

EMPLOYEE

MANAGEMENT

CPAC

CPOC

OTHER

1  
After selection is made, write  
justification to waive 180  
day restriction  
(3 Days)

2  
Assist mgmt w/ justification  
Review & endorse  
Submit request for waivers\*\*  
5 Days

3  
MACOM/DA  
Render decision  
Inform CPAC  
5 Days

4  
Inform manager  
1 Day

\*\* Note:  
GS-7 and below to MACOM  
GS-8 and above to HQDA

Total Calendar  
Days= 11  
  
Personnel Process  
Days= 8