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Office of the President  
PPM-015-2017 (BDE)

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**SUBJECT: Authority to Make Assignments and Moves of Uniformed Personnel and Uniformed Billets**

**Reference:** *See Enclosure 1*

**Purpose:** This Presidential Policy Memorandum (PPM) replaces PPM-004-1990, and provides guidance for the Director, Military Personnel Office (MPO) on authority to make assignments and moves of Uniformed Personnel and Uniformed Billets.

**Policy:** The President, USUHS, controls the assignment, location, and movement between USUHS activities of all uniformed billet authorizations and all uniformed members assigned to USUHS. The President has delegated to the Director, Military Personnel Office, authority to negotiate on behalf of the University with appropriate officials of the Uniformed Services for changes in billet authorizations and for assignment of uniformed members to the University. The President has further delegated to the Director, MPO, the authority to make commitments on behalf of the University to proposed uniformed selectees, and to make final arrangements to release the uniformed members from the University. Deans, Chairpersons, and Activity Heads may negotiate with appropriate officials of the Uniformed Services for nominations to doctoral-level positions. In these cases, MPO must be kept informed of all negotiations, and only the MPO may consummate final agreements between the Uniformed Services and the University.

**Effective Date:** This PPM is effective immediately.

Richard W. Thomas, MD, DDS, FACS  
Major General, U.S. Army (Retired)  
President

Enclosures:

1. References

**References**

1. USU Instruction 1315, "Uniformed Personnel Assignments to Uniformed Services University of the Health Sciences (USUHS) and Requests for Uniformed Replacement Personnel," 13 September 2006.