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Adm. Asst., S/D

Department of Defense Directive

W/S
SUBJECT Administrative Arrangements for the Defense Atomic Support Agency

References: (a) SecDef memo (Conf) to the Chmn, JCS, dated 1 May 1959.
(b) DOD Dir. 5510.1 - "Authority to Appoint General Courts-Martial"

I. PURPOSE

The purpose of this directive is to prescribe certain administrative arrangements and to delegate the administrative authorities required for the administration and operation of the Defense Atomic Support Agency.

II. POLICY

A. The Defense Atomic Support Agency is an agency of the Department of Defense which is composed of appropriate representatives from each of the Military Services. The chain of command runs from the Secretary of Defense through the Joint Chiefs of Staff to the Chief of the Defense Atomic Support Agency. Orders, program approval and guidance to the Chief, Defense Atomic Support Agency, will be issued by the Secretary of Defense or by the Joint Chiefs of Staff, by authority and direction of the Secretary of Defense.

B. The Chief of the Defense Atomic Support Agency shall make maximum use of the established facilities in the military departments for logistic support, procurement, accounting, disbursing, investigative and related administrative operations rather than unnecessarily duplicating such facilities in the Agency.

C. Officials of the military departments shall provide such support within their respective fields of responsibility, to the Chief, Defense Atomic Support Agency as determined necessary to carry out the assigned responsibilities of the Agency in accordance with approved requirements.

III. ADMINISTRATIVE ARRANGEMENTS

The following specific arrangements and provisions will be applied in the administration and operation of the Defense Atomic Support Agency:

A. The Agency will be authorized such personnel, facilities, funds, and other administrative support as the Secretary of Defense deems necessary for the performance of its functions. The military departments will assign military personnel to the Agency in accordance with approved authorizations and applicable Department of Defense directives and instructions.

B. The Department of the Army will act as fiscal agent for the Agency and in that capacity will:

1. Incorporate into its annual budget estimates the amounts determined by the Secretary of Defense to be necessary for operation and maintenance, procurement, military construction, and research, development, test and evaluation activities, including the amounts required for confidential expenses. Such amounts will be in addition to dollar allowances established for the budget of the Department of the Army for other functions.
2. Allocate appropriations, as approved by the Secretary of Defense, to accounts established for the Defense Atomic Support Agency.
3. Provide disbursing and financial accounting services, as appropriate, in connection with the expenditure of funds by the Agency.

The Agency, to the extent practicable, will conform to such budgetary and fiscal accounting procedures as may be required by the Department of the Army for similar activities. This arrangement, however, will not be construed or so utilized as to effect any administrative controls by the Department of the Army over the fund resources of the Agency other than those which may be imposed by the Secretary of Defense or required by law.

C. The Department of the Army will provide procurement authority to the Agency, which will be exercised in accordance with Department of Defense policies and regulations, and to the extent appropriate, policies and regulations of the Department of the Army.

D. The Agency will utilize the established facilities and services of the three military departments, as appropriate, for effecting logistic support to include procurement of equipment, supplies and services and for the disposition of excess equipment and supplies.

1. To the extent practicable and consistent with its purpose and objectives, the Agency will comply with the procurement regulations and practices of the individual military department furnishing this service. The need for and propriety of the items procured is a matter for determination by the Chief, Defense Atomic Support Agency and the military departments will assume no responsibility for such procurement, except when required by law as a part of the procurement process.
2. The costs of items purchased for the Agency will be charged to appropriations made available to the Agency, but no charge will be made for indirect or overhead expenses for the procuring services unless such facility is operating under a Working Capital or Management Fund and it is the normal practice to include a charge for overhead.
3. Requests for procurement action made by the Agency to the military departments will bear an appropriate certificate indicating the funds that are properly chargeable and that such are available.
4. Excess or surplus equipment and supplies of the Agency will be disposed of in accordance with arrangements worked out between the Agency and the appropriate military department.

- E. 1. Statistics, and progress or status reports, including those pertaining to personnel employed by or assigned to the Defense Atomic Support Agency, which are required by activities of the Office of the Secretary of Defense, except that which contains "sensitive" information, will be submitted through appropriate channels by the Agency to the Statistical Services Center, Office of the Assistant Secretary of Defense (Comptroller) in accordance with the provisions of DOD Directive 7700.1.

2. The Department of the Army will account for civilian personnel of the Defense Atomic Support Agency under limitations established for the Agency by the Secretary of Defense over and above any limitations established for the Department of the Army. Statistics and other information pertaining to personnel employed by or assigned to the Agency which are reported to the Civil Service Commission and other governmental agencies will be incorporated into the Department of the Army reporting media. In the performance of this function, the Department of the Army will not exercise any control over the employment, administration and termination of civilian personnel of the Defense Atomic Support Agency.
3. Other reports and statistics prescribed by law or by specific regulations issued by other appropriate departments or agencies of the Government may be submitted, when required, directly to the department or agency concerned by the Defense Atomic Support Agency. A copy of such reports and statistics, except that which contains "sensitive" information, will be forwarded through appropriate channels to the Statistical Services Center, Office of the Assistant Secretary of Defense (Comptroller), unless other arrangements are worked out between appropriate DOD officials and the Agency.

