



Department of Defense DIRECTIVE

NUMBER 1400.34

December 15, 1988

Incorporating Through Change 2, November 16, 1994

ASD(FM&P)

SUBJECT: DoD Civilian Intelligence Personnel Management System (CIPMS)

References: (a) Section 1590 of title 10, United States Code, Chapter 81
(b) [DoD Directive 5010.10](#), "Intelligence Career Development Program,"
August 9, 1972

1. PURPOSE

This Directive:

- 1.1. Implements reference (a).
- 1.2. Establishes policy, assigns responsibilities, and provides guidance for the DoD Civilian Intelligence Personnel Management System (CIPMS).
- 1.3. Authorizes the publication of DoD 1400.34-M, "DoD Civilian Intelligence Personnel Management System (CIPMS) Procedures."

2. APPLICABILITY

This Directive applies to all civilian employees within those commands and activities that have a primary intelligence mission and to those who perform related work in non-intelligence commands and activities of the Military Departments. Law enforcement officials are not included.

3. DEFINITIONS

3.1. Activity. Separate organizational components at various levels of command within a Military Department.

3.2. Executive Secretary. Designated by the Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)) to assist in the administration of the CIPMS.

3.3. Functional Chief. The Senior Military Intelligence Officer (SIO) of each Military Department.

4. POLICY

It is DoD policy that:

4.1. The CIPMS shall operate as the single personnel management system for personnel described in section 2. The CIPMS goal is to improve the acquisition, professional development, and long-term retention of a quality civilian work force within the military intelligence community, and to have functional management directly involved in all aspects of program development, administration, and evaluation. Conversion of employees to the CIPMS shall begin immediately, but may be accomplished through occupational phasing.

4.2. The CIPMS shall include:

4.2.1. Use of the CIPMS primary grading standards, occupational guides, career paths and ladders, grade bands or career levels, and special consideration of the impact of the person on the job in the grading of positions.

4.2.2. Classification appeal decision authority within each Military Department.

4.2.3. Direct appointing authority as delegated by the Secretary of Defense.

4.2.4. A single DoD system for pay and allowances that provides for special CIPMS salary rates and overseas entitlements.

4.2.5. A general framework for DoD-wide CIPMS program evaluation.

5. RESPONSIBILITIES

5.1. The Assistant Secretary of Defense (Force Management and Personnel) (ASD(FM&P)) shall:

5.1.1. In coordination with the Assistant Secretary of Defense (Command, Control, Communications, and Intelligence) (ASD(C3I)), interpret legislation relating to the CIPMS.

5.1.2. Develop, approve, and publish DoD-level CIPMS policy and procedures.

5.1.3. Establish and manage a CIPMS Advisory Group and appoint an Executive Secretary.

5.2. The Assistant Secretary of Defense (Command, Control, Communications, and Intelligence) (ASD(C3I)) shall:

5.2.1. Determine and provide to the ASD(FM&P) intelligence mission goals and objectives for use in developing the CIPMS policy and procedures, and ensure program evaluation in accordance with DoD Directive 5010.10 (reference (b)).

5.2.2. Coordinate on all proposed and revised CIPMS regulations, policy, procedures, and standards.

5.2.3. Provide a representative to the CIPMS Advisory Group.

5.2.4. Recommend to the ASD(FM&P) exceptions to the employee coverage of the CIPMS.

5.3. The Secretaries of the Military Departments shall:

5.3.1. Implement and administer the CIPMS and develop supplemental regulations to satisfy specialized departmental needs.

5.3.2. Use their discretion to include in the CIPMS those employees in direct support of intelligence functions located in non-intelligence commands, activities, and organizations.

5.3.3. Begin conversion of covered employees to the CIPMS upon the effective date of this Directive. If a phased implementation approach is used, the plan shall be described in the implementing documents.

5.3.4. Terminate the employment of any CIPMS employee when such action is considered to be in the interest of the United States and when procedures prescribed in other statutes cannot be invoked in a manner consistent with the national security.

5.3.5. Comply with the Intelligence Career Development Program (ICDP) (DoD Directive 5010.10, reference (b)).

5.4. The Functional Chiefs of the Military Departments shall:

5.4.1. Coordinate on implementing regulations, policy, procedures, and standards for the CIPMS.

5.4.2. Participate in program evaluation in accordance with responsibilities prescribed in reference (b).

6. EFFECTIVE DATE

This Directive is effective immediately.



William H. Taft, IV
Deputy Secretary of Defense