

ORDER

DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION

2500.50

4/20/76

SUBJ: ASSIGNMENT OR DETAIL OF DOD MILITARY PERSONNEL TO FAA

1. PURPOSE. This order provides guidelines and procedures for the assignment or detail of DOD military personnel on active duty to FAA. It also provides budgeting and fiscal programming procedures applicable to military assignments or details.
2. DISTRIBUTION. This directive is distributed to all Region/Center/Washington offices involved in the formulation of budget/program estimates, administration of fiscal programs, or utilization of agency resources.
3. CANCELLATION. Order BU 2500.30A is cancelled.
4. BACKGROUND.
 - a. Section 302 (c)(1) of the Federal Aviation Act (P.L. 85-726) authorizes the Administrator to provide for "participation of military personnel in carrying out his functions relating to regulation and protection of air traffic, including provision of air navigation facilities, and research and development with respect thereto, and the allocation of airspace."
 - b. Section 9c of the Department of Transportation Act (P.L. 89-670) authorizes the Secretary to provide for participation of DOD military personnel in carrying out the functions of the Department. A basic agreement between the Department of Defense, Army, Navy and Air Force and the Department of Transportation dated February 26, 1969, outlines the provisions governing the assignment of DOD military personnel to DOT for a specified tour of duty on a reimbursable basis.
 - c. For a number of years, a small number of military personnel on active duty have been assigned or detailed to FAA for specified tours of duty. This Order does not serve to create a new practice, nor does it anticipate a significant increase in the number or frequency of such assignments or details.
5. DEPARTMENTAL POLICY. The assignment or detail of military personnel on active duty to specific positions in the Department of Transportation normally should be limited to those cases where:
 - a. A mutual interest in national defense exists.

Distribution: ZBU-323

Initiated By: ABU-10

- b. A unique expertise available primarily in the armed forces will satisfy a DOT requirement.

6. REQUESTS FOR CHANGES IN MILITARY STAFFING.

- a. All requests for changes in military assignments or details, including substitution of a civilian for a military, shall be forwarded to the Assistant Secretary for Administration, attention TAD-10, through the Office of Personnel and Training (attention: APT-5). Requests may be submitted by memorandum.
- b. Requests for assignment or detail of Army, Navy, Air Force, Marine Corps and Coast Guard uniformed personnel to the FAA should contain the following information:
 - (1) Title and location of the proposed incumbent in the organization.
 - (2) Title of reporting senior officer or supervisor.
 - (3) Summary of the function.
 - (4) Duties to be performed and qualifications required.
 - (5) Length of assignment or detail.
 - (6) Desired approximate reporting date.
 - (7) Degree of classified information to which access is required by incumbent.
 - (8) A statement that funds are available if the assignment or detail is of a reimbursable nature.
- c. Security clearance processing of military personnel assigned to the agency is the responsibility of TAD-12. This includes assuring that the appropriate military department has satisfied the FAA security clearance requirements for the assignment.

7. BUDGETING AND FISCAL PROGRAMMING PROCEDURES.

- a. Budget Estimates and Fiscal Programs. OMB Circular A-11 provides that reimbursable details from other agencies will be reflected on the detail of permanent positions of the parent organization. Accordingly, military personnel assigned or detailed to the agency will not be included on Forms FAA 1412, Part 4, Staffing Authorization and Chart. The actual or estimated amount to be reimbursed to the parent organization should be reflected on the appropriate fiscal program, Form FAA 1412, Part 3, Distribution of Quarterly Program by Object Class, under reimbursable details.

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b. Adjustments to Military Assignments or Details.

- (1) Changes in military assignments or details will not be reflected in budget estimates and fiscal programs until such adjustments have been approved by TAD-10.
- (2) Military assignments or details will not be replaced by civilians until the Military Department concerned concurs that the action does not adversely affect the mutual interest in national defense.


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