



DEPARTMENT OF THE ARMY
U.S. ARMY SECURITY ASSISTANCE COMMAND
7613 CARDINAL ROAD
REDSTONE ARSENAL, AL 35898-5000

REPLY TO
ATTENTION OF

12 April 2010

AMSAC-RM

MEMORANDUM FOR ALL U.S. ARMY SECURITY ASSISTANCE COMMAND
EMPLOYEES

SUBJECT: U.S. Army Security Assistance Command (USASAC) Policy Memorandum 404.1 –
Student Developmental Position Recruitment/Placement

1. Prior to the recruitment, hiring and/or placement of a developmental position candidate, there must be a Table of Distribution and Allowance line and paragraph number designated for a developmental program candidate. This line and paragraph will be filled by a hiring authority or a contract vehicle for those developmental positions that are designated for developmental personnel. All contract personnel will be "by name" converted to a hiring authority developmental position at the end of the 12-month contract period if they have the endorsement of their supervisor and division director. All developmental position authorizations will be fenced for final placement to prevent future in-house recruiting and double filling of positions.
2. All student developmental position recruiting/placement actions will be constrained by the number of civilian employee in-house promotion requirements, as well as the competitive hiring actions required throughout the year. In order to effectively plan and manage a workforce development program, a milestone must be set; and it must be adjustable, based on the hiring actions required and the dollars available. The current milestone for developmental positions is 5-10 percent of the unit workforce and will be designated as student developmental position recruitment/ placement. All requests for recruitment actions from the directors/supervisors will be submitted to the USASAC Resource Manager, who will coordinate the efforts of the Human Resources Manager, as well as the Developmental Program Manager. A proposal from the USASAC Resource Manager will be submitted for Command concurrence prior to any developmental position recruiting/placement action being initiated.
3. This Policy Memorandum supersedes USASAC Policy Statement 404.1, 1 April 1990.


CHRISTOPHER TUCKER
Brigadier General, USA
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