



# Department of Defense DIRECTIVE

NUMBER 3030.1

November 28, 2000

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DA&M

SUBJECT: Office of Economic Adjustment (OEA)

- References:
- (a) Title 10, United States Code
  - (b) DoD Directive 3030.1, subject as above, November 29, 1978 (hereby canceled)
  - (c) Section 2391 of title 10, United States Code
  - (d) Executive Order 12788, "Defense Economic Adjustment Programs," January 15, 1992 (57 FR 2213)
  - (e) through (i), see enclosure 1

## 1. REISSUANCE AND PURPOSE

Pursuant to the authority provided in reference (a), this Directive reissues reference (b) to update the mission, responsibilities, functions, authorities, and relationships of the OEA.

## 2. APPLICABILITY

This Directive applies to the Office of the Secretary of Defense, the Military Departments, the Chairman of the Joint Chiefs of Staff, the Combatant Commands, the Office of the Inspector General of the Department of Defense, the Defense Agencies, the DoD Field Activities, and all other organizational entities within the Department of Defense (hereafter referred to collectively as "the DoD Components").

### 3. DEFINITIONS

3.1. Economic Adjustment. Refers to the responsibilities of the Secretary of Defense under 10 U.S.C. 2391 (reference (c)), Executive Order 12788 (reference (d)), and related responsibilities stated in DoD Directive 5410.12 (reference (e)).

3.2. Joint Land Use Studies. Refers to the responsibilities of the Secretary of Defense to address issues of civilian encroachment on military installations pursuant to reference (c).

### 4. MISSION

The Office of Economic Adjustment (OEA) shall, in cooperation with the DoD Components, provide assistance to communities, regions, and States adversely impacted by significant defense program changes including base closures, realignments, or expansions; defense industry cutbacks; encroachment; and personnel reductions or increases.

### 5. ORGANIZATION AND MANAGEMENT

The OEA is established as a DoD Field Activity under the direction, authority, and control of the Under Secretary of Defense (Acquisition, Technology, and Logistics) (USD(AT&L)). It shall consist of a Director and such subordinate organizational elements as are established by the Director to accomplish the OEA mission within resources assigned by the Secretary of Defense.

### 6. RESPONSIBILITIES AND FUNCTIONS

The Director, Office of Economic Adjustment shall:

6.1. Organize, direct, and manage the OEA and all resources assigned to the OEA.

6.2. Serve as the principal staff adviser to the USD(AT&L) on economic adjustment and joint land use studies program matters.

6.3. Serve as the Executive Director of the President's Economic Adjustment Committee (EAC) (reference (d)).

6.4. Design, establish, and manage the Defense Economic Adjustment Program to achieve the objectives and implement the provisions of Executive Order 12788 (reference (d)) and DoD Directive 5410.12 (reference (e)).

6.5. Design, establish, and manage a Joint Land Use Studies Program to achieve the objectives and implement the provisions of 10 U.S.C. 2391 (reference (c)).

6.6. Provide grants for economic adjustment, special impact assistance, and joint land use studies to eligible communities consistent with DoD Instruction 3030.2 (reference (f)).

6.7. Monitor program change activities of the DoD Components and, as required, assist in the evaluation of possible impacts and the identification of adjustment actions that could alleviate such impacts. Once identified, encourage local officials to initiate early economic adjustment planning on a contingency basis.

6.8. Provide information and advice regarding the Defense Economic Adjustment and Joint Land Use Studies Programs and the resources available to carry out the programs.

6.9. Assist communities, areas, or State and/or local governments with special impact assistance in expanding public service facilities to meet requirements generated by major expansions or the establishment of new DoD installations.

6.10. Provide advice and technical assistance to Defense-dependent communities in efforts to diversify their economic bases.

6.11. Evaluate DoD economic adjustment program effectiveness.

6.12. Develop, propose, and implement program improvements.

6.13. Perform such other economic adjustment and joint land use study functions as may be assigned by the USD(AT&L).

## 7. AUTHORITIES

The Director, OEA, is specifically authorized to:

7.1. Obtain such reports, information, advice, and assistance from other DoD Components as considered necessary, consistent with the policies and criteria of DoD Directive 8910.1 (reference (g)).

7.2. Organize, direct, and manage a program to provide grants for community planning, special impact assistance, and economic adjustment studies to eligible communities consistent with the policies and criteria of 10 U.S.C. 2391 (reference (c)).

7.3. Communicate directly with the Heads of the DoD Components, and other Executive Departments and Agencies on matters related to OEA responsibilities and functions. Communications to the Commanders of the Combatant Commands shall be transmitted through the Chairman of the Joint Chiefs of Staff.

7.4. Provide advice, technical assistance, or other appropriate services to any Federal Agency on a cost reimbursable basis in accordance with the procedures under DoD 7000.14-R (reference (h)).

7.5. Exercise the administrative authorities contained in enclosure 2 of this Directive.

## **8. RELATIONSHIPS**

8.1. In the performance of assigned functions, the Director, OEA, shall:

8.1.1. Establish and maintain effective liaison with the DoD Components (and, after appropriate notification, with subordinate commands and installations, as required) for the timely exchange of information and the coordination of realignments, economic adjustment plans, and joint land use studies policies.

8.1.2. Establish and maintain effective liaison with members of the EAC, at headquarters and regional levels, for timely exchange of information and the development, coordination, and support of economic adjustment assistance plans and actions.

8.1.3. Use established facilities and services in the Department of Defense and other governmental agencies whenever practical to achieve maximum efficiency and economy.

