



PERSONNEL AND  
READINESS

OFFICE OF THE UNDER SECRETARY OF DEFENSE  
4000 DEFENSE PENTAGON  
WASHINGTON, D.C. 20301-4000

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MEMORANDUM FOR SECRETARIES OF THE MILITARY DEPARTMENTS  
CHAIRMAN OF THE JOINT CHIEFS OF STAFF  
UNDER SECRETARIES OF DEFENSE  
DEPUTY CHIEF MANAGEMENT OFFICER  
CHIEF, NATIONAL GUARD BUREAU  
GENERAL COUNSEL OF THE DEPARTMENT OF DEFENSE  
DIRECTOR OF COST ASSESSMENT AND PROGRAM  
EVALUATION  
INSPECTOR GENERAL OF THE DEPARTMENT OF DEFENSE  
DIRECTOR OF OPERATIONAL TEST AND EVALUATION  
CHIEF INFORMATION OFFICER OF THE DEPARTMENT OF  
DEFENSE  
ASSISTANT SECRETARY OF DEFENSE FOR LEGISLATIVE  
AFFAIRS  
ASSISTANT TO THE SECRETARY OF DEFENSE FOR PUBLIC  
AFFAIRS  
DIRECTOR OF NET ASSESSMENT  
DIRECTOR, STRATEGIC CAPABILITIES OFFICE  
DIRECTORS OF DEFENSE AGENCIES  
DIRECTORS OF DOD FIELD ACTIVITIES

SUBJECT: Authority to Set Advanced In-Hire Rates for Cyber Workforce Positions in the  
Competitive Service

Pursuant to section 1643(a)(4) of the National Defense Authorization Act for Fiscal Year 2017, officials with authority to use superior qualifications appointments to set advanced in-hire rates pursuant to Department of Defense Instruction 1400.25, Volume 531, "DoD Civilian Personnel Management System: Pay Under the General Schedule," are delegated the authority to set advanced in-hire rates at up to the step-five level, with no justification, when conducting hiring in the competitive service for cyber workforce positions. For setting advanced in-hire rates above the step-five level up to the step-ten level, the criteria and procedures established in sections 531.212(c)-(e) of title 5, Code of Federal Regulations, remain in effect for cyber workforce positions.

This authority is limited to cyber workforce positions and may be used immediately for the following occupational series: 0391 (telecommunications), 0850 (electrical engineering), 0854 (computer engineering), 0855 (electronics engineering), 0856 (electronics technician), 1550 (computer science), and 2210 (information technology management). The following occupational series may be considered cyber workforce positions only if they have cyber work role codes assigned to the valid position and position description in accordance with the Federal Cybersecurity Workforce Assessment Act of 2015 and the DoD Cyber Workforce Framework:

0080 (security administration), 0201 (human resources management), 0301 (miscellaneous administration and program), 0340 (program management), 0343 (management and program analysis), 0801 (general engineering), 1101 (general business and industry), 1515 (operations research), 1520 (mathematics), 1701 (general education and training), 1712 (training instruction), 1801 (general inspection, investigation, enforcement and compliance), 1805 (investigative analysis), and 1811 (criminal investigation).

This advanced in-hire rate pay setting authority will remain in effect until the Department's full implementation of the authority in section 1599f of title 10, U.S.Code.

Should you have any questions, my point of contact is Ms. Jenelle Grier, Compensation Division, Defense Civilian Personnel Advisory Service, whom you may reach at (571) 372-1693, or by email at [jenelle.s.grier.civ@mail.mil](mailto:jenelle.s.grier.civ@mail.mil).



A. M. Kurta  
Performing the Duties of the Under Secretary of  
Defense for Personnel and Readiness