F. Military and civilian positions of the Defense Atomic Support Agency requiring access to classified defense information or restricted data are designated as "sensitive" positions and will be treated as such in connection with investigative, security clearance, and employment matters governed by DOD Directives 5210.2, 5210.7 and 5210.8. The Chief of the Defense Atomic Support Agency, or his designee, will designate such other positions in the Defense Atomic Support Agency as "sensitive" positions as are appropriate.

G. The provisions of DOD Directive 1400.7 and related DOD instructions issued by the Assistant Secretary of Defense (Manpower, Personnel and Reserve) will apply to the Defense Atomic Support Agency. The Chief of the Agency will designate an "Employment Policy Officer" and will establish and administer the procedures for employment policy matters as required by the pertinent DOD directives and instructions.

IV. DELEGATION OF AUTHORITY

A. A delegation of the various administrative authorities required by the Chief of the Defense Atomic Support Agency to administer and direct the operations of the Agency are contained in an inclosure to this Directive.

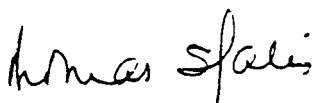
B. All civilian positions established in the Defense Atomic Support Agency under authority derived from the Secretary of a military department, which were in effect immediately prior to the effective date of this Directive, will continue in effect until other appropriate action is taken in accordance with the applicable provisions of this Directive and the attached delegation of authorities to the Chief of the Defense Atomic Support Agency.

V. SUPERSEDURE

The administrative arrangements and delegation of authorities provided in this Directive supersede all similar arrangements and delegation of authorities previously made between officials of the military departments and the Defense Atomic Support Agency or its predecessor organization, the Armed Forces Special Weapons Project. Agreements for support of field installations of the Defense Atomic Support Agency which are currently in effect and are not contradictory to the provisions of this directive may remain in effect.

VI. EFFECTIVE DATE

This Directive is effective upon publication.


Secretary of Defense

Inclosure - 1
Delegation of Authority

DELEGATION OF AUTHORITY

Pursuant to the authority vested in the Secretary of Defense, the Chief of the Defense Atomic Support Agency or, in the event of the absence or incapacity of the Chief, the person acting for him is hereby delegated, subject to the authority, direction and control of the Secretary of Defense, authority as required in the administration and operation of the Defense Atomic Support Agency to:

1. Exercise the powers vested in the Secretary of Defense by Section 204 of the National Security Act of 1947, as amended (5 USC 171d), and Section 12 of the Administrative Expenses Act of 1946, as amended (5 USC 22a), pertaining to the employment, direction and general administration of civilian personnel of the Defense Atomic Support Agency.

2. Fix rates of pay for wage board employees exempted from the Classification Act by Section 202(7) of that Act on the basis of prevailing rates for comparable jobs in the locality where each installation is located. The Defense Atomic Support Agency, in fixing such rates, shall follow the wage schedule established by the Army-Air Force Wage Board.

3. a. Establish such advisory committees and employ such part-time advisers as the Chief of the Defense Atomic Support Agency considers necessary for the performance of functions of the Defense Atomic Support Agency, pursuant to the provisions of 10 USC 173, 5 USC 55a, and the Agreement between the Department of Defense and the Civil Service Commission on employment of experts and consultants, dated July 22, 1959.

b. Make findings when required to comply with rule 1 in paragraph V. A. of DOD Directive 5030.13, dated May 29, 1959, and to waive compliance with any part or all of the requirements of rules 3, 4 and 5 in paragraph V. A. of DOD Directive 5030.13 for any public advisory committee, other than an industry advisory committee, when the Chief of the Defense Atomic Support Agency finds that compliance would render effective utilization of the committee impracticable and that such waiver would be in the public interest.

4. Administer oaths of office incident to entrance into the Executive Branch of the Federal Government or any other oath required by law in connection with employment therein, in accordance with the provisions of the Act of June 26, 1943 (5 USC 16a) and designate in writing, as may be necessary, officers and employees of the Defense Atomic Support Agency to perform this function.

5. Establish a DASA Incentive Awards Board and pay cash awards to, and incur necessary expenses for the honorary recognition of, civilian employees of the Government whose suggestions, inventions, superior accomplishments, or other personal efforts, including special acts or services, benefit or affect the Defense Atomic Support Agency or its subordinate activities in accordance with the provisions of Public Law 763, 83rd Congress (5 USC 2123), and Civil Service Regulations.