8.2. The Heads of the DoD Components shall provide timely information and technical support to the Director, OEA, on matters within their respective fields of responsibilities and as may be necessary to carry out effectively the assigned responsibilities and functions of OEA.

8.3. The Director, OEA, will report to the USD(AT&L) through the Deputy Under Secretary of Defense (Acquisition and Technology) (DUSD(A&T)).

## 9. ADMINISTRATION

9.1. The Director, OEA, shall be designated by the USD(AT&L).

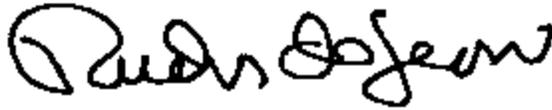
9.2. The OEA shall be authorized such personnel, facilities, funds, and other administrative support as the Secretary of Defense considers necessary.

9.3. The Secretaries of Military Departments shall assign military personnel to the OEA in accordance with approved authorizations and established procedures for assignment.

9.4. Administrative support for OEA will be provided by other DoD Components through support and service agreements in accordance with DoD Directive 4000.19 (reference (i)).

10. EFFECTIVE DATE

This Directive is effective immediately.

A handwritten signature in black ink, appearing to read "Rudy de Leon". The signature is fluid and cursive, with a large initial "R" and a long, sweeping tail.

**Rudy de Leon**  
**Deputy Secretary of Defense**

Enclosures - 2

- E1. References, continued
- E2. Delegation of Authorities

E1. ENCLOSURE 1

REFERENCES, continued

- (e) [DoD Directive 5410.12](#), "Economic Adjustment Assistance to Defense-Impacted Communities," December 22, 1987
- (f) [DoD Instruction 3030.2](#), "Community Planning and Impact Assistance," May 24, 1983
- (g) [DoD Directive 8910.1](#), "Management and Control of Information Requirements," June 11, 1993
- (h) DoD 7000.14-R, "Financial Management Regulation," all volumes, current edition
- (i) [DoD Instruction 4000.19](#), "Interservice and Intragovernmental Support," August 9, 1995

E2. ENCLOSURE 2  
DELEGATIONS OF AUTHORITIES

E2.1.1. Pursuant to the authority vested in the Secretary of Defense, and subject to the direction, authority and control of the Secretary of Defense, and in accordance with DoD policies, Directives and Instructions, the Director, Office of Economic Adjustment (OEA), or, in the absence of the Director, OEA, the person acting for the Director, OEA, is hereby delegated authority, as required in the administration and operation of OEA, to:

E2.1.1.1. Perform the following functions in accordance with the provisions of 5 U.S.C. 7532; Executive Orders 10450, 12333, and 12356; and DoD Directive 5200.2, as appropriate:

E2.1.1.1.1. Designate any position in OEA as a "sensitive" position;

E2.1.1.1.2. Authorize, in case of an emergency, the appointment of a person to a sensitive position in OEA for a limited period of time for whom a full field investigation or other appropriate investigation, including the National Security Check, has not been completed; and

E2.1.1.1.3. Authorize the suspension, but not terminate the services of an OEA employee in the interest of national security.

E2.1.1.2. Authorize and approve:

E2.1.1.2.1. Temporary duty travel for military personnel assigned or detailed to the OEA in accordance with Volume I, Joint Travel Regulations.

E2.1.1.2.2. Travel for OEA civilian employees in accordance with Volume II, Joint Travel Regulations.

E2.1.1.2.3. Invitational travel to non-DoD employees whose consultative, advisory, or other highly specialized technical services are required in a capacity that is directly related to, or in connection with, OEA activities, in accordance with Volume II, Joint Travel Regulations.

E2.1.1.2.4. Overtime work for OEA civilian employees in accordance with 5 U.S.C. Chapter 55, Subpart V, and applicable Office of Personnel Management (OPM) regulations.

E2.1.1.3. Approve the expenditure of funds available for travel by military personnel assigned or detailed to the OEA for expenses incident to attendance at meetings of technical, scientific, professional, or other similar organizations in such instances where the approval of the Secretary of Defense, or designee, is required by 37 U.S.C. 412, and 5 U.S.C. 4110 and 4111.

E2.1.1.4. Develop, establish and maintain an active and continuing Records Management Program, pursuant to 44 U.S.C. 3102 and DoD Directive 5015.2.

E2.1.1.5. Authorize the publication of advertisement, notices, proposals, or other public periodicals, as required for the effective administration of OEA, consistent with 33 U.S.C. 3702.

E2.1.1.6. Establish and maintain, for the functions assigned, an appropriate publications system for the promulgation of Directives, Instructions, publications, and reference documents, and changes thereto, pursuant to the policies and procedures prescribed in DoD 5025.1-M.

E2.1.1.7. Enter into support and services agreements with the Military Departments, other DoD Components, or other Government Agencies, as required, for the effective and efficient performance of OEA responsibilities and functions.

E2.1.1.8. Enter into and administer contracts directly or through a Military Department, a DoD contract administration services component or other Government Department or Agency, as appropriate, for supplies, equipment, and services required to accomplish the mission of OEA. To the extent that any law or Executive order specifically limits the exercise of such authority to persons at the secretarial level of a Military Department, such authority will be exercised by the appropriate Under Secretary or Assistant Secretary of Defense.

E2.1.2. The Director, OEA, may redelegate these authorities, as appropriate and in writing, except as otherwise specifically indicated above or as otherwise provided by law or regulation.