



DEPARTMENT OF THE ARMY  
HEADQUARTERS, EIGHTH ARMY  
UNIT #15236  
APO AP 96271-5236

EACG (600)

16 FEB. 2021

MEMORANDUM FOR Eighth Army Military and Civilian Hiring Officials

SUBJECT: Eight Army Command Policy Letter #34, Military Spouse Preference Candidates

1. Reference. Department of Defense Instruction (DoDI) 1400.25, v315, DoD Civilian Personnel Management System: Employment of Spouses of Active Duty Military
2. Purpose. This memorandum establishes Command policy information to improve employment opportunities for military spouses of active duty service members serviced by the Far East Region Area North and South Civilian Personnel Advisory Centers (CPAC).
3. Authority. The approval authority for this action is delegated to the Eighth Army (8A) Chief of Staff.
4. Background. When the CPAC issues a referral certificate indicating that the MSP was determined to be the "best qualified," it is the policy of 8A that a non-selection, or by-pass, of a MSP candidate will not be returned to the CPAC without pre-approval of the 8A Chief of Staff. Selection managers must provide a detailed written explanation as to why the MSP is not being selected. The folder will contain the resume of the MSP candidate, job description for the position being recruited, job announcement, scoring matrix, interview questions and any other documents related to the hiring process.
5. Intent. Packets will be routed through the 8A Directorate of Human Resource Management, the legal and EEO offices before being forwarded to the Chief of Staff. The Chief of Staff will review the information provided and approve or disapprove the return of the referral certificate to the CPAC without action.
6. Proponent. The proponent for policy is the Director, Human Resource Management, at DSN 755-2730.

A handwritten signature in black ink, appearing to read "W M Burleson III".

WILLARD M. BURLESON III  
Lieutenant General, USA  
Commanding

CF:

Civilian Human Resources Agency (CHRA), Far East Region