



OFFICE OF THE ASSISTANT SECRETARY OF DEFENSE  
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WASHINGTON, DC 20301-1400

OCT - 4 2007

PUBLIC AFFAIRS

MEMORANDUM FOR DIRECTOR, CIVILIAN PERSONNEL MANAGEMENT  
SERVICE

SUBJECT: Request to Transition Personnel Servicing Center

Reference: USD (P&R) memorandum, Civilian Human Resources Automation Initiatives and Support Structure in the Department of Defense (DoD), dated October 17, 2001

The Deputy Secretary of Defense has approved establishment of the Defense Media Activity (DMA). This action will consolidate the functions and resources of the Army Soldier Media Center, the Naval Media Center, the Air Force News Agency, Marine Corps News, and the American Forces Information Service (AFIS) into a single DoD Field Activity reporting to the Assistant Secretary of Defense (Public Affairs).

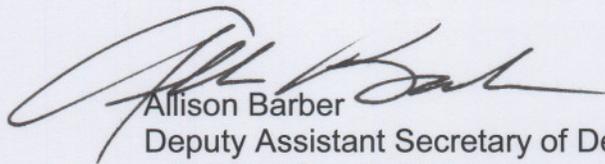
The consolidation will take place in two phases. On January 1, 2008, the OASD (Public Affairs) will assume full operational control of these activities, along with their associated personnel and programs. Subsequently, all of the personnel, funding, and other resources budgeted or programmed for these activities and their attendant subordinate components, will transfer to the DMA in the Department's FY 2009 budget.

We plan to secure civilian personnel servicing for DMA Title V employees through a reimbursable support agreement with the Defense Logistics Agency's (DLA) Human Resources Center. (Non-Appropriated Fund employees will continue to be serviced by the Department of the Army.) Our analysis clearly indicates that DLA is the most cost-effective option for this support. In addition, DLA offers a civilian personnel servicing package that includes a dedicated support team, guaranteed levels of service, performance metrics and regular performance reports. Furthermore, it ensures unity of service by conjoining civilian personnel advisory and assistance services with the transactional functions that are being realigned to DLA pursuant to BRAC 2005.

Approval is requested to transition AFIS personnel services from WHS Human Resources Division to the DLA Human Resources Center in February 2008 and to subsequently transition servicing for the components transferring from the Military Departments to the DLA Human Resources Center during the first quarter of FY 2009. This arrangement will enable us to transition servicing in an orderly fashion with minimal disruption to the current servicing human resources offices, DLA, and DMA's civilian employees. Conversion of eligible employees into the National Security Personnel System will continue to be managed by the attendant subordinate components as previously scheduled and approved until personnel, funding, and other resources are transferred to the DMA in the Department's FY 2009 budget.



The point of contact for this request is Ms. Carla Coulson, Director of the DMA Transition Team, telephone 703-428-0004; e-mail: [carla.coulson@hq.afis.osd.mil](mailto:carla.coulson@hq.afis.osd.mil).

A handwritten signature in black ink, appearing to read 'Allison Barber', is written over the printed name.

Allison Barber  
Deputy Assistant Secretary of Defense for  
Public Affairs for Internal  
Communications

cc:  
Director, WHS