

CERM-M (570-4d)

MEMORANDUM FOR Major Subordinate Commands, Districts, Laboratories, and Field
Operating Activities

SUBJECT: Manpower Policy Memorandum #1 (Utilization Reporting Policy)

1. The reporting of manpower utilization is a complex process. There are two procedures upon which the process may be established; the first is to report manpower utilization based on the type of service being purchased, the second is to report manpower utilization based on a specific program. The purpose of this memorandum is to announce a change in USACE policy.
2. Under AMURS utilization has been captured based on service provided. For example, OMA funds received from Installation DPWs would have been reported under the MCA Planning and Design AMSCO 300000.0000 if the service purchased included in-house design, and manpower resources were budgeted accordingly. This source funding however is not a part of the MCA program. As a consequence, when the HQDA Program Evaluation Group (PEG) would meet to determine resource affordability, there appeared to be more resources in the MDEP E314 and AMSCO 300000.0000 than could be reasonably supported by the available Army MCA P&D budget. This is also in contravention with policy contained in DFAS Manual 37-100-98 which directs that monies not in appropriation 2050 will be accounted for as reimbursement under AMSCO 700000.0000.
3. As a result of discussions with the Army Staff only those FTE executed and funded from AMSCO 300000.0000 will be reported under this AMSCO. All other planing and design services purchased, regardless of their origin, will be reported under AMSCO 700000.0000.

FOR THE COMMANDER:

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CF: Resorce Managers and Manpower Officers