DEPARTMENT OF THE ARMY
CHIEF INFORMATION OFFICER
107 ARMY PENTAGON
WASHINGTON DC 20310-0107

CS-RES-PW-017

SAIS-CS (25-1rrrr)

26 February 2024

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Use of the Defense Civilian Personnel Data System to Maintain Defense Cyber Workforce Work Role Coding

1. References.

    a. DoD CIO guide (DoD Cyber Workforce Framework (DCWF), Military & Civilian, Workforce Identification & Coding Guide), Version 1.2, July 2023. Ch. 7.

    b. The Federal Cybersecurity Workforce Assessment Act, contained in the Consolidated Appropriations Act of 2016, Public Law No. 113-246 (2014).

    c. DoDI 8140.02 (Identification, Tracking, and Reporting of Cyber Workforce Requirements).

    d. HQDA ODCS, G-3/5/7 memorandum (Supplemental Guidance #2 to the Fiscal Year (FY) 24 Command Plan Guidance), 28 July 2022.

2. Purpose. Establish Defense Civilian Personnel Data System (DCPDS) as the source of authorizations for Army civilian positions.

3. Background. DCPDS is a multifunction, web-based civilian Human Resources (HR) information management and transaction processing system for the DoD civilian workforce worldwide. DCPDS is used to manage and maintain HR and personnel records for all civilian employees; process personnel actions; and manage personnel performance metrics. DCPDS is the best current source for documentation of cyber workforce work role coding associated with Army civilian positions.

4. Guidance.

    a. Effective immediately, DCPDS will be used as the source of authorized positions for cyber work role data for the civilian workforce for transmission to the Department of Defense. DCPDS data will be used to feed Defense Personnel Advisory Service (DCPAS) until further notice. For specific instructions for civilian coding in DCPDS, refer to reference 1a.

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    b. This memorandum does not impact the need to update and maintain cyber work role codes in Force Management System (FMSWeb).

5. Points of contact.

    a. CIO Policy Inbox: usarmy.pentagon.hqda-cio.mbx.policy-inbox@army.mil.

    b. SAIS-CS Deputy Director: Mr. Nathan Colodney, nathan.j.colodney.civ@army.mil.

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Date: 2024.02.26 17:26:05 -05'00'

LEONEL T. GARCIGA
Chief Information Officer

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