6. In accordance with the provisions of the Act of August 26, 1950, as amended (5 USC 22-1); Executive Order 10450 dated April 27, 1953, as amended; and DOD Directive 5210.7 dated August 12, 1953 (as revised):

a. Designate any position in the Defense Atomic Support Agency as a "sensitive" position;

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

c. Authorize the suspension, but not to terminate the services of an employee in the interest of national security in positions within the Defense Atomic Support Agency.

7. Clear personnel of the Defense Atomic Support Agency and such other individuals as may be appropriate for access to classified Defense material and information in accordance with the provisions of DOD Directive 5210.8, dated June 29, 1955 (as revised), "Policy on Investigation and Clearance of Department of Defense Personnel for Access to Classified Defense Information", and Executive Order 10501 dated November 5, 1953, as amended.

8. Act as agent for the collection and payment of taxes imposed by Chapter 9 of the Internal Revenue Code and, as such agent, make all determinations and certifications required or provided for under Section 1420(e) of the Internal Revenue Code and Section 205(p)(1) and (2) of the Social Security Act, as amended (42 USC 405(p)(1) and (2) with respect to employees of the Defense Atomic Support Agency.

9. Authorize and approve overtime work for civilian officers and employees of the Defense Atomic Support Agency in accordance with the provisions of Section 25.221 of the Federal Employee Pay Regulations.

10. Authorize and approve:

a. Travel for civilian officers and employees of the Defense Atomic Support Agency in accordance with the Standardized Government Travel Regulations, as amended (BOB Circular A-7, Revised);

b. Temporary duty travel only for military personnel assigned or detailed to the Defense Atomic Support Agency in accordance with Joint Travel Regulations for the Uniformed Services, dated April 1, 1951, as amended;

c. Invitational travel to persons serving without compensation whose consultive, advisory, or other highly specialized technical services are required in a capacity that is directly related to or in connection with activities of the Defense Atomic Support Agency pursuant to the provisions of Section 5 of the Administrative Expenses Act of 1946, as amended (5 USC 73b-2).

11. Approve the expenditure of funds available for travel by military personnel assigned or detailed to the Defense Atomic Support Agency 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 his designee is required by law (5 USC 174a). This authority cannot be redelegated.

12. Develop, establish and maintain an active and continuing Records Management Program, pursuant to the provisions of Section 506(b) of the Federal Records Act of 1950 (64 Stat 583), (44 USC 396(b)).

13. Purchase or contract for, through a military department or a Government department or agency outside of the Department of Defense, as appropriate, supplies, equipment and services for the Defense Atomic Support Agency or for which the Defense Atomic Support Agency is responsible.

14. Establish and use Imprest Funds for making small purchases of material and services other than personal for the Defense Atomic Support Agency when it is determined more advantageous and consistent

with the best interests of the Government, in accordance with the provisions of DOD Directive 7280.1, dated October 28, 1957, and the Joint Regulation of the General Services Administration - Treasury Department - General Accounting Office for Small Purchases Utilizing Imprest Funds.

15. Act for the Secretary of Defense before the Joint Committee on Printing, the Public Printer, and the Director of the Bureau of the Budget on all matters pertaining to printing, binding and publication requirements for the Defense Atomic Support Agency.

16. Authorize the publication of advertisements, notices or proposals in newspapers, magazines or other public periodicals as required for the effective administration and operation of the Defense Atomic Support Agency (44 USC 324).

17. a. Establish and maintain appropriate Property Accounts for the Defense Atomic Support Agency.

b. Appoint Boards of Survey, approve reports of survey, relieve personal liability and drop accountability for property of the Defense Atomic Support Agency reflected in the authorized Property Accounts which has been lost, damaged, stolen, destroyed or otherwise rendered unserviceable in accordance with applicable laws and regulations.

18. Promulgate the necessary security regulations for the protection of property and places under the jurisdiction of the Chief, Defense Atomic Support Agency, pursuant to paragraphs III.A. and V.B. of DOD Directive 5200.8 dated August 20, 1954.

19. Enter into logistic support agreements with other Government agencies as required to effectively perform the assigned responsibilities and functions of the Defense Atomic Support Agency.

In making this delegation it is intended that the Chief, Defense Atomic Support Agency, utilize, to the maximum extent practicable and feasible, existing facilities of the military departments for procurement, accounting, disbursing, investigative and related administrative operations in lieu of duplicating such facilities in the Defense Atomic Support Agency.

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All of the above authorities will be exercised by the Chief, Defense Atomic Support Agency, in accordance with the provisions of applicable DOD directives and instructions. The Chief, Defense Atomic Support Agency, may redelegate these authorities, as appropriate, and in writing, except as otherwise specifically indicated above or as otherwise provided by law.

This delegation of authorities is effective immediately.