



**DEFENSE HEALTH AGENCY**  
7700 ARLINGTON BOULEVARD, SUITE 5101  
FALLS CHURCH, VIRGINIA 22042-5101

DHA-Policy Memorandum 22-011  
October 18, 2022

MEMORANDUM FOR: SEE DISTRIBUTION

SUBJECT: 180 Day Waiver Delegation Update

- Reference:
- (a) Department of Defense (DoD) Directive 5136.01, Assistant Secretary of Defense for Health Affairs (ASD(HA)), September 30, 2013, Incorporating Change 1, August 10, 2017
  - (b) DoD Directive 5136.13, Defense Health Agency, September 30, 2013, Incorporating Change 1, March 2, 2022
  - (c) Title 5 United States Code (U.S.C.) 3326
  - (d) DoD Instruction 1402.01, Employment of Members of the Armed Forces, September 9, 2007
  - (e) DoD Administrative Instruction 45, Employment of Retired Member of the U.S. Armed Forces, May 19, 2017

This Defense Health Agency (DHA)-Policy Memorandum, based on the authorities of References (a) and (b), and in accordance with the guidance of References (c) through (e), hereby clarifies Department of Defense (DoD) Instruction 1402.01, Employment of Retired Members of the Armed Forces.

In accordance with Section 5.2.2. of Reference (d), this memorandum delegates the authority to approve the appointment of retired members of the Armed Forces, within 180 days after retirement, to Market/Small and Market Stand-alone Organizations (SSO)/Defense Health Agency Regions (DHAR) Directors for grade levels GS-13 and below.

The DHA Director and Deputy Director retain the authority to approve 180 day waivers for appointments at grades GS-14 and above. Appointments to GS-14 and above must be routed through Human Capital Division/Human Resources Oversight Branch for review and forwarding to DHA Director or Deputy Director for approval.

Hiring Managers are charged with adhering to the Merit System Principles which require the civilian hiring process to be efficient, effective, fair, open to all, and free from political interference and preferential treatment.

This DHA policy memorandum is cleared for public release. Please address questions regarding this DHA policy memorandum to the Director, Administration and Management (J1), Mr. Ronald Hamilton. Mr. Hamilton may be reached at (703) 681-6424 or [ronald.a.hamilton2.mil@health.mil](mailto:ronald.a.hamilton2.mil@health.mil).

/s/  
RONALD J. PLACE  
LTG, MC, USA  
Director

Attachment:

1. DoDI 1402.01
2. DoD AI 45

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Director, Small Market and Stand-Alone Military Medical Treatment Facility Organization  
Directors, Defense Health Agency Small Markets  
Directors, Defense Health Agency Military Medical Treatment Facilities  
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