



DEPARTMENT OF THE ARMY
HEADQUARTERS, U.S. ARMY MATERIEL COMMAND
5001 EISENHOWER AVENUE, ALEXANDRIA, VA 22333 - 0001

REPLY TO
ATTENTION OF

AMCPE-CS (690-500)

28 October 1998

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: High-Grade Management Policy for Fiscal Year 1999

1. The U.S. Army Materiel Command has entered Fiscal Year 1999 (FY 99) already having achieved its fiscal year high-grade cap. This achievement allows the command to focus its efforts on ensuring classification accuracy and achieving the Army's supervisor/employee ratio of 1:14.

2. Therefore, addressees are delegated the authority to exceed assigned caps in the following situations:

a. Conduct of classification panel reviews of scientists and engineers engaged in laboratory research or experimental development, i.e., "Factor IV" positions. Any promotions resulting from this review may be implemented, regardless of high-grade cap status.

b. Fill of any vacant non-supervisory high-grade position for which there is no qualified surplus individual on the rolls, regardless of high-grade cap status.

c. Fill of any vacant supervisory high-grade position, regardless of high-grade cap status.

3. This authority is contingent on addressees undertaking the following actions:

a. Conduct of a position-classification review of all GS-14 and GS-15 positions during FY 99. This review must be conducted by a qualified group, such as a contractor, your Civilian Personnel Operations Center, the U.S. Army Civilian Personnel Evaluation Agency, or the Defense Civilian Personnel Management Service. Guidance on developing plans, reporting progress, and implementing results will be provided separately by the Deputy Chief of Staff for Personnel.

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b. Review of your organizational structures and redesign of them as necessary to achieve the 1:14 supervisory/employee ratio mandated by HQ DA by the end of FY 99.

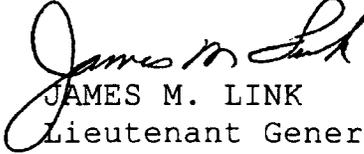
4. Requests for exceptions to exceed high-grade cap for any other reasons must be submitted to this headquarters, ATTN: AMCPE-CS, for approval. Organizational mergers and functional transfers involving high-grade positions should be documented and reported to this headquarters, ATTN: AMCPE-CS, so that appropriate high-grade cap adjustments can be made.

5. This headquarters will monitor progress of addressees against their plans and toward meeting their high-grade caps and targeted supervisory/employee ratio by the end of the fiscal year. Unsatisfactory progress in any area may result in the revocation or revision of this delegation.

6. Point of contact is Mr. Robert Travers, DSN 767-3264, commercial (703) 617-3264.

7. AMC -- America's Arsenal for the Brave.

FOR THE COMMANDER:


JAMES M. LINK
Lieutenant General, USA
Deputy Commanding General

DISTRIBUTION:

Major General Edward L. Andrews, Commander, U.S. Army Test and Evaluation Command, Aberdeen Proving Ground, MD 21005-5055

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