HEADQUARTERS
UNITED STATES EUROPEAN COMMAND
APO AE 09128

DIRECTIVE
NUMBER 30-2

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PERSONNEL

Coordination of Policy Development, U.S. Civilian Personnel

1. **Summary**. Prescribes responsibilities and procedures for the coordination of civilian personnel policies among component headquarters and HQ USEUCOM.

2. **Applicability**. Both appropriated and nonappropriated fund U.S. civilian personnel programs are covered.

3. **Suggested Improvements**. Contact the Commander in Chief, United States European Command, ATTN: ECJ1-C, Unit 30400, Box 1000, APO AE 09128, with suggested improvements.

4. **Internal Control Systems**. This Directive does not contain internal control provisions and is subject to the requirements of the internal management control program. For HQ USEUCOM and subordinate joint activities, the applicable internal control directive is ED 50-8, Internal Management Control Program.

5. **References**.

a. Defense Reorganization Act of 1986 (PL 99-443), 10 U.S.C. 164(c).

b. DoD Directive 1400.6, DoD Civilian Employees in Overseas Areas.

c. Joint Publication 2.

d. ED 30-6, Local National Personnel.

6. **Explanation of Terms**.

a. USEUCOM Civilian Personnel Coordinating Committee (ECPCC). The permanent body of Service and HQ USEUCOM representatives established by Appendix A of reference d, normally consisting of the Directors of Civilian Personnel or their Deputies and the USEUCOM Civilian Personnel Advisor.

b. Civilian Personnel Policy. A regulation, rule, directive, or decision affecting civilian personnel administration throughout a component work force.

c. Significant Impact. Causing substantial change or having considerable effect on the civilian work force, their families, and/or job seekers, and the organizations in which they serve. For example, especially significant impact is any policy that would create substantially different benefits or employment conditions for employees of one Service with activities in close proximity to activities of another Service.

d. Coordination. Written notification sufficiently prior to implementation to permit consideration and discussion as necessary among component and USEUCOM representatives before a policy becomes effective. A distinction in coordination responsibilities shall be made between policy changes that are dictated to components by authorities at the Service or higher levels and those that are established at the component level in the USEUCOM theater. Service or higher level changes having significant impact will be provided to USCINCEUR and counterpart components in advance of implementation where time permits. Policy changes having significant impact that are being made at the component level must be coordinated before they are implemented.

e. Component Commanders. CINCUSAREUR, CINCUSNAVEUR, CINCUSAFE, and MARFOREUR.

This Directive supersedes ED 30-2, 2 Oct 89.

7. **Responsibilities**.

a. USCINCEUR:

(1) Reviews component initiated civilian personnel policy changes. When a policy has potential to impact significantly on theater activities and employees, ensures that it is reviewed by the other components, supports discussion and consideration of divergent views where appropriate, and recommends or requires modification as necessary to ensure reasonable uniformity or balance of policies among components. Changes will be directed by USCINCEUR only when a proposed policy that is at the component commander's discretion will have significant negative impact on HQ USEUCOM or other DoD activities in the theater.

(2) Reviews all Service directed personnel policy changes and initiates action as deemed necessary to request changes when policies appear to have negative impacts on other theater activities or the overall U.S. civilian personnel program.

(3) Reviews existing Service or component personnel policies as necessary and initiates action as above when serious conflicts or problems arise.

(4) Reports significant activities and changes to the Office of the Deputy Assistant Secretary of Defense, Civilian Personnel Policy.

b. Component Commanders:

(1) For changes being developed at the component level, ensure coordination of civilian personnel policies with potential for significant impact on the theater with counterpart component commanders and USCINCEUR prior to implementation. Provide copies of proposed changes to USCINCEUR and counterpart component commanders at least 30 days prior to implementation.

(2) For changes resulting from civilian personnel policies developed at the Service or higher level, provide copies of the changes for information purposes to USCINCEUR and counterpart component commanders in advance of or concurrent with implementation if date of receipt of Service-directed changes does not allow time to provide advance information.

(3) Give due consideration to the impact of new or changed civilian personnel policies on theater components and to the expressed views of component commanders and USCINCEUR regarding the need for uniformity or balance of policies.

(4) Appoint one Permanent member of the ECPCC, normally the Director of Civilian Personnel or deputy.

8. **Policies and Procedures**. The intent of this Directive is to ensure satisfactory operation of civilian personnel programs and policies, and to attempt to preclude conflicts or problems among the individual Services and HQ USEUCOM in the USEUCOM theater.

a. Civilian employees in the overseas area and the organizations in which they work share many of the same conditions, advantages, and disadvantages regardless of the Service involved. Care should be taken to share both the successes and problems of civilian personnel programs and to maintain uniformity or reasonable balance among the Services' programs.

b. Authorities for the establishment and development of civilian personnel programs are delegated through Service channels and remain within the discretion of appropriate officials in the chain of command. However, individual policies can have negative impacts on other components or the U.S. forces' overall operations in one or more countries in the USEUCOM theater.

(1) For proposed or existing policies developed at the component level, USCINCEUR will seek reasonable uniformity or balance as necessary

through deliberations of the ECPCC. Only in cases where major policy differences exist and ECPCC consensus cannot be reached will USCINCEUR consider directing that such policies be changed or rescinded.

(2) For policies directed by higher level authorities, USCINCEUR will review problem areas and request changes or interpretations as deemed necessary by submitting requests directly to Service Headquarters or the Department of Defense.

d. Component policies covering civilian benefits and allowances that are unique to the overseas area require especially close coordination among HQ USEUCOM and component headquarters.

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