM, 1777 Hardee Avenue, SW., Fort McPherson, GA 30330-1062.

(2) Position classification recommendations/decisions made by the Office of Personnel Management will be furnished HQ FORSCOM along with a copy of the appeal package within seven calendar days following receipt.

(3) When a decision requires issuance of Standard Form 50 (Notification of Personnel Action) or other official documents to accomplish a directed action, duplicate copies of the document(s) will be furnished HQ FORSCOM within seven calendar days after the effective date.

b. When the position classification appeal has been properly begun, the activity will not interrupt the process by sending a Request for Evaluation Decision on the position in question to HQ FORSCOM.

FOR THE COMMANDER:

OFFICIAL:

CHARLES P. GRAHAM
Major General
Chief of Staff

SIGNED

RALPH T. CHURCHILL
Colonel, AGC
Adjutant General

DISTRIBUTION

Distribute under FORSCOM Form 12-R requirements for Civilian Personnel: D (block 308).
FORSCOM Instl, ATTN: CPO

***This regulation supersedes FORSCOM Reg. 690-3, 24 May 78